

Office of Finance



MISSION AND SERVICES

The Office of Finance collects and invests revenue as well as provides funds disbursement, accounting, debt management, and risk management services in line with best practices to County residents and agencies in order to ensure the delivery of fiscally accountable and effective local government services.

CORE SERVICES

- Revenue collection and investment
- Accounting and financial reporting
- Risk management
- Funds disbursement operations
- Debt management, including the preparation of documents for County bond issuance

FY 2026 KEY ACCOMPLISHMENTS

- Continued commitment to support the cybersecurity self-insurance program to realize anticipated long-term savings on insurance premiums.
- Issued approximately \$250 million in tax-exempt bonds.
- Issued FY 2025 Annual Comprehensive Financial Report and received the Certificate of Achievement for Excellence in Financial Reporting for FY 2024.

STRATEGIC FOCUS AND INITIATIVES FOR FY 2027

The Agency’s top priorities in FY 2027 are:

- Continue implementation of County mandated tax credit, grant, and incentive programs, including CB-99-2018/ CB-076-2023 Fair Election Fund.
- Partner with the Office of Information Technology to continue the transition from legacy systems to the new Treasury Management system for property tax collections and administration.
- Enhance staffing resources to ensure continuity of operations and support efficient service delivery.

FY 2027 BUDGET SUMMARY

The FY 2027 proposed budget for the Office of Finance is \$7,305,800, an increase of \$509,700 or 7.5% over the FY 2026 approved budget.

Expenditures by Fund Type

Fund Types	FY 2025 Actual		FY 2026 Budget		FY 2026 Estimate		FY 2027 Proposed	
	Amount	% Total						
General Fund	\$5,646,430	100.0%	\$5,996,100	88.2%	\$6,716,900	89.4%	\$6,904,900	94.5%
Special Revenue Funds	—	0.0%	800,000	11.8%	800,000	10.6%	400,900	5.5%
Total	\$5,646,430	100.0%	\$6,796,100	100.0%	\$7,516,900	100.0%	\$7,305,800	100.0%

GENERAL FUND

The FY 2027 proposed General Fund budget for the Office of Finance is \$6,904,900, an increase of \$908,800 or 15.2% over the FY 2026 approved budget.

Reconciliation from Prior Year

	Expenditures
FY 2026 Approved Budget	\$5,996,100
Increase Cost: Compensation - Mandated Salary Requirements — Annualization of FY 2026 and planned FY 2027 salary adjustments and a decrease in budgeted attrition	\$725,800
Increase Cost: Fringe Benefits — Increase in the fringe benefit rate from 36.3% to 36.5% to align with projected costs	279,000
Increase Cost: Operating — Increase in operational costs for legal services, printing, periodicals, mileage, equipment, and software	125,800
Increase Cost: Technology Cost Allocation — Increase in OIT charges based on anticipated countywide costs for technology	102,300
Decrease Cost: Operating — Decrease in operational costs for advertising, membership fees, supplies, disposal fees, telephone, and banking charges.	(29,400)
Decrease Cost: Recovery Increase — Increase in recoveries to align with salary adjustments	(294,700)
FY 2027 Proposed Budget	\$6,904,900

SPECIAL REVENUE FUNDS

Fair Election Special Revenue Fund

The FY 2027 proposed Fair Election Special Revenue Fund budget is \$400,900, a decrease of -\$399,100 or -49.9% below the FY 2026 approved budget.

