Controller's Office
Proposed Budget
FY 2022-23 and 2023-24

CITY & COUNTY OF SAN FRANCISCO

Office of the Controller

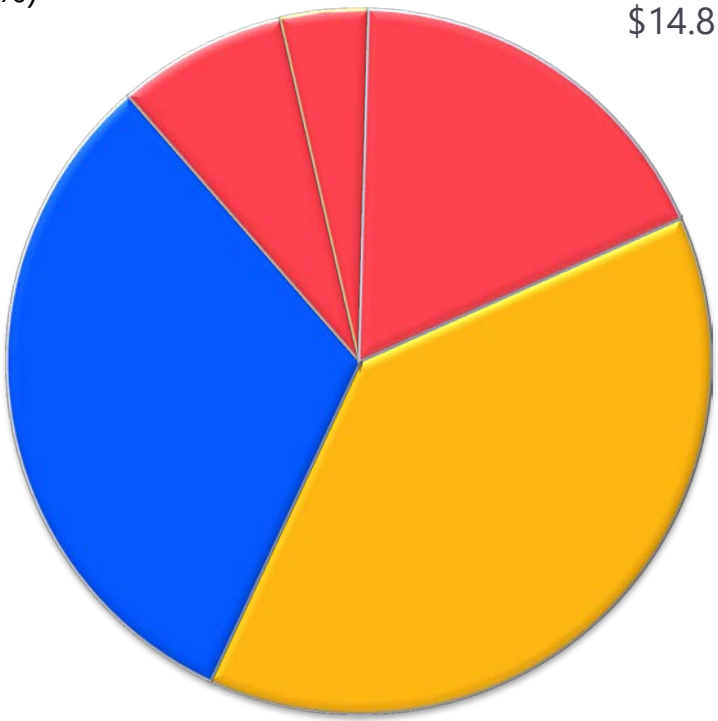
June 15, 2022

Proposed FY 2022-23 Budget

Payroll
$3.3M (4%)

Budget, Public Finance, Economic Analysis, Mgt
$6.4M (8%)

Accounting
$14.8M (18%)



Audit & Performance
$26.1M (32%)

Systems
$31.9M (38%)

Total Budget $82.5M

Controller's Office Budget Snapshot

	FY 2021-22 Approved	FY 2022-23 Proposed	FY 2023-24 Proposed
Total Budget	$76.9M	$82.5M +$5.6M	$82.5M +$0.0M
General Fund Support	$11.8M	$12.2M +$0.4M	$12.7M +$0.5M
Funded Positions (FTEs) Off-Budget Positions (FTEs)	251 48	252 59	253 61

FY2019 to FY2022 Staffing: Filled vs Vacancies

Fiscal Year	Authorized FTEs	Attrition Savings FTEs	Total Net Funded FTEs	Permanent FTEs Filled	Temp Filled	Total Vacant FTEs	Vacant FTE %
2022	323	-23	300	245	41	14	5%
2021	319	-22	297	246	31	20	7%
2020	327	-20	307	255	34	18	6%

Key Initiatives

Government Operations Recovery Project

- Critical citywide shared projects with DHR and City Administrator
- Catch up & build new processes: Hiring, contracting, financial pain points
- Three new positions in Controller's Office – finance & system work

System replacement & modernization

- Post go-live support & refinement of the City's new budget system
- Improving usability & adoption of the City's financial system
- Refreshing public transparency tools

Key Initiatives

Refuse rate administration

- New CON rate monitoring & setting responsibility given Prop F (June 2022)
- Two new non-General Fund positions requested

Racial equity action planning & implementation

- Citywide: Contractor reporting project; other ORE support projects
- Departmental: Internal training; recruitment changes; focus on pipeline jobs

Recovering from the emergency

- Completing hand-offs of COVID projects; ongoing FEMA claiming work
- Complete hiring project to fully restaff the department

