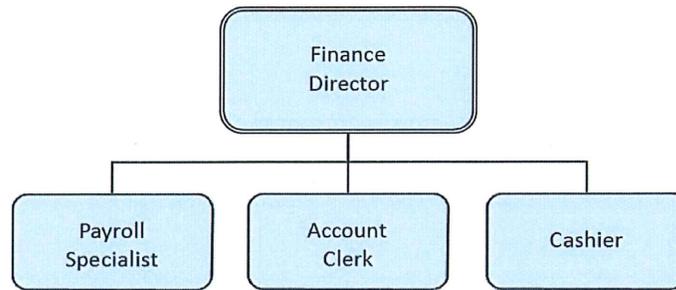


## GENERAL GOVERNMENT ~ Accounting

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### **MISSION:**

The City Finance Department's mission is to provide financial information useful for making economic decisions; to provide information useful for evaluating managerial and organizational fiscal performance; and to exercise stewardship and accountability over all resources belong to the City of Hartford.

### **COMMUNITY VISION:**

Management of all accounting functions and audit supervision are managed through the General Accounting division, including payroll, accounts receivable, accounts payable, fixed assets, and financial reporting. Maintenance of utility accounts and records, as well as Community Development Authority financial transactions, are included within the sphere of general accounting activities.

## **TRENDS**

### **General Accounting and Treasury Division**

- 1) Revenues collected on NSF check fee charges have declined an average of 87% over the past three years due to customers paying with debit/credit cards instead of a personal check.
- 2) The City's investment portfolio increased an average of 47% over the past three years due to a strong economy and change of investment advisors.
- 3) Investment service fees were reduced by an average of 36% over the past three years due to a change in investment advisors.
- 4) The number of electric customers served over the past three years has increased by an average of 6%.

GENERAL GOVERNMENT ~ Accounting

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2021 Department Detail Information

GENERAL ACCOUNTING ~ Revenue

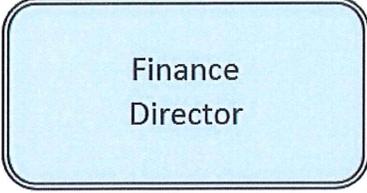
	2018 Actual	2019 Actual	2020 Budget	2021
410000.41500 Room Tax	\$ 20,356	\$ 34,000	\$ 10,000	\$ 10,000
412200.4122 Retained Sales Tax	\$ 118	\$ 125	\$ 100	\$ 100
418000.41810 Interest & Penalties On Tax	\$ 593	\$ 3,594	\$ 800	\$ 2,500
442200.44261 Dog Licenses	\$ 4,834	\$ 4,716	\$ 4,500	\$ 4,500
442200.44262 Cat Licenses	\$ 423	\$ 716	\$ 420	\$ 500
461200.46121 NSF Check Charge	\$ 825	\$ 132	\$ 500	\$ 250
480000.48110 Interest On Investments	\$ 131,471	\$ 278,590	\$ 95,000	\$ 125,000
480000.48111 Interest Revenues	\$ -	\$ 416	\$ 250	\$ 250
480000.48121 Credit Card Cash Back	\$ 13,229	\$ 12,078	\$ 13,000	\$ 17,000
480100.48890 Other Misc. Revenues	\$ 2,790	\$ 1,177	\$ 500	\$ 500
<b>TOTAL REVENUES</b>	<b>\$ 174,639</b>	<b>\$ 335,544</b>	<b>\$ 125,070</b>	<b>\$ 160,600</b>

GENERAL GOVERNMENT ~ Accounting

2021 Department Detail Information

GENERAL ACCOUNTING ~ Summary

	2019 Actual	2020 Budget	2021 Budget	Gen. Fund	Water	Sewer	TIF
Labor	\$ 54,547	\$ 55,912	\$ 54,709	54,709	-	-	-
Operations And Maintenance	\$ 53,823	\$ 63,037	\$ 63,504	\$ 63,504	-	-	-
Treasury - Labor	\$ 22,765	\$ 20,504	\$ 20,388	\$ 20,388	-	-	-
Operations And Maintenance	\$ 25,099	\$ 34,688	\$ 33,172	\$ 33,172	-	-	-
<b>Grand Total</b>	<b>\$ 156,234</b>	<b>\$ 174,141</b>	<b>\$ 171,773</b>	<b>171,773</b>	-	-	-
Total Sal/FB	\$ 77,312	\$ 76,416	\$ 75,097	\$ 75,097	-	-	-
Total Other Exp.	\$ 78,922	\$ 97,725	\$ 96,676	\$ 96,676	-	-	-
<b>Grand Total</b>	<b>\$ 156,234</b>	<b>\$ 174,141</b>	<b>\$ 171,773</b>	<b>171,773</b>	-	-	-



Finance  
Director

**MISSION:**

The primary mission is to provide central data processing through the use of the City's mid-range network as well as other computer-based information system networks, to maintain efficient telecommunication service through an in-house PBX telephone system, and to accurately allocate information costs to users. The Information Systems Internal Service Fund accounts for two of the three Information Systems functions: data processing and telecommunications. The third function (Cable Television) appears in the Enterprise Fund section of the budget. A decentralized data processing environment with some centralized financial, appraisal, and clerical services, is managed by the division, with technical support provided to departments upon request. Mid-range computer system networking is accomplished through T-1 cabling shared with the City's personal computers. The City also operates a PBX telecommunications system. Both functions charge costs to user departments on the basis of usage and equipment cost.

- Install upgrades to computer systems as needed.
- Continue telecommunications updates as necessary.

