



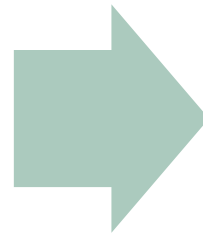
CENTRALIZATION

**County Finance & Lake
County Public Works**

April 2023

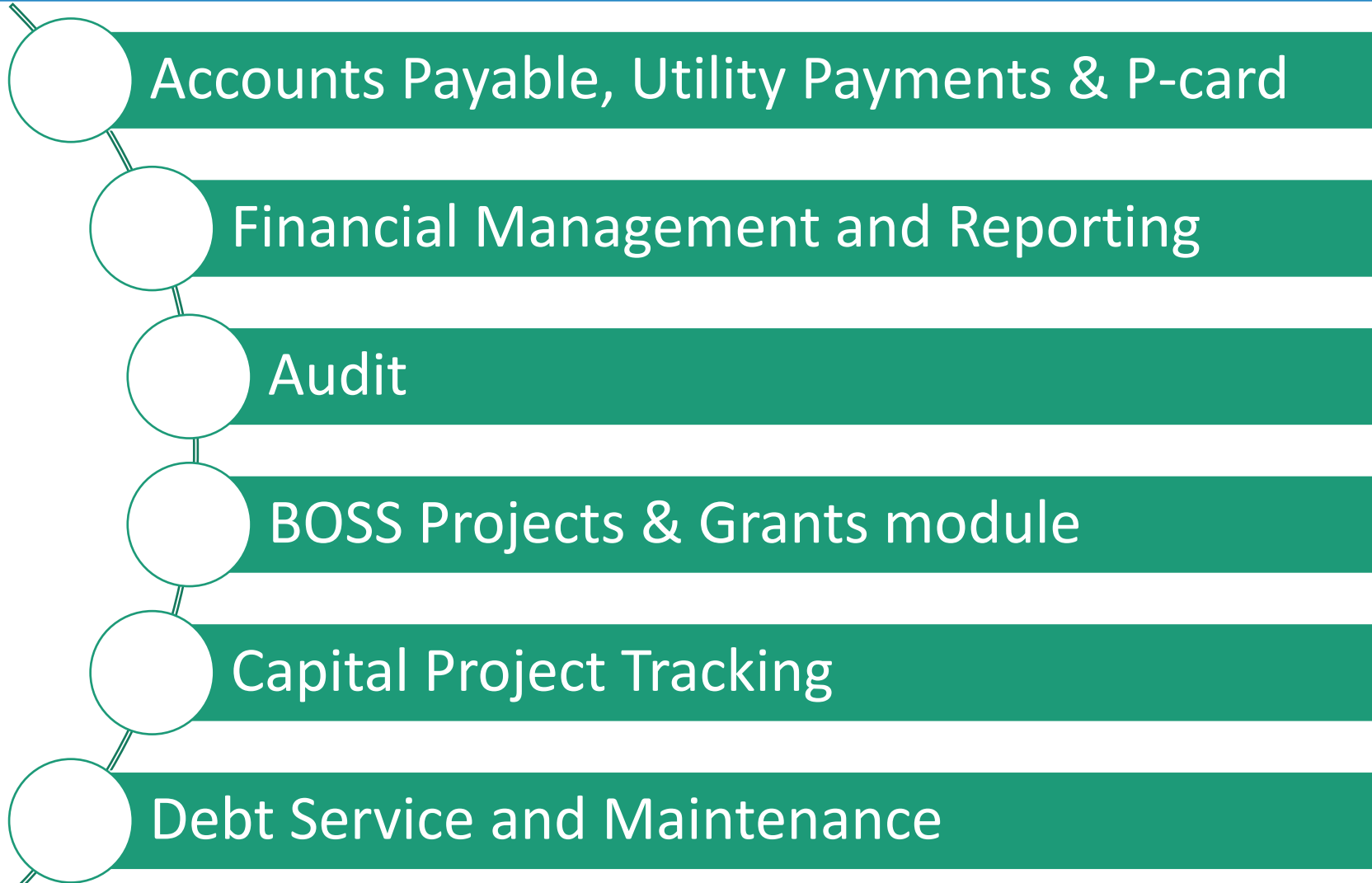
Objective

Obtain overview of
work performed by
Finance professionals in
Public Works
Department



