



**San Francisco Office of the City Administrator**

Carmen Chu, City Administrator

# **FY 2024-26 Budget Overview**

Budget and Appropriations Committee

June 12, 2024

# **CAO Mission**

To ensure efficient and effective government services, robust infrastructure, safety and resiliency and sustained economic recovery within an equitable and inclusive organization.

# FY 2023-24 Highlights

- Real Estate entered into a new lease to consolidate departments within the Civic Center
- CMD launched a redesigned LBE directory to help contractors and departments to search for LBEs
- Fleet created the city's first-ever term contract to procure zero emission light duty vehicles
- Central Office created a process and toolkit to identify and avoid conflicts of interest in grant making
- OCEIA and OEWD collaborated to create an inventory of economic empowerment programs and services available to immigrants
- OLSE collected \$6.3 million in worker restitution and \$1.4 million in penalties
- TIDA opened its first new park on Yerba Buena Island

# Major Programs

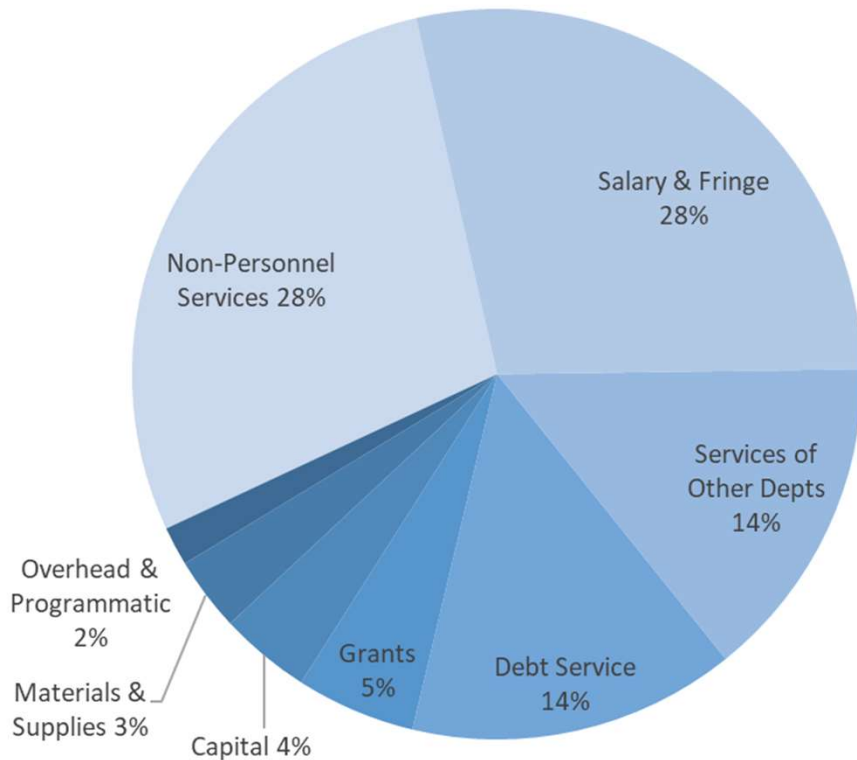
- City Administrator's Office
- Department of Technology

- 311 Customer Service Center
- Animal Care & Control
- Civic Engagement & Immigrant Affairs
- COIT
- Community Challenge Grants
- Contract Administration
- Contract Monitoring Division
- Convention Facilities
- County Clerk
- Digital & Data Services
- Entertainment Commission
- Fleet Management
- Grants for the Arts
- Mayor's Office on Disability
- Medical Examiner
- Office of Labor Standards Enforcement
- Office of Cannabis
- Permit Center
- Real Estate Division
- Resilience & Capital Planning
- Risk Management
- Reprographics & Mail Services
- Transgender Initiatives
- Treasure Island Development

