

CITY AND COUNTY OF SAN FRANCISCO
BOARD OF SUPERVISORS

BUDGET AND LEGISLATIVE ANALYST

1390 Market Street, Suite 1150, San Francisco, CA 94102 (415) 552-9292
FAX (415) 252-0461

June 17, 2022

TO: Budget and Appropriations Committee

FROM: Budget and Legislative Analyst



SUBJECT: Recommendations of the Budget and Legislative Analyst for Amendment of the Mayor's Fiscal Year 2022-2023 to Fiscal Year 2023-2024 Budget.

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YEAR ONE: FY 2022-23

Budget Changes

The Department’s proposed \$156,604,053 budget for FY 2022-23 is \$4,023,076 or 2.6 % more than the original FY 2021-22 budget of \$152,580,977.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2022-23 are 112.5 FTEs, which are 2.83 FTEs more than the 109.67 FTEs in the original FY 2021-22 budget. This represents a 2.6% increase in FTEs from the original FY 2021-22 budget.

Revenue Changes

The Department's revenues of \$30,260,693 in FY 2022-23 are \$897,315 or 2.9% less than FY 2021-22 revenues of \$31,158,008.

YEAR TWO: FY 2023-24

Budget Changes

The Department’s proposed \$120,084,953 budget for FY 2023-24 is \$36,519,100 or 23.3% less than the Mayor’s proposed FY 2022-23 budget of \$156,604,053.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2023-24 are 114 FTEs, which are 1.5 FTEs more than the 112.5 FTEs in the Mayor’s proposed FY 2022-23 budget. This represents a 1.3% increase in FTEs from the Mayor’s proposed FY 2022-23 budget.

Revenue Changes

The Department's revenues of \$28,846,985 in FY 2023-24 are \$1,413,708 or 4.7% less than FY 2022-23 estimated revenues of \$30,260,693.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2022-23 AND FY 2023-24**

DEPARTMENT: ECN – ECONOMIC AND WORKFORCE DEVELOPMENT

SUMMARY OF 5-YEAR HISTORICAL & PROPOSED BUDGET YEAR EXPENDITURES AND FTE AUTHORITY:

	FY 2018-19 Budget	FY 2019-20 Budget	FY 2020-21 Budget	FY 2021-22 Budget	FY 2022-23 Proposed
Economic and Workforce Development	67,469,484	86,874,531	96,149,625	152,580,977	156,604,053
FTE Count	102.08	105.66	104.69	109.67	112.50

The Department’s budget increased by \$89,134,569 or 132.1% from the adopted budget in FY 2018-19 to the proposed budget in FY 2022-23. The Department’s FTE count increased by 10.42 or 10.2% from the adopted budget in FY 2018-19 to the proposed budget in FY 2022-23.

FY 2022-23

The Department’s proposed FY 2022-23 budget has increased by \$4,023,076 largely due to increases in one-time expenditures related to small business and economic recovery programming, including funding for the Tenderloin Ambassador program, a partnership with the Mid-Market Business Association and Mid-Market Foundation to improve safety in the Mid-Market and Tenderloin areas. The proposed budget also includes funding for small business grants and strategies to support downtown economic recovery.

FY 2023-24

The Department’s proposed FY 2023-24 budget has decreased by \$36,519,100 largely due to the expiration of one-time expenditures related to economic recovery programming in FY 2022-23.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2022-23 AND FY 2023-24**

DEPARTMENT: ECN – ECONOMIC AND WORKFORCE DEVELOPMENT

RECOMMENDATIONS

YEAR ONE: FY 2022-23

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$5,731,641 in FY 2022-23. Of the \$5,731,641 in recommended reductions, \$177,891 are ongoing savings and \$5,553,750 are one-time savings.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended encumbrances of \$133,184, for total General Fund savings of \$5,864,825.

Our policy recommendation totals \$6,000,000 in FY 2022-23, \$4,000,000 of which are one-time and \$2,000,000 of which are ongoing.

YEAR TWO: FY 2023-24

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$179,027 in FY 2023-24. Of the \$179,027 in recommended reductions, \$179,027 are ongoing savings and \$0 are one-time savings.

Our policy recommendation total \$2,000,000 in FY 2022-23, all of which are ongoing.

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2022-23 and FY 2023-24 Two-Year Budget**

ECN - Economic and Workforce Development

Rec. #	Account Title	FY 2022-23				FY 2023-24							
		FTE		Amount		FTE		Amount					
		From	To	From	To	From	To	From	To				
ECN-1	9774 Senior Community Development Specialist I Mandatory Fringe Benefits	12.00	1.00	\$126,995	\$0			\$131,074	\$131,074	x			
				\$50,896	\$0			\$47,953	\$47,953	x			
		<i>Total Savings</i>		\$177,891				<i>Total Savings</i>		\$179,027			
		Delete 1.00 FTE vacant 9774 Senior Community Development Specialist I position. This position has been vacant since 2020 and there are currently 31 Senior Community Development Specialist I positions within the Department, of which 10 are vacant.											
	CBO Services - Budget			\$10,400,000	\$5,846,250	\$4,553,750	x	x	\$0	\$0	\$0	x	x
		<i>Total Savings</i>		\$4,553,750				<i>Total Savings</i>		\$0			
ECN-2		Reduce the CBO Services Budget for the Mid-Market/TL and Downtown SF Ambassador programs by \$4.5 million. There are currently 200 full-time ambassadors working in the Mid-Market/TL areas and 49 full-time ambassadors working Downtown. In FY 2022-23, the proposed budget provides a one-time increase the number of full-time ambassadors in the Mid-Market/Tenderloin and downtown areas from 249 to approximately 302 total. The current estimated annual costs to fund both programs at current staffing levels is \$22,246,250 (\$89,342 per ambassador for 249 full-time ambassadors). According to the Department, the Mid-Market/TL Ambassador Program did not reach full staff capacity of 200 until May 2022. Rather than continuing to expand this program, the BLA recommends maintaining current service levels in FY 2022-23 until the program has been fully operational and evaluated for effectiveness.											
	CBO Services - Budget			\$14,300,000	\$13,300,000	\$1,000,000	x	x	\$0	\$0	\$0	x	x
		Reduce the -proposed CBO Services Budget for new Small Business Grants program by \$1 million due to insufficient justification for proposed costs and anticipated project delays.											
ECN-3		One-time savings only.											
		One-time savings only.											

FY 2022-23

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund	\$5,553,750	\$177,891
Non-General Fund	\$0	\$0
Total	\$5,553,750	\$177,891

FY 2023-24

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund	\$0	\$179,027
Non-General Fund	\$0	\$0
Total	\$0	\$179,027

ECN - Office of Economic and Workforce Development

Purchase Order Number	Year	Dept Code	Fund	Supplier	Name	Project	Balance
447644	2020	207767	10010	34810	Calle 24 Latino Cultural District	10022531	\$65,119
447354	2020	207767	10010	30146	Gernado S Ervin	10034629	\$27,225
197293	2018	207767	10010	14134	NORTHEAST COMMUNITY FEDERAL CREDIT	10022531	\$17,000
34194	2017	229991	10010	20132	FISHERMAN'S WHARF ASSOCIATION OF SF	10022531	\$15,096
311165	2019	207767	10010	28389	Japantown Community Benefit District Inc	10022531	\$3,498
446873	2020	207766	10010	3330	COMMUNITY YOUTH CENTER SAN FRANCISCO	10022546	\$2,746
385838	2019	207769	11890	29543	Prometheus Global Media LLC	10022533	\$2,500
Total							\$133,184

YEAR ONE: FY 2022-23

Budget Changes

The Department’s proposed \$36,161,944 budget for FY 2022-23 is \$17,047 or 0.05% less than the original FY 2021-22 budget of \$36,178,991.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2022-23 are 171.29 FTEs, which are 7.12 FTEs more than the 164.17 FTEs in the original FY 2021-22 budget. This represents a 4.3% increase in FTEs from the original FY 2021-22 budget.

Revenue Changes

The Department's revenues of \$7,534,397 in FY 2022-23 are \$349,714 or 4.4% less than FY 2021-22 revenues of \$7,884,111.

YEAR TWO: FY 2023-24

Budget Changes

The Department’s proposed \$34,205,487 budget for FY 2023-24 is \$1,956,457 or 5.4% less than the Mayor’s proposed FY 2022-23 budget of \$36,161,944.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2023-24 are 171.14 FTEs, which are 0.15 FTEs less than the 171.29 FTEs in the Mayor’s proposed FY 2022-23 budget. This represents a 0.1% decrease in FTEs from the Mayor’s proposed FY 2022-23 budget.

Revenue Changes

The Department's revenues of \$5,216,051 in FY 2023-24 are \$2,318,346 or 30.8% less than FY 2022-23 estimated revenues of \$7,534,397.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2022-23 AND FY 2023-24**

DEPARTMENT: ASR – ASSESSOR-RECORDER

SUMMARY OF 5-YEAR HISTORICAL & PROPOSED BUDGET YEAR EXPENDITURES AND FTE AUTHORITY:

	FY 2018-19 Budget	FY 2019-20 Budget	FY 2020-21 Budget	FY 2021-22 Budget	FY 2022-23 Proposed
Assessor-Recorder	43,885,808	42,101,367	39,105,431	36,178,991	36,161,944
FTE Count	168.59	170.93	161.69	164.17	171.29

The Department’s budget decreased by \$7,723,864 or 17.6% from the adopted budget in FY 2018-19 to the proposed budget in FY 2022-23. The Department’s FTE count increased by 2.70 or 1.6% from the adopted budget in FY 2018-19 to the proposed budget in FY 2022-23.

FY 2022-23

The Department’s proposed FY 2022-23 budget has decreased by \$17,047 largely due to being approximately equivalent to the FY 2021-22 budget with no major changes.

FY 2023-24

The Department’s proposed FY 2023-24 budget has decreased by \$1,956,457 largely due to reduced program spending related to cost reductions on the Property Assessment and Tax System (PATS) project.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2022-23 AND FY 2023-24**

DEPARTMENT: ASR – ASSESSOR-RECORDER

RECOMMENDATIONS

YEAR ONE: FY 2022-23

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$425,000 in FY 2022-23. All of the \$425,000 in recommended reductions are one-time savings.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended encumbrances of \$4,650, for total General Fund savings of \$429,650.

YEAR TWO: FY 2023-24

The Budget and Legislative Analyst did not recommend reductions to the proposed budget in FY 2023-24.

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2022-23 and FY 2023-24 Two-Year Budget**

ASR - Assessor-Recorder

Rec #	Account Title	FY 2022-23						FY 2023-24							
		FTE		Amount		Savings	GF	IT	FTE		Amount		Savings	GF	IT
		From	To	From	To				From	To	From	To			
	ASR Administration														
ASR-1	Software Licensing Fees		\$187,238	\$162,238	\$25,000	x	x			\$9,100	\$9,100	\$0		x	
	Reduce Software Licensing Fees, as there have been sufficient savings in Non-Personnel Services in recent years. There are sufficient carryforward funds to allow for this one-time reduction.														
	ASR Real Property														
ASR-2	Programmatic Projects-Budget		\$3,236,274	\$2,936,274	\$300,000	x	x			\$0	\$0	\$0		x	
	Reduce Programmatic Projects-Budget to reflect underspending for the Property Assessment and Tax System (PATs) project. The project has consistently had multi-million year-end savings, indicating that expenditures are consistently lower than revenues across labor and operating expenses. This \$300,000 reduction will be fully absorbed by the Treasurer-Tax Collector (TTX) portion of the PATs project budget.														
	Attrition Savings		(\$635,926)	(\$705,926)	\$70,000	x	x			(\$635,926)	(\$635,926)	\$0		x	
	Mandatory Fringe Benefits		(\$147,593)	(\$177,593)	\$30,000	x	x			(\$91,516)	(\$91,516)	\$0		x	
ASR-3			<i>Total Savings</i>	<i>\$100,000</i>						<i>Total Savings</i>	<i>\$0</i>				
	Increase in attrition savings to reflect current-year labor savings and staff turnover expected in FY 2022-23 as position authority in the General Fund operating fund increases by 11.50 FTE.														

FY 2022-23

Total Recommended Reductions			
	One-Time	Ongoing	Total
General Fund	\$425,000	\$0	\$425,000
Non-General Fund	\$0	\$0	\$0
Total	\$425,000	\$0	\$425,000

FY 2023-24

Total Recommended Reductions			
	One-Time	Ongoing	Total
General Fund	\$0	\$0	\$0
Non-General Fund	\$0	\$0	\$0
Total	\$0	\$0	\$0

ASR - Assessor-Recorder

Purchase Order Number	Year	Dept Code	Fund	Supplier	Name	Project	Balance
185409	2018	229014	10000	9642	THE PIRAS GROUP LLC	10001634	\$4,650
Total							\$4,650

YEAR ONE: FY 2022-23

Budget Changes

The Department’s proposed \$46,771,612 budget for FY 2022-23 is \$1,809,306 or 4.0% more than the original FY 2021-22 budget of \$44,962,306.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2022-23 are 203.85 FTEs, which are 5.45 FTEs more than the 198.40 FTEs in the original FY 2021-22 budget. This represents a 2.7% increase in FTEs from the original FY 2021-22 budget.

Revenue Changes

The Department's revenues of \$22,487,654 in FY 2022-23 are \$3,452,756 or 18.1% more than FY 2021-22 revenues of \$19,034,898.

YEAR TWO: FY 2023-24

Budget Changes

The Department’s proposed \$46,766,458 budget for FY 2023-24 is \$5,154 or 0.01% less than the Mayor’s proposed FY 2022-23 budget of \$46,771,612.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2023-24 are 204.42 FTEs, which are 0.57 FTEs more than the 203.85 FTEs in the Mayor’s proposed FY 2022-23 budget. This represents a 0.3% increase in FTEs from the Mayor’s proposed FY 2022-23 budget.

Revenue Changes

The Department's revenues of \$22,021,803 in FY 2023-24 are \$465,851 or 2.1% less than FY 2022-23 estimated revenues of \$22,487,654.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2022-23 AND FY 2023-24**

DEPARTMENT: TTX – TREASURER-TAX COLLECTOR

SUMMARY OF 5-YEAR HISTORICAL & PROPOSED BUDGET YEAR EXPENDITURES AND FTE AUTHORITY:

	FY 2018-19 Budget	FY 2019-20 Budget	FY 2020-21 Budget	FY 2021-22 Budget	FY 2022-23 Proposed
Treasurer-Tax Collector	39,414,713	41,674,064	42,671,873	44,962,306	46,771,612
FTE Count	207.28	208.45	205.44	198.40	203.85

The Department’s budget increased by \$7,356,899 or 18.7% from the adopted budget in FY 2018-19 to the proposed budget in FY 2022-23. The Department’s FTE count decreased by 3.43 or 1.7% from the adopted budget in FY 2018-19 to the proposed budget in FY 2022-23.

FY 2022-23

The Department’s proposed FY 2022-23 budget has increased by \$1,809,306 largely due to increased non-personnel spending, new positions to support tax implementation, and salaries and benefits.

FY 2023-24

The Department’s proposed FY 2023-24 budget has decreased by \$5,154 largely due to being approximately equivalent to the FY 2022-23 budget. Generally, an increase in position costs is offset by a decrease in non-personnel services.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2022-23 AND FY 2023-24**

DEPARTMENT: TTX – TREASURER-TAX COLLECTOR

RECOMMENDATIONS

YEAR ONE: FY 2022-23

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$291,748 in FY 2022-23. Of the \$291,748 in recommended reductions, \$91,748 are ongoing savings and \$200,000 are one-time savings. These reductions would still allow an increase of \$1,517,558 or 3.4% in the Department’s FY 2022-23 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended encumbrances of \$83,416, for total General Fund savings of \$375,164.

YEAR TWO: FY 2023-24

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$192,489 in FY 2023-24. Of the \$192,489 in recommended reductions, \$92,489 are ongoing savings and \$100,000 are one-time savings.

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2022-23 and FY 2023-24 Two-Year Budget**

TTX - Treasurer-Tax Collector

Rec #	Account Title	FY 2022-23						FY 2023-24					
		FTE		Amount		GF	1T	FTE		Amount		GF	1T
		From	To	From	To			From	To	Savings	Savings		
	Other Professional Services		\$144,000	\$44,000	\$100,000	x	x		\$0	\$0	\$0	x	x
TTX-1	Reduce Other Professional Services by a total of \$100,000 one-time, as this reduction will still provide the division with sufficient resources for non-personnel services. We note that this reduction in non-personnel services for TTX Management would still allow a one-time increase of \$44,000 in FY 2022-23.												
	TTX Collection		\$800,000	\$700,000	\$100,000	x	x		\$800,000	\$700,000	\$100,000	x	x
TTX-2	Reduce Programmatic Projects by \$100,000 to reflect actual need in FY 2022-23.												
	Attrition Savings		(\$205,979)	(\$130,885)	(\$75,094)	x			(\$205,979)	(\$126,800)	(\$79,179)	x	
	Mandatory Fringe Benefits		(\$37,501)	(\$20,846)	(\$16,655)	x			(\$29,642)	(\$16,332)	(\$13,310)	x	
				<i>Total Restoration</i>	\$91,749				<i>Total Restoration</i>	\$92,489			
TTX-3	Reduce attrition target by \$91,749 to reflect half of the salary/fringe costs associated with deletion of 1.00 FTE 4310 Commercial Division Assistant Supervisor (TTX-4). Restoration of funds is provided due to limited positions budget for GF Annual Account to fully absorb salary/fringe reduction associated with deleted position.												
	4310 Commercial Division Assistant Supervisor	1.00	0.00	\$126,995	\$0	\$126,995	x	1.00	0.00	\$131,074	\$0	\$131,074	x
	Mandatory Fringe Benefits			\$56,502	\$0	\$56,502	x			\$53,904	\$0	\$53,904	x
				<i>Total Savings</i>	\$183,497					<i>Total Savings</i>	\$184,978		
TTX-4	Delete 1.00 4310 Commercial Division Assistant Supervisor, which has been vacant since Sept. 2015. The TTX Collection Division will still retain 5.0 FTE for this classification. (TTX-3 attrition line reflects restoration of \$91,749--half of salary/fringe costs associated with this position due to limited positions budget for GF Annual Account.)												

FY 2022-23

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund	\$200,000	\$91,748
Non-General Fund	\$0	\$0
Total	\$200,000	\$291,748

FY 2023-24

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund	\$100,000	\$92,489
Non-General Fund	\$0	\$0
Total	\$100,000	\$192,489

TTX - Treasurer-Tax Collector

Purchase Order Number	Year	Dept Code	Fund	Supplier	Name	Project	Balance
281869	2019	232352	10000	20671	EN POINTE TECHNOLOGIES SALES LLC	10001751	\$1,394
295271	2019	232352	10000	13041	POINTNORTH SOLUTIONS LLC	10001751	\$3,975
361117	2019	232348	10000	8447	WAUSAU FINANCIAL SYSTEMS INC	10001751	\$5,160
361119	2019	232348	10000	8447	WAUSAU FINANCIAL SYSTEMS INC	10001751	\$14,885
361175	2019	232348	10000	8447	WAUSAU FINANCIAL SYSTEMS INC	10001751	\$14,106
361179	2019	232348	10000	8447	WAUSAU FINANCIAL SYSTEMS INC	10001751	\$15,000
456527	2020	232348	10000	16820	KONICA MINOLTA BUSINESS SOLUTNS USA INC	10001751	\$1,399
456527	2020	232348	10000	16820	KONICA MINOLTA BUSINESS SOLUTNS USA INC	10001751	\$1,461
456565	2020	232352	10000	16820	KONICA MINOLTA BUSINESS SOLUTNS USA INC	10001751	\$1,469
456565	2020	232352	10000	16820	KONICA MINOLTA BUSINESS SOLUTNS USA INC	10001751	\$1,493
456568	2020	232349	10000	16820	KONICA MINOLTA BUSINESS SOLUTNS USA INC	10001751	\$1,110
456568	2020	232349	10000	16820	KONICA MINOLTA BUSINESS SOLUTNS USA INC	10001751	\$1,566
456569	2020	232351	10000	16820	KONICA MINOLTA BUSINESS SOLUTNS USA INC	10001751	\$2,083
456569	2020	232351	10000	16820	KONICA MINOLTA BUSINESS SOLUTNS USA INC	10001751	\$1,566
456784	2020	207947	10000	16820	KONICA MINOLTA BUSINESS SOLUTNS USA INC	10001750	\$1,674
456784	2020	207947	10000	16820	KONICA MINOLTA BUSINESS SOLUTNS USA INC	10001750	\$1,673
456843	2020	232356	10000	16820	KONICA MINOLTA BUSINESS SOLUTNS USA INC	10001751	\$1,386
456843	2020	232356	10000	16820	KONICA MINOLTA BUSINESS SOLUTNS USA INC	10001751	\$1,566
456846	2020	207947	10000	16820	KONICA MINOLTA BUSINESS SOLUTNS USA INC	10001750	\$1,164
456846	2020	207947	10000	16820	KONICA MINOLTA BUSINESS SOLUTNS USA INC	10001750	\$2,001
456853	2020	232356	10000	16820	KONICA MINOLTA BUSINESS SOLUTNS USA INC	10001751	\$2,119
456853	2020	232356	10000	16820	KONICA MINOLTA BUSINESS SOLUTNS USA INC	10001751	\$1,548
456862	2020	232344	10000	16820	KONICA MINOLTA BUSINESS SOLUTNS USA INC	10001748	\$1,154
459675	2020	232352	10000	13041	POINTNORTH SOLUTIONS LLC	10001751	\$1,321
486233	2020	232344	10000	16611	LANGUAGELINE SOLUTIONS	10001748	\$1,142
Total							\$83,416

YEAR ONE: FY 2022-23

Budget Changes

The Department's proposed \$82,524,172 budget for FY 2022-23 is \$5,584,910 or 7.3% more than the original FY 2021-22 budget of \$76,939,262.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2022-23 are 251.55 FTEs, which are 1.05 FTEs more than the 250.5 FTEs in the original FY 2021-22 budget. This represents a 0.4% increase in FTEs from the original FY 2021-22 budget.