Reconciliation from Prior Year

	Expenditures
FY 2026 Approved Budget	\$800,000
Decrease Cost: Operating — Reserves in support of the 2027 general election	\$(399,100)
FY 2027 Proposed Budget	\$400,900

STAFF AND BUDGET RESOURCES

Authorized Positions	FY 2025 Budget	FY 2026 Budget	FY 2027 Proposed	Change FY26-FY27
General Fund				
Full Time - Civilian	68	70	70	0
Full Time - Sworn	0	0	0	0
Subtotal - FT	68	70	70	0
Part Time	2	2	2	0
Limited Term	0	0	0	0
Grants				
Full Time - Civilian	1	0	0	0
Full Time - Sworn	0	0	0	0
Subtotal - FT	1	0	0	0
Part Time	0	0	0	0
Limited Term	1	0	0	0
TOTAL				
Full Time - Civilian	69	70	70	0
Full Time - Sworn	0	0	0	0
Subtotal - FT	69	70	70	0
Part Time	2	2	2	0
Limited Term	1	0	0	0

Positions By Classification	FY 2027		
	Full Time	Part Time	Limited Term
Account Clerks	22	2	0
Accountants	26	0	0
Accounting Services Manager	1	0	0
Accounting Technicians	3	0	0
Administrative Aides	2	0	0
Administrative Assistants	6	0	0
Administrative Specialist	3	0	0
Associate Director	2	0	0
Deputy Director	1	0	0
Director	1	0	0
Executive Administrative Aide	1	0	0
Info Tech Proj Coord	2	0	0
TOTAL	70	2	0

Expenditures by Category - General Fund

Category	FY 2025 Actual	FY 2026 Budget	FY 2026 Estimate	FY 2027 Proposed	Change FY26-FY27	
					Amount (\$)	Percent (%)
Compensation	\$6,549,301	\$7,061,400	\$7,485,000	\$7,787,200	\$725,800	10.3%
Fringe Benefits	2,302,049	2,563,300	2,694,600	2,842,300	279,000	10.9%
Operating	1,459,797	1,550,600	1,716,500	1,749,300	198,700	12.8%
Capital Outlay	—	—	—	—	—	
SubTotal	\$10,311,146	\$11,175,300	\$11,896,100	\$12,378,800	\$1,203,500	10.8%
Recoveries	(4,664,716)	(5,179,200)	(5,179,200)	(5,473,900)	(294,700)	5.7%
Total	\$5,646,430	\$5,996,100	\$6,716,900	\$6,904,900	\$908,800	15.2%

In FY 2027, compensation expenditures increase 10.3% above the FY 2026 budget primarily due to the annualization of FY 2026 and planned FY 2027 salary adjustments, as well as a decrease in the budgeted attrition. Fringe benefit expenditures increase 10.9% to align with projected costs.

Operating expenditures increase 12.8% over the FY 2026 budget primarily due to an increase in the OIT technology allocation charge as well as a contract for legal services.

Recoveries increase 5.7% over the FY 2026 budget due to mandated salary increases.

Expenditures by Division - General Fund

Category	FY 2025 Actual	FY 2026 Budget	FY 2026 Estimate	FY 2027 Proposed	Change FY26-FY27	
					Amount (\$)	Percent (%)
Administration	\$754,776	\$679,900	\$782,100	\$921,700	\$241,800	35.6%
Accounting Division	1,979,273	2,316,900	2,623,000	2,607,200	290,300	12.5%
Treasury Division	2,912,382	2,999,300	3,311,800	3,376,000	376,700	12.6%
Total	\$5,646,430	\$5,996,100	\$6,716,900	\$6,904,900	\$908,800	15.2%

