Mayor and Council Office Budgets

Audit & Finance Committee| December 3, 2025

Background

- **Proposal of November 6, 2025:**

  Reform City Council spending, including but not limited to the criteria used for the type, the amount, and purpose of expenditures. If we want to assure trust, it is critically important for us to be the model for best practices and a place that sets the highest standards.

Peer Practices

Peer Practices

- **Policies:** Austin and peer cities have various administrative bulletins relating to travel, reimbursements, and use of procurement cards.
- **Travel and Reimbursements:** Travel must serve a clear public purpose and fall within established per-diem limits (generally based on federal GSA rates). Documentation and timely submission are required across all cities.

Peer Practices

- **Training:** Austin and peer cities require ethics or financial disclosure training for elected officials, in addition to procurement card training when a card is obtained.
- **Council Office Accounts:** Dedicated Council Office accounts vary. Balance does not rollover at end of year. Texas Senate caps rollover to $20,000.

Peer Practices

Entity	Financial Disclosure	Taxpayer-Funded Council Office Account	Council Office Expense Policy	Gov. Issued P-card	Travel Policy	Reimb. Policy
State Officials	Yes	Yes / Senate caps rollover at $20k	Yes	No	Yes	Yes
Austin	Yes	Yes / Balance rolls over	No	Yes – Staff	Yes	Yes
Dallas	Yes	Yes / Balance does not roll over	Yes	Yes – Staff	Yes	Yes
Fort Worth	Yes	No	N/A	N/A	Yes	Yes
Houston	Yes	Quasi – Funding for Council districts specific to projects.*	No*	Yes – Staff	Yes	Yes
San Antonio	Yes	No	N/A	Yes – Staff	Yes	Yes

Next Steps

- Receive Mayor and City Council feedback
- Bring forward potential policies to January Audit and Finance Committee

Questions