

Department Budget Submission Checklist

To be completed by: All departments.

Instructions: Submit this completed cover sheet with your budget submission and ensure all applicable forms

Department Name: War Memorial (WAR)

☒ **Summary of Major Changes:** Completed "Form 1A: Summary of Major Changes" explaining major changes submitted in department's budget proposal.

☒ **Proposed GF cost neutral proposal**

☒ **Department Budget Summary:** Completed "Form 1B: Department Budget Summary".

☒ **Budget Equity:** Completed "Form 1C: Budget Equity"

☒ **Revenue Report:** Completed "Form 2A: Revenue Report."

☒ **Fees & Fines:** Completed "Form 2B: Fees & Fines."

N/A ☐ **Cost Recovery:** Completed "Form 2C: Cost Recovery."

☒ **Expenditure Changes:** Completed "Form 3A: Expenditure Changes."

N/A ☐ **Deappropriations from prior years' budget:** Indicate if these are included in your submitted budget, and please explain in the expenditure changes form 3A

☒ **Position Changes:** Completed "Form 3B: Position Changes."

☒ **Equipment & Fleet Requests:** New General Fund Equipment (Form 4A0 and Fleet Requests (Form 4A1)

N/A ☐ **Minimum Compensation Ordinance:** The effects of the MCO in contracting have been

N/A ☐ **Proposition J Description, Summary, City Cost, Contract Cost:** Required for all existing or new Pr

N/A ☐ **Interdepartmental Services Balancing:** Included Excel download of Department - IDS Form Balan

☒ **Organizational Charts:** Submission contains updated position-level organizational charts for your department, with indication if the position is filled (F) or vacant (V). Organizational charts

N/A ☐ **New Legislation:**

☐ Included draft legislation that department would like to submit with the budget; or,

☐ Draft legislation in progress at this time. A description of the proposed changes is included in the "Summary of Major Changes" table. A draft will be provided to the Mayor's Office by

☒ **Other Requests:** Submitted requests for the following item (through a separate form), if applicabl

☒ COIT, Capital

For Chief Financial Officer/Budget Manager:

I have reviewed the attached budget submission and affirm that all applicable forms checked off above are either included in this submission or have been submitted through the proper online forums.

Full Name: John Caldon, Managing Director

Signature: _____

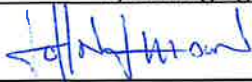


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BUDGET FORM 1A: Summary of Major Changes

FY 2022-23 and FY 2023-24

WAR MEMORIAL (WAR)

Major Changes	Department Response to Major Changes
1. SUMMARY. What major changes is the department proposing? Include a description of changes intended to improve core service delivery. Clearly describe each change and the department's proposal to fund each change without increased General Fund support (i.e. reprioritization of existing funds, grants, or other new revenues). Include detail related to position changes in the Expenditure Changes section below.	Major changes include increase in salaries/benefits and IDS Work Order with RED for custodial services due to post-pandemic increase in booking of performances and events. Costs will be paid for from increased earned revenue and will not require additional GF support. Please note that in "1B Department Budget Summary" the "Capital Outlay" in Uses does not have a corresponding entry in "Other Financing Sources," possibly resulting in an erroneous increase in WAR's request for GF support. The budget proposed by WAR is GF neutral when GF support and earned revenue are included, and when capital funding requests are balanced with equal expenditures.
2. TARGET. How did the department meet its General Fund cost neutral target?	WAR is not subject to target.
3. EXPENDITURE CHANGES. What major spending changes is the department proposing? Please provide information especially for any grant changes, major contract changes, personnel changes, or other changes that affect core services and functions. Highlight any changes related to major changes/initiatives as noted in the Summary section and provide details in Form 3A.	Only major changes include increase to IDS Work Order with RED for custodial services and increase in salaries/benefits due to backfilling positions previously held in attrition to provide necessary operational support for post-pandemic increase in performances and events.
4. REVENUE. What revenue changes did the department submit? Please differentiate between General Fund and non-General Fund. This should match an Audit Trail, as shown in Form 2A Revenue Report, as well as, the Expenditure Report in Form 3A.	Submitted changes to earned revenue based on current forecasts. Also anticipating funding from Capital Planning for capital project requests.
5. LEGISLATION. Is the department seeking to submit any legislation with the budget? Does the department's budget assume any revenues/expenditures that require a legislative change?	No.
6. PROP J. Identify existing Prop J Analyses that will continue, and if the department's budget proposes any NEW contracting out of work previously done by City workers.	No Prop J requests.
7. TRANSFER OF FUNCTION. Is the department requesting any Transfer of Functions of positions between departments? If so, please explain.	No.
8. INTERIM EXCEPTIONS. Is the department requesting any interim exceptions (new positions that are 1.0 FTE rather than 0.79 in BY and .78 in BY +1)? If so, for what reason are is the request being made?	No.
9. BUDGET EQUITY. How has the department advanced racial equity through its services to the community? Please provide a high level summary in this form and all details in Form 1D.	The department has established a Special Committee on Racial Equity on its War Memorial Board of Trustees to hear from facility users regarding racial equity programs and needs. Staff has also worked to make changes to hiring practices and recruitment efforts. The department would benefit from being granted an additional position to function as an Equity Officer. (See 1C for details.)

BUDGET FORM 1B: Department Budget Summary FY 2022-23 and FY 2023-24

Department Total Budget Historical Comparison (Department's Submission)

Budget Year 2022-2023 and 2023-2024

Department Total Budget Historical Comparison

WAR War Memorial

Authorized Positions	2021-2022 Original Budget	2022-2023 Proposed Budget	Changes from 2021-2022	2023-2024 Proposed Budget	Changes from 2022-2023
Total Authorized	66.92	69.98	3.06	71.14	1.17
Non-Operating Positions (CAP/Other)	0.00	0.00	0.00	0.00	0.00
Net Operating Positions	66.92	69.98	3.06	71.14	1.17

Sources

Charges for Services	199,021	586,778	387,757	586,778	0
Expenditure Recovery	258,466	273,987	15,521	273,987	0
Other Financing Sources	2,200,000	0	(2,200,000)	0	0
Rents & Concessions	2,064,017	3,485,627	1,421,610	3,613,192	127,565
Transfers In	14,181,554	14,210,310	28,756	14,210,310	0
Unappropriated Fund Balance	750,000	966,937	216,937	588,501	(378,436)
General Funds	9,502,809	9,344,880	(157,929)	8,729,431	(615,449)
Sources Total	29,155,867	28,868,519	(287,348)	28,002,199	(866,320)

Uses - Operating Expenditures

Salaries	7,248,300	7,987,139	738,839	8,304,097	316,958
Mandatory Fringe Benefits	3,484,112	3,512,856	28,744	3,421,421	(91,435)
Non-Personnel Services	1,341,552	1,078,150	(263,402)	1,130,574	52,424
Capital Outlay	2,780,263	1,159,276	(1,620,987)	0	(1,159,276)
Debt Service	9,502,809	9,557,306	54,497	9,557,306	0
Materials & Supplies	278,657	292,017	13,360	300,627	8,610
Services Of Other Depts	4,520,174	5,281,775	761,601	5,288,174	6,399
Uses Total	29,155,867	28,868,519	(287,348)	28,002,199	(866,320)

Uses - By Division Description

WAR War Memorial	29,155,867	28,868,519	(287,348)	28,002,199	(866,320)
Uses by Division Total	29,155,867	28,868,519	(287,348)	28,002,199	(866,320)

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NOTES:

1. Capital Budget requests for BY (\$2.2M for DSH Elevator and \$6M for OH Mansard Roof) not showing up on the Summary Report above (see chart below).
2. The "Capital Outlay" in Uses has no corresponding entry in "Other Financing Sources," possibly resulting in an erroneous increase in WAR's request for GF support
3. The budget proposed by WAR is GF neutral when GF support & earned revenue are included, & when capital funding requests are balanced with equal expenditures.

City and County of San Francisco Department - Capital Project Submission to CPC

Run Date: 2/18/22

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List of Submission

Run Time: 10:54:45 AM

Dept Grp	Form	Project Activity	Activity Title	CPC Project Name	FY 2022-23 Original	FY 2022-23 Department	FY 2023-24 Department
WAR	7200	10031059-0001	Mansard Roof Replacement	Opera House Roof Replacement	0	6,000,000	6,000,000
WAR	7200	10037717-0002	Davies Hall Elevators CR	Davies Hall Elevator Modernization	0	2,200,000	0
WAR	7900	10016982-0003	War - Facility Maintenance	WAR - Facilities Maintenance	609,276	609,276	627,554

BUDGET FORM 1C: BUDGET EQUITY

FY 2022-23 and FY 2023-24

1. What is the department's approach to advancing racial equity in the services provided to the residents of San Francisco?

