



DEPARTMENT OF ADMINISTRATION

FY 2024 Budget

DEPARTMENT OF ADMINISTRATION

MISSION:

To work each day as a team using our knowledge to help further the city's mission and goals using honest, accountability, integrity, and compassion toward each other for the citizens and visitors of the city of Jackson.

DEPARTMENT OF ADMINISTRATION ACCOMPLISHMENTS:

- Conducted Departmental procurement training in Tyler Munis
- Assisted with keying in outstanding contracts and inputting invoices for Public Works.
- Deputy Director, Sharon Thames prepares the financial analysis for Water, Sewer, Sanitation
- Secured 7.5 million bond for the Planetarium
- 2024 Lease Purchasing Program fully functional by the end of August 2023

DEPARTMENT OF ADMINISTRATION GOALS:

- Continue Procurement and fiscal training for departments
 - Work to eliminate deficiencies within our Annual Audit
 - Fill Critical Vacant positions
 - Resume quarterly budget meeting with departments
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FY 2023 BUDGET VS. FY 2024 BUDGET



QUESTIONS?

CONCERNS?

SUGGESTIONS?

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