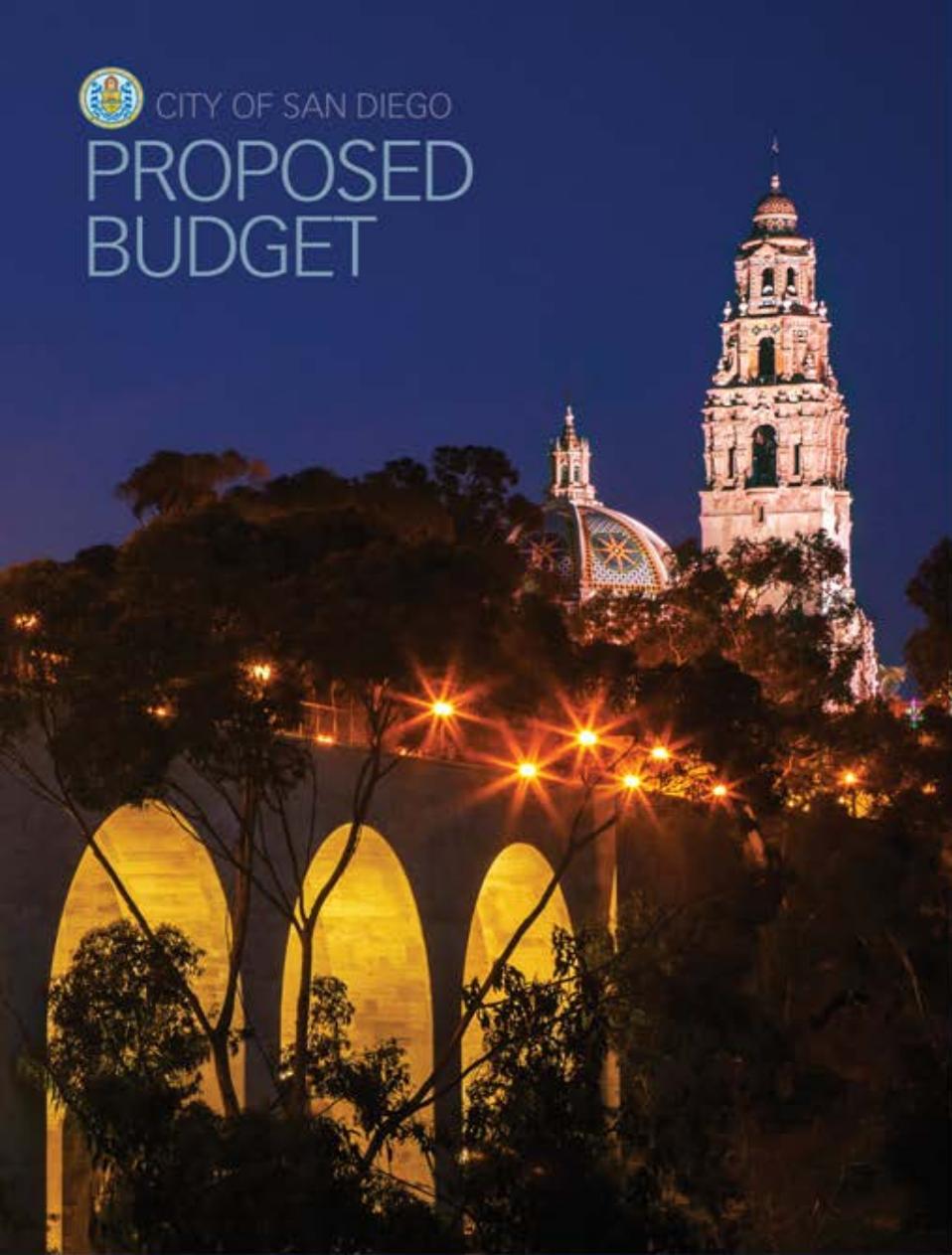




CITY OF SAN DIEGO

# PROPOSED BUDGET



# Overview of Chief Financial Officer (CFO) – Finance Branch

May 4, 2015

FY: **2016**

# FY 2016 Budget Highlights

## Office of the Chief Financial Officer

- Includes 2.00 FTE positions and total personnel expenditures of \$453,100
  - 1.00 Chief Financial Officer
  - 1.00 Executive Secretary
- Non-personnel expenditures (NPE) of \$127,796

# Overview of Branch

- City Comptroller
  - Performs general accounting, financial reporting, payroll, accounts payable, and internal control reporting functions for the City
- City Treasurer
  - Responsible for receipt and custody of all City revenue, banking, tax administration, parking administration, parking meter operations, collection of delinquent accounts, and accounting for these funds
- Financial Management
  - Provides fiscal analyses
  - Serves as internal fiscal consultant to other City departments
  - Prepares the proposed and annual budgets in accordance with the City Charter and quarterly forecasting and monitoring of the budget
  - Prepares the Five-Year Financial Outlook and fiscal analysis

# Overview of Branch

- Risk Management
  - Manages the City's self-insured Workers' Compensation Program, Public Liability Program including claims against the City, insurance, and loss control measures intended to forecast and reduce the City's exposure to risks
  - Administers employee health and safety programs, employee benefits contracts, employee savings plans, the Long-Term Disability Plan, and the Employee Assistance Program
  
- Debt Management
  - Manages bond issuance activities for all City financings to fund cash flow needs and provide funds for capital projects, equipment, and vehicles
  - Works with City departments to administer debt service payments, monitors City compliance with bond covenants, and responds to bondholder requests for information

# FY 2016 Budget Highlights

- City Comptroller
  - Addition of 2.00 Accountant 2s for citywide internal controls
  - Addition of reimbursable revenue for SAP Enterprise Asset Management (EAM) System
  
- City Treasurer
  - Addition of 1.00 Accountant 2, 1.00 Administrative Aide 2, NPE, and offsetting revenue to conduct TOT/TMD compliance audits and research
  - Addition of 1.00 Senior Management Analyst and NPE for Payment Card Industry Compliance Program
  - Addition of reimbursable revenue for SAP EAM System
  - Reduction of NPE from department efficiencies
  - Reduction of NPE from savings from new banking contract

# FY 2016 Budget Highlights

- Financial Management
  - Addition of 1.00 Budget Coordinator for Public Budget Formula (PBF) upgrade and ongoing management of Funds Management (FM) module
  - Addition of 1.00 Senior Budget Development Analyst for CIP Growth/Streets initiative

# FY 2016 Budget Highlights

- Risk Management
  - Reduction of 3.00 Claims and Insurance Managers, 1.00 Safety and Training Manager, and 1.00 Supervising Management Analyst
  - Addition of 5.00 Program Managers
  - Reallocation of rent for Civic Center Plaza from the General Fund
  - Workers' Compensation temporary staffing
  - Addition of 1.00 Payroll Specialist 1
  - Addition of 0.50 Workers' Compensation Claims Representative 2
  - Addition of funding for Deferred Compensation Plan and Retiree Medical Trust investment consulting services
  - Reduction to benefits consulting and brokerage services

# CFO Finance Branch Goals for FY 2016

- Safeguard public assets through strong financial management
- Optimize financial resources through long-term fiscal planning
- Provide excellent customer service
- Strengthen the City's financial knowledge, skills, and abilities