

**BUDGET FORM 1A: Summary of Major Changes
FY 2021-22 and FY 2022-23**

ASSESSOR-RECORDER

Major Changes	Department Response to Major Changes	Equity Lens: Explain what populations are benefited by these changes and how they are benefited. How will the department know those were successful?	Equity Lens: Explain what populations are negatively impacted by these changes and how they are impacted. Describe what strategies your Department recommends to mitigate any potential adverse impacts.
<p>1. SUMMARY. What major changes is the department proposing? Clearly describe each change, including the fiscal impact of the proposal, and how the department proposes to fund each significant change (i.e. reprioritization of existing funds, grants, or other new revenues). Include detail related to position changes in Position section below.</p>	<p>The Department's proposed budget offers responsible changes that will facilitate continued generation and protection of the City's property tax revenue. As property tax represents the largest single source of general fund revenue for the City, the work of the Assessor-Recorder is critical to the City's ability to fund essential city services. These revenues do not just happen. They require thoughtful workload planning, assignment, evaluation, analysis, and appeals administration, scheduling and defense of assessment value. All of our staff -- from office assistants to analysts; from auditors to appraisers-- play key roles in making revenue happen for the City.</p>	<p>Access and fair taxation are important principles for the Assessor's Office. The proposed budget will benefit the entire City as ASR will continue to generate 1/3 of the City's general fund revenue without interruption. Success will be measured by our ability to keep pace with our production targets, including goal-to-roll (on-time roll close), assessment appeals, and completing the 303 audits of personal property (unsecured roll and possessory interest) as required by the State. ASR will conduct assessments and audits with integrity, equity and fairness at the core of our work. If the proposed budget is approved, ASR will be able to implement the training goals and objectives detailed in our racial equity plan.</p> <p>Furthermore, the Office is responsible for administering the State's property tax exemption laws, we also approve roughly \$16 billion annually in tax exemptions to benefit local nonprofit property owners. In the coming fiscal year we will continue to ensure fair taxation through programs like the Transfer Tax Audit Program which holds taxpayers accountable to truthfully report transfer tax values -- the program has uncovered \$60 million in underreported transfer taxes so far.</p>	<p>The proposed budget does not negatively impact our stakeholders.</p>
<p>2. TARGET. How did the department meet its target? What are the high-level programmatic, operational, or staffing impacts of this proposed reduction?</p>	<p>The proposed budget will meet the \$1.6M target if the Mayor elects to accept the 11 layoffs that the department has identified but not yet entered into the budget system. ASR has proposed (entered) \$323K in changes that help meet the baseline reduction target in FY 21-22. The remaining \$1.3M in cuts will result in 11 of our employees losing their jobs. The 11 layoffs will more than meet the \$1.6M baseline reduction target in FY 22-23. Meeting the contingency target of \$0.54M will result in 4 people losing their jobs.</p> <p>According to the FY 20-21 six-month report, "total property tax revenue in the General Fund is projected to be \$195.6 million (9.7%) above budget and \$143.3 million (6.9%) above prior year actual revenue". Continuing to beat budget expectations will not be feasible next year if ASR has to layoff staff who are critical to this work. The \$1.6M in required reductions and \$0.54M in contingency reductions requested by the Mayor (\$2.1M total) will render 15 people jobless and jeopardize ASR's duty to secure general fund revenue.</p>	<p>There would be no benefit to taxpayers or to the City of ASR meeting the proposed reduction targets.</p>	<p>The department has seen sharp increases in the number of titles being recorded due to State Proposition 19 as well as the favorable interest rate climate which is driving additional refinancing. These titles generate workflow through our Transactions unit, which reviews changes in ownership for taxation, and then to our Real Property Appraisers who determine the new assessed value.</p> <p>In addition to immediate increased workload in Recorder and Transactions, we saw a 96% increase in assessment appeals between FY 19-20 and FY 18-19 resulting in a 106% increase in revenue at risk. Losing these cases would mean a loss of \$196.4M to the general fund. That's additional revenue that could not be used to fund street cleaning, homeless encampment support, affordable housing and other key city initiatives. Any reduction in our department would directly result in less revenue to the City. It is critical that we have the staffing to respond to these appeals and protect the values placed on the roll.</p> <p>The department already lacks the staffing flexibility to respond to changes in workload by filling vacancies. If we have to cut 11 positions to meet target, this will result in equitable negative impacts to the city's taxpayers. All 11 of these positions are critical to the functions described above and are needed to address the current and growing workload demand.</p> <p>Reducing 11 FTE would also negatively impact Department diversity by decreasing the numbers of African American and Latinx staff in the Department. Layoffs would result to a 20% reduction in our African American workforce and 7% decrease in Latinx staff.</p> <p>Lastly, settling property tax appeals is much more time consuming than appraisal of properties that experience a change in ownership or new construction. To protect the City's property tax base, work on appeals is our highest priority because appeals must be settled within two years, or the taxpayers stated opinion of value (often very low) is automatically enrolled. In the last recession, when appeals last peaked, this need to focus on appeals meant that the office was <u>not able to assess all in-progress construction for a few years</u>. For the 2014 lien date when the boom in construction activity had already begun, in-progress new construction assessments brought only \$5 million in property tax revenue, meaning that millions in revenue was left on the table. As the office staffed up and were able to clear the appeals backlog, we were able to capture \$13 million in new revenues in 2015, peaking at nearly \$75 million in 2018. It is vital that the Assessor be able to capture the value of in-progress new construction that is now underway, and be positioned to capture the value of new construction that is sure to start to grow even more when the economy starts to recover.</p> <p>Similarly, the office fell behind in enrolling increases in assessed valuation due to changes in ownership and completion of new construction. Not only did this mean a delay in realizing increases in property taxes, but many assessments became unsecured making it much more difficult for the Tax Collector to collect the tax liens. We do not have precise estimates of taxes that were uncollectable because the liens were unsecured, but we do know that collection of tens of millions of dollars was deferred for 1-3 years. Clearing the backlogs that allowed us to make timely assessments necessitated adequate analytical staff to organize and prioritize work assignments, as well as adequate staffing levels in both our Transactions and Real Property divisions. At current staffing levels, our Transactions division is likely to fall behind in the coming year due to the 36% increase in recorded documents so far this fiscal year driven by the passage of Proposition 19 in 2020.</p>

Major Changes	Department Response to Major Changes	Equity Lens: Explain what populations are benefited by these changes and how they are benefited. How will the department know those were successful?	Equity Lens: Explain what populations are negatively impacted by these changes and how they are impacted. Describe what strategies your Department recommends to mitigate any potential adverse impacts.
<p>3. EXPENDITURE CHANGES. What major expenditure 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. What is the overall General Fund impact? Highlight any changes related to major changes/initiatives as noted in the Summary section.</p>	<p><u>General Fund</u> Total GFS expenditures decrease by \$32K in FY 21-22 and are equal to base in FY 22-23.</p> <p>In FY 21-22, ASR reduces general fund operating (fund 10000) expenditures from base by \$96K while DBI work order (fund 10060) expenses grow by \$64K. The fund GF operating reductions are driven by an increase in attrition savings. The work order expenditure budget must increase in order to fund the 21.75 staff that are budgeted there. Several staff receive fringe benefits at higher than budgeted rates. ASR needs to compensate for this difference by increasing the expenditure budget.</p> <p>In BY+1 expenditures increase to support ASR's use of CoStar, a commercial cost database that is essential to appraiser analyses and defense of commercial assessment valuations at the AAB. The infrastructure work order with DT also drives some of the increase in BY+1. Conversely, the DBI work order budget declines by \$34K from base.</p> <p><u>Non-General Fund</u> Self-supported expenditures increase by \$212K from base in FY 21-22 and by \$303K from base in FY 22-23. The special fund increase is primarily to support license and maintenance costs for the new recorder information system, "Records Manger". In FY 22-23 the increase is related to Records Manager licenses and maintenance as well as renewing warranties on Recorder equipment.</p>		
<p>4. REVENUE. What revenue changes did the department submit from the base budget? Please differentiate between General Fund and non-General Fund.</p> <p>(This should match an Audit Trail, as shown in form 2A Revenue Report).</p>	<p><u>General Fund</u> Total GFS revenue increases by \$292K in FY 21-22 and by \$362K in FY 22-23</p> <p>Of this amount, General Fund (10000) Recorder fee revenue increases by \$100K from base in FY 21-22 and by \$170K from base in FY 22-23. The Division expects a slight increase in the number of fee titles that are recorded over the next two years. The DBI work order recovery is increased \$192K from base in both years to support the positions budgeted in the work order.</p> <p><u>Non-General Fund</u> Non-General Fund revenue increases by \$263K from base in FY 21-22 and by \$1M from base in FY 22-23. Increases are driven by projected increase in document recordings as well as use of fund balance.</p>		
<p>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?</p> <p>If so, please submit drafts of legislation along with the budget submission. Or provide a summary of desired legislation and an expected date of submission, if still in progress.</p>	<p>Not applicable</p>		
<p>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.</p>	<p>Not applicable</p>		
<p>7. TRANSFER OF FUNCTION. Is the department requesting any Transfer of Functions of positions between departments? If so, please explain.</p>	<p>Not applicable</p>		
<p>8. INTERIM EXCEPTIONS. Is the department requesting any interim exceptions (new positions that are 1.0 FTE rather than 0.77)? If so, for what reason are is the request being made?</p>	<p>Not applicable</p>		
<p>9. FELLOWSHIP PROGRAMS. Did the department apply to any citywide fellowship programs, including San Francisco Fellows, the Fish Fellowship, or the 1249 HR Analyst Trainee Program?</p>	<p>The department has budgeted funds to participate in the Opportunities for All Program once we are no longer working remotely.</p>		
<p>10. BUDGET EQUITY. How will your department support advancing racial equity through its services to the community and within your organization, including the goals and actions identified in the Racial Equity Action Plan?</p>	<p>In addition to our participation in the <i>Opportunities for All</i> program, the proposed budget includes \$20K for racial equity training for the department as well as \$15K for staff professional development. The professional development funds would be by application and target individuals who do not feel that the department's general training funds have been able to support their personal and professional growth and development.</p> <p>Lastly, we propose to increase the training work order with DHR from \$10K to \$15K to take advantage of Implicit Bias training and any other racial equity trainings DHR is able to provide.</p>		