General Fund - Division Summary

Category	FY 2025 Actual	FY 2026 Budget	FY 2026 Estimate	FY 2027 Proposed	Change FY26-FY27	
					Amount (\$)	Percent (%)
Administration						
Compensation	\$1,887,639	\$1,997,600	\$2,080,300	\$2,200,800	\$203,200	10.2%
Fringe Benefits	621,605	725,200	748,900	803,300	78,100	10.8%
Operating	172,789	199,000	194,800	202,400	3,400	1.7%
Capital Outlay	—	—	—	—	—	
SubTotal	\$2,682,033	\$2,921,800	\$3,024,000	\$3,206,500	\$284,700	9.7%
Recoveries	(1,927,257)	(2,241,900)	(2,241,900)	(2,284,800)	(42,900)	1.9%
Total Administration	\$754,776	\$679,900	\$782,100	\$921,700	\$241,800	35.6%
Accounting Division						
Compensation	\$2,514,502	\$2,862,900	\$2,999,800	\$3,089,100	\$226,200	7.9%
Fringe Benefits	907,235	1,039,200	1,079,900	1,127,500	88,300	8.5%
Operating	593,534	593,500	722,000	779,200	185,700	31.3%
Capital Outlay	—	—	—	—	—	
SubTotal	\$4,015,271	\$4,495,600	\$4,801,700	\$4,995,800	\$500,200	11.1%
Recoveries	(2,035,998)	(2,178,700)	(2,178,700)	(2,388,600)	(209,900)	9.6%
Total Accounting Division	\$1,979,273	\$2,316,900	\$2,623,000	\$2,607,200	\$290,300	12.5%
Treasury Division						
Compensation	\$2,147,161	\$2,200,900	\$2,404,900	\$2,497,300	\$296,400	13.5%
Fringe Benefits	773,209	798,900	865,800	911,500	112,600	14.1%
Operating	693,474	758,100	799,700	767,700	9,600	1.3%
Capital Outlay	—	—	—	—	—	
SubTotal	\$3,613,843	\$3,757,900	\$4,070,400	\$4,176,500	\$418,600	11.1%
Recoveries	(701,461)	(758,600)	(758,600)	(800,500)	(41,900)	5.5%
Total Treasury Division	\$2,912,382	\$2,999,300	\$3,311,800	\$3,376,000	\$376,700	12.6%
Total	\$5,646,430	\$5,996,100	\$6,716,900	\$6,904,900	\$908,800	15.2%

DIVISION OVERVIEW

Administration

The Administration Division oversees the activities of the Office and has direct responsibility for coordinating and financing bond sales for capital projects including infrastructure, facility, equipment, and technology acquisition.

The division administers a comprehensive insurance program designed to minimize the County’s exposure to risk in the areas of professional, general and automobile liability, fire and casualty loss, and workers’ compensation.

Fiscal Summary

In FY 2027, the division expenditures increase \$241,800 or 35.6% over the FY 2026 budget. Staffing resources remain unchanged from the FY 2026 budget. The primary budget changes include:

- An increase in personnel costs due to mandated salary increases.
- An increase in fringe benefits costs due to an increase in compensation.
- An increase in recoveries due to prior year salary adjustments.

	FY 2026 Budget	FY 2027 Proposed	Change FY26-FY27	
			Amount (\$)	Percent (%)
Total Budget	\$679,900	\$921,700	\$241,800	35.6%
STAFFING				
Full Time - Civilian	16	16	0	0.0%
Full Time - Sworn	0	0	0	0.0%
Subtotal - FT	16	16	0	0.0%
Part Time	0	0	0	0.0%
Limited Term	0	0	0	0.0%

Accounting Division

The Accounting Division is responsible for the timely and accurate recording and reporting of the financial activities of the County to ensure conformity with legal requirements, administrative policy, and Generally Accepted Accounting Principles. These activities are captured in several standard funds and account groups that include the General Fund; the Special Revenue Funds; the Debt Service Fund; the Capital Projects Fund; the Enterprise Funds, which include Solid Waste, Stormwater Management and Water Quality; the Internal Service Funds, such as the Self-Insurance Funds; the Agency and Trust Funds (e.g. Pensions and Other Post Employment Benefits) and the Fixed Assets and Long-Term Debt Account Groups. This division is also responsible for the preparation of the Annual Comprehensive Financial Report, the State’s Uniform Financial Report, and the Indirect Cost Allocation Plan. The latter is used to recover indirect costs and fringe benefits for grants. This division also performs all accounting functions related to County’s accounts receivable, accounts payable, and travel transactions.

