Budget & Research

Mission Statement

Ensure effective, efficient allocation of city resources to enable the City Council, City Manager, and city departments to provide quality services to our residents. In everything we do, we strive to:

- Deliver excellence in our analysis;
- Address the needs of our diverse customers;
- Be honest and open in our working relationships; and
- Encourage the professional growth of all employees.

Key Services

Prepare the annual budget, prepare the 5-year Capital Improvement Program, provide a centralized system of budgetary and internal controls, and perform program evaluation and other research studies.

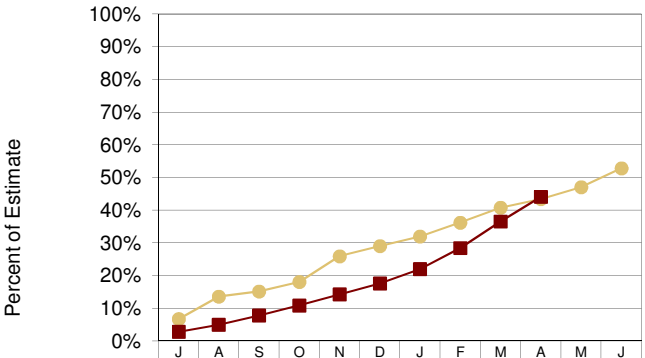
CIP Expenditures as % of Estimate

Target: 65% | **YTD Percent: 44.1%**

Goal:
To ensure the Capital Improvement Program (CIP) estimate more accurately reflects actual expenditures

Target:
Total CIP Expenditures for the full-year will be at least 65% of the estimate by year-end.

Significance:
A target of 65% provides flexibility for unplanned changes in the CIP. Comparison to a three year average is a measure of whether the rate of expenditures is occurring according to expectations (similar to historical patterns).



	J	A	S	O	N	D	J	F	M	A	M	J
3-Year Avg	7%	14%	15%	18%	26%	29%	32%	36%	41%	43%	47%	53%
YTD FY12/13	3%	5%	8%	11%	14%	18%	22%	29%	37%	44%		

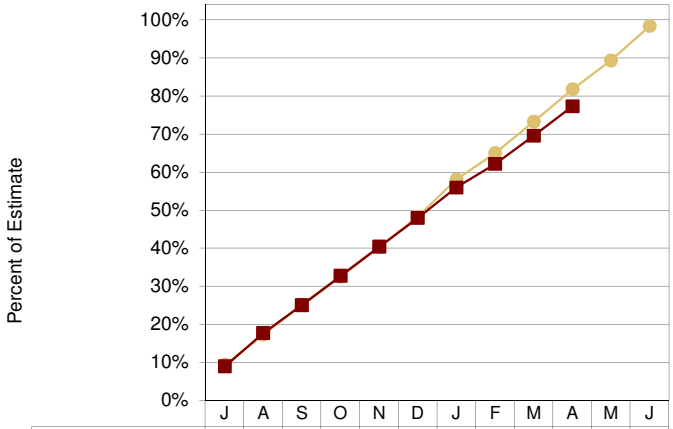
GF Operating Expenditures as % of Estimate

Target: 100% | **YTD Percent: 77.3%**

Goal:
To ensure General Fund (GF) expenditures are on track to be within estimated expenditures

Target:
GF Operating Expenditures for the full-year will be within ± 1.0% of estimate at year-end.

Significance:
Accurate estimates are crucial to having a balanced current year budget and for setting a realistic budget for the following year. Comparison to a three year average is a measure of whether the rate of expenditures is occurring according to expectations (similar to historical patterns).



	J	A	S	O	N	D	J	F	M	A	M	J
3-Year Avg	9%	17%	25%	33%	40%	48%	58%	65%	73%	82%	89%	98%
YTD FY12/13	9%	18%	25%	33%	40%	48%	56%	62%	70%	77%		

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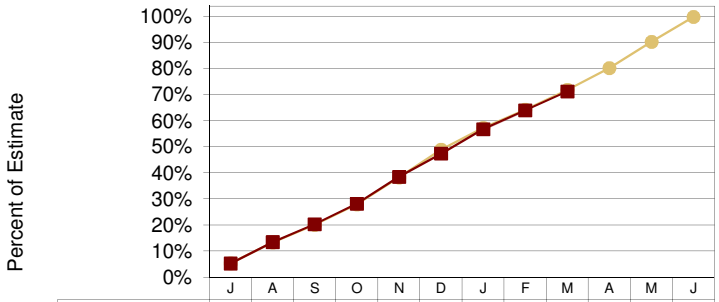
GF Revenue as % of Estimate

Target: 100% | **YTD Percent: 71.2%**

Goal:
To ensure General Fund (GF) revenue is on track to achieve estimated revenue

Target:
GF Revenue for the full-year will be within ± 1.0% of estimate at year-end.

Significance:
Accurate estimates are crucial to having a balanced current year budget and for setting a realistic budget for the following year. Comparison to a three year average is a measure of whether the rate of revenue collections is occurring according to expectations (similar to historical patterns). Due to the timing of State-shared revenue reporting, total General Fund revenue reporting will be one month behind.



	J	A	S	O	N	D	J	F	M	A	M	J
3-Year Avg	5%	13%	20%	28%	38%	49%	57%	64%	72%	80%	90%	100%
YTD FY12/13	5%	14%	20%	28%	39%	47%	57%	64%	71%			

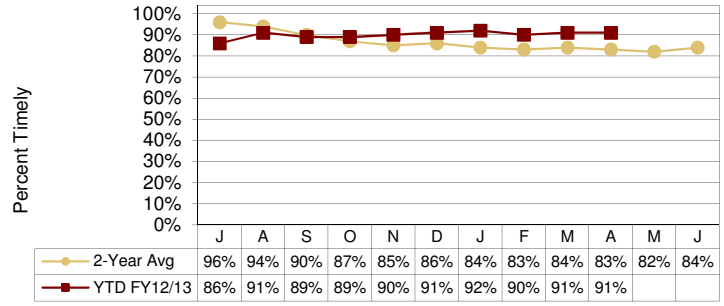
RCA Turn-around Time

Target: 75% | **YTD Average: 90%**

Goal:
Process Requests for Council Action (RCA) in a timely fashion

Target:
Process 75% of RCA's within 24 hours of receipt

Significance:
The timely processing of RCA's is important to our customers. Delays in processing can negatively impact client department operations.



	J	A	S	O	N	D	J	F	M	A	M	J
2-Year Avg	96%	94%	90%	87%	85%	86%	84%	83%	84%	83%	82%	84%
YTD FY12/13	86%	91%	89%	89%	90%	91%	92%	90%	91%	91%		