BUDGET GUIDE



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HOW TO USE THIS DOCUMENT

A Brief Guide to each Section of the 2025-2026 Budget Book

The City Manager presents the Annual Budget to the elected officials and citizens as a funding plan for policies, goals and service levels as determined by City Council. The Budget document is a comprehensive decision-making tool that provides detail for the 2025 and 2026 budgets. This document includes 2023 Actual, 2024 Adopted, 2024 Revised, 2024 Projected and 2025-2026 Budget data.

The Budget provides fund summary reports as well as program budgets that identify activities and financial detail for each City fund, department and division. The department and program summaries provide assistance to the reader in understanding historical data along with the current and adopted budgetary detail. Council's goals are established on an annual basis for the purpose of guiding the organization.

BUDGET GUIDE

The Budget Guide provides the reader a brief overview of the budget document and the sections contained within. There are seven sections to this book: Budget Guide, Introduction & Overview, Strategic Planning, Financial, Revenue Manual, Capital Projects and Appendix. A table of contents is located in the Budget Guide for use by the reader to reference page number(s) and section(s) of interest.

INTRODUCTION & OVERVIEW

Within the Introduction & Overview, readers can find the City Manager's budget message. The budget message addresses the major policies and priorities of City Council and financial estimates and operational plans of the organization. Included in the budget message section are explanations of significant changes and/or variances that have occurred between the 2024 Adopted Budget and the 2025 Adopted Budget. Readers can continue within the section to learn about the City of Centennial and its communities, financial policies, a description of the City's budget preparation and annual schedule.

STRATEGIC PLANNING

The Strategic Plan provides readers with an overview of the City's long-term goals, and how the goals relate within the overall City plan. Readers can continue within this section to learn more about the City's Key Performance Measures program and find detail on the City's measurements.

FINANCIAL

This section provides the reader with detail and summary information of fund balance, total financial sources and total financial uses for all City funds, including: the General Fund, Street Fund, Capital Improvement Fund, Open Space Fund, Conservation Trust Fund, Land Use Fund, Fiber Fund, as well as the City's General Improvement Districts and the Centennial Urban Redevelopment Authority. This section includes the Staff Resources which reports the full-time equivalent count for the 2024 and 2025-2026 Budget Years. Further within this section readers can find detail on every General Fund department.

REVENUE MANUAL

The revenue manual provides a comprehensive guide of the City's major revenue sources. Within this section readers find revenues categorized by fund, a description of each revenue source and graphical information that provides further insight into each revenue source.

CAPITAL PROJECTS

This section includes program overviews, project descriptions and anticipated future planning for projects within the Street Fund, Capital Improvement Fund and Open Space Fund. These projects account for financial resources used for the acquisition, construction and maintenance of the City's capital infrastructure.

APPENDIX

Within this section, a list of terms used throughout the budget document and a short definition of each term is included as a resource to readers. Common abbreviations and acronyms used in the Financial section and other documents are also included as a resource to the reader. Authorized expenditures over the City Manager's approval amount schedule are listed by fund in the Appendix. Other information is included in this section to provide readers with more detail regarding financial and purchasing policies and resolutions adopting the Annual Budget and Certification of the Mill Levies.