Fund Summary

Fund Name : Central Service Revolving Fund

Fund No./Bus. Area No. : 1002 / 2500 / 6400 / 6500 / 6800 / 7000 / 8000

	FY2025 Current Budget	FY2025 Estimate	FY2026 Budget
Beginning Fund Balance	0	0	**0**
Current Revenues	284,380,154	268,964,668	**383,862,356**
Total Available Resources	284,380,154	268,964,668	**383,862,356**
Maintenance and Operations	284,380,154	268,964,668	**383,862,356**
Operating Transfers	0	0	**0**
Total Expenditures	284,380,154	268,964,668	**383,862,356**
Planned Ending Fund Balance	0	0	**0**
Total Budget	284,380,154	268,964,668	**383,862,356**
Fund Balance Distribution			
Non-Spendable	0	0	**0**
Restricted	0	0	**0**
Committed	0	0	**0**
Assigned	0	0	**0**
Unassigned	0	0	**0**

The above summarizes the FY2025 Budget, the FY2025 Estimate and the FY2026 Budget for the Central Service Revolving Fund. Also included are the beginning and ending fund balances, total revenues, and total expenditures.

The Central Service Revolving Fund provides budgetary accounts for a centralized service function that provides for the purchase of goods and/or services for citywide operating departments. This method allows for the purchase of large quantities of goods and services for many departments in a planned and well-managed manner. In addition, it provides for the efficient and effective audit of billings for such purchases.

Appropriations for these accounts are made from the respective operating departmental budgets as a part of the general appropriations ordinance. Sufficient appropriations are authorized from each department to allow for minimal encumbrance balances in each supply and service account in the Central Service Revolving Fund. After the delivery of goods and services, the actual cost is billed to the operating departments. At the end of each fiscal year, the fund is treated as a sub-fund of the General Fund and is not shown as a separate entity in the Annual Comprehensive Financial Report.

The Finance Department is responsible for administering the electricity and natural gas accounts for the City. They are also responsible for providing funding for financial, procurement, and accounts payable and receivable support to client departments within the City. The role of Energy Management is the responsibility of the General Services Department. The Administration and Regulatory Affairs Department manages the reprographics and office services accounts. The communications and data services fees and city-wide copier services are administered by the Houston Information Technology Services Department. The Planning and Development Department provides a centralized service for geographic information system purchases. The Human Resources Department administers the accounts for Contingent Workforce Services (formerly known as Temporary Personnel Services), Human Resources Client Relations Division, and Learning and Development Center. The revenue and expenditure summaries include: General Services, Administration and Regulatory Affairs, Houston Information Technology Services, Planning and Development, Human Resources, and Finance.