The War Memorial is focused on training staff to foster a welcoming environment to patrons of all races and cultural backgrounds while simultaneously endeavoring to increase the diversity of presenters working in the department's venues. Creating the department's Racial Equity Action Plan with the staff Racial Equity Team was a successful process that yielded a number of actionable steps to be taken to realize more equitable provision of services to the public. The War Memorial Board of Trustees also established a Special Committee on Racial Equity, which has been receiving reports from facility users regarding equity programs and needs. However, the department did not complete as much of the plan this year as had been hoped. It is apparent that the War Memorial needs a full-time Equity Officer, which is a position it does not currently have funded. The department respectfully requests that the Mayor's Office add an additional Administrative Analyst position during the Mayor's Budget Phase to the department's budget so it may hire an Equity Officer. Please note this position request is not included in "3B Position Changes."

2. What are the department's top racial equity priorities for the upcoming budget cycle? Are there any existing programs that the department is proposing to modify or recommending new initiatives in order to fulfill racial equity priorities?

The department needs a full-time Equity Officer to oversee implementation of its Racial Equity Action Plan, coordinate staff racial equity trainings, and manage the analysis and reporting requirements mandated by the Office of Racial Equity. The department does not currently have a position available to do this work and respectfully requests the Mayor's Budget Office add an additional Administrative Analyst to its budget to fulfill this role. Please note this position request is not included in "3B Position Changes."

DEPARTMENT: _WAR_

Budget System Report 15.30.005 filtered on Regular Revenues																		Total BY Revenue Variance: 672,953.00			Total BY+1 Revenue Variance: 422,082.00			FORMULA	FILL IN			
GFS Type	Dept Grp	Division	Division Title	Section	Section Title	Dept ID	Dept ID Title	Fund	Fund Title	Project-Activity	Project Title	Activity Title	Authority	Authority Title	Account Lvl 5 Title	Account - Title	TRIO	TRIO Title	Agency Use	Start Dept Amt	End Dept Amt	Var Dept Amt	Start BY+1 Dept Amt	End BY+1 Dept Amt	Var BY+1 Dept Amt	Change submitted?	Revenue Description & Explanation of Change	
GFS	WAR					232392	WAR War Memorial	14670	SR War Memorial-Operating	10026798-0001	WM Public Art and Culture	WM Public Art and Culture	10000	Operating	4350Rent&C	435511 - Opera House Rental			0	\$641,113	\$557,983	(\$83,130)	\$641,113	\$558,595	(\$82,518)	YES	Revised forecast	
GFS	WAR					232392	WAR War Memorial	14670	SR War Memorial-Operating	10026798-0001	WM Public Art and Culture	WM Public Art and Culture	10000	Operating	4350Rent&C	435512 - Green Room Rental			0	\$295,602	\$281,495	(\$14,107)	\$295,602	\$336,187	\$40,585	YES	Revised forecast	
GFS	WAR					232392	WAR War Memorial	14670	SR War Memorial-Operating	10026798-0001	WM Public Art and Culture	WM Public Art and Culture	10000	Operating	4350Rent&C	435517 - OH Office Rental - Ballet			0	0	\$28,267	\$28,267	0	\$28,267	\$28,267	\$0	YES	Bifurcating revenue that was originally lumped into Account code 435519
GFS	WAR					232392	WAR War Memorial	14670	SR War Memorial-Operating	10026798-0001	WM Public Art and Culture	WM Public Art and Culture	10000	Operating	4350Rent&C	435519 - OH Office Rental - Opera			0	\$222,876	\$163,022	(\$59,854)	\$222,876	\$163,022	(\$59,854)	YES	Revised forecast & shifting partial revenue to new Account code 435517	
GFS	WAR					232392	WAR War Memorial	14670	SR War Memorial-Operating	10026798-0001	WM Public Art and Culture	WM Public Art and Culture	10000	Operating	4350Rent&C	435521 - Herbst Theater Rental			0	\$353,275	\$308,368	(\$44,907)	\$353,275	\$319,395	(\$33,880)	YES	Revised forecast	
GFS	WAR					232392	WAR War Memorial	14670	SR War Memorial-Operating	10026798-0001	WM Public Art and Culture	WM Public Art and Culture	10000	Operating	4350Rent&C	435531 - Davies Symphony Hall Rental			0	\$708,693	\$651,287	(\$57,406)	\$708,693	\$689,227	(\$19,466)	YES	Revised forecast	
GFS	WAR					232392	WAR War Memorial	14670	SR War Memorial-Operating	10026798-0001	WM Public Art and Culture	WM Public Art and Culture	10000	Operating	4350Rent&C	435539 - Davies Symphony HallOfficeRent			0	\$191,324	\$164,212	(\$27,112)	\$191,324	\$164,212	(\$27,112)	YES	Revised forecast	
GFS	WAR					232392	WAR War Memorial	14670	SR War Memorial-Operating	10026798-0001	WM Public Art and Culture	WM Public Art and Culture	10000	Operating	4350Rent&C	435540 - Veterans Building-Office Rent			0	\$517,098	\$410,656	(\$106,442)	\$517,098	\$410,656	(\$106,442)	YES	Bifurcating revenue into Account code 462861	
GFS	WAR					232392	WAR War Memorial	14670	SR War Memorial-Operating	10026798-0001	WM Public Art and Culture	WM Public Art and Culture	10000	Operating	4350Rent&C	435542 - Veterans Building Event Rent			0	\$144,586	\$174,123	\$29,537	\$144,586	\$176,426	\$31,840	YES	Revised forecast	
GFS	WAR					232392	WAR War Memorial	14670	SR War Memorial-Operating	10026798-0001	WM Public Art and Culture	WM Public Art and Culture	10000	Operating	4350Rent&C	435611 - Opera House Concessions			0	\$436,588	\$436,588	\$0	\$436,588	\$449,686	\$13,098	YES	Revised forecast	
GFS	WAR					232392	WAR War Memorial	14670	SR War Memorial-Operating	10026798-0001	WM Public Art and Culture	WM Public Art and Culture	10000	Operating	4350Rent&C	435612 - Opera House Program Concession			0	\$6,636	\$6,636	\$0	\$6,636	\$6,835	\$199	YES	Revised forecast	
GFS	WAR					232392	WAR War Memorial	14670	SR War Memorial-Operating	10026798-0001	WM Public Art and Culture	WM Public Art and Culture	10000	Operating	4350Rent&C	435631 - Davies Symphony Hall Concessions			0	\$251,374	\$251,374	\$0	\$251,374	\$258,915	\$7,541	YES	Revised forecast	
GFS	WAR					232392	WAR War Memorial	14670	SR War Memorial-Operating	10026798-0001	WM Public Art and Culture	WM Public Art and Culture	10000	Operating	4350Rent&C	435632 - Davies Symphony HallProgConces			0	\$5,098	\$5,098	\$0	\$5,098	\$5,251	\$153	YES	Revised forecast	
GFS	WAR					232392	WAR War Memorial	14670	SR War Memorial-Operating	10026798-0001	WM Public Art and Culture	WM Public Art and Culture	10000	Operating	4600C4Svc	462861 - Veterans BuildingOccupancyFees			0	0	\$109,570	\$109,570	0	\$109,570	\$109,570	\$0	YES	Bifurcating revenue that was originally lumped into Account code 435540
GFS	WAR					232392	WAR War Memorial	14670	SR War Memorial-Operating	10026798-0001	WM Public Art and Culture	WM Public Art and Culture	10000	Operating	4600C4Svc	462891 - Zellerbach Rehearsal Hall			0	\$293,162	\$262,208	(\$30,954)	\$293,162	\$262,208	(\$30,954)	YES	Revised forecast	
GFS	WAR					232392	WAR War Memorial	14670	SR War Memorial-Operating	10026798-0001	WM Public Art and Culture	WM Public Art and Culture	10000	Operating	4600C4Svc	462899 - Misc Exhibit&Perform Svc Chres			0	\$252,446	\$215,000	(\$37,446)	\$252,446	\$215,000	(\$37,446)	YES	Revised forecast	
GFS	WAR					232392	WAR War Memorial	14670	SR War Memorial-Operating	10026798-0001	WM Public Art and Culture	WM Public Art and Culture	10000	Operating	499908egFB	499999 - Beg Fund Balance - Budget Only			0	0	\$966,937	\$966,937	0	\$966,937	\$966,937	\$0	YES	Use of Unappropriated Fund Balance
																										NO		
																										NO		

