

Office of Management & Budget (OMB)

- Budget Officer (County Administrator)
- Budget Analysts (2)
- Budget development and oversight
 - Budget amendments/transfers
 - Distinguished budget award
- Internal audits and external audit support
- Grant oversight for compliance and reporting
 - *FEMA – Hurricane Ian
 - *ARPA
- MSBU/MSTU/CRA/Gas Tax/TRIM/Road Impact Fees
 - Compliance and reporting
- Next steps:
 - MSBU/MSTU – 2023
 - Road impact fee study - 2024
 - Reinstitute 5th & 6th gas tax -2026
- Budget Technician Supervisor (1)
- Budget Technicians (3)
- Review of invoices for processing to Finance
 - *Ambulance billing contract oversight
 - *Lake County 911 billing
 - *Development services
- Deposits
- Billing for services/leases
- Next steps:
 - Increase the number of Budget Technicians to (4)

Building and Planning Financial Tracking

- Transactions that are done in the evening can be missed and have to be checked the following day
- Permit #'s have to be compared for duplicate payments or missed payments in City Works
- Credit Card transactions on the City Works spreadsheet is totaled by G/L Account for comparison
- Refunds are also processed thru Authorize.net
- Financial Reports Management
 - End of month Escrow Balances
 - Escrow Payments
 - Escrow Replenishment
 - Road Impact Fees
 - Countywide Fire Assessment Fees
 - Fee Waiver Report
 - Any discrepancies between what the report has and what Finance has, has to be audited by OMB