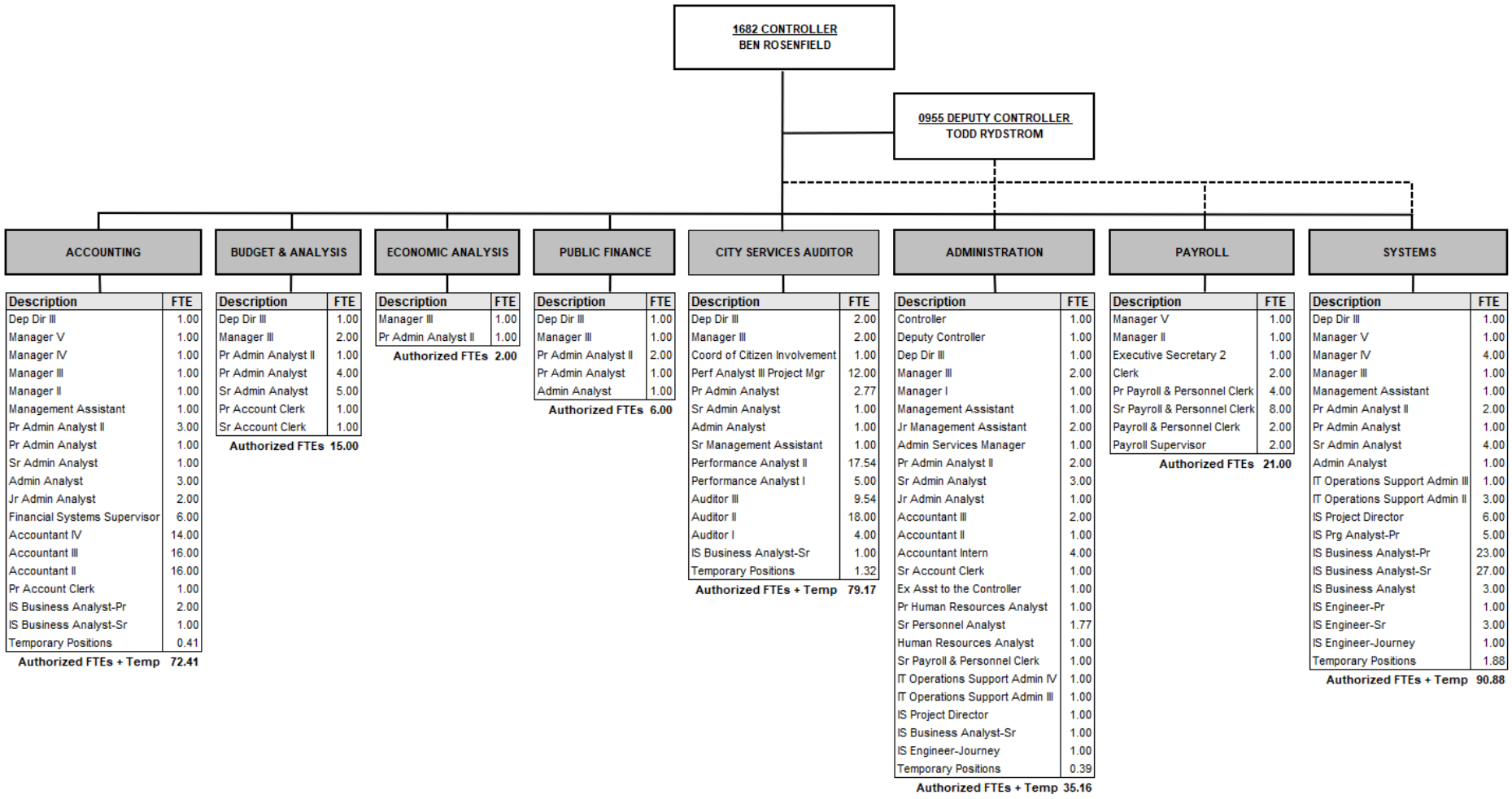
Thank you!

Questions or comments?

Appendix

- FY 2021-22 Organizational Chart
- Controller Reports Samples
- Key Performance Measures

FY 2021-22 Organizational Chart



Description	FTE
Dep Dir III	1.00
Manager V	1.00
Manager IV	1.00
Manager III	1.00
Manager II	1.00
Management Assistant	1.00
Pr Admin Analyst II	3.00
Pr Admin Analyst	1.00
Sr Admin Analyst	1.00
Admin Analyst	3.00
Jr Admin Analyst	2.00
Financial Systems Supervisor	6.00
Accountant IV	14.00
Accountant III	16.00
Accountant II	16.00
Pr Account Clerk	1.00
IS Business Analyst-Pr	2.00
IS Business Analyst-Sr	1.00
Temporary Positions	0.41
Authorized FTEs + Temp	**72.41**

Description	FTE
Dep Dir III	1.00
Manager III	2.00
Pr Admin Analyst II	1.00
Pr Admin Analyst	4.00
Sr Admin Analyst	5.00
Pr Account Clerk	1.00
Sr Account Clerk	1.00
Authorized FTEs	**15.00**

Description	FTE
Manager III	1.00
Pr Admin Analyst II	1.00
Authorized FTEs	**2.00**

Description	FTE
Dep Dir III	1.00
Manager III	1.00
Pr Admin Analyst II	2.00
Pr Admin Analyst	1.00
Admin Analyst	1.00
Authorized FTEs	**6.00**

