FINANCE

Department Description and Mission

The Finance Department's mission is to safeguard the fiscal integrity of the City, its component units, and other dependent entities, and enable other City stakeholders to do the same.

The Finance Department's strategic objectives are to:

- Promote fiscal responsibility.
- Provide high-quality financial services and information to the Mayor's Office, City Council, City departments, and citizens.
- Seek maximum disaster recovery reimbursement from all applicable funding sources.
- Improve process execution internally and citywide.
- Engage staff and provide them with the resources they need to get the job done.

Department goals include:

- Promote fiscal responsibility:
    - Encourage and enable compliance with the City's Financial Policies.
    - Increase collection rates on accounts receivable through improved vendor performance.
    - Implement outcome-based budgeting citywide.
    - Complete in-depth budget reviews on all city departments.
    - Continue using data-driven analysis to provide accurate revenue estimates.

- Provide high-quality financial services and information to the Mayor's Office, City Council, City departments, and citizens:
    - Develop structurally-budgeted operating and capital budget proposals for the Mayor that maximize City resources and promote the Administration's priorities.
    - Work with operating departments to create efficiencies by centralizing financial work functions.
    - Promote financial transparency to provide useful financial information to all stakeholders.
    - Produce meaningful and useful strategy, planning, budgeting, reporting, and administrative support to council members, staff, and members of the Mayor's administration.

- Seek maximum disaster recovery reimbursement from all applicable sources:
    - Continue site inspections in the area of Hazard Mitigation to reduce or eliminate long-term risk to City properties from future disasters.
    - Secure funding opportunities from federal, state, and private sources.
    - Ensure compliance with all applicable federal and state requirements.
    - Monitor cash flow forecasting for recovery purposes.

- Effectively manage spend and compliance of selected federal grants.

- Improve process execution internally and citywide:
    - Document controls, written procedures, instruction manuals, training curriculum, and metrics/goals for all remaining financial management and procurement processes.
    - Create a data warehousing environment for operational and financial data that enables citywide access to useful business intelligence and analytics, and external access to open data.
    - Implement new financial forecasting, budgeting, and reporting software system.
    - Identify and achieve savings through procurement, active cost management, centralization, and business process improvements.
    - Collaborate with Internal stakeholders to increase engagement with local small business.
    - Streamline contract management and sourcing.

Business Area Budget Summary

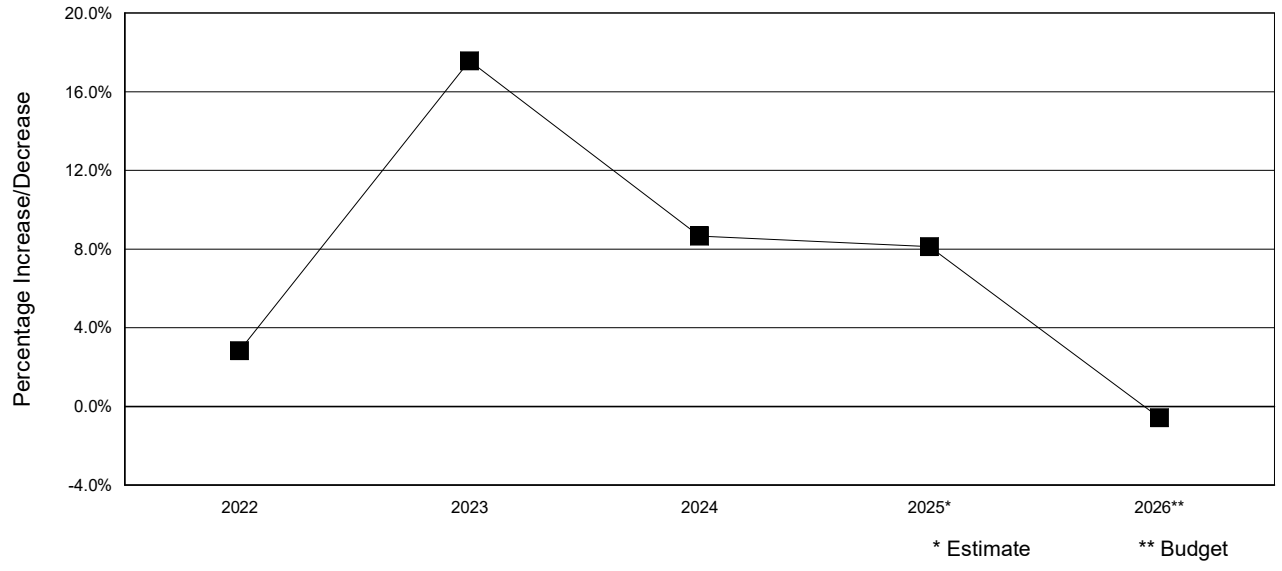
Fund Name : General Fund
Business Area : Finance Department
Fund No. /Bus. Area No. : 1000 / 6400

