

OFFICE OF THE MAYOR  
SAN FRANCISCO



DANIEL LURIE  
RECEIVED MAYOR  
BOARD OF SUPERVISORS  
SAN FRANCISCO  
2026 MAY 01 PM02:05

To: Angela Calvillo, Clerk of the Board of Supervisors  
From: Sophia Kittler, Mayor's Budget Director  
Date: May 1, 2026  
Re: Interim Exceptions to the Annual Salary Ordinance and Annual Appropriations Ordinance

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Dear Madam Clerk,

I herein present exceptions to the Annual Salary Ordinance (ASO) and Annual Appropriations Ordinance (AAO) for consideration by the Budget and Appropriations Committee of the Board of Supervisors. The City's standard practice is to budget new positions beginning in pay period 7, at 0.79 FTE. Where there is justification for expedited hiring and spending, however, the Board may authorize exceptions to the Interim ASO and AAO, which allow new positions to be filled, prior to final adoption of the budget.

Exceptions are being requested for the following positions:

***General Fund Positions (1.0 FTE)***

- **City Planning Department (CPC)**  
1824 Principal Administrative Analyst (1.0 FTE). The position supports implementation of the PermitSF Initiative, including development of a citywide Enterprise Addressing System and coordination of interdepartmental permitting governance. Full-year funding is required to meet implementation timelines.

Please do not hesitate to contact me if you have any questions regarding the requested interim exceptions to the Annual Salary Ordinance and Annual Appropriations Ordinance.

Sincerely,

A handwritten signature in black ink, appearing to read "Sophia Kittler", written over a horizontal line.

Sophia Kittler  
Mayor's Budget Director

cc: Members of the Budget and Appropriations Committee  
Budget & Legislative Analyst's Office  
Controller