



Department Description

The Department of Finance and Management is organized into two operational groups: Financial Management Group and Asset Management Group. The Director's Office provides overall coordination and policy direction for the department's fiscal, human resources, and legislative processing functions.

The **Purchasing Office** promotes cost-effective city operations by acquiring high-quality goods and services at the lowest price and by selling surplus goods at the highest price. This office includes the construction prequalification function of the department.

The **Financial Management** group includes budget management, grants management, the mail room, print shop, fiscal, and the capital and debt management office. The budget office oversees the development, monitoring, and control of the city's operating budgets. The grants management office provides budget preparation and program monitoring for several federal grant programs. The mail room and print shop provide services to city departments such that business can be conducted in an efficient, timely, and cost-effective manner. The fiscal section provides budgetary support for both capital and operational needs within the department. The capital and debt management office provides coordination of the city's capital improvement budget and the six-year capital improvement program.

The **Asset Management** group is comprised of the Divisions of Facilities and Fleet Management, as well as the Office of Construction Management.

Department Mission

To protect the fiscal integrity of the city and ensure the effective management of fleet operations, facility maintenance and construction, and comprehensive, ethical procurement practices.

Budget Summary

Fund	2023 Actual	2024 Actual	2025 Budget	2026 Proposed
General Fund	88,566,818	85,775,141	96,555,271	89,833,221
Employee Benefits Fund-Property Insurance	420,000	567,500	680,000	-
Fleet Management Fund	44,497,915	46,566,392	48,247,625	47,603,519
Property Management Fund	827,051	1,341,727	1,503,960	1,560,891
Print and Mail Services Fund	1,946,436	1,886,336	2,179,309	2,148,500
Hotel/Motel Tax Fund	19,315,759	20,959,927	23,385,000	24,784,000
Department Total	\$ 155,573,979	\$ 157,097,023	\$ 172,551,165	\$ 165,930,131

Finance and Management

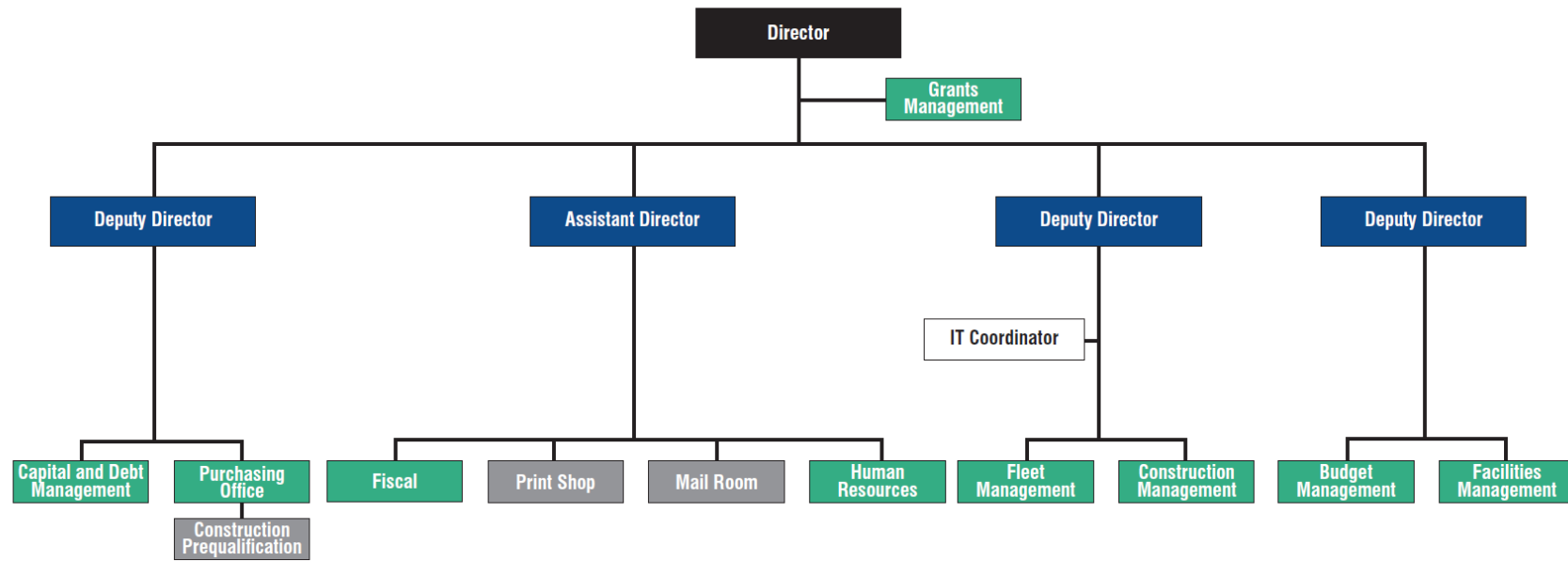
The **Facilities Management Division** is responsible for custodial services, maintenance, and security for the City Hall campus, Police and Fire Division facilities, the Public Health complex, and the Jerry Hammond Center at 1111 East Broad Street.

The **Fleet Management Division** maintains motorized equipment for most city departments and divisions. The division also develops and promotes citywide policies that govern the acquisition, maintenance, use, and disposal of vehicles. Its goal is to deploy the most cost-effective vehicles, reduce underutilized vehicles, and eliminate older, high-maintenance vehicles from inventories.

The Office of **Construction Management** is responsible for building construction, renovation, energy management, and project management.



Finance and Management



2026 STRATEGIC PRIORITIES

HOUSING

Research new potential sources of grant revenue to the city and continue to partner with other city departments to ensure that such proceeds are invested in city neighborhoods and infrastructure.

Continue to support affordable housing resources through the annual operating and capital budgets and continue to provide incentive funding for the Department of Development.

PROSPERITY

Continue to provide grant funding for the improvement of public facilities that provide critical services across the city.

OPERATIONS

Work with Departments to develop operating and capital budget submissions that better align fiscal resources with citywide strategic initiatives.

Research and implement changes to the existing procurement processes, as it relates to goods, services, and construction. In order to improve efficiency, effectiveness, and ease of use for both internal and external users.

Provide more options for the delivery of large-scale renovation projects and vertical construction; expanding the use of best practices.

CULTURE

Promote an environment where employees feel connected to the purpose and mission of the work and are provided with the tools necessary to grow and develop within the department.

2026 BUDGET NOTES

ADMINISTRATION

This division includes senior staff positions as well as full-time positions in Construction Management, Fiscal Management, and Human Resources. In 2026, over \$664,196 is expected to be reimbursed to this division as a result of work on capital fund-eligible projects. In addition:

- Operational control and funding of the Municipal Court building continues to be funded in this division to consolidate management contracts for city buildings.
-

- Funds totaling \$24.8 million from the hotel/motel tax are included in this division for Experience Columbus and Greater Columbus Arts Council.

FINANCIAL MANAGEMENT

This division consists of Capital and Debt Management, Budget Management, Grants Management, and Fiscal. In 2026, the division budgeted \$335,000 for internal purchasing catalog software licenses, including approximately \$75,000 for Bonfire, which facilitates advertising, submitting, and scoring requests for proposals. In addition:

- Various items are initially budgeted in the Finance and Management Department's citywide account and transferred, as needed, to other departments throughout the year. In 2026, this includes, among other items, economic development incentive money, and projected legal settlements.
- As has been the case for over a decade, all projected internal service charges to general fund agencies for technology services are budgeted in the Financial Management Division in 2026. This has proven to reduce the volatility of the projections for the general fund.
- In 2026, \$1.2 million is budgeted for the city's contract with the Public Defender, which provides legal counsel to indigent persons charged with criminal offenses.

FACILITIES MANAGEMENT

This division is responsible for preventative maintenance, repair, replacement, and general upkeep of city facilities. The 2026 budget includes funds to pay utility bills on behalf of other city agencies. In addition:

- Facilities Management is responsible for managing and maintaining over three million square feet of functional space, and the division provides in-house security assisted by camera monitoring and video recording.
- The division continues to budget for repair and maintenance services, with over \$6.0 million budgeted for custodial services at numerous city facilities under the purview of the division.
- In 2026, the division continues to budget for security services for various facilities around the City of Columbus in the amount of over \$2.9 million.