Budget Form 2B: Schedule of Licenses, Permits, Fines & Service Charges

DEPARTMENT: WAR

Account/Account Title	2018-19		2019-20		2020-21		2021-22		2022-23		2023-24	
	Actual		Actual	Rate	Actual	Rate	Budget		Estimate		Estimate	
Description	% Chg	at	% Chg	Rate	% Chg	Rate	% Chg	Rate	% Chg	Rate	% Chg	Rate
43532 EMPLOYEE PARKING	\$39,739		\$30,574		\$0		\$45,191		\$46,518		\$46,518	
Monthly Parking Fee	2.4%		0.0%	85	0.0%	85	-2.4%	83	0.0%	83	0.0%	83
435511 OPERA HOUSE RENTAL	\$559,323		\$358,199		\$103,891		\$314,243		\$557,983		\$558,595	
<u>Resident Licensees</u>												
Per Performance	4.8%		0.0%	1,625	4.6%	1,700	0.0%	1,700	4.7%	1,780	0.0%	1,780
Rehearsal Day	5.5%		0.0%	1,345	5.2%	1,415	0.0%	1,415	4.6%	1,480	0.0%	1,480
Open Rehearsal (Rehearsal day)	1.8%		0.0%	280	1.8%	285	0.0%	285	5.3%	300	0.0%	300
Open Rehearsal (Perf. day/Att. 500 max.)	4.0%		0.0%	780	5.8%	825	0.0%	825	5.5%	870	0.0%	870
Open Rehearsal (Perf. day/Att. 500+)	4.8%		0.0%	1,625	4.6%	1,700	0.0%	1,700	4.7%	1,780	0.0%	1,780
Outside Performance (minimum rent)	10.0%		0.0%	2,750	5.5%	2,900	0.0%	2,900	5.5%	3,060	0.0%	3,060
vs. 10% to maximum rent	5.8%		0.0%	5,500	5.5%	5,800	0.0%	5,800	5.2%	6,100	0.0%	6,100
School Audience Performance	5.3%		0.0%	1,000	5.0%	1,050	0.0%	1,050	4.8%	1,100	0.0%	1,100
Lobby Usage (Att. 1,000+)	4.0%		0.0%	2,600	3.8%	2,700	0.0%	2,700	3.7%	2,800	0.0%	2,800
Lobby Usage (Att. 350-1,000)	4.0%		0.0%	1,300	3.8%	1,350	0.0%	1,350	3.7%	1,400	0.0%	1,400
Mini-Lobby Usage (Att. 80-350 max.)	3.7%		0.0%	700	3.6%	725	0.0%	725	4.8%	760	0.0%	760
Mini-Lobby Usage (Att. 80 max. w/Perf.)	11.1%		0.0%	250	4.0%	260	0.0%	260	3.8%	270	0.0%	270
Grounds Usage (1-10 days)	4.0%		0.0%	7,800	5.1%	8,200	0.0%	8,200	4.9%	8,600	0.0%	8,600
Per day after 10 days	3.8%		0.0%	675	3.7%	700	0.0%	700	4.3%	730	0.0%	730
<u>Non-Resident Licensees</u>												
Outside Performance (minimum rent)	10.0%		0.0%	2,750	5.5%	2,900	0.0%	2,900	5.5%	3,060	0.0%	3,060
vs. 10% to maximum rent	5.8%		0.0%	5,500	5.5%	5,800	0.0%	5,800	5.2%	6,100	0.0%	6,100
School Audience Performance	5.3%		0.0%	1,000	5.0%	1,050	0.0%	1,050	4.8%	1,100	0.0%	1,100
Lobby Usage (Att. 1,000+)	4.0%		0.0%	2,600	3.8%	2,700	0.0%	2,700	3.7%	2,800	0.0%	2,800
Lobby Usage (Att. 350-1,000)	4.0%		0.0%	1,300	3.8%	1,350	0.0%	1,350	3.7%	1,400	0.0%	1,400
Mini-Lobby Usage (Att. 80-350 max.)	3.7%		0.0%	700	3.6%	725	0.0%	725	4.8%	760	0.0%	760
Mini-Lobby Usage (Att. 80 max. w/Perf.)	11.1%		0.0%	250	4.0%	260	0.0%	260	3.8%	270	0.0%	270
Grounds Usage (1-10 days)	4.0%		0.0%	7,800	5.1%	8,200	0.0%	8,200	4.9%	8,600	0.0%	8,600
Per day after 10 days	3.8%		0.0%	675	3.7%	700	0.0%	700	4.3%	730	0.0%	730
435512 GREEN ROOM RENTAL	\$266,097		\$190,950		\$4,080		\$156,249		\$281,495		\$336,187	
<u>Non-Profit Licensees</u>												
Per Event Day (8 hours)	5.0%		0.0%	1,050	0.0%	1,100	0.0%	1,100	4.5%	1,150	0.0%	1,150
Per Hour after 8 Hours (before 12 Mid.)	20.0%		0.0%	125	0.0%	150	0.0%	150	6.7%	160	0.0%	160
Per Hour after 12 Midnight	20.0%		0.0%	250	0.0%	300	0.0%	300	6.7%	320	0.0%	320
<u>Other Licensees</u>												
Per Event Day <i>Mon-Thu</i> (8 Hours)	5.0%		0.0%	2,100	185.7%	6,000	0.0%	6,000	0.0%	6,000	0.0%	6,000
Per Event Day <i>Fri-Sun</i> (8 Hours)	5.6%		0.0%	2,375	173.7%	6,500	0.0%	6,500	0.0%	6,500	0.0%	6,500
Weddings (July-August only)	6.0%		0.0%	2,650	145.3%	6,500	0.0%	6,500	0.0%	6,500	0.0%	6,500
Per Hour after 8 Hours (before 12 Mid.)	20.0%		0.0%	150	33.3%	200	0.0%	200	0.0%	200	0.0%	200
Per Hour after 12 Midnight	20.0%		0.0%	300	66.7%	500	0.0%	500	0.0%	500	0.0%	500
<u>Other Rental Fees</u>												
Holiday	0.0%		0.0%	500	5.0%	525	0.0%	525	0.0%	525	Eliminate	
435519 OPERA HOUSE OFFICE RENTAL	\$156,759		\$170,775		\$178,127		\$212,061		\$163,022		\$163,022	
Rate per square foot per month	5.9%		0.0%	0.4625	5.9%	0.4900	0.0%	0.4900	6.1%	0.5200	0.0%	0.5200
435521 HERBST THEATRE RENTAL	\$312,812		\$174,362		\$19,338		\$135,507		\$308,368		\$319,395	
<u>Non-Profit Licensees</u>												
Per Performance	4.0%		0.0%	1,300	5.8%	1,375	0.0%	1,375	5.5%	1,450	0.0%	1,450
2nd Performance in one day	2.9%		0.0%	900	5.6%	950	0.0%	950	5.3%	1,000	0.0%	1,000
Mini-Performance, Day to 5 pm	3.6%		0.0%	725	6.9%	775	0.0%	775	5.8%	820	0.0%	820
2nd Mini-Performance in one day	4.5%		0.0%	575	4.3%	600	0.0%	600	5.0%	630	0.0%	630
Rehearsal - 4 hours max. before 5pm	4.2%		0.0%	625	4.0%	650	0.0%	650	5.4%	685	0.0%	685
Rehearsal - 4+ hours day or eve	5.0%		0.0%	1,050	4.8%	1,100	0.0%	1,100	4.5%	1,150	0.0%	1,150
<u>For-Profit Licensees</u>												
Per Performance	4.0%		0.0%	2,600	5.8%	2,750	0.0%	2,750	5.5%	2,900	0.0%	2,900
2nd Performance in one day	-4.0%		0.0%	1,800	5.6%	1,900	0.0%	1,900	5.3%	2,000	0.0%	2,000
Rehearsal Day	10.0%		0.0%	2,200	0.0%	2,200	0.0%	2,200	4.5%	2,300	0.0%	2,300
<u>Other Rental Fees</u>												
Lobby Usage (Attendance 350-1,000)	4.0%		0.0%	1,300	5.8%	1,375	0.0%	1,375	5.5%	1,450	0.0%	1,450
Lobby Usage (Attendance under 350)	3.7%		0.0%	700	3.6%	725	0.0%	725	4.8%	760	0.0%	760
Lobby Usage - Mini (pre-/post-Herbst Theatre)	11.1%		0.0%	250	4.0%	260	0.0%	260	3.8%	270	0.0%	270
435331 DAVIES SYMPHONY HALL RENTAL	\$638,267		\$434,054		\$104,580		\$264,035		\$651,287		\$689,227	
<u>Resident Licensees</u>												
Per Performance	4.8%		0.0%	1,550	4.8%	1,625	0.0%	1,625	9.5%	1,780	0.0%	1,780
1/2-Day Rehearsal	4.2%		0.0%	600	4.2%	625	0.0%	625	9.6%	685	0.0%	685
Full-Day Rehearsal (to 4pm)	5.3%		0.0%	950	10.5%	1,050	0.0%	1,050	4.8%	1,100	0.0%	1,100
Day/Eve Rehearsal	5.5%		0.0%	1,275	11.0%	1,415	0.0%	1,415	4.6%	1,480	0.0%	1,480
Open Rehearsal (Att. 500 max.)	4.0%		0.0%	750	10.0%	825	0.0%	825	5.5%	870	0.0%	870
Open Rehearsal (Att. 500+)	4.8%		0.0%	1,550	9.7%	1,700	0.0%	1,700	4.7%	1,780	0.0%	1,780
Outside Performance (minimum rent)	10.0%		0.0%	2,500	16.0%	2,900	0.0%	2,900	5.5%	3,060	0.0%	3,060
vs. 10% to maximum rent	5.8%		0.0%	5,200	11.5%	5,800	0.0%	5,800	5.2%	6,100	0.0%	6,100
School Audience Performance	5.3%		0.0%	950	10.5%	1,050	0.0%	1,050	4.8%	1,100	0.0%	1,100
Lobby Usage (Att. 1,000+)	4.0%		0.0%	2,500	8.0%	2,700	0.0%	2,700	3.7%	2,800	0.0%	2,800
Lobby Usage (Att. 350-1,000)	4.0%		0.0%	1,250	8.0%	1,350	0.0%	1,350	3.7%	1,400	0.0%	1,400

