

Stormwater Department, Revenue Sources and Uses, Audit 05-23

Risk Analysis Work Sheet

March 7, 2005

<u>Risk</u>	<u>Control</u>	<u>Control In Place</u>	<u>Risk Assessment</u>
Loss of revenue due to stormwater assessments and fees not calculated in accordance with the applicable City Ordinance.	The charge structure is developed in accordance with the applicable ordinance. It is reviewed, tested and approved by City personnel. It is incorporated into an annual assessment roll file, which is updated, tested, approved and maintained in accordance with City Ordinance and the billing entity (in this case, Hillsborough County). Billing of government entities, mirrors that of assessment billings.	Yes; however, given the volume of billings and annual changes in the file, the increased possibility of mistakes raises the risk.	Medium
Loss of revenue due to stormwater assessments and fees not billed in accordance with the applicable City Ordinance.	Definitive dates for billings are established by the city and county in applicable ordinances. The County requires that the City's stormwater assessment roll file be compatible with the County's ad-valorem tax file. The City is required to electronically submit it's file to the County within a certain time frame. The County merges the files and a single tax bill is produced.	Yes; however departmental policies and procedures detailing billing practices have not been developed and implemented.	Medium
Stormwater revenue uses are not in accordance with the applicable City Ordinance.	Revenue uses are defined by City Ordinance. The process of ensuring compliance is detailed in departmental policies and procedures.	Yes; however, policies and procedures have not been developed to guide the process within the department.	Medium

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<u>Risk</u>	<u>Control</u>	<u>Control In Place</u>	<u>Risk Assessment</u>
Loss of revenue because mitigation credits are not calculated in accordance with the applicable City Ordinance	Mitigation credits are detailed by City Ordinance. These define the basis and calculation of the credits. The process (including monitoring), is detailed in departmental policies and procedures.	Yes; however, policies and procedures have not been developed to guide the process within the department.	Medium
Loss of revenue because approval of mitigation credits is not clearly defined. Lack of a definitive, written approval process could result in inappropriate granting of credits.	The criteria for granting a mitigation credit is defined by City Ordinance. The process (including monitoring) is detailed in departmental policies and procedures.	Yes; however, policies and procedures have not been developed to guide the process within the department.	Medium