

July 01, 2020

# FACILITIES MANAGEMENT

AT COLORADO STATE UNIVERSITY

FM DAILY  
COMMUNICATION

Issue 63

Good Morning FM Team,

Today is the perfect day to applaud our Facilities Management (FM) Finance section who have been extraordinarily busy developing various resource allocation plans, and on the new IWMS, aka AiM, ensuring accounting configurations are ready for Go-Live on July 1. Starting a new fiscal year, it is timely to give an overview of the FM Finance section, which is comprised of several accounting teams within FM. The teams in this section are responsible for managing and processing an array of services for all sections within our FM department. Similar to building codes and equipment specifications, we must adhere to finance rules and the accounting teams ensure FM transactions comply. Accounting teams include Area Accountants, Capital Construction, Small Projects, and Remodels & Construction Services (RCS). Stephanie Swanson is Assistant Director of Finance, providing leadership and oversight of these areas.

- Kim Pearsons manages the RCS Accounting unit. RCS provides full project management and construction services for projects under \$2 million. RCS Accounting team includes Judy Baechle (Supervisor), Therese Offerman, Julie Compton, Hayley Barnes, and Bonnie Ham who provide accounting support. Support includes revenue receipt; procurement, including purchase orders and Pcards; contract administration; customer billing; invoice payment; project management; monthly revenue billing and budgets, account reconciliation, and reporting. This unit reports through RCS and works closely with other FM accounting groups.
- Carol Carroll manages the Capital Construction, Small Projects, and Utility Accounting areas. This team is comprised of Jeanette Nicodemus, Darlene Maki, and a vacant Utility Accountant (temporarily supported by Connie Schunter). While this team may be small, they are mighty! Responsibilities include financial transactions for construction, utilities and departmental cell phones. They provide project accounting for Capital Construction and small projects assigned to O&M, Utilities, Engineering, Building Code, Landscape Architects, and Planning & Design. The Utility Accountant works with Utility Services and District Energy, overseeing operating budgets, paying and allocating utility bills.
- Monica Roth is the Area Accountant and IWMS Specialist. She provides accounting support for Trades, Logistics, and our P3 buildings, which includes budget preparation and oversight, processing financial documents, and general accounting support. Monica is also the IWMS Specialist for the Finance section, which includes processing monthly work order billings to CSU, maintaining accounting configurations, and report writing.
- Connie Schunter is the Area Accountant and Lease Specialist, providing accounting for Outdoor Services, Building Services, Engineering & Capital Construction, Planning & Design, FM Finance, Human Resources, Computer Services, AVP, Space, and Customer Service. As Lease Specialist, she is responsible for maintaining CSU leases, ensuring contract and financial commitments are billed to tenants, including State and Federal.

Sincerely,



Tom Satterly, P.E.  
Associate Vice President for Facilities Management

<https://www.fm.colostate.edu/fmDaily>  
[fac\\_news@mail.colostate.edu](mailto:fac_news@mail.colostate.edu)