The Accounting Division coordinates two other major activities within the Office of Finance. The payroll unit maintains and operates the automated payroll system and processes the bi-weekly County payroll and monthly pension payments. The financial systems staff is responsible for maintaining and operating the County’s automated accounting systems.

Fiscal Summary

In FY 2027, the division expenditures increase \$290,300 or 12.5% over the FY 2026 budget. Staffing resources remain unchanged from the FY 2026 budget. The primary budget changes include:

- An increase in personnel costs due to mandated salary requirements.
- An increase in fringe benefits costs due to an increase in compensation costs.
- An increase in operating due to increased funding needed for accounting software and OIT costs.
- An increase in recoveries due to mandated salary requirements.

	FY 2026 Budget	FY 2027 Proposed	Change FY26-FY27	
			Amount (\$)	Percent (%)
Total Budget	\$2,316,900	\$2,607,200	\$290,300	12.5%
STAFFING				
Full Time - Civilian	29	29	0	0.0%
Full Time - Sworn	0	0	0	0.0%
Subtotal - FT	29	29	0	0.0%
Part Time	0	0	0	0.0%
Limited Term	0	0	0	0.0%

Treasury Division

The Treasury Division collects and accounts for various taxes and fees including real property taxes, business personal property taxes, transfer and recordation taxes, telecommunication taxes, and solid waste service charges. It also handles special area assessments for the County as well as taxes and charges for the State of Maryland, the Washington Suburban Sanitary Commission, the Maryland-National Capital Park and Planning Commission, and all 27 municipalities. Other taxes administered include energy, mobile home, and hotel/motel taxes. The Treasury Division is responsible for issuing tax certifications, auditing tax adjustments, processing circuit breaker refunds, administering various tax credit programs, collecting fees associated with evictions, administering the semi-annual tax payment program, and selling properties at tax sale for delinquent taxes. The division also has responsibility for the management of cash flow and the investment of all funds not immediately required for expenditure in an effort to maximize return.

Fiscal Summary

In FY 2027, the division expenditures increase \$376,700 or 12.6% over the FY 2026 budget. Staffing resources

remain unchanged from the FY 2026 budget. The primary budget changes include:

- An increase in personnel costs due to mandated salary requirements.
- An increase in fringe benefits costs due to an increase in compensation costs.
- An increase in operating due to an increased OIT allocation.
- An increase in recoveries to align with mandated salary requirements.

	FY 2026 Budget	FY 2027 Proposed	Change FY26-FY27	
			Amount (\$)	Percent (%)
Total Budget	\$2,999,300	\$3,376,000	\$376,700	12.6%
STAFFING				
Full Time - Civilian	25	25	0	0.0%
Full Time - Sworn	0	0	0	0.0%
Subtotal - FT	25	25	0	0.0%
Part Time	2	2	0	0.0%
Limited Term	0	0	0	0.0%

OTHER FUNDS

Fair Election Special Revenue Fund

The Fair Election Fund supports the County's public campaign financing program established to promote and encourage broader access to County elected office. The program is intended to enable citizens of Prince George's County to run for office on the strength of their ideas, supported by small donations from residents and others combined with matching funds from the Fair Election Fund. The fund and associated public campaign financing program were established by CB-099-2018 and later amended by CB-076-2023.

Fiscal Summary

Revenues decrease -\$399,100 or -49.9% below the FY 2026 approved budget.

Expenditures for the Fair Election Special Revenue Fund total \$400,900. FY 2027 funding will be transferred to the fund reserves to support candidates for office in the 2027 general election cycle.