		FY2024 Actual	FY2025 Current Budget	FY2025 Estimate	FY2026 Budget
Expenditures	Personnel Services	16,460,359	17,886,192	17,886,192	**17,917,517**
	Supplies	87,015	70,347	70,347	**82,243**
	Other Services and Charges	4,851,425	5,202,369	5,202,369	**5,049,345**
	Equipment	32,580	23,371	23,371	**0**
	Non-Capital Equipment	7,834	0	0	**0**
	Total M & O Expenditures	21,439,213	23,182,279	23,182,279	**23,049,105**
	Debt Service & Other Uses	0	0	0	**0**
	Total Expenditure	21,439,213	23,182,279	23,182,279	**23,049,105**
Revenues		2,297,231,661	2,368,614,026	2,321,721,946	**2,411,642,869**
Staffing	Full-Time Equivalents - Civilian	116.8	119.4	119.4	**114.1**
	Full-Time Equivalents - Classified	0.0	0.0	0.0	**0.0**
	Full-Time Equivalents - Cadets	0.0	0.0	0.0	**0.0**
	Total	116.8	119.4	119.4	**114.1**
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	**0.0**

Significant Budget Changes and Highlights

- o The FY2026 Budget provides funding for health benefits, pension contributions, and municipal employees contractual pay increases.
- o The FY2026 Budget includes a reduction of $987,776 for department savings initiatives.
- o The FY2026 Budget reflects elimination of Voluntary Municipal Employee Retirement Payout Option (VMERPO) accepted non-critical positions.

General Fund
Finance Department
Year over Year Expenditure Change



Business Area Budget Summary

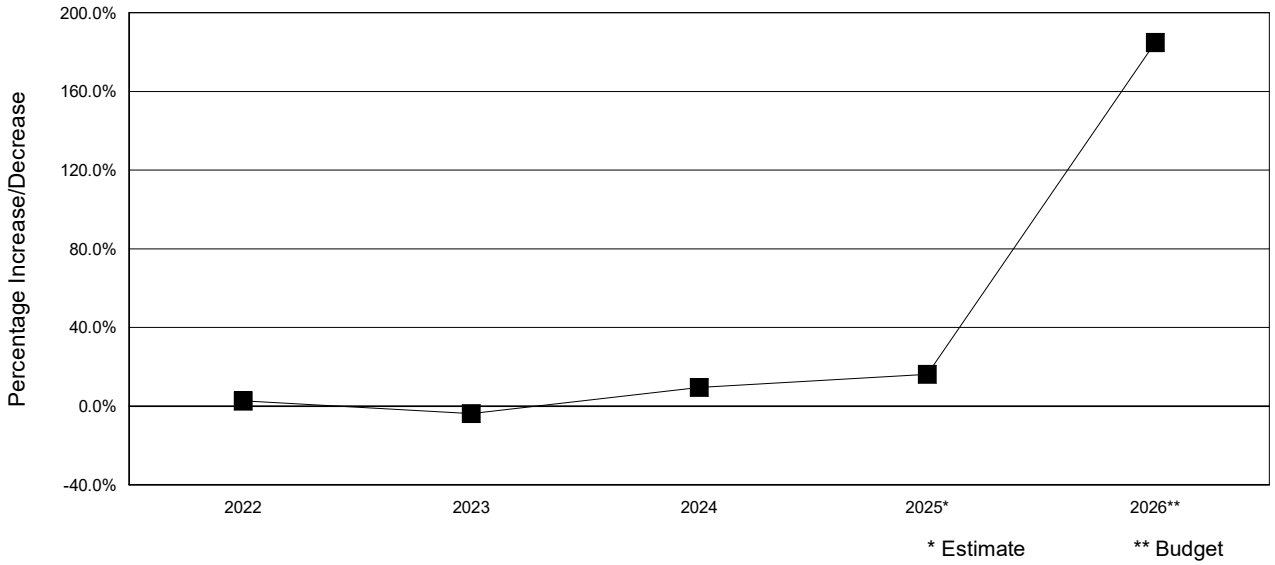
Fund Name : Central Service Revolving Fund
Business Area : Finance Department
Fund No. /Bus. Area No. : 1002 / 6400

