

City and County of San Francisco

London Breed, Mayor



Human Services Agency

**Department of Human Services
Susie Smith, Deputy Director
Policy, Planning & Public Affairs**

March 25, 2024

Ms. Angela Calvillo
President of the Board
City and County of San Francisco
1 Dr. Carlton B. Goodlett Place, Room 244
San Francisco, CA 94102 – 4689

Dear Ms. Calvillo:

This ordinance addresses two overall aspects of the City's Administrative and Business and Tax Regulations Codes.

The first revision would change the frequency of housing reports prepared and published by the Department of Disability and Aging Services (DAS), as required by Administrative Code Section 111.1. Under the change, DAS would publish the housing needs overview report every other year instead of annually, and DAS would publish the housing needs assessment and production pipeline report every eighth year, instead of every third year.

The second revision makes changes across the Administrative and Business and Tax Regulations Codes to update references to DAS using the department's current name. Other minor, non-substantive changes are made to update outdated phrasing and numbering in the sections being revised.

Should you have any questions about this policy or ordinance, please do not contact me by email at susie.smith@sfgov.org or phone at (415) 307-3291.

Sincerely,

A handwritten signature in black ink that reads "Susie Smith".

Susie Smith
Deputy Director, Policy, Planning & Public Affairs