Mini-Lobby Usage (Att. 80-350 max.)	3.7%	0.0%	675	7.4%	725	0.0%	725	4.8%	760	0.0%	760
Mini-Lobby Usage (Att. 80 max. w/Perf.)	11.1%	0.0%	225	15.6%	260	0.0%	260	3.8%	270	0.0%	270
Grounds Usage (1-10 days)	4.0%	0.0%	7,500	9.3%	8,200	0.0%	8,200	4.9%	8,600	0.0%	8,600
Per day after 10 days	3.8%	0.0%	650	7.7%	700	0.0%	700	4.3%	730	0.0%	730
Non-Resident Licensees											
Per Performance - Base Rent	10.0%	0.0%	2,750	5.5%	2,900	0.0%	2,900	0.0%	2,900	5.5%	3,060
Maximum Rent - Non-Profit: 10% not to exceed	5.8%	0.0%	5,500	5.5%	5,800	0.0%	5,800	0.0%	5,800	5.2%	6,100
Maximum Rent - Others: 10% not to exceed	5.3%	0.0%	7,900	5.1%	8,300	0.0%	8,300	0.0%	8,300	5.2%	8,730
Graduation Event (day only)	4.3%	0.0%	3,650	4.1%	3,800	0.0%	3,800	0.0%	3,800	5.3%	4,000
Rehearsal Day - Non-Profit	4.4%	0.0%	2,350	46.8%	3,450	0.0%	3,450	-29.0%	2,450	4.1%	2,550
Rehearsal Day - Others	4.5%	0.0%	3,135	3.7%	3,250	0.0%	3,250	0.0%	3,250	4.6%	3,400
½-Day Rehearsal	4.8%	0.0%	1,310	4.2%	1,365	0.0%	1,365	0.0%	1,365		Eliminate
Lobby Usage-Non Profit (w/o Performance)	5.8%	0.0%	5,500	5.5%	5,800	0.0%	5,800	0.0%	5,800	5.2%	6,100
Lobby Usage-Other (w/o Performance)	5.3%	0.0%	7,900	5.1%	8,300	0.0%	8,300	0.0%	8,300	5.2%	8,730
Lobby Usage (w/perf. Att. 1,000+)	4.0%	0.0%	2,600	3.8%	2,700	0.0%	2,700	0.0%	2,700	3.7%	2,800
Lobby Usage (w/perf Att. 350-1,000)	4.0%	0.0%	1,300	3.8%	1,350	0.0%	1,350	0.0%	1,350	3.7%	1,400
Mini-Lobby Usage (w/perf. Att. 350 max.)	3.7%	0.0%	700	3.6%	725	0.0%	725	0.0%	725	4.8%	760
Mini-Lobby Usage (w/perf. Att. 80 max.)	11.1%	0.0%	250	4.0%	260	0.0%	260	-3.8%	250	8.0%	270
435539 DAVIES HALL OFFICE RENTAL											
Rate per square foot per month	0.4625	0.0%	0.4625	5.9%	0.4900	0.0%	0.4900	6.1%	0.5200	0.0%	0.5200
435540 VETERANS BUILDING OFFICE RENTAL											
Rate per square foot per month	16.34	0.0%	16.34	6.0%	17.32	0.0%	17.32	6.0%	18.36	0.0%	18.36
435542 VETERANS BUILDING EVENT RENTAL											
Atrium Theater											
Non-Profit Licensees per day	0.0%	0.0%	800	3.1%	825	0.0%	825	4.2%	860	0.0%	860
Other Licensees per day	28.0%	0.0%	1,600	3.1%	1,650	0.0%	1,650	4.5%	1,725	0.0%	1,725
Non-Profit Performing Arts Weekly Rental	33.0%	0.0%	3,200	3.1%	3,300	0.0%	3,300	4.5%	3,450	0.0%	3,450
Education Studio											
Non-Profit Licensees per day											
Mini-use	11.1%	0.0%	250	0.0%	250	0.0%	250	0.0%	250	0.0%	250
Medium use	3.7%	0.0%	700	3.6%	725	0.0%	725	3.4%	750	0.0%	750
Extensive use	0.0%	0.0%	1,000	0.0%	1,000	0.0%	1,000	5.0%	1,050	0.0%	1,050
Weekly Rehearsal use	0.0%	0.0%	1,000	0.0%	1,000	0.0%	1,000	5.0%	1,050	0.0%	1,050
Other Licensees per day											
Mini-use	122.2%	0.0%	500	0.0%	500	0.0%	500	5.0%	525	0.0%	525
Medium use	48.1%	0.0%	1,000	25.0%	1,250	0.0%	1,250	6.0%	1,325	0.0%	1,325
Extensive use	0.0%	0.0%	2,000	0.0%	2,000	0.0%	2,000	5.0%	2,100	0.0%	2,100
San Francisco Opera - Exclusive Use Periods (per Lease, based on per square foot office rent)											
Atrium Theater	5.7%	0.0%	370	5.4%	390	0.0%	390	5.1%	410	0.0%	410
Education Studio	6.3%	0.0%	170	5.9%	180	0.0%	180	5.6%	190	0.0%	190
Atrium Theater and Education Studio	5.9%	0.0%	540	5.6%	570	0.0%	570	5.3%	600	0.0%	600
Other Rental Fees											
Holiday	0.0%	0.0%	500	5.0%	525	0.0%	525				Eliminate
435611 OPERA HOUSE/HERBST THEATRE CONCESSIONS											
Food/Non-Alcoholic Beverages Commission	8%	8%	8%	8%	8%	8%	8%	8%	8%	8%	8%
Alcoholic Beverages Commission	15%	15%	15%	15%	15%	15%	15%	15%	15%	15%	15%
Corkage Commission	8%	8%	8%	8%	8%	8%	8%	8%	8%	8%	8%
Catering Food Commission	20%	20%	20%	20%	20%	20%	20%	20%	20%	20%	20%
435612 OPERA HOUSE/HERBST THEATRE MERCHANDISE											
Programs/Merchandise Commission	10%	10%	10%	10%	10%	10%	10%	10%	10%	10%	10%
435631 DAVIES HALL CONCESSIONS											
Food/Non-Alcoholic Beverages Commission	8%	8%	8%	8%	8%	8%	8%	8%	8%	8%	8%
Alcoholic Beverages Commission	15%	15%	15%	15%	15%	15%	15%	15%	15%	15%	15%
Corkage Commission	8%	8%	8%	8%	8%	8%	8%	8%	8%	8%	8%
Catering Food Commission	20%	20%	20%	20%	20%	20%	20%	20%	20%	20%	20%
435632 DAVIES HALL MERCHANDISE CONCESSIONS											
Programs/Merchandise Commission	10%	10%	10%	10%	10%	10%	10%	10%	10%	10%	10%
462891 ZELLERBACH REHEARSAL HALL RENTAL											
Resident Licensees											
Room A - Company Use (per day)	4.9%	16.5%	600	4.2%	625	0.0%	625	4.8%	655	0.0%	655
Room A - Public Use (per day)	6.3%	6.3%	850	5.9%	900	0.0%	900	5.6%	950	0.0%	950
Rooms B & C (per day)	7.7%	20.0%	390	5.1%	410	0.0%	410	4.9%	430	0.0%	430
Holiday	5.9%	5.9%	450	5.6%	475	0.0%	475				Eliminate
Non-Resident Licensees/Non-Profit											
Room A - Company Use (9 Hours)	4.3%	4.3%	600	4.2%	625	0.0%	625	4.8%	655	0.0%	655
Room A - Public Use (9 Hours)	6.3%	6.3%	850	5.9%	900	0.0%	900	5.6%	950	0.0%	950
Room A - Per Additional Hour	0.0%	0.0%	75	6.7%	80	0.0%	80				Eliminate
Rooms B & C (9 Hours)	4.0%	4.0%	390	5.1%	410	0.0%	410	4.9%	430	0.0%	430
Rooms B & C - Per Additional Hour	0.0%	0.0%	50	10.0%	55	0.0%	55				Eliminate
Holiday	5.9%	5.9%	450	5.6%	475	0.0%	475				Eliminate
Non-Resident Licensees/For-Profit											
Room A - Company Use (9 Hours)	4.3%	0.0%	1,045	4.3%	1,090	0.0%	1,090	5.5%	1,150	0.0%	1,150
Room A - Public Use (9 Hours)	5.7%	0.0%	1,315	5.7%	1,390	0.0%	1,390	5.8%	1,470	0.0%	1,470
Room A (Per Additional Hour)	5.0%	0.0%	100	5.0%	105	0.0%	105				Eliminate
Rooms B & C (9 Hours)	4.2%	0.0%	710	4.2%	740	0.0%	740	5.4%	780	0.0%	780
Rooms B & C (Per Additional Hour)	6.7%	0.0%	75	6.7%	80	0.0%	80				Eliminate
Holiday	0.0%	0.0%	450	0.0%	450	0.0%	450				Eliminate