GENERAL GOVERNMENT ~ Data Processing

2021 Department Detail Information

DATA PROCESSING ~ Revenue

	2018 Actual	2019 Actual	2020 Budget	2021
474000.47404 Interfund Telephone Revenue	\$ 58,300	\$ 58,298	\$ 59,135	\$ 59,135
474100.47417 D.P. Charges	\$ 95,171	\$ 95,171	\$ 97,072	\$ 97,072
474110.47417 D.P. Charges	\$ 26,059	\$ 26,059	\$ 26,580	\$ 26,580
474111.47417 D.P. Charges	\$ 18,643	\$ 18,643	\$ 19,016	\$ 19,016
474120.47417 D.P. Charges	\$ 11,257	\$ 11,257	\$ 11,482	\$ 11,482
474130.47417 D.P. Charges	\$ 7,730	\$ 7,787	\$ 7,943	\$ 7,943
474131.47417 D.P. Charges	\$ 4,739	\$ 4,774	\$ 4,869	\$ 4,869
474140.47417 D.P. Charges	\$ 1,200	\$ 1,200	\$ 1,224	\$ 1,224
474150.47417 D.P. Charges	\$ 596	\$ 579	\$ 608	\$ 608
474155.47417 D.P. Charges	\$ 490	\$ 490	\$ 500	\$ 500
474160.47417 D.P. Charges	\$ 2,871	\$ 2,871	\$ 2,928	\$ 2,928
474167.47417 D.P. Charges	\$ 239	\$ 239	\$ 244	\$ 244
474168.47417 D.P. Charges	\$ 717	\$ 717	\$ 731	\$ 731
474199.47417 D.P. Charges	\$ 4,440	\$ 4,440	\$ 4,529	\$ 4,529
480000.48110 Interest On Investments	\$ 1,939	\$ 3,055	\$ 1,500	\$ 1,500
493000.49997 Fund Balance Appropriated	\$ -	\$ -	\$ -	\$ 23,193
<b>TOTAL</b>	<b>\$ 234,391</b>	<b>\$ 235,580</b>	<b>\$ 238,361</b>	<b>\$ 261,554</b>

2021 Department Detail Information

DATA PROCESSING ~ Summary

	2019 Actual	2020 Budget	2021	Gen. Fund	Water	Sewer
Labor	\$ 94,735	\$ 96,795	\$ 95,928	95,928	-	-
Operations And Maintenance	\$ 83,835	\$ 106,623	\$ 111,207	111,207	-	-
Capital Outlays	\$ -	\$ -	\$ -	-	-	-
Transfers To Other Funds	\$ 5,893	\$ 5,846	\$ 5,739	5,739	-	-
Networking	\$ 2,092	\$ 2,840	\$ 4,680	4,680	-	-
Security	\$ 2,810	\$ 2,000	\$ 3,000	3,000	-	-
Operations And Maintenance	\$ 41,440	\$ 40,000	\$ 41,000	41,000	-	-
<b>Grand Total</b>	<b>\$ 230,805</b>	<b>\$ 254,104</b>	<b>\$ 261,554</b>	<b>261,554</b>	-	-
Total Sal/FB	\$ 94,735	\$ 96,795	\$ 95,928	95,928	-	-
Total Other Exp	\$ 136,070	\$ 157,309	\$ 165,626	165,626	-	-
<b>Grand Total</b>	<b>\$ 230,805</b>	<b>\$ 254,104</b>	<b>\$ 261,554</b>	<b>261,554</b>	-	-



**MISSION:**

The Property Assessment division's mission is to assess all real and personal property in the City of Hartford, and to compile and prepare the annual real and personal property tax rolls.

- Review and generate values of each parcel in the City.
- Measure and value new construction in the City.
- Discover, list, and value all personal property to update records.
- Maintain all records and files in both hard copy and computer.
- Introduction of systematic revaluations of non-manufacturing property.

**COMMUNITY VISION:**

The City of Hartford maintains the Office of the City Assessor through a contractual arrangement with a national assessment firm. The division is responsible for the valuation of all non-manufacturing real estate within the City, as well as the development of the annual assessment roll for the City. The division is also responsible for revaluation of all City parcels, currently conducted on a contractual basis with the same national assessment firm.

GENERAL GOVERNMENT ~ Property Assessment

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2021 Department Detail Information

PROPERTY ASSESSMENT ~ Revenue

	2018 Actual	2019 Actual	2020 Budget	2021
443900.44390 Building Misc. Permits	\$ 19,240	\$ 11,360	\$ 20,000	\$ 14,000
<b>TOTAL REVENUES</b>	<b>\$ 19,240</b>	<b>\$ 11,360</b>	<b>\$ 20,000</b>	<b>\$ 14,000</b>

GENERAL GOVERNMENT ~ Property Assessment

2021 Department Detail Information

PROPERTY ASSESSMENT ~ Summary

	2019 Actual	2020 Budget	2021	Gen. Fund	Water	Sewer	TIF
Labor	\$ 2,366	\$ 2,461	\$ 2,514	2,514	-	-	-
Operations And Maintenance	\$ 78,722	\$ 79,624	\$ 79,624	79,624	-	-	-
Board of Review - Labor	\$ 35	\$ 163	\$ 163	163	-	-	-
<b>Grand Total</b>	<b>\$ 81,123</b>	<b>\$ 82,248</b>	<b>\$ 82,301</b>	<b>82,301</b>	-	-	-
Total Sal/FB	\$ 2,401	\$ 2,624	\$ 2,677	2,677	-	-	-
Total Other Exp.	\$ 78,722	\$ 79,624	\$ 79,624	79,624	-	-	-
<b>Grand Total</b>	<b>\$ 81,123</b>	<b>\$ 82,248</b>	<b>\$ 82,301</b>	<b>82,301</b>	-	-	-