

- CITY OF NANAIMO  
THE HARBOUR CITY
- ## 2019 Achievements
- Reserves policy
  - Debt policy
  - Budget transfer policy and procedures update
  - Concur invoice automation solution
  - Sewer and water user fee review
  - Electronic Funds Transfer (EFT) fraud detection
  - Completion of all statutory reporting requirements
- Finance*

## 2020 Key Challenges

- Staffing challenges
- Accounting software upgrade

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## 2020 Key Initiatives

- Procurement Policy Review
- Procurement template legal review
- Implementation of an E-bidding solution to streamline RFX processes
- Implementation of Concur automated invoice processing
- Upgrade budgeting software

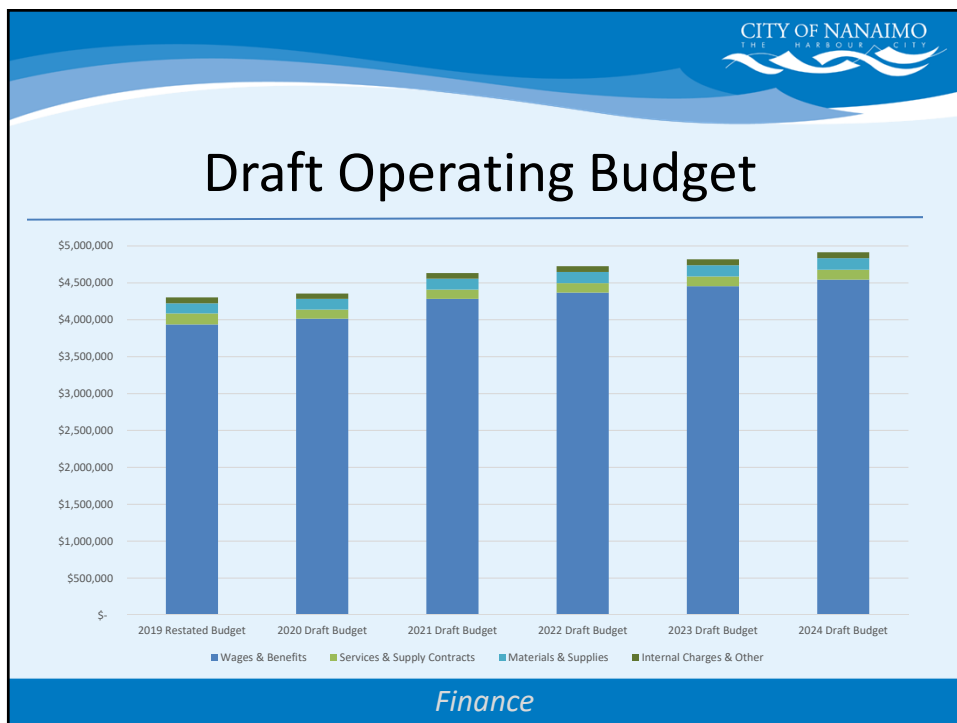
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## 2020 Key Initiatives

- Implement changes to the budgeting and cost allocations for timecard workers
- Water and Sewer User Rate review
- Financial policy development. Linked to Strategic Plan, Core Review.
- Furtherance of the Coastal Communities Social Procurement Initiative

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## Proposed Changes to Budget

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- New personnel as part of July 2019  
Organizational Structure:
  - Assistant Accountant – 2021
  - Junior Financial Analyst (shared) - 2021

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## Changes Not Included in Draft Budget

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- Business Case - Service Enhancements to Dog Licensing
  - Online options for billing, applying for and updating dog license information

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