



Budget and Performance Management

Council Briefing | December 18, 2023

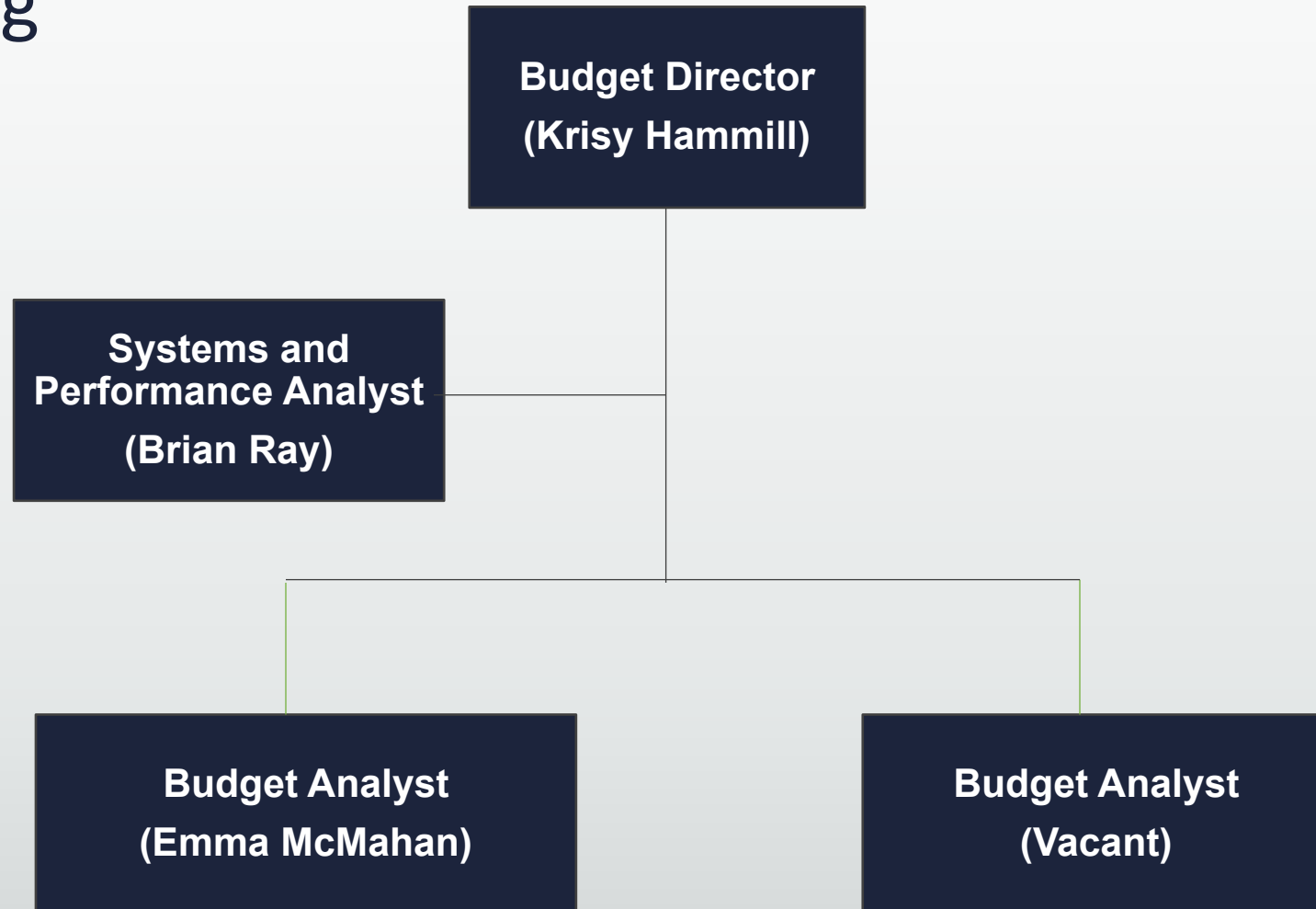
Budget and Performance Management

The Office of Budget and Performance Management is responsible for the development of the City's operating and capital budgets and the reporting of performance management initiatives relating to the City's Strategic Plan.



