

CITY AND COUNTY OF SAN FRANCISCO
BOARD OF SUPERVISORS

BUDGET AND LEGISLATIVE ANALYST

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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> | <i>\$91,749</i> | | | | <i>Total Restoration</i> | <i>\$92,489</i> | | | |
| 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> | <i>\$183,497</i> | | | | | <i>Total Savings</i> | <i>\$184,978</i> | | |
| 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 | \$291,748 |
| Non-General Fund | \$0 | \$0 | \$0 |
| Total | \$200,000 | \$91,748 | \$291,748 |

FY 2023-24

| Total Recommended Reductions | | | |
|------------------------------|------------------|-----------------|------------------|
| | One-Time | Ongoing | Total |
| General Fund | \$100,000 | \$92,489 | \$192,489 |
| Non-General Fund | \$0 | \$0 | \$0 |
| Total | \$100,000 | \$92,489 | \$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</i> | | \$144,132 | | | | <i>Total Savings</i> | | \$145,228 | |
| | 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</i> | | \$142,075 | | | <i>Total Savings</i> | | \$139,116 | |
| | 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</i> | | \$142,075 | | | <i>Total Savings</i> | | \$139,116 | | |
| | 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</i> | | \$33,463 | | | <i>Total Savings</i> | | \$33,463 | |
| | 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 | \$103,714 | \$0 | \$103,714 | x |
| | Mandatory Fringe Benefits | | | \$43,646 | \$0 | \$43,646 | x | \$41,514 | \$0.00 | \$41,514 | 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. | | | | | | | | | | |

FY 2022-23

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

FY 2023-24

| | | |
|------------------------------|-----|--------------|
| Total Recommended Reductions | | Total |
| One-Time | \$0 | \$602,151 |
| Ongoing | \$0 | \$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 | | GF | 1T | FTE | | Amount | | GF | 1T |
| Rec # | Account Title | From | To | From | To | | | Savings | From | To | From | | |
| 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 | | | | | |
| ADM-1 | 1824 Principal Administrative Analyst | 0.79 | 0.00 | \$122,726 | \$0 | \$122,726 | x | | | | | | | | | |
| | Mandatory Fringe Benefits | | | \$45,848 | \$0 | \$45,848 | x | | | | | | \$161,269 | x | | |
| | | | | <i>Total Savings</i> | \$168,574 | | | | | | | | <i>Total Savings</i> | \$215,483 | | |
| | 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 | | | | | | | | | |
| | Mandatory Fringe Benefits | | | \$0 | \$0 | \$0 | x | | | | | | \$0 | x | | |
| | | | | \$0 | \$0 | \$0 | x | | | | | | \$0 | x | | |
| ADM-2 | 1043 IS Engineer - Senior | 0.79 | 0.00 | \$0 | \$0 | \$0 | x | | | | | | | | | |
| | Mandatory Fringe Benefits | | | \$0 | \$0 | \$0 | x | | | | | | \$0 | x | | |
| | | | | \$0 | \$0 | \$0 | x | | | | | | \$0 | x | | |
| ADM-2 | 1053 IS Business Analyst - Senior | 0.79 | 0.00 | \$0 | \$0 | \$0 | x | | | | | | | | | |
| | Mandatory Fringe Benefits | | | \$0 | \$0 | \$0 | x | | | | | | \$0 | x | | |
| | | | | \$0 | \$0 | \$0 | x | | | | | | \$0 | x | | |
| | 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 |
| ADM-3 | 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 |
| | | | | (\$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. | | | | | | | | | | | | | | | |

**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) | | \$100,000 | x | | | (\$1,047,683) | | \$100,000 | x |
| | Mandatory Fringe Benefits | | | (\$540,642) | | \$63,113 | x | | | (\$409,810) | | \$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>Total Savings</i> | | | |
| | | | | (\$89,314) | | | | | | (\$101,490) | | | |
| 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>Total Savings</i> | | |
| | | | | (\$142,075) | | | | | | (\$139,116) | | | |
| 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. | | | | | | | | | | | | | |
| Ongoing savings. | | | | | | | | | | | | | |
| 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>Total Savings</i> | | | |
| | | | | \$0 | | | | | | \$0 | | | |
| 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. | | | | | | | | | | | | | |
| 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 | 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 REAL ESTATE | | | | | | | | | | | |
| ADM-11 | 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 | | | FY 2023-24 | | |
|------------------------------|------------------|------------|------------------------------|------------|------------------|
| Total Recommended Reductions | | | Total Recommended Reductions | | |
| One-Time | Ongoing | Total | One-Time | Ongoing | Total |
| General Fund | \$548,689 | \$0 | \$100,000 | \$0 | \$100,000 |
| Non-General Fund | \$0 | \$0 | \$0 | \$0 | \$0 |
| Total | \$548,689 | \$0 | \$100,000 | \$0 | \$100,000 |