Revenue Changes

The Department's revenues of \$70,338,087 in FY 2022-23 are \$5,258,913 or 8.1% more than FY 2021-22 revenues of \$65,079,174.

YEAR TWO: FY 2023-24

Budget Changes

The Department's proposed \$82,516,922 budget for FY 2023-24 is \$7,250 or 0.01% less than the Mayor's proposed FY 2022-23 budget of \$82,524,172.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2023-24 are 253.23 FTEs, which are 1.68 FTEs more than the 251.55 FTEs in the Mayor's proposed FY 2022-23 budget. This represents a 0.7% increase in FTEs from the Mayor's proposed FY 2022-23 budget.

Revenue Changes

The Department's revenues of \$69,783,314 in FY 2023-24 are \$554,773 or 0.8% less than FY 2022-23 estimated revenues of \$70,338,087.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2022-23 AND FY 2023-24**

DEPARTMENT: CON – CONTROLLER

SUMMARY OF 5-YEAR HISTORICAL & PROPOSED BUDGET YEAR EXPENDITURES AND FTE AUTHORITY:

	FY 2018-19 Budget	FY 2019-20 Budget	FY 2020-21 Budget	FY 2021-22 Budget	FY 2022-23 Proposed
Controller	67,823,480	74,639,619	75,093,898	76,939,262	82,524,172
FTE Count	250.93	250.30	248.19	250.50	251.55

The Department’s budget increased by \$14,700,692 or 21.7% from the adopted budget in FY 2018-19 to the proposed budget in FY 2022-23. The Department’s FTE count increased by 0.62 or 0.2% from the adopted budget in FY 2018-19 to the proposed budget in FY 2022-23.

FY 2022-23

The Department’s proposed FY 2022-23 budget has increased by \$5,584,910 largely due to cost of living and equity pay adjustments, a reorganized structure to reflect as-needed and multi-year accounting service requests from other City departments as well as an increase in positions, including support for two new initiatives—Refuse Rates Administration and Government Operations Recovery.

FY 2023-24

The Department’s proposed FY 2023-24 budget has decreased by \$7,250 largely due to a budget that is equivalent to FY 2022-23 with offsetting changes. Generally, an increase in the personnel budget is offset by reductions in non-personnel services and programmatic project budgets.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2022-23 AND FY 2023-24**

DEPARTMENT: CON – CONTROLLER

RECOMMENDATIONS

YEAR ONE: FY 2022-23

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$605,877 in FY 2022-23. The total of \$605,877 in recommended reductions is ongoing savings. These reductions would still allow an increase of \$4,979,033 or 6.5% in the Department’s FY 2022-23 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended encumbrances of \$29,385, for total General Fund savings of \$635,262.

YEAR TWO: FY 2023-24

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$602,151 in FY 2023-24. The total of \$602,151 in recommended reductions is ongoing savings.

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2022-23 and FY 2023-24 Two-Year Budget**

Rec #	Account Title	FY 2022-23						FY 2023-24					
		FTE		Amount		Savings	GF 1T	FTE		Amount		Savings	GF 1T
		From	To	From	To			From	To	From	To		
CON-1	CON Accounting												
	1634 Principal Account Clerk	1.00	0.00	\$100,486	\$0	\$100,486	x	1.00	0.00	\$103,714	\$0	\$103,714	x
	Mandatory Fringe Benefits			\$43,646	\$0	\$43,646	x			\$41,514	\$0	\$41,514	x
		<i>Total Savings \$144,132</i>											
	Delete one Principal Account Clerk position that has been vacant since 2017.	Ongoing savings											
CON-2	Attrition Savings			(\$929,997)	(\$1,029,997)	\$100,000	x			(\$878,915)	(\$978,915)	\$100,000	x
	Mandatory Fringe Benefits			(\$169,315)	(\$211,390)	\$42,075	x			(\$126,484)	(\$165,600)	\$39,116	x
			<i>Total Savings \$142,075</i>										
	Increase budgeted Attrition to account for vacancies and projected salary savings in this division in FY 2021-22. The Department had salary savings in FY 2019-20 and FY 2020-21, and projected salary savings in FY 2021-22. As of May 2022 the Department had 35 General Fund vacancies. This recommendation provides sufficient salary and fringe benefit budget to meet the Department's operational needs.	Ongoing savings											
CON-3	CON Administration												
	Attrition Savings			(\$268,268)	(\$368,268)	\$100,000	x			(\$255,143)	(\$355,143)	\$100,000	x
	Mandatory Fringe Benefits			(\$48,841)	(\$90,916)	\$42,075	x			(\$36,717)	(\$75,833)	\$39,116	x
		<i>Total Savings \$142,075</i>											
	Increase budgeted Attrition to account for vacancies and projected salary savings in this division in FY 2021-22. The Department had salary savings in FY 2019-20 and FY 2020-21, and projected salary savings in FY 2021-22. As of May 2022 the Department had 35 General Fund vacancies. This recommendation provides sufficient salary and fringe benefit budget to meet the Department's operational needs.	Ongoing savings											
CON-4	Professional & Specialized Services												
	Other Professional & Specialized Services			\$53,463	\$40,000	\$13,463	x			\$53,463	\$40,000	\$13,463	x
			<i>Total Savings \$33,463</i>										
	Reduce budgeted expenditures for professional services. The Department underspent the General Fund budget for Non-Personnel Services in FY 2019-20 and FY 2020-21 and carried forward \$2 million in each year. The Department carried forward more than \$600,000 in this division in FY 2021-22 and has projected carry forward funds of more than \$200,000 in FY 2022-23. This recommended reduction allows the Department sufficient budgeted funds to meet its operating requirements.	Ongoing savings											

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2022-23 and FY 2023-24 Two-Year Budget**

CON - Controller

Rec #	Account Title	FY 2022-23				FY 2023-24							
		FTE		Amount		FTE		Amount					
		From	To	From	To	From	To	From	To				
CON-5	1634 Principal Account Clerk	1.00	0.00	\$100,486	\$0	\$100,486	x						
	Mandatory Fringe Benefits			\$43,646	\$0	\$43,646	x			\$41,514	\$0.00	\$103,714	x
				<i>Total Savings</i>	<i>\$144,132</i>					<i>Total Savings</i>	<i>\$145,228</i>		
	Delete one Principal Account Clerk position that has been vacant since 2018.												
	Ongoing savings												

FY 2022-23

Total Recommended Reductions

One-Time	\$0		Total	\$605,877
Ongoing	\$605,877			\$605,877
General Fund	\$0			\$0
Non-General Fund	\$0			\$0

FY 2023-24

Total Recommended Reductions

One-Time	\$0		Total	\$602,151
Ongoing	\$602,151			\$602,151
General Fund	\$0			\$0
Non-General Fund	\$0			\$0

CON - Controller

Purchase Order Number	Year	Dept Code	Fund	Supplier	Name	Project	Balance
289654	2019	229231	10000	24651	BAY ALARM CO	10001644	\$100
289654	2019	229231	10000	24651	BAY ALARM CO	10001644	\$42
304248	2019	229222	10000	22410	COMPUTERLAND SILICON VALLEY	10001643	\$208
304248	2019	207672	10000	22410	COMPUTERLAND SILICON VALLEY	10001644	\$74
304248	2019	229227	10000	22410	COMPUTERLAND SILICON VALLEY	10001644	\$312
304248	2019	229231	10000	22410	COMPUTERLAND SILICON VALLEY	10001644	\$104
304249	2019	229222	10000	22410	COMPUTERLAND SILICON VALLEY	10001643	\$147
304249	2019	207672	10000	22410	COMPUTERLAND SILICON VALLEY	10001644	\$53
304249	2019	229227	10000	22410	COMPUTERLAND SILICON VALLEY	10001644	\$221
304249	2019	229231	10000	22410	COMPUTERLAND SILICON VALLEY	10001644	\$74
395638	2020	229222	10000	22410	COMPUTERLAND SILICON VALLEY	10001643	\$776
402248	2020	229222	10000	9339	TOPTEK MICRO CENTER INC	10001643	\$5,053
402248	2020	229222	10000	9339	TOPTEK MICRO CENTER INC	10001643	\$2,312
426202	2020	229222	10000	23205	CDW GOVERNMENT LLC	10001643	\$965
441588	2020	229231	10000	12182	RICOH USA INC	10001644	\$50
441588	2020	229227	10000	12182	RICOH USA INC	10001644	\$111
441588	2020	229222	10000	12182	RICOH USA INC	10001643	\$344
441588	2020	207674	10020	12182	RICOH USA INC	10001644	\$421
441588	2020	229227	10000	12182	RICOH USA INC	10001644	\$402
441588	2020	229222	10000	12182	RICOH USA INC	10001643	\$393
441588	2020	229222	10000	12182	RICOH USA INC	10001643	\$476
441588	2020	229231	10000	12182	RICOH USA INC	10001644	\$44
441588	2020	229227	10000	12182	RICOH USA INC	10001644	\$825
441588	2020	229222	10000	12182	RICOH USA INC	10001643	\$35
441588	2020	207674	10020	12182	RICOH USA INC	10001644	\$450
441588	2020	229227	10000	12182	RICOH USA INC	10001644	\$325
441588	2020	229222	10000	12182	RICOH USA INC	10001643	\$612
441588	2020	229222	10000	12182	RICOH USA INC	10001643	\$1,002
442405	2020	229231	10000	19209	GRM INFORMATION MANAGEMENT SERVICES	10001644	\$413
442405	2020	229231	10000	19209	GRM INFORMATION MANAGEMENT SERVICES	10001644	\$367
442422	2020	229227	10000	19209	GRM INFORMATION MANAGEMENT SERVICES	10001644	\$28
452065	2020	229222	10000	15322	MEK ENTERPRISES INC	10001643	\$468
452065	2020	229222	10000	15322	MEK ENTERPRISES INC	10001643	\$315
453931	2020	229222	10000	23205	CDW GOVERNMENT LLC	10001643	\$6,507
512993	2021	229222	10000	10525	STAPLES BUSINESS ADVANTAGE	10001643	\$95
517448	2021	229227	10000	38002	Cenveo Worldwide Limited	10001644	\$107
529983	2021	229222	10000	23205	CDW GOVERNMENT LLC	10001643	\$347
539687	2021	229222	10000	23205	CDW GOVERNMENT LLC	10001643	\$526
551290	2021	229222	10000	9046	U S PURE WATER CORP	10001643	\$165
552299	2021	229222	10000	19335	GOVERNMENT FINANCE OFFICERS ASSOCIATION	10001643	\$3,050
558713	2021	229222	10000	15322	MEK ENTERPRISES INC	10001643	\$128
569841	2021	229222	10000	15322	MEK ENTERPRISES INC	10001643	\$62
569841	2021	229222	10000	15322	MEK ENTERPRISES INC	10001643	\$180
569841	2021	229222	10000	15322	MEK ENTERPRISES INC	10001643	\$30
569841	2021	229222	10000	15322	MEK ENTERPRISES INC	10001643	\$300
573349	2021	229222	10000	24375	BETA NINETIES COMPUTER INC	10001643	\$130
578604	2021	229227	10000	3134	R R DONNELLEY	10001644	\$16
601905	2022	207672	10000	23675	CALIF SOCIETY OF MUNICIPAL FINANCE OFCRS	10001644	\$110
601905	2022	207674	10020	23675	CALIF SOCIETY OF MUNICIPAL FINANCE OFCRS	10001644	\$110

Total \$29,385

YEAR ONE: FY 2022-23

Budget Changes

The Department’s proposed \$1,814,250,941 budget for FY 2022-23 is \$215,084,381 or 13.4% more than the original FY 2021-22 budget of \$1,599,166,560.

Personnel Changes

The General City Responsibility budget does not have positions.

Revenue Changes

The Department's revenues of \$6,344,394,532 in FY 2022-23 are \$430,029,934 or 7.3% more than FY 2021-22 revenues of \$5,914,364,598.

YEAR TWO: FY 2023-24

Budget Changes

The Department’s proposed \$1,638,991,482 budget for FY 2023-24 is \$175,259,459 or 9.7% less than the Mayor’s proposed FY 2022-23 budget of \$1,814,250,941.

Personnel Changes

The General City Responsibility budget does not have positions.

Revenue Changes

The Department's revenues of \$6,291,653,633 in FY 2023-24 are \$52,740,899 or 0.8% less than FY 2022-23 estimated revenues of \$6,344,394,532.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2022-23 AND FY 2023-24**

DEPARTMENT: GEN – GENERAL CITY RESPONSIBILITY

RECOMMENDATIONS

YEAR ONE: FY 2022-23

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$1,207,007 in FY 2022-23. Of the \$1,207,007 in recommended reductions, \$1,207,007 are ongoing savings. These reductions would still allow an increase of \$213,877,374 or 13.4% in the Department’s FY 2022-23 budget.

YEAR TWO: FY 2023-24

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$1,374,247 in FY 2023-24. Of the \$1,374,247 in recommended reductions, \$1,374,247 are ongoing savings.

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2022-23 and FY 2023-24 Two-Year Budget**

Rec #	Account Title	FY 2022-23						FY 2023-24					
		FTE		Amount		Savings	GF 1T	FTE		Amount		Savings	GF 1T
		From	To	From	To			From	To	From	To		
	Other Current Expenses		\$5,050,000	\$4,850,000	\$200,000	x			\$5,050,000	\$4,850,000	\$200,000	x	
GEN-1		<p>General City Responsibility</p> <p>This account is used for audit adjustments. The Mayor's budget reduced the budgeted amount from \$6.6 million in FY 2021-22 to \$5.0 million in FY 2022-23. However, this account showed only \$1.3 million in spending in FY 2020-21 and minimal spending in FY 2021-22, and because the account has accumulated funds, \$30.9 million was carried forward from FY 2020-21 to FY 2021-22 and \$37.4 million is available to be carried forward to FY 2022-23.</p>											
	Crt Fees & Other Compensation		\$800,000	\$600,000	\$200,000	x			\$800,000	\$600,000	\$200,000	x	
GEN-2		<p>This account is used for the Indigent Defense Special Circumstances, which is in addition to the Indigent Defense Fund in the Superior Court budget. The Mayor's budget increased the budget amount from \$600,000 to \$800,000, but actual annual spending in the prior three fiscal years was \$400,000 or less, and projected spending in FY 2021-22 is estimated to be less than \$400,000. \$929,510 in unexpended funds were carried forward from FY 2020-21 to FY 2021-22 and we estimate \$1.1 million in unexpended funds are available to be carried forward to FY 2022-23.</p>											
	Reserve for Litigation		\$11,000,000	\$10,800,000	\$200,000	x			\$11,000,000	\$10,800,000	\$200,000	x	
GEN-3		<p>This reserve is used for settlements and litigation. The Mayor's budget increased the budget amount from \$10.8 million in FY 2021-22 to \$11 million in FY 2022-23. This account is in addition to funds allocated for litigation in specific City department budgets and other funds designated for litigation.</p>											
	ADM Permit Center		2,310,083	\$2,174,854	\$135,229	x			2,267,906	\$2,094,985	\$172,921	x	
GEN-4		<p>The FY 2022-24 budget for the City's Permit Center includes a General Fund subsidy of \$2.3 million in each year. This recommendation reflects recommended reductions in the City Administrator's budget for the Permit Center.</p>											

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2022-23 and FY 2023-24 Two-Year Budget**

GEN - General City Responsibility		FY 2022-23						FY 2023-24									
		FTE		Amount		Savings		GF		1T		Amount		Savings		GF	
Rec #	Account Title	From	To	From	To	Savings	GF	1T	From	To	From	To	Savings	GF	1T		
GEN-5	Programmatic Projects			4,213,089	\$3,740,536	\$472,553	x				4,854,872	\$4,251,941	\$602,931	x			
		The Mayor's budget includes \$4.2 million in FY 2022-23 and \$4.85 million in FY 2023-24 for the Government Operations Recovery Initiative to manage the citywide backlog in contracting, hiring, and financial management. The Initiative includes 23 positions in the Human Resources, Administrative Services, City Attorney's Office, Controller's Office, and City Planning. This recommendation reflects our recommended reduction of five positions in Human Resources, Administrative Services, and City Attorney's Office.															
		Ongoing savings															

FY 2022-23

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund	\$0	\$1,207,782
Non-General Fund	\$0	\$0
Total	\$0	\$1,207,782

FY 2023-24

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund	\$0	\$1,375,852
Non-General Fund	\$0	\$0
Total	\$0	\$1,375,852

YEAR ONE: FY 2022-23

Budget Changes

The Department’s proposed \$103,517,975 budget for FY 2022-23 is \$4,838,708 or 4.9% more than the original FY 2021-22 budget of \$98,679,267.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2022-23 are 321.18 FTEs, which are 10.14 FTEs more than the 311.04 FTEs in the original FY 2021-22 budget. This represents a 3.3% increase in FTEs from the original FY 2021-22 budget.

Revenue Changes

The Department's revenues of \$74,475,652 in FY 2022-23 are \$2,566,091 or 3.6% more than FY 2021-22 revenues of \$71,909,561.

YEAR TWO: FY 2023-24

Budget Changes

The Department’s proposed \$104,883,204 budget for FY 2023-24 is \$1,365,229 or 1.3% more than the Mayor’s proposed FY 2022-23 budget of \$ 103,517,975.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2023-24 are 315.31 FTEs, which are 5.87 FTEs less than the 321.18 FTEs in the Mayor’s proposed FY 2022-23 budget. This represents a 1.3% decrease in FTEs from the Mayor’s proposed FY 2022-23 budget.

Revenue Changes

The Department's revenues of \$73,504,007 in FY 2023-24 are \$971,645 or 1.3% less than FY 2022-23 estimated revenues of \$74,475,652.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2022-23 AND FY 2023-24**

DEPARTMENT: CAT – CITY ATTORNEY

SUMMARY OF 5-YEAR HISTORICAL & PROPOSED BUDGET YEAR EXPENDITURES AND FTE AUTHORITY:

	FY 2018-19 Budget	FY 2019-20 Budget	FY 2020-21 Budget	FY 2021-22 Budget	FY 2022-23 Proposed
City Attorney	85,706,075	91,435,217	93,814,525	98,679,267	103,811,900
FTE Count	309.44	310.19	309.80	311.04	321.18

The Department’s budget increased by \$17,811,900 or 20.8% from the adopted budget in FY 2018-19 to the proposed budget in FY 2022-23. The Department’s FTE count increased by 11.74 or 3.8% from the adopted budget in FY 2018-19 to the proposed budget in FY 2022-23.

FY 2022-23

The Department’s proposed FY 2022-23 budget has increased by \$4,838,708 largely due to an increase in staffing levels. This is reflected in an increase to salaries and partially offset by a decrease to services of other departments.

FY 2023-24

The Department’s proposed FY 2023-24 budget has increased by \$1,365,229 largely due to a further increase in staffing costs. This is reflected in an increase to salaries and partially offset by a decrease to mandatory fringe benefits.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2022-23 AND FY 2023-24**

DEPARTMENT: CAT – CITY ATTORNEY

RECOMMENDATIONS

YEAR ONE: FY 2022-23

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$392,520 in FY 2022-23. All \$410,958 in recommended reductions are ongoing savings. These reductions would still allow an increase of \$4,446,188 or 4.5% in the Department’s FY 2022-23 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended encumbrances of \$3,377, for total General Fund savings of \$395,897.

YEAR TWO: FY 2023-24

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$395,757 in FY 2023-24. All \$395,756 in recommended reductions are ongoing savings. These reductions would still allow an increase of \$969,472 or 0.9% in the Department’s FY 2023-24 budget.

