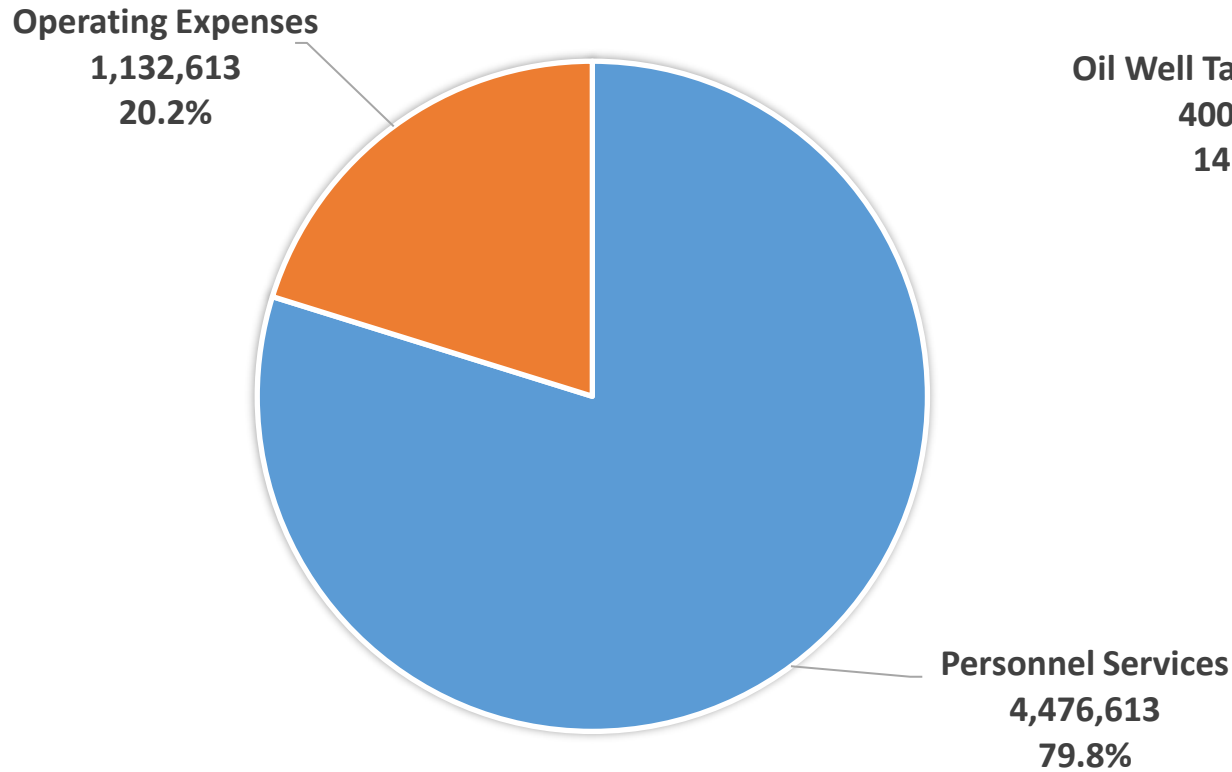




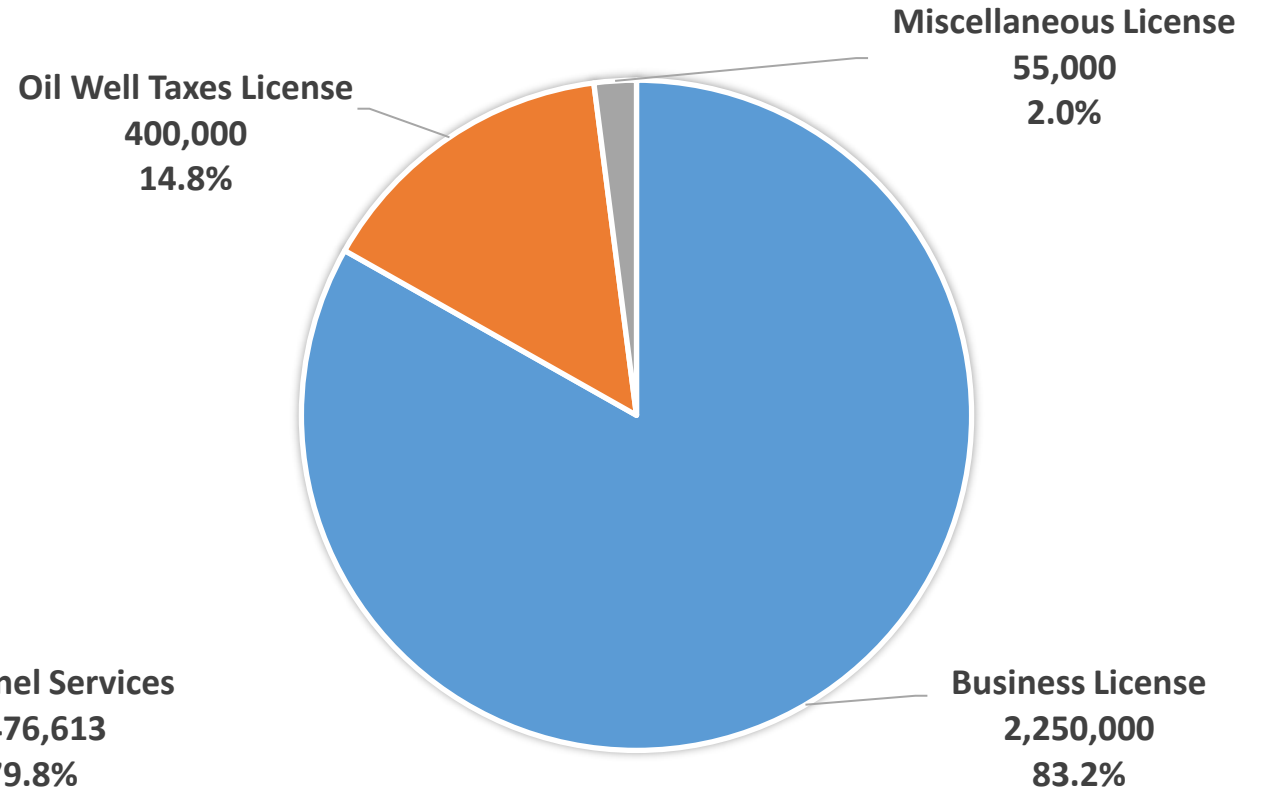
Finance Department

Finance Department General Fund Budget

Expenditure Budget - \$5,609,226

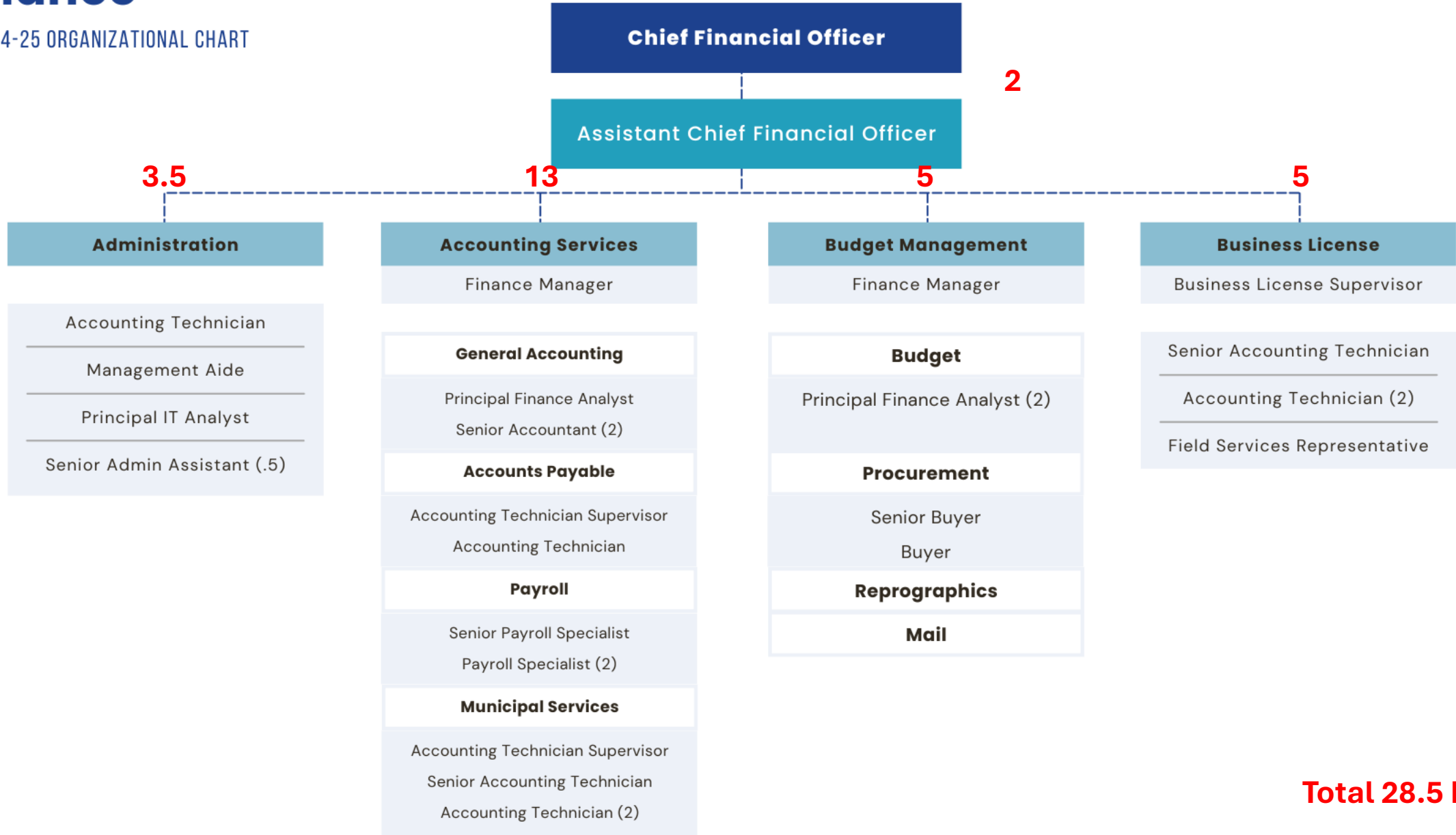


Revenue Budget - \$2,705,000



Finance

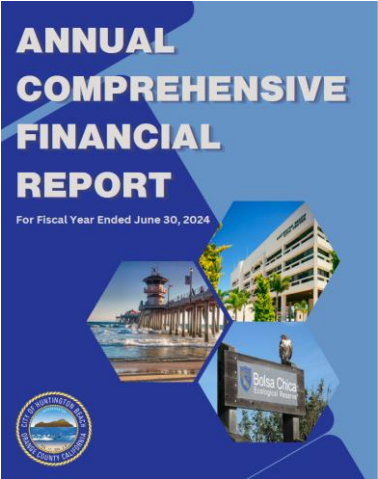
FY 2024-25 ORGANIZATIONAL CHART



Total 28.5 FTE's

Finance Dept - Key Transparency Documents

Past



ACFR / PAFR



Present



Budget

Future



Long-Range Financial Plan



Finance Department Divisions & Services

Provide financial management of the City's complex financial activities, through the planning, organizing, directing, and effective decision making. The department is divided into four divisions:

Finance Administration	Budget Management	Accounting Services	Business License
