

3.2 Budget/Fiscal Control System

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MoCAP '02
Lamar, MO



Assessment Process	
A.	The assessment of needs, wants, and resources is achieved by surveys, town meetings, brain storming, focus group studies, and mayoral-appointed advisory committees.
B.	Experts and consultants are employed when needed.
C.	The City of Lamar has adopted a comprehensive plan and developed strategies to accomplish short and long-range goals.
D.	The city's large amount of reserve funding is evidence of the city's ability to manage finance while meeting needs. As compared to other cities of Lamar's size, Lamar has accomplished an above average level of infrastructure upgrades.
Program Standards	
A.	Organization: Through the City of Lamar, several committees work on the annual budget. Among them are the Administrative Committee and the Public Expenditures Committee. Each of the department's needs is reviewed and a proposed budget is presented to the committees listed above for evaluation and review. A final budget is approved by the Lamar City Council.
B.	Mission Statement: The mission statement for the Budget and Fiscal Control System is to strive to operate the finances of the city of Lamar in such a manner as to assure sufficient revenue to meet the obligations to the community.
C.	Annual Budget: <ol style="list-style-type: none"> 1. An annual comprehensive budget is prepared covering all operations of the municipality. 2. The budget for each department is prepared in advance of public hearings before the two committees listed above. The wants and needs of each department are prioritized by available funding. 3. Budget meetings generally take place in May and June and the formal budget passage takes place in July of each year. 4. As finance director for the city, the Lamar City Clerk works closely with department heads and the City Administrator for financial management and budgeting purposes.
D.	Annual/Five-Year Capital Improvement Budget: <ol style="list-style-type: none"> 1. The Budget and Finance Control System reviews each department annually for large capital expenditures such as vehicle and equipment replacement. 2. Realization of large projects has been accomplished in multi-year phases with annual appropriation commitments. Examples include, but are not limited to, upgrades in water system, construction of aquatic park, construction of a new water tower, and development of a large transformer system for re-routing power and meeting future growth needs
E.	Public Financial Statement: The city routinely publishes the annual budget and provides financial reports documenting the present standing of the city in any given point in the fiscal year. Reports are produced in readily understandable form in accordance with generally accepted accounting principles. Prepared public editions of reports are available by request at City Hall. The public accountability is achieved by publishing financial reports in the local newspaper.
F.	Audit: The city contracts with a local certified public accountant for an independent audit of municipal operations on an annual basis. The accountant makes recommendations that are acted on by the City Council for improved operations of fiscal control systems as needed.
G.	Finance Director: The position of Finance Director is achieved as a primary responsibility of the Lamar City Clerk. The full-time position monitors and administers all matters involving finances of the city.
Program Evaluation	
The success of Budget and Fiscal Control System endeavors for Lamar are addressed through: <ul style="list-style-type: none"> • Benchmarks established through the state and regional resources • Mayoral-appointed advisory committees with regular reports to city administration and leadership • Annual Surveys of the local community regarding city services 	