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2022-23 and FY 2023-24 Two-Year Budget**

Rec #	Account Title	FY 2022-23						FY 2023-24					
		FTE		Amount		Savings	GF 1T	FTE		Amount		Savings	GF 1T
		From	To	From	To			From	To	From	To		
	CAT City Attorney												
	1424 Clerk Typist	1.00	0.00	\$90,047	\$0	\$90,047	X	1.00	0.00	\$92,940	\$0	\$92,940	X
	Mandatory Fringe Benefits			\$40,793	\$0	\$40,793	X			\$38,979	\$0	\$38,979	X
	1424 Clerk Typist	1.00	0.00	\$90,047	\$0	\$90,047	X	1.00	0.00	\$92,940	\$0	\$92,940	X
	Mandatory Fringe Benefits			\$40,793	\$0	\$40,793	X			\$38,979	\$0	\$38,979	X
	1424 Clerk Typist	1.00	0.00	\$90,047	\$0	\$90,047	X	1.00	0.00	\$92,940	\$0	\$92,940	X
	Mandatory Fringe Benefits			\$40,793	\$0	\$40,793	X			\$38,979	\$0	\$38,979	X
CAT-1				<i>Total Savings</i>	\$392,520					<i>Total Savings</i>	\$395,757		
		Delete vacant 3.00 FTE 1424 Clerk Typist positions.											
	8177 Attorney	0.79	0.00	\$0	\$0	\$0	X	1.00	0.00	\$0	\$0	\$0	X
	Mandatory Fringe Benefits			\$0	\$0	\$0	X			\$0	\$0	\$0	X
				<i>Total Savings</i>	\$0					<i>Total Savings</i>	\$0		
CAT-2		Deny new 1.00 FTE 8177 Attorney (Civil/Criminal) for the Government Operations Recovery Initiative. The Mayor's budget includes two 8177 Attorney positions to support this initiative, and we recommend approval of one of the two positions. The purpose of the Initiative is to address backlog in contracting, financial operations, and hiring; the Mayor's budget includes 23 positions for the Initiative, and because the scope of work and workload cannot be fully known, we are recommending approval of 18 of the positions citywide and not recommending approval of five.											
		In addition to the two Attorney positions for the Government Operations Recovery Initiative, the Mayor's budget provides for three new 8177 Attorneys and five new 8182 Head Attorney positions (one of which is allocated to contracting work, providing additional support to the work of the Government Operations Recovery Initiative). Of these ten new positions, we are recommending approval of nine.											

FY 2023-24

Total Recommended Reductions		Total	
One-Time	Ongoing	One-Time	Ongoing
General Fund	\$0	\$0	\$395,757
Non-General Fund	\$0	\$0	\$0
Total	\$0	\$0	\$395,757

FY 2022-23

Total Recommended Reductions		Total	
One-Time	Ongoing	One-Time	Ongoing
General Fund	\$0	\$392,520	\$392,520
Non-General Fund	\$0	\$0	\$0
Total	\$0	\$392,520	\$392,520

CAT - City Attorney

Purchase Order Number	Year	Dept Code	Fund	Supplier	Name	Project	Balance
445302	2020	229042	10000	19209	GRM INFORMATION MANAGEMENT SERVIC	10001638	\$1,917
80466	2017	229042	10000	24072	BRCP 1390 MARKET LLC	10001638	\$1,134
441553	2020	229042	10000	10525	STAPLES BUSINESS ADVANTAGE	10001638	\$274
441593	2020	229042	10000	10525	STAPLES BUSINESS ADVANTAGE	10001638	\$53
Total							\$3,377

YEAR ONE: FY 2022-23

Budget Changes

The Department’s proposed \$603,723,050 budget for FY 2022-23 is \$48,897,321 or 8.8% more than the original FY 2021-22 budget of \$554,825,729.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2022-23 are 984.23 FTEs, which are 22.23 FTEs more than the 962.00 FTEs in the original FY 2021-22 budget. This represents a 2.3% increase in FTEs from the original FY 2021-22 budget.

Revenue Changes

The Department's revenues of \$524,181,271 in FY 2022-23 are \$47,700,497 or 10.0% more than FY 2021-22 revenues of \$476,480,774.

YEAR TWO: FY 2023-24

Budget Changes

The Department’s proposed \$593,448,413 budget for FY 2023-24 is \$10,274,637 or 1.7% less than the Mayor’s proposed FY 2022-23 budget of \$603,723,050.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2023-24 are 993.50 FTEs, which are 9.27 FTEs more than the 984.23 FTEs in the Mayor’s proposed FY 2022-23 budget. This represents a 0.9% increase in FTEs from the Mayor’s proposed FY 2022-23 budget.

Revenue Changes

The Department's revenues of \$494,984,235 in FY 2023-24 are \$29,197,036 or 5.6% less than FY 2022-23 estimated revenues of \$524,181,271.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2022-23 AND FY 2023-24**

DEPARTMENT: ADM – CITY ADMINISTRATOR

SUMMARY OF 5-YEAR HISTORICAL & PROPOSED BUDGET YEAR EXPENDITURES AND FTE AUTHORITY:

	FY 2018-19 Budget	FY 2019-20 Budget	FY 2020-21 Budget	FY 2021-22 Budget	FY 2022-23 Proposed
General Services Agency – City Administrator	461,086,601	526,530,214	471,084,939	554,825,729	603,723,050
FTE Count	870.64	917.06	913.06	962.00	984.23

The Department’s budget increased by \$142,636,449 or 30.9% from the adopted budget in FY 2018-19 to the proposed budget in FY 2022-23. The Department’s FTE count increased by 113.59 or 13.0% from the adopted budget in FY 2018-19 to the proposed budget in FY 2022-23.

FY 2022-23

The Department’s proposed FY 2022-23 budget has increased by \$48,897,321 largely due to increases in non-personnel services, services of other departments, debt service, salary and benefits costs.

FY 2023-24

The Department’s proposed FY 2023-24 budget has decreased by \$10,274,637 largely due to the expiration of one-time capital expenditures in FY 2022-23.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2022-23 AND FY 2023-24**

DEPARTMENT: ADM – CITY ADMINISTRATOR

RECOMMENDATIONS

YEAR ONE: FY 2022-23

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$615,976 in FY 2022-23. Of the \$615,976 in recommended reductions, \$615,976 are ongoing savings. These reductions would still allow an increase of \$48,281,345 or 8.7% in the Department’s FY 2022-23 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended encumbrances of \$44,624, for total General Fund savings of \$660,600.

YEAR TWO: FY 2023-24

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$549,745 in FY 2023-24. Of the \$549,745 in recommended reductions, \$549,745 are ongoing savings.

Our policy recommendations total \$230,250 in FY 2023-24, \$230,250 of which are one-time and \$230,250 of which are ongoing.

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2022-23 and FY 2023-24 Two-Year Budget**

Rec #	Account Title	FY 2022-23						FY 2023-24								
		FTE			Amount			FTE			Amount					
		From	To	Savings	GF	IT	From	To	Savings	GF	IT	From	To	Savings	GF	IT
ADM-1	1824 Principal Administrative Analyst	0.79	0.00	\$122,726	\$0	\$122,726	x				1.00	0.00	\$0	\$161,269	x	
	Mandatory Fringe Benefits			\$45,848	\$0	\$45,848	x						\$54,214	\$0	x	
				<i>Total Savings</i>	\$168,574								<i>Total Savings</i>	\$215,483		
ADM-1		Deny one new 1824 Principal Administrative Analyst in the Central Office, which the Department is requesting to increase general administrative capacity. The Department is requesting two new Principal Administrative Analyst positions in the Central Office, for which we are recommending approval of one new position. Overall, the department is increasing total positions in the Central Office from 31 in FY 2021-22 to 44 in FY 2022-23 as part of the office reorganization. However, we consider that the restructuring/reorganization should also create efficiency gains and allow for more effective use of existing positions.														
ADM-2	1043 IS Engineer - Senior	0.79	0.00	\$0	\$0	\$0	x				1.00	0.00	\$0	\$0	x	
	Mandatory Fringe Benefits			\$0	\$0	\$0	x						\$0	\$0	x	
	1043 IS Engineer - Senior	0.79	0.00	\$0	\$0	\$0	x				1.00	0.00	\$0	\$0	x	
	Mandatory Fringe Benefits			\$0	\$0	\$0	x						\$0	\$0	x	
	1043 IS Engineer - Senior	0.79	0.00	\$0	\$0	\$0	x				1.00	0.00	\$0	\$0	x	
ADM-2	1053 IS Business Analyst - Senior	0.79	0.00	\$0	\$0	\$0	x				1.00	0.00	\$0	\$0	x	
	Mandatory Fringe Benefits			\$0	\$0	\$0	x						\$0	\$0	x	
				<i>Total Savings</i>	\$0								<i>Total Savings</i>	\$0		
		Change the status for four new positions in Digital Services, funded through a work order with the Mayor's Office of Housing and Community Development (MOHCD) for the DAHLIA housing portal from permanent positions (coded A) to limited tenure positions (coded L) to terminate in three years.														
ADM-3	Attrition Savings			(\$261,772)	(\$531,448)	\$269,676	x						(\$261,771)	(\$537,186)	\$275,415	x
	Mandatory Fringe Benefits			(\$110,141)	(\$223,608)	\$113,467	x						(\$102,394)	(\$210,125)	\$107,731	x
	Exp Recovery Real Estate			(\$1,894,014)	(\$1,510,871)	(\$383,143)	x						(\$2,316,886)	(\$1,993,740)	(\$383,146)	x
	Real Estate Work Order			\$1,894,014	\$1,510,871	\$383,143	x						\$1,860,546	\$1,477,400	\$383,146	x
	Exp Recovery PUC			(\$182,147)	(\$173,718)	(\$8,429)	x						(\$178,602)	(\$170,173)	(\$8,429)	x
	Exp Recovery DBI			(\$5,936,346)	(\$5,661,633)	(\$274,713)	x						(\$5,820,800)	(\$5,546,084)	(\$274,716)	x
	Exp Recovery Gen City			(\$2,160,929)	(\$2,060,929)	(\$100,000)	x						(\$2,118,869)	(\$2,018,868)	(\$100,001)	x
				<i>Total Savings</i>	\$0								<i>Total Savings</i>	\$0		
		Increase budgeted Attrition in Digital Services to account for new work order costs for the Permit Center. The Permit Center budget increased from \$6.7 million in FY 2021-22 to \$9.4 million in FY 2022-23, including a new Digital Services work order of \$1.9 million. Our recommendation allows for a new work order of approximately \$1.6 million, which should provide sufficient digital services to the Permit Center, for which permitting activities have not yet recovered from the pandemic slow down (and may be further impacted by inflation and interest rate increases). This recommendation results in a General Fund savings of \$100,000.														
		Ongoing savings.														

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2022-23 and FY 2023-24 Two-Year Budget**

Rec #	Account Title	FY 2022-23						FY 2023-24					
		FTE		Amount		GF	1T	FTE		Amount		GF	1T
		From	To	From	To			From	To	From	To		
	Attrition Savings			(\$313,546)		\$150,000	x			(\$166,329)		\$100,000	x
	Mandatory Fringe Benefits			(\$131,924)		\$63,112	x			(\$65,061)		\$39,116	x
				<i>Total Savings</i>		<i>\$213,112</i>				<i>Total Savings</i>		<i>\$139,116</i>	
ADM-4		Increase budgeted Attrition Savings in the Central Office to account for eight vacant positions and projected salary savings in FY 2021-22. General Fund salary and fringe benefit savings departmentwide were more than \$5 million in FY 2019-20, approximately \$1.3 million in FY 2020-21, and projected to be \$6.3 million in FY 2021-22. In addition, the Department is requesting seven new positions in this program.											
	0933 Manager V	1.00	0.00	\$209,927	\$0	\$209,927	x	1.00	0.00	\$216,670	\$0	\$216,670	x
	Mandatory Fringe Benefits			\$74,077	\$0	\$74,077	x			\$68,750	\$0	\$68,750	x
	0932 Manager III IV	0.00	1.00	\$0	\$194,600	(\$194,600)	x	0.00	1.00	\$0	\$200,850	(\$200,850)	x
	Mandatory Fringe Benefits			\$0	\$70,987	(\$70,987)	x			\$0	\$66,165	(\$66,165)	x
				<i>Total Savings</i>	<i>\$18,417</i>					<i>Total Savings</i>	<i>\$18,405</i>		
ADM-5		Deny proposed upward substitution of 1.00 FTE 0931 Manager III to 1.00 FTE 0933 Manager V in the Central Office. Recommend substituting for lower class 0932 Manager IV as job duties more closely align with 0932 position.											
	Attrition Savings			(\$1,284,948)	(\$1,434,948)	\$100,000	x			(\$1,047,683)	(\$1,147,683)	\$100,000	x
	Mandatory Fringe Benefits			(\$540,642)	(\$603,755)	\$63,113	x			(\$409,810)	(\$448,926)	\$39,116	x
				<i>Total Savings</i>	<i>\$163,113</i>					<i>Total Savings</i>	<i>\$139,116</i>		
ADM-6		Increase budgeted Attrition Savings for the 311 Call Center to account for 15 vacancies and the time needed to train new Customer Service Agents. A class of 8-10 trainees will start training in approximately August of 2022, and training takes six to nine months. The Department expects additional staff turnovers requiring a subsequent fall trainee class. General Fund salary and fringe benefit savings departmentwide were more than \$5 million in FY 2019-20, approximately \$1.3 million in FY 2020-21, and projected to be \$6.3 million in FY 2021-22.											

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2022-23 and FY 2023-24 Two-Year Budget**

Rec #	Account Title	FY 2022-23						FY 2023-24					
		FTE		Amount		GF	1T	FTE		Amount		GF	1T
		From	To	From	To			From	To	From	To		
ADM-7	Junior Management Assistant	1.00	0.00	\$93,921	\$0	\$93,921	x	1.00	0.00	\$96,938	\$0	\$96,938	x
	Mandatory Fringe Benefits			\$41,851	\$0	\$41,851	x			\$39,920	\$0	\$39,920	x
	Attrition Savings			(\$258,428)	(\$100,000)	(\$158,428)	x			(\$256,848)	(\$100,000)	(\$156,848)	x
	Mandatory Fringe Benefits			(\$108,733)	(\$42,075)	(\$66,658)	x			(\$100,468)	(\$18,968)	(\$81,500)	x
	Contract Compliance Officer	1.00	0.00	\$131,115	\$0	\$131,115	x	1.00	0.00	\$135,326	\$0	\$135,326	x
ADM-7	Mandatory Fringe Benefits			\$52,424	\$0	\$52,424	x			\$49,378	\$0	\$49,378	x
	Attrition Savings			(\$595,068)	(\$463,953)	(\$131,115)	x			(\$462,772)	(\$327,446)	(\$135,326)	x
	Mandatory Fringe Benefits			(\$250,375)	(\$197,951)	(\$52,424)	x			(\$181,016)	(\$131,638)	(\$49,378)	x
				<i>Total Savings</i>		<i>(\$89,314)</i>				<i>Total Savings</i>		<i>(\$101,490)</i>	
Delete vacant positions that the Department does not plan to fill. Our recommendation to delete these vacant positions is offset by a decrease in budgeted Attrition Savings to provide the Department sufficient budgeted salaries and fringe benefits to meet operational needs including reducing budgeted Attrition in Immigrant & Language Services to allow hiring of one vacant Management Assistant position.													
ADM INTERNAL SERVICES													
ADM-8	9993 Attrition Savings			(\$595,213)	(\$695,213)	\$100,000	x			(\$595,212)	(\$695,212)	\$100,000	x
	Mandatory Fringe Benefits			(\$250,436)	(\$292,511)	\$42,075	x			(\$232,821)	(\$271,937)	\$39,116	x
					<i>Total Savings</i>		<i>\$142,075</i>				<i>Total Savings</i>		<i>\$139,116</i>
Increase budgeted Attrition Savings in the Office of Contract Management to account for 15 vacancies. The Office is also requesting five new positions in FY 2023-24 budget. General Fund salary and fringe benefit savings departmentwide were more than \$5 million in FY 2019-20, approximately \$1.3 million in FY 2020-21, and projected to be \$6.3 million in FY 2021-22.													
ADM-9	Administrative Analyst	0.79	0.00	\$0	\$0	\$0	x	1.00	0.00	\$0	\$0	\$0	x
	Mandatory Fringe Benefits			\$0	\$0	\$0	x			\$0	\$0	\$0	x
	Senior Administrative Analyst	0.79	0.00	\$0	\$0	\$0	x	1.00	0.00	\$0	\$0	\$0	x
	Mandatory Fringe Benefits			\$0	\$0	\$0	x			\$0	\$0	\$0	x
				<i>Total Savings</i>		<i>\$0</i>				<i>Total Savings</i>		<i>\$0</i>	
Deny two new positions in Office of Contract Administration, funded as part of the Government Operations Recovery Initiative. The Mayor's budget includes 23 new positions in FY 2023-24 as part of Government Operations Recovery Initiative, including nine positions in the Office of Contract Administration. These positions are intended to provide analytical support to the citywide purchasing process. Our recommendation would allow 7 new positions, including three positions in the Administrative Analyst classification and one in the Senior Analyst classification. This recommendation results in General Fund savings of \$144,371 in FY 2022-23.													

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2022-23 and FY 2023-24 Two-Year Budget**

Rec #	Account Title	FY 2022-23						FY 2023-24							
		FTE		Amount		Savings	GF	IT	FTE		Amount		Savings	GF	IT
		From	To	From	To				From	To					
ADM-10	1426 Senior Clerk Typist	1.00	0.00	\$90,047	\$0	\$90,047	x		1.00	0.00	\$92,940	\$0	\$92,940	x	
	Mandatory Fringe Benefits			\$40,793	\$0	\$40,793	x				\$38,979	\$0	\$38,979	x	
	9993 Attrition Savings			(\$595,213)	(\$505,166)	(\$90,047)	x		1.00	0.00	(\$595,212)	(\$502,272)	(\$92,940)	x	
	Mandatory Fringe Benefits			(\$250,436)	(\$209,643)	(\$40,793)	x				(\$232,821)	(\$193,842)	(\$38,979)	x	
				Total Savings	\$0						Total Savings	\$0			
		Delete vacant position that the Department does not plan to fill. Our recommendation to delete this vacant position is offset by a decrease in budgeted Attrition Savings to provide the Department sufficient budgeted salaries and fringe benefits to meet operational needs.													
ADM-11		ADM REAL ESTATE													
	IS Project Director	0.48	0.00	\$97,777	\$0	\$97,777	x		1.00	0.00	\$210,716	\$0	\$210,716	x	
	Mandatory Fringe Benefits			\$34,230	\$0	\$34,230	x				\$62,527	\$0	\$62,527	x	
	Exp Recovery PUC			(\$182,147)	(\$179,243)	(\$2,904)	x				(\$178,602)	(\$172,591)	(\$6,011)	x	
	Exp Recovery DBI			(\$5,936,346)	(\$5,841,697)	(\$94,649)	x				(\$5,820,800)	(\$5,624,885)	(\$195,915)	x	
Exp Recovery Gen City			(\$2,160,929)	(\$2,126,475)	(\$34,454)	x				(\$2,118,869)	(\$2,047,553)	(\$71,316)	x		
				Total Savings	(\$0)						Total Savings	\$0			
		Deny one new IS Project Manager position. The Permit Center is requesting three new IT positions in the Permit Center - one IS Project Director, one Senior IS Engineer, and one IT Operations Support Administrator. We are recommending approval of two new positions and not recommending approval of the IS Project Director. The Permit Center has an existing IS Project Director, and Administrative Services should evaluate efficient use of the Center's IT positions. The Permit Center reduced its work order with DT by \$103,000 in FY 2022-23 and \$103,000 in FY 2023-24 (\$206,000 over two years) to partially offset the costs of the three new IT positions in the Permit Center, which total \$282,829 in FY 2022-23 and \$493,110 in FY 2023-24 (\$775,939 over two years).													

FY 2022-23

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund	\$0	\$615,976
Non-General Fund	\$0	\$0
Total	\$0	\$615,976

FY 2023-24

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund	\$0	\$549,745
Non-General Fund	\$0	\$0
Total	\$0	\$549,745

ADM - City Administrator

Purchase Order Number	Year	Dept Code	Fund	Supplier	Name	Project	Balance
314356	2019	228856	10000	19232	GREGORY G DEIERLEIN	10003082	\$44,624
Total							\$44,624

YEAR ONE: FY 2022-23

Budget Changes

The Department’s proposed \$153,768,602 budget for FY 2022-23 is \$745,528 or 0.5% more than the original FY 2021-22 budget of \$153,023,074.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2022-23 are 253.79 FTEs, which are 24.52 FTEs more than the 229.27 FTEs in the original FY 2021-22 budget. This represents a 10.7% increase in FTEs from the original FY 2021-22 budget.

Revenue Changes

The Department's revenues of \$147,186,654 in FY 2022-23 are \$10,284,905 or 7.5% more than FY 2021-22 revenues of \$136,901,749.

YEAR TWO: FY 2023-24

Budget Changes

The Department’s proposed \$162,242,378 budget for FY 2023-24 is \$8,473,776 or 5.5% more than the Mayor’s proposed FY 2022-23 budget of \$153,768,602.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2023-24 are 258.62 FTEs, which are 4.83 FTEs more than the 253.79 FTEs in the Mayor’s proposed FY 2022-23 budget. This represents a 1.9% increase in FTEs from the Mayor’s proposed FY 2022-23 budget.

