

File No. 210779

Committee Item No. 6

Board Item No. \_\_\_\_\_

## COMMITTEE/BOARD OF SUPERVISORS

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Committee: Government Audit and Oversight

Date: July 23, 2021

Board of Supervisors Meeting:

Date: \_\_\_\_\_

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- Budget and Legislative Analyst Report
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- Department/Agency Cover Letter and/or Report
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#### OTHER

- FYI Referral – July 7, 2021 \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

Prepared by: John Carroll

Date: July 16, 2021

Prepared by: John Carroll

Date: \_\_\_\_\_

Prepared by: John Carroll

Date: \_\_\_\_\_

1 [Budget and Legislative Analyst Services Audit Plan - Office of Economic and Workforce  
2 Development and Mayor’s Office of Housing and Community Development - FY2021-2022]

3 **Motion directing the Budget and Legislative Analyst to conduct two performance audits**  
4 **in Fiscal Year (FY) 2021-2022 of the Office of Economic and Workforce Development**  
5 **economic development programs, including Community Grants programs, and Small**  
6 **Business programs and coordination with the Office of Small Business; and Affordable**  
7 **Housing funds administered by the Mayor’s Office of Housing and Community**  
8 **Development, including sources and allowable uses of funds, dedicated and actual**  
9 **use of funds over prior ten year period and available fund balances, and planning,**  
10 **decision-making, and reporting on fund allocations and balances.**

11  
12 WHEREAS, It is the policy of the Board of Supervisors that each program of the City  
13 and County of San Francisco be the subject of a performance audit at least once every eight  
14 years; and

15 WHEREAS, The function of regular performance audits is to ensure that City  
16 departments and agencies make prudent and efficient use of City resources and also  
17 effectively perform the functions assigned to them by the Charter and applicable laws; now,  
18 therefore, be it

19 MOVED, That the Budget and Legislative Analyst is hereby directed to conduct a  
20 performance audit in FY 2021-2022 of Office of Economic and Workforce Development’s  
21 (OEWD) economic development programs, including Community Grants and Small Business  
22 programs, and coordination with the Office of Small Business; and, be it

23 FURTHER MOVED, That the Budget and Legislative Analyst is hereby directed to  
24 conduct a performance audit in FY 2021-2022 of Affordable Housing funds administered by  
25 Mayor’s Office of Housing and Community Development (MOHCD), including sources and

1 allowable uses of funds; dedicated and actual uses of funds over the prior ten-year period,  
2 and available fund balances; and planning, decision-making, and reporting on fund allocations  
3 and balances.

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DRAFT

BOARD of SUPERVISORS



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## MEMORANDUM

TO: Harvey Rose, Budget and Legislative Analyst  
Kate Sofis, Director, Office of Economic and Workforce Development  
Regina Dick-Endrizzi, Director, Office of Small Business  
Eric D. Shaw, Director, Mayor's Office of Housing and Community Development

FROM: John Carroll, Assistant Clerk, Government Audit and Oversight Committee,  
Board of Supervisors

DATE: July 7, 2021

SUBJECT: LEGISLATION INTRODUCED

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The Board of Supervisors' Government Audit and Oversight Committee has received the following proposed legislation, introduced by Supervisor Preston on June 29, 2021:

**File No. 210779**

**Motion directing the Budget and Legislative Analyst to conduct two performance audits in Fiscal Year (FY) 2021-2022 of the Office of Economic and Workforce Development economic development programs, including Community Grants programs, and Small Business programs and coordination with the Office of Small Business; and Affordable Housing funds administered by the Mayor's Office of Housing and Community Development, including sources and allowable uses of funds, dedicated and actual use of funds over prior ten year period and available fund balances, and planning, decision-making, and reporting on fund allocations and balances.**

If you have any comments or reports to be included with the file, please forward them to me at the Board of Supervisors, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102.

c: Office of Chair Preston  
Severin Campbell, Office of the Budget and Legislative Analyst  
Menard Nicholas, Office of the Budget and Legislative Analyst  
Amanda Guma, Office of the Budget and Legislative Analyst  
J'Wel Vaughan, Office of Economic and Workforce Development  
Anne Taupier, Office of Economic and Workforce Development  
Lisa Pagan, Office of Economic and Workforce Development  
Eugene Flannery, Mayor's Office of Housing and Community Development  
Amy Chan, Mayor's Office of Housing and Community Development

# Introduction Form

By a Member of the Board of Supervisors or Mayor

Time stamp  
or meeting date

I hereby submit the following item for introduction (select only one):

- 1. For reference to Committee. (An Ordinance, Resolution, Motion or Charter Amendment).
- 2. Request for next printed agenda Without Reference to Committee.
- 3. Request for hearing on a subject matter at Committee.
- 4. Request for letter beginning : "Supervisor  inquiries"
- 5. City Attorney Request.
- 6. Call File No.  from Committee.
- 7. Budget Analyst request (attached written motion).
- 8. Substitute Legislation File No.
- 9. Reactivate File No.
- 10. Topic submitted for Mayoral Appearance before the BOS on

Please check the appropriate boxes. The proposed legislation should be forwarded to the following:

- Small Business Commission
- Youth Commission
- Ethics Commission
- Planning Commission
- Building Inspection Commission

**Note: For the Imperative Agenda (a resolution not on the printed agenda), use the Imperative Form.**

Sponsor(s):

Subject:

The text is listed:

Signature of Sponsoring Supervisor: