

File No. 210652

Committee Item No. 8

Board Item No. 29

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: Budget & Appropriations Committee

Date June 21, 2021

Board of Supervisors Meeting

Date July 27, 2021

Cmte Board

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| <input type="checkbox"/> | <input type="checkbox"/> | Introduction Form |
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Completed by: Linda Wong Date June 17, 2021

Completed by: Linda Wong Date July 7, 2021

1 [Public Employment - Amendment to the Salary Ordinance for the Airport Commission and the
2 San Francisco Public Utilities Commission - FY2021-2022]

3 **Ordinance amending Ordinance No 166-20 (Salary Ordinance Fiscal Years 2020-2021**
4 **and 2021-2022) to reflect the substitution of three positions (0.00 FTEs) at the Airport**
5 **Commission, and the substitution of nine positions (0.00 FTEs) and the addition of 24**
6 **23 positions (~~20.84~~ 20.04 FTEs) at the San Francisco Public Utilities Commission in**
7 **Fiscal Year (FY) 2021-2022.**

8 Note: **Unchanged Code text and uncodified text** are in plain Arial font.
9 **Additions to Codes** are in *single-underline italics Times New Roman font*.
10 **Deletions to Codes** are in ~~*strikethrough italics Times New Roman font*~~.
11 **Board amendment additions** are in double-underlined Arial font.
12 **Board amendment deletions** are in ~~strikethrough Arial font~~.
13 **Asterisks (* * *)** indicate the omission of unchanged Code
14 subsections or parts of tables.

14 Be it ordained by the People of the City and County of San Francisco:

15
16 Section 1. The hereinafter designated section and item of Ordinance No.166-20 (Salary
17 Ordinance Fiscal Years 2020-21 and 2021-22) in Fiscal Year 2021-2022 FTE is hereby
18 amended as follows:

19 **Airport Commission**

21 Division ID: 109672 (AIR Facilities)
22 Fund ID: 17960 (AIR Op Annual)

Amendment	# of FTE	Class and Item No	Compensation Schedule		
<u>(1.0)</u>	<u>2846 Chemist</u>		<u>\$3,229</u>	<u>B</u>	<u>\$4,545</u>

25

Amendment	# of FTE	Class and Item No	Compensation Schedule		
	<u>1.0</u>	<u>2487 Chemist III</u>	<u>\$4,545</u>	<u>B</u>	<u>\$5,524</u>

Subtotal 0.0

Division ID: 228937 (AIR Bureau Of Admin & Policy)

Fund ID: 17960 (AIR Op Annual)

Amendment	# of FTE	Class and Item No	Compensation Schedule		
	<u>(2.0)</u>	<u>1244 Senior Human Resources Analyst</u>	<u>\$4,083</u>	<u>B</u>	<u>\$4,960</u>
	<u>2.0</u>	<u>1246 Principal Human Resources Analyst</u>	<u>\$4,841</u>	<u>B</u>	<u>\$6,333</u>

Subtotal 0.0

Total – Airport Commission FTEs 0.00

San Francisco Public Utilities Commission

Division ID: 198644 (HHP CleanPowerSF)

Fund ID: 24750 (HH CleanPowerSF Op Annual Account)

Amendment	# of FTE	Class and Item No	Compensation Schedule		
	<u>(1.0)</u>	<u>7484 Senior Power Generation Technician</u>	<u>\$4,307</u>	<u>B</u>	<u>\$5,237</u>
	<u>1.0</u>	<u>5602 Utility Specialist</u>	<u>\$3,979</u>	<u>B</u>	<u>\$5,883</u>

Subtotal 0.0

Division ID: 229309 (WWE Wastewater Enterprise)

Fund ID: 20160 (WWE Op Annual Account Ctrl)

Amendment	# of FTE	Class and Item No	Compensation Schedule		
	<u>(1.0)</u>	<u>1093 IT Operations Support Administrator III</u>	<u>\$3,342</u>	<u>B</u>	<u>\$4,142</u>

1	Amendment	# of FTE	Class and Item No	Compensation Schedule		
2		<u>1.0</u>	<u>6318 Construction Inspector</u>	<u>\$3,868</u>	<u>B</u>	<u>\$4,703</u>
3						
4		<u>(1.0)</u>	<u>7355 Truck Driver</u>	<u>\$2,981</u>	<u>B</u>	<u>\$3,795</u>
5		<u>1.0</u>	<u>7262 Maintenance Planner</u>	<u>\$5,197</u>	<u>B</u>	<u>\$5,197</u>
6						
7	<u>Addition</u>	<u>0.77</u>	<u>0923 Manager II</u>	<u>\$4,610</u>	<u>B</u>	<u>\$5,884</u>
8	<u>Addition</u>	<u>0.77</u>	<u>1824 Principal Administrative Analyst</u>	<u>\$4,498</u>	<u>B</u>	<u>\$5,468</u>
9	<u>Addition</u>	<u>0.77</u>	<u>7336 Electronic Instrumentation Tech Wtr</u>	<u>\$4,182</u>	<u>B</u>	<u>\$5,082</u>
10			<u>Pollution Ctrl</u>			
11	<u>Addition</u>	<u>0.77</u>	<u>7372 Stationary Engineer, Sewage Plant</u>	<u>\$4,342</u>	<u>B</u>	<u>\$4,342</u>
12	Subtotal	3.08				

Division ID: 231637 (HHP Hetch Hetchy Water & Power)

Fund ID: 24970 (HHWP Op Annual Account Ctrl)

