

REVENUE AND FINANCE

RESOURCES	ACTUAL FY00	ACTUAL FY01	BUDGET FY02	PROJECTED FY02	RECOMMENDED FY03
Personnel Expenses	\$ 4,574,141	\$ 4,536,030	\$ 4,876,235	\$ 4,827,123	\$ 5,104,627
Operating Expenses	298,875	327,545	432,061	419,269	435,036
Operating Budget	\$ 4,873,016	\$ 4,863,575	\$ 5,308,296	\$ 5,246,392	\$ 5,539,663
Capital Outlay	74,156	47,982	87,579	87,579	79,205
Budget Allocation	\$ 4,947,172	\$ 4,911,557	\$ 5,395,875	\$ 5,333,971	\$ 5,618,868
Authorized Positions	88	89	91	91	91

The Department of Revenue and Finance includes several separate and independent divisions for budget purposes. The Department's goal is responsible management of the City's finances. To accomplish this, primary functions of budgeting, planning, accounting, investment, licensing, utility accounting, pension, and grant administration are divided among the Director and four divisions as follows:

- Budget Division - Prepares revenue and expenditure projections, budget instructions and target budgets. The division controls City-wide departmental expenditures within approved appropriations; prepares budget resolutions, adjustments, budget-related briefings and summaries; and administers the Community Development Block Grant program and other Federal and State grant programs.
- Accounting Division - Administers the general ledger; processes payroll records; maintains accounts receivable and payable; controls reimbursements and interdepartmental billings; and is responsible for investing City funds as well as negotiating bond issues. Additionally, its personnel are responsible for balancing utility accounts; providing property control and central cashiering services; producing financial reports; and administering the City's pension fund.
- Licensing Division - Is responsible for the administration, issuance and enforcement of business and occupational licenses. Additionally, its personnel inspect wreckers, survey establishments selling alcoholic beverages, and maintain the City's rental certificate files.
- Planning Division - Accomplishes urban planning and monitors the Tampa Comprehensive Plan. The Planning staff coordinates with other agencies on development and environmental matters. Additionally, division personnel provide technical assistance to other departments and interest groups, prepare special studies and projects, and continue to monitor State and Federal enterprise zone activity.