| FY 2022-23 | | | FY 2023-24 | | |
|------------------------------|------------------|------------|------------------------------|------------|------------------|
| Total Recommended Reductions | | | Total Recommended Reductions | | |
| One-Time | Ongoing | Total | One-Time | Ongoing | Total |
| General Fund | \$548,689 | \$0 | \$100,000 | \$0 | \$100,000 |
| Non-General Fund | \$0 | \$0 | \$0 | \$0 | \$0 |
| Total | \$548,689 | \$0 | \$100,000 | \$0 | \$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 | | | \$4,280 | x | x |
| | | \$92,250 | | | \$92,250 | x | x |
| | | (\$4,628) | | | (\$4,628) | x | x |
| | | \$71,322 | | | \$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 | Total |
| General Fund | \$163,224 | \$0 |
| Non-General Fund | \$0 | \$0 |
| Total | \$163,224 | \$0 |

FY 2023-24

| Total Current-Year Recommendations | | |
|------------------------------------|------------|------------|
| One-Time | Ongoing | Total |
| 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 |
| | | | Total Savings | \$263,770 | | | | | Total Savings | \$338,411 | | |

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 - 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 | | Savings | GF 1T | FTE | | Amount | | Savings | GF 1T |
| | | From | To | From | To | | | From | To | From | To | | |
| SAS-1 | Temporary Salaries | | | \$111,553 | \$61,553 | \$50,000 | x | | | | | | |
| | Mandatory Fringe Benefits | | | \$9,761 | \$9,761 | \$0 | x | | | | | | |
| | | | | <i>Total Savings</i> | \$50,000 | | | | | | \$0 | | |
| | 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 | 1842 Management Assistant | 1.00 | 0.90 | \$106,584 | \$95,926 | \$10,658 | x | | | | | | |
| | Mandatory Fringe Benefits | | | \$45,314 | \$40,783 | \$4,531 | x | | | | | | |
| | | | | <i>Total Savings</i> | \$15,190 | | | | | | \$0 | | |
| | 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 | x | | | | | | |
| | Mandatory Fringe Benefits | | | \$63,272 | \$56,945 | \$6,327 | x | | | | | | |
| | | | | <i>Total Savings</i> | \$21,991 | | | | | | \$0 | | |
| | 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 | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | |

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 | | | |
| | | | | | | | | | | | | | | | |

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 | \$575,000 | \$0 |
| Non-General Fund | \$0 | \$0 |
| Total | \$575,000 | \$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.

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> | <i>\$127,386</i> | | | | | | | <i>Total Savings</i> | <i>\$134,219</i> | | |
| 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. | | | | | | | | | | | | | | |
| | 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> | <i>\$218,802</i> | | | | | | | <i>Total Savings</i> | <i>\$219,957</i> | | |
| | 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. | | | | | | | | | | | | | | |