16	Amendment	# of FTE	Class and Item No	Compensation Schedule		
17	<u>Addition</u>	<u>2.40</u>	<u>TEMP Temporary - Miscellaneous</u>	<u>\$0</u>	<u>B</u>	<u>\$0</u>
18	Subtotal	2.40				

Division ID: 232176 (PUB Public Utilities Bureaus)

Fund ID: 27180 (PUC Operating Fund)

21	Amendment	# of FTE	Class and Item No	Compensation Schedule		
22		<u>(1.0)</u>	<u>5298 Planner III-Environmental Review</u>	<u>\$4,044</u>	<u>B</u>	<u>\$4,915</u>
23		<u>1.0</u>	<u>0923 Manager II</u>	<u>\$4,610</u>	<u>B</u>	<u>\$5,884</u>
24						
25		<u>(1.0)</u>	<u>5298 Planner III-Environmental Review</u>	<u>\$4,044</u>	<u>B</u>	<u>\$4,915</u>

1	Amendment	# of FTE	Class and Item No	Compensation Schedule		
2		<u>1.0</u>	<u>0932 Manager IV</u>	<u>\$5,336</u>	<u>B</u>	<u>\$6,810</u>
3						
4						
5		<u>(1.0)</u>	<u>1822 Administrative Analyst</u>	<u>\$3,334</u>	<u>B</u>	<u>\$4,053</u>
6		<u>1.0</u>	<u>1823 Senior Administrative Analyst</u>	<u>\$3,886</u>	<u>B</u>	<u>\$4,723</u>
7						
8		<u>(1.0)</u>	<u>5277 Planner I</u>	<u>\$2,803</u>	<u>B</u>	<u>\$3,407</u>
9		<u>1.0</u>	<u>1824 Principal Administrative Analyst</u>	<u>\$4,498</u>	<u>B</u>	<u>\$5,468</u>
10						
11	<u>Addition</u>	<u>0.77</u>	<u>0923 Manager II</u>	<u>\$4,610</u>	<u>B</u>	<u>\$5,884</u>
12	<u>Addition</u>	<u>0.77</u>	<u>0932 Manager IV</u>	<u>\$5,336</u>	<u>B</u>	<u>\$6,810</u>
13	<u>Addition</u>	<u>0.77</u>	0933 Manager V <u>0932 Manager IV</u>	<u>\$5,754</u>	<u>B</u>	<u>\$7,346</u>
14				<u>\$5,336</u>		<u>\$6,810</u>
15	<u>Addition</u>	<u>0.77</u>	<u>1054 IS Business Analyst-Principal</u>	<u>\$4,783</u>	<u>B</u>	<u>\$6,479</u>
16	Addition	0.77	1823 Senior Administrative Analyst	\$3,886	B	\$4,723
17	<u>Addition</u>	<u>0.77</u>	<u>1824 Principal Administrative Analyst</u>	<u>\$4,498</u>	<u>B</u>	<u>\$5,468</u>
18	Subtotal	4.62 <u>3.85</u>				

19

20 Division ID: 232176 (PUB Public Utilities Bureaus)

21 Fund ID: 27190 (PUC Personnel Fund)

22	Amendment	# of FTE	Class and Item No	Compensation Schedule		
23	<u>Addition</u>	<u>0.77</u>	<u>1825 Principal Administrative Analyst II</u>	<u>\$4,926</u>	<u>B</u>	<u>\$6,451</u>
24	Subtotal	0.77				

25

Division ID: 232429 (WTR Water Enterprise)
Fund ID: 25940 (WTR Op Annual Account Ctrl)

Amendment	# of FTE	Class and Item No	Compensation Schedule		
	<u>(1.0)</u>	<u>7514 General Laborer</u>	<u>\$2,432</u>	<u>B</u>	<u>\$2,957</u>
	<u>1.0</u>	<u>3434 Arborist Technician</u>	<u>\$2,776</u>	<u>B</u>	<u>\$3,803</u>
	<u>(1.0)</u>	<u>1820 Junior Administrative Analyst</u>	<u>\$2,535</u>	<u>B</u>	<u>\$3,082</u>
	<u>1.0</u>	<u>1822 Administrative Analyst</u>	<u>\$3,334</u>	<u>B</u>	<u>\$4,053</u>
<u>Addition</u>	<u>0.77</u>	<u>0933 Manager V</u>	<u>\$5,754</u>	<u>B</u>	<u>\$7,346</u>
<u>Addition</u>	<u>0.77</u>	<u>1840 Junior Management Assistant</u>	<u>\$2,702</u>	<u>B</u>	<u>\$3,286</u>
<u>Addition</u>	<u>0.77</u>	<u>1824 Principal Administrative Analyst</u>	<u>\$4,498</u>	<u>B</u>	<u>\$5,468</u>
<u>Addition</u>	<u>1.54</u>	<u>5207 Associate Engineer</u>	<u>\$4,545</u>	<u>B</u>	<u>\$5,525</u>
<u>Addition</u>	<u>0.77</u>	<u>5620 Regulatory Specialist</u>	<u>\$4,044</u>	<u>B</u>	<u>\$4,915</u>
<u>Addition</u>	<u>0.77</u>	<u>7270 Watershed Keeper Supervisor</u>	<u>\$2,992</u>	<u>B</u>	<u>\$3,637</u>
<u>Addition</u>	<u>0.77</u>	<u>7316 Water Service Inspector</u>	<u>\$3,876</u>	<u>B</u>	<u>\$4,711</u>
<u>Addition</u>	<u>0.77</u>	<u>7337 Maintenance Machinist Assistant</u>	<u>\$3,898</u>	<u>B</u>	<u>\$4,735</u>
		<u>Supervisor</u>			
<u>Addition</u>	<u>0.77</u>	<u>7347 Plumber</u>	<u>\$3,839</u>	<u>B</u>	<u>\$4,668</u>
<u>Addition</u>	<u>0.77</u>	<u>7470 Watershed Keeper</u>	<u>\$2,677</u>	<u>B</u>	<u>\$3,253</u>
<u>Addition</u>	<u>1.47</u>	<u>TEMP Temporary - Miscellaneous</u>	<u>\$0</u>	<u>B</u>	<u>\$0</u>
Subtotal	9.94				
Total – San Francisco Public Utilities Commission FTEs					<u>20.81</u>
					<u>20.04</u>

Items 7 & 8
Files 21-0651 and 21-0652

Department:
 Airport, Port, and Public Utilities Commission

EXECUTIVE SUMMARY

Legislative Objectives

- File 21-0651 is an ordinance (a) appropriating \$20,716,252 in the San Francisco Public Utilities Commission and (b) reduces appropriations by (i) \$272,379,116 in the Airport Commission and (ii) \$17,664,260 in the Port Commission. These appropriations revise the FY 2021-22 budget, previously approved by the Board of Supervisor. The ordinance requires a two-thirds approval vote of all members of the Board of Supervisors for \$59,659,237 in the Public Utilities Commission, for \$10,061,693 in the Airport Commission and for \$3,796,402 in the Port Commission appropriations.
- File 21-0652 is an ordinance amending the Salary Ordinance for FY 2020-21 and FY 2021-22 to reflect the substitution of 3 positions (0.00 FTEs) at the Airport Commission, and the substitution of 9 positions (0.00 FTEs) and the addition of 24 positions (20.81 FTEs) at the San Francisco Public Utilities Commission in FY 2021-22.

Key Points

- The Airport's reduction of \$272.4 million includes \$256.0 million reduction in the annual operating budget and approximately \$18.4 million reduction in projects and other uses. The Airport is using \$84.6 million of fund balance to balance the FY 2021-22 budget, resulting in an ending fund balance of \$0. According to Airport staff, the Airport will begin refunding the fund balance and OPEB liability when Airport finances improve.
- The Port's reduction of \$17.7 million includes \$16.1 million increase in the annual operating budget (of which \$12.8 million is a deposit to the Port's fund balance), offset by net reductions of approximately \$33.6 million in capital projects.
- SFPUC proposes an increase of \$20.7 million, allocated to the SFPUC Operating Fund, and CleanPowerSF, Hetch Hetchy Water and Power Enterprise, Wastewater Enterprise, and Water Enterprise. SFPUC is proposing 22 new positions in FY 2021-22.

Fiscal Impact

- Based on our evaluation of SFPUC's proposed organization and position descriptions, we recommend approval of 21 of the 22 new positions.

Recommendations

- Amend File 21-0652 to (1) delete 0.77 FTE 1823 Senior Administrative Analyst in the PUC Operating Fund; and (2) revise 0.77 FTE 0933 Manager V to 0.77 FTE 0932 Manager IV in the PUC Operating Fund.
- Approve File 21-0652 as amended and File 21-0651.

MANDATE STATEMENT

City Charter Section 9.101 provides for two-year budgets and authorizes the Board of Supervisors to determine by resolution which budgets are on a two-year fixed budget. Section 9.101(g) provides for the Mayor to submit an ordinance to the Board of Supervisors, amending the second-year budgets of City departments with fixed two-year budgets, if the Controller projects that the City will experience significant increases or decreases in revenues or expenditures during the second year of such budgetary cycle.

City Charter Section 9.105 states that amendments to the Annual Appropriations Ordinance, after the Controller certifies the availability of funds, are subject to Board of Supervisors approval by ordinance.

BACKGROUND

The Controller's FY 2020-21 Nine Month Budget Status Report reported on the budget status of the Airport, Port, and San Francisco Public Utilities Commission (SFPUC).

Airport

The projected Airport revenue deficit is \$356.8 million in FY 2020-21, offset by expenditure savings of \$383.0 million, for a net operating surplus of \$26.2 million. The revenue deficit is due primarily to reduced travel and flight cancellations, and associated decreases in parking, concession, and other revenues. Expenditure savings are largely from use of federal CARES Act funds, and operating savings, including salary savings and reduced Annual Service Payments to the General Fund due to reduced concession revenues. The projected FY 2020-21 year-end fund balance is \$65.7 million.

Port

The projected Port revenue surplus is \$10.3 million in FY 2020-21, and expenditure savings are \$6.5 million, for a net operating surplus of \$16.8 million. The revenue surplus is due to continued revenues from warehouse and industrial tenants. Expenditure savings are largely from salary savings and other operating expenses. The projected FY 2020-21 year-end fund balance is \$30 million.

San Francisco Public Utilities Commission

According to the Controller's report, SFPUC projects net operating surpluses for the Hetch Hetchy Operating Fund, the Water Enterprise Fund and the Clean Power Fund. A net operating deficit is projected for the Wastewater Operations Fund.

