



**AGENDA MEMO**  
05/18/21 Agenda

**TO:** Honorable Mayor and City Council

**FROM:** Thomas W. Tvardzik, Director of Finance

**SUBJECT:** Resolution adopting Financial Management Policies

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**BACKGROUND:**

While there is no state requirement mandating either yearly review or adoption, the Government Finance Officers Association ("GFOA") best practices recommend that Financial Management Policies be reviewed and adopted as part of the yearly budget process.

Accordingly, it has been the practice of the City to refer the Financial Management Policies to the Finance Advisory Committee (FAC) for review, revision, and recommendation on a yearly basis. Once adopted by Council resolution, the policies are effective for the coming fiscal year.

In short, the Financial Management Policies function as a framework, guiding the fiscal management of the City. The policies address the following areas:

- Annual budgets and transfer authority,
- Commitment to Generally Accepted Accounting Principles,
- Financial reporting and auditing,
- Revenue, expenditure and fund balance policies,
- Capital projects, debt management, long-term financial planning, internal controls and cash management and investments.

At its meeting of April 15, 2021, the FAC reviewed the proposed FY2022 Financial Management Policies. There were no revisions or recommended changes. The FAC voted to recommend approval of the policies as presented.

**RECOMMENDATION:**

City staff and the Finance Advisory Committee recommend approval and adoption of the proposed FY2022 City of University Park Financial Management Policies.

**ATTACHMENTS:**

- Resolution adopting Financial Management Policies
- City of University Park Financial Management Policies