		FY2024 Actual	FY2025 Current Budget	FY2025 Estimate	FY2026 Budget
Expenditures	Personnel Services	6,285,254	7,250,767	7,250,767	**21,723,504**
	Supplies	0	17,422	17,422	**99,164**
	Other Services and Charges	662,976	809,704	809,704	**1,206,342**
	Equipment	5,023	5,800	5,800	**0**
	Total M & O Expenditures	6,953,253	8,083,693	8,083,693	**23,029,010**
	Debt Service & Other Uses	0	0	0	**0**
	Total Expenditure	6,953,253	8,083,693	8,083,693	**23,029,010**
Revenues		6,953,253	8,083,693	8,083,693	**23,029,010**
Staffing	Full-Time Equivalents - Civilian	51.5	60.2	60.2	**171.9**
	Full-Time Equivalents - Classified	0.0	0.0	0.0	**0.0**
	Full-Time Equivalents - Cadets	0.0	0.0	0.0	**0.0**
	Total	51.5	60.2	60.2	**171.9**
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	**0.0**

Significant Budget Changes and Highlights

- o The FY2026 Budget provides funding for health benefits, pension contributions, and municipal employees contractual pay increases.
- o The FY2026 Budget includes a reduction of $365,455 for department savings initiatives.
- o The FY2026 Budget reflects elimination of Voluntary Municipal Employee Retirement Payout Option (VMERPO) accepted non-critical positions.
- o The FY2026 Budget includes the consolidation of finance and informal procurement functions.

Central Service Revolving Fund
Finance Department
Year over Year Expenditure Change



Business Area Revenues Summary

Business Area : Finance Department
Business Area No. : 6400

Category	FY2024 Actual	FY2025 Current Budget	FY2025 Estimate	FY2026 Budget
Charges for Services	98,024	84,053	84,053	**77,160**
Direct Interfund Services	6,875,253	8,029,640	8,321,913	**23,682,838**
General Property Taxes	1,365,606,822	1,427,474,993	1,381,231,225	**1,460,455,942**
Interest	22,502,822	20,993,000	20,993,000	**21,893,000**
Miscellaneous/Other	2,085,726	1,799,330	1,799,330	**2,265,000**
Other Fines and Forfeits	81,613	39,000	39,000	**27,000**
Other Tax	23,802,437	24,895,585	23,955,000	**23,955,000**
Sales Taxes	883,132,217	893,382,118	893,382,118	**902,315,939**
Grand Total	**2,304,184,914**	**2,376,697,719**	**2,329,805,639**	**2,434,671,879**

Business Area Program Summary

Business Area: **Finance Department**
Bus. Area No : **6400**

Budget By Program ($ in thousands):

Program	FY2024 Actual		FY2025 Estimate		FY2026 Budget	
	Revs	Exps	Revs	Exps	Revs	Exps
Accounting and Financial Reporting	3,471	7,687	4,022	9,001	4,943	9,392
Administrative Services	0	1,670	0	1,867	0	1,989
Capital Projects and Debt Management	346	1,288	393	1,528	416	1,620
Citywide Procurement and Contract Management	1,654	9,106	2,209	9,457	6,832	12,830
Disaster Cost Recovery Management	0	525	0	600	0	611
Energy Management	359	359	396	396	403	403
Financial Management Services	1,660	2,563	2,091	2,882	12,331	13,148
Financial Planning & Budgetary Services	0	2,206	0	2,201	0	2,718
Grants Management	78	696	84	1,113	77	1,048
Performance Improvement	0	438	0	309	0	387
Treasury	2,296,617	1,854	2,320,611	1,912	2,409,670	1,932
Total	**2,304,185**	**28,392**	**2,329,806**	**31,266**	**2,434,672**	**46,078**