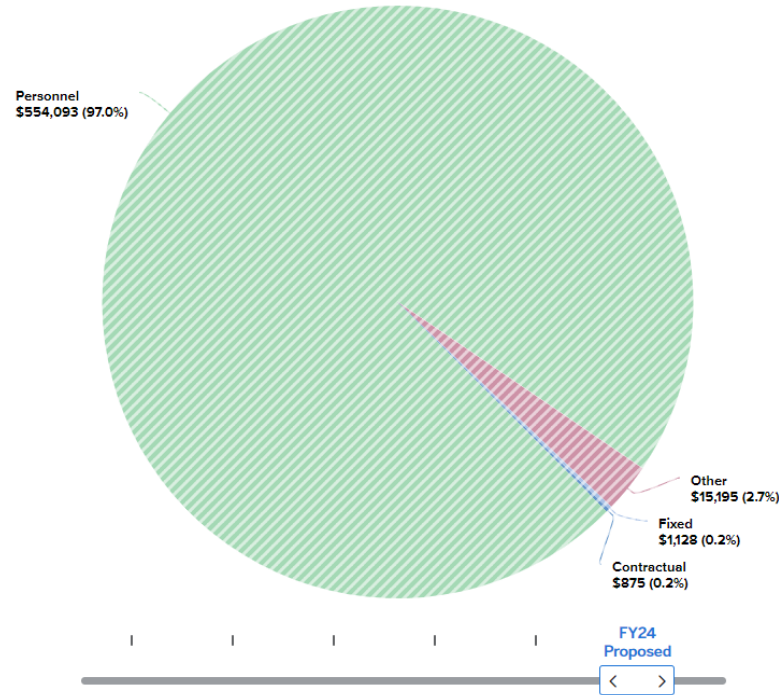


Staffing





Budget



Data

Expand All	FY19 Actuals	FY20 Actuals	FY21 Actuals	FY22 Actuals	FY23 Adopted	FY24 Proposed
▶ Personnel	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 554,093
▶ Other	0	0	0	0	0	15,195
▶ Fixed	0	0	0	0	0	1,128
▶ Contractual	0	0	0	0	0	875
Total	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 571,291

Note: Prior to FY 24 the Office of Budget and Performance Management was included as part of the budget for the Office of the City Manager



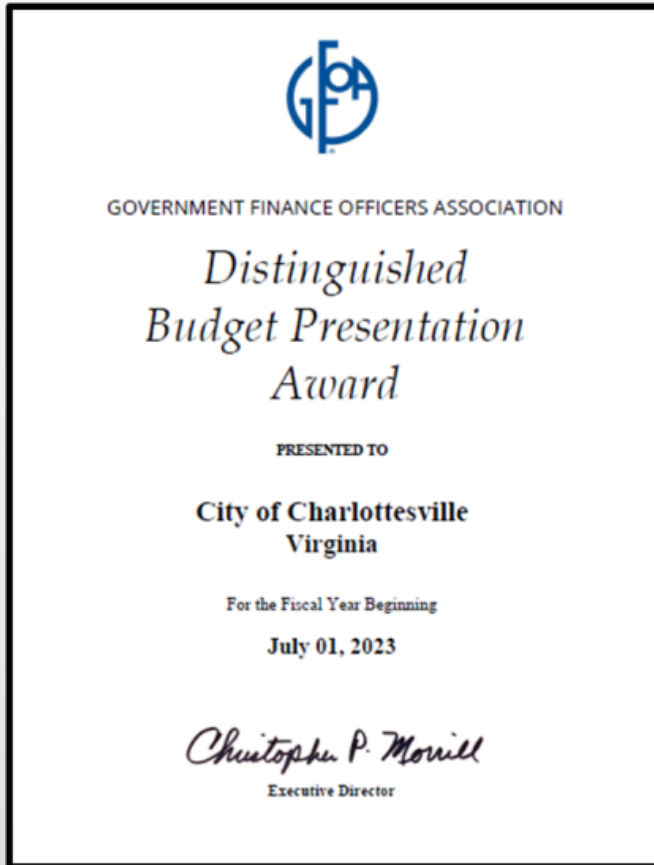
Core Services

- Develops the City's annual budget and five-year Capital Improvement Program.
 - Manage City's Debt Portfolio
- Forecasts Revenues and Expenditures for long-term financial planning and Track Performance
- Address policy issues related to the budget, City finances and organizational performance and quality initiatives.
- Coordinate and report performance measure data.
- Develop and Maintain Decision-Support and Transparency Tools
- Act as a liaison for City Management, Departments, Outside agencies





Important Benchmarks



- According to Charlottesville City Charter and state law, the city must adopt an annual budget prior to April 15th of each year
 - City Manager required to submit Proposed Budget to City Council at least 30 days prior (March 15th)
 - Host 6 work sessions, 2 community forums, 5 Council Presentations, weekly budget meetings, department budget presentations and monthly revenue team meetings
- Prepare Budgets for 28 Separate Funds
- General Fund Budget requires coordination with 29 City departments including more than 90 proposals and more than 75 outside agencies including Charlottesville City Schools and Albemarle County



Work Plan for the Upcoming Year

Office Work Plan

- FY 24 Established as a “Separate Office” – formerly part of the City Manager’s Administration Budget
- Mission and Vision

Recruitment

- Fill the 4th position
- Continue to Build and Define Staff Roles

Continuous Budget Process and Transparency Improvements

- Budget Explorer (developed and maintained in-house)
- Online Operating and CIP Budget Books
- Access to Historical Budget Information
- Budget Development and Work Session Info





Questions