Select a Repor Budget Year
15.40.001 GFS 2022
CY 2021

Snapshot Department
Current ASR
Phase CY 2020-2021

Phase BY 2021-2022 Phase BY+1 2022-2023

Department: ASR Assessor / Recorder (General Fund Supported)

Account Lvl 2 Code	Category	BY General Fund Supported			BY+1 General Fund Supported		
		BY Base	BY DEPT + MYR Changes	BY MYR Proposed Amt	BY+1 Base	BY+1 DEPT + MYR Changes	BY+1 MYR Proposed Amt
EXPENDITURE	Capital Outlay	0	0	0	0	0	0
	Mandatory Fringe Benefits	7,741,750	(21,109)	7,720,641	7,777,947	142,107	7,920,054
	Materials & Supplies	81,000	(7,000)	74,000	81,000	(7,000)	74,000
	Non-Personnel Services	1,260,984	17,150	1,278,134	1,260,984	(183,521)	1,077,463
	Programmatic Projects	4,736,633	0	4,736,633	4,736,633	0	4,736,633
	Salaries	16,857,568	(46,205)	16,811,363	17,681,029	351,493	18,032,522
	Services Of Other Depts	2,889,627	25,447	2,915,074	2,889,627	58,939	2,948,566
		33,567,562	(31,717)	33,535,845	34,427,220	362,018	34,789,238
REVENUE	Charges for Services	2,206,000	100,000	2,306,000	2,206,000	170,000	2,376,000
	Expenditure Recovery	3,339,370	192,036	3,531,406	3,339,370	192,065	3,531,435
		5,545,370	292,036	5,837,406	5,545,370	362,065	5,907,435

GFS	General Fund Support	28,022,192	(323,753)	27,698,439	28,881,850	(47)	28,881,803
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General Fund Support - BY Target vs Mayor Proposed

Department	Baseline Target	BY MYR Proposed GFS	Amt Over (Under) Target
Reduction Target			
(1,630,299)	26,391,893	27,698,439	1,306,546

General Fund Support - BY+ 1 Target vs Mayor Proposed

BY+1 Department	BY+1 Baseline Target	BY+1 MYR Proposed GFS	BY+1 Amt Over (Under) Target
Reduction Target			
(1,630,299)	27,251,551	28,881,803	1,630,252

Department: ASR Assessor / Recorder (Non GFS Balance)

Account Lvl 2 Code	Category	BY General Fund Supported			BY+1 General Fund Supported		
		BY Base	BY DEPT + MYR Changes	BY MYR Proposed Amt	BY+1 Base	BY+1 DEPT + MYR Changes	BY+1 MYR Proposed Amt
EXPENDITURE	Mandatory Fringe Benefits	475,302	14,221	489,523	478,913	14,614	493,527
	Materials & Supplies	71,034	2,966	74,000	71,034	89,966	161,000
	Non-Personnel Services	199,857	162,343	362,200	199,857	162,343	362,200
	Overhead and Allocations	261,831	0	261,831	261,831	0	261,831
	Salaries	981,516	33,081	1,014,597	1,030,310	36,479	1,066,789
		1,989,540	212,611	2,202,151	2,041,945	303,402	2,345,347
REVENUE	Charges for Services	1,321,643	177,642	1,499,285	1,321,643	182,486	1,504,129
	Intergovernmental: State	0	0	0	0	0	0
	Unappropriated Fund Balance	617,068	85,798	702,866	0	841,218	841,218
		1,938,711	263,440	2,202,151	1,321,643	1,023,704	2,345,347

Non-General Fund Support - Revenue Balance Non-General Fund Support - BY +1 Revenue Balance

Revenue Total : 2,202,151 Revenue Total : 2,345,347

Expenditure Total : 2,202,151 Expenditure Total : 2,345,347

Revenue Surplus(Deficit) : 0 Revenue Surplus(Deficit) : 0

ASR Assessor / Recorder

Authorized Positions	2020-2021 Original Budget	2021-2022 Proposed Budget	Change From 2020-2021	2022-2023 Proposed Budget	Change From 2021-2022
Total Authorized	182.69	183.26	0.57	186.27	3.01
Non-Operating Positions (cap/other)	(21.00)	(21.00)		(21.00)	
Net Operating Positions	161.69	162.26	0.57	165.27	3.01

Sources

Charges for Services	3,537,719	3,805,285	267,566	3,880,129	74,844
Expenditure Recovery	3,473,306	3,531,406	58,100	3,531,435	29
Unappropriated Fund Balance	634,032	702,866	68,834	841,218	138,352
General Fund Support	31,460,374	27,698,439	(3,761,935)	28,881,803	1,183,364
Sources Total	39,105,431	35,737,996	(3,367,435)	37,134,585	1,396,589

Uses - Operating Expenditures

Salaries	16,763,976	17,825,960	1,061,984	19,099,311	1,273,351
Mandatory Fringe Benefits	7,726,796	8,210,164	483,368	8,413,581	203,417
Non-Personnel Services	1,531,516	1,640,334	108,818	1,439,663	(200,671)
Materials & Supplies	142,855	148,000	5,145	235,000	87,000
Overhead and Allocations	261,831	261,831		261,831	
Programmatic Projects	9,693,815	4,736,633	(4,957,182)	4,736,633	
Services Of Other Depts	2,984,642	2,915,074	(69,568)	2,948,566	33,492
Uses Total	39,105,431	35,737,996	(3,367,435)	37,134,585	1,396,589

Uses - Division Description

ASR Administration	6,167,665	6,231,512	63,847	6,410,603	179,091
ASR Exemptions	512,638	636,173	123,535	671,990	35,817
ASR Personal Property	3,984,696	4,193,961	209,265	4,384,132	190,171
ASR Public Service	1,354,311	1,055,344	(298,967)	1,134,134	78,790
ASR Real Property	22,761,326	19,074,356	(3,686,970)	19,736,307	661,951
ASR Recorder	3,052,947	3,193,647	140,700	3,372,421	178,774
ASR Transactions	1,271,848	1,353,003	81,155	1,424,998	71,995
Uses by Division Total	39,105,431	35,737,996	(3,367,435)	37,134,585	1,396,589

**BUDGET FORM 1D: IDS Detail
FY 2021-22 and FY 2022-23**

Work Order Changes - If any departmental Inter-Departmental Service (IDS) changes are proposed within the mandatory reductions described in Form 1A, please highlight below

Proposed IDS Changes (486XXX) *If recovery changes will	FY 21-22 GF Savings (Please specify GF impact)	FY 22-23 GF Savings (Please specify GF impact)	Partner Department Code	Confirm here that partner department is in agreement:	Please briefly describe justification for the change and the impact on your department
486110	192,036	192,036	(DBI) Exp Rec Fr Bldg Inspection AAO	Notified 2/18	The department's baseline recovery budget was not increased to match the baseline expenditure increase. ASR has increased the recovery to base, plus an additional \$64K that is needed to support staff fringe benefit rates that exceed budget.
Proposed IDS Changes (581XXX)	FY 21-22 GF Savings (Please specify GF impact)	FY 22-23 GF Savings (Please specify GF impact)	Partner Department Code	Confirm here that partner department is in agreement:	Please briefly describe justification for the change and the impact on your department
581140	3,733	3,733	(DT) DT Technology Projects	Notified 2/18	Rancho Cordova MOU, misc procurements conducted through DT
581180	(50,000)	(50,000)	(CON) GF-Con-Fast Team	Notified 2/18	No longer using CON's FAST team support
581210	74,017	107,509	(DT) DT Technology Infrastructure	Notified 2/18	Additional Infrastructure needs to support new technology systems
581300	7,200	7,200	(DCYF) GF-Children;Youth;& Family Svc	Notified 2/18	Opportunities for All Program
581325	5,877	5,877	(DT) DT Enterprise Tech Contracts	Notified 2/18	Increase for ESRI license. This license is critical to maintaining our parcel maps.
581450	5,000	5,000	(DHR) GF-HR-Mgmt Training	Agreement confirmed 2/17	Increase for Implicit Bias and other racial equity trainings
581660	(21,000)	(21,000)	(DCYF) GF-Chf-Youth Works	Notified 2/18	We are not utilizing the YouthWorks program.
581750	(5,380)	(5,380)	(OCA) GF-Purch-General Office	Notified 2/18	Slight reduction in OCA work order to reflect less than 1.0 FTE usage.
581970	6,000	6,000	(TTX) GF-Treasurer	Agreement confirmed 2/18	Deluxe license and maintenance support for the Assessor's Information & Management System (Onbase)
	25,447	58,939			

BUDGET FORM 3A: Expenditure Changes

DEPARTMENT ASSESSOR-RECORDER

Please identify proposed expenditure changes from the FY 2021-22 and FY 2022-23 Base Budget at the account level.