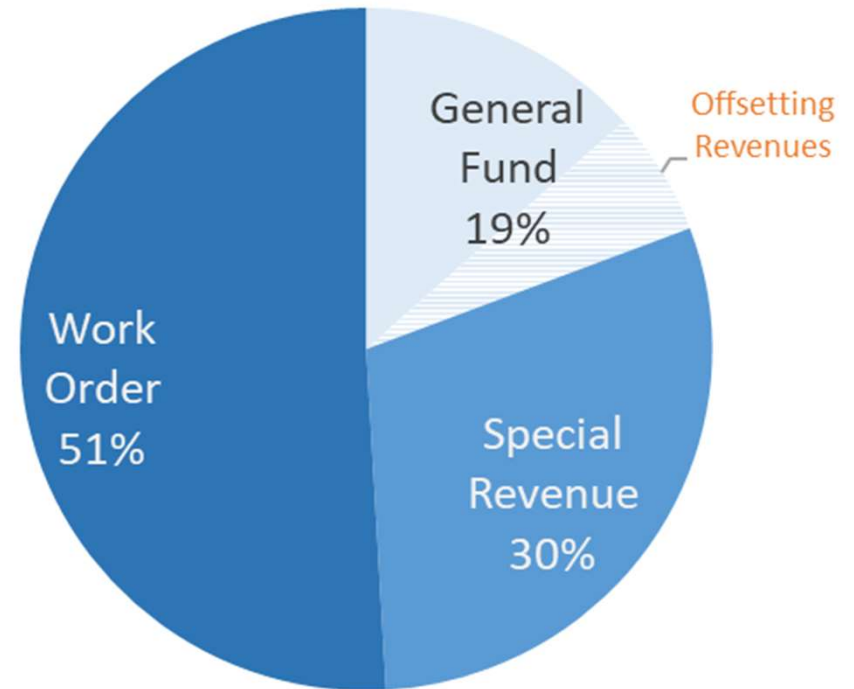
# Budget Overview

	FY23-24	FY24-25	FY25-26
Uses	597m	615m	629m
FTE	974	944	939

## FY25 Uses by Character



## FY25 Sources by Fund Type



# Budget Overview

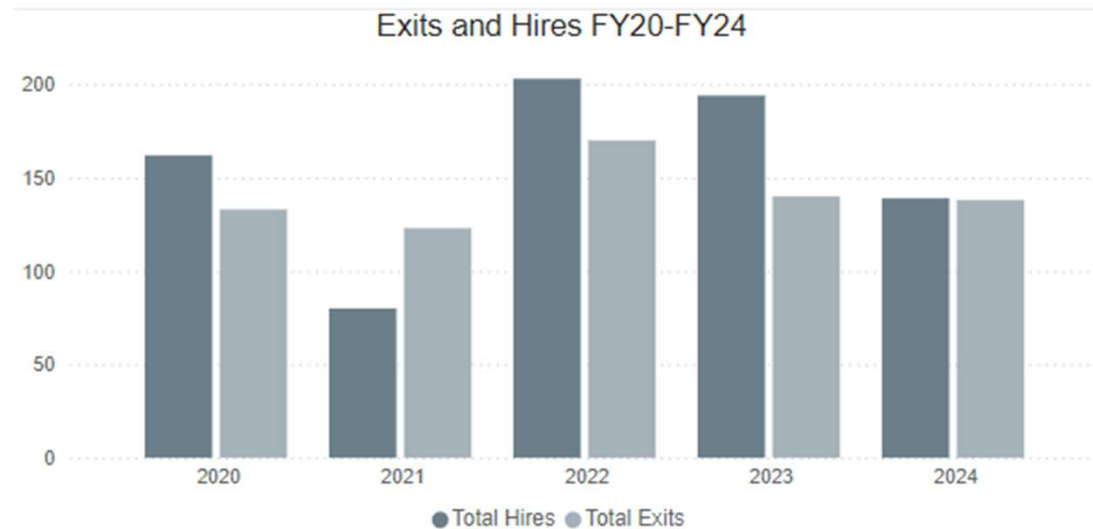
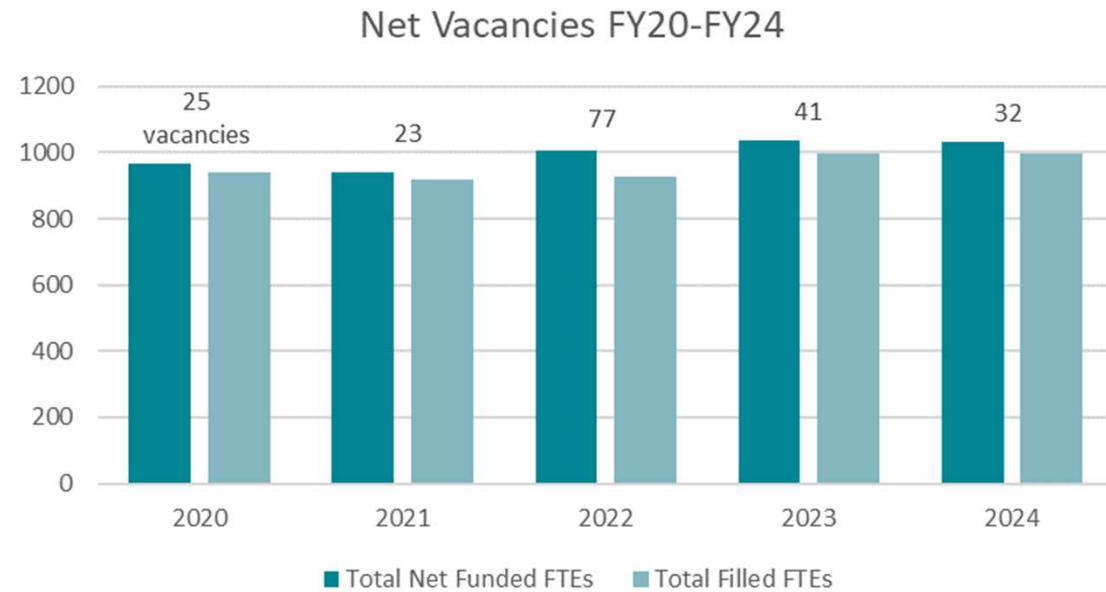
## Uses by Division (in millions)

