

# Office of the Chief Financial Officer



## Department Description

The Office of the Chief Financial Officer (CFO) Department includes the Chief Financial Officer, the Director of Strategic Partnerships, and the Executive Secretary.

The CFO is responsible for the City's internal controls over financial reporting and oversees the development and implementation of the internal control policies and procedures in all City departments. In addition, the CFO also manages and administers the Citywide Program Expenditures.

The Department's mission is:

*To provide the City of San Diego with the highest quality public services in the areas of financial management, budgeting, fiscal planning, financial reporting, and enterprise resource planning support to ensure financial integrity, maintain public interest, and promote accountability in government*



# Office of the Chief Financial Officer

## Department Summary

	FY2010 Budget	FY2011 Proposed	FY2010–2011 Change
Positions	3.00	3.00	0.00
Personnel Expenses	438,529	498,008	59,479
Non-Personnel Expenses	440,944	415,886	(25,058)
<b>Total Department Expenses</b>	<b>879,473</b>	<b>913,894</b>	<b>34,421</b>
<b>Total Department Revenue</b>	<b>500,000</b>	<b>350,000</b>	<b>(150,000)</b>

## General Fund

### Department Expenditures

	FY2010 Budget	FY2011 Proposed	FY2010–2011 Change
Office of the Chief Financial Officer	879,473	913,894	34,421
<b>Fund Total</b>	<b>879,473</b>	<b>913,894</b>	<b>34,421</b>

### Department Personnel

	FY2010 Budget	FY2011 Proposed	FY2010–2011 Change
Office of the Chief Financial Officer	3.00	3.00	0.00
<b>Fund Total</b>	<b>3.00</b>	<b>3.00</b>	<b>0.00</b>

### Significant Budget Adjustments

	FTE	Expenditure	Revenue
<b>Non-personnel Expenditure Adjustment</b> Adjustment to travel expenditures.	0.00	(15,000)	0
<b>Revised Revenue</b> Adjustment to reflect Fiscal Year 2011 revenue projections.	0.00	0	(150,000)
<b>Adjustment to Contracts and Equipment Outlay</b> Funding allocated according to a zero-based annual review of contract and equipment outlay requirements.	0.00	361,000	0
<b>Budget Adjustments Total</b>	<b>0.00</b>	<b>346,000</b>	<b>(150,000)</b>

### Expenditures by Category

	FY2010 Budget	FY2011 Proposed	FY2010–2011 Change
<b>PERSONNEL</b>			
Salaries and Wages	308,231	307,355	(876)
Fringe Benefits	130,298	190,653	60,355
<b>SUBTOTAL PERSONNEL</b>	<b>438,529</b>	<b>498,008</b>	<b>59,479</b>
<b>NON-PERSONNEL</b>			
Supplies	5,041	5,041	0
Contracts	414,409	392,268	(22,141)

# Office of the Chief Financial Officer

## Expenditures by Category

	FY2010 Budget	FY2011 Proposed	FY2010-2011 Change
Information Technology	5,674	4,889	(785)
Energy and Utilities	5,820	4,688	(1,132)
Other	8,000	8,000	0
Capital Expenditures	2,000	1,000	(1,000)
<b>SUBTOTAL NON-PERSONNEL</b>	<b>440,944</b>	<b>415,886</b>	<b>(25,058)</b>
<b>Total</b>	<b>879,473</b>	<b>913,894</b>	<b>34,421</b>

## Revenues by Category

	FY2010 Budget	FY2011 Proposed	FY2010-2011 Change
Other Financial Sources (Uses)	500,000	350,000	(150,000)
<b>Total</b>	<b>500,000</b>	<b>350,000</b>	<b>(150,000)</b>

## Department Personnel Expenditures

Job Number	Job Title	FY2010 Budget	FY2011 Proposed	Salary Range	Total
20000924	Executive Secretary	1.00	1.00	43,555 - 52,666	49,462
20001099	Chief Financial Officer	1.00	1.00	59,155 - 224,099	175,198
20001127	Management Asst to City Mgr	1.00	0.00	26,395 - 160,430	0
20001195	Resource Dev Ofcr	0.00	1.00	23,005 - 137,904	82,695
<b>Salaries and Wages Total</b>		<b>3.00</b>	<b>3.00</b>		<b>307,355</b>

## Fringe Benefits

Retirement ARC	111,063
Supplemental Pension Savings Plan	17,633
Retirement Offset Contribution	2,788
Employee Offset Savings	8,484
Workers' Compensation	2,048
Flexible Benefits	18,276
Risk Management Administration	2,940
Long-Term Disability	2,850
Unemployment Insurance	665
Medicare	4,591
Other Post-Employment Benefits	19,062
Unused Sick Leave	253
<b>Fringe Benefits Total</b>	<b>190,653</b>

<b>Personnel Expenses Total</b>	<b>498,008</b>
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# Office of the Chief Financial Officer

## Department Budget by Program

	FY2011 Positions	FY2011 Expenditures	FY2011 Revenue
General Administration/Management	2.00	658,637	0
Strategic Partnerships	1.00	250,368	350,000
IT Non-Discretionary	0.00	4,889	0
<b>Total</b>	3.00	913,894	350,000

