OpenGov Tutorial

Wednesday, February 27, 2019

Lori Pommerenck, Controller
• What is OpenGov
• Launching OpenGov
• OpenGov Screen Layout
• Exploring Data and Drill Down Features
Question: What is OpenGov?

Answer: OpenGov is

• A cloud based financial reporting tool,
• Integrated with the Districts Financial Software,
• Allow users to interactively drill down into account level detail
Example: The District’s Budget, CAFR, and Monthly Financial Reports summarize “Services and Supplies” into one line item. With OpenGov, users can break down Services and Supplies into 50 different components or Expense Types and over 140 budgeting units consisting of the Districts Funds, Departments and Divisions.

Example of Services & Supplies by Expense Types: 

- (7010) Advertising - Paid
- (7020) Advertising - Trade
- (7160) Customer Discounts
- (7170) Empowerment Service Discounts
- (7200) Banking Fees & Processing
- (7210) Community Relations
- (7300) Communications & computer small equipment
- (7310) Computer License & Fees

Example of Services & Supplies by Budgeting Units: 

- (34.450) Equipment Repair
- (34.490) Brushing Crew
- (34.530) Food & Beverage
- (34.600) Skiing Services
- (34.610) Ticket Office
- (34.620) Lift Operations
- (34.630) Slope Maintenance
- (34.640) Mountain Operations
- (34.650) Ski Patrol
Question: How do I access the OpenGov Tool

Navigate to: https://www.yourtahoeplace.com/ivgid/financial-transparency
OpenGov Welcome Screen With Overlays

- Back, Reset Buttons
- Reports
- Views
- Filters
- Fiscal Years
- Presentation
- Share/Export Chart Types
- Sort by
- Select View Report to remove overlay welcome screen
- Table below every chart
OpenGov Screen Layout

- Top: Charts and Graphs
- Bottom: Table of Financial Data (Important, many new users do not realize the bottom half of the screen contains a financial table)
- Left: Filters & Saved Views
- Right: Chart Types, Sorting, Share
Top Section - Chart
Bottom Section – Scroll Down

Below every chart is table of the financial data driving the chart.
Begin Exploring

• Hover mouse over Charts to display data points
• Scroll down to bottom to view the financial data table
• Select saved views to explore Fund or Venue level
Left side of Screen – Select Views

- Filters
  - Views

- 1 All District Operating Sources & Uses
- 2 General Fund Operating Sources and Uses
- 3 Utility Fund Combined Operating Sources & Uses
- 4 Utility Fund - Water Operating Sources & Uses
- 5 Utility Fund - Sewer

The chart shows the distribution of dollars with the following categories:

- $18.0M
- $16.0M
- $14.0M
- $12.0M
- $10.0M
Example of selecting saved views
Here I will select All District

1. All District Operating Sources & Uses
2. General Fund Operating Sources and Uses
3. Utility Fund Combined Operating Sources & Uses
4. Utility Fund - Water Operating Sources & Uses
5. Utility Fund - Sewer
Example of drill down into Charges for Services from the “All District” View

<table>
<thead>
<tr>
<th></th>
<th>January 2013-14 Actual</th>
<th>January 2014-15 Actual</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revenues</td>
<td>$21,309.527</td>
<td>$19,438.539</td>
</tr>
<tr>
<td>Revenues</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ad Valorem</td>
<td>732,679</td>
<td>763,688</td>
</tr>
<tr>
<td>Consolidated Tax</td>
<td>733,668</td>
<td>777,068</td>
</tr>
<tr>
<td>Charges for Services</td>
<td>13,665,703</td>
<td>14,265,308</td>
</tr>
<tr>
<td>Intergovernmental-Operating Grants</td>
<td>63,719</td>
<td>15,172</td>
</tr>
<tr>
<td>Interfund Services</td>
<td>1,415,325</td>
<td>1,480,824</td>
</tr>
<tr>
<td>Central Services Revenue</td>
<td>629,581</td>
<td>642,244</td>
</tr>
<tr>
<td>Investment Income</td>
<td>98,751</td>
<td>120,012</td>
</tr>
<tr>
<td>Misc Rev-Other Reportable Items</td>
<td>15,257</td>
<td>123,103</td>
</tr>
<tr>
<td>Expenses</td>
<td>15,505,067</td>
<td>16,088,710</td>
</tr>
<tr>
<td>Expenses</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Wages</td>
<td>5,881,274</td>
<td>5,989,556</td>
</tr>
<tr>
<td>Benefits</td>
<td>2,302,690</td>
<td>2,276,674</td>
</tr>
<tr>
<td>Professional Services</td>
<td>154,521</td>
<td>238,006</td>
</tr>
<tr>
<td>Services &amp; Supplies</td>
<td>3,759,455</td>
<td>3,834,268</td>
</tr>
</tbody>
</table>