462899 MISCELLANEOUS SERVICE CHARGES	\$224,659	\$154,362	\$1,312	\$108,039	\$215,000	\$215,000
Stage/Theatrical Equipment Rentals	varies	varies	varies	varies	varies	
486030 SFAC RECOVERY - VETERANS BUILDING OFFICI	\$223,809	\$223,809	\$238,375	\$238,375	\$252,987	\$252,689
Rate per square foot per month	16.34	0.0% 16.34	6.1% 17.34	0.0% 17.34	5.9% 18.36	0.0% 18.36
486060 ADMIN. SERVICES/GFTA RECOVERY - VETERAN	\$18,954	\$18,954	\$20,184	\$20,091	\$21,298	\$21,298
Rate per square foot per month	16.34	0.0% 16.34	6.1% 17.34	0.0% 17.34	5.9% 18.36	0.0% 18.36
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TOTAL REVENUE	\$3,579,956	\$2,954,477	\$1,903,708	\$2,876,960	\$3,023,274	\$3,135,140

BUDGET FORM 3A: Expenditure Changes

DEPARTMENT: **WAR**

Please identify proposed expenditure changes from the FY 2022-23 and FY 2023-24 Base Budget at the account level.

Budget System Report 15.30.005 filtered on Gross Expenditures																			Total BY Expenditure Variance:			575,821.00	Expenditure Variance:			272,236.00				
GFS Type	Dept Grp	Division	Division Title	Section	Section Title	Dept ID	Dept ID Title	Fund	Fund Title	Project-Activity	Project Title	Activity Title	Authority	Authority Title	Account Lvl 5 Title	Account - Title	TRIO	TRIO Title	Agency Use	Start Dept Amt	FY 2022-23 End Dept Amt	Var Dept Amt	Start BY+1 Dept Amt	FY 2023-24 End Dept Amt	Var BY+1 Dept Amt	FORMULA Change submitted?	FILL IN Explanation of Change			
GFS	WAR					232392	WAR War Memorial	14670	SR War Memorial-Operati	10026798-0001	WM Public Art and Culture	WM Public Art and Cultun	10000	Operating	5010Salary	501010 - Perm Salaries-Misc-Regular			0	6,683,785	6,925,252	241,467	6,864,297	7,224,294	359,997	YES	Backfilling positions held in attrition			
GFS	WAR					232392	WAR War Memorial	14670	SR War Memorial-Operati	10026798-0001	WM Public Art and Culture	WM Public Art and Cultun	10000	Operating	5010Salary	505010 - Temp Misc Regular Salaries			0	529,151	551,236	22,085	527,124	569,124	42,000	YES	Increase in performances and events requires additional temp staffing			
GFS	WAR					232392	WAR War Memorial	14670	SR War Memorial-Operati	10026798-0001	WM Public Art and Culture	WM Public Art and Cultun	10000	Operating	5130Fringe	513010 - Retire City Misc			0	1,148,630	1,190,374	41,744	914,750	963,081	48,331	YES				
GFS	WAR					232392	WAR War Memorial	14670	SR War Memorial-Operati	10026798-0001	WM Public Art and Culture	WM Public Art and Cultun	10000	Operating	5130Fringe	514010 - Social Security (OASDI & HI)			0	470,051	486,391	16,340	481,144	506,067	24,923	YES				
GFS	WAR					232392	WAR War Memorial	14670	SR War Memorial-Operati	10026798-0001	WM Public Art and Culture	WM Public Art and Cultun	10000	Operating	5130Fringe	514020 - Social Sec-Medicare(HI Only)			0	112,003	115,826	3,823	114,601	120,429	5,828	YES				
GFS	WAR					232392	WAR War Memorial	14670	SR War Memorial-Operati	10026798-0001	WM Public Art and Culture	WM Public Art and Cultun	10000	Operating	5130Fringe	515010 - Health Service-City Match			0	277,473	281,684	4,211	294,158	302,131	7,973	YES				
GFS	WAR					232392	WAR War Memorial	14670	SR War Memorial-Operati	10026798-0001	WM Public Art and Culture	WM Public Art and Cultun	10000	Operating	5130Fringe	515020 - Retiree Health-Match-Prop B			0	47,866	49,500	1,634	48,974	51,464	2,490	YES				
GFS	WAR					232392	WAR War Memorial	14670	SR War Memorial-Operati	10026798-0001	WM Public Art and Culture	WM Public Art and Cultun	10000	Operating	5130Fringe	515030 - RetireeHlthCare-CityMatchPropC			0	29,406	30,408	1,002	30,057	31,585	1,528	YES				
GFS	WAR					232392	WAR War Memorial	14670	SR War Memorial-Operati	10026798-0001	WM Public Art and Culture	WM Public Art and Cultun	10000	Operating	5130Fringe	515710 - Dependent Coverage			0	737,975	768,120	30,145	782,261	828,508	46,247	YES				
GFS	WAR					232392	WAR War Memorial	14670	SR War Memorial-Operati	10026798-0001	WM Public Art and Culture	WM Public Art and Cultun	10000	Operating	5130Fringe	516010 - Dental Coverage			0	66,446	68,869	2,423	69,244	72,965	3,721	YES				
GFS	WAR					232392	WAR War Memorial	14670	SR War Memorial-Operati	10026798-0001	WM Public Art and Culture	WM Public Art and Cultun	10000	Operating	5130Fringe	517010 - Unemployment Insurance			0	7,733	7,996	263	7,900	8,303	403	YES				
GFS	WAR					232392	WAR War Memorial	14670	SR War Memorial-Operati	10026798-0001	WM Public Art and Culture	WM Public Art and Cultun	10000	Operating	5130Fringe	519120 - Long Term Disability Insurance			0	23,102	24,042	940	23,732	25,136	1,404	YES				
GFS	WAR					232392	WAR War Memorial	14670	SR War Memorial-Operati	10026798-0001	WM Public Art and Culture	WM Public Art and Cultun	10000	Operating	5210NPSvcs	521030 - Air Travel - Employees			0	6,000	6,000	0	6,000	6,180	180	YES				
GFS	WAR					232392	WAR War Memorial	14670	SR War Memorial-Operati	10026798-0001	WM Public Art and Culture	WM Public Art and Cultun	10000	Operating	5210NPSvcs	521050 - Non-Air Travel - Employees			0	15,000	15,000	0	15,000	15,450	450	YES				
GFS	WAR					232392	WAR War Memorial	14670	SR War Memorial-Operati	10026798-0001	WM Public Art and Culture	WM Public Art and Cultun	10000	Operating	5210NPSvcs	522000 - Training - Budget			0	22,600	37,978	15,378	22,600	39,117	16,517	YES				
GFS	WAR					232392	WAR War Memorial	14670	SR War Memorial-Operati	10026798-0001	WM Public Art and Culture	WM Public Art and Cultun	10000	Operating	5210NPSvcs	524010 - Membership Fees			0	3,795	3,909	114	3,795	4,026	231	YES				
GFS	WAR					232392	WAR War Memorial	14670	SR War Memorial-Operati	10026798-0001	WM Public Art and Culture	WM Public Art and Cultun	10000	Operating	5210NPSvcs	527610 - Systems Consulting Services			0	16,708	17,000	292	16,708	9,000	(7,708)	YES				
GFS	WAR					232392	WAR War Memorial	14670	SR War Memorial-Operati	10026798-0001	WM Public Art and Culture	WM Public Art and Cultun	10000	Operating	5210NPSvcs	527990 - Other Professional Services			0	6,750	6,953	203	6,750	7,161	411	YES				
GFS	WAR					232392	WAR War Memorial	14670	SR War Memorial-Operati	10026798-0001	WM Public Art and Culture	WM Public Art and Cultun	10000	Operating	5210NPSvcs	528010 - Scavenger Services			0	219,300	200,000	(19,300)	219,300	200,000	(19,300)	YES				
GFS	WAR					232392	WAR War Memorial	14670	SR War Memorial-Operati	10026798-0001	WM Public Art and Culture	WM Public Art and Cultun	10000	Operating	5210NPSvcs	528030 - Pest Control			0	39,990	40,000	10	39,990	40,000	10	YES				
GFS	WAR					232392	WAR War Memorial	14670	SR War Memorial-Operati	10026798-0001	WM Public Art and Culture	WM Public Art and Cultun	10000	Operating	5210NPSvcs	528910 - Routine Maint Elevtr-Escalator			0	231,849	225,000	(6,849)	231,849	225,000	(6,849)	YES				
GFS	WAR					232392	WAR War Memorial	14670	SR War Memorial-Operati	10026798-0001	WM Public Art and Culture	WM Public Art and Cultun	10000	Operating	5210NPSvcs	528990 - Other Bldg Maint Svcs			0	389,268	200,000	(189,268)	389,268	250,000	(139,268)	YES	Realigning budget to pre-pandemic operational needs			