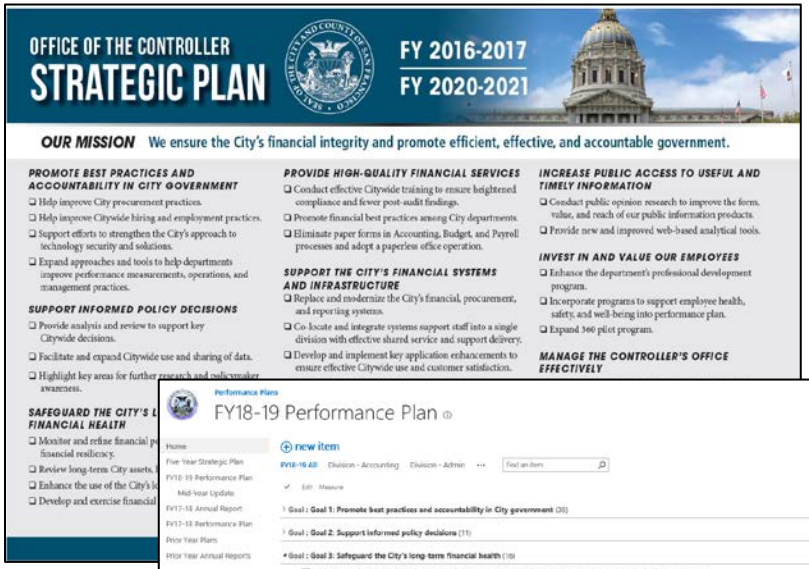
Description	FTE
Dep Dir III	2.00
Manager III	2.00
Coord of Citizen Involvement	1.00
Perf Analyst III Project Mgr	12.00
Pr Admin Analyst	2.77
Sr Admin Analyst	1.00
Admin Analyst	1.00
Sr Management Assistant	1.00
Performance Analyst II	17.54
Performance Analyst I	5.00
Auditor III	9.54
Auditor II	18.00
Auditor I	4.00
IS Business Analyst-Sr	1.00
Temporary Positions	1.32
Authorized FTEs + Temp	**79.17**

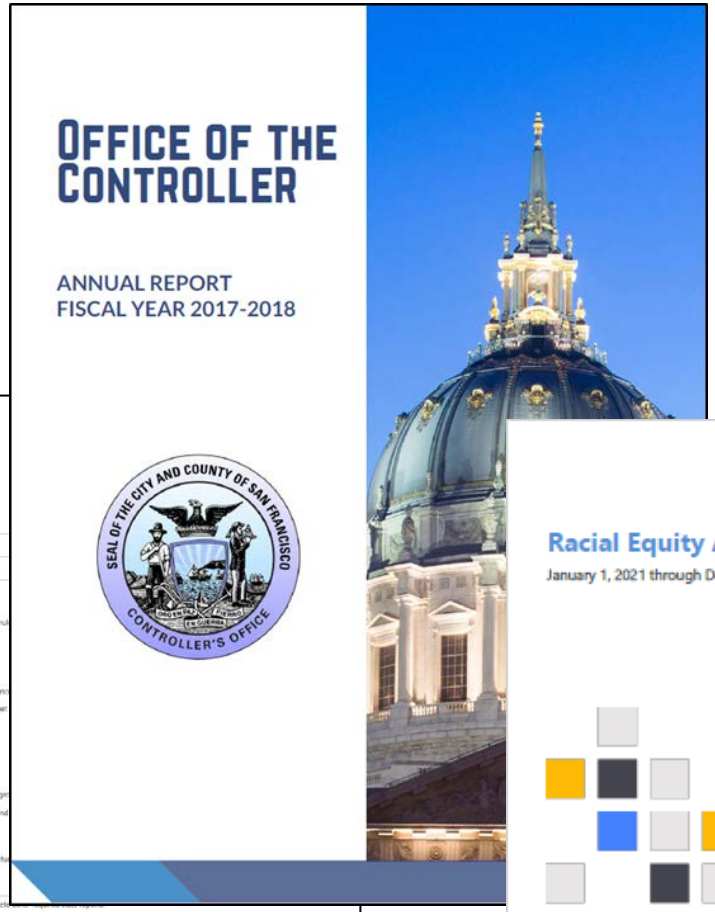
Description	FTE
Controller	1.00
Deputy Controller	1.00
Dep Dir III	1.00
Manager III	2.00
Manager I	1.00
Management Assistant	1.00
Jr Management Assistant	2.00
Admin Services Manager	1.00
Pr Admin Analyst II	2.00
Sr Admin Analyst	3.00
Jr Admin Analyst	1.00
Accountant III	2.00
Accountant II	1.00
Accountant Intern	4.00
Sr Account Clerk	1.00
Ex Asst to the Controller	1.00
Pr Human Resources Analyst	1.00
Sr Personnel Analyst	1.77
Human Resources Analyst	1.00
Sr Payroll & Personnel Clerk	1.00
IT Operations Support Admin IV	1.00
IT Operations Support Admin III	1.00
IS Project Director	1.00
IS Business Analyst-Sr	1.00
IS Engineer-Journey	1.00
Temporary Positions	0.39
Authorized FTEs + Temp	**35.16**