FLEET MANAGEMENT

The 2026 budget includes approximately \$9 million for fuel expenses and over \$1 million for compressed natural gas (CNG). As the city continues to expand its CNG infrastructure, it is anticipated that expenses for unleaded and diesel gasoline will continue to decrease. In addition:

- The division works with community partners and city agencies to identify green opportunities, promoting new technological developments and increased training opportunities for employees in an effort to maintain vehicles safely and responsibly while reducing energy costs.
 - Fleet Management continues to earn recognition both nationally and regionally for its efficient management, quality staff, superior services, and progressive practices toward greening the city's overall fleet. The division has over 250 dedicated CNG vehicles. This initiative will continue in 2026 as the division builds upon past successes.
-

Finance and Management

- The division's budget assumes fueling, parts, service, and preventative maintenance for approximately 6,400 on- and off-road vehicles.

Financial Summary by Fund					
Fund	2023 Actual	2024 Actual	2025 Budget	2025 Projected	2026 Proposed
General Fund					
Finance and Management Administration	\$ 8,809,995	\$ 6,158,753	\$ 5,974,866	\$ 5,319,004	\$ 4,267,086
Financial Management	32,962,247	27,031,266	35,174,486	12,921,487	25,649,966
Facilities Management	20,567,898	24,834,841	23,338,247	24,299,010	23,266,576
Finance Technology	26,226,678	27,750,280	32,067,672	28,039,015	36,649,593
General Fund Subtotal	88,566,818	85,775,141	96,555,271	70,578,516	89,833,221
Employee Benefits Fund-Property Insurance					
Finance and Management Administration	420,000	567,500	680,000	-	-
Employee Benefits Fund Subtotal	420,000	567,500	680,000	-	-
Fleet Management Fund					
Fleet Management	43,571,969	45,575,507	47,132,952	42,760,124	46,383,983
Finance and Management Administration	925,946	990,885	1,114,673	1,167,640	1,219,536
Fleet Management Fund Subtotal	44,497,915	46,566,392	48,247,625	43,927,764	47,603,519
Property Management Fund					
1111 E. Broad Street Operations	827,051	1,341,727	1,503,960	1,663,811	1,560,891
Property Management Fund Subtotal	827,051	1,341,727	1,503,960	1,663,811	1,560,891
Print and Mail Services Fund					
Financial Management	1,946,436	1,886,336	2,179,309	2,103,439	2,148,500
Print and Mail Services Fund Subtotal	1,946,436	1,886,336	2,179,309	2,103,439	2,148,500
Hotel/Motel Tax Fund					
Finance and Management Administration	19,315,759	20,959,927	23,385,000	23,385,000	24,784,000
Hotel/Motel Fund Subtotal	19,315,759	20,959,927	23,385,000	23,385,000	24,784,000
Department Total	\$ 155,573,979	\$ 157,097,023	\$ 172,551,165	\$ 141,658,530	\$165,930,131