BUDGET FORM 3B: Position Changes
DEPARTMENT: WAR
Please identify proposed position changes from the FY 2022-23 and FY 2023-24 Base Budget at the account level (reflecting both salary and discretionary special class changes).

Budget System Report 15.30.094 filtered on Gross Expenditures																												FY 2022-23						FY 2023-24						FORMULA		FILL IN
GF5 Type	Dept Grp	Division	Division Title	Section	Section Title	Dept ID	Dept ID Title	Fund	Fund Title	Project Activity	Project Title	Activity Title	Authority	Authority Title	Account Lvl 5 Title	Account	Account Title	Agency Use	Class	Job Class Title	Employee Org Code	Employee Org Title	Ret	Status	Action	Start Dept FTE	End Dept FTE	Var Dept FTE	Start Dept Amt	End Dept Amt	Var Dept Amt	Start BY+1 Dept Amt	End BY+1 Dept Amt	Var BY+1 Dept Amt	Start BY+1 Dept Amt	End BY+1 Dept Amt	Var BY+1 Dept Amt	FTE Changes Submitted?	Amount Changes Submitted?	Explanation of FTE and/or Amount Change		
GF5	WAR					232392	WAR War Memorial	14870	SF War Memorial Open	10201798-0001	WM Public Act and Culture	WM Public Act and Cult	10000	Operating	3010Salary	3010010	Penn State-Mc-Respa		1822_C	Administrative Analyst	730	730 - LOCAL 795 SEIU	C	A		1.00		2.00	1.00	113,814	227,224	113,814	1.00	2.00	1.00	118,383	232,764	118,383	YES		WAR01 - WB subvolute from 7302 in FY22-23 (budgeted at 1428)	
GF5	WAR					232392	WAR War Memorial	14870	SF War Memorial Open	10201798-0001	WM Public Act and Culture	WM Public Act and Cult	10000	Operating	3130Fringe	3130010	Penn City Mac		1822_C	Administrative Analyst	730	730 - LOCAL 795 SEIU	C	A		0.00		0.00	0.00	19,464	39,464	19,464	0.00	0.00	0.00	19,624	31,248	18,624	NO		WAR01 - WB subvolute from 7302 in FY22-23	
GF5	WAR					232392	WAR War Memorial	14870	SF War Memorial Open	10201798-0001	WM Public Act and Culture	WM Public Act and Cult	10000	Operating	3130Fringe	314010	Social Security (CASDI & D		1822_C	Administrative Analyst	730	730 - LOCAL 795 SEIU	C	A		0.00		0.00	0.00	7,084	14,084	7,084	0.00	0.00	0.00	7,216	14,432	7,216	NO		WAR01 - WB subvolute from 7302 in FY22-23	
GF5	WAR					232392	WAR War Memorial	14870	SF War Memorial Open	10201798-0001	WM Public Act and Culture	WM Public Act and Cult	10000	Operating	3130Fringe	314020	Social Sec-Medicaid		1822_C	Administrative Analyst	730	730 - LOCAL 795 SEIU	C	A		0.00		0.00	0.00	1,867	3,744	1,867	0.00	0.00	0.00	1,947	3,716	1,869	NO		WAR01 - WB subvolute from 7302 in FY22-23	
GF5	WAR					232392	WAR War Memorial	14870	SF War Memorial Open	10201798-0001	WM Public Act and Culture	WM Public Act and Cult	10000	Operating	3130Fringe	315010	Health Service-City Maint		1822_C	Administrative Analyst	730	730 - LOCAL 795 SEIU	C	A		0.00		0.00	0.00	5,097	10,074	5,097	0.00	0.00	0.00	5,340	10,680	5,340	NO		WAR01 - WB subvolute from 7302 in FY22-23	
GF5	WAR					232392	WAR War Memorial	14870	SF War Memorial Open	10201798-0001	WM Public Act and Culture	WM Public Act and Cult	10000	Operating	3130Fringe	315020	Refuse Health-Maint-Prop		1822_C	Administrative Analyst	730	730 - LOCAL 795 SEIU	C	A		0.00		0.00	0.00	704	1,408	704	0.00	0.00	0.00	721	1,442	721	NO		WAR01 - WB subvolute from 7302 in FY22-23	
GF5	WAR					232392	WAR War Memorial	14870	SF War Memorial Open	10201798-0001	WM Public Act and Culture	WM Public Act and Cult	10000	Operating	3130Fringe	315030	RefuseW/Care-CityMaint		1822_C	Administrative Analyst	730	730 - LOCAL 795 SEIU	C	A		0.00		0.00	0.00	432	864	432	0.00	0.00	0.00	443	886	443	NO		WAR01 - WB subvolute from 7302 in FY22-23	
GF5	WAR					232392	WAR War Memorial	14870	SF War Memorial Open	10201798-0001	WM Public Act and Culture	WM Public Act and Cult	10000	Operating	3130Fringe	315040	Dependent Coverage		1822_C	Administrative Analyst	730	730 - LOCAL 795 SEIU	C	A		0.00		0.00	0.00	10,318	20,636	10,318	0.00	0.00	0.00	10,628	21,656	10,628	NO		WAR01 - WB subvolute from 7302 in FY22-23	
GF5	WAR					232392	WAR War Memorial	14870	SF War Memorial Open	10201798-0001	WM Public Act and Culture	WM Public Act and Cult	10000	Operating	3130Fringe	315050	Dental Coverage		1822_C	Administrative Analyst	730	730 - LOCAL 795 SEIU	C	A		0.00		0.00	0.00	874	1,748	874	0.00	0.00	0.00	1,818	2,030	1,818	NO		WAR01 - WB subvolute from 7302 in FY22-23	
GF5	WAR					232392	WAR War Memorial	14870	SF War Memorial Open	10201798-0001	WM Public Act and Culture	WM Public Act and Cult	10000	Operating	3130Fringe	317010	Unemployment Insurance		1822_C	Administrative Analyst	730	730 - LOCAL 795 SEIU	C	A		0.00		0.00	0.00	114	228	114	0.00	0.00	0.00	116	232	116	NO		WAR01 - WB subvolute from 7302 in FY22-23	
GF5	WAR					232392	WAR War Memorial	14870	SF War Memorial Open	10201798-0001	WM Public Act and Culture	WM Public Act and Cult	10000	Operating	3130Fringe	317020	Long Term Disability Insur		1822_C	Administrative Analyst	730	730 - LOCAL 795 SEIU	C	A		0.00		0.00	0.00	463	926	463	0.00	0.00	0.00	464	928	464	NO		WAR01 - WB subvolute from 7302 in FY22-23	
GF5	WAR					232392	WAR War Memorial	14870	SF War Memorial Open	10201798-0001	WM Public Act and Culture	WM Public Act and Cult	10000	Operating	3010Salary	3010010	Penn State-Mc-Respa		9993M_C	Addition Savings - Misc	B2M	B2M - Special Class Pro-rated	B	B				(5.00)	10.00	1.94	(999,333)	(471,265)	228,073	(5.81)	(2.80)	2.93	(999,332)	(253,055)	346,277	YES		WAR01 - WB subvolute from 7302 in FY22-23
GF5	WAR					232392	WAR War Memorial	14870	SF War Memorial Open	10201798-0001	WM Public Act and Culture	WM Public Act and Cult	10000	Operating	3130Fringe	319010	Penn City Mac		9993M_C	Addition Savings - Misc	B2M	B2M - Special Class Pro-rated	B	B				0.00	0.00	0.00	(120,904)	(81,475)	39,429	0.00	0.00	0.00	(93,896)	(47,307)	46,489	NO		WAR01 - WB subvolute from 7302 in FY22-23
GF5	WAR					232392	WAR War Memorial	14870	SF War Memorial Open	10201798-0001	WM Public Act and Culture	WM Public Act and Cult	10000	Operating	3150Fringe	314010	Social Security (CASDI & D		9993M_C	Addition Savings - Misc	B2M	B2M - Special Class Pro-rated	B	B				0.00	0.00	0.00	(43,358)	(25,215)	14,140	0.00	0.00	0.00	(43,358)	(21,800)	21,499	NO		WAR01 - WB subvolute from 7302 in FY22-23
GF5	WAR					232392	WAR War Memorial	14870	SF War Memorial Open	10201798-0001	WM Public Act and Culture	WM Public Act and Cult	10000	Operating	3130Fringe	314020	Social Sec-Medicaid		9993M_C	Addition Savings - Misc	B2M	B2M - Special Class Pro-rated	B	B				0.00	0.00	0.00	(10,134)	(8,831)	3,340	0.00	0.00	0.00	(10,134)	(5,120)	5,020	NO		WAR01 - WB subvolute from 7302 in FY22-23
GF5	WAR					232392	WAR War Memorial	14870	SF War Memorial Open	10201798-0001	WM Public Act and Culture	WM Public Act and Cult	10000	Operating	3130Fringe	315010	Health Service-City Maint		9993M_C	Addition Savings - Misc	B2M	B2M - Special Class Pro-rated	B	B				0.00	0.00	0.00	(19,592)	(13,202)	6,390	0.00	0.00	0.00	(20,791)	(10,484)	10,283	NO		WAR01 - WB subvolute from 7302 in FY22-23
GF5	WAR					232392	WAR War Memorial	14870	SF War Memorial Open	10201798-0001	WM Public Act and Culture	WM Public Act and Cult	10000	Operating	3130Fringe	315020	Refuse Health-Maint-Prop		9993M_C	Addition Savings - Misc	B2M	B2M - Special Class Pro-rated	B	B				0.00	0.00	0.00	(6,333)	(2,815)	1,414	0.00	0.00	0.00	(6,333)	(2,188)	2,145	NO		WAR01 - WB subvolute from 7302 in FY22-23
GF5	WAR					232392	WAR War Memorial	14870	SF War Memorial Open	10201798-0001	WM Public Act and Culture	WM Public Act and Cult	10000	Operating	3130Fringe	315030	RefuseW/Care-CityMaint		9993M_C	Addition Savings - Misc	B2M	B2M - Special Class Pro-rated	B	B				0.00	0.00	0.00	(2,480)	(1,793)	867	0.00	0.00	0.00	(2,480)	(1,344)	1,316	NO		WAR01 - WB subvolute from 7302 in FY22-23
GF5	WAR					232392	WAR War Memorial	14870	SF War Memorial Open	10201798-0001	WM Public Act and Culture	WM Public Act and Cult	10000	Operating	3130Fringe	315040	Dependent Coverage		9993M_C	Addition Savings - Misc	B2M	B2M - Special Class Pro-rated	B	B				0.00	0.00	0.00	(79,767)	(53,762)	26,005	0.00	0.00	0.00	(84,003)	(42,894)	41,875	NO		WAR01 - WB subvolute from 7302 in FY22-23
GF5	WAR					232392	WAR War Memorial	14870	SF War Memorial Open	10201798-0001	WM Public Act and Culture	WM Public Act and Cult	10000	Operating	3130Fringe	315050	Dental Coverage		9993M_C	Addition Savings - Misc	B2M	B2M - Special Class Pro-rated	B	B				0.00	0.00	0.00	(8,739)	(4,582)	2,217	0.00	0.00	0.00	(7,084)	(3,176)	3,607	NO		WAR01 - WB subvolute from 7302 in FY22-23
GF5	WAR					232392	WAR War Memorial	14870	SF War Memorial Open	10201798-0001	WM Public Act and Culture	WM Public Act and Cult	10000	Operating	3130Fringe	317010	Unemployment Insurance		9993M_C	Addition Savings - Misc	B2M	B2M - Special Class Pro-rated	B	B				0.00	0.00	0.00	(899)	(471)	228	0.00	0.00	0.00	(899)	(382)	347	NO		WAR01 - WB subvolute from 7302 in FY22-23

