CLASS TITLE: Financial Manager - TIF

CHARACTERISTICS OF THE CLASS: Under direction, performs comprehensive financial analyses of City-wide tax increment financing (TIF) projects; and performs related duties as required.

ESSENTIAL DUTIES: Conducts economic valuations of proposed redevelopment projects, reviewing eligibility studies, project plans and related financial information, and makes recommendations regarding the appropriateness of tax incentives needed to stimulate investment; prepares projections of incremental property tax revenue to be generated within TIF redevelopment project areas or districts, using sophisticated computer applications; prepares recommendations regarding the most economically viable method for the payment of eligible redevelopment costs for TIF projects; meets with developers, attorneys and departmental management in negotiating bond issue agreements; reviews internal accounting reports and financial statements of TIF funds and monitors deposits and investment activity administered by the City Treasurer’s Office; provides information and serves as liaison to private auditors responsible for reviewing TIF records and reporting requirements; functions as representative for the City in regards to future legislation for TIF development projects; provides testimony at legislative committee meetings and informs City departments of new or modified legislation affecting the TIF program and its associated projects; prepares narrative summaries of TIF program activity and prepares charts and graphs for inclusion in the City’s annual comprehensive financial report.

RELATED DUTIES: May analyze financial legislation that impacts upon the operations and policies of the Comptroller’s Office such as modified tax rates and aid for school reform.

MINIMUM QUALIFICATIONS:

Training and Experience: Graduation from an accredited college or university with a Bachelor’s degree in Finance, Economics or directly related field supplemented by five years of progressively responsible experience in financial analysis, or an equivalent combination of training and experience.

Knowledge, Abilities and Skills: Considerable knowledge of state legislation and municipal ordinances and regulations governing tax increment financing. Considerable knowledge of municipal financing practices and techniques. Considerable knowledge of financial analysis methods and practices.
accounting records of private developers and summarize their financial position. Ability to negotiate financing terms with real estate developers and participating City departments.

Considerable skill in assessing financial and economic data and conditions. Skill in using statistical modeling software to prepare projections of incremental property tax revenue. Excellent oral and written communication skills.

**Working Conditions.** General office environment.

**Equipment.** Standard office equipment including personal computers.

NOTE: While the list of essential duties is intended to be as inclusive as possible, there may be other duties which are essential to particular positions within the class.

April, 1999