<ul style="list-style-type: none"> • Work with City Departments to meet Strategic Plan Objectives • Analysis & Planning of City's Financial Resources • Long Range Financial Planning • Support Finance Commission • Ensure compliance with Federal, State, & local law • Oversee Call Center • Redevelopment dissolution 	<ul style="list-style-type: none"> • Develop & prepare Annual Budget and CIP • Monitor & oversee Citywide Budget • Develop short & long-term financial projections • Evaluate fiscal impacts of recommended actions • Manage citywide procurement activities • Oversee citywide printing & mail operations 	<ul style="list-style-type: none"> • General Accounting & Reporting • Payroll • Accounts Payable/Receivable • Utility Billing • Prepares City's Annual Comprehensive Financial Report (ACFR) • Maintains internal controls to safeguard City assets • Manages the City's bonds, & other capital financing 	<ul style="list-style-type: none"> • Manages Business License operations • Ensures all individuals & companies doing business in the City are licensed • License more than 134 oil wells • Collect the assessments for the downtown BID

Operations & Annual Performance Data

Provide billing services for 53,000 accounts for water, sewer, and trash/recycling.

Maintain ~19,000 business licenses and issue 3,000 new business licenses.

Prepare annual financial reports including the State Controller's Report, State Street Report, Measure M Report, Employee Compensation Report and other federal and state mandated reports.

Maintain AAA Fitch rating since 2014 / Government Finance Officers Association (GFOA) - Triple Crown Winner.

HB Call Center takes in over 19,000 calls per year.

Process ~34,000 payroll advices and checks.

Review and approve ~5,000 purchase orders.

Process ~36,000 accounts payable invoices and ~6,000 accounts receivable invoices.



Questions?