FTEs by Program:

Program	FY2024 Actual		FY2025 Estimate		FY2026 Budget	
	FTEs	OT FTEs	FTEs	OT FTEs	FTEs	OT FTEs
Accounting and Financial Reporting	46.3	0.0	51.3	0.0	53.6	0.0
Administrative Services	3.7	0.0	3.6	0.0	4.0	0.0
Capital Projects and Debt Management	8.7	0.0	11.0	0.0	10.9	0.0
Citywide Procurement and Contract Management	63.4	0.0	60.4	0.0	89.2	0.0
Disaster Cost Recovery Management	4.1	0.0	3.7	0.0	4.3	0.0
Energy Management	2.2	0.0	3.0	0.0	2.0	0.0
Financial Management Services	14.7	0.0	18.7	0.0	92.8	0.0
Financial Planning & Budgetary Services	12.6	0.0	14.4	0.0	15.1	0.0
Grants Management	6.7	0.0	7.8	0.0	7.4	0.0
Performance Improvement	2.4	0.0	1.8	0.0	2.7	0.0
Treasury	3.5	0.0	3.9	0.0	4.0	0.0
Total:	**168.3**	**0.0**	**179.6**	**0.0**	**286.0**	**0.0**

Business Area Program Detail

Business Area : Finance Department

Bus Area No. : 6400

Accounting and Financial Reporting

Description:

Directs the financial reporting and operations of internal controls, cost and fee analysis, capital fixed assets, trusts and funds management, accounts receivable, accounts payable, and the annual audit for the City of Houston. Develop annual indirect cost allocation plans in accordance with 2 CFR 200.

Goal:

Financial Reporting and Operations review and monitoring will result in efficient and accurate outcomes ensuring compliance with standards, laws, and regulations in order to be cost effective.

Mayor's Priority: Government that Works

($ in thousands)

Fund	FY2024 Actual		FY2025 Estimate		FY2026 Budget	
	Revs	Exps	Revs	Exps	Revs	Exps
Central Service Revolving Fund	3,323	3,323	3,671	3,671	4,200	4,200
General Fund	148	4,364	351	5,330	743	5,192
Total	**3,471**	**7,687**	**4,022**	**9,001**	**4,943**	**9,392**

Staffing:

Fund	FY2024 Actual		FY2025 Estimate		FY2026 Budget	
	FTEs	OT FTEs	FTEs	OT FTEs	FTEs	OT FTEs
Central Service Revolving Fund	28.5	0.0	28.3	0.0	34.7	0.0
General Fund	17.8	0.0	23.0	0.0	18.9	0.0
Total	**46.3**	**0.0**	**51.3**	**0.0**	**53.6**	**0.0**

Performance Measure:

Performance	FY2024 Actual	FY2025 Target	FY2025 Estimate	FY2026 Target
Collection Rate for EMS	38%	40%	47%	48%
Collection Rate for Vendor Managed Revenues	45%	45%	50%	50%
Cost per Invoice	$38	$45	$45	$48
Invoice Payments Processed within Payment Terms	94%	95%	92%	90%

Business Area Program Detail

Business Area : Finance Department

Bus Area No. : 6400

Administrative Services

Description:

This program provides support for leadership and executive support which includes development, monitoring and recording of the budget, accounts receivables, and the procurement of goods and services for the department.

Goal:

To ensure executive oversight services, support, and leadership to all functions of the Finance Department. Support the budget process through development, monitoring, and reporting along with receiving and procuring goods and services needed to operate the department efficiently and effectively.

