



RUTHANNE FULLER
MAYOR

City of Newton, Massachusetts
Office of the Mayor

Telephone
(617) 796-1100
Telefax
(617) 796-1113
TDD
(617) 796-1089
E-mail
rfuller@newtonma.gov

April 11, 2022

Honorable City Council
Newton City Hall
1000 Commonwealth Avenue
Newton Centre, MA 02459

Councilors:

I respectfully submit a docket item to your Honorable Council requesting authorization to appropriate and expend the sum of \$250,000 from June 30, 2021, Certified Free Cash to fund the final invoices for the City's upgrade from Finance Plus as well as continuing modifications to the Payroll/Human Resources sections of our financial system.

In April 2018, we began the challenging task of migrating 20 years of financial and payroll data from Finance Plus to Munis. This was a complicated task that required countless hours of staff time to accomplish. As a result of the complexity of this project, from creating a new chart of accounts, developing "bridges" to move Treasury information into the "new" Munis system, and unravelling 20 years' worth of custom modifications of existing financial information, we adjusted our "go live" date for the payroll portion of the conversion by a full year, from January 1, 2020 to January 1, 2021.

Consequently, we are incurring additional costs.

We will use these funds to supplement the Munis project account to pay the additional costs incurred for the Munis-led work sessions, pay for support for our Finance Plus system through our full transition to Munis, support the implementation of the next upgrade for the Munis software, and further technical support as we continue to address payroll intricacies.

Thank you for your consideration of this matter.

Sincerely,

Ruthanne Fuller
Mayor

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NEWTON, MA. 02459

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