Note: To submit this information, run the **15.30.005 Snapshot Comparison (Audit Trail)** report from the budget system.

Select the following criteria before running the report:

Budget Year: **2022**

Before Snapshot: **Start of Dept**

After Snapshot: **Current**

GFS Type: Do not select a value.

Select dropdown option "Department Phase" after report has loaded.

Filter report on "AAO Title" field to only display "Gross Expenditures".

For any proposed changes, provide an explanation in the **"Explanation of Change"** for each Budget Year column.

Please contact your Mayor's Office or Controller's Office Analyst if you need assistance running this report.

All submissions must be formatted appropriately so that printed copies are easily readable for the public.

Budget System Report 15.30.005 filtered on Gross Expenditures												Total BY Expe 180,894			Total BY+1 Ex 665,420			FORMULA FILL IN		
GFS Type	Dept	Dept ID	Fund ID	Project ID	Activity ID	Activity Title	Authority ID	Account Lvl 5	Account Name	Account ID	Account Title	FY 2021-22			FY 2022-23			Change submitted?	Explanation of Change	
												Start Dept Amt	End Dept Amt	Var Dept Amt	Start BY+1 Dept Amt	End BY+1 Dept Amt	Var BY+1 Dept Amt			
GFS	ASR	196644	10000	10032517	1	Transactions	10000	501010	5010Salary	501010	Perm Salaries-Misc-Regular	877,361	903,453	26,092	921,057	965,744	44,687	YES	Decreased attrition savings to reflect 6 expected vacancies and 1.4% natural attrition. Associated fringe adjusted automatically.	
GFS	ASR	196644	10000	10032517	1	Transactions	10000	513010	5130Fringe	513010	Retire City Misc	192,178	197,893	5,715	182,196	191,035	8,839	YES		
GFS	ASR	196644	10000	10032517	1	Transactions	10000	514010	5130Fringe	514010	Social Security (Oasdi & Hi)	55,056	56,674	1,618	57,765	60,535	2,770	YES		
GFS	ASR	196644	10000	10032517	1	Transactions	10000	514020	5130Fringe	514020	Social Sec-Medicare(HI Only)	12,876	13,254	378	13,509	14,157	648	YES		
GFS	ASR	196644	10000	10032517	1	Transactions	10000	515010	5130Fringe	515010	Health Service-City Match	48,876	49,360	484	51,809	52,938	1,129	YES		
GFS	ASR	196644	10000	10032517	1	Transactions	10000	515710	5130Fringe	515710	Dependent Coverage	99,760	100,748	988	105,742	108,045	2,303	YES		
GFS	ASR	196644	10000	10032517	1	Transactions	10000	516010	5130Fringe	516010	Dental Coverage	11,838	11,955	117	12,308	12,576	268	YES		
GFS	ASR	196644	10000	10032517	1	Transactions	10000	517010	5130Fringe	517010	Unemployment Insurance	888	914	26	932	977	45	YES		
GFS	ASR	196644	10000	10032517	1	Transactions	10000	519120	5130Fringe	519120	Long Term Disability Insurance	3,376	3,476	100	3,543	3,715	172	YES		
Transactions Total												1,302,209	1,337,727	35,518	1,348,861	1,409,722	60,861			
GFS	ASR	196645	10000	10032514	1	Exemptions	10000	501010	5010Salary	501010	Perm Salaries-Misc-Regular	325,464	417,481	92,017	341,680	447,809	106,129	YES	Decreased attrition savings to reflect zero (0) expected vacancies and 1.4% natural attrition. Associated fringe adjusted automatically.	
GFS	ASR	196645	10000	10032514	1	Exemptions	10000	513010	5130Fringe	513010	Retire City Misc	71,290	91,445	20,155	67,588	88,582	20,994	YES		
GFS	ASR	196645	10000	10032514	1	Exemptions	10000	514010	5130Fringe	514010	Social Security (Oasdi & Hi)	20,877	26,582	5,705	21,881	28,460	6,579	YES		
GFS	ASR	196645	10000	10032514	1	Exemptions	10000	514020	5130Fringe	514020	Social Sec-Medicare(HI Only)	4,882	6,216	1,334	5,117	6,656	1,539	YES		
GFS	ASR	196645	10000	10032514	1	Exemptions	10000	515010	5130Fringe	515010	Health Service-City Match	19,665	24,432	4,767	20,845	26,320	5,475	YES		
GFS	ASR	196645	10000	10032514	1	Exemptions	10000	515710	5130Fringe	515710	Dependent Coverage	38,305	47,591	9,286	40,602	51,265	10,663	YES		
GFS	ASR	196645	10000	10032514	1	Exemptions	10000	516010	5130Fringe	516010	Dental Coverage	4,598	5,713	1,115	4,780	6,035	1,255	YES		
GFS	ASR	196645	10000	10032514	1	Exemptions	10000	517010	5130Fringe	517010	Unemployment Insurance	336	428	92	353	459	106	YES		
GFS	ASR	196645	10000	10032514	1	Exemptions	10000	519120	5130Fringe	519120	Long Term Disability Insurance	1,272	1,632	360	1,336	1,751	415	YES		
Exemptions Total												486,689	621,520	134,831	504,182	657,337	153,155			
GFS	ASR	196646	10000	10026674	1	Customer Service	10000	501010	5010Salary	501010	Perm Salaries-Misc-Regular	1,011,195	695,783	(315,412)	1,061,593	758,973	(302,620)	YES	Increased attrition savings to reflect 4 expected vacancies and 1.4% natural attrition. Associated fringe adjusted automatically.	
GFS	ASR	196646	10000	10026674	1	Customer Service	10000	513010	5130Fringe	513010	Retire City Misc	220,175	151,498	(68,677)	208,611	149,144	(59,467)	YES		
GFS	ASR	196646	10000	10026674	1	Customer Service	10000	514010	5130Fringe	514010	Social Security (Oasdi & Hi)	62,077	42,920	(19,157)	64,938	46,614	(18,324)	YES		
GFS	ASR	196646	10000	10026674	1	Customer Service	10000	514020	5130Fringe	514020	Social Sec-Medicare(HI Only)	14,816	10,242	(4,574)	15,546	11,158	(4,388)	YES		
GFS	ASR	196646	10000	10026674	1	Customer Service	10000	515010	5130Fringe	515010	Health Service-City Match	57,106	40,528	(16,578)	60,533	44,340	(16,193)	YES		
GFS	ASR	196646	10000	10026674	1	Customer Service	10000	515710	5130Fringe	515710	Dependent Coverage	118,514	84,110	(34,404)	125,622	92,017	(33,605)	YES		
GFS	ASR	196646	10000	10026674	1	Customer Service	10000	516010	5130Fringe	516010	Dental Coverage	14,108	10,013	(4,095)	14,668	10,744	(3,924)	YES		
GFS	ASR	196646	10000	10026674	1	Customer Service	10000	517010	5130Fringe	517010	Unemployment Insurance	1,022	707	(315)	1,073	770	(303)	YES		
GFS	ASR	196646	10000	10026674	1	Customer Service	10000	519110	5130Fringe	519110	Flexible Benefit Package	9,766	6,931	(2,835)	10,353	7,583	(2,770)	YES		
GFS	ASR	196646	10000	10026674	1	Customer Service	10000	519120	5130Fringe	519120	Long Term Disability Insurance	2,885	1,986	(899)	3,028	2,165	(863)	YES		
Customer Service Total												1,511,664	1,044,718	(466,946)	1,565,965	1,123,508	(442,457)			