Mayor's Priority: Government that Works

($ in thousands)

Fund	FY2024 Actual		FY2025 Estimate		FY2026 Budget	
	Revs	Exps	Revs	Exps	Revs	Exps
General Fund	0	1,670	0	1,867	0	1,989

Staffing:

Fund	FY2024 Actual		FY2025 Estimate		FY2026 Budget	
	FTEs	OT FTEs	FTEs	OT FTEs	FTEs	OT FTEs
General Fund	3.7	0.0	3.6	0.0	4.0	0.0

Performance Measure:

Performance	FY2024 Actual	FY2025 Target	FY2025 Estimate	FY2026 Target
Expenditures Adopted Budget vs Actual Utilization	91%	98%	98%	98%
Revenues Adopted Budget vs Actual Utilization	101%	100%	98%	100%

Business Area Program Detail

Business Area : Finance Department

Bus Area No. : 6400

Capital Projects and Debt Management

Description:

Engage all departments in the annual preparation of the five-year Capital Improvement Plan (CIP). Work with Administration and City Council to Adopt the CIP annually. Once adopted, review and approve RCAs in NOVUS as compared to the plan. Monitor capital budgets and spending. Maintain asset replacement models and bring forth the equipment models. Approve RCAs in Novus based on the plan amounts. Maintain asset replacement model for Fleet and IT, with the possibility of others coming online. Monitoring and reporting on capital budgets and spending. Serve as chair of the Finance Working Group responsible for all debt issuance and managing liquidity facilities. Analysis of pension and Other Post-Employment Benefits (OPEB) matters.

Goal:

Adopt the annual Capital Improvement Plan before the end of preceding fiscal year. Maintain the active CIP in SAP with the most up to date information. Manage any requests from the departments and the Administration in a way that is fiscally responsible, while providing the highest benefit to the citizens. Track and evaluate all debt refunding opportunities to achieve the lowest possible cost of borrowing. Maintain credit ratings and ensure a sufficient debt service fund balance. Ensure compliance with applicable laws and ensure annual actuarial valuation reports are completed.

Mayor's Priority: Government that Works

($ in thousands)

Fund	FY2024 Actual		FY2025 Estimate		FY2026 Budget	
	Revs	Exps	Revs	Exps	Revs	Exps
Central Service Revolving Fund	346	346	363	363	386	386
General Fund	0	942	30	1,165	30	1,234
Total	**346**	**1,288**	**393**	**1,528**	**416**	**1,620**

Staffing:

Fund	FY2024 Actual		FY2025 Estimate		FY2026 Budget	
	FTEs	OT FTEs	FTEs	OT FTEs	FTEs	OT FTEs
Central Service Revolving Fund	2.0	0.0	2.8	0.0	2.4	0.0
General Fund	6.7	0.0	8.2	0.0	8.5	0.0
Total	**8.7**	**0.0**	**11.0**	**0.0**	**10.9**	**0.0**

Performance Measure:

Performance	FY2024 Actual	FY2025 Target	FY2025 Estimate	FY2026 Target
Capital Improvement Plan Adopted Before End of Preceding Fiscal Year	June 21, 2023	June 30, 2024	July 2, 2024	June 30, 2025
Ensures Submission of Three Actuarial Valuation Reports to Pension Review Board Annually	April 30, 2024	April 30, 2025	April 30, 2025	April 30, 2026
Review All Outstanding Debt Annually for Purposes of Identifying Refunding Opportunities	Review 4 credits	Review 4 credits	Review 4 credits	Review 4 credits
Debt Service Expenditures as % of General Fund Revenues	16%	18%	18%	17%

Business Area Program Detail

Business Area : Finance Department

Bus Area No. : 6400

Citywide Procurement and Contract Management

Description:

Manage the full procurement process for the purchase of goods and services on behalf of client departments, and provide oversight for any departmental delegated procurement authority. Assist client departments with developing purchase specifications, scopes of service, and all other necessary information for solicitation development. Work with the vendor community, including certified MWBE firms, to competitively procure needed goods and services. Provide contract management and vendor performance evaluations.

Goal:

Ensure timely, compliant procurement of necessary goods and services on behalf of client city departments. Protect the City's interests by ensuring public funds are being used to their highest and best use through competitive, open, and fair procurements. Safeguard the City's interest and reduce risks by ensuring procurements are compliant to all state, federal, and local procurement policies and procedures.