FY 2022-23

Total Recommended Reductions

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

FY 2023-24

Total Recommended Reductions

| | One-Time | Ongoing | Total |
|------------------|------------|------------------|------------------|
| General Fund | \$0 | \$365,743 | \$365,743 |
| Non-General Fund | \$0 | (\$11,567) | (\$11,567) |
| Total | \$0 | \$354,176 | \$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 | H/H 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 | |
| | | | | <i>Total Savings</i> | \$261,779 | | | | | | | | \$0 | |
| | | Increase attrition savings in Jail Health to reflect anticipated delays in hiring of new positions in FY 2022-23. | | | | | | | | | | | | |
| DPH-9 | H/H 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 | |
| | | | | (\$1,251,132) | (\$1,393,935) | | | \$142,803 | x | x | | | \$0 | |
| | | | (\$526,417) | (\$629,826) | | | \$103,409 | x | x | | | \$0 | | |
| | | | <i>Total Savings</i> | \$369,318 | | | | | | | | \$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 | H/S 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 | |
| | | | | <i>Total Savings</i> | \$196,183 | | | | | | | | \$0 | |
| | | Increase attrition savings in Health Network Services to reflect anticipated delays in hiring of new positions in FY 2022-23. | | | | | | | | | | | | |
| DPH-11 | H/P Primary Care | | | | | | | | | | | | | |
| | 1406_C Senior Clerk | 0.79 | 0.00 | \$70,727 | \$0 | \$70,727 | x | | | | 1.00 | 0.00 | \$92,940 | x |
| | Mandatory Fringe Benefits | | | \$31,917 | \$0 | \$31,917 | x | | | | | | \$38,979 | x |
| | | | | <i>Total Savings</i> | \$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 | x |
| | Mandatory Fringe Benefits | | | \$9,187 | \$0 | \$9,187 | x | | | | | | \$8,736 | x |
| | | | | <i>Total Savings</i> | \$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 | |
| | | | | <i>Total Savings</i> | \$158,405 | | | | | | | | \$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 | | | |
| | Deny proposed 1.00 FTE new 1406 Senior Clerk at Zuckerberg San Francisco General. With this reduction, ZSFG will still receive 1.58 FTE new Pharmacy Technicians in FY 2022-23. | | | | | | | | | |
| DPH-19 | 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 |
| | 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. | | | | | | | | | |
| | <i>Total Savings</i> | | | \$1,152,510 | | | | \$0 | | |
| | One-time reduction 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 | | To | Savings | GF | 1T | FTE | Amount | | To | Savings | GF | 1T |
| | | | From | To | | | | | | From | To | | | | |
| HSA-5 | 9993M Attrition Savings | | (\$5,152,736) | (\$5,302,736) | \$150,000 | x | | | (\$3,705,892) | (\$3,805,892) | \$100,000 | x | | | |
| | Mandatory Fringe Benefits | | (\$2,168,021) | (\$2,231,134) | \$63,113 | x | | | (\$1,449,585) | (\$1,488,701) | \$39,116 | x | | | |
| | | | Total Savings | | \$213,113 | | | | Total Savings | | \$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 | 1.00 | 0.00 | \$71,587 | \$0 | \$71,587 | x | | | 0.00 | \$73,887 | \$0 | \$73,887 | x | |
| | Mandatory Fringe Benefits | | | \$35,744 | \$0 | \$35,744 | x | | | | \$34,495 | \$0 | \$34,495 | x | |
| | 2916 Social Work Specialist | 1.00 | 0.00 | \$112,985 | \$0 | \$112,985 | x | | | 0.00 | \$116,614 | \$0 | \$116,614 | x | |
| | Mandatory Fringe Benefits | | | \$47,804 | \$0 | \$47,804 | x | | | | \$45,332 | \$0 | \$45,332 | x | |
| | 9993M Attrition Savings | | | (\$5,930,807) | (\$6,130,807) | \$200,000 | x | | | | (\$5,930,807) | (\$6,030,807) | \$100,000 | x | |
| | Mandatory Fringe Benefits | | | (\$2,495,392) | (\$2,579,542) | \$84,150 | x | | | | (\$2,319,874) | (\$2,358,990) | \$39,116 | x | |
| | | | Total Savings | | \$552,270 | | | | Total Savings | | \$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> | | | | | | <i>Total Savings</i> | | | |
| | | | | \$46,203 | | | | | | \$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> | | | | | | <i>Total Savings</i> | | | |
| | | | | \$147,365 | | | | | | \$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> | | | | | | <i>Total Savings</i> | | | |
| | | | | \$147,365 | | | | | | \$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 | \$0 | X | |
| | | | | (\$174,799) | (\$362,860) | X | X | | | \$188,061 | \$0 | X | |
| | | | | <i>Total Savings</i> | | | | | | <i>Total Savings</i> | | | |
| | | | | \$635,025 | | | | | | \$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. | | | | | | | | | | | | |

**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 | Savings | FTE | | Amount | | GF 1T | Savings |
| | | From | To | From | To | | | From | To | From | To | | |
| | HOM Programs | | | | | | | | | | | | |
| | Attrition Savings | | \$0 | (\$110,345) | \$110,345 | X | | | | | | | |
| | Mandatory Fringe Benefits | | \$0 | (\$38,621) | \$38,621 | 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 | | | | | | | |
| | | | (\$2,083) | (\$65,616) | \$63,533 | 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 | | | | | | | |
| | | | (\$137,181) | (\$271,917) | \$134,736 | 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 | | | | | | | |
| | | | (\$174,799) | (\$243,584) | \$68,785 | 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 | | | | | | | \$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 | | FTE | | Amount | | | | | | | | |
| | | From | To | From | To | From | To | From | To | | | | | | | |
| | | | | | | | | | | | | | | Savings | GF | 1T |

Policy Recommendations

| HOM Programs | GF | 1T | Savings | To | From | To | From | To | Amount | To | From | Total Savings | Total Savings |
|--------------------------------|----|----|---|----|------|----|-------------|----|-------------|----|------|---------------|---------------|
| Programmatic Projects - Budget | | | \$0 | | | | \$2,000,000 | | \$2,000,000 | | | \$2,000,000 | \$0 |
| | | | <i>Total Savings</i> | | | | | | | | | \$2,000,000 | \$0 |
| 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> <p style="text-align: right;">One time savings</p> | | | | | | | | | | |

FY 2022-23

Total Policy Recommendations

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

FY 2023-24

Total Policy Recommendations

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

| | |
|-------------------------|-----|
| General Fund | \$0 |
| Non-General Fund | \$0 |
| Total | \$0 |

FY 2023-24

Total Recommended Reductions

| | | | |
|-----------------|-----|--------------|-----|
| One-Time | \$0 | Total | \$0 |
| Ongoing | \$0 | | \$0 |
| Total | \$0 | | \$0 |

| | |
|-------------------------|-----|
| 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 |