



**City of Long Beach**  
Working Together to Serve

**Memorandum**

Date: May 6, 2019

To: Patrick H. West, City Manager *T.M.*

From: John Gross, Director of Financial Management *J.G.*

*LE* Lea Eriksen, Director of Technology and Innovation

Alex Basquez, Director of Human Resources *A.B.*

For: Mayor and Members of the City Council

Subject: **LB COAST: Munis Financials Go-Live Update**

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Munis, our new Enterprise Resource Planning (ERP) system that will integrate the City's Financial, Human Resources, and Payroll systems, went live on April 15, 2019 with the Financials Phase. Our old financial system is no longer being called upon and is enjoying a well-earned retirement.

Now, three weeks into implementation, nearly all users have logged into the system and all transaction types are occurring. Generally, the implementation is going very well for such a large-scale implementation. There have been, and continue to be, typical issues and the LB COAST Project Team is being successful in addressing the challenges. The Team is hosting working labs allowing users to conduct transactions with the guide of a system expert. Customer service calls are also being conducted with all departments to ensure project developed resources are being utilized, and to proactively identify any outstanding challenges or concerns. The financial "month-end close" is about to begin, which will be a major new test. We do expect additional issues to arise during this process.

As the financials system stabilizes, the Team will focus greater efforts on the HR/Payroll and Budget phases. The HR/Payroll team is currently evaluating the ideal Go-Live timeframe for early 2020 and is expected to have a proposed date soon. The Budget phase is expected to closely follow the HR/Payroll development and implementation timeline in 2020. Collections, the last part of financials, is also expected to be implemented in 2020.

If you have any questions, please contact John Gross at (562) 570-6427, Lea Eriksen at (562) 570-6234, or Alex Basquez at (562) 570-6140.

JG:DG  
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