Office of the Chief Financial Officer

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Description

The Chief Financial Officer is responsible for the City's accounting and financial reporting functions, debt issuance, risk management, treasury and investments, and establishment of internal controls over financial reporting. The CFO oversees the development and implementation of internal control policies and procedures in all City departments. In the Fiscal Year 2022 Proposed Budget, the Office of the Chief Financial Officer is eliminated and restructured to the Office of the Chief Operating Officer as part of the executive management reorganization.

Office of the Chief Financial Officer

Department Summary

	FY2020 Actual	FY2021 Budget	FY2022 Proposed	FY2021-2022 Change
FTE Positions (Budgeted)	2.00	2.00	0.00	(2.00)
Personnel Expenditures	$ 582,197	$ 555,036	$ -	$ (555,036)
Non-Personnel Expenditures	26,742	54,405	-	(54,405)
Total Department Expenditures	**$ 608,939**	**$ 609,441**	**$ -**	**$ (609,441)**
Total Department Revenue	**$ -**	**$ -**	**$ -**	**$ -**

General Fund

Department Expenditures

	FY2020 Actual	FY2021 Budget	FY2022 Proposed	FY2021-2022 Change
Office of the Chief Financial Officer	$ 608,939	$ 609,441	$ -	$ (609,441)
Total	**$ 608,939**	**$ 609,441**	**$ -**	**$ (609,441)**

Department Personnel

	FY2020 Budget	FY2021 Budget	FY2022 Proposed	FY2021-2022 Change
Office of the Chief Financial Officer	2.00	2.00	0.00	(2.00)
Total	**2.00**	**2.00**	**0.00**	**(2.00)**

Significant Budget Adjustments

	FTE	Expenditures	Revenue
Salary and Benefit Adjustments Adjustments to reflect savings resulting from vacant positions for any period of the fiscal year, retirement contributions, retiree health contributions, and labor negotiations.	0.00	$ 18,446	$ -
Non-Discretionary Adjustment Adjustment to expenditure allocations that are determined outside of the department's direct control. These allocations are generally based on prior year expenditure trends and examples of these include utilities, insurance, and rent.	0.00	(7,366)	-
Support for Information Technology Adjustment to expenditure allocations according to a zero-based annual review of information technology requirements.	0.00	(8,017)	-
Restructure of the Office of the Chief Financial Officer Transfer of 1.00 Chief Financial Officer, 1.00 Executive Assistant, and non-personnel expenditures from the Office of the CFO to the Office of the COO. This transfer is associated with an organizational change at the executive management level.	(2.00)	(612,504)	-
Total	**(2.00)**	**$ (609,441)**	**$ -**

Office of the Chief Financial Officer

Expenditures by Category

	FY2020 Actual	FY2021 Budget	FY2022 Proposed	FY2021-2022 Change
PERSONNEL				
Personnel Cost	$ 298,338	$ 289,890	$ -	$ (289,890)
Fringe Benefits	283,859	265,146	-	(265,146)
PERSONNEL SUBTOTAL	582,197	555,036	-	(555,036)
NON-PERSONNEL				
Supplies	$ 538	$ 3,150	$ -	$ (3,150)
Contracts	12,578	33,880	-	(33,880)
Information Technology	5,778	8,017	-	(8,017)
Energy and Utilities	2,148	2,358	-	(2,358)
Other	5,700	7,000	-	(7,000)
NON-PERSONNEL SUBTOTAL	26,742	54,405	-	(54,405)
Total	$ 608,939	$ 609,441	$ -	$ (609,441)

Personnel Expenditures

Job Number	Job Title / Wages	FY2020 Budget	FY2021 Budget	FY2022 Proposed	Salary Range	Total
FTE, Salaries, and Wages						
20001099	Chief Financial Officer	1.00	1.00	0.00	$ 63,128 - 239,138	$ -
20000924	Executive Assistant	1.00	1.00	0.00	46,467 - 56,202	-
FTE, Salaries, and Wages Subtotal		**2.00**	**2.00**	**0.00**		**$ -**

	FY2020 Actual	FY2021 Budget	FY2022 Proposed	FY2021-2022 Change
Fringe Benefits				
Employee Offset Savings	$ 7,056	$ 7,011	$ -	$ (7,011)
Flexible Benefits	29,722	29,476	-	(29,476)
Insurance	1,567	-	-	-
Long-Term Disability	-	1,006	-	(1,006)
Medicare	4,324	4,203	-	(4,203)
Other	20,922	-	-	-
Other Post-Employment Benefits	13,071	12,586	-	(12,586)
Retiree Medical Trust	141	141	-	(141)
Retirement ADC	184,372	188,212	-	(188,212)
Risk Management Administration	2,523	2,118	-	(2,118)
Supplemental Pension Savings Plan	19,256	19,310	-	(19,310)
Unemployment Insurance	463	447	-	(447)
Workers' Compensation	442	636	-	(636)
Fringe Benefits Subtotal	$ 283,859	$ 265,146	$ -	$ (265,146)
Total Personnel Expenditures			$ -	

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