



400 South Federal Hwy  
Hallandale Beach, FL 33009

## City of Hallandale Beach City Commission Agenda Cover Memo

Meeting Date:	Item Type:		1 <sup>st</sup> Reading	2 <sup>nd</sup> Reading
<b>11/3/2021</b>	<input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input checked="" type="checkbox"/> Other	Ordinance Reading	<b>N/A</b>	<b>N/A</b>
		Public Hearing	<input type="checkbox"/>	<input type="checkbox"/>
		Advertising Required	<input type="checkbox"/>	<input type="checkbox"/>
		Quasi Judicial:	<input type="checkbox"/>	<input type="checkbox"/>
File No.:				
<b>21-369</b>				
Fiscal Impact (\$):	Account Balance (\$):	Funding Source:	Project Number :	
<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	
Contract/P.O. Required	RFP/RFQ/Bid Number:	Sponsor Name:	Department:	
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<b>N/A</b>	<b>Nickens Remy, Acting Budget Manager</b>	<b>Budget &amp; Program Monitoring</b>	
Strategic Plan Focus Areas:				
<input checked="" type="checkbox"/> Finance & Budget		<input type="checkbox"/> Organizational Capacity	<input type="checkbox"/> Infrastructure/Projects	
Implementation Timeline:				
Estimated Start Date: N/A    Estimated End Date: N/A				

### SHORT TITLE:

**NEW BUDGET PERFORMANCE REPORT FOR PERIOD ENDING AUGUST 31, 2021**

### STAFF SUMMARY:

#### Summary

Staff is presenting the new Budget Performance Reports for the period ending August 31, 2021 to the City Commission.

#### Background:

The previous format for the Budget Performance Reports included a singular document for each fund which contained both financial data and explanation of variances. Each document contained bar graphs, pie charts, and itemized budget categories for revenues and expenditures.

**Current Situation:**

Staff continues to seek to implement more effective ways to report monthly financial reports to the City Commission. For the period ending August 31, 2021, the reporting structure has changed to a more streamlined template.

The new format is a slight revision to the previous monthly financial reports. While the decision to report a singular document for each fund proved to be more efficient; the inclusion of the bar graphs and pie charts made the document cluttered. To make each document easier to review, the bar graphs and pie charts have been removed. Itemized budget categories will remain, and explanation of variances will continue to be provided at the bottom of each document, where necessary. Additionally, the format has been revised for the reader to easily compare current and prior fiscal year figures.

Revenue accounts in the General Fund whose Adopted Budget exceeds \$100,000 will continue to be included with the reports. Budget transfers more than \$50,000 are also provided.

**Why Action is Necessary:**

Per Code of Ordinance 10-31(4), staff is to notify the City Commission of any budget transfers that exceed \$50,000. Budget Performance Reports are provided to the City Commission for informational purposes.

**Cost Benefit:**

Budget Performance Reports provide a snapshot of the City's main Funds for added transparency and informed decision making.

**PROPOSED ACTION:**

Currently, we are seeking feedback and/or recommendations from the City Commission on the new format.

**ATTACHMENT(S):**

Exhibit 1 - Budget Performance Report for Period Ending August 31, 2021

Prepared By: Nickens Remy  
Nickens Remy  
Acting Budget Manager

Reviewed By: Noemy Sandoval  
Noemy Sandoval  
Assistant City Manager

Approved By: Jeremy Earle  
Dr. Jeremy Earle  
City Manager