The Triangle ▶ left of the description acts as a toggle to expand or collapse - Here “Charges for Services” is collapsed.
Example of “Charges for Services” expanded to account level detail. Toggle on/off by a left click on Charges for Services.
Example of Drilldown by Venue

Select Filters
Select Revenue under “Show”
Select Venues under “Broken Down By”
Select January under “Fiscal Year Through”
Example of Changing the Chart Type

Upper right screen you can choose from 5 chart types
Example of Drill Down to Diamond Peak “Charges for Services” by Division

Comparisons Actual Fiscal YTD as of January 2019 to current YTD Budget and prior year actual for 5 years

<table>
<thead>
<tr>
<th></th>
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<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>(34.600) Skiing Services</td>
<td>$1,496,217</td>
<td>$1,596,941</td>
<td>$2,179,483</td>
<td>$2,275,627</td>
<td>$2,392,491</td>
<td>$2,268,940</td>
<td>$3,316,999</td>
<td>$1,048,097</td>
</tr>
<tr>
<td>(34.680) Rental &amp; Repair shop</td>
<td>380,266</td>
<td>475,229</td>
<td>502,473</td>
<td>517,826</td>
<td>475,788</td>
<td>391,750</td>
<td>467,953</td>
<td>76,182</td>
</tr>
<tr>
<td>(34.530) Food &amp; Beverage</td>
<td>300,512</td>
<td>465,449</td>
<td>713,779</td>
<td>667,038</td>
<td>521,075</td>
<td>611,290</td>
<td>647,412</td>
<td>36,122</td>
</tr>
<tr>
<td>(34.670) Child Ski Center</td>
<td>316,906</td>
<td>404,204</td>
<td>427,107</td>
<td>475,788</td>
<td>424,270</td>
<td>391,750</td>
<td>467,953</td>
<td>76,182</td>
</tr>
<tr>
<td>(34.960) Hyatt Shop</td>
<td>144,567</td>
<td>127,692</td>
<td>292,836</td>
<td>186,731</td>
<td>129,316</td>
<td>172,400</td>
<td>204,636</td>
<td>32,236</td>
</tr>
<tr>
<td>(34.990) Admin &amp; Overhead</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>(34.980) Marketing</td>
<td>1,210</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>(34.630) Slope Maintenance</td>
<td>120</td>
<td>137</td>
<td>209</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$2,819,044</strong></td>
<td><strong>$3,417,618</strong></td>
<td><strong>$5,298,207</strong></td>
<td><strong>$5,233,772</strong></td>
<td><strong>$4,430,122</strong></td>
<td><strong>$4,327,980</strong></td>
<td><strong>$5,770,370</strong></td>
<td><strong>1,442,390</strong></td>
</tr>
</tbody>
</table>

**2018-19 Variance:**
- Skiing Services: 1,048,097
- Total: 1,442,390

**Variance Percentage:**
- Skiing Services: 33.39%
- Total: 33.39%
Tips & Tricks

• Use reset button to return to default
• Use back button to return to previous view
• Email certain screens to yourself to save to review later
Top of Screen – Use the “reset” button to return to default or the “back” button to return to previous screen
Want to save a view – Email to yourself

https://inlinelogygivendopengov.org/transparency#/13682/a-8332-4422-a382-rf025c805b7b&currentYearAmount=cumulative&currentYearPeriod
OpenGov Tutorial Take Aways

- OpenGov uses the same data source as the District’s financial reports.

- OpenGov is a powerful tool for exploring the District’s Financials into account level detail.
OpenGov Navigation Review

- Explore – Hover & Click
- Change - Chart Types from Bar, Pie, etc.
- Reset – Return to Default View

- Ask Us – Not seeing the data you expected share the screen by email to info@ivgid.org
Questions?