Revenue Changes

The Department's revenues of \$155,153,849 in FY 2023-24 are \$7,967,195 or 5.4% more than FY 2022-23 estimated revenues of \$147,186,654.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2022-23 AND FY 2023-24**

DEPARTMENT: TIS – TECHNOLOGY

SUMMARY OF 5-YEAR HISTORICAL & PROPOSED BUDGET YEAR EXPENDITURES AND FTE AUTHORITY:

	FY 2018-19 Budget	FY 2019-20 Budget	FY 2020-21 Budget	FY 2021-22 Budget	FY 2022-23 Proposed
Technology	123,633,740	140,490,276	131,472,645	153,023,074	153,768,602
FTE Count	224.73	220.42	223.75	229.27	253.79

The Department’s budget increased by \$30,134,862 or 24.4% from the adopted budget in FY 2018-19 to the proposed budget in FY 2022-23. The Department’s FTE count increased by 29.06 or 12.9% from the adopted budget in FY 2018-19 to the proposed budget in FY 2022-23.

FY 2022-23

The Department’s proposed FY 2022-23 budget has increased by \$745,528, with increases in salary, benefits and software contract costs offset by one-time contract savings and a decrease in capital outlay. The proposed budget includes investments in digital infrastructure, increased funding for the Public Safety division to address radio interference and make other communications systems upgrades, and funding for the new Office of Cybersecurity. These and other increases are offset by a \$10.2 million decrease in funding for the Capital and Equipment division after FY 2021-22’s one-time capital programs, which included providing internet service connections to public and affordable housing tenants.

FY 2023-24

The Department’s proposed FY 2023-24 budget has increased by \$8,473,776 largely due to increased salary costs and increased IT vendor contractual costs after one-time contract savings in FY 2022-23.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2022-23 AND FY 2023-24**

DEPARTMENT: TIS – TECHNOLOGY

RECOMMENDATIONS

YEAR ONE: FY 2022-23

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$548,689 in FY 2022-23. Of the \$548,689 in recommended reductions, \$548,689 are one-time savings. These reductions would still allow an increase of \$196,839 or 0.1% in the Department’s FY 2022-23 budget.

The Budget and Legislative Analyst also recommends closing out prior year unexpended encumbrances of \$10,204.

In addition, our current year carryforward recommendations total \$163,224 in FY 2022-23, \$163,224 of which are one-time, for total General Fund savings of \$722,117.

YEAR TWO: FY 2023-24

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$100,000 in FY 2023-24. Of the \$100,000 in recommended reductions, \$100,000 are one-time savings. These reductions would still allow an increase of \$8,373,776 or 5.4% in the Department’s FY 2023-24 budget.

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2022-23 and FY 2023-24 Two-Year Budget**

TIS - TECHNOLOGY

Rec #	Account Title	FY 2022-23						FY 2023-24							
		FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
		From	To	From	To				From	To	From	To			
	DT JUSTIS														
	Dp-Wp Equipment Maint		\$380,224	\$200,000	\$180,224	x	x								
			<i>Total Savings</i>	<i>\$180,224</i>							<i>Total Savings</i>			<i>\$0</i>	
TIS-1	Reduce budget for Equipment Maintenance based on historic underspending. This recommendation will still allow for sufficient funding to meet the operational need.														
	Attrition Savings		\$0	(\$257,029)	\$257,029	x	x				\$0	(\$57,926)	\$57,926	x	
	Mandatory Fringe Benefits			(\$111,436)	\$111,436	x	x				\$0	(\$42,074.00)	\$42,074	x	
			<i>Total Savings</i>	<i>\$368,465</i>							<i>Total Savings</i>	<i>\$100,000</i>			
TIS-2	Increase attrition savings to reflect hiring timeline for two vacant positions, one IS Programmer Analyst - Principal (vacant since 5/18/20) and one Manager VI (vacant since 10/2/21).														

Increase Attrition Savings to reflect actual salary spending.

FY 2022-23

Total Recommended Reductions		
One-Time	\$548,689	
Ongoing	\$0	
Total	\$548,689	
General Fund	\$0	
Non-General Fund	\$0	
Total	\$548,689	

FY 2023-24

Total Recommended Reductions		
One-Time	\$100,000	
Ongoing	\$0	
Total	\$100,000	
General Fund	\$0	
Non-General Fund	\$0	
Total	\$100,000	

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2022-23 and FY 2023-24 Two-Year Budget**

TIS - Technology

Current-Year Reductions										
TIS - Technology										
TIS-3										
		\$4,280	x	x						
		\$92,250	x	x						
		(\$4,628)	x	x						
		\$71,322	x	x						
		<i>Total Savings</i>			\$163,224					
Reduce budget to reflect projects that are no longer active.										
One-time savings.										

FY 2022-23

Total Current-Year Recommendations		
	One-Time	Ongoing
General Fund	\$163,224	\$0
Non-General Fund	\$0	\$0
Total	\$163,224	\$0

FY 2023-24

Total Current-Year Recommendations		
	One-Time	Ongoing
General Fund	\$0	\$0
Non-General Fund	\$0	\$0
Total	\$0	\$0

YEAR ONE: FY 2022-23

Budget Changes

The Department’s proposed \$288,499,423 budget for FY 2022-23 is \$69,007,925 or 19.3% less than the original FY 2021-22 budget of \$357,507,348.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2022-23 are 551.30 FTEs, which are 498.59 FTEs less than the 1,049.89 FTEs in the original FY 2021-22 budget. This represents a 47.5% decrease in FTEs from the original FY 2021-22 budget and is due to the creation of the Department of Sanitation and Streets.

Revenue Changes

The Department's revenues of \$253,204,744 in FY 2022-23 are \$5,200,834 or 2.0% less than FY 2021-22 revenues of \$258,405,578.

YEAR TWO: FY 2023-24

Budget Changes

The Department’s proposed \$199,547,849 budget for FY 2023-24 is \$88,951,574 or 30.8% less than the Mayor’s proposed FY 2022-23 budget of \$288,499,423.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2023-24 are 388.06 FTEs, which are 163.24 FTEs less than the 551.30 FTEs in the Mayor’s proposed FY 2022-23 budget. This represents a 29.6% decrease in FTEs from the Mayor’s proposed FY 2022-23 budget and is due to the creation of the Department of Sanitation and Streets.

Revenue Changes

The Department's revenues of \$185,814,985 in FY 2023-24 are \$67,389,759 or 26.6% less than FY 2022-23 estimated revenues of \$253,204,744.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2022-23 AND FY 2023-24**

DEPARTMENT: DPW – PUBLIC WORKS

SUMMARY OF 5-YEAR HISTORICAL & PROPOSED BUDGET YEAR EXPENDITURES AND FTE AUTHORITY:

	FY 2018-19 Budget	FY 2019-20 Budget	FY 2020-21 Budget	FY 2021-22 Budget	FY 2022-23 Proposed
Public Works	374,137,829	386,726,519	351,913,006	357,507,348	288,499,423
FTE Count	1,057.38	1,070.99	1,063.07	1,049.89	551.30

The Department’s budget decreased by \$85,638,406 or 22.9% from the adopted budget in FY 2018-19 to the proposed budget in FY 2022-23. The Department’s FTE count decreased by 506.08 or 47.9% from the adopted budget in FY 2018-19 to the proposed budget in FY 2022-23.

FY 2022-23

The Department’s proposed FY 2022-23 budget has decreased by \$69,007,925 largely due to the movement of the Department’s street environment services and City facility maintenance to the newly established Department of Sanitation and Streets, which was created with the passage of Proposition B in November 2020. The proposed FY 2022-23 budget continues to fund the Department’s work on designing, building, and maintaining City infrastructure, including the Shared Spaces Program, major streetscape projects, and street resurfacing programs.

FY 2023-24

The Department’s proposed FY 2023-24 budget has decreased by \$88,951,574 largely due to the continued shift of street environment services and City facility maintenance projects and staff away from Public Works and into the new Department of Sanitation and Streets.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2022-23 AND FY 2023-24**

DEPARTMENT: DPW – PUBLIC WORKS

Recommendations

Year One: FY 2022-23

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$1,131,043 in FY 2022-23. Of the \$1,131,043 in recommended reductions, \$604,904 are ongoing savings and \$526,139 are one-time savings.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended encumbrances of \$412,180, for total General Fund savings of \$508,073.

Our policy recommendations total \$263,770 in FY 2022-23, all of which are ongoing.

Year Two: FY 2023-24

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$916,791 in FY 2023-24. Of the \$916,791 in recommended reductions, \$790,564 are ongoing savings and \$126,227 are one-time savings.

Our policy recommendations total \$338,411 in FY 2022-23, all of which are ongoing.

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2022-23 and FY 2023-24 Two-Year Budget**

DPW - Public Works

Rec #	Account Title	FY 2022-23						FY 2023-24					
		FTE		Amount		GF	1T	FTE		Amount		GF	1T
		From	To	From	To			From	To	From	To		
	DPW Operations												
DPW-1	Professional & Specialized Svcs		\$698,000	\$617,297	\$80,703	x	x					\$0	
	Reduce proposed Professional & Specialized Services budget by \$80,703 to reflect actual need.												
	DPW Administration												
DPW-2	Systems Consulting Services		\$395,000	\$365,000	\$30,000		x					\$0	
	Reduce proposed Systems Consulting Services budget by \$30,000 due to projected underspending in this account in FY 2021-22.												
	Other Current Expenses		\$1,000,000	\$900,000	\$100,000		x					\$0	
	Reduce proposed budget due to projected underspending in this account in FY 2021-22. Funding is intended for increased costs related to Prop B (creation of Department of Sanitation and Streets), but full implementation of Prop B is not expected until October 2022, so the proposed amount is not justified.												
	Materials & Supplies		\$183,988	\$133,988	\$50,000		x					\$0	
DPW-4	Reduce Materials & Supplies budget due to projected underspending in this account in FY 2021-22.												
	Professional & Specialized Svcs		\$352,000	\$252,000	\$100,000		x					\$0	
DPW-5	Reduce to reflect actual need. The Department has underspent in this account in FY 2021-22.												

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2022-23 and FY 2023-24 Two-Year Budget**

DPW - Public Works

Rec #	Account Title	FY 2022-23				FY 2023-24								
		FTE		Amount		FTE		Amount						
		From	To	From	To	From	To	From	To					

Policy Recommendations

Rec #	Account Title	FY 2022-23				FY 2023-24								
		FTE		Amount		FTE		Amount						
		From	To	From	To	From	To	From	To					

Rec #	Account Title	FY 2022-23				FY 2023-24								
		FTE		Amount		FTE		Amount						
		From	To	From	To	From	To	From	To					

DPW Infrastructure

6231 Senior Street Inspector	2.37	1.58	\$288,498	\$192,332	\$96,166	x	3.00	2.00	\$379,101	\$252,734	\$126,367	x
Mandatory Fringe Benefits			\$117,561	\$78,375	\$39,186	x			\$141,819	\$94,546	\$47,273	x
6230 Street Inspector	3.16	3.16	\$332,448	\$332,448	\$0	x	4.00	4.00	\$436,856	\$436,856	\$0	x
Mandatory Fringe Benefits			\$142,448	\$142,448	\$0	x			\$172,976	\$172,976	\$0	x
1823 Senior Administrative Analyst	0.79	0.79	\$106,004	\$106,004	\$0	x	1.00	1.00	\$139,296	\$139,296	\$0	x
Mandatory Fringe Benefits			\$41,361	\$41,361	\$0	x			\$49,638	\$49,638	\$0	x
1822 Administrative Analyst	0.79	0.00	\$90,966	\$0	\$90,966	x	1.00	0.00	\$119,534	\$0	\$119,534	x
Mandatory Fringe Benefits			\$37,452	\$0	\$37,452	x			\$45,237	\$0.00	\$45,237	x
			<i>Total Savings</i>	<i>\$263,770</i>					<i>Total Savings</i>	<i>\$338,411</i>		

The proposed budget includes numerous new positions as part of the Enhanced Sidewalk and Street Enforcement Initiative (Shared Spaces & Illegal Vending). The proposed budget includes 3 new 6231 Senior Street Inspectors, 4 new 6230 Street Inspectors, one new 1823 Senior Administrative Analyst, and one new 1822 Administrative Analyst.

The Enhanced Sidewalk and Street Enforcement Initiative is the combination of two new programs, one which has already been implemented and one which will be implemented in FY 2022-23. **Shared Spaces** is a Mayoral mandate that allows businesses to use parts of the public right of way as a means to support business activities during the pandemic. This includes the creation of outdoor dining on sidewalks, in parking spaces, etc. The program is becoming permanent and the Department anticipates reviewing 2,000 applications annually for the program, including checking for compliance with safety and accessibility requirements. The **Illegal Vending program** is a new program that will require the Department to regulate vending activities, issue citations, and conduct outreach to vendors.

The Budget and Legislative Analyst considers approval of these items to be a policy matter for the Board of Supervisors to consider due to the significant, ongoing financial commitment they present. The Board could consider: (1) funding the program entirely as proposed by the Mayor; (2) deleting all funding for the program for estimated savings of \$1.16 million in FY 2022-23; or (3) funding a portion of the program, such as reducing the number of 6231 Senior Street Inspector positions and/or eliminating one of the two administrative analyst positions as shown above.

Deletion of 0.79 6231 Senior Street Inspectors would return the ratio of 6231 Senior Street Inspectors to 6230 Junior Street Inspectors to 2-to-1 (the current year ratio) and result in savings of \$135,353 in salary and mandatory fringe benefit costs in FY 2022-23 and an annualized savings of \$173,640 starting in FY 2023-24. Deletion of 0.79 FTE 1822 Administrative Analyst would still allow the Street Use and Mapping Section to add one 1823 Senior Administrative Analyst position and result in savings of \$128,418 in salary and mandatory fringe benefit costs in FY 2022-23 and an annualized savings of \$164,771 starting in FY 2023-24.

Ongoing savings if the Board of Supervisors denies 0.79 FTE new 6231 Senior Street Inspector and 0.79 FTE new 1822 Administrative Analyst in FY 2022-23.

DPW-13

Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2022-23 and FY 2023-24 Two-Year Budget

DPW - Public Works

Rec #	Account Title	FY 2022-23						FY 2023-24							
		FTE		Amount		GF	1T	Savings		FTE		Amount		GF	1T
		From	To	From	To			From	To	From	To				

FY 2022-23

Total Policy Recommendations

	One-Time	Ongoing	Total
General Fund	\$0	\$263,770	\$263,770
Non-General Fund	\$0	\$0	\$0
Total	\$0	\$263,770	\$263,770

FY 2023-24

Total Policy Recommendations

	One-Time	Ongoing	Total
General Fund	\$0	\$338,411	\$338,411
Non-General Fund	\$0	\$0	\$0
Total	\$0	\$338,411	\$338,411

DPW - Public Works

Purchase Order Number	Year	Dept Code	Fund	Supplier	Name	Project	Balance
445128	2020	207956	10000	43503	HONEY BUCKET	10033788	\$17,467
444279	2020	207954	13920	25186	ARC DOCUMENT SOLUTIONS LLC	10029981	\$21,700
284476	2019	232636	13920	12107	ROBERT HALF INTERNATIONAL INC	10029981	\$36,975
326502	2020	232636	13920	3063	TELAMON ENGINEERING CONSULTANTS INC	10029981	\$13,775
213003	2018	229908	13920	14186	NORCAL PARTS LLC DBA LODI TRUCK & EQU	10031272	\$197,879
322391	2019	229787	10020	3017	W WONG CONSTRUCTION CO INC	10034351	\$110,604
322391	2019	229787	10020	3017	W WONG CONSTRUCTION CO INC	10034351	\$13,779
Total							\$412,180

YEAR ONE: FY 2022-23

Budget Changes

The Department’s proposed \$158,192,830 budget for FY 2022-23 is the first-year budget for the new Department.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2022-23 are 582.37 FTEs.

Revenue Changes

The Department's revenues in FY 2022-23 are \$75,861,394.

YEAR TWO: FY 2023-24

Budget Changes

The Department’s proposed \$213,716,941 budget for FY 2023-24 is \$55,524,111 or 35.1% more than the Mayor’s proposed FY 2022-23 budget of \$158,192,830.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2023-24 are 771.77 FTEs, which are 189.40 FTEs more than the 582.37 FTEs in the Mayor’s proposed FY 2022-23 budget. This represents a 32.5% increase in FTEs from the Mayor’s proposed FY 2022-23 budget.

Revenue Changes

The Department's revenues of \$102,403,662 in FY 2023-24 are \$26,542,268 or 35% more than FY 2022-23 estimated revenues of \$75,861,394.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2022-23 AND FY 2023-24**

DEPARTMENT: SAS – SANITATION AND STREETS

SUMMARY OF 5-YEAR HISTORICAL & PROPOSED BUDGET YEAR EXPENDITURES AND FTE AUTHORITY:

	FY 2018-19 Budget	FY 2019-20 Budget	FY 2020-21 Budget	FY 2021-22 Budget	FY 2022-23 Proposed
Streets and Sanitation	0	0	0	0	158,192,830
FTE Count	0	0	0	0	582.37

The Department’s total first-year budget in FY 2022-23 is \$158,192,830. The Department’s first-year FTE count is 582.37 in FY 2022-23. The functions of this department were previously carried out by the Department of Public Works.

FY 2022-23

The Department’s proposed FY 2022-23 budget of \$158,192,830 includes funding for building and street repair services, urban forestry services, street environmental services, and an oversight commission. The budget also provides full funding for the administrative, IT, HR, and finance costs associated with the new department as well as funding for the Enhanced Tenderloin Cleaning Initiative, which will add a work crew for street and sidewalk cleaning exclusively dedicated to the Tenderloin area.

FY 2023-24

The Department’s proposed FY 2023-24 budget has increased by \$55,524,111 largely due to continued movement of programs and services from the Department of Public Works to the new Department of Sanitation and Streets.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2022-23 AND FY 2023-24**

DEPARTMENT: SAS – SANITATION AND STREETS

RECOMMENDATIONS

Year One: FY 2022-23

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$317,181 in FY 2022-23. All of the \$317,181 in recommended reductions are one-time savings.

Our policy recommendations total \$406,186 in FY 2022-23, \$221,282 of which are one-time and \$184,904 of which are ongoing.

Year Two: FY 2023-24

Our policy recommendations total \$249,916 in FY 2022-23, all of which are ongoing.

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2022-23 and FY 2023-24 Two-Year Budget**

SAS - Sanitation and Streets

Rec #	Account Title	FY 2022-23						FY 2023-24					
		FTE		Amount		GF	1T	Savings		Amount		GF	1T
		From	To	From	To			From	To	From	To		
SAS-1	SAS Building Repair (BBR)			\$111,553	\$61,553			\$50,000					
	Temporary Salaries					x	x						\$0
	Mandatory Fringe Benefits			\$9,761	\$9,761			\$0					\$0
				<i>Total Savings</i>	<i>\$50,000</i>								<i>\$0</i>
		Reduce proposed increase to Temporary Salaries and associated mandatory fringe benefits by \$50,000. DPW Operations underspent in this account in FY 2021-22, and given the number of new employees proposed in this budget, the Department should have less reliance on temporary salaries.											
		One-time savings.											
SAS-2	SAS Sanitation and Streets Commission												
	1842 Management Assistant	1.00	0.90	\$106,584	\$95,926			\$10,658					\$0
	Mandatory Fringe Benefits			\$45,314	\$40,783			\$4,531					\$0
				<i>Total Savings</i>	<i>\$15,190</i>								<i>\$0</i>
		Amend request for an Interim Exception for 1842 Management Assistant for the SAS Commission to reflect a start date in August. Hiring is in process and Department agrees that anticipated start date will be after July 1.											
		One-time savings.											
SAS-3	0922 Manager I	1.00	0.90	\$156,635	\$140,972			\$15,664					\$0
	Mandatory Fringe Benefits			\$63,272	\$56,945			\$6,327					\$0
				<i>Total Savings</i>	<i>\$21,991</i>								<i>\$0</i>
		Amend request for an Interim Exception for 0922 Manager I for SAS Commission to reflect a start date in August. Hiring is in process and Department agrees that anticipated start date will be after July 1.											
		One-time savings.											

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2022-23 and FY 2023-24 Two-Year Budget**

SAS - Sanitation and Streets

Rec #	Account Title	FY 2022-23				FY 2023-24							
		FTE		Amount		FTE		Amount					
		From	To	From	To	From	To	From	To				
	SAS Administration			\$517,000	\$317,000								
	Other Current Expenses							\$200,000					\$0
SAS-4		Reduce one-time budgeted amount for SAS Admin Director's Office by \$200,000 to reflect historical expenditures and insufficient justification for an increase. Existing DPW Operations did not spend any of these funds in FY 2021-22.											
	Prof & Specialized Services			\$104,573	\$74,573			\$30,000					\$0
SAS-5		Reduce one-time budgeted amount for SAS Admin Director's Office by \$30,000 to reflect actual need. Existing DPW Operations underspent these funds in FY 2021-22. Department says funds are for activities related to the creation of the new department but does not yet have a vendor identified for the activities.											

FY 2022-23

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund	\$317,181	\$0
Non-General Fund	\$0	\$0
Total	\$317,181	\$0

FY 2023-24

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund	\$0	\$0
Non-General Fund	\$0	\$0
Total	\$0	\$0

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2022-23 and FY 2023-24 Two-Year Budget**

SAS - Sanitation and Streets

Rec #	Account Title	FY 2022-23				FY 2023-24			
		FTE		Amount		FTE		Amount	
		From	To	From	To	From	To	From	To

Policy Recommendations

Rec #	Account Title	FTE	From	To	Savings	GF	IT	FY 2022-23		FY 2023-24		Savings	GF	IT
								Amount		Amount				
								From	To	From	To			
	SAS Street Environmental Services (SES)													
	Equipment Purchase (5) F150 Trucks		\$251,330	\$150,798	\$100,532	x	x					\$0	x	x
	Equipment Purchase Packer Truck		\$349,370	\$349,370	\$0	x	x					\$0	x	x
	Equipment Purchase Flatbed Truck		\$156,349	\$156,349	\$0	x	x					\$0	x	x
	Equipment Purchase (2) Steamer Trucks		\$241,500	\$120,750	\$120,750	x	x					\$0	x	x
	Equipment Purchase Flusher Truck		\$347,200	\$347,200	\$0	x	x					\$0	x	x
	Materials & Supplies for Cleaning		\$225,000	\$225,000	\$0	x	x					\$0	x	x
	7514 General Laborer	5.25	\$441,917	\$315,655	\$126,262	x		7.00	5.00			\$993,750	\$993,750	\$174,424
	Mandatory Fringe Benefits		\$205,247	\$146,605	\$58,642	x						\$264,222	\$188,730	\$75,492
	7215 General Laborer Supervisor I	0.75	\$71,279	\$71,279	\$0	x		1.00	1.00			\$98,469	\$98,469	\$0
	Mandatory Fringe Benefits		\$31,550	\$31,550	\$0	x						\$40,395	\$40,395	\$0
	9916 Public Service Aide - Public Works	7.11	\$454,122	\$454,122	\$0	x		9.00	9.00			\$605,044	\$605,044	\$0
	Mandatory Fringe Benefits		\$81,028	\$81,028	\$0	x						\$111,936	\$111,936	\$0
	7355 Truck Driver	0.75	\$35,970	\$35,970	\$0	x		1.00	1.00			\$46,070	\$46,070	\$0
	Mandatory Fringe Benefits		\$35,970	\$35,970	\$0	x						\$46,070	\$46,070	\$0
			<i>Total Savings</i>	<i>\$406,186</i>								<i>Total Savings</i>	<i>\$249,916</i>	

The Tenderloin Enhanced Cleaning Initiative is a proposed effort to target new resources at regular cleaning operations in the Tenderloin. The initiative funds many new positions including seven 7514 General Laborers, one 7215 General Labor Supervisor I, nine 9916 Public Service Aides, and one 7355 Truck Driver. The initiative also funds several new pieces of equipment, including five new Ford F150 trucks, one new Packer truck, one new Flatbed truck, two new Steamer trucks, and one new Flusher truck. Additionally, the initiative includes funding for cleaning-related supplies and department overhead.

The Budget and Legislative Analyst considers these budget requests to be a policy matter for the Board of Supervisors to consider given the significant, ongoing investment they represent on top of the considerable City resources already invested in street cleaning. As reported by the BLA in 2018, in FY 2016-17, the City spent \$40.46 per capita on street cleaning vs. a median of \$8.76 for the 11 other large U.S. cities surveyed. The Board could consider one of several policy options. The Board could: (1) fully fund the initiative as proposed by the Mayor; (2) delete funding for the initiative for savings of \$3,895,475 in FY 2022-23 and annualized savings of \$4,041,514 starting in FY 2023-24; or (3) partially fund the initiative, as shown above. If the Board chooses to partially fund the initiative, it could consider reducing the number of F150 trucks from five to three, reducing the number of Steamer trucks from two to one, and reducing the number of new 7514 General Laborers from seven to five for total savings of \$406,186 in FY 2022-23 and annualized savings of \$249,916 starting in FY 2023-24. These reductions would still allow the Department to launch the initiative, measure its impact, and determine future needs in subsequent budget cycles.

Ongoing savings

SAS-6

Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2022-23 and FY 2023-24 Two-Year Budget

SAS - Sanitation and Streets

Rec #	Account Title	FY 2022-23				FY 2023-24														
		FTE		Amount		FTE		Amount												
		From	To	From	To	From	To	From	To											

FY 2022-23

Total Policy Recommendations			
	One-Time	Ongoing	Total
General Fund	\$221,282	\$184,904	\$406,186
Non-General Fund	\$0	\$0	\$0
Total	\$221,282	\$184,904	\$406,186

FY 2023-24

Total Policy Recommendations			
	One-Time	Ongoing	Total
General Fund	\$0	\$249,916	\$249,916
Non-General Fund	\$0	\$0	\$0
Total	\$0	\$249,916	\$249,916

YEAR ONE: FY 2022-23

Budget Changes

The Department’s proposed \$215,283,882 budget for FY 2022-23 is \$52,231,930 or 19.5% less than the original FY 2021-22 budget of \$267,515,812.

Personnel Changes

The number of full-time equivalent (FTE) positions budgeted for FY 2022-23 are 81.57 FTEs, which are 0.46 FTEs more than the 81.11 FTEs in the original FY 2021-22 budget. This represents a 0.6% increase in FTEs from the original FY 2021-22 budget.

Revenue Changes

The Department’s revenues of \$65,867,809 in FY 2022-23 are \$9,114,082 or 16.1% more than FY 2021-22 revenues of \$56,753,727.

YEAR TWO: FY 2023-24

Budget Changes

The Department’s proposed \$174,987,487 budget for FY 2023-24 is \$40,296,395 or 18.7% less than the Mayor’s proposed FY 2022-23 budget of \$215,283,882.

Personnel Changes

The number of full-time equivalent (FTE) positions budgeted for FY 2023-24 are 83.03 FTEs, which are 1.46 FTEs more than the 81.57 FTEs in the Mayor’s proposed FY 2022-23 budget. This represents a 1.8% increase in FTEs from the Mayor’s proposed FY 2022-23 budget.

Revenue Changes

The Department’s revenues of \$53,496,826 in FY 2023-24 are \$12,370,983 or 18.8% less than FY 2022-23 estimated revenues of \$65,867,809.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2022-23 AND FY 2023-24**

DEPARTMENT: MYR – MAYOR

SUMMARY OF 5-YEAR HISTORICAL & PROPOSED BUDGET YEAR EXPENDITURES AND FTE AUTHORITY:

	FY 2018-19 Budget	FY 2019-20 Budget	FY 2020-21 Budget	FY 2021-22 Budget	FY 2022-23 Proposed
Mayor	\$161,258,202	\$326,783,206	\$206,307,156	\$267,515,812	\$215,283,882
FTE Count	63.09	77.89	76.06	81.11	81.57

The Department’s budget increased by \$54,025,680 or 33.5% from the adopted budget in FY 2018-19 to the proposed budget in FY 2022-23. The Department’s FTE count increased by 18.48 or 29.3% from the adopted budget in FY 2018-19 to the proposed budget in FY 2022-23.

FY 2022-23

The Department’s proposed FY 2022-23 budget has decreased by \$52,231,930 largely due to the expiration of one-time investments made in FY 2021-22, including grants to community-based organizations for FY 2021-22 rent relief as well as loans issued by the City. These decreases are partially offset by increases in funding for new and ongoing affordable housing projects, including the Sunnydale HOPE SF redevelopment project, emergency repairs and capital improvements at affordable housing projects, additional grants to community-based organizations, as well as new positions to support the operations of the Mayor’s Office of Housing and Community Development (MOHCD).

FY 2023-24

The Department’s proposed FY 2023-24 budget has decreased by \$40,296,395 largely due to the expiration of one-time investments made in FY 2022-23.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2022-23 AND FY 2023-24**

DEPARTMENT: MYR – MAYOR

RECOMMENDATIONS

YEAR ONE: FY 2022-23

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$665,000 in FY 2022-23. Of the \$665,000 in recommended reductions, \$415,000 are ongoing savings and \$250,000 are one-time savings.

In addition, the Budget and Legislative Analyst recommends reductions to the current year FY 2021-22 budget totaling \$575,000, as well as closing out prior year unexpended encumbrances of \$30,265, for total General Fund savings of \$1,270,265.

YEAR TWO: FY 2023-24

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$215,000 in FY 2023-24. Of the \$215,000 in recommended reductions, all are ongoing savings.

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2022-23 and FY 2023-24 Two-Year Budget**

MYR - Mayor

Rec #	Account Title	FY 2022-23						FY 2023-24						
		FTE		Amount		Savings	GF 1T	FTE		Amount		Savings	GF 1T	
		From	To	From	To			From	To	From	To			
	Office of the Mayor			\$45,000	\$30,000	\$15,000	X			\$45,000	\$30,000	\$15,000	X	
MYR-1	Prof & Specialized Svcs													
				Reduce budgeted amount for professional and specialized services in Administration. The Department has consistently underspent on non-personnel services and carried forward an annual surplus in FY 2019-20, FY 2020-21, and FY 2021-22 in Administration.										
	Attrition Savings			(\$278,919)	(\$349,305)	\$70,386	X							
	Mandatory Fringe Benefits			(\$117,352)	(\$146,966)	\$29,614	X							
				<i>Total Savings</i> \$100,000										
MYR-2				Increase attrition savings due to consistent underspending on salaries and fringe benefits in the Mayor's Office, which had salary savings in this fund at the end of FY 2019-20, FY 2020-21, and projected in FY 2021-22. This proposed reduction increases attrition savings to match the Mayor's Office anticipated spending on salaries and benefits in FY 2022-23.										
				<i>Total Savings</i> \$0										
				One-time savings.										
				Housing & Community Development										
	Programmatic Projects			\$1,308,089	\$1,158,089	\$150,000	X							
MYR-3				Reduce the proposed programmatic projects budget for the HOPE SF program to account for current vacancy levels. This funding primarily pays for program staff salaries, and the Department consistently underspends the HOPE SF budget due to vacancies and carries forward surplus unspent funds from prior fiscal years. Of the nine HOPE SF positions paid for with this funding, the Mayor's Office reports that five are currently vacant.										
				<i>Total Savings</i> \$400,000										
				One-time savings.										
				Ongoing savings.										
				Programmatic Projects										
				\$1,200,000	\$800,000	\$400,000	X			\$1,000,000	\$800,000	\$200,000	X	
MYR-4				Reduce the proposed programmatic projects budget for San Francisco Housing Authority (SFHA) support. The proposed FY 2022-23 budget increases the budget for SFHA support by \$224,170, from \$1,835,737 in FY 2021-22 to \$2,059,907 in FY 2022-23 across temporary salaries, fringe benefits, and programmatic projects. However, the Department consistently underspends the SFHA budget and carries forward surplus unspent funds from prior fiscal years. This proposed reduction to the programmatic projects budget would still allow for an overall SFHA budget of approximately \$1.66 million.										
				Ongoing savings.										

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2022-23 and FY 2023-24 Two-Year Budget**

MYR - Mayor

Rec #	Account Title	FY 2022-23						FY 2023-24							
		FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
		From	To	From	To				From	To	From	To			

FY 2022-23

Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	\$250,000	\$415,000	\$665,000
Non-General Fund	\$0	\$0	\$0
Total	\$250,000	\$415,000	\$665,000

FY 2023-24

Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	\$0	\$215,000	\$215,000
Non-General Fund	\$0	\$0	\$0
Total	\$0	\$215,000	\$215,000

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2022-23 and FY 2023-24 Two-Year Budget**

MYR - Mayor

Current-Year Reductions

		Housing & Community Development				Total Savings				
MYR-5	Community Based Org Svcs	\$250,000	\$0	\$250,000	X	X				
	Community Based Org Svcs	\$320,565	\$249,565	\$71,000	X	X				
	Community Based Org Svcs	\$1,311,719	\$1,057,719	\$254,000	X	X				
		<i>Total Savings</i>		\$575,000						\$0
		Reduce the current-year budget in the Mayor's Office of Housing and Community Development for community-based organization services for one-time savings.								
		One-time savings.								

FY 2022-23

Total Current-Year Recommendations		
One-Time	Ongoing	Total
General Fund	\$0	\$575,000
Non-General Fund	\$0	\$0
Total	\$0	\$575,000

FY 2023-24

Total Current-Year Recommendations		
One-Time	Ongoing	Total
General Fund	\$0	\$0
Non-General Fund	\$0	\$0
Total	\$0	\$0

MYR - Mayor

Purchase Order Number	Year	Dept Code	Fund	Supplier	Name	Project	Balance
44442	2016	232065	10010	11535	SAN FRANCISCO PARKS ALLIANCE	10023915	\$26,539
440860	2020	232055	10000	12182	RICOH USA INC	10001887	\$1,085
237040	2018	232055	10000	10525	STAPLES BUSINESS ADVANTAGE	10001887	\$914
440826	2020	232055	10000	19209	GRM INFORMATION MANAGEMENT SERVIC	10001887	\$851
440817	2020	232055	10000	11040	SHRED WORKS	10001887	\$451
458162	2020	232055	10000	12182	RICOH USA INC	10001887	\$179
460008	2020	232055	10000	10525	STAPLES BUSINESS ADVANTAGE	10001887	\$174
237040	2018	232055	10000	10525	STAPLES BUSINESS ADVANTAGE	10001887	\$54
385031	2019	232055	10020	24929	ATTHOWE FINE ARTS SERVICES	10023951	\$18
Total							\$30,265

YEAR ONE: FY 2022-23

Budget Changes

The Department’s proposed \$23,491,278 budget for FY 2022-23 is \$7,180,719 or 23.4% less than the original FY 2021-22 budget of \$30,671,997.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2022-23 are 58.48 FTEs, which are 21.47 FTEs less than the 79.95 FTEs in the original FY 2021-22 budget. This represents a 26.9% decrease in FTEs from the original FY 2021-22 budget.

Revenue Changes

The Department's revenues of \$589,291 in FY 2022-23 are \$4,166,181 or 87.6% less than FY 2021-22 revenues of \$4,755,472.

YEAR TWO: FY 2023-24

Budget Changes

The Department’s proposed \$30,853,985 budget for FY 2023-24 is \$7,362,707 or 31.3% more than the Mayor’s proposed FY 2022-23 budget of \$23,491,278.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2023-24 are 76.61 FTEs, which are 18.13 FTEs more than the 58.48 FTEs in the Mayor’s proposed FY 2022-23 budget. This represents a 31.0% increase in FTEs from the Mayor’s proposed FY 2022-23 budget.

Revenue Changes

The Department's revenues of \$153,653 in FY 2023-24 are \$435,638 or 73.9% less than FY 2022-23 estimated revenues of \$589,291.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2022-23 AND FY 2023-24**

DEPARTMENT: REG – ELECTIONS

SUMMARY OF 5-YEAR HISTORICAL & PROPOSED BUDGET YEAR EXPENDITURES AND FTE AUTHORITY:

	FY 2018-19 Budget	FY 2019-20 Budget	FY 2020-21 Budget	FY 2021-22 Budget	FY 2022-23 Proposed
Elections	19,280,746	26,681,119	24,388,329	30,671,997	23,491,278
FTE Count	49.04	75.97	61.20	79.95	58.48

The Department’s budget increased by \$4,210,532 or 21.8% from the adopted budget in FY 2018-19 to the proposed budget in FY 2022-23. The Department’s FTE count increased by 9.44 or 19.2% from the adopted budget in FY 2018-19 to the proposed budget in FY 2022-23.

FY 2022-23

The Department’s proposed FY 2022-23 budget has decreased by \$7,180,719 largely due to the city holding one election in FY 2022-23, compared to originally budgeting for two elections in FY 2021-22. This decrease is largely reflected in decreases to non-personnel services and salaries

FY 2023-24

The Department’s proposed FY 2023-24 budget has increased by \$7,362,707 largely due to the city holding two elections in FY 2023-24 compared to one election in FY 2022-23. This increase is largely reflected in increases to non-personnel services, salaries, and services of other departments.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2022-23 AND FY 2023-24**

DEPARTMENT: REG – ELECTIONS

RECOMMENDATIONS

YEAR ONE: FY 2022-23

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$185,000 in FY 2022-23. All \$185,000 in recommended reductions are one-time savings.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended encumbrances of \$208,974, for total General Fund savings of \$393,974.

YEAR TWO: FY 2023-24

The Budget and Legislative Analyst has no recommended reductions to the proposed budget in FY 2023-24.

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2022-23 and FY 2023-24 Two-Year Budget**

Rec #	Account Title	FY 2022-23						FY 2023-24					
		FTE		Amount		Savings	GF 1T	FTE		Amount		Savings	GF 1T
		From	To	From	To			From	To	From	To		
	REG Elections Services												
	Postage		\$1,455,605	\$1,305,605	\$150,000	X	X					\$0	
REG-1	Reduce Postage to reflect only one election that is scheduled in FY 2022-23, compared to the two elections that had originally been scheduled in FY 2021-22. Postage is mostly used for election-related mailings, such as ballots and voter pamphlets. This reduction still allows for an increase of \$30,624 in Postage in FY 2022-23.												
	Training Cost Paid to Vendors		\$100,000	\$75,000	\$25,000	X	X					\$0	
REG-2	Reduce Training budget to reflect a more realistic expenditure amount in FY 2022-23. The Department started a new Staff Training Initiative in FY 2021-22, but has not expended any of the \$75,000 that had been budgeted due to the four elections held in this fiscal year. A training vendor has not been selected yet and the trainings have not been scheduled. This reduction will still allow for sufficient funding to ramp up the program, and for the program to continue into FY 2023-24.												
	9993 Attrition Savings		(\$284,084)	(\$291,122)	\$7,038	X	X					\$0	
	Mandatory Fringe Benefits		(\$119,529)	(\$122,491)	\$2,962	X	X					\$0	
			<i>Total Savings</i>		\$10,000							\$0	
REG-3	Increase Attrition Savings due to historic underspending in salaries and benefits. The Department is projecting to underspend its FY 2021-22 salaries and benefits budget by approximately \$2.8 million. The Department will hire hundreds of temporary employees for the November 2022 budget and a reasonable level of attrition is expected.												

FY 2022-23

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund	\$0	\$185,000
Non-General Fund	\$0	\$0
Total	\$0	\$185,000

FY 2023-24

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund	\$0	\$0
Non-General Fund	\$0	\$0
Total	\$0	\$0

REG - Elections

Purchase Order Number	Year	Dept Code	Fund	Supplier	Name	Project	Balance
462336	2020	232302	10000	21349	DIRECT MAIL CENTER	10026787	\$32,962
454623	2020	232302	10000	21349	DIRECT MAIL CENTER	10026787	\$32,862
452924	2020	232302	10000	37915	California Printing Consultants	10026787	\$31,411
481070	2020	232302	10000	26516	A B C SECURITY SERVICE	10026787	\$22,613
464764	2020	232302	10000	18466	IMPARK	10026787	\$13,500
471765	2020	232302	10000	22744	CIVIC CENTER PLAZA GARAGE	10026787	\$10,000
473600	2020	232302	10000	22744	CIVIC CENTER PLAZA GARAGE	10026787	\$9,931
458115	2020	232302	10000	8952	UNITED SITE SERVICES OF CALIFORNIA INC	10026787	\$6,796
450295	2020	232302	10000	18466	IMPARK	10026787	\$6,088
456072	2020	232302	10000	10525	STAPLES BUSINESS ADVANTAGE	10026787	\$5,013
454005	2020	232302	10000	21026	EAST BAY CLARKLIFT DBA CROMER EQUIPM	10026787	\$4,394
460162	2020	232302	10000	22744	CIVIC CENTER PLAZA GARAGE	10026787	\$4,382
456094	2020	232302	10000	26079	AGURTO CORPORATION DBA PESTEC	10026787	\$3,839
487467	2020	232302	10000	45058	UNIVISION RADIO SAN FRANCISCO INC	10026787	\$3,423
464764	2020	232302	10000	18466	IMPARK	10026787	\$3,375
472506	2020	232302	10000	8956	UNITED RENTALS (NORTH AMERICA)INC	10026787	\$3,255
458615	2020	232302	10000	23145	CENTER HARDWARE CO INC	10026787	\$2,741
440886	2020	232302	10000	20623	ENTERPRISE RENT-A-CAR COMPANY OF SF L	10026787	\$2,602
477735	2020	232302	10000	21899	DAILY JOURNAL CORPORATION	10026787	\$2,541
454005	2020	232302	10000	21026	EAST BAY CLARKLIFT DBA CROMER EQUIPM	10026787	\$2,514
464765	2020	232302	10000	23145	CENTER HARDWARE CO INC	10026787	\$2,377
460908	2020	232302	10000	23145	CENTER HARDWARE CO INC	10026787	\$2,357
Total							\$208,974

YEAR ONE: FY 2022-23

Budget Changes

The Department’s proposed \$52,836,372 budget for FY 2022-23 is \$9,862,669 or 23.0% more than the original FY 2021-22 budget of \$42,973,703.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2022-23 are 174.81 FTEs, which are 1.44 FTEs less than the 176.25 FTEs in the original FY 2021-22 budget. This represents a 0.8% decrease in FTEs from the original FY 2021-22 budget.