Hetch Hetchy Enterprise

The projected Hetch Hetchy Enterprise revenue surplus is approximately \$3.9 million in FY 2020-21, and expenditure savings are \$41.3 million, for a net operating surplus of \$37.4 million. The revenue surplus is from increases in miscellaneous income, offset by reduced wholesale and retail electricity sales, reduced recoveries from City departments, and other reductions.

Expenditure savings are largely from reduced electricity purchase and distribution costs, and maintenance and capital costs. The projected FY 2020-21 year-end fund balance is \$81.6 million.

CleanPowerSF

The projected CleanPowerSF revenue deficit is \$16.3 million in FY 2020-21, and expenditure savings are \$19.8 million, for a net operating surplus of \$3.5 million. The revenue deficit is due largely to lower than budgeted electricity sales. Expenditure savings are largely from salary and other operating budget savings and from reduced deposits to budgeted reserves. The projected FY 2020-21 year-end fund balance is \$32.5 million.

Wastewater Enterprise

The projected Wastewater Enterprise revenue deficit is \$23.9 million in FY 2020-21, and expenditure savings are \$19.7 million, for a net operating deficit of \$4.2 million. The revenue deficit is due largely to lower than budgeted sewer service charges and COVID discounts. Expenditure savings are largely from salary and other operating budget savings and from reduced maintenance and capital project costs. The projected FY 2020-21 year-end fund balance is \$195.1 million.

Water Enterprise

The projected Water Enterprise revenue deficit is \$10.6 million in FY 2020-21, and expenditure savings are \$14.6 million, for a net operating surplus of \$4.0 million. The revenue deficit is due largely to lower than budgeted retail water sales, offset by an increase in wholesale water sales. Expenditure savings are largely from debt service savings and from reduced maintenance and capital project costs. The projected FY 2020-21 year-end fund balance is \$206.6 million.

DETAILS OF PROPOSED LEGISLATION

File 21-0651: The proposed ordinance (a) appropriates \$20,716,252 in the San Francisco Public Utilities Commission and (b) reduces appropriations by (i) \$272,379,116 in the Airport Commission and (ii) \$17,664,260 in the Port Commission. The ordinance requires a two-thirds approval vote of all members of the Board of Supervisors for \$59,659,237 in the Public Utilities Commission, for \$10,061,693 in the Airport Commission and for \$3,796,402 in the Port Commission appropriations, pursuant to Charter Section 9.113(c).¹

File 21-0652: The proposed ordinance amends the Salary Ordinance for FY 2020-21 and FY 2021-22 to reflect the substitution of 3 positions (0.00 FTEs) at the Airport Commission, and the

¹ Charter Section 9.113(c) states that “In the event the Mayor or a member of the Board of Supervisors recommends a supplemental appropriation ordinance after the adoption of the budget for any budgetary cycle and prior to the close of the budgetary cycle containing any item which had been rejected by the Mayor in his/her review of departmental budget estimates for the budgetary cycle or which had been rejected by the Board of Supervisors in its consideration of the Mayor's proposed budget for the budgetary cycle, it shall require a vote of two-thirds of all members of the Board of Supervisors to approve such supplemental appropriation ordinance”.

substitution of 9 positions (0.00 FTEs) and the addition of 24 positions (20.81 FTEs) at the San Francisco Public Utilities Commission in FY 2021-22.²

Sources of Funds

Increases and decreases in funding sources in the FY 2021-22 budgets for the Airport, Port, and SFPUC are shown in Exhibit 1 below.

Exhibit 1: Sources of Funds FY 2021-22

	SFPUC	Airport	Port
Charges for Services	\$7,227,118	(\$291,957,000)	(\$74,398)
Other Revenues	(5,498,000)	(7,221,000)	732,317
Expenses from Other Departments	2,588,447		
Operating Transfers In	(1,614,462)		
Intrafund Transfers In	1,175,180	(65,634,490)	24,081,614
ELIMSD TRANSFER Adjustment ³	(1,956,180)	75,604,541	(24,081,614)
Fines and Penalties		(1,023,000)	(321,532)
Interest and Investments		2,308,000	(551,348)
Rent and Concessions		(172,147,000)	(10,662,048)
Federal Grants		103,064,748	1,742,107
State Grants		(1,000)	
Beginning Fund Balance	18,794,149	84,627,085	(8,529,358)
Total	\$20,716,252	(\$272,379,116)	(\$17,664,260)

Source: Proposed Ordinance

FISCAL IMPACT

Airport (Reduction \$272,379,116)

Sources and Uses of Funds

The Airport's reduction of \$272.4 million includes \$256.0 million reduction in the annual operating budget and approximately \$18.4 million reduction in projects and other uses, shown in Exhibit 2 below.

Exhibit 2: Reduction in Airport Budget FY 2021-22

	Amount
Annual Operating Budget	(\$255,977,878)
Annual Project Budget	(603,468)
Continuing Budget	(2,500,000)
Capital Operating Fund	(71,770)
Other Post-Employment Benefits (OPEB)	(13,226,000)
Total	(\$272,379,116)

Source: Proposed Ordinance

² The number of Airport and SFPUC positions in the amended Annual Salary Ordinance differs from the number of positions in the revised budget.

³ ELIMSD transfer adjustment accounts for the internal transfer of funds.

The Airport's \$256.0 million reduction in the annual operating budget in FY 2021-22 consists primarily of debt service savings due to debt restructuring, reduction in contracts for passenger services, reduction in the Annual Service Payment to the General Fund due to reduced concession revenues, and other budget adjustments in the revised FY 2021-22 budget, shown in Exhibit 3 below.