Determine whether
these functions would
benefit from
centralization with the
Finance Department

Areas of Focus



Examples

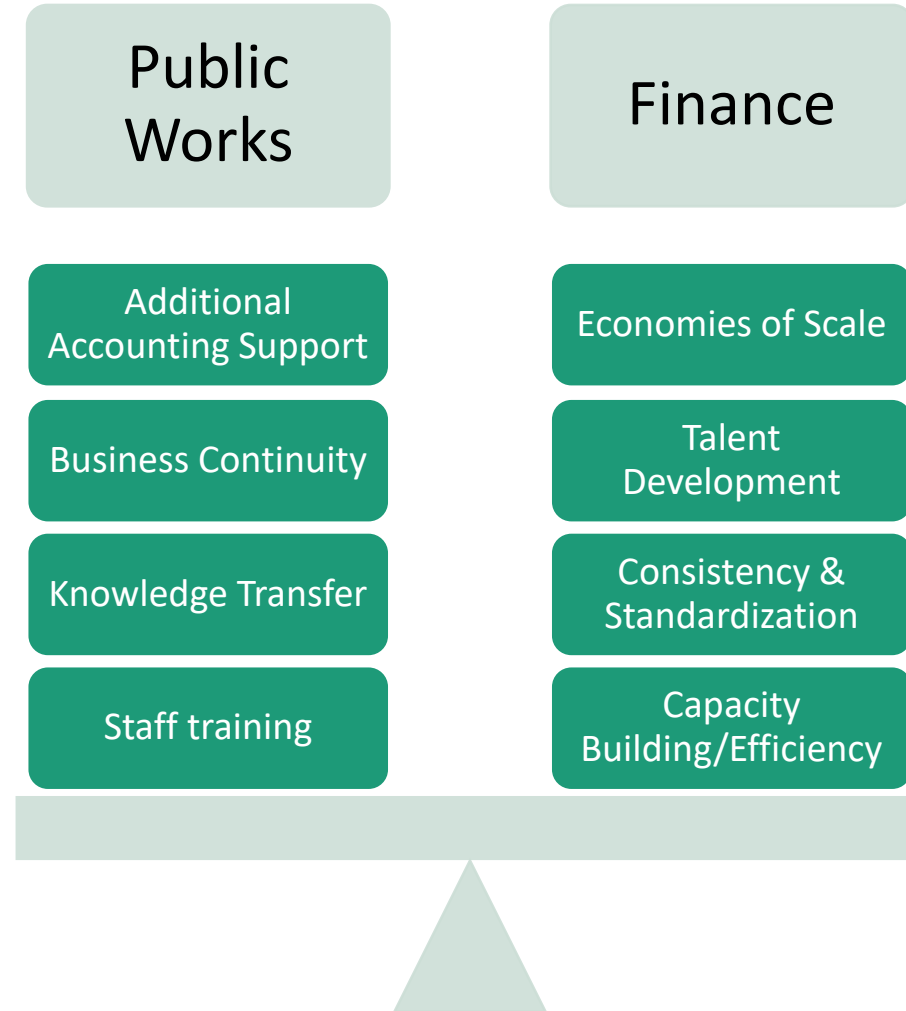
P-card Receipts and Approvals

Financial Reporting

Audit Functions

Standard Operating Procedures

Outcome: Advantages



Risks

- Locational challenges with Waukegan/Libertyville sites and
- On-site presence at PW may be compromised
 - MITIGATION: Continued onsite presence will be maintained at Libertyville; some onsite knowledge transfer/training in Waukegan necessary but we will maximize available remote tools
- Confusion on work/operational strategies and direction
 - MITIGATION: Sutton and McFarlane will meet with the PW Finance team regularly to discuss and remedy any confusion or conflict

Next Steps

1. Realign reporting structure for 4.5 staff members to the Chief Financial Officer in the Finance Department
2. Continued knowledge transfer of the requirements of Finance support for effective and efficient Public Works operations and capital projects
3. Establishment of “new routine” Public Works Finance function as part of Finance Department
4. Continued analysis of other financial areas within Public Works (e.g., utility billing, grants management/reporting)



Questions