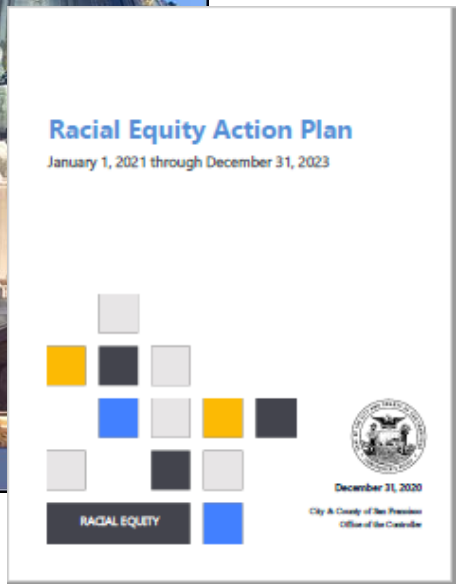
Description	FTE
Manager V	1.00
Manager II	1.00
Executive Secretary 2	1.00
Clerk	2.00
Pr Payroll & Personnel Clerk	4.00
Sr Payroll & Personnel Clerk	8.00
Payroll & Personnel Clerk	2.00
Payroll Supervisor	2.00
Authorized FTEs	**21.00**

Description	FTE
Dep Dir III	1.00
Manager V	1.00
Manager IV	4.00
Manager III	1.00
Management Assistant	1.00
Pr Admin Analyst II	2.00
Pr Admin Analyst	1.00
Sr Admin Analyst	4.00
Admin Analyst	1.00
IT Operations Support Admin III	1.00
IT Operations Support Admin II	3.00
IS Project Director	6.00
IS Prg Analyst-Pr	5.00
IS Business Analyst-Pr	23.00
IS Business Analyst-Sr	27.00
IS Business Analyst	3.00
IS Engineer-Pr	1.00
IS Engineer-Sr	3.00
IS Engineer-Journey	1.00
Temporary Positions	1.88
Authorized FTEs + Temp	**90.88**

Department Planning & Tracking







Key Performance Measures

Provide High-Quality Financial Services	2018-19 Actual	2019-20 Actual	2020-21 Actual	2021-22 Target	2022-23 Target
Number of days to complete the City's comprehensive financial report (CAFR) for the previous fiscal year	268	183	241	150	150
City receives certificate of achievement for excellence in financial reporting from Government Finance Officers Association	Yes	Yes	No	Yes	Yes
Number of findings of material weakness in annual City audit	0	0	2	0	0
Percent of payroll transactions not requiring correction	98.8%	99.3%	98.7%	99.0%	99.0%
Provide High-Quality Financial Systems	**2018-19 Actual**	**2019-20 Actual**	**2020-21 Actual**	**2021-22 Target**	**2022-23 Target**
Percent of scheduled time that financial systems are available for departmental use	100%	100%	99.9%	99.9%	99.9%
Percent of scheduled time that human capital systems are available for departmental use	100%	100%	99.9%	99.9%	99.9%
Safeguard the City's Long-Term Financial Health	**2018-19 Actual**	**2019-20 Actual**	**2020-21 Actual**	**2021-22 Target**	**2022-23 Target**
Percentage by which actual revenues vary from mid-year estimates	4.2%	11.1%	-3.6%	1.5%	1.5%
Percentage by which actual General Fund revenues vary from prior year revised budget estimates	5.0%	6.5%	-4.4%	2.0%	2.0%
Stabilization reserve balance as a percentage of General Fund revenues	9.2%	10.0%	10.0%	6.9%	3.5%
Ratings of the City's General Obligation Bonds from Moody's	AAA	AAA	AAA	AAA	AAA

Key Performance Measures

Ensure Government is Accountable to City Residents	2018-19 Actual	2019-20 Actual	2020-21 Actual	2021-22 Target	2022-23 Target
Percent of audit recommendations implemented within 2 years after report issuance.	90%	92%	94%	85%	85%
Percent of auditee ratings that are good or excellent	83%	97%	69%	85%	85%
Percent of client ratings for technical assistance projects that are good or excellent	100%	N/A	N/A	95%	95%
Support Informed Policy Decisions	**2018-19 Actual**	**2019-20 Actual**	**2020-21 Actual**	**2021-22 Target**	**2022-23 Target**
Percentage of OEA economic impact reports completed by the hearing date	100%	100%	100%	100%	100%
Completion rate of ballot analysis by the hearing date	100%	100%	100%	100%	100%
Number of Data Academy Training Participants	1,436	1,269	0	N/A	N/A