Exhibit 3: Proposed Reduction in FY 2021-22 Airport Operating Budget

	FY 2021-22 Change	Notes
Salaries & Fringe Benefits	\$8,297,003	Negotiated wage increases, position reassignments, and salary savings due to hiring freeze.
Professional Service	(53,311,128)	Reduction in contracts for passenger services
Materials and Supplies	(3,422,119)	Reduction in materials & supplies due to reduced passenger volume
Capital Outlay	(106,038)	
Debt Service	(153,961,993)	Debt service reduction based on anticipated debt restructuring/refunding.
Services of Other Departments	(5,422,028)	Reduction to Police MOU, no new Police Academy classes offset by increase to PUC MOU for utilities charges.
Annual Service Payment to General Fund	(23,083,900)	Reduction based on projected concession revenues
Reduction in Reserves	(24,967,675)	
Total Operating Budget	(\$255,977,878)	

Source: Airport

Other reductions to the Airport budget, totaling \$18.4 million, include reductions in temporary salaries, facilities maintenance, small capital projects, and reductions in the funding of the Airport's OPEB liability.

The Airport is using \$84.6 million of fund balance to balance the FY 2021-22 budget, resulting in an ending fund balance of \$0. According to Airport staff, the Airport will begin refunding the fund balance and OPEB liability when Airport finances improve.

Proposed Position Changes

The Airport is proposing nine position substitutions, resulting in salary and fringe benefit increases of \$119,292, shown in Exhibit 4 below.

Exhibit 4: Proposed Airport Position Substitutions

FTE	Current Position	Current Salary	Proposed Position	Proposed Salary	Increase
1.00	Senior Airport Noise Abatement Specialist	\$158,883	Planner II	\$159,754	\$871
1.00	Electrician	175,418	Assistant Materials Coordinator	175,945	527
1.00	Chemist	173,696	Chemist III	206,596	32,900
2.00	Senior Human Resources Analyst	374,862	Principal Human Resources Analyst	466,680	91,818
1.00	Senior Human Resources Analyst	187,431	Health Program Coordinator III	190,753	3,322
1.00	Executive Secretary III	157,487	Senior Management Assistant	163,901	6,414
1.00	Principal Administrative Analyst	204,758	Manager II	223,988	19,230
1.00	Steamfitter Supervisor II	219,098	Water Service Inspector	183,308	(35,790)
9.00		\$1,651,633		\$1,770,925	\$119,292

Source: Budget System

Port (Reduction \$17,664,260)Sources and Uses of Funds

The Port's reduction of \$17.7 million includes \$16.1 million increase in the annual operating budget, offset by net reductions of approximately \$33.6 million in capital projects, shown in Exhibit 5 below.

Exhibit 5: Proposed Reduction in FY 2021-22 Port Budget

Port Fund	Amount
Annual Operating Budget	\$16,119,740
Annual Project Budget	(148,712)
Continuing Project	(35,377,395)
Federal Projects	1,742,107
Subtotal Harbor Fund	(\$17,664,260)
South Beach Harbor Fund	
Annual Project	209,201
Continuing Project	(209,201)
Subtotal South Beach	\$0

Source: Proposed Ordinance

The Port is proposing the following changes to the FY 2021-22 budget:

- Increase of \$16.1 million in the annual operating budget, including an approximately \$3 million increase to the Port's office lease at Pier 1, and \$12.8 million deposit to the Port's fund balance; offset by other changes to operating expenses;
- Reduction of \$148,712, including reductions to architect/engineering consulting contracts, and park and facility maintenance; offset by increases to other facility improvements;

- Reduction of \$35.4 million to Port capital projects with previously appropriated but unspent balances, ranked as low priority by Port staff based on the Port's maritime mission, life safety needs, and long-term revenue capacity; and
- \$1.7 million federal Transportation Safety Administration (TSA) grant for Port security improvements.

San Francisco Utilities Commission (Increase of \$20,716,252)

Sources and Uses of Funds

The San Francisco Public Utilities Commission (SFPUC) proposed increase of \$20.7 million in FY 2021-22 is shown in Exhibit 6 below.

Exhibit 6: Proposed Increase in FY 2021-22 SFPUC Budget

	Amount
<i>Clean Power SF</i>	
Annual Operating Budget	(\$1,527,628)
Customer Trust Fund	<u>\$1,896,749</u>
Subtotal Clean Power	\$369,121
<i>Hetch Hetchy Water and Power</i>	
Annual Operating Budget	<u>\$11,876,350</u>
Subtotal Hetch Hetchy	\$11,876,350
<i>PUC Operating Fund</i>	
PUC Operating Fund	<u>\$269,538</u>
Subtotal PUC Operating	\$269,538
<i>Water Enterprise</i>	
Annual Operating Budget	\$1,350,029
Annual Project Budget	<u>(\$629,000)</u>
Subtotal Water	\$721,029
<i>Wastewater Enterprise</i>	
Annual Operating Budget	\$6,548,406
Annual Project Budget	<u>\$931,808</u>
Subtotal Wastewater	\$7,480,214
Total	\$20,716,252

Source: Proposed Ordinance

The proposed changes to the FY 2021-22 budget are summarized below.

CleanPower SF

The proposed FY 2021-22 includes (a) a reduction in debt service due to the final payment of a loan from Hetch Hetchy Power to CleanPowerSF; and (b) an increase in the CleanPowerSF Customer Trust Fund due to increases in the cost of power purchases.