Mayor's Priority: Government that Works

($ in thousands)

Fund	FY2024 Actual		FY2025 Estimate		FY2026 Budget	
	Revs	Exps	Revs	Exps	Revs	Exps
Central Service Revolving Fund	1,187	1,187	1,480	1,479	5,632	5,631
General Fund	467	7,919	729	7,978	1,200	7,199
Total	**1,654**	**9,106**	**2,209**	**9,457**	**6,832**	**12,830**

Staffing:

Fund	FY2024 Actual		FY2025 Estimate		FY2026 Budget	
	FTEs	OT FTEs	FTEs	OT FTEs	FTEs	OT FTEs
Central Service Revolving Fund	9.1	0.0	10.9	0.0	44.0	0.0
General Fund	54.3	0.0	49.5	0.0	45.2	0.0
Total	**63.4**	**0.0**	**60.4**	**0.0**	**89.2**	**0.0**

Performance Measure:

Performance	FY2024 Actual	FY2025 Target	FY2025 Estimate	FY2026 Target
Average Days to Complete Direct Award Procurements from Project Acceptance to Council Award	39 days	45 days	36 days	45 days
Average Days to Complete Formal Invitation to Bid "ITB" Procurement Projects, from Project Acceptance to Council Award	146 days	120 days	185 days	120 days
Average Days to Complete Formal Requests for Proposals, Requests for Qualifications, and Requests for Information	269 days	180 days	253 days	180 days

Business Area Program Detail

Business Area : Finance Department

Bus Area No. : 6400

Disaster Cost Recovery Management

Description:

Oversee disaster cost recovery for city owned assets. This includes managing and reporting federal and state grants related to declared disasters.

Goal:

Seek maximum disaster cost recovery reimbursement from all applicable sources. Continue site inspections in Hazard Mitigation to reduce or eliminate long-term risk to City properties from future disasters. Secure funding opportunities from federal, state, and other sources. Ensure compliance with all applicable federal and state requirements.

Mayor's Priority: Infrastructure

($ in thousands)

Fund	FY2024 Actual		FY2025 Estimate		FY2026 Budget	
	Revs	Exps	Revs	Exps	Revs	Exps
General Fund	0	525	0	600	0	611

Staffing:

Fund	FY2024 Actual		FY2025 Estimate		FY2026 Budget	
	FTEs	OT FTEs	FTEs	OT FTEs	FTEs	OT FTEs
General Fund	4.1	0.0	3.7	0.0	4.3	0.0

Performance Measure:

Performance	FY2024 Actual	FY2025 Target	FY2025 Estimate	FY2026 Target
For New Disasters, Identify, and Submit Damaged City Assets within 60 Days of the Disaster's Recovery Scoping Meeting	N/A	60 days	60 days	60 days
Number of Project Worksheet (PW) Close Out Requests Submitted to the State/FEMA	14	8	8	15

Business Area Program Detail

Business Area : Finance Department

Bus Area No. : 6400

Energy Management

Description:

This program manages the energy and natural gas costs of the City of Houston. This process includes but is not limited to contract energy and natural gas rates negotiations with companies, monitoring of the respective markets, and annual projections. Additionally, the program supports the City's efforts to increase investments in renewable energy and restore the Houston area's natural resources.

Goal:

Support the City's mission to lead the global energy transition through strategic partnerships and fiscal management.

Mayor's Priority: Infrastructure

($ in thousands)

Fund	FY2024 Actual		FY2025 Estimate		FY2026 Budget	
	Revs	Exps	Revs	Exps	Revs	Exps
Central Service Revolving Fund	359	359	396	396	403	403

Staffing:

Fund	FY2024 Actual		FY2025 Estimate		FY2026 Budget	
	FTEs	OT FTEs	FTEs	OT FTEs	FTEs	OT FTEs
Central Service Revolving Fund	2.2	0.0	3.0	0.0	2.0	0.0

Performance Measure:

Performance	FY2024 Actual	FY2025 Target	FY2025 Estimate	FY2026 Target
% Renewable Energy for Electricity Contract	100%	100%	100%	N/A
Amount ($) of Utility Rebates Received for Energy Projects	$198,305	$186,497	$186,497	$186,497
Annual Energy Consumption (kWh)	1,190,712,481	1,168,730,585	1,299,992,543	1,358,324,301
Demand Response Program	N/A	N/A	N/A	$250,000
Tree Planting Initiative (Goal of 100,000 Trees Planted by 2024 Based on Electricity Contract Incentive)	57,475	20,447	20,447	N/A