GFS Type	Dept	Dept ID	Fund ID	Project ID	Activity ID	Activity Title	Authority ID	Account Lvl 5	Account Name	Account ID	Account Title	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?	Explanation of Change	
GFS	ASR	229011	10000	10001635	1	Real Property	10000	501010	5010Salary	501010	Perm Salaries-Misc-Regular	6,338,107	6,656,534	318,427	6,653,963	7,180,706	526,743	YES	Decreased attrition to reflect 8 expected vacancies and 1.4% natural attrition. Associated fringe adjusted automatically.	
GFS	ASR	229011	10000	10001635	1	Real Property	10000	509010	5010Salary	509010	Premium Pay - Misc	84,074	81,806	(2,268)	84,074	81,806	(2,268)	YES		
GFS	ASR	229011	10000	10001635	1	Real Property	10000	513010	5130Fringe	513010	Retire City Misc	1,379,340	1,448,638	69,298	1,306,830	1,410,282	103,452	YES		
GFS	ASR	229011	10000	10001635	1	Real Property	10000	514010	5130Fringe	514010	Social Security (Oasdi & Hi)	386,365	405,342	18,977	404,015	435,395	31,380	YES		
GFS	ASR	229011	10000	10001635	1	Real Property	10000	514020	5130Fringe	514020	Social Sec-Medicare(HI Only)	93,266	97,850	4,584	97,847	105,452	7,605	YES		
GFS	ASR	229011	10000	10001635	1	Real Property	10000	515010	5130Fringe	515010	Health Service-City Match	231,726	240,556	8,830	245,626	261,342	15,716	YES		
GFS	ASR	229011	10000	10001635	1	Real Property	10000	515710	5130Fringe	515710	Dependent Coverage	626,326	650,193	23,867	663,886	706,364	42,478	YES		
GFS	ASR	229011	10000	10001635	1	Real Property	10000	516010	5130Fringe	516010	Dental Coverage	70,211	72,887	2,676	73,015	77,687	4,672	YES		
GFS	ASR	229011	10000	10001635	1	Real Property	10000	517010	5130Fringe	517010	Unemployment Insurance	6,432	6,748	316	6,746	7,270	524	YES		
GFS	ASR	229011	10000	10001635	1	Real Property	10000	519110	5130Fringe	519110	Flexible Benefit Package	22,472	23,328	856	23,822	25,346	1,524	YES		
GFS	ASR	229011	10000	10001635	1	Real Property	10000	519120	5130Fringe	519120	Long Term Disability Insurance	19,997	21,002	1,005	20,994	22,656	1,662	YES		
GFS	ASR	229011	10000	10001635	1	Real Property	10000	522000	5210NPSvcs	522000	Training - Budget	20,252	11,350	(8,902)	20,252	11,350	(8,902)	YES		Budget decreased due to remote work.
GFS	ASR	229011	10000	10001635	1	Real Property	10000	523000	5210NPSvcs	523000	Employee Field Expenses-Budget	4,000	500	(3,500)	4,000	4,000	-	YES		Budget decreased due to remote work.
GFS	ASR	229011	10000	10001635	1	Real Property	10000	535710	5210NPSvcs	535710	Subscriptions	126,607	159,383	32,776	126,607	208,383	81,776	YES	Budget increased for CoStar commercial cost database online subscription. OCA is negotiating a Citywide contract with the vendor that will expand data access increasing our contract cost from \$133/month per user to \$275/month per user. The department currently has 60 users. This commercial cost database is critical to our work ability to accurately assess value and defend assessment appeals at the AAB.	
Real Property Total												9,409,175	9,876,117	466,942	9,731,677	10,538,039	806,362			
GFS	ASR	229011	10060	10032515	1	Real Property Wor	10002	501010	5010Salary	501010	Perm Salaries-Misc-Regular	1,955,431	1,997,257	41,826	2,052,896	2,204,696	151,800	YES	Decreased attrition in line with zero (0) expected vacancies. There is no change to the number of FTE on the project. Limited term positions are added back in BY+1 as these staff are still needed to backfill SMEs on the SMART project.	
GFS	ASR	229011	10060	10032515	1	Real Property Wor	10002	509010	5010Salary	509010	Premium Pay - Misc	42,130	37,780	(4,350)	42,130	37,780	(4,350)	YES		
GFS	ASR	229011	10060	10032515	1	Real Property Wor	10002	513010	5130Fringe	513010	Retire City Misc	427,133	436,269	9,136	404,844	434,780	29,936	YES		
GFS	ASR	229011	10060	10032515	1	Real Property Wor	10002	514010	5130Fringe	514010	Social Security (Oasdi & Hi)	122,977	125,282	2,305	128,794	137,854	9,060	YES		
GFS	ASR	229011	10060	10032515	1	Real Property Wor	10002	514020	5130Fringe	514020	Social Sec-Medicare(HI Only)	28,965	29,509	544	30,378	32,516	2,138	YES		
GFS	ASR	229011	10060	10032515	1	Real Property Wor	10002	515010	5130Fringe	515010	Health Service-City Match	63,785	66,868	3,083	67,611	74,355	6,744	YES		
GFS	ASR	229011	10060	10032515	1	Real Property Wor	10002	515710	5130Fringe	515710	Dependent Coverage	182,495	191,314	8,819	193,438	212,734	19,296	YES		
GFS	ASR	229011	10060	10032515	1	Real Property Wor	10002	516010	5130Fringe	516010	Dental Coverage	20,175	21,150	975	20,982	23,075	2,093	YES		
GFS	ASR	229011	10060	10032515	1	Real Property Wor	10002	517010	5130Fringe	517010	Unemployment Insurance	1,997	2,035	38	2,094	2,242	148	YES		
GFS	ASR	229011	10060	10032515	1	Real Property Wor	10002	519120	5130Fringe	519120	Long Term Disability Insurance	6,882	7,029	147	7,227	7,761	534	YES		
GFS	ASR	229011	10060	10032515	1	Real Property Wor	10002	527990	5210NPSvcs	527990	Other Professional Services	605,434	606,913	1,479	605,434	353,642	(251,792)	YES		Budget to pay for (4) off-budget positions.
Real Property Work Order Total												3,457,404	3,521,406	64,002	3,555,828	3,521,435	(34,393)			
GFS	ASR	229012	10000	10032516	1	Personal Property	10000	501010	5010Salary	501010	Perm Salaries-Misc-Regular	2,853,253	2,848,750	(4,503)	2,995,475	3,022,227	26,752	YES		Increased attrition to reflect 1 expected vacancy and 1.4% natural attrition. Associated fringe adjusted automatically.
GFS	ASR	229012	10000	10032516	1	Personal Property	10000	509010	5010Salary	509010	Premium Pay - Misc	16,706	10,786	(5,920)	16,706	10,786	(5,920)	YES		
GFS	ASR	229012	10000	10032516	1	Personal Property	10000	513010	5130Fringe	513010	Retire City Misc	622,181	621,199	(982)	589,607	594,873	5,266	YES		
GFS	ASR	229012	10000	10032516	1	Personal Property	10000	514010	5130Fringe	514010	Social Security (Oasdi & Hi)	175,724	175,082	(642)	183,977	185,239	1,262	YES		
GFS	ASR	229012	10000	10032516	1	Personal Property	10000	514020	5130Fringe	514020	Social Sec-Medicare(HI Only)	41,759	41,608	(151)	43,821	44,123	302	YES		
GFS	ASR	229012	10000	10032516	1	Personal Property	10000	515010	5130Fringe	515010	Health Service-City Match	114,876	114,191	(685)	121,767	122,039	272	YES		
GFS	ASR	229012	10000	10032516	1	Personal Property	10000	515710	5130Fringe	515710	Dependent Coverage	289,861	288,133	(1,728)	307,243	307,930	687	YES		
GFS	ASR	229012	10000	10032516	1	Personal Property	10000	516010	5130Fringe	516010	Dental Coverage	32,881	32,685	(196)	34,192	34,268	76	YES		