Hetch Hetchy Water and Power

The proposed FY 2021-22 increase is primarily due to an increase in the PG&E wholesale distribution tariff, increasing the cost of power purchases.

SFPUC Operating Fund

The proposed FY 2021-22 increase represents an adjustment in the SFPUC operating fund, which is funded by the Water, Wastewater, HHWP and CleanPowerSF operating funds through an overhead allocation.

Water Enterprise

The proposed FY 2021-22 increase is mainly related to (a) climate change and environmental programs, including wildfire mitigation and environmental compliance, and (b) implementation of racial equity initiatives. These increases are offset by reductions in debt service costs.

Wastewater Enterprise

The proposed FY 2021-22 increase is due primarily to (a) maintenance of infrastructure and equipment, and green infrastructure, (b) implementation of racial equity initiatives, and (c) staff and operating costs to manage the new Southeast Community Center.

Proposed Position Changes

SFPUC is proposing 11 position substitutions (shown in Exhibit 7 below) and 22 new positions in FY 2021-22 (shown in Exhibit 8 below).

Exhibit 7: Proposed SFPUC Substitutions

FTE	Current Position	Salary	Proposed Position	Salary	Increase
<i>PUC Operating</i>					
1.00	Manager III	\$239,031	Manager IV	\$254,270	\$15,239
1.00	Administrative Analyst	156,218	Senior Administrative Analyst	179,856	23,638
1.00	Planner III-Environmental Review	0	Manager IV	254,270	254,270
1.00	Planner I	0	Principal Administrative Analyst	204,758	204,758
1.00	Planner III-Environmental Review	0	Manager II	223,988	223,988
<i>Water Enterprise</i>					
1.00	Engineer	235,258	Associate Engineer	206,628	(28,630)
1.00	Junior Administrative Analyst	122,611	Administrative Analyst	156,218	33,607
<i>Wastewater Enterprise</i>					
1.00	Telecommunication Supervisor	218,402	Manager II	223,988	5,586
1.00	Manager IV	254,270	Manager V	271,796	17,526
1.00	IT Operations Support Administrator III	159,754	Construction Inspector	179,163	19,409
1.00	Truck Driver	149,425	Maintenance Planner	197,755	48,330
11.00		\$1,534,969		\$2,352,690	\$817,721

Source: Budget System

Exhibit 8: SFPUC Proposed New Positions

	FY 2021-22		FY 2022-23	
	FTES	Salary & Benefits	FTES	Salary & Benefits
<u>PUC Operating Fund</u>				
IS Business Analyst-Principal	0.77	183,194	1.00	244,271
Manager II	0.77	172,471	1.00	230,224
Manager IV	0.77	195,788	1.00	522,448
Manager V	0.77	209,283	1.00	279,170
Principal Administrative Analyst	0.77	157,663	1.00	420,646
Senior Administrative Analyst	0.77	138,490	1.00	184,806
PUC Operating Fund	4.62	1,056,889	6.00	1,899,610
<u>PUC Personnel Fund</u>				
Principal Administrative Analyst II	0.77	182,486	1.00	243,331
PUC Personnel Fund	0.77	182,486	1.00	243,331
<u>Water Enterprise</u>				
Associate Engineer	1.54	318,206	2.00	424,472
Junior Management Assistant	0.77	99,849	1.00	133,382
Maintenance Machinist Assistant Supervisor	0.77	139,951	1.00	186,813
Manager V	0.77	209,283	1.00	279,170
Plumber	0.77	140,001	1.00	186,947
Principal Administrative Analyst	0.77	157,663	1.00	210,323
Regulatory Specialist	0.77	143,113	1.00	190,948
Water Service Inspector	0.77	141,147	1.00	188,471
Watershed Keeper	0.77	-	1.00	-
Watershed Keeper Supervisor	0.77	-	1.00	-
Water Enterprise	8.47	1,349,213	11.00	1,800,526
<u>Wastewater Enterprise</u>				
Electronic Instrumentation Tech	0.77	-	1.00	-
Manager II	0.77	172,471	1.00	230,224
Principal Administrative Analyst	0.77	157,663	1.00	210,323
Stationary Engineer, Sewage Plant	0.77	-	1.00	-
Wastewater Enterprise	3.08	330,134	4.00	440,547
SFPUC Total	16.94	2,918,722	22.00	4,806,516

Source: Budget System

Position Recommendations*New and Substituted Positions for Racial Equity Initiatives*

SFPUC has proposed 12 new and substituted positions to support Racial Equity initiatives, shown in Exhibit 9 below.

Exhibit 9: SFPUC Proposed Staffing for Racial Equity New Initiatives

Employee Labor Relations	People Science & Strategy	Equity Group
	<u>New Positions</u>	
	0932 Manager IV	1825 Principal Administrative Analyst II
	0923 Manager II	1824 Principal Administrative Analyst
	1824 Principal Administrative Analyst	1824 Principal Administrative Analyst
	1823 Senior Administrative Analyst	1054 Principal IS Business Analyst
	<u>Position Substitutions</u>	
0932 Manager IV	1823 Senior Administrative Analyst	0932 Manager IV 1824 Principal Administrative Analyst

The Employee Labor Relations position is an existing position within Human Resources Services. The People Science & Strategy unit was formerly the Enterprise Workforce Planning unit; SFPUC is proposing adding five positions to this unit to provide human resources data and analytical report. The Equity Group is in the General Manager’s Office, and SFPUC is proposing adding six positions with responsibility for implementing SFPUC’s Racial Equity Action Plan.

