

## REVENUE AND FINANCE

RESOURCES	ACTUAL FY01	ACTUAL FY02	BUDGET FY03	PROJECTED FY03	RECOMMENDED FY04
Personnel Expenses	\$ 3,588,694	\$ 3,858,109	\$ 4,059,040	\$ 4,051,758	\$ 4,416,586
Operating Expenses	276,714	302,199	355,341	354,306	332,082
Operating Budget	\$ 3,865,408	\$ 4,160,308	\$ 4,414,381	\$ 4,406,064	\$ 4,748,668
Capital Outlay	43,015	35,629	103,365	101,711	42,505
Budget Allocation	\$ 3,908,423	\$ 4,195,937	\$ 4,517,746	\$ 4,507,775	\$ 4,791,173
Authorized Positions	74	74	75	75	75

The Department of Revenue and Finance's goal is responsible management of the City's finances. To accomplish this, primary functions of budgeting, planning, accounting, investment, licensing, utility accounting (see separate page in this section) and pension administration are divided among the Director and three 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 cashing 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.

As part of a City-wide reorganization to better serve the public, Strategic Planning has been combined with the MIS Department to become Strategic Planning and Technology Department. The financial and position data presented above for fiscal years prior to FY04 has been restated to appropriately reflect the reorganization impact.