GFS Type	Dept	Dept ID	Fund ID	Project ID	Activity ID	Activity Title	Authority ID	Account Lvl 5	Account Name	Account ID	Account Title	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?	Explanation of Change	
GFS	ASR	229012	10000	10032516	1	Personal Property	10000	517010	5130Fringe	517010	Unemployment Insurance	2,880	2,870	(10)	3,022	3,043	21	YES		
GFS	ASR	229012	10000	10032516	1	Personal Property	10000	519110	5130Fringe	519110	Flexible Benefit Package	5,135	5,104	(31)	5,444	5,456	12	YES		
GFS	ASR	229012	10000	10032516	1	Personal Property	10000	519120	5130Fringe	519120	Long Term Disability Insurance	9,768	9,753	(15)	10,256	10,348	92	YES		
Personal Property Total												4,165,024	4,150,161	(14,863)	4,311,510	4,340,332	28,822			
GFS	ASR	229014	10000	10001634	1	Administration	10000	501010	5010Salary	501010	Perm Salaries-Misc-Regular	2,505,538	2,425,860	(79,678)	2,624,634	2,552,303	(72,331)	YES	Increased attrition savings to reflect 4 expected vacancies and 1.4% natural attrition. Associated fringe adjusted automatically.	
GFS	ASR	229014	10000	10001634	1	Administration	10000	509010	5010Salary	509010	Premium Pay - Misc	2,192	2,186	(6)	2,192	2,186	(6)	YES		
GFS	ASR	229014	10000	10001634	1	Administration	10000	513010	5130Fringe	513010	Retire City Misc	542,442	524,961	(17,481)	512,520	498,153	(14,367)	YES		
GFS	ASR	229014	10000	10001634	1	Administration	10000	514010	5130Fringe	514010	Social Security (Oasdi & Hi)	143,373	139,392	(3,981)	149,689	146,214	(3,475)	YES		
GFS	ASR	229014	10000	10001634	1	Administration	10000	514020	5130Fringe	514020	Social Sec-Medicare(HI Only)	36,506	35,351	(1,155)	38,234	37,185	(1,049)	YES		
GFS	ASR	229014	10000	10001634	1	Administration	10000	515010	5130Fringe	515010	Health Service-City Match	79,667	79,596	(71)	84,403	84,507	104	YES		
GFS	ASR	229014	10000	10001634	1	Administration	10000	515710	5130Fringe	515710	Dependent Coverage	208,598	209,131	533	220,994	222,028	1,034	YES		
GFS	ASR	229014	10000	10001634	1	Administration	10000	516010	5130Fringe	516010	Dental Coverage	23,714	23,748	34	24,646	24,734	88	YES		
GFS	ASR	229014	10000	10001634	1	Administration	10000	517010	5130Fringe	517010	Unemployment Insurance	2,520	2,439	(81)	2,634	2,562	(72)	YES		
GFS	ASR	229014	10000	10001634	1	Administration	10000	519110	5130Fringe	519110	Flexible Benefit Package	31,287	30,095	(1,192)	33,150	31,957	(1,193)	YES		
GFS	ASR	229014	10000	10001634	1	Administration	10000	519120	5130Fringe	519120	Long Term Disability Insurance	5,317	5,290	(27)	5,578	5,572	(6)	YES		
GFS	ASR	229014	10000	10001634	1	Administration	10000	521000	5210NPSvcs	521000	Travel-Budget	10,650	10,500	(150)	10,650	10,500	(150)	YES		Reduced slightly
GFS	ASR	229014	10000	10001634	1	Administration	10000	522000	5210NPSvcs	522000	Training - Budget	37,542	51,350	13,808	37,542	51,350	13,808	YES		Increased for Racial equity training and employee professional development fund.
GFS	ASR	229014	10000	10001634	1	Administration	10000	523050	5210NPSvcs	523050	Employee Recognition	5,000	2,500	(2,500)	5,000	2,500	(2,500)	YES	Reduced due to remote work	
GFS	ASR	229014	10000	10001634	1	Administration	10000	527990	5210NPSvcs	527990	Other Professional Services	17,000	23,000	6,000	17,000	23,000	6,000	YES	Cost increase for CA Assessor's Association shared costs	
GFS	ASR	229014	10000	10001634	1	Administration	10000	535000	5210NPSvcs	535000	Other Current Expenses - Bdgt	70,500	54,000	(16,500)	70,500	54,000	(16,500)	YES	Reduced need in remote work environment	
GFS	ASR	229014	10000	10001634	1	Administration	10000	535960	5210NPSvcs	535960	Software Licensing Fees	201,009	198,648	(2,361)	201,009	198,748	(2,261)	YES	One software license no longer needed	
GFS	ASR	229014	10000	10001634	1	Administration	10000	540000	5400Mat&Su	540000	Materials & Supplies-Budget	56,000	54,000	(2,000)	56,000	54,000	(2,000)	YES	Slight reduction to reflect lower food costs for Departmentwide events etc.	
GFS	ASR	229014	10000	10001634	1	Administration	10000	549210	5400Mat&Su	549210	Data Processing Supplies	15,000	10,000	(5,000)	15,000	10,000	(5,000)	YES	Budget moved to special funds	
GFS	ASR	229014	10000	10001634	1	Administration	10000	581140	5810OthDep	581140	DT Technology Projects	21,267	25,000	3,733	21,267	25,000	3,733	YES	Budget increased closer to FY 19-20 actuals of \$29K. Budget for Rancho Cordova data center and additional IT procurements through DT such as ConvergeOne.	
GFS	ASR	229014	10000	10001634	1	Administration	10000	581180	5810OthDep	581180	GF-Con-Fast Team	50,000	-	(50,000)	50,000	-	(50,000)	YES	No longer need CON FAST support	
GFS	ASR	229014	10000	10001634	1	Administration	10000	581210	5810OthDep	581210	DT Technology Infrastructure	595,807	669,824	74,017	595,807	703,316	107,509	YES	Based on recommended budgets from FY 19-20	
GFS	ASR	229014	10000	10001634	1	Administration	10000	581300	5810OthDep	581300	GF-Children;Youth;& Family Svc	-	7,200	7,200	-	7,200	7,200	7,200	YES	For participation in the Opportunities for All Program pending end of remote work.
GFS	ASR	229014	10000	10001634	1	Administration	10000	581325	5810OthDep	581325	DT Enterprise Tech Contracts	49,123	55,000	5,877	49,123	55,000	5,877	YES	Recommended ELA budget plus increase in ESRI which is needed to support our parcel mapping function.	
GFS	ASR	229014	10000	10001634	1	Administration	10000	581450	5810OthDep	581450	GF-HR-Mgmt Training	10,000	15,000	5,000	10,000	15,000	5,000	YES	Increased budget for Implicit Bias training and any other racial equity trainings DHR may offer	
GFS	ASR	229014	10000	10001634	1	Administration	10000	581660	5810OthDep	581660	GF-Chf-Youth Works	21,000	-	(21,000)	21,000	-	(21,000)	YES	The Department does not use this program. We are removing this legacy work order.	