Fund Type	Division	FY25	FY26
Work Order	Contract Monitoring	\$7.0	\$7.5
Work Order	Fleet Management	\$44.2	\$46.9
Work Order	Office of Contract Administration	\$10.4	\$10.8
Work Order	Real Estate Division	\$181.9	\$193.4
Work Order	ReproMail	\$10.6	\$10.4
Work Order	Risk Management	\$60.6	\$67.2
Special Revenue	Community Challenge Grants	\$2.5	\$2.5
Special Revenue	Convention Facilities	\$99.4	\$104.8
Special Revenue	County Clerk	\$0.1	\$0.1
Special Revenue	Fleet Management	\$11.1	-
Special Revenue	Grants for the Arts	\$18.3	\$20
Special Revenue	Medical Examiner	\$0.8	\$0.4
Special Revenue	Real Estate Division	\$16.2	\$11.9
Special Revenue	Resilience & Capital Planning	\$7.7	-
Special Revenue	Treasure Island	\$25.5	\$25.6

Fund Type	Division	FY25	FY26
General fund	311 Call Center	\$20.3	\$21.1
General fund	Animal Care & Control	\$9.9	\$10.4
General fund	City Administrator's Office	\$18	\$19
General fund	Civic Engagement & Immigrant Affairs	\$7.4	7.6
General fund	COIT	\$0.8	\$0.8
General fund	Contract Monitoring	\$0.1	\$0.1
General fund	County Clerk	\$2.7	\$2.8
General fund	Digital Services	\$12.9	\$13.1
General fund	Entertainment Commission	\$1.4	\$1.5
General fund	Fleet Management	\$0.2	\$0.2
General fund	Grants for the Arts	-	-
General fund	Mayor's Office on Disability	\$1.4	\$0.4
General fund	Medical Examiner	\$12.8	\$13.3
General fund	Office of Cannabis	\$1.1	\$1.1
General fund	Office of Labor Standards Enforcement	\$6.5	\$6.8
General fund	Real Estate Division	\$11.9	\$9.5
General fund	Resilience & Capital Planning	\$11.4	\$19.8

# Staffing

- Net vacancies decreased again in FY24
- Employee exits held steady with prior year
- Hiring slowed down compared to last 2 years due to midyear soft hiring freeze