Financial Summary by Area of Expense					
Division	2023 Actual	2024 Actual	2025 Budget	2025 Projected	2026 Proposed
Financial Management					
General Fund					
Personnel	\$ 2,793,466	\$ 2,956,841	\$ 3,639,695	\$ 3,089,383	\$ 3,367,154
Materials & Supplies	13,182	13,913	7,000	4,698	2,500
Services	2,114,815	1,384,463	1,672,938	1,411,181	1,680,312
Other	192,560	-	-	-	-
Transfers	27,848,224	22,676,049	29,854,853	8,416,225	20,600,000
General Fund Subtotal	32,962,247	27,031,266	35,174,486	12,921,487	25,649,966
Print and Mail Service Fund					
Personnel	411,003	453,043	529,110	471,535	613,054
Materials & Supplies	174,190	129,547	194,500	194,500	163,816
Services	1,361,243	1,303,745	1,455,699	1,437,404	1,371,630
Print and Mail Services Fund Subtotal	1,946,436	1,886,336	2,179,309	2,103,439	2,148,500
Financial Management Subtotal	34,908,683	28,917,602	37,353,795	15,024,926	27,798,466
Facilities Management					
General Fund					
Personnel	9,058,177	9,545,229	10,911,409	10,968,492	10,875,954
Materials & Supplies	1,595,604	2,507,663	1,268,000	1,670,972	1,335,000
Services	9,912,617	12,781,450	11,155,838	11,658,546	11,054,622
Other	1,500	500	3,000	1,000	1,000
General Fund Subtotal	20,567,898	24,834,841	23,338,247	24,299,010	23,266,576
Property Management Fund					
Personnel	426,051	942,136	1,059,960	1,005,811	1,163,891
Services	401,000	399,591	444,000	658,000	397,000
Property Management Fund Subtotal	827,051	1,341,727	1,503,960	1,663,811	1,560,891
Facilities Management Subtotal	21,394,949	26,176,568	24,842,207	25,962,821	24,827,467
Technology Billings					
General Fund					
Services	26,226,678	27,750,280	32,067,672	28,039,015	36,649,593
Technology Billings Subtotal	26,226,678	27,750,280	32,067,672	28,039,015	36,649,593
Fleet Management					
Fleet Management Fund					
Personnel	13,221,525	14,192,619	15,150,886	15,500,846	17,129,686
Materials & Supplies	19,355,518	19,187,137	21,768,590	16,824,002	18,638,149
Services	6,784,565	8,106,450	6,637,490	6,793,065	7,370,411
Principal	3,815,000	3,835,000	3,200,000	3,200,000	2,600,000
Other	1,500	1,000	1,500	1,500	1,500
Capital	-	202	25,000	91,225	25,000
Interest	393,862	253,099	349,486	349,486	619,237
Fleet Management Fund Subtotal	43,571,969	45,575,507	47,132,952	42,760,124	46,383,983
Fleet Management Subtotal	43,571,969	45,575,507	47,132,952	42,760,124	46,383,983
Finance and Management Administration					
General Fund					
Personnel	3,245,585	3,669,994	3,753,452	3,287,642	3,358,089
Materials & Supplies	189,292	270,666	273,000	237,364	11,500
Services	4,625,118	2,218,093	1,938,414	1,743,998	897,497
Other	750,000	-	10,000	50,000	-
General Fund Subtotal	8,809,995	6,158,753	5,974,866	5,319,004	4,267,086
Employee Benefits Fund					
Services	420,000	567,500	680,000	-	-
Employee Benefits Fund Subtotal	420,000	567,500	680,000	-	-
Fleet Management Fund					
Personnel	925,946	990,885	1,114,673	1,167,640	1,219,536
Fleet Management Fund Subtotal	925,946	990,885	1,114,673	1,167,640	1,219,536
Hotel/Motel Tax Fund					
Services	19,315,759	20,959,927	23,385,000	23,385,000	24,784,000
Hotel/Motel Tax Fund Subtotal	19,315,759	20,959,927	23,385,000	23,385,000	24,784,000
Finance and Management Administration Subtotal	29,471,700	28,677,065	31,154,539	29,871,644	30,270,622
Department Total	\$155,573,979	\$157,097,023	\$172,551,165	\$141,658,530	\$165,930,131

Finance and Management

Department Personnel Summary								
Fund	2023 Actual		2024 Actual		2025 Budget		2026 Proposed	
	FT	PT	FT	PT	FT	PT	FT	PT
General Fund								
Administration	30	0	26	0	30	0	25	0
Financial Management	24	0	23	0	28	0	27	0
Facilities Management	98	15	101	6	116	17	111	5
Print and Mail Services Fund								
Financial Management	6	1	5	1	5	1	5	1
Property Management Fund								
Facilities Management	12	1	11	1	12	1	11	1
Fleet Management Fund								
Fleet Management	122	2	129	1	132	1	132	0
Finance and Management Administration	7	0	8	0	8	0	8	0
Total	299	19	303	9	331	20	319	7