GFS Type	Dept	Dept ID	Fund ID	Project ID	Activity ID	Activity Title	Authority ID	Account Lvl 5	Account Name	Account ID	Account Title	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?	Explanation of Change	
GFS	ASR	229014	10000	10001634	1	Administration	10000	581750	58100thDep	581750	GF-Purch-General Office	155,380	150,000	(5,380)	155,380	150,000	(5,380)	YES	Slight decrease for savings. ASR does not fully utilize the 1.00 that we pay for.	
GFS	ASR	229014	10000	10001634	1	Administration	10000	581970	58100thDep	581970	GF-Treasurer	30,000	36,000	6,000	30,000	36,000	6,000	YES	Increase for OnBase license and maintenance.	
Administration Total												4,926,432	4,840,071	(86,361)	5,043,952	5,003,015	(40,937)			
GFS	ASR	229015	10000	10001636	1	Recording	10000	501010	5010Salary	501010	Perm Salaries-Misc-Regular	772,484	660,681	(111,803)	810,996	694,500	(116,496)	YES	(2) reassignments out, (1) reassignment in.	
GFS	ASR	229015	10000	10001636	1	Recording	10000	509010	5010Salary	509010	Premium Pay - Misc	1,128	501	(627)	1,128	501	(627)	YES		
GFS	ASR	229015	10000	10001636	1	Recording	10000	513010	5130Fringe	513010	Retire City Misc	168,403	143,921	(24,482)	159,582	136,544	(23,038)	YES		
GFS	ASR	229015	10000	10001636	1	Recording	10000	514010	5130Fringe	514010	Social Security (Oasdi & Hi)	47,158	40,200	(6,958)	49,361	42,112	(7,249)	YES		
GFS	ASR	229015	10000	10001636	1	Recording	10000	514020	5130Fringe	514020	Social Sec-Medicare(HI Only)	11,361	9,730	(1,631)	11,919	10,223	(1,696)	YES		
GFS	ASR	229015	10000	10001636	1	Recording	10000	515010	5130Fringe	515010	Health Service-City Match	34,342	29,376	(4,966)	36,403	31,139	(5,264)	YES		
GFS	ASR	229015	10000	10001636	1	Recording	10000	515710	5130Fringe	515710	Dependent Coverage	74,878	65,205	(9,673)	79,370	69,117	(10,253)	YES		
GFS	ASR	229015	10000	10001636	1	Recording	10000	516010	5130Fringe	516010	Dental Coverage	8,859	7,698	(1,161)	9,211	8,004	(1,207)	YES		
GFS	ASR	229015	10000	10001636	1	Recording	10000	517010	5130Fringe	517010	Unemployment Insurance	784	671	(113)	822	703	(119)	YES		
GFS	ASR	229015	10000	10001636	1	Recording	10000	519120	5130Fringe	519120	Long Term Disability Insurance	1,915	1,489	(426)	2,009	1,563	(446)	YES		
GFS	ASR	229015	10000	10001636	1	Recording	10000	521000	5210NPSvcs	521000	Travel-Budget	7,050	4,800	(2,250)	7,050	4,800	(2,250)	YES		Reduced due to remote work
GFS	ASR	229015	10000	10001636	1	Recording	10000	522000	5210NPSvcs	522000	Training - Budget	1,650	900	(750)	1,650	900	(750)	YES		Reduced due to remote work
Recording Total												1,130,012	965,172	(164,840)	1,169,501	1,000,106	(169,395)			
Self Supp	ASR	229015	12610	10022469	1	Recorder - Erecord 16627	522000	5210NPSvcs	522000	522000	Training - Budget	500	250	(250)	500	250	(250)	YES	Budget decreased from 2 to 1 attendee.	
Self Supp	ASR	229015	12610	10022469	1	Recorder - Erecord 16627	535000	5210NPSvcs	535000	535000	Other Current Expenses - Bdgt	40,500	15,500	(25,000)	40,500	15,500	(25,000)	YES	Budget for credit card fees. Reduce per actuals.	
Recorder - Erecording Total												41,000	15,750	(25,250)	41,000	15,750	(25,250)			
Self Supp	ASR	229015	12610	10024396	1	Doc Storage Conve 17402	509010	5010Salary	509010	509010	Premium Pay - Misc	626	-	(626)	626	-	(626)	YES	Reduced premium to reflect actual need.	
Self Supp	ASR	229015	12610	10024396	1	Doc Storage Conve 17402	514010	5130Fringe	514010	514010	Social Security (Oasdi & Hi)	4,473	4,434	(39)	4,694	4,655	(39)	YES		
Self Supp	ASR	229015	12610	10024396	1	Doc Storage Conve 17402	514020	5130Fringe	514020	514020	Social Sec-Medicare(HI Only)	1,046	1,037	(9)	1,098	1,089	(9)	YES		
Self Supp	ASR	229015	12610	10024396	1	Doc Storage Conve 17402	517010	5130Fringe	517010	517010	Unemployment Insurance	73	72	(1)	76	75	(1)	YES		
Self Supp	ASR	229015	12610	10024396	1	Doc Storage Conve 17402	535000	5210NPSvcs	535000	535000	Other Current Expenses - Bdgt	3,699	23,000	19,301	3,699	23,000	19,301	YES		Moved budget for microfilm storage to this project.
Self Supp	ASR	229015	12610	10024396	1	Doc Storage Conve 17402	540000	5400Mat&Su	540000	540000	Materials & Supplies-Budget	6,809	5,000	(1,809)	6,809	5,000	(1,809)	YES	Budget reduced to reflect actual need.	
Doc Storage Conve Fund Ab3332 Total												16,726	33,543	16,817	17,002	33,819	16,817			
Self Supp	ASR	229015	12610	10024397	1	Page Recorders Mrc 17403	501010	5010Salary	501010	501010	Perm Salaries-Misc-Regular	323,016	430,778	107,762	339,116	452,834	113,718	YES	(1) reassignment out, (2) reassignments in.	
Self Supp	ASR	229015	12610	10024397	1	Page Recorders Mrc 17403	513010	5130Fringe	513010	513010	Retire City Misc	69,593	93,657	24,064	65,862	88,839	22,977	YES		
Self Supp	ASR	229015	12610	10024397	1	Page Recorders Mrc 17403	514010	5130Fringe	514010	514010	Social Security (Oasdi & Hi)	19,912	26,551	6,639	20,822	27,797	6,975	YES		
Self Supp	ASR	229015	12610	10024397	1	Page Recorders Mrc 17403	514020	5130Fringe	514020	514020	Social Sec-Medicare(HI Only)	4,685	6,248	1,563	4,917	6,564	1,647	YES		
Self Supp	ASR	229015	12610	10024397	1	Page Recorders Mrc 17403	515010	5130Fringe	515010	515010	Health Service-City Match	10,868	17,836	6,968	11,520	18,906	7,386	YES		
Self Supp	ASR	229015	12610	10024397	1	Page Recorders Mrc 17403	515710	5130Fringe	515710	515710	Dependent Coverage	31,094	41,960	10,866	32,959	44,476	11,517	YES		
Self Supp	ASR	229015	12610	10024397	1	Page Recorders Mrc 17403	516010	5130Fringe	516010	516010	Dental Coverage	3,438	4,823	1,385	3,575	5,014	1,439	YES		
Self Supp	ASR	229015	12610	10024397	1	Page Recorders Mrc 17403	517010	5130Fringe	517010	517010	Unemployment Insurance	323	431	108	340	455	115	YES		
Self Supp	ASR	229015	12610	10024397	1	Page Recorders Mrc 17403	519120	5130Fringe	519120	519120	Long Term Disability Insurance	1,128	1,585	457	1,184	1,666	482	YES		
Self Supp	ASR	229015	12610	10024397	1	Page Recorders Mrc 17403	535000	5210NPSvcs	535000	535000	Other Current Expenses - Bdgt	22,000	-	(22,000)	22,000	-	(22,000)	YES		Moved budget for microfilm storage from this project.
Self Supp	ASR	229015	12610	10024397	1	Page Recorders Mrc 17403	535710	5210NPSvcs	535710	535710	Subscriptions	700	550	(150)	700	550	(150)	YES		Reference manual no longer needed
Self Supp	ASR	229015	12610	10024397	1	Page Recorders Mrc 17403	535960	5210NPSvcs	535960	535960	Software Licensing Fees	20,100	200,100	180,000	20,100	200,100	180,000	YES		License and maintenance for new recorder information system, "Records Manager".
Self Supp	ASR	229015	12610	10024397	1	Page Recorders Mrc 17403	540000	5400Mat&Su	540000	540000	Materials & Supplies-Budget	10,225	10,000	(225)	10,225	10,000	(225)	YES		Slight reduction

GFS Type	Dept	Dept ID	Fund ID	Project ID	Activity ID	Activity Title	Authority ID	Account Lvl 5	Account Name	Account ID	Account Title	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?	Explanation of Change
Self Supp ASR	229015	12610	10024397	10024397	1	Page Recorders M	17403	543990	5400Mat&Su	543990	Other Equipment Maint Supplies	-	5,000	5,000	-	5,000	5,000	YES	Equipment maintenance needs per IT
Self Supp ASR	229015	12610	10024397	10024397	1	Page Recorders M	17403	549250	5400Mat&Su	549250	Minor Data Processing Equipmnt	10,000	10,000	-	10,000	97,000	87,000	YES	
Page Recorders Modernization Total												527,082	849,519	322,437	543,320	959,201	415,881		
Self Supp ASR	229015	12610	10024404	10024404	1	Recorder Indexing	17409	501010	5010Salary	501010	Perm Salaries-Misc-Regular	327,758	254,956	(72,802)	344,095	268,735	(75,360)	YES	(1) reassignment out
Self Supp ASR	229015	12610	10024404	10024404	1	Recorder Indexing	17409	509010	5010Salary	509010	Premium Pay - Misc	1,253	-	(1,253)	1,253	-	(1,253)	YES	
Self Supp ASR	229015	12610	10024404	10024404	1	Recorder Indexing	17409	513010	5130Fringe	513010	Retire City Misc	71,825	55,870	(15,955)	68,100	53,184	(14,916)	YES	
Self Supp ASR	229015	12610	10024404	10024404	1	Recorder Indexing	17409	514010	5130Fringe	514010	Social Security (Oasdi & Hi)	20,402	15,809	(4,593)	21,418	16,666	(4,752)	YES	
Self Supp ASR	229015	12610	10024404	10024404	1	Recorder Indexing	17409	514020	5130Fringe	514020	Social Sec-Medicare(HI Only)	4,770	3,697	(1,073)	5,007	3,896	(1,111)	YES	
Self Supp ASR	229015	12610	10024404	10024404	1	Recorder Indexing	17409	515010	5130Fringe	515010	Health Service-City Match	19,864	14,898	(4,966)	21,056	15,792	(5,264)	YES	
Self Supp ASR	229015	12610	10024404	10024404	1	Recorder Indexing	17409	515710	5130Fringe	515710	Dependent Coverage	38,692	29,019	(9,673)	41,012	30,759	(10,253)	YES	
Self Supp ASR	229015	12610	10024404	10024404	1	Recorder Indexing	17409	516010	5130Fringe	516010	Dental Coverage	4,644	3,483	(1,161)	4,828	3,621	(1,207)	YES	
Self Supp ASR	229015	12610	10024404	10024404	1	Recorder Indexing	17409	517010	5130Fringe	517010	Unemployment Insurance	328	255	(73)	344	268	(76)	YES	
Self Supp ASR	229015	12610	10024404	10024404	1	Recorder Indexing	17409	519120	5130Fringe	519120	Long Term Disability Insurance	1,286	1,000	(286)	1,350	1,054	(296)	YES	
Recorder Indexing Project Total												490,822	378,987	(111,835)	508,463	393,975	(114,488)		
Self Supp ASR	229015	12610	10032513	10032513	1	Building, Home & J	19830	535000	5210NPSvcs	535000	Other Current Expenses - Bdgt	558	-	(558)	558	-	(558)	YES	Reduced based on need
Building, Home & Jobs - State Total												558	-	(558)	558	-	(558)		
Self Supp ASR	229015	12650	10024398	10024398	1	Statistics Fee Colle	17404	535000	5210NPSvcs	535000	Other Current Expenses - Bdgt	37,000	48,000	11,000	37,000	48,000	11,000	YES	Moved storage and shredding costs from Accessing & Indexing to Vital Health.
Statistics Fee Collection-reco Total												37,000	48,000	11,000	37,000	48,000	11,000		
Grand Total												27,501,797	27,682,691	180,894	28,378,819	29,044,239	665,420		

BUDGET FORM 3B: Position Changes

DEPARTMENT: **ASSESSOR-RECORDER**

Please identify proposed position changes from the FY 2021-22 and FY 2022-23 Base Budget at the account level (reflecting both salary and discretionary special class changes).