# Budget Reduction Summary

**GF Budget Target = \$6.6 million in FY 25 and FY 26**

	FY 24-25	FY 25-26
Salary & Fringe Benefits	\$2.6 million	\$2.4 million
Non-Personnel	\$898,000	\$740,000
Grants	\$895,000	\$945,000
Revenue	\$2.3 million	\$2.5 million
<b>Total</b>	<b>\$6.6 million</b>	<b>\$6.6 million</b>

**Total FY 25 GF Reduction = \$20 million**



# Meeting GF Target

- Increase Convention Facilities revenue = \$1.0 million
- Increase Entertainment Commission license fees by 15%
  - Revenue = \$83,000
- Increase City Hall civil wedding ceremony fee – \$103 to \$108
  - Revenue = \$37,000
- Additional revenue from City departments for services provided and shifting general fund costs to non-GF sources = \$1.25 million
- Keep positions vacant and downgrade positions = \$2.2 million
  - Reduction to 311 hours – impacts 5% of calls
- Reduce materials & supplies and contracts = \$317,000
- Preserve direct service grants, reducing funding for outreach and education
  - Reduce OCEIA grant budget
    - Sustained midyear cut = \$295,000
    - Budget cut = \$250,000
  - Reduce OLSE outreach budget
    - Sustained midyear cut = \$209,000
    - Budget cut = \$383,000

# Additional GF Savings

- Consolidate Civic Center Real Estate Leases = \$6.2 million
- Close project balances and allocate reserves = \$4.3 million
- Allocate hotel tax increases to support arts programs and activation events citywide = \$811,000
- Discontinue Community Ambassador Program in FY 26 = \$2.0 million
- Contract OCME security, freeing up Sheriff's Deputies = \$652,000

# FY 2024-26 Initiatives

- Transferring Office of Transgender Initiatives to Human Rights Commission
- Transferring the Mayor's Office of Disability to Department of Disability and Aging Services
- Real Estate to implement Civic Center lease consolidation, completing tenant improvements and moving departments into new space
- Real Estate to restructure management of Alemany Farmers Market and discontinue Sunday Alemany Flea Market
- CMD to evaluate the LBE Program to support future policy and programmatic decisions related to small business inclusion
- Gov Ops to review and improve City's supplier payment process, focusing on LBEs and other small businesses

# FY 2024-26 Initiatives

- Office of Resilience and Capital Planning to develop legislation creating new retrofit standards to advance the Concrete Building Safety Program
- Entertainment Commission to create entertainment zones in downtown corridors, building on 53% increase in permit applications in last year
- Convention Facilities to continue improved coordination of resources ensure a safe, clean, and welcoming environment for Moscone Center attendees to bolster convention bookings
- TIDA to advance next phase of development project infrastructure improvements and to open the island's second 100% affordable housing building with 138 units

# FY 2024-26 Initiatives

- Fleet to complete first Zero Emission Vehicle transition plan and to develop a plan for procurement and installation of state grant-funded EV charging infrastructure
- Digital Services to launch new sf.gov website, improving San Franciscans' ability to access services and information via the web
- Central Office to implement internship program to diversify CAO hiring and pilot employee resource groups to allow employees to share experiences and support one another at work
- Central Office to continue multi-department initiative to identify impediments to capital project delivery citywide and to identify and implement high-priority solutions

# Performance Measures MTO

Strategic Goal	Measure	FY23 Target	FY23 Performance
<i>Economic Development</i>	<b>Moscone:</b> % of client post-convention survey ratings in the above average or higher category.	80%	89%
<i>Equity &amp; Inclusion</i>	<b>CMD:</b> total number of \$ awarded to LBE, PUC-LBE, NPE, and SBA certified firms.	\$200M	\$409M
<i>Excellent Services</i>	<b>311:</b> % of 311 calls answered in 60 seconds.	70%	89%
<i>Safety &amp; Resilience</i>	<b>OCME:</b> % of toxicology exams completed within 90 calendar days of submission	90%	99%
<i>Safety &amp; Resilience</i>	<b>ACC:</b> animal welfare field service emergency response time (in minutes).	23	21

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**MT0**

I picked measures with good performance that we might want to hold up.

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**Thank you!**