BUDGET FORM 4A: New General Fund Equipment Requests - No Vehicles

Departments that are making General Fund equipment requests should complete form 4A in BFM.
Do not load General Fund equipment requests in the budget system - they will be loaded centrally in Mayor phase.
Completing this form in BFM will not load General Fund to departmental budgets.
Equipment numbers will be finalized after the Mayor's Budget Office determines citywide equipment allocations.
Where applicable, include installation/outfitting costs in the same line item budget request.

Equipment Numbers: BFM has prepopulated numbers to be used.
Equipment Numbers in BFM have 8 characters with the format
%dept%budget year%seq (ex. AAM23001).

Dept	Department Title	Fund	Fund Title	Project-Activity	Project Title	Activity Title	Authority	Authority Title	Acct Lvl 5 Title	Account	Account Title	Agency Use	Equipment Number	Equipment Number Title	Rollover Quantity	Rollover Unit Price	Rollover Total	2022-23 Quantity*	2022-23 Unit	2022-23 Total*	Line Text*
232392	WAR War Memorial	15680	CP SF Capital Planning	10015529-0002	War Memorial Veterans Building	Veterans Building	15699	WM War Memorial Veterans Build	5600 CapOut	560510	Communications Equipment	0	WAR23001	Herbst Theater Sound System	0	0	0	1	550,000	550,000	Herbst Theater Stage and auditorium sound system replacement

COIT ----->

COIT and Capital Budget Submissions
FY 2022-23 and FY 2023-24

Please submit the following request at the given links, and refer to Budget Instructions document for more information.

Technology project proposals: <https://sfgov1.sharepoint.com/sites/ADM-COIT/SitePages/COITBudgetPerformanceSystem.aspx>

GFS CPC Capital Requests: Please enter in BFM form, Capital - Dept Request - CPC GFS (7900)

NGFS CPC Capital Requests: Please enter in BFM form, Capital - Dept Request - CPC NGFS+ (7200)

All Other Capital Requests: Please enter in BFM form, Capital - Dept Request -Non-CPC (7300)