Revenue Changes

The Department's revenues of \$21,568,133 in FY 2022-23 are \$9,188,724 or 74.2% more than FY 2021-22 revenues of \$12,379,409.

YEAR TWO: FY 2023-24

Budget Changes

The Department’s proposed \$48,248,569 budget for FY 2023-24 is \$4,587,803 or 8.7% less than the Mayor’s proposed FY 2022-23 budget of \$52,836,372.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2023-24 are 175.26 FTEs, which are 0.45 FTEs more than the 174.81 FTEs in the Mayor’s proposed FY 2022-23 budget. This represents a 0.3% increase in FTEs from the Mayor’s proposed FY 2022-23 budget.

Revenue Changes

The Department's revenues of \$16,549,511 in FY 2023-24 are \$5,018,622 or 23.3% less than FY 2022-23 estimated revenues of \$21,568,133.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2022-23 AND FY 2023-24**

DEPARTMENT: JUV – JUVENILE PROBATION

SUMMARY OF 5-YEAR HISTORICAL & PROPOSED BUDGET YEAR EXPENDITURES AND FTE AUTHORITY:

	FY 2018-19 Budget	FY 2019-20 Budget	FY 2020-21 Budget	FY 2021-22 Budget	FY 2022-23 Proposed
Juvenile Probation	41,104,372	42,840,786	41,284,225	42,973,703	52,836,372
FTE Count	218.24	212.68	183.61	176.25	174.81

The Department’s budget increased by \$11,732,000 or 28.5% from the adopted budget in FY 2018-19 to the proposed budget in FY 2022-23. The Department’s FTE count decreased by 43.43 or 19.9% from the adopted budget in FY 2018-19 to the proposed budget in FY 2022-23.

FY 2022-23

The Department’s proposed FY 2022-23 budget has increased by \$9,862,669 largely due to an increase in state funding for the Youthful Offender Block Grant (YOBG) and Juvenile Justice Realignment Block Grant (JIRBG). This is largely reflected in increases to services of other departments, capital outlay, programmatic projects, and salaries.

FY 2023-24

The Department’s proposed FY 2023-24 budget has decreased by \$4,587,803 largely due to one-time state grant funding that will not continue in FY 2023-24. This is largely reflected in decreases to services of other departments and capital outlay and partially offset by increases to programmatic projects and salaries.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2022-23 AND FY 2023-24**

DEPARTMENT: JUV – JUVENILE PROBATION

RECOMMENDATIONS

YEAR ONE: FY 2022-23

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$346,188 in FY 2022-23. All \$346,188 in recommended reductions are ongoing savings. These reductions would still allow an increase of \$9,516,481 or 22.1% in the Department’s FY 2022-23 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended encumbrances of \$110,248, for total General Fund savings of \$456,745.

Our policy recommendations total \$316,620 in FY 2022-23, all of which are ongoing.

YEAR TWO: FY 2023-24

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$354,176 in FY 2023-24. All \$354,176 in recommended reductions are ongoing savings.

Our policy recommendations total \$324,164 in FY 2023-24, all of which are ongoing.

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2022-23 and FY 2023-24 Two-Year Budget**

JUV - Juvenile Probation

Rec #	Account Title	FY 2022-23						FY 2023-24							
		FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
		From	To	From	To				From	To	From	To			
	JUV Juvenile Hall														
	8322 Senior Counselor, Juvenile Hall	1.00	0.00	\$118,946	\$0	\$118,946	X		1.00	0.00	\$122,766	\$0	\$122,766	X	
	Mandatory Fringe Benefits			\$83,440	\$0	\$83,440	X				\$86,453	\$0	\$86,453	X	
	9993 Attrition Savings			(\$626,130)	(\$573,341)	(\$52,789)	X				(\$576,315)	(\$523,526)	(\$52,789)	X	
	Mandatory Fringe Benefits			(\$263,444)	(\$241,233)	(\$22,211)	X				(\$225,428)	(\$203,217)	(\$22,211)	X	
	<i>Total Savings</i>			\$127,386							Total Savings	\$134,219			
JUV-1	Eliminate vacant 1.00 FTE 8322 Senior Counselor, Juvenile Hall position. The Department has no plans to fill this position. Elimination of this position will still allow the Department to retain 8.00 FTE 8322 Senior Counselor, Juvenile Hall positions. Reduce Attrition Savings by \$75,000 to partially offset this reduction and provide the Department sufficient budgeted salaries and fringe benefits to meet operational needs.														
	Ongoing savings														
	JUV Probation Services														
	9708 Employment & Training Specialist	1.00	0.00	\$159,657	\$0	\$159,657			1.00	0.00	\$164,784	\$0	\$164,784		
	Mandatory Fringe Benefits			\$59,145	\$0	\$59,145					\$55,173	\$0	\$55,173		
	8444 Deputy Probation Officer	1.00	0.00	\$131,884	\$0	\$131,884	X		1.00	0.00	\$136,120	\$0	\$136,120	X	
	Mandatory Fringe Benefits			\$92,075	\$0	\$92,075	X				\$95,404	\$0	\$95,404	X	
	8444 Deputy Probation Officer	0.00	1.00	\$0	\$131,884	(\$131,884)			0.00	1.00	\$0	\$136,120	(\$136,120)		
	Mandatory Fringe Benefits			\$0	\$92,075	(\$92,075)					\$0	\$95,404	(\$95,404)		
JUV-2	<i>Total Savings</i>			\$218,802							Total Savings	\$219,957			
	Eliminate vacant 1.00 FTE 9708 Employment & Training Specialist VI. This position is grant funded and no longer needed by the Department. Move the funding source for 1.00 FTE 8444 Deputy Probation Officer position from the General Fund to grant funds.														
	Ongoing savings														

FY 2022-23

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund	\$0	\$351,345
Non-General Fund	\$0	(\$5,157)
Total	\$0	\$346,188

FY 2023-24

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund	\$0	\$365,743
Non-General Fund	\$0	(\$11,567)
Total	\$0	\$354,176

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2022-23 and FY 2023-24 Two-Year Budget**

JUV - Juvenile Probation

Rec #	Account Title	FY 2022-23						FY 2023-24							
		FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
		From	To	From	To				From	To					
	JUV Juvenile Hall														
	8562 Counselor, Juvenile Hall (SFERS)	1.00	0.00	\$91,861	\$0	\$91,861	X		1.00	0.00	\$94,811	\$0	\$94,811	X	
	Mandatory Fringe Benefits			\$35,152	\$0	\$35,152	X				\$33,306	\$0	\$33,306	X	
	8318 Counselor II	1.00	0.00	\$110,541	\$0	\$110,541	X		1.00	0.00	\$114,091	\$0	\$114,091	X	
	Mandatory Fringe Benefits			\$79,066	\$0	\$79,066	X				\$81,956	\$0	\$81,956	X	
				<i>Total Savings</i>	\$316,620					<i>Total Savings</i>	\$324,164				
JUV-3	Consider eliminating vacant 1.00 FTE 8562 Counselor, Juvenile Hall (SFERS) and 1.00 FTE 8318 Counselor II positions. Juvenile Hall currently has an average daily inmate population of approximately 15 youth, out of a capacity of 132, and fewer counselors are needed to serve this population. This reduction, along with the position in JUV-1 above, would still allow the Department to retain a total of 73.25 FTE Counselor positions across various classifications. This includes 16.00 FTE 8562 Counselor, Juvenile Hall (SFERS), and 5.00 FTE 8318 Counselor II positions, including three vacancies.	Ongoing savings													

FY 2022-23

Total Policy Recommendations		
One-Time	Ongoing	Total
General Fund	\$0	\$316,620
Non-General Fund	\$0	\$0
Total	\$0	\$316,620

FY 2023-24

Total Policy Recommendations		
One-Time	Ongoing	Total
General Fund	\$0	\$324,164
Non-General Fund	\$0	\$0
Total	\$0	\$324,164

JUV - Juvenile Probation

Purchase Order Number	Year	Dept Code	Fund	Supplier	Name	Project	Balance
204151	2018	232034	10000	12107	ROBERT HALF INTERNATIONAL INC	10001710	\$100,000
211595	2018	232040	10010	19315	GRAINGER	10016881	\$5,400
456732	2020	232034	13720	12375	REDWOOD TOXICOLOGY LABORATORY INC	10023405	\$4,848
Total							\$110,248

YEAR ONE: FY 2022-23

Budget Changes

The Department’s proposed \$2,999,143,114 budget for FY 2022-23 is \$177,961,123 or 6.3% more than the original FY 2021-22 budget of \$2,821,181,991.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2022-23 are 7,787.74 FTEs, which are 429.17 FTEs more than the 7,358.57 FTEs in the original FY 2021-22 budget. This represents a 5.8% increase in FTEs from the original FY 2021-22 budget.

Revenue Changes

The Department's revenues of \$2,049,161,671 in FY 2022-23 are \$66,621,617 or 3.4% more than FY 2021-22 revenues of \$1,982,540,054.

YEAR TWO: FY 2023-24

Budget Changes

The Department’s proposed \$2,995,427,496 budget for FY 2023-24 is \$3,715,618 or 0.1% less than the Mayor’s proposed FY 2022-23 budget of \$2,999,143,114.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2023-24 are 7,693.99 FTEs, which are 93.75 FTEs less than the 7,787.74 FTEs in the Mayor’s proposed FY 2022-23 budget. This represents a 1.2% decrease in FTEs from the Mayor’s proposed FY 2022-23 budget.

Revenue Changes

The Department's revenues of \$1,986,366,491 in FY 2023-24 are \$62,795,180 or 3.1% less than FY 2022-23 estimated revenues of \$2,049,161,671.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2022-23 AND FY 2023-24**

DEPARTMENT: DPH – DEPARTMENT OF PUBLIC HEALTH

SUMMARY OF 5-YEAR HISTORICAL & PROPOSED BUDGET YEAR EXPENDITURES AND FTE AUTHORITY:

	FY 2018-19 Budget	FY 2019-20 Budget	FY 2020-21 Budget	FY 2021-22 Budget	FY 2022-23 Proposed
Department of Public Health	\$2,369,898,228	\$2,427,029,042	\$2,775,782,429	\$2,821,181,991	2,999,143,114
FTE Count	6,866.17	6,886.00	7,161.30	7,358.57	7,787.74

The Department’s budget increased by \$629,244,886 or 26.6% from the adopted budget in FY 2018-19 to the proposed budget in FY 2022-23. The Department’s FTE count increased by 921.57 or 13.4% from the adopted budget in FY 2018-19 to the proposed budget in FY 2022-23.

FY 2022-23

The Department’s proposed FY 2022-23 budget has increased by \$177,961,123 largely due to increases in staffing and increased salary and benefits costs. The proposed budget includes funding to sustain Our City, Our Home (Prop C) funded programs as well as funding to expand the City’s behavioral health services by acquiring new treatment bed capacity. The proposed budget also includes reduced but continued funding for COVID-19 response work. Proposed funding for staff increases includes: additional staff for behavioral health care coordination efforts as well as a new Residential System of Care unit within Behavioral Health Services to oversee the placement and flow of San Francisco Health Network clients; an expansion of Laguna Honda Hospital’s Care Coordination, Medical Services and Behavioral Emergency Health Response teams; and, additional staff to support operations across the Department’s Human Resources, Racial Equity Program, and Business Office.

Cross Country Staffing Review

On March 1, 2022, the Board of Supervisors approved a third amendment (File 21-0830) to the Department’s contract with Cross Country Staffing to provide temporary staff at San Francisco General Hospital and Laguna Honda Hospital to meet mandated staffing levels. The amendment extended the term of the contract by two years to June 30, 2024 and increased the total not-to-exceed amount of the agreement by \$59,711,013 from \$25,928,000 to \$85,639,013. As part of the amendment approval, the Board requested that the Budget and Legislative Analyst review the proposed FY 2022-24 budget to evaluate the details of the Cross Country staffing and expenditures and make budget recommendations as appropriate. Upon reviewing this contract, we do not have any budget recommendations regarding this contract at this time. The BLA will continue to review Cross Country staffing and similar contracts for fiscal impact through the legislative process.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2022-23 AND FY 2023-24**

DEPARTMENT: _____ **DPH – DEPARTMENT OF PUBLIC HEALTH**

FY 2023-24

The Department’s proposed FY 2023-24 budget decreases by \$3,715,618 compared to the FY 2022-23 proposed budget largely due to one-time capital expenditures expiring. The FY 2023-24 proposed budget continues many of the programmatic investments proposed in FY 2022-23. Funding for COVID-19 response work is also included in the proposed FY 2023-24 budget, but at a further reduced amount.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2022-23 AND FY 2023-24**

DEPARTMENT: DPH – DEPARTMENT OF PUBLIC HEALTH

RECOMMENDATIONS

YEAR ONE: FY 2022-23

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$12,227,483 in FY 2022-23. Of the \$12,277,483 in recommended reductions, \$1,113,327 are ongoing savings and \$11,164,156 are one-time savings. These reductions would still allow an increase of \$165,683,640 or 5.9% in the Department’s FY 2022-23 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended encumbrances of \$605,492, for total General Fund savings of \$12,882,975.

YEAR TWO: FY 2023-24

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$2,226,276 in FY 2023-24. All of the \$2,226,276 in recommended reductions are ongoing savings.

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2022-23 and FY 2023-24 Two-Year Budget**

DPH - Department of Public Health

Rec. #	Account Title	FY 2022-23				FY 2023-24								
		FTE		Amount		FTE		Amount						
		From	To	From	To	From	To	From	To					
	HAD Public Health Admin													
DPH-1	Professional & Specialized Services			\$931,167	\$831,167									\$0
	Reduce budget by \$100,000 due to projected underspending in non-personnel services in prior year actuals.													
	Programmatic Projects-Budget			\$11,100,000	\$10,350,000									
DPH-2														
	Reduce budgeted amount for DPH Civic Center Relocation Programmatic Projects by \$750,000 due to projected carry forward funds from prior years' carryforward budget.													
	1.00	0.00	\$194,551	\$0	\$194,551			1.00	0.00	\$200,800	\$0	\$200,800		
	Mandatory Fringe Benefits			\$65,992	\$0	\$65,992				\$60,860	\$0	\$60,860		
DPH-3														
	Delete a 1.00 FTE 1054 IS Business Analyst-Principal in HA Centralized IT as it has been vacant since 2018.													
	Total Savings				\$260,543									\$261,660
	Ongoing savings.													
	Attrition Savings - Miscellaneous			(\$1,481,472)	(\$1,705,207)	\$223,735								\$0
	Mandatory Fringe Benefits			(\$623,332)	(\$771,713)	\$148,381								\$0
	Attrition Savings - Miscellaneous			(\$1,356,264)	(\$1,803,734)	\$447,470								
	Mandatory Fringe Benefits			(\$570,648)	(\$867,410)	\$296,762								
	Attrition Savings - Miscellaneous			(\$3,085,276)	(\$3,532,746)	\$447,470								\$0
	Mandatory Fringe Benefits			(\$1,298,138)	(\$1,594,900)	\$296,762								\$0
	Total Savings				\$1,860,580									\$0
	Increase attrition savings in Admin Exec, HR, and the Business Office to reflect anticipated delays in hiring of new positions in FY 2022-23.													
	HBH Behavioral Health Services													
DPH-5	Professional & Specialized Services			\$65,431,295	\$63,431,295	\$2,000,000				\$69,144,375	\$68,144,375	\$1,000,000		
	Reduce budget by \$2,000,000 in Professional & Specialized Services under Adult Behavioral Health Admin due to projected underspending in prior years and growth in proposed budget.													
	1.00	0.00	\$88,922	\$0	\$88,922			1.00	0.00	\$91,778	\$0	\$91,778		
	Mandatory Fringe Benefits			\$40,484	\$0	\$40,484				\$38,706	\$0	\$38,706		
	Total Savings				\$129,406									\$130,484
DPH-6														
	Delete 1.00 FTE 2487 Health Worker III as this position has been vacant since 2015.													
	(\$4,653,038)			(\$5,223,454)	\$570,416									\$0
	Mandatory Fringe Benefits			(\$1,957,768)	(\$2,370,828)	\$413,060								\$0
	Attrition Savings - Miscellaneous			(\$765,908)	(\$1,051,116)	\$285,208								\$0
	Mandatory Fringe Benefits			(\$322,261)	(\$528,791)	\$206,530								\$0
	Total Savings				\$1,475,214									\$0
DPH-7														
	Increase attrition savings in Mental Health Adult and Mental Health Residential to reflect anticipated delays in hiring of new positions in FY 2022-23.													
	One-time reduction in FY 2022-23													

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2022-23 and FY 2023-24 Two-Year Budget**

DPH - Department of Public Health

Rec. #	Account Title	FY 2022-23				FY 2023-24								
		FTE		Amount		FTE		Amount						
		From	To	From	To	From	To	From	To					
DPH-8	HJH Jail Health													
	Attrition Savings - Miscellaneous			(\$1,331,174)	(\$1,483,006)			\$151,832	x	x				\$0
	Mandatory Fringe Benefits			(\$936,950)	(\$1,046,897)			\$109,947	x	x				\$0
	Total Savings			(\$261,779)										\$0
	Increase attrition savings in Jail Health to reflect anticipated delays in hiring of new positions in FY 2022-23.													
DPH-9	HLH Laguna Honda Hospital													
	Attrition Savings - Miscellaneous			(\$7,576,973)	(\$7,648,375)			\$71,402	x	x				\$0
	Mandatory Fringe Benefits			(\$3,188,020)	(\$3,239,725)			\$51,705	x	x				\$0
	Attrition Savings - Miscellaneous			(\$1,251,132)	(\$1,393,935)			\$142,803	x	x				\$0
Total Savings			(\$9,016,125)										\$0	
	Increase attrition savings in Laguna Honda Nursing and Operations to reflect anticipated delays in hiring of new positions in FY 2022-23.													
DPH-10	HNS Health Network Services													
	Attrition Savings - Miscellaneous			(\$7,991,838)	(\$8,105,624)			\$113,786	x	x				\$0
	Mandatory Fringe Benefits			(\$3,362,580)	(\$3,444,977)			\$82,397	x	x				\$0
	Total Savings			(\$11,354,418)										\$0
	Increase attrition savings in Health Network Services to reflect anticipated delays in hiring of new positions in FY 2022-23.													
DPH-11	HPC Primary Care													
	1406_C Senior Clerk	0.79	0.00	\$70,727	\$0	\$70,727	x				1.00	0.00	\$92,940	\$92,940
	Mandatory Fringe Benefits			\$31,917	\$0	\$31,917	x						\$38,979	\$38,979
	Total Savings			\$102,644										\$131,919
	Deny proposed 0.79 FTE new 1406 Senior Clerk in Primary Care Dental. Department does not have an immediate need for this new position.													
DPH-12	2430_C Medical Evaluations Assistant	0.20	0.00	\$21,203	\$0	\$21,203	x				0.20	0.00	\$21,884	\$21,884
	Mandatory Fringe Benefits			\$9,187	\$0	\$9,187	x						\$8,736	\$8,736
	Total Savings			\$30,390										\$30,620
		Delete a 0.20 FTE 1430 Medical Evaluations Assistant as this position has been vacant since 2015.												
DPH-13	Attrition Savings - Miscellaneous			(\$5,770,804)	(\$5,862,679)	\$91,875	x	x						\$0
	Mandatory Fringe Benefits			(\$2,428,073)	(\$2,494,603)	\$66,530	x	x						\$0
	Total Savings			(\$8,198,877)										\$0
		Increase attrition savings in Primary Care to reflect anticipated delays in hiring of new positions in FY 2022-23.												

