



# Radnor Township

- 2021 Budget Presentation -  
**Finance Department**

Unprecedented Times, Unprecedented *Performance*



# Finance – Departmental Overview

The Finance department administers the following functions of Radnor Township:

- Accounting and Financial Reporting
- Treasury & Investments
- Payroll and Human Resources
- Pension Administration
- Budgeting & Expense Monitoring
- Annual Audit and Financial Report
- Compliance
- Information Technology
- Real Estate Tax & Utility Billing
- Act 511 Business Tax Administration
- Accounts Payable
- Debt Service Management
- Contract Administration, Bids & RFP's
- Grants management
- Insurance management
- Right to Know Compliance
- Switchboard Operations



## Finance – Service Delivery

The Finance department proudly services and actively engages with a diverse consumer base, including:

- Residents
- Businesses and business owners
- Contractors and vendors
- Outside professionals
- Community service organizations
- Governmental and regulatory agencies
- Our elected and volunteer boards and commissions
- Active employees
- Retired employees



# Finance Department = Teamwork

Working together we are committed to...

- Managing the ***accounting and financial reporting*** infrastructure that provides the internal controls and safeguarding of assets.
- Oversight and monitoring of the ***Treasury and Investments*** functions
- Providing excellent service through the ***payroll and human resources*** functions, supporting our active and retired employees and their families.
- Responsible for ***pension administration*** including annual funding and regulatory reporting
- Working with the Manager and Department heads in support of the Township's ***budgeting and expense monitoring*** activities.



# Finance Department = Teamwork

Working together we are committed to...

- Working with CARFAC and our independent auditor to satisfy the **annual audit and financial report compliance** and regulatory agency filings.
- Ensuring the Township's **information technology** requirements are up to date, including all hardware, software and security protocols are satisfied.
- Managing and working with the 9,000+ residential and commercial property owners in the **real estate tax & utility billing** processes.
- Managing and working with the 2,000+ businesses to insure uniformity in the enforcement and compliance of the **Act 511 business tax administration**.
- Providing for accurate and timely processing of **accounts payable** and **debt service management** obligations to our vendors and lenders.



# Finance Department = Teamwork

Working together we are committed to...

- Oversight of the **contract administration, bids and RFP** process, ensuring timely awarding of contract work to qualified, low cost bidders.
- Actively engaging in **grants management**, applying for and securing grants for projects and funding opportunities as provided through various Federal, State and Local agencies.
- Working with outside professionals and brokers on **insurance management** to provide coverage and protection by qualified and reputable carriers.
- Maintaining **Right to Know Compliance** with timely and proper responses to all requests for public records.
- Ensuring all visitors and callers are warmly welcomed and serviced by our staff on the **switchboard operations**.



# THANK YOU

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