Expenditures by Category

Category	FY 2025 Actual	FY 2026 Budget	FY 2026 Estimate	FY 2027 Proposed	Change FY26-FY27	
					Amount (\$)	Percent (%)
Operating	\$—	\$800,000	\$800,000	\$400,900	\$(399,100)	-49.9%
Total	\$—	\$800,000	\$800,000	\$400,900	\$(399,100)	-49.9%
Total	\$—	\$800,000	\$800,000	\$400,900	\$(399,100)	-49.9%

Fund Summary

Category	FY 2025 Actual	FY 2026 Budget	FY 2026 Estimated	FY 2027 Proposed	FY 2026-2027	
					Change \$	Change %
BEGINNING FUND BALANCE	\$—	\$400,000	\$400,844	\$844	\$(399,156)	-99.8%
General Fund Transfer	\$400,000	\$400,000	\$400,000	\$400,000	\$—	0.0%
Interest Income	844	—	—	900	—	
Appropriated Fund Balance	—	400,000	400,000	—	(400,000)	-100.0%
Total Revenues	\$400,844	\$800,000	\$800,000	\$400,900	\$(399,100)	-49.9%
EXPENDITURES						
Transfer to fund reserves for the 2027 general election	\$—	\$800,000	\$800,000	\$400,900	\$(399,100)	-49.9%
Total Expenditures	\$—	\$800,000	\$800,000	\$400,900	\$(399,100)	-49.9%
EXCESS OF REVENUES OVER EXPENDITURES	400,844	—	—	—	—	0.0%
OTHER ADJUSTMENTS	—	(400,000)	(400,000)	—	400,000	-100.0%
ENDING FUND BALANCE	\$400,844	\$—	\$844	\$844	\$844	0.0%

SERVICE DELIVERY PLAN AND PERFORMANCE

Goal 1 — To ensure optimal revenue collection, financial and investment services are provided to County stakeholders in order to effectively obtain the funds to support County services.

Objective 1.1 — Increase the percent of real property tax revenue collected.

FY 2031 Target	FY 2024 Actual	FY 2025 Actual	FY 2026 Estimated	FY 2027 Projected	Trend
100%	99%	99%	100%	100%	↑

Trend and Analysis

The Office of Finance is responsible for cash and investment management, billing, and collecting the County's real and personal property taxes, conducting the annual sale of tax lien certificates, processing documents for transfer and recordation tax collection, managing various property credits, and collecting other business taxes. Real property taxes are the largest source of revenue for the County. The annual sale of tax lien certificates is a tax collection technique to recover payment of delinquent taxes by auctioning liens against a property. While the number of tax liens varies, the sale of the tax liens mitigates the loss of uncollected revenues. Real property tax collection rates have remained consistent at more than 99%.

Performance Measures

Measure Name	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Estimated	FY 2027 Projected
Resources (Input)					
Treasury Division staff	23	25	26	27	28
Workload, Demand and Production (Output)					
Tax payments processed	500,743	506,242	514,366	532,369	551,000
Tax sale certificates processed	2,106	1,961	2,076	1,500	1,500
Tax lien certificates sold to purchasers	95%	89%	94%	75%	75%
Revenue collected through E-payments services	\$250.5	\$305.5	\$311.0	\$317.0	\$324.0
Tax inquiry calls received	39,254	43,974	38,744	40,000	40,500
Clean lot liens processed	54	71	76	70	70
Tax bills generated	387,958	410,812	380,302	390,000	395,850
Efficiency					
Tax payments processed per staff member	21,771	20,420	19,783	19,717	19,679
Impact (Outcome)					
Real property taxes collected	100%	100%	99%	100%	100%
Personal property taxes collected	93%	93%	97%	95%	95%

Goal 2 — To provide management/advisory services and training to County agencies in order to minimize the County's risk exposure.

Objective 2.1 — Reduce risk management payments to claimants.

FY 2031 Target	FY 2024 Actual	FY 2025 Actual	FY 2026 Estimated	FY 2027 Projected	Trend
\$35.0	\$35.0	\$39.0	\$36.0	\$37.0	↔

Trend and Analysis

The Risk Management Office oversees the County's Risk Pool (County, Board of Education, Community College, and Memorial Library) claims administration contract, which covers third-party liability, property claims, and workers' compensation claims. Other essential functions include the management of the County's self-insurance program as approved by both the County Council and the State of Maryland. The number of new risk management claims increased approximately 1% from FY 2024 to FY 2025 and is expected to decrease by approximately 4% in FY 2026.