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2022-23 and FY 2023-24 Two-Year Budget**

DPH - Department of Public Health

Rec. #	Account Title	FY 2022-23				FY 2023-24				
		FTE		Amount		FTE		Amount		
		From	To	From	To	From	To	From	To	
DPH-14	2593_C Health Program Coordinator III	0.79	0.00	\$113,512	\$0	\$113,512	x	\$0	\$149,162	x
	Mandatory Fringe Benefits			\$43,376	\$0	\$43,376	x	\$0	\$51,907	x
	<i>Total Savings</i>			\$156,888				\$0	\$201,069	
	Deny proposed 0.79 FTE new 2593 Health Program Coordinator III in Population Health. With this reduction the Division will still receive 2.37 FTE new Health Program Coordinator IIs in FY 2022-23.									
DPH-15	1052_C IS Business Analyst	1.00	0.00	\$128,287	\$0	\$128,287	x	\$0	\$132,407	x
	Mandatory Fringe Benefits			\$51,652	\$0	\$51,652	x	\$0	\$48,692	x
	<i>Total Savings</i>			\$179,939				\$0	\$181,099	
	Delete the 1052 IS Business Analyst in Population Health Community Health Outcomes as this position has been vacant since 2017.									
DPH-16	Attrition Savings - Miscellaneous			(\$868,603)	(\$1,355,900)	\$487,297	x			\$0
	Mandatory Fringe Benefits			(\$365,467)	(\$718,337)	\$352,870	x			\$0
	<i>Total Savings</i>			\$840,167				\$0		
	Increase Attrition Savings in Population Health Admin to reflect anticipated delays in hiring of new positions in FY 2022-23.									
DPH-17	2409_C Pharmacy Technician	0.79	0.00	\$85,982	\$0	\$85,982	x	\$0	\$112,985	x
	Mandatory Fringe Benefits			\$36,695	\$0	\$36,695	x	\$0	\$44,521	x
	<i>Total Savings</i>			\$122,677				\$0	\$157,506	
	Deny proposed 0.79 FTE new 2409 Pharmacy Technician at Zuckerberg San Francisco General. With this reduction, ZSFG will still receive 1.58 FTE new Pharmacy Technicians in FY 2022-23.									
DPH-18	1406_C Senior Clerk	1.00	0.00	\$90,047	\$0	\$90,047	x	\$0	\$92,940	x
	Mandatory Fringe Benefits			\$40,793	\$0	\$40,793	x	\$0	\$38,979	x
	<i>Total Savings</i>			\$130,840				\$0	\$131,919	
	Delete a 1.00 FTE 1406 Senior Clerk as this role has been vacant since 2018.									
DPH-19	Attrition Savings - Miscellaneous			(\$2,328,331)	(\$2,495,445)	\$167,114	x			\$0
	Mandatory Fringe Benefits			(\$979,649)	(\$1,100,663)	\$121,014	x			\$0
	Attrition Savings - Miscellaneous			(\$4,121,896)	(\$4,456,124)	\$334,228	x			
Mandatory Fringe Benefits			(\$1,734,294)	(\$1,976,321)	\$242,027	x				
Attrition Savings - Miscellaneous			(\$2,121,403)	(\$2,288,517)	\$167,114	x			\$0	
Mandatory Fringe Benefits			(\$892,583)	(\$1,013,597)	\$121,014	x			\$0	
	<i>Total Savings</i>			\$1,152,510				\$0		
	Increase attrition savings at Zuckerberg San Francisco General Hospital in Administration, Ops Diagnostic & Support, and Facilities to reflect anticipated delays in hiring of new positions in FY 2022-23.									

DPH - Department of Public Health

Purchase Order Number	Year	Dept Code	Fund	Supplier	Name	Project	Balance
709	2017	251905	10000	3355	CARDINALHEALTH MEDICAL PRODUCTS & SVCS	10001993	\$6,500
38702	2016	251892	10000	25031	ASIAN & PACIFIC ISLANDER WELLNESS CENTER	10001992	\$11,581
40098	2015	251917	10000	3328	CONNECTION	10026697	\$9,029
40323	2017	251974	10000	12360	REGENTS OF THE UNIVERSITY OF CALIFORNIA	10001812	\$30,105
52955	2016	251892	10000	11424	SANTORA SALES	10001992	\$6,000
63396	2017	251929	10000	12810	PROJECT OPEN HAND	10001677	\$24,274
79671	2017	251859	21490	19315	GRAINGER	10001952	\$5,000
200385	2018	251974	10000	23105	CEPHEID	10001809	\$5,545
325284	2019	251984	10000	22032	CUBE SOLUTIONS	10001792	\$10,783
333645	2019	251851	21490	16907	KIMBALL MIDWEST	10001952	\$10,000
335737	2019	207684	21110	24501	BEARING ENGINEERING CO	10016877	\$10,694
335738	2019	207684	21110	24502	BEARING AGENCIES INC	10016877	\$5,691
346547	2019	251683	21490	10318	STRYKER SALES CORPORATION	10001947	\$10,464
375081	2019	251851	21490	25129	ARJO INC	10001952	\$6,838
381204	2019	251851	21490	25129	ARJO INC	10001952	\$6,838
383602	2019	251851	21490	25129	ARJO INC	10001952	\$6,838
384830	2019	207684	21110	12606	R F MACDONALD CO	10016877	\$9,799
384876	2019	207684	21110	26376	ABCO MECHANICAL CONTRACTORS INC	10016877	\$8,935
387193	2019	207684	21110	16829	KOFFLER ELEC MECH APPARATUS REPAIR INC	10016877	\$5,821
389170	2020	207684	21110	16829	KOFFLER ELEC MECH APPARATUS REPAIR INC	10016877	\$5,664
393649	2020	207684	21110	25440	ANDERSON CARPET & LINOLEUM SALE CO INC	10016877	\$10,246
395153	2020	251973	10000	29887	MEDLINE INDUSTRIES INC	10026702	\$9,713
396419	2020	207684	21110	3380	BAY CITY BOILER & ENGINEERING CO INC	10016877	\$10,633
409192	2020	251905	10000	11039	SHRED-IT USA LLC	10001993	\$9,000
409200	2020	273641	10000	11039	SHRED-IT USA LLC	10001997	\$6,000
416335	2020	152644	10000	42395	American Textile & Supply INC	10033788	\$18,228
418274	2020	207684	21110	25440	ANDERSON CARPET & LINOLEUM SALE CO INC	10016877	\$10,246
419142	2020	152644	10000	42791	COYLE REPRODUCTIONS INC	10033788	\$99,629
422357	2020	152644	10000	42901	ANGELICA	10033788	\$10,850
424541	2020	207684	21080	3030	UNITED CALIFORNIA GLASS & DOOR	10001843	\$6,080
426319	2020	207684	21110	11755	SABAH INTERNATIONAL INC	10016877	\$10,850
436121	2020	251859	21490	3192	MEDLINE INDUSTRIES INC	10001952	\$10,253
437446	2020	251892	10000	11991	RONA CONSULTING GROUP LLC	10001992	\$32,140
440023	2020	251962	10000	11568	SAN FRANCISCO HOUSING AUTHORITY	10001795	\$18,000
440023	2020	251962	10000	11568	SAN FRANCISCO HOUSING AUTHORITY	10001795	\$12,000
441524	2020	251984	10000	8937	AGILITI HEALTH, INC.	10001792	\$20,000
442434	2020	251984	10000	22265	CORE POWER SERVICES INC	10001792	\$10,000
443537	2020	251973	10000	8937	AGILITI HEALTH, INC.	10026702	\$8,138
443948	2020	251984	10000	3012	WAXIE SANITARY SUPPLY	10001792	\$10,000
445265	2020	251851	21490	19390	GOLDEN STATE LUMBER INC	10001952	\$5,000
445374	2020	251789	21490	18730	HOMETOWN MEDICAL SUPPLIES	10001951	\$7,000
446690	2020	251851	21490	15861	MALTBY ELECTRIC SUPPLY CO INC	10001952	\$5,000
450102	2020	251910	10000	40175	SGS Forensic Laboratories	10001785	\$5,000
450269	2020	207684	21080	26376	ABCO MECHANICAL CONTRACTORS INC	10001843	\$8,866
453995	2020	251974	10000	12687	QIAGEN LLC	10001809	\$20,000
455341	2020	207684	21080	12606	R F MACDONALD CO	10001843	\$9,413
476607	2020	207684	21080	12610	R E P NUT N BOLT GUY	10001843	\$9,964
485783	2020	251962	10000	11568	SAN FRANCISCO HOUSING AUTHORITY	10001795	\$6,000
488605	2020	207684	21080	3113	S C A ENVIRONMENTAL INC	10001843	\$10,846
Total							\$605,492

YEAR ONE: FY 2022-23

Budget Changes

The Department’s proposed \$1,110,692,141 budget for FY 2022-23 is \$259,457,102 or 18.9% less than the original FY 2021-22 budget of \$1,370,149,243.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2022-23 are 2,274.08 FTEs, which are 69.81 FTEs more than the 2,204.27 FTEs in the original FY 2021-22 budget. This represents a 3.2% increase in FTEs from the original FY 2021-22 budget.

Revenue Changes

The Department's revenues of \$831,622,718 in FY 2022-23 are \$151,976,780 or 15.5% less than FY 2021-22 revenues of \$983,599,498.

YEAR TWO: FY 2023-24

Budget Changes

The Department’s proposed \$1,141,226,426 budget for FY 2023-24 is \$30,534,285 or 2.7% more than the Mayor’s proposed FY 2022-23 budget of \$1,110,692,141.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2023-24 are 2,313.61 FTEs, which are 39.53 FTEs more than the 2,274.08 FTEs in the Mayor’s proposed FY 2022-23 budget. This represents a 1.7% increase in FTEs from the Mayor’s proposed FY 2022-23 budget.

Revenue Changes

The Department's revenues of \$839,209,593 in FY 2023-24 are \$7,586,875 or 0.9% more than FY 2022-23 estimated revenues of \$831,622,718.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2022-23 AND FY 2023-24**

DEPARTMENT: HSA – HUMAN SERVICES AGENCY

SUMMARY OF 5-YEAR HISTORICAL & PROPOSED BUDGET YEAR EXPENDITURES AND FTE AUTHORITY:

	FY 2018-19 Budget	FY 2019-20 Budget	FY 2020-21 Budget	FY 2021-22 Budget	FY 2022-23 Proposed
Human Services Agency	\$971,834,727	\$1,075,337,178	\$1,412,197,472	\$1,370,149,243	\$1,110,692,141
FTE Count	2,093.79	2,141.36	2,159.97	2,204.27	2,274.08

The Department’s budget increased by \$138,857,414 or 14.3% from the adopted budget in FY 2018-19 to the proposed budget in FY 2022-23. The Department’s FTE count increased by 180.29 or 8.6% from the adopted budget in FY 2018-19 to the proposed budget in FY 2022-23.

FY 2022-23

The Department’s proposed FY 2022-23 budget has decreased by \$259,457,102 largely due to the Department’s Office of Early Care and Education merging with First 5 and becoming the new Department of Early Childhood, despite some expansions of other HSA program budgets and increased FTEs to meet increased demand for services driven by the Covid-19 pandemic. Specifically, there is increased state funding for expanded housing service programs, a personnel increase to the In-Home Supportive Services division to meet increased demand, and a personnel increase to the CalFresh and Medi-Cal eligibility units to meet the increased caseloads of both programs.

FY 2023-24

The Department’s proposed FY 2023-24 budget has increased by \$30,534,285 largely due to continued expansions of programs to meet the increased demand for services driven by the Covid-19 pandemic.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2022-23 AND FY 2023-24**

DEPARTMENT: HSA – HUMAN SERVICES AGENCY

RECOMMENDATIONS

YEAR ONE: FY 2022-23

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$4,195,618 in FY 2022-23. Of the \$4,195,618 in recommended reductions, \$3,499,400 are ongoing savings and \$696,218 are one-time savings.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended encumbrances of \$491,606, for total General Fund savings of \$3,516,416.

Our policy recommendations total \$250,000 in FY 2022-23, \$250,000 of which are one-time and \$0 of which are ongoing.

YEAR TWO: FY 2023-24

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$1,913,673 in FY 2023-24. Of the \$1,913,673 in recommended reductions, \$1,913,673 are ongoing savings and \$0 are one-time savings.

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2022-23 and FY 2023-24 Two-Year Budget**

**HSA - Human Services
Agency**

Rec #	Account Title	FY 2022-23				FY 2023-24									
		FTE	Amount	To	From	Savings	GF	1T	FTE	Amount	To	From	Savings	GF	1T
HSA-1	HSA Administration Support (HSA)														
	Social Services Contracts		\$290,005	\$240,005		\$50,000	X	X						\$0	
	Other Professional Services		\$230,618	\$200,000		\$30,618	X	X						\$0	
	Social Services Contracts		\$138,100	\$100,000		\$38,100	X	X						\$0	
	Social Services Contracts		\$127,500	\$100,000		\$27,500	X	X						\$0	
	Social Services Contracts		\$50,000	\$35,000		\$15,000	X	X						\$0	
			Total	\$176,218		\$15,000	X	X					\$0		
		The Department projects underspending in professional and social services contracts in FY 2021-22 with unspent funds carried forward to FY 2022-23. The recommendation is a one-time reduction in contract spending, offset by carry forward funds.													
HSA-2	Air Travel - Employees		\$60,000	\$40,000		\$20,000	X	X						\$0	
		Reduce Air Travel by \$20,000 due to underspending in FY 2021-22 and continued uncertainty regarding travel due to COVID-19.													
HSA-3	Other Current Expenses		\$316,170	\$216,170		\$100,000	X	X						\$0	
		Reduce Other Current Expenses by \$100,000 due to projected underspending in Non-Personnel Services of \$12 million in FY 2021-22 plus \$20 million carryforward from FY 2020-21.													
HSA-4	HSA Benefits and Family Support (BFS)														
	Community Based Org Svcs		\$911,230	\$511,230		\$400,000	X	X						\$0	
		Reduce proposed increase to BFS Grants by \$400,000. Projected underspending in grants of \$12 million in FY 2021-22 plus \$18 million carryforward from FY 2020-21.													

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2022-23 and FY 2023-24 Two-Year Budget**

**HSA - Human Services
Agency**

Rec #	Account Title	FY 2022-23						FY 2023-24							
		FTE	Amount			Savings	GF	1T	FTE	Amount			Savings	GF	1T
			To	From	To					To	From	To			
HSA-5	9993M Attrition Savings Mandatory Fringe Benefits			(\$5,152,736) (\$2,168,021)	(\$5,302,736) (\$2,231,134)	\$150,000 \$63,113	x x			(\$3,705,892) (\$1,449,585)	(\$3,805,892) (\$1,488,701)	\$100,000 \$39,116	x x		
				<i>Total Savings</i>		\$213,113				<i>Total Savings</i>		\$139,116			
		Increase budgeted Attrition Savings due to anticipated overall department underspending of salaries by \$17.7 million in FY 2021-22 (excluding Office of Early Care and Education) and underspending in FY 2020-21 (not including OECE) of \$2.3 million and FY 2019-20 (not including OECE) of \$1.8 million. The Department reduced its budgeted Attrition by nearly \$2.0 in FY 2022-23 to allow hiring of vacant positions and is also proposing to hire over 60 new employees, the majority of which are in BFS, but may face hiring delays due to current market. Our proposed increase in budgeted Attrition allows the Department sufficient salary and fringe benefit budget to meet hiring and operational goals.													
HSA-6	1404 Clerk Mandatory Fringe Benefits 2916 Social Work Specialist Mandatory Fringe Benefits 9993M Attrition Savings Mandatory Fringe Benefits	1.00	0.00	\$71,587 \$35,744	\$0 \$0	\$71,587 \$35,744	x x			\$73,887 \$34,495	\$0 \$0	\$73,887 \$34,495	x x		
		1.00	0.00	\$112,985 \$47,804	\$0 \$0	\$112,985 \$47,804	x x			\$116,614 \$45,332	\$0 \$0	\$116,614 \$45,332	x x		
				(\$5,930,807) (\$2,495,392)	(\$6,130,807) (\$2,579,542)	\$200,000 \$84,150	x x			(\$5,930,807) (\$2,319,874)	(\$6,030,807) (\$2,358,990)	\$100,000 \$39,116	x x		
				<i>Total Savings</i>		\$552,270				<i>Total Savings</i>		\$409,444			
		Delete two vacant positions that the Department does not plan to fill and adjust budgeted Attrition to account for ongoing vacancies and salary savings. The Department reduced its budgeted Attrition by nearly \$2.0 to allow hiring of vacant positions.													
		Ongoing savings.													

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2022-23 and FY 2023-24 Two-Year Budget**

**HSA - Human Services
Agency**

Rec #	Account Title	FY 2022-23				FY 2023-24							
		FTE	Amount			FTE	Amount						
		From	To	From	To	From	To	From	To				
HSA-7	2905 Senior Eligibility Worker	33.18	17.76	\$3,362,016	\$1,799,560	42.00	37.00	\$4,417,854	\$3,891,919				
	Mandatory Fringe Benefits			\$1,471,680	\$787,735			\$1,790,922	\$1,577,717			\$525,935	\$213,205
				<i>Total Savings</i>	<i>\$2,246,401</i>			<i>Total Savings</i>	<i>\$739,140</i>				
		Deny 3.95 proposed FTEs (5 new positions) and adjust FY 2021-22 FTE count to reflect updated pay period 15 start date. The Department's FY 2022-23 budget includes 42 new 2905 Senior Eligibility Worker positions. In addition, the Department had 69 vacant Senior Eligibility Workers in BFS in FY 2021-22, 22 of which had been vacant for at least one year. The Department hires these positions in cohorts and recently hired 46 of the 69 vacancies, leaving the Department with 23 vacant 2905 Senior Eligibility Workers in addition to the requested new ones. Because the Department cannot fully know the workload and staffing requirements until all 69 vacant positions and new positions are hired and assuming full work responsibilities, we recommend approving 37 of the requested 42 new positions.											
HSA-8	2916 Social Work Specialist	8.69	7.11	\$976,173	\$798,687	11.00	9.00	\$1,282,754	\$1,049,526			\$233,228	
	Mandatory Fringe Benefits			\$411,609	\$336,771			\$498,652	\$407,988			\$90,664	
				<i>Total Savings</i>	<i>\$252,324</i>			<i>Total Savings</i>	<i>\$323,892</i>				
		Deny 1.58 proposed FTEs (2 new positions). Department's calculations for number of social workers needed to address increased IHSS demand are overestimated and do not account for hiring delays and gradual increase in caseload over time.											
HSA-9	2918 HSA Social Worker	12.64	11.06	\$1,320,128	\$1,155,112	16.00	14.00	\$1,734,720	\$1,517,880			\$216,840	
	Mandatory Fringe Benefits			\$562,208	\$491,932			\$681,936	\$596,694			\$85,242	
				<i>Total Savings</i>	<i>\$235,292</i>			<i>Total Savings</i>	<i>\$302,082</i>				
		Deny 1.58 proposed FTEs (2 new positions). Department's calculations for number of social workers needed to address increased IHSS demand are overestimated and do not account for hiring delays and gradual increase in caseload over time.											

FY 2023-24

Total Recommended Reductions		One-Time	Ongoing	Total
General Fund	-	-	1,278,762	1,278,762
Non-General Fund	-	-	634,912	634,912
Total	-	-	1,913,673	1,913,673

FY 2022-23

Total Recommended Reductions		One-Time	Ongoing	Total
General Fund	522,164	2,502,646	3,024,810	3,024,810
Non-General Fund	174,055	996,754	1,170,809	1,170,809
Total	696,218	3,499,400	4,195,618	4,195,618

HSA - Human Services Agency

Purchase Order Number	Year	Dept Code	Fund	Supplier	Name	Project	Balance
342544	2019	149660	10000	23782	CPS HR CONSULTING	10001700	\$10,550
426696	2020	149657	10000	42901	ANGELICA	10036575	\$10,000
440220	2020	149649	10000	18304	INSTITUTE ON AGING	10001700	\$56,153
445882	2020	149657	10000	41062	RACHRIS LLC	10001700	\$203,747
446087	2020	149657	10000	18466	IMPARK	10001700	\$14,516
446102	2020	149657	10000	26079	AGURTO CORPORATION DBA PESTEC	10001700	\$11,457
447774	2020	149660	10000	16611	LANGUAGELINE SOLUTIONS	10001700	\$75,222
447878	2020	149649	10000	18304	INSTITUTE ON AGING	10001701	\$69,256
455921	2020	149649	10000	22473	COMMUNITY HOUSING PARTNERSHIP	10001701	\$13,956
466244	2020	149662	10000	20671	EN POINTE TECHNOLOGIES SALES LLC	10001700	\$13,440
483346	2020	149668	10000	22813	CITY COLLEGE OF SAN FRANCISCO	10001703	\$13,308
Total							\$491,606

YEAR ONE: FY 2022-23

Budget Changes

The Department's proposed \$676,019,656 budget for FY 2022-23 is \$8,189,346 or 1.2% more than the original FY 2021-22 budget of \$667,830,310.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2022-23 are 236.72 FTEs, which are 19.51 FTEs more than the 217.21 FTEs in the original FY 2021-22 budget. This represents a 9.0% increase in FTEs from the original FY 2021-22 budget.

Revenue Changes

The Department's revenues of \$386,981,520 in FY 2022-23 are \$12,454,709 or 3.1% less than FY 2021-22 revenues of \$399,436,229.

YEAR TWO: FY 2023-24

Budget Changes

The Department's proposed \$635,398,496 budget for FY 2023-24 is \$40,621,160 or 6.0% less than the Mayor's proposed FY 2022-23 budget of \$676,019,656.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2023-24 are 246.34 FTEs, which are 9.62 FTEs more than the 236.72 FTEs in the Mayor's proposed FY 2022-23 budget. This represents a 4.1% increase in FTEs from the Mayor's proposed FY 2022-23 budget.