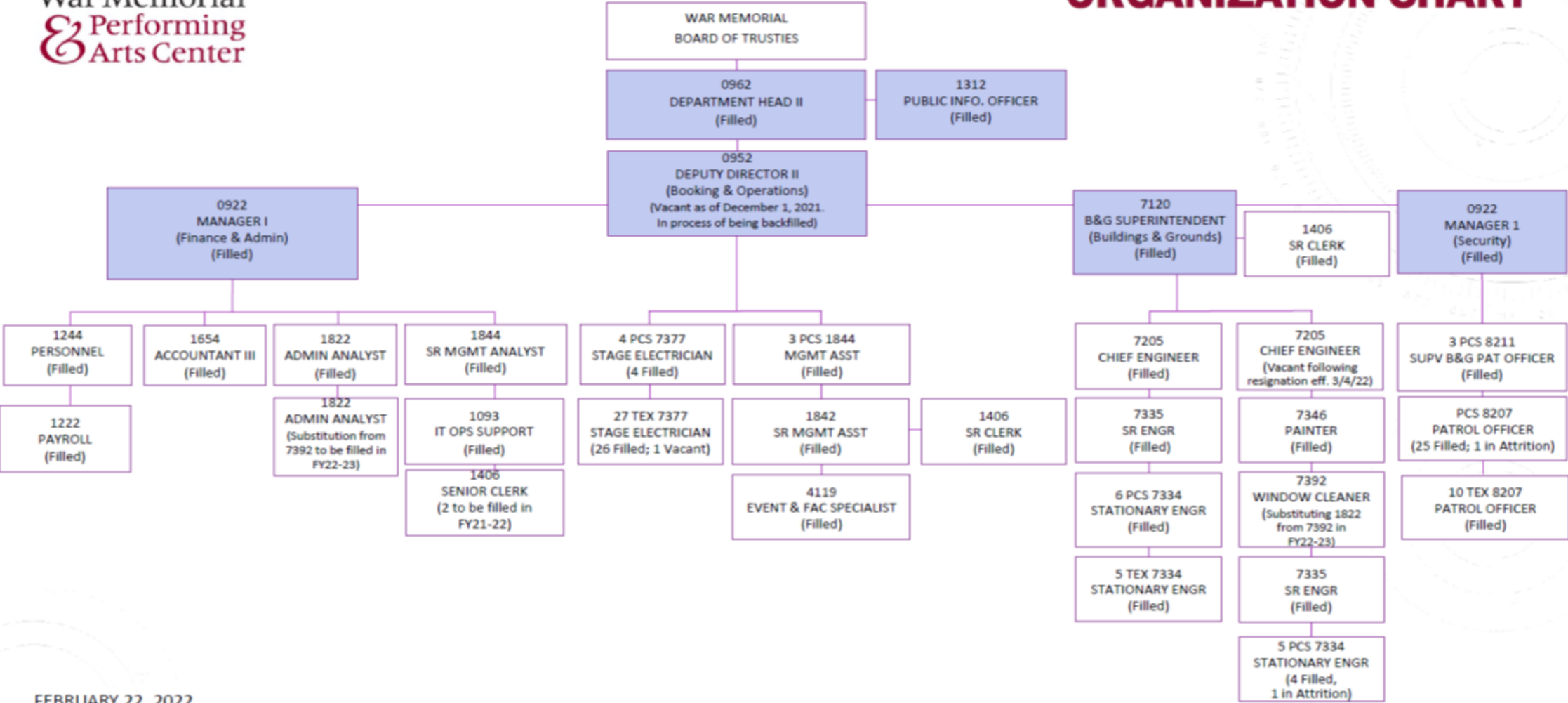
CAPITAL ----->

WAR 7200																	
Dept Grp	Dept Grp Title	Dept ID	Dept ID Title	Fund	Fund	Project	Project Title	Activity Title	Authority	Authority Title	Account	Account Title	FY 2022-23 Adopted	FY 2022-23 Base	FY 2022-23 Department Request	FY 2023-24 Base	FY 2023-24 Department Request
WAR	War Memoria	232392	WAR War Me	14690	14690	10031059-00	WM Oh Mans	Mansard Roo	15703	WM Opera H	567000	Bldgs,Struct&	0	0	6000000	0	6000000
WAR	War Memoria	232392	WAR War Me	15384	15384	10037717-00	Davies Hall E	Davies Hall E	21809	WAR Davies	584030	Capital Ren	0	0	2200000	0	0
WAR 7900																	
Project Activity	Project Title	Activity Title	FY 2022-23 Adopted	FY 2022-23 Base	FY 2022-23 Department Request	FY 2023-24 Base	FY 2023-24 Department Request										
10016982-00	War - Facility	War - Facility	609276	609276	609276	0	627554										
			609276	609276	609276	0	627554										

BUDGET FORM: Organizational Chart
FY 2022-23 and FY 2023-24



ORGANIZATION CHART



Contact List for The Mayor's Budget Office and the Controller's Budget Office

Dept. #	Code	Department Name	Mayor's Office	Controller's Budget & Analysis	Controller's Accounting Operations
62	AAM	Asian Art Museum	Damon Daniels	Kenyetta Hinton	Senna Osby
70	ADM	General Services Agency - Administrative Services	Camilla Taufic	Nick Leo	Maricar Gratuito
13	ADP	Adult Probation	Damon Daniels	Kenyetta Hinton	Janica Li
27	AIR	Airport	Damon Daniels	Nick Leo	Melson Mangrobang
28	ART	Arts Commission	Damon Daniels	Nick Leo	Senna Osby
2	ASR	Assessor/Recorder	Radhika Mehlotra	Michael Mitton	Maricar Gratuito
1	BOS	Board of Supervisors	Anna Duning	Michael Mitton	Senna Osby
3	CAT	City Attorney	Caroline Buhse	Edward de Asis	Maricar Gratuito
64	CFC	Children & Families Commission	Sally Ma	Kenyetta Hinton	Senna Osby
23	CHF	Children, Youth & Their Families	Camilla Taufic	Kenyetta Hinton	Janica Li
9	CON	Controller	Radhika Mehlotra	Risa Sandler	Melson Mangrobang
29	CPC	City Planning	Radhika Mehlotra	Ysabel Catapang	Maricar Gratuito
10	CRT	Superior Court	Xang Hang	Edward de Asis	Janica Li
30	CSC	Civil Service Commission	Xang Hang	Michael Mitton	Senna Osby
17	CSS	Child Support Services	Xang Hang	Risa Sandler	Senna Osby
4	DAT	District Attorney	Caroline Buhse	Ysabel Catapang	Janica Li
19	DBI	Department of Building Inspection	Radhika Mehlotra	Kenyetta Hinton	Maricar Gratuito
88	DPA	Department of Police Accountability	Damon Daniels	Kenyetta Hinton	Janica Li
81	DPH	Department of Public Health	Morgan Owens	Nick Leo	Josephine Liu
90	DPW	General Services Agency - Public Works	Anna Duning	Edward de Asis	Melson Mangrobang
45	HSA	Human Services Agency	Sally Ma	Nick Leo	Sally Chan
77	DEM	Emergency Communications	Caroline Buhse	Kenyetta Hinton	Janica Li
21	ECN	Economic & Workforce Development	Morgan Owens	Kenyetta Hinton	Maricar Gratuito
22	ENV	Environment	Xang Hang	Michael Mitton	Maricar Gratuito
18	ETH	Ethics Commission	Radhika Mehlotra	Michael Mitton	Maricar Gratuito
61	FAM	Fine Arts Museum	Damon Daniels	Michael Mitton	Senna Osby
31	FIR	Fire Department	Caroline Buhse	Edward de Asis	Janica Li
97	GEN	General City Responsibility	Anna Duning	Michelle Allersma/ Risa Sandler	Melson Mangrobang
4	HRC	Human Rights Commission	Camilla Taufic	Ysabel Catapang	Senna Osby
33	HRD	Human Resources	Anna Duning	Michael Mitton	Maricar Gratuito
84	HOM	Dept. of Homelessness and Supportive Housing	Caroline Buhse	Kenyetta Hinton	Sally Chan
55	HSS	Health Service System	Sally Ma	Kenyetta Hinton	Josephine Liu
12	JUV	Juvenile Probation	Sally Ma	Edward de Asis	Janica Li
41	LJB	Public Library	Morgan Owens	Michael Mitton	Senna Osby
63	LLB	Law Library	Xang Hang	Ysabel Catapang	Senna Osby
35	MTA	Municipal Transportation Agency (MTA)	Morgan Owens	Kenyetta Hinton	Melson Mangrobang
25	MYR	Mayor	Radhika Mehlotra	Nick Leo	Maricar Gratuito
37	BOA	Board of Appeals	Damon Daniels	Nick Leo	Maricar Gratuito
5	PDR	Public Defender	Caroline Buhse	Ysabel Catapang	Janica Li
38	POL	Police Department	Caroline Buhse	Edward de Asis	Janica Li
39	PRT	Port	Caroline Buhse	Edward de Asis	Maricar Gratuito
40	PUC	Public Utilities Commission	Radhika Mehlotra	Kenyetta Hinton	Senna Osby
42	REC	Recreation & Park	Morgan Owens	Edward de Asis	Melson Mangrobang
80	REG	Elections	Camilla Taufic	Ysabel Catapang	Maricar Gratuito
44	RET	Retirement System	Anna Duning	Michael Mitton	Senna Osby
65	RNT	Rent Arbitration Board	Xang Hang	Ysabel Catapang	Maricar Gratuito
60	SCI	Academy of Sciences	Damon Daniels	Ysabel Catapang	Senna Osby
6	SHF	Sheriff's Department	Camilla Taufic	Edward de Asis	Janica Li
75	TIS	General Services Agency - Technology	Sally Ma	Ysabel Catapang	Maricar Gratuito
8	TTX	Treasurer / Tax Collector	Radhika Mehlotra	Michael Mitton	Janica Li
99	UNA	General Fund Unallocated		Michelle Allersma/ Risa Sandler	Melson Mangrobang
46	WAR	War Memorial	Damon Daniels	Ysabel Catapang	Senna Osby
48	WOM	Department on the Status of Women	Sally Ma	Ysabel Catapang	Maricar Gratuito
	OCII	Office of Community Investment and Infrastructure	Radhika Mehlotra	Risa Sandler	Josephine Liu

Mayor's Budget Office	
Caroline Buhse	(415) 554-4793
Damon Daniels	Starting in Jan
Anna Duning	(415) 554-6216
Ashley Groffenberger	(415) 554-6511
Xang Hang	(415) 554-6617
Adrian Liu	(415) 554-6659
Sally Ma	(415) 554-5965
Radhika Mehlotra	(415) 554-6125
Morgan Owens	(415) 554-6639
Camilla Taufic	(415) 554-6466

Controller's Budget Office	
Michelle Allersma	(415) 554-4792
Edward de Asis	(415) 554-7663
Ysabel Catapang	(415) 554-5253
Nick Leo	(415) 554-7575
Carol Lu	(415) 554-7647
Michael Mitton	(415) 554-6626
Kenyetta Hinton	(415) 554-7535
Risa Sandler	(415) 554-5254

Controller's Accounting Operations	
Sally Chan	(415) 554-7418
Maricar Gratuito	(415) 554-6627
Janica Li	(415) 554-7516
Josephine Liu	(415) 554-7619
Melson Mangrobang	(415) 554-5158
Senna Osby	(415) 554-7567
Jane Yuan (Supervisor)	(415) 554-7546