Business Area Program Detail

Business Area : Finance Department

Bus Area No. : 6400

Financial Management Services

Description:

Manages all aspects of financial management on behalf of client departments to ensure fiscal integrity. This process includes: 1) maintaining the fiscal and financial integrity of records and information; 2) providing information that supports the client department's management of public resources through the annual budgeting process and long-term forecasting; 3) providing timely and accurate information to client departments to support daily operations inclusive of, but not limited to budget management and monitoring; 4) providing support services including improvement reviews of internal financial controls and processes; and 5) preparing and delivering financial information pertaining to client department operations, services, and issues to key stakeholder. Serves as the primary liaison between the various divisions within the Finance Department.

Goal:

To champion the Finance Department's mission to safeguard the fiscal integrity of the City, its component units, and other dependent entities by providing the necessary support and guidance to client departments thus ensuring sound fiscal management.

Mayor's Priority: Government that Works

($ in thousands)

Fund	FY2024 Actual		FY2025 Estimate		FY2026 Budget	
	Revs	Exps	Revs	Exps	Revs	Exps
Central Service Revolving Fund	1,660	1,660	2,091	2,091	12,331	12,332
General Fund	0	903	0	791	0	816
Total	**1,660**	**2,563**	**2,091**	**2,882**	**12,331**	**13,148**

Staffing:

Fund	FY2024 Actual		FY2025 Estimate		FY2026 Budget	
	FTEs	OT FTEs	FTEs	OT FTEs	FTEs	OT FTEs
Central Service Revolving Fund	9.7	0.0	14.5	0.0	87.8	0.0
General Fund	5.0	0.0	4.2	0.0	5.0	0.0
Total	**14.7**	**0.0**	**18.7**	**0.0**	**92.8**	**0.0**

Performance Measure:

Performance	FY2024 Actual	FY2025 Target	FY2025 Estimate	FY2026 Target
# of Client Departments Supported	4	5	4	5
Receive an Outstanding Rating (5) from Client Departments	4.3	5	N/A	5

Business Area Program Detail

Business Area : Finance Department

Bus Area No. : 6400

Financial Planning & Budgetary Services

Description:

Develop and manage the City's Operating Budget, long-range financial planning, monthly financial reporting, and ad-hoc financial analysis.

Goal:

To improve the City's financial position by providing recommendations based on comprehensive financial analysis.

Mayor's Priority: Government that Works

($ in thousands)

Fund	FY2024 Actual		FY2025 Estimate		FY2026 Budget	
	Revs	Exps	Revs	Exps	Revs	Exps
General Fund	0	2,206	0	2,201	0	2,718

Staffing:

Fund	FY2024 Actual		FY2025 Estimate		FY2026 Budget	
	FTEs	OT FTEs	FTEs	OT FTEs	FTEs	OT FTEs
General Fund	12.6	0.0	14.4	0.0	15.1	0.0

Performance Measure:

Performance	FY2024 Actual	FY2025 Target	FY2025 Estimate	FY2026 Target
Citywide General Fund Expenditures Adopted Budget vs Actual Utilization	99%	98%	102%	98%
Citywide General Fund Revenues Adopted Budget vs Actual Utilization	103%	100%	102%	100%
Unassigned Fund Balance as % of General Fund Expenditures less Debt Service and PAYGO	23.4%	16.5%	14.7%	10.8%

Business Area Program Detail

Business Area : Finance Department

Bus Area No. : 6400

Grants Management

Description:

Grants Management is tasked with directing and monitoring grant acquisition, management, and compliance procedures to ensure consistent use by City Departments and compliance with all applicable federal, state, and local regulations.

Goal:

The goals of Grants Management are to: 1) provide written guidelines to ensure consistency in the City's grant acquisition and management process across grant administering departments; 2) encourage departments to responsibly pursue external funding that can be reasonably managed while serving the needs of the City; 3) ensure grant audits are being conducted in an appropriate manner and City Departments are audit ready; 4) coordinate grant acquisition among City Departments; 5) generate grant revenue recovery to capture whether grants are being sought by City Departments and reporting their respective revenues; and 6) achieve zero audit findings in each annual audit.