Based on our evaluation of proposed organization and position descriptions, we recommend approval of seven of eight of the new positions as follows:

- SFPUC proposes two 1823 Senior Administrative Analyst positions (one new and one substituted) to be added to the People Science & Strategy unit for data management. These two positions are in addition to the existing 1824 Principal Administrative Analyst position for this purpose. Overall, SFPUC is adding five positions to the People Science & Strategy unit for data and analytical support. Given that this is an expanding function, and the total work and staffing needs are not yet fully known, we recommend amending File 21-0652 to delete 0.77 FTE 1823 Senior Administrative Analyst in the PUC Operating Fund.
- SFPUC proposes one new 0933 Manager V to enhance the Department’s audit function. Based on the level of responsibility required for this position, we consider that this position could be more appropriately filled as a 0932 Manager IV, and therefore recommend amending File 21-0652 to revise 0.77 FTE 0933 Manager V to 0.77 FTE 0932 Manager IV in the PUC Operating Fund.

POLICY CONSIDERATION

According to the proposed ordinance, the following appropriation amounts require a 2/3 vote of the Board of Supervisors:

- \$10,061,693 in the Airport FY 2021-22 budget for salaries;
- \$3,769,402 in the Port’s FY 2021-22 budget, including \$567,385, \$3,019,816 for Nonpersonnel Services, and \$209,372 for the South Beach Harbor Project; and
- \$59,659,237 in the SFPUC FY 2021-22 budget as follows:

- \$11,398,337 in the Wastewater Enterprise
- \$15,910,163 in the Hetch Hetchy Water and Power Enterprise
- \$617,635 in CleanPowerSF
- \$1,896,749 in the CleanPowerSF Customer Trust Fund
- \$8,904,876 in the SFPUC Operating Fund
- \$20,931,477 in the Water Enterprise

RECOMMENDATIONS

- Amend File 21-0652 to (1) delete 0.77 FTE 1823 Senior Administrative Analyst in the PUC Operating Fund; and (2) revise 0.77 FTE 0933 Manager V to 0.77 FTE 0932 Manager IV in the PUC Operating Fund.
- Approve File 21-0652 as amended and File 21-0651.



TO: Angela Calvillo, Clerk of the Board of Supervisors
FROM: Sophia Kittler
RE: Public Employment – Amendment to the Salary Ordinance for the Airport
Commission and the San Francisco Public Utilities Commission– Fiscal
Year 2021-2022
DATE: June 1, 2021

Ordinance amending Ordinance No 166-20 (Salary Ordinance Fiscal Years 2020-21 and 2021-22) to reflect the substitution of 3 positions (0.00 FTEs) at the Airport Commission, and the substitution of 9 positions (0.00 FTEs) and the addition of 24 positions (20.81 FTEs) at the San Francisco Public Utilities Commission in Fiscal Year 2021-22.

Should you have any questions, please contact Sophia Kittler at 415-554-6153.



To: Angela Calvillo, Clerk of the Board of Supervisors
From: Ashley Groffenberger, Mayor's Budget Director
Date: June 1, 2021
Re: Mayor's FY 2021-22 and FY 2022-23 Budget Submission

Madam Clerk,

In accordance with City and County of San Francisco Charter, Article IX, Section 9.100, the Mayor's Office hereby submits the Mayor's proposed budget by June 1st, corresponding legislation, and related materials for Fiscal Year (FY) 2021-22 and FY 2022-23.

In addition to the Mayor's Proposed FY 2021-22 and FY 2022-23 Budget Book, the following items are included in the Mayor's submission:

- The Annual Appropriation Ordinance and Annual Salary Ordinance, along with Administrative Provisions, physical copies of which will be delivered by the Controller's Office
- The proposed budget for the Office of Community Investment and Infrastructure for FY 2021-22
- 22 separate pieces of trailing legislation (see list attached)
- A Transfer of Function letter detailing the transfer of positions from one City department to another
- An Interim Exception letter
- A letter addressing funding levels for nonprofit corporations or public entities for the coming two fiscal years
- Memo to the Board President requesting for 30-day rule waivers on ordinances
- Request for release of Budget and Appropriations Committee Reserve

Please note the following:

- Technical adjustments to the budget are being prepared, but are not submitted with this set of materials.

Sincerely,

Ashley Groffenberger
Mayor's Budget Director

cc: Members of the Board of Supervisors
Budget & Legislative Analyst's Office
Controller