Revenue Changes

The Department's revenues of \$351,863,177 in FY 2023-24 are \$35,118,343 or 9.1% less than FY 2022-23 estimated revenues of \$386,981,520.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2022-23 AND FY 2023-24**

DEPARTMENT: HOM – DEPARTMENT OF HOMELESSNESS AND SUPPORTIVE HOUSING

SUMMARY OF 5-YEAR HISTORICAL & PROPOSED BUDGET YEAR EXPENDITURES AND FTE AUTHORITY:

	FY 2018-19 Budget	FY 2019-20 Budget	FY 2020-21 Budget	FY 2021-22 Budget	FY 2022-23 Proposed
Department of Homelessness & Supportive Housing	284,528,389	367,690,818	852,119,737	667,830,310	676,019,656
FTE Count	121.92	132.34	156.97	217.21	236.72

The Department’s budget increased by \$391,491,267 or 137.6% from the adopted budget in FY 2018-19 to the proposed budget in FY 2022-23. The Department’s FTE count increased by 114.80 or 94.2% from the adopted budget in FY 2018-19 to the proposed budget in FY 2022-23.

FY 2022-23

The Department’s proposed FY 2022-23 budget has increased by \$8,189,346 largely due to increased funding for Permanent Supportive Housing, wage equity for providers as well as investments in transgender housing, expansion of emergency shelter and outreach services, and additional department staff.

This increase does not reflect funds carried forward from FY 2021-22, which will increase the Department’s actual spending authority in FY 2022-23.

FY 2023-24

The Department’s proposed FY 2023-24 budget has decreased by \$40,621,160 due to the \$47.4 million added in FY 2022-23 for the third round of state Homeless Housing, Assistance and Prevention (HHAP) funding. These are one-time funds and will be programmed over both budget years. Despite the overall reduction in the total budget, the proposed FY 2023-24 budget provides for increased personnel costs (due to proposed new positions and increased salary and benefit costs), as well as ongoing investments in wage equity for providers.

While the proposed FY 2023-24 budget reflects a decrease in the Department’s budget, as noted above, the Department has historically carried forward significant unspent funds from prior years, so actual spending authority has been higher than the annual budgeted amount.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2022-23 AND FY 2023-24**

DEPARTMENT: HOM – DEPARTMENT OF HOMELESSNESS AND SUPPORTIVE HOUSING

RECOMMENDATIONS

YEAR ONE: FY 2022-23

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$5,053,650 in FY 2022-23. Of the \$5,053,650 in recommended reductions, \$340,933 are ongoing savings and \$4,712,717 are one-time savings. These reductions would still allow an increase of \$3,135,696 or 0.5% in the Department’s FY 2022-23 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended encumbrances of \$686,654, for total General Fund savings of \$5,455,574.

Our policy recommendations total \$2,000,000 in FY 2022-23, all of which are one-time.

YEAR TWO: FY 2023-24

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$557,567 in FY 2023-24. Of the \$577,567 in recommended reductions, all are ongoing savings.

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2022-23 and FY 2023-24 Two-Year Budget**

HOM - Department of Homelessness and Supportive Housing

Rec #	Account Title	FY 2022-23						FY 2023-24					
		FTE		Amount		GF	1T	FTE		Amount		GF	1T
		From	To	From	To			From	To	From	To		
HOM-1	1241 Human Resources Analyst Mandatory Fringe Benefits	0.52	0.00	\$66,316	\$33,158	X		1.00	0.00	\$132,328	\$0	X	
				\$26,090	\$13,045	X				\$47,371	\$0	X	
				<i>Total Savings</i>		\$46,203				<i>Total Savings</i>		\$179,699	
		Delete proposed new 1241 Human Resources Analyst position. The Department is requesting 4 new positions to add to the Human Resources unit that currently has 9.00 FTEs. The Department has not demonstrated sufficient need for this 50% increase in HR FTEs. This recommendation will still allow the Department to hire 2 new 1244 Senior Human Resources Analysts and 1 new 1241 Human Resources Analyst.											
HOM-2	1823 Senior Administrative Analyst Mandatory Fringe Benefits	0.79	0.00	\$106,004	\$0			1.00	0.00	\$139,296	\$0		
				\$41,361	\$0					\$49,638	\$0		
				<i>Total Savings</i>		\$147,365				<i>Total Savings</i>		\$188,934	
		Deny proposed new 0.79 FTE 1823 Senior Administrative Analyst. The Department is requesting to create an additional planning function. The Department currently has 3 positions for this proposed unit -- 1 1824 and 2 vacant 1823 positions -- and is requesting 4 additional positions: 1 0923 Manager II and 3 1823 Senior Administrative Analysts. The Department should fill the existing vacancies and hire one new 0923 Manager II and 2 1823 Senior Administrative Analysts, and evaluate staffing needs after at least one year fully staffed and operational.											
HOM-3	1823 Senior Administrative Analyst Mandatory Fringe Benefits	0.79	0.00	\$106,004	\$0			1.00	0.00	\$139,296	\$0		
				\$41,361	\$0					\$49,638	\$0		
				<i>Total Savings</i>		\$147,365				<i>Total Savings</i>		\$188,934	
		Deny proposed new 0.79 FTE 1823 Senior Administrative Analyst. The Department is requesting to expand its Contracts/Procurement team with 8 new positions, a 67 percent increase from its current approved staffing of 12.00 FTEs, two of which are currently vacant. The Department is requesting one 0923 Manager II, one 1824 Principal Administrative Analyst, and six 1823 Senior Administrative Analysts. The Department should fill the existing vacancies and hire one new 0923 Manager II and five new 1823 Senior Administrative Analysts, and evaluate staffing needs after concluding at least one year fully staffed in this unit.											
HOM-4	Attrition Savings Mandatory Fringe Benefits			(\$415,445)	(\$862,409)	X	X			\$446,964	X	X	
				(\$174,799)	(\$362,860)	X	X			\$188,061	X	X	
				<i>Total Savings</i>		\$635,025				<i>Total Savings</i>		\$0	
		Increase attrition savings to reflect realistic hiring timelines for 7 new positions budgeted at 0.79 FTE. The Department currently has 35 vacant positions, 6 of which were requested as interim exceptions in the previous budget year. This adjustment will allow for sufficient personnel resources.											

GF = General Fund
1T = One Time

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2022-23 and FY 2023-24 Two-Year Budget**

HOM - Department of Homelessness and Supportive Housing

Rec #	Account Title	FY 2022-23						FY 2023-24					
		FTE		Amount		Savings	GF 1T	FTE		Amount		Savings	GF 1T
		From	To	From	To			From	To	From	To		
	HOM Programs												
	Attrition Savings		\$0	(\$110,345)	\$110,345	X	X						
	Mandatory Fringe Benefits		\$0	(\$38,621)	\$38,621	X	X						
			Total Savings		\$148,966				Total Savings		\$0		
HOM-5	Increase attrition savings to reflect denial of one interim exception (NEWP160687) and reflect realistic hiring timeline of 0.79 FTE, as reported by the Department. The attrition savings increase also reflects realistic hiring timelines for two new 2917 Program Support Analysts.		(\$5,002)	(\$157,567)	\$152,565	X	X						
			(\$2,083)	(\$65,616)	\$63,533	X	X						
			Total Savings		\$216,098				Total Savings		\$0		
HOM-6	Increase attrition savings to reflect realistic hiring timeline for 3 new positions requested at 0.79 FTE. The Department is projected to have over \$1 million in salary savings in the current year, and has 35 vacant positions.		(\$329,681)	(\$653,487)	\$323,806	X	X						
			(\$137,181)	(\$271,917)	\$134,736	X	X						
			Total Savings		\$458,542				Total Savings		\$0		
HOM-7	Increase attrition savings to reflect realistic hiring timelines at 0.50 FTE for 12 new positions budgeted at 0.79 FTE. The Department is projected to have over \$1 million in salary savings in the current year, and has 35 vacant positions.		(\$470,893)	(\$656,194)	\$185,301	X	X						
			(\$174,799)	(\$243,584)	\$68,785	X	X						
			Total Savings		\$254,086				Total Savings		\$0		
HOM-8	Increase attrition savings to reflect realistic hiring timelines for 8 new positions budgeted at 0.79 FTE. The Department is projected to have over \$1 million in salary savings in the current year, and has 35 vacant positions.		\$19,503,212	\$16,503,212	\$3,000,000	X	X						\$0
HOM-9	Reduce Community Based Org Services budget to reflect historic underspending. The Department has carried forward funds in this account for the past three years. This recommendation still allows for sufficient funds to meet operational needs.												

FY 2022-23

FY 2023-24

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund	\$4,712,717	\$46,203
Non-General Fund	\$0	\$294,730
Total	\$4,712,717	\$340,933

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund	\$0	\$179,699
Non-General Fund	\$0	\$377,868
Total	\$0	\$557,567

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2022-23 and FY 2023-24 Two-Year Budget**

HOM - Department of Homelessness and Supportive Housing

Rec #	Account Title	FY 2022-23						FY 2023-24						
		FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF
		From	To	From	To				From	To	From	To		

Policy Recommendations

HOM Programs	FY 2022-23		FY 2023-24		Total Savings
	From	To	From	To	
Programmatic Projects - Budget					\$0
			\$2,000,000	\$2,000,000	\$2,000,000
			<i>Total Savings</i>		\$2,000,000
HOM-10	<p>The Department is requesting \$2,000,000 in a Programmatic Project budget to partially cover capital costs for a new cabins site in the Mission District. The Department does not have a detailed budget at this time but estimates that the total cost of the project could total between \$6-7 million. Given the uncertainty of the budget and overall project details, we consider this a policy matter for the Board of Supervisors.</p>				One time savings

FY 2022-23

Total Policy Recommendations		
One-Time	Ongoing	Total
General Fund	\$2,000,000	\$0
Non-General Fund	\$0	\$0
Total	\$2,000,000	\$0

FY 2023-24

Total Policy Recommendations		
One-Time	Ongoing	Total
General Fund	\$0	\$0
Non-General Fund	\$0	\$0
Total	\$0	\$0

HOM - Department of Homelessness and Supportive Housing

Purchase Order Number	Year	Dept Code	Fund	Supplier	Name	Project	Balance
376606	2019	203645	10000	26442	A T & T	10026736	\$1
335360	2019	203646	10000	26428	A&H DOOR & ACCESS CONTROL	10026740	\$1,545
445313	2020	203646	10000	26428	A&H DOOR & ACCESS CONTROL	10026740	\$1,423
359877	2019	203646	10000	26079	AGURTO CORPORATION DBA PESTEC	10026740	\$140
359877	2019	203646	10000	26079	AGURTO CORPORATION DBA PESTEC	10026740	\$2,680
359877	2019	203646	10000	26079	AGURTO CORPORATION DBA PESTEC	10026740	\$137
439380	2020	203646	10000	26079	AGURTO CORPORATION DBA PESTEC	10026740	\$240
439380	2020	203646	10000	26079	AGURTO CORPORATION DBA PESTEC	10026740	\$140
439380	2020	203646	10000	26079	AGURTO CORPORATION DBA PESTEC	10026740	\$72
439380	2020	203646	10000	26079	AGURTO CORPORATION DBA PESTEC	10026740	\$240
439380	2020	203646	10000	26079	AGURTO CORPORATION DBA PESTEC	10026740	\$140
335290	2019	203646	10000	24835	AYOOB & PEERY PLUMBING CO INC	10026740	\$1,625
445267	2020	203646	10000	24835	AYOOB & PEERY PLUMBING CO INC	10026740	\$426
335389	2019	203646	10000	23480	CAL-STEAM A WOLSELEY COMPANY	10026740	\$1,942
416531	2020	203646	10020	23145	CENTER HARDWARE CO INC	10031196	\$5,035
445254	2020	203646	10000	23145	CENTER HARDWARE CO INC	10026740	\$1,744
445254	2020	203646	10000	23145	CENTER HARDWARE CO INC	10026740	\$50
77951	2017	203646	10000	23136	CENTRAL BUILDERS SUPPLY	10026740	\$741
326119	2019	203646	10000	23136	CENTRAL BUILDERS SUPPLY	10026740	\$2,302
461686	2020	203646	10000	23136	CENTRAL BUILDERS SUPPLY	10026740	\$464
461686	2020	203646	10000	23136	CENTRAL BUILDERS SUPPLY	10026740	\$50
78381	2017	203646	10000	3339	CLADDAGH REFRIGERATION CO INC	10026740	\$157
445245	2020	203646	10000	21340	DISCOUNT BUILDERS SUPPLY	10026740	\$8
445245	2020	203646	10000	21340	DISCOUNT BUILDERS SUPPLY	10026740	\$2,504
445245	2020	203646	10000	21340	DISCOUNT BUILDERS SUPPLY	10026740	\$39
326143	2019	203646	10000	21337	DISCOUNT PLUMBING & HEATING INC	10026740	\$614
445289	2020	203646	10000	21337	DISCOUNT PLUMBING & HEATING INC	10026740	\$559
335395	2019	203646	10000	21313	DIVERSIFIED MANAGEMENT GROUP	10026740	\$3,000
335400	2019	203646	10000	20515	ERIE AUTO-TRUCK REPAIR	10026740	\$1,000
78643	2017	203646	10000	20292	FARWEST SANITATION & STORAGE INC	10026740	\$104
335490	2019	203646	10000	18227	INTERNATIONAL EFFECTIVENESS CENTERS	10026740	\$873
335406	2019	203646	10000	18224	INTERNATIONAL FIRE INC	10026740	\$407
335406	2019	203646	10000	18224	INTERNATIONAL FIRE INC	10026740	\$256
478165	2020	203646	10000	18224	INTERNATIONAL FIRE INC	10026740	\$162
478165	2020	203646	10000	18224	INTERNATIONAL FIRE INC	10026740	\$48
484874	2020	203646	10000	18224	INTERNATIONAL FIRE INC	10026740	\$675
484874	2020	203646	10000	18224	INTERNATIONAL FIRE INC	10026740	\$800
484874	2020	203646	10000	18224	INTERNATIONAL FIRE INC	10026740	\$11
484874	2020	203646	10000	18224	INTERNATIONAL FIRE INC	10026740	\$41
366983	2019	203646	10000	17018	KELLY-MOORE PAINT CO INC	10026740	\$616
456284	2020	203646	10000	17018	KELLY-MOORE PAINT CO INC	10026740	\$3,698
402463	2020	203646	10000	16611	LANGUAGELINE SOLUTIONS	10026740	\$124
199172	2018	203646	10000	16443	LE NAIN SF LLC	10026740	\$124
335472	2019	203646	10000	16311	LEXISNEXIS RISK SOLUTIONS FL INC	10026740	\$450
335559	2019	203646	10000	15084	MICROBIZ SECURITY CO INC	10026740	\$705
335559	2019	203646	10000	15084	MICROBIZ SECURITY CO INC	10026740	\$758
335559	2019	203646	10000	15084	MICROBIZ SECURITY CO INC	10026740	\$55
445308	2020	203646	10000	15084	MICROBIZ SECURITY CO INC	10026740	\$44
378827	2019	203646	10000	13966	OFFICE RELIEF INC	10026740	\$97
378827	2019	203646	10000	13966	OFFICE RELIEF INC	10026740	\$39
378827	2019	203646	10000	13966	OFFICE RELIEF INC	10026740	\$24

HOM - Department of Homelessness and Supportive Housing

Purchase Order Number	Year	Dept Code	Fund	Supplier	Name	Project	Balance
378827	2019	203646	10000	13966	OFFICE RELIEF INC	10026740	\$107
378827	2019	203646	10000	13966	OFFICE RELIEF INC	10026740	\$12
397694	2020	203646	10000	13132	PINNACLE PRINT SOLUTIONS INC	10026740	\$175
397694	2020	203646	10000	13132	PINNACLE PRINT SOLUTIONS INC	10026740	\$60
397694	2020	203646	10000	13132	PINNACLE PRINT SOLUTIONS INC	10026740	\$25
397694	2020	203646	10000	13132	PINNACLE PRINT SOLUTIONS INC	10026740	\$38
397694	2020	203646	10000	13132	PINNACLE PRINT SOLUTIONS INC	10026740	\$25
397694	2020	203646	10000	13132	PINNACLE PRINT SOLUTIONS INC	10026740	\$30
335292	2019	203646	10000	37541	Razor Construction Inc	10026740	\$200
209309	2018	203646	10000	10525	STAPLES BUSINESS ADVANTAGE	10026740	\$18
449246	2020	203646	10000	9575	THE VILLAGES AT TREASURE ISLAND	10026740	\$15,708
331013	2019	203646	10000	9556	THEISEN GLASS CO	10026740	\$490
445281	2020	203646	10000	9556	THEISEN GLASS CO	10026740	\$2,075
445281	2020	203646	10000	9556	THEISEN GLASS CO	10026740	\$15
332517	2019	203646	10000	30013	W.Y.L. Orion Properties, LLC	10026740	\$7,860
470953	2020	203646	10000	9304	TPH SUPPLY LLC	10026740	\$158
330581	2019	203646	10000	26639	220 GOLDEN GATE ASSOCIATES LP	10026740	\$180
456964	2020	203646	10000	18733	HOMELESS PRENATAL PROGRAM	10026740	\$17,182
484879	2020	203646	10000	10109	SWORDS TO PLOWSHARES-VETERANS RIGH	10026740	\$65,846
435880	2020	203646	10000	9870	TENDERLOIN HOUSING CLINIC INC	10026740	\$33,000
474210	2020	203646	10000	9870	TENDERLOIN HOUSING CLINIC INC	10026740	\$504,321
Total							\$686,654

YEAR ONE: FY 2022-23

Budget Changes

The Department’s proposed \$21,030,094 budget for FY 2022-23 is \$451,488 or 2.2% more than the original FY 2021-22 budget of \$20,578,606.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2022-23 are 87.83 FTEs, which are 1.13 FTEs more than the 86.70 FTEs in the original FY 2021-22 budget. This represents a 1.3% increase in FTEs from the original FY 2021-22 budget.

Revenue Changes

The Department’s revenues of \$473,136 in FY 2022-23 are \$68,935 or 12.7% less than FY 2021-22 revenues of \$542,071.

YEAR TWO: FY 2023-24

Budget Changes

The Department’s proposed \$21,166,172 budget for FY 2023-24 is \$136,078 or 0.6% more than the Mayor’s proposed FY 2022-23 budget of \$21,030,094.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2023-24 are 88.04 FTEs, which are 0.21 FTEs more than the 87.83 FTEs in the Mayor’s proposed FY 2022-23 budget. This represents a 0.2% increase in FTEs from the Mayor’s proposed FY 2022-23 budget.

Revenue Changes

The Department’s revenues of \$506,146 in FY 2023-24 are \$33,010 or 7.0% more than FY 2022-23 estimated revenues of \$473,136.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2022-23 AND FY 2023-24**

DEPARTMENT: BOS – BOARD OF SUPERVISORS

SUMMARY OF 5-YEAR HISTORICAL & PROPOSED BUDGET YEAR EXPENDITURES AND FTE AUTHORITY:

	FY 2018-19 Budget	FY 2019-20 Budget	FY 2020-21 Budget	FY 2021-22 Budget	FY 2022-23 Proposed
Board of Supervisors	16,006,268	18,235,268	18,606,318	20,578,606	21,030,094
FTE Count	75.93	84.51	85.95	86.70	87.83

The Department’s budget increased by \$5,023,826 or 31.4% from the adopted budget in FY 2018-19 to the proposed budget in FY 2022-23. The Department’s FTE count increased by 11.90 or 15.7% from the adopted budget in FY 2018-19 to the proposed budget in FY 2022-23.

FY 2022-23

The Department’s proposed FY 2022-23 budget has increased by \$451,488 largely due to increased costs in salaries and benefits.

FY 2023-24

The Department’s proposed FY 2023-24 budget has increased by \$136,078 largely due to further increases in salaries and benefits.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2022-23 AND FY 2023-24**

DEPARTMENT: BOS – BOARD OF SUPERVISORS

RECOMMENDATIONS

YEAR ONE: FY 2022-23

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$20,000 in FY 2022-23. All of the \$20,000 in recommended reductions are ongoing savings. These reductions would still allow an increase of \$431,488 or 2.1% in the Department’s FY 2022-23 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended encumbrances of \$2,624, for total General Fund savings of \$22,624.

YEAR TWO: FY 2023-24

The Budget and Legislative Analyst does not recommend any reductions to the Department’s budget in FY 2023-24.

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2022-23 and FY 2023-24 Two-Year Budget**

BOS - Board of Supervisors

Rec #	Account Title	FY 2022-23						FY 2023-24								
		FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T	
		From	To	From	To				From	To	From	To				
BOS-1	Other Current Expenses			\$110,504	\$90,504	\$20,000	x								\$0	
	Reduce Other Current Expenses to reflect actual need in FY 2022-23 and availability of prior year carryforward funds.															One-time savings.

FY 2022-23

Total Recommended Reductions

One-Time	\$20,000	Total	\$20,000
General Fund	\$0	Non-General Fund	\$0
Non-General Fund	\$20,000	Total	\$20,000

FY 2023-24

Total Recommended Reductions

One-Time	\$0	Total	\$0
General Fund	\$0	Non-General Fund	\$0
Non-General Fund	\$0	Total	\$0

BOS - Board of Supervisors

Purchase Order Number	Year	Dept Code	Fund	Supplier	Name	Project	Balance
35582	2016	229018	10020	18347	INNOVASAFE INC	10022521	\$1,300
430697	2020	229018	10000	26254	ACTNET ADVANCED TECHNOLOGY CORP	10003454	\$1,324
Total							\$2,624