Additionally, layoffs should be further detailed on form 3C.

Budget System Report 15.30.004 filtered on Gross Expenditures														Total BY FTE Variance: (0.33)			Total BY Amount Variance: (20,012.00)			Total BY+1 FTE Variance: 6.69			Total BY+1 Amount Variance: 544,693.00			FORMULA		FILL IN				
GFS Type	Dept	Dept Division	Description	Department ID	Fund ID	Project ID	Activity ID	Authority ID	Account Lvl	Account ID	Class	Job Class Title	Status	Action	Ref No.	Start Dept FTE	End Dept FTE	Var Dept FTE	Start Dept Amt	End Dept Amt	Var Dept Amt	Start BY+1 Dept FTE	End BY+1 Dept FTE	Var BY+1 Dept FTE	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		
REASSIGNMENTS																																
GFS	ASR	229014	ASR Administration	229014	10000	10001634	1	10000	5010Salary	501010	1042_C	IS Engineer-Journey	A	R	ASR01	0.00	(0.25)	(0.25)	\$0	(\$36,857)	(\$36,857)	0.00	(0.25)	(0.25)	\$0	(\$38,696)	(\$38,696)	YES	YES	Reassign 0.25 FTE 1042 from General Fund to self-supporting fund to draw down fund balance.		
GFS	ASR	229014	ASR Administration	229014	10000	10001634	1	10000	5130Fringe	513010 to 519120	1042_C	IS Engineer-Journey	A	R	ASR01	0.00	0.00	0.00	\$0	(\$14,969)	(\$14,969)	0.00	0.00	0.00	\$0	(\$14,900)	(\$14,900)	YES	YES			
GFS	ASR	229014	ASR Administration	229014	10000	10001634	1	10000	5010Salary	501010	9991M_Z	One Day Adjustment - Misc	A	R	ASR01	0.00	0.00	0.00	\$0	(\$144)	(\$144)	0.00	0.00	0.00	\$0	(\$149)	(\$149)	NA	YES			
GFS	ASR	229014	ASR Administration	229014	10000	10001634	1	10000	5130Fringe	513010 to 519120	9991M_Z	One Day Adjustment - Misc	A	R	ASR01	0.00	0.00	0.00	\$0	(\$43)	(\$43)	0.00	0.00	0.00	\$0	(\$41)	(\$41)	NA	YES			
Self Supporting	ASR	229015	ASR Recorder	229015	12610	10024397	1	17403	5010Salary	501010	1042_C	IS Engineer-Journey	A	R	ASR01	0.00	0.25	0.25	\$0	\$36,857	\$36,857	0.00	0.25	0.25	\$0	\$38,696	\$38,696	YES	YES			
Self Supporting	ASR	229015	ASR Recorder	229015	12610	10024397	1	17403	5130Fringe	513010 to 519120	1042_C	IS Engineer-Journey	A	R	ASR01	0.00	0.00	0.00	\$0	\$14,969	\$14,969	0.00	0.00	0.00	\$0	\$14,900	\$14,900	YES	YES			
Self Supporting	ASR	229015	ASR Recorder	229015	12610	10024397	1	17403	5010Salary	501010	9991M_Z	One Day Adjustment - Misc	A	R	ASR01	0.00	0.00	0.00	\$0	\$144	\$144	0.00	0.00	0.00	\$0	\$149	\$149	NA	YES			
Self Supporting	ASR	229015	ASR Recorder	229015	12610	10024397	1	17403	5130Fringe	513010 to 519120	9991M_Z	One Day Adjustment - Misc	A	R	ASR01	0.00	0.00	0.00	\$0	\$43	\$43	0.00	0.00	0.00	\$0	\$41	\$41	NA	YES			
Self Supporting	ASR	229015	ASR Recorder	229015	12610	10024397	1	17403	5010Salary	501010	1053_C	IS Business Analyst-Senior	A	R	ASR02	0.00	(1.00)	(1.00)	\$0	(\$137,725)	(\$137,725)	0.00	(1.00)	(1.00)	\$0	(\$144,600)	(\$144,600)	YES	YES		Reassign (1) 1053 from self-supporting fund to General Fund, in combination with other reassignments in reverse direction, to generate General Fund saving.	
Self Supporting	ASR	229015	ASR Recorder	229015	12610	10024397	1	17403	5130Fringe	513010 to 519120	1053_C	IS Business Analyst-Senior	A	R	ASR02	0.00	0.00	0.00	\$0	(\$57,170)	(\$57,170)	0.00	0.00	0.00	\$0	(\$57,096)	(\$57,096)	YES	YES			
Self Supporting	ASR	229015	ASR Recorder	229015	12610	10024397	1	17403	5010Salary	501010	9991M_Z	One Day Adjustment - Misc	A	R	ASR02	0.00	0.00	0.00	\$0	(\$538)	(\$538)	0.00	0.00	0.00	\$0	(\$556)	(\$556)	NA	YES			
Self Supporting	ASR	229015	ASR Recorder	229015	12610	10024397	1	17403	5130Fringe	513010 to 519120	9991M_Z	One Day Adjustment - Misc	A	R	ASR02	0.00	0.00	0.00	\$0	(\$159)	(\$159)	0.00	0.00	0.00	\$0	(\$152)	(\$152)	NA	YES			
GFS	ASR	229014	ASR Administration	229014	10000	10001634	1	10000	5010Salary	501010	1053_C	IS Business Analyst-Senior	A	R	ASR02	0.00	1.00	1.00	\$0	\$137,725	\$137,725	0.00	1.00	1.00	\$0	\$144,600	\$144,600	YES	YES			
GFS	ASR	229014	ASR Administration	229014	10000	10001634	1	10000	5130Fringe	513010 to 519120	1053_C	IS Business Analyst-Senior	A	R	ASR02	0.00	0.00	0.00	\$0	\$57,170	\$57,170	0.00	0.00	0.00	\$0	\$57,096	\$57,096	YES	YES			
GFS	ASR	229014	ASR Administration	229014	10000	10001634	1	10000	5010Salary	501010	9991M_Z	One Day Adjustment - Misc	A	R	ASR02	0.00	0.00	0.00	\$0	\$538	\$538	0.00	0.00	0.00	\$0	\$556	\$556	NA	YES			
GFS	ASR	229014	ASR Administration	229014	10000	10001634	1	10000	5130Fringe	513010 to 519120	9991M_Z	One Day Adjustment - Misc	A	R	ASR02	0.00	0.00	0.00	\$0	\$159	\$159	0.00	0.00	0.00	\$0	\$152	\$152	NA	YES			
Self Supporting	ASR	229015	ASR Recorder	229015	12610	10024404	1	17409	5010Salary	501010	4214_C	Assessor-Recorder Office Specialist	A	R	ASR03	0.00	(1.00)	(1.00)	\$0	(\$79,158)	(\$79,158)	0.00	(1.00)	(1.00)	\$0	(\$83,109)	(\$83,109)	YES	YES	Reassign (1) 4214 from self-supporting fund to General Fund, in combination with other reassignments in reverse direction, to generate General Fund saving.		
Self Supporting	ASR	229015	ASR Recorder	229015	12610	10024404	1	17409	5130Fringe	513010 to 519120	4214_C	Assessor-Recorder Office Specialist	A	R	ASR03	0.00	0.00	0.00	\$0	(\$39,584)	(\$39,584)	0.00	0.00	0.00	\$0	(\$39,930)	(\$39,930)	YES	YES			
Self Supporting	ASR	229015	ASR Recorder	229015	12610	10024404	1	17409	5010Salary	501010	9991M_Z	One Day Adjustment - Misc	A	R	ASR03	0.00	0.00	0.00	\$0	(\$309)	(\$309)	0.00	0.00	0.00	\$0	(\$319)	(\$319)	NA	YES			
Self Supporting	ASR	229015	ASR Recorder	229015	12610	10024404	1	17409	5130Fringe	513010 to 519120	9991M_Z	One Day Adjustment - Misc	A	R	ASR03	0.00	0.00	0.00	\$0	(\$92)	(\$92)	0.00	0.00	0.00	\$0	(\$89)	(\$89)	NA	YES			
GFS	ASR	229015	ASR Recorder	229015	10000	10001636	1	10000	5010Salary	501010	4214_C	Assessor-Recorder Office Specialist	A	R	ASR03	0.00	1.00	1.00	\$0	\$79,158	\$79,158	0.00	1.00	1.00	\$0	\$83,109	\$83,109	YES	YES			
GFS	ASR	229015	ASR Recorder	229015	10000	10001636	1	10000	5130Fringe	513010 to 519120	4214_C	Assessor-Recorder Office Specialist	A	R	ASR03	0.00	0.00	0.00	\$0	\$39,584	\$39,584	0.00	0.00	0.00	\$0	\$39,930	\$39,930	YES	YES			
GFS	ASR	229015	ASR Recorder	229015	10000	10001636	1	10000	5010Salary	501010	9991M_Z	One Day Adjustment - Misc	A	R	ASR03	0.00	0.00	0.00	\$0	\$309	\$309	0.00	0.00	0.00	\$0	\$319	\$319	NA	YES			
GFS	ASR	229015	ASR Recorder	229015	10000	10001636	1	10000	5130Fringe	513010 to 519120	9991M_Z	One Day Adjustment - Misc	A	R	ASR03	0.00	0.00	0.00	\$0	\$92	\$92	0.00	0.00	0.00	\$0	\$89	\$89	NA	YES			
GFS	ASR	229015	ASR Recorder	229015	10000	10001636	1	10000	5010Salary	501010	4215_C	Assessor-Recorder Senior Office Specialist	A	R	ASR04	0.00	(1.00)	(1.00)	\$0	(\$91,772)	(\$91,772)	0.00	(1.00)	(1.00)	\$0	(\$96,353)	(\$96,353)	YES	YES		Reassign (1) 4215 from General Fund to self-supporting fund to draw down fund balance.	
GFS	ASR	229015	ASR Recorder	229015	10000	10001636	1	10000	5130Fringe	513010 to 519120	4215_C	Assessor-Recorder Senior Office Specialist	A	R	ASR04	0.00	0.00	0.00	\$0	(\$43,374)	(\$43,374)	0.00	0.00	0.00	\$0	(\$43,629)	(\$43,629)	YES	YES			
GFS	ASR	229015	ASR Recorder	229015	10000	10001636	1	10000	5010Salary	501010	9991M_Z	One Day Adjustment - Misc	A	R	ASR04	0.00	0.00	0.00	\$0	(\$358)	(\$358)	0.00	0.00	0.00	\$0	(\$370)	(\$370)	NA	YES			
GFS	ASR	229015	ASR Recorder	229015	10000	10001636	1	10000	5130Fringe	513010 to 519120	9991M_Z	One Day Adjustment - Misc	A	R	ASR04	0.00	0.00	0.00	\$0	(\$106)	(\$106)	0.00	0.00	0.00	\$0	(\$102)	(\$102)	NA	YES			
Self Supporting	ASR	229015	ASR Recorder	229015	12610	10024397	1	17403	5010Salary	501010	4215_C	Assessor-Recorder Senior Office Specialist	A	R	ASR04	0.00	1.00	1.00	\$0	\$91,772	\$91,772	0.00	1.00	1.00	\$0	\$96,353	\$96,353	YES	YES			