Performance Measures

Measure Name	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Estimated	FY 2027 Projected
Resources (Input)					
Adjusters	18	16	16	16	17
Workload, Demand and Production (Output)					
New risk management claims processed	1,846	1,693	1,715	1,650	1,750
Risk management claims closed	2,741	2,209	2,237	2,298	2,300
Claims settled through the Office of Law	231	166	250	309	370
Efficiency					
Claims received per adjuster	8	10	9	9	9
Impact (Outcome)					
Risk management reserve payments to claimants	\$43.0	\$35.0	\$39.0	\$36.0	\$37.0

Goal 3 — To provide funds disbursement operations to County agencies in order to pay County obligations.

Objective 3.1 — Increase the percent of all County obligations paid on time.

FY 2031 Target	FY 2024 Actual	FY 2025 Actual	FY 2026 Estimated	FY 2027 Projected	Trend
98%	97%	98%	98%	98%	↔

Trend and Analysis

County obligations consist of payroll payments and vendor payments. 100% of payroll payments are made on time. The percentage of vendor payments paid on time improved from 88% in FY 2024 to 90% in FY 2025.

Performance Measures

Measure Name	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Estimated	FY 2027 Projected
Resources (Input)					
Payroll staff	5	7	6	7	7
Accounts payable staff	5	5	6	5	6
Workload, Demand and Production (Output)					
Payroll payments	252,800	246,560	264,208	330,000	330,000
Vendor payments	75,631	84,544	81,003	80,250	81,000
Efficiency					
Payroll payments per payroll staff person	50,560	44,027	41,707	47,143	47,143
Vendor payments per accounts payable staff	15,126	15,331	14,728	16,050	13,500
Quality					
Payroll obligations processed without error	100%	100%	100%	100%	100%
Vendor payments issued by due date	87%	88%	90%	91%	90%
Impact (Outcome)					
County obligations paid on time	97%	97%	98%	98%	98%

Goal 4 — To provide debt management services to ensure that County government has access to low-cost borrowing for long-term investments in infrastructure, facilities, equipment, and technology.

Objective 4.1 — Maintain the number of bond rating agencies awarding the County an AAA rating (the highest bond rating) at three.

FY 2031 Target	FY 2024 Actual	FY 2025 Actual	FY 2026 Estimated	FY 2027 Projected	Trend
2	3	2	2	2	↓

Trend and Analysis

Bond ratings are key determinants of the County's cost of funds for long-term capital projects including education, public safety, infrastructure, administrative facilities, equipment, and technology. The County maintained its AAA ratings from all three major agencies from FY 2012 through FY 2024. In FY 2025, Moody's downgraded its rating to Aa1 due to several factors, including fund reserves materially below its peers in the Aaa category and uncertainty around federal employment levels. The rating agencies infrequently shift ratings unless there is some seismic news. However, the County could improve as long as fund balances and reserves show more liquidity or if there is less long-term liability per forecasted revenues. The process may take three to four years. The County is in the process of evaluating and pursuing opportunities to improve the bond rating.

Performance Measures

Measure Name	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Estimated	FY 2027 Projected
Workload, Demand and Production (Output)					
Annual general fund net debt service	\$172.7	\$170.6	\$999.0	\$0	\$0
Efficiency					
Net direct debt as a percent of County resident personal income	1%	1%	999%	0%	0%
Quality					
Net direct debt per capita	\$1.8	\$1.8	\$999.0	\$0	\$0
General Fund expenditures that are annual debt service payments	7%	7%	0%	0%	0%
Impact (Outcome)					
Bond rating agencies giving the County the highest rating	3	3	2	2	2

