

East Hampton, New York / Population 20,000

“With a town our size, financial and operational decision-making relies on timely and accurate data. Having that data available and being able to analyze and report on it through Team Budget is a huge advantage.”

William Wilkinson, Town Supervisor, Town of East Hampton

Municipal Overview

The Town of East Hampton, population 20,000 is comprised of the village of East Hampton, as well as several nearby hamlets. Located in Suffolk County, the Town is the easternmost town in the state of New York. It's proximity to the Atlantic Ocean, as well as numerous bays and harbors provide the prime attraction for the town's residents and visitors alike.

Business Challenge

The Town of East Hampton had a fairly straightforward process for budget preparation. However, the Town was faced with a fiscal crisis and a lack of confidence in the previous administration.

The new administration was mandated with spending cuts and with developing a zero-based budget to ensure the cuts were made in the most effective manner.

Budget preparations began in August with departments receiving their prior year-to-date budget data in an excel spreadsheet. New budget data was then entered in, either electronically or manually.

The finance team compiled these individual worksheets into a master document with a budget total worksheet. The result was a very static budget that required a great deal of time and effort to make any changes required.

Relying so heavily on Excel also brought the challenge of ensuring that formula errors didn't occur, and that cells were properly linked.

Salaries and benefits offered additional challenges. Budgets were developed based on prior year's budgets, with applied increases. Since the figures were based on assumptions, not on actual numbers, over-budgeting was a frequent issue.

Associating salaries and benefits data to specific employees proved impossible with the existing system. This data could only be associated on a broad level—as a result, actual costs were out of sync with budgeted costs. One of the Town's budget objectives for the year was to eliminate costs through attrition of staff, so it was critical that these numbers be understood and budgeted for accordingly.

Budget accuracy, transparency and access to real-time budget tracking were key to the Town meeting its financial objectives.

Solution

Recognizing the benefit of using a budgeting software solution, a key member of the finance team recommended TeamBudget. Having previously worked with TeamBudget, she knew the functionality would not only meet the Town's requirements, but that the software was cost-effective and easy to implement. After seeing the caliber of reports that TeamBudget could produce, the rest of the team was convinced that TeamBudget was the right decision for them.



Overview:

Population

20,000

Financial System

Munis

TeamBudget Capital and Operating

The Town of East Hampton is situated in Suffolk County, in the state of New York.

Business Challenge

Budget accuracy, transparency, and access to real-time budget tracking were key to the Town meeting its financial objectives.

Solution

TeamBudget now provides the Town of East Hampton with the tools they need to prepare, track, and react to needs and changes.

Business Benefits

- Powerful Reporting
- Budget Transparency
- User-friendly
- Time Savings
- Customer Support

For More Information

Further information on the TeamBudget Suite can be obtained at www.teambudget.com

Business Benefits

TeamBudget integrated easily with the Town of Hampton's existing infrastructure.

Having completed the first budget cycle with TeamBudget, the following benefits have been experienced:

Powerful Reporting

TeamBudget's reporting tool is powerful—over 75 reports are available out of the box. The running of these reports is as easy as the click of a button, and the format ensures that presentation to council is straightforward.

Reports are well laid out and easy to understand and users can drill up or down as much as desired.

In addition, the Town had a couple of custom reports developed, including a Position Costing Summary, which shows employees and benefits by department, rather than by fund. A new Budget Document Report shows a baseline budget indicating last year, this year, year-to-date, current budget, and budget variance from last year.

Budget Transparency

Transparency is important as Governments are faced with increased scrutiny over the effectiveness of their budgets.

Through the use of TeamBudget, the Town of East Hampton is now able to provide immediate, real-time budget information. TeamBudget integrates with the Town's Munis financial system, allowing users to access real budget data at the click of a button.

TeamBudget automatically updates with the budget data from the Financial system, every night. Should an immediate update be required outside of this, the process is as simple as the click of a button, and in a matter of minutes, real-time data is available.

Approached by a member of council for specific employee data, the finance team was able to immediately pull the detailed information together for them.

User-friendly

TeamBudget was designed with the user in mind. The grid-like layout mimics the look of excel, minimizing the learning curve for new users. The application is intuitive, and the help tool is available at every step.

Time Savings

While the zero-based budgeting approach will allow the Town to ensure that their budgets are efficient, and free of unnecessary operations, it can be a longer process, having to enter data from the ground up.

TeamBudget will provide a quick and accurate method of entry, ensuring the accuracy of data, and linking different cost centers together, as required. Budget data will be immediately available from cost center level right up to the overall budget picture. Supporting documentation can be linked to cost centers, providing history on budget decisions.

The complexity of salary and benefits calculations becomes very straightforward, and daily tracking will be easy.

Customer Support

The Town of East Hampton has been very pleased with the level of customer support they've received throughout all stages of the implementation of TeamBudget.

Although many issues arose, Questica's response was fantastic, and they worked with team members to ensure the Town was pleased with resolutions.

For More Information

TeamBudget Suite is a secure web-based solution structured on a proven capital and operating budgeting model.

Working in conjunction with the public sector, **TeamBudget Capital** and **Operating** were designed to solve the cumbersome process of assembling, tracking, analyzing and reporting of capital and operating budgets.

Further information on the Questica's **TeamBudget Capital** product can be obtained at questica.com