DEPT	Item	Relevance to Budget	Type of Legislation
ADM	Critical Repair/Recovery Stimulus COPs	Authorizes COPs to finance or refinance the capital plan in the budget.	Ordinance
CON	Prop J Certification - new	Costs related to Prop J services assumed in budget.	Resolution
CON	Prop J Certification - previously approved	Costs related to Prop J services assumed in budget.	Resolution
CON	Access Line Tax	Sets Access Line Tax. Revenues assumed in budget.	Resolution
CON	Neighborhood Beautification Fund	Neighborhood Beautification Fund contribution levels assumed in budget.	Ordinance
CON	Supplemental Enterprise Budget - AAO	Amendment to the AAO for the Airport, Port, and the PUC	Ordinance
CON	Supplemental Enterprise Budget - ASO	Amendment to the ASO for the Airport, Port, and the PUC	Ordinance
DPH	Annual Update to Patient Rates	Fee revenue assumed in budget.	Ordinance
DPH	Recurring State Grants	Grant revenue assumed in budget.	Resolution
DPH	DPH City Option Payouts	Approves the execution of a payment agreement assumed in budget.	Resolution
DPH	Emergency Medical Services Fee Transfer of Function	Transfer of function for positions reflected in the budget	Ordinance
HSH	Annual HSH Fund Expenditures	Expenditure plan assumed in budget.	Resolution
LIB	In-Kind Grant of Friends of San Francisco Public Library	Grant assumed in budget.	Resolution
LIB	In-Kind Grant of Friends of San Francisco Public Library Mission Branch	Grant assumed in budget.	Resolution
PUC	Hetch Hetchy Capital Budget	Appropriates funds to support PUC Hetch Hetchy capital budget expenditures.	Ordinance
PUC	Wastewater Capital Budget	Appropriates funds to support PUC Wastewater Enterprise capital budget expenditures.	Ordinance
PUC	Hetch Hetchy Debt Authorization	Authorizes bond issuance to finance Hetch Hetchy capital projects.	Ordinance
PUC	Wastewater Debt Authorization	Authorizes bond issuance to finance Wastewater capital projects.	Ordinance
REC	Continuing Flexible Pricing Model for REC Owned Gardens	Continues current pricing model for REC-owned gardens-- revenues reflected in budget.	Ordinance
REC	Parking Rates and Codes Revision	Authorizes SFMTA to implement paid parking and revise existing rates at certain parking lots-- revenues reflected in budget.	Ordinance
RNT	Direct Administration of the Rent Board Fee	Legislation that allows the Rent Board to directly collect the annual fee on rent-controlled units-- revenues reflected in budget.	Ordinance
TTX	Street Artist Fee	Lowers the fee of a street artist certificate— revenues reflected in budget.	Ordinance



TO: Angela Calvillo, Clerk of the Board of Supervisors
FROM: Sophia Kittler
RE: 30-Day Waiver Requests
DATE: June 2, 2021

Madam Clerk,

The Mayor's Office respectfully requests 30-day hold waivers for the following pieces of trailing legislation:

- Appropriation – \$20,716,252 - Public Utilities Commission – (\$272,379,116) - Airport Commission – (\$17,664,260) - Port Commission - FY2021-2022
- Public Employment – Amendment to the Salary Ordinance for the Airport Commission and the San Francisco Public Utilities Commission– Fiscal Year 2021-2022

Should you have any questions, please contact Sophia Kittler at 415-554-6153.

President, District 10
BOARD of SUPERVISORS



City Hall
1 Dr. Carlton B. Goodlett Place, Room 244
San Francisco, CA 94102-4689
Tel. No. 554-6516
Fax No. 554-7674
TDD/TTY No. 544-6546

Shamann Walton

PRESIDENTIAL ACTION

Date: 6/3/2021

To: Angela Calvillo, Clerk of the Board of Supervisors

Madam Clerk,

Pursuant to Board Rules, I am hereby:

Waiving 30-Day Rule (Board Rule No. 3.23)

File No.

210652

Mayor

(Primary Sponsor)

Title.

Public Employment - Amendment to the Salary Ordinance for the Airport Commission and the San Francisco Public Utilities Commission - FY2021-2022

Transferring (Board Rule No 3.3)

File No.

(Primary Sponsor)

Title.

From:

Committee

To:

Committee

Assigning Temporary Committee Appointment (Board Rule No. 3.1)

Supervisor:

Replacing Supervisor:

For:

(Date)

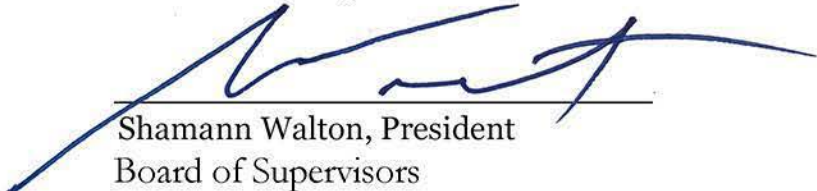
(Committee)

Meeting

Start Time:

End Time:

Temporary Assignment: Partial Full Meeting


Shamann Walton, President
Board of Supervisors

From: [Kittler, Sophia \(MYR\)](#)
To: [BOS Legislation, \(BOS\)](#)
Cc: [Owens, Morgan \(MYR\)](#); [Bangcaya, Matthew \(MYR\)](#); [Lynn, Andrea \(MYR\)](#); [PEARSON, ANNE \(CAT\)](#); [Campbell, Severin \(BUD\)](#); [Scarpulla, John \(PUC\)](#)
Subject: Mayor -- [Ordinance] --[Public Employment – Amendment to the Salary Ordinance for the Airport Commission and the San Francisco Public Utilities Commission– Fiscal Year 2021-2022]
Date: Tuesday, June 1, 2021 2:58:44 PM
Attachments: [Fixed Budget Dept ASO Amendment.zip](#)

Attached for introduction to the Board of Supervisors is an **Ordinance amending Ordinance No 166-20 (Salary Ordinance Fiscal Years 2020-21 and 2021-22) to reflect the substitution of 3 positions (0.00 FTEs) at the Airport Commission, and the substitution of 9 positions (0.00 FTEs) and the addition of 24 positions (20.81 FTEs) at the San Francisco Public Utilities Commission in Fiscal Year 2021-22.**

Please let me know if you have any additional Questions.

Sophia Kittler
Liaison to the Board of Supervisors
Office of Mayor London N. Breed
(415) 554 6153 | Sophia.kittler@sfgov.org