Mayor's Priority: Government that Works

($ in thousands)

Fund	FY2024 Actual		FY2025 Estimate		FY2026 Budget	
	Revs	Exps	Revs	Exps	Revs	Exps
Central Service Revolving Fund	78	78	84	84	77	77
General Fund	0	618	0	1,029	0	971
Total	**78**	**696**	**84**	**1,113**	**77**	**1,048**

Staffing:

Fund	FY2024 Actual		FY2025 Estimate		FY2026 Budget	
	FTEs	OT FTEs	FTEs	OT FTEs	FTEs	OT FTEs
Central Service Revolving Fund	0.0	0.0	0.7	0.0	1.0	0.0
General Fund	6.7	0.0	7.1	0.0	6.4	0.0
Total	**6.7**	**0.0**	**7.8**	**0.0**	**7.4**	**0.0**

Performance Measure:

Performance	FY2024 Actual	FY2025 Target	FY2025 Estimate	FY2026 Target
Audit Findings	0	0	0	0
Complete and Upload Single Audit Report to the Federal Audit Clearing House within 30 Calendar Days of Receipt of the Auditors' Report(s)	30 days	30 days	30 days	N/A
Number of Grants Placed in Closing Status in SAP	164	140	100	75

Business Area Program Detail

Business Area : Finance Department
Bus Area No. : 6400

Performance Improvement

Description:

Performance Improvement Program works with departments to identify and implement innovative solutions that improve customer service and modernize government operations. This division also implements performance management processes and systems to ensure continued process excellence.

Goal:

To create lasting and substantial improvements in the way the City operates.

Mayor's Priority: Government that Works

($ in thousands)

Fund	FY2024 Actual		FY2025 Estimate		FY2026 Budget	
	Revs	Exps	Revs	Exps	Revs	Exps
General Fund	0	438	0	309	0	387

Staffing:

Fund	FY2024 Actual		FY2025 Estimate		FY2026 Budget	
	FTEs	OT FTEs	FTEs	OT FTEs	FTEs	OT FTEs
General Fund	2.4	0.0	1.8	0.0	2.7	0.0

Performance Measure:

Performance	FY2024 Actual	FY2025 Target	FY2025 Estimate	FY2026 Target
Client Satisfaction Rating	100%	90%	90%	90%
Number of In-House Consulting Engagements	26	24	24	24
Number of Lean Six Sigma Green Belts Certified	4	6	6	6

Business Area Program Detail

Business Area : Finance Department

Bus Area No. : 6400

Treasury

Description:

Forecast all City taxes (property, sales, and mixed beverage) based on economic modeling. Collect and account for revenues in SAP. Ensure compliance with all applicable state laws. Perform the annual Truth in Taxation and setting of the property tax rate within 60 days of receipt of the certified roll as provided by state statute. Research, analyze, and provide recommendations of proposed tax laws and ensuring compliance with passed laws. Monitor the General Fund cash flows and ensure sufficient funds are available for day-to-day operations. Manage the merchant services contract for handling of payments via point of sale or web.

Goal:

To provide accurate forecasting on Tax Revenues by ensuring estimate is within +/- 2%. Adherence to state statutes on the adoption of the property tax rate and the Truth in Taxation process. Provide accurate recommendations on proposed legislative changes.

Mayor's Priority: Government that Works

($ in thousands)

Fund	FY2024 Actual		FY2025 Estimate		FY2026 Budget	
	Revs	Exps	Revs	Exps	Revs	Exps
General Fund	2,296,617	1,854	2,320,611	1,912	2,409,670	1,932

Staffing:

Fund	FY2024 Actual		FY2025 Estimate		FY2026 Budget	
	FTEs	OT FTEs	FTEs	OT FTEs	FTEs	OT FTEs
General Fund	3.5	0.0	3.9	0.0	4.0	0.0

Performance Measure:

Performance	FY2024 Actual	FY2025 Target	FY2025 Estimate	FY2026 Target
Variance of Mixed Beverage Tax Budget to Actual/Estimate	-4.4%	2.0%	2.0%	1.1%
Variance of Property Tax Budget to Actual/Estimate	-0.8%	0.0%	0.0%	0.1%
Variance of Sales Tax Budget to Actual/Estimate	2.0%	7.6%	0.0%	6.4%