



FINANCE

Budget FY 25 - 26

Presented by Lisa Hunt



OVERVIEW OF CHANGES

Current	Proposed	Total
\$13,009,042	\$721,888	\$13,730,930
FTEs: 87	FTE: 0	FTE: 87

Insights	Description
1	Administrative Fee Allocation Study
2	Temporary help for Impact Fee reporting project



BUDGET INSIGHT

Item	Cost	Type
Administrative Fee Allocation Study	\$50,000	Ongoing
Temporary help for special Impact Fee reporting project	\$100,000	One time
Personal Services changes, insurance and pension increases	\$571,888	Ongoing
Total	\$721,888	



ADMINISTRATIVE FEE ALLOCATION STUDY

Finance would like to contract with a third party to conduct a General Fund administrative fee allocation study. In subsequent years we would like to expand the scope of this study to include IMS, Fleet, Risk, Police, Fire, etc.

Correctly allocating administrative fees to departments will increase efficiency and ensure that General Fund is fairly compensated for the work done for other departments. As we expand this program, other departments will benefit from a consistent methodology from a neutral, trusted source.

We are recommending a 5-year agreement to allow for a methodical expansion to other areas other areas. This will be an ongoing, budget neutral request.



IMPACT FEE REPORTING PROJECT

Finance has been tasked with conducting an extensive Impact Fee reporting study. The study will require an analysis of expense history dating back to 2011 and will take many months to complete. This task requires a technically skilled analyst who will be hired temporarily for the duration of the study.



FINANCE DEPARTMENT



THANK YOU

For questions contact department