Operating Budget by Program						
Program	2025		2025		2026	
Administration	\$	38,730,825	53	\$	39,076,840	53
Fiscal		1,683,221	12		1,293,487	10
Asset Management		692,855	4		-	0
Property and Boiler Insurance		680,000	0		-	0
Mail Room Services		1,444,970	2		1,424,542	2
Print Room Services		734,339	3		723,958	3
Facilities Maintenance and Repair		6,799,566	44		7,048,949	42
Custodial		5,990,452	51		6,030,198	49
Security		2,781,779	30		2,948,190	28
Utility Cost Management		1,000,000	0		1,070,000	0
Citywide Account		29,854,853	0		20,600,000	0
Vehicle Maintenance and Repair		27,450,284	129		29,034,911	129
Fueling Infrastructure		12,093,178	1		10,234,416	1
Internal Services		37,131,950	0		41,207,640	0
Financial Management		1,659,700	0		1,723,700	0
Fleet Asset Management		273,707	2		294,063	2
Debt Management		3,542,486	0		3,189,237	0
Debt Issuance		7,000	0		30,000	0
Department Total		\$172,551,165	331		\$165,930,131	319

For additional financial information related to the Finance and Management Department, please refer to the employee benefits, fleet management, and print and mail services funds contained within the Internal Service Funds section and the property management fund contained within the Special Revenue Funds section.

2026

PROGRAM GUIDE

ADMINISTRATION

To provide leadership, administration, operational management, and supervisory support for the divisions within the department, with the ultimate goal of protecting and enhancing the fiscal integrity of the city and efficiently operating city facilities. This program includes the hotel/motel tax fund.

FISCAL

To provide fiscal and budgetary support for the divisions for both capital and operational needs within the department.

ASSET MANAGEMENT

To provide centralized real estate management and casualty insurance administration for city agencies in order to increase efficiency, control operating costs, and preserve asset value.

PROPERTY AND BOILER INSURANCE

To support insurance brokerage and risk management services for the city's property (casualty), boiler and machinery, general liability, excess liability, and aviation insurance policies.

MAIL ROOM SERVICES

To provide mail room services to city departments such that business can be conducted in an efficient, timely, and cost-effective manner.

PRINT SHOP SERVICES

To provide printing services to city departments such that business can be conducted in an efficient, timely, and cost-effective manner.

FACILITIES MAINTENANCE AND REPAIR

To efficiently maintain and repair facilities so that employees and visitors may conduct business in a comfortable environment.

CUSTODIAL

To provide general cleaning services of common areas, offices, and restrooms to ensure a clean environment for visitors and employees.

SECURITY

To provide security and monitoring services, aided by technology, to ensure a safe environment for visitors and employees.

UTILITY COST MANAGEMENT

To provide energy management in a proactive effort to save on electrical, heating, and cooling costs through education of building tenants on energy conservation behaviors and by monitoring building lighting and heating.

CITYWIDE ACCOUNT

To provide a holding account for later transfer to general fund divisions.

VEHICLE MAINTENANCE AND REPAIR

To provide fleet management support services to city agencies to ensure efficient, safe, reliable, and green vehicle operation and maintenance.

FUELING INFRASTRUCTURE

To assess, monitor, repair, replace, and service the city's fueling infrastructure to ensure safe, reliable fueling services to city agencies, regional partners, and the general public.

INTERNAL SERVICES

To account for the internal service charges of the department necessary to maintain operations.

FINANCIAL MANAGEMENT

To provide efficient and effective management of funds.

FLEET ASSET MANAGEMENT

To enhance deployment and maintenance of vehicles, while improving productivity and lowering operating costs.

DEBT MANAGEMENT

To service and track all required debt service obligations (principal and interest) per bond covenant requirements, policies and procedures and to ensure that funds from bonds and loans are used to finance the department's capital program, including those projects in all divisions.

DEBT ISSUANCE

To provide necessary funds to pay costs related to the issuance of city debt.