Budget System Report 15.30.004 filtered on Gross Expenditures														FY 2021-22						FY 2022-23						FORMULA		FILL IN				
GFS Type	Dept	Dept Division	Division Description	Department ID	Fund ID	Project ID	Activity ID	Authority ID	Account Lvl 5 Name	Account ID	Class	Job Class Title	Status	Action	Ref No.	Start Dept FTE	End Dept FTE	Var Dept FTE	Start Dept Amt	End Dept Amt	Var Dept Amt	Start BY+1 Dept FTE	End BY+1 Dept FTE	Var BY+1 Dept FTE	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		
Self Supporting	ASR	229015	ASR Recorder	229015	12610	10024397	1	17403	5130Fringe	513010 to 519120	4215_C	Assessor-Recorder Senior Office Specialist	A	R	ASR04	0.00	0.00	0.00	\$0	\$43,374	\$43,374	0.00	0.00	0.00	\$0	\$43,629	\$43,629	YES	YES			
Self Supporting	ASR	229015	ASR Recorder	229015	12610	10024397	1	17403	5010Salary	501010	9991M_Z	One Day Adjustment - Misc	A	R	ASR04	0.00	0.00	0.00	\$0	\$358	\$358	0.00	0.00	0.00	\$0	\$370	\$370	NA	YES			
Self Supporting	ASR	229015	ASR Recorder	229015	12610	10024397	1	17403	5130Fringe	513010 to 519120	9991M_Z	One Day Adjustment - Misc	A	R	ASR04	0.00	0.00	0.00	\$0	\$106	\$106	0.00	0.00	0.00	\$0	\$102	\$102	NA	YES			
GFS	ASR	229015	ASR Recorder	229015	10000	10001636	1	10000	5010Salary	501010	4215_C	Assessor-Recorder Senior Office Specialist	A	R	ASR05	0.00	(1.00)	(1.00)	\$0	(\$91,772)	(\$91,772)	0.00	(1.00)	(1.00)	\$0	(\$96,353)	(\$96,353)	YES	YES	Reassign (1) 4215 from General Fund to self-supporting fund to draw down fund balance.		
GFS	ASR	229015	ASR Recorder	229015	10000	10001636	1	10000	5130Fringe	513010 to 519120	4215_C	Assessor-Recorder Senior Office Specialist	A	R	ASR05	0.00	0.00	0.00	\$0	(\$43,374)	(\$43,374)	0.00	0.00	0.00	\$0	(\$43,629)	(\$43,629)	YES	YES			
GFS	ASR	229015	ASR Recorder	229015	10000	10001636	1	10000	5010Salary	501010	9991M_Z	One Day Adjustment - Misc	A	R	ASR05	0.00	0.00	0.00	\$0	(\$358)	(\$358)	0.00	0.00	0.00	\$0	(\$370)	(\$370)	NA	YES			
GFS	ASR	229015	ASR Recorder	229015	10000	10001636	1	10000	5130Fringe	513010 to 519120	9991M_Z	One Day Adjustment - Misc	A	R	ASR05	0.00	0.00	0.00	\$0	(\$106)	(\$106)	0.00	0.00	0.00	\$0	(\$102)	(\$102)	NA	YES			
Self Supporting	ASR	229015	ASR Recorder	229015	12610	10024397	1	17403	5010Salary	501010	4215_C	Assessor-Recorder Senior Office Specialist	A	R	ASR05	0.00	1.00	1.00	\$0	\$91,772	\$91,772	0.00	1.00	1.00	\$0	\$96,353	\$96,353	YES	YES			
Self Supporting	ASR	229015	ASR Recorder	229015	12610	10024397	1	17403	5130Fringe	513010 to 519120	4215_C	Assessor-Recorder Senior Office Specialist	A	R	ASR05	0.00	0.00	0.00	\$0	\$43,374	\$43,374	0.00	0.00	0.00	\$0	\$43,629	\$43,629	YES	YES			
Self Supporting	ASR	229015	ASR Recorder	229015	12610	10024397	1	17403	5010Salary	501010	9991M_Z	One Day Adjustment - Misc	A	R	ASR05	0.00	0.00	0.00	\$0	\$358	\$358	0.00	0.00	0.00	\$0	\$370	\$370	NA	YES			
Self Supporting	ASR	229015	ASR Recorder	229015	12610	10024397	1	17403	5130Fringe	513010 to 519120	9991M_Z	One Day Adjustment - Misc	A	R	ASR05	0.00	0.00	0.00	\$0	\$106	\$106	0.00	0.00	0.00	\$0	\$102	\$102	NA	YES			
Reassignments Total																0.00	0.00	0.00	\$0	\$0	\$0	0.00	0.00	0.00	\$0	\$0	\$0					
EXISTING RECLASSIFICATIONS																																
GFS	ASR	229011	ASR Real Property	229011	10020	10022472	3	16629	5010Salary	501010	1043_C	IS Engineer-Senior	O	T	ASR06	0.00	(1.00)	(1.00)	\$0	\$0	\$0	0.00	(1.00)	(1.00)	\$0	\$0	\$0	YES	NA	This transfer has already been approved by DHR and the Mayor's office. The reclassification is for our Property Assessment System Replacement Project. The new system will handle all aspects of assessment functions and will be able to integrate with other City systems, specifically the Office of the Treasurer & Tax Collector. The 0931 Product Owner determines what functionality will be included in each release of SMART software and bridges the gap between end users, business operations, management, and the project team. This position is also responsible for the design, usability, and quality of the system. The job requirements are beyond the 1043 job class.		
GFS	ASR	229011	ASR Real Property	229011	10020	10022472	3	16629	5010Salary	501010	0931_C	Manager III	O	T	ASR06	0.00	1.00	1.00	\$0	\$0	\$0	0.00	1.00	1.00	\$0	\$0	\$0	YES	NA			
Existing Reclassifications Total																0.00	0.00	0.00	\$0	\$0	\$0	0.00	0.00	0.00	\$0	\$0	\$0					
DELETION																																
GFS	ASR	229011	ASR Real Property	229011	10060	10032515	1	10002	5010Salary	501010	4265_C	Senior Real Property Appraiser	O	D		0.00	(1.00)	(1.00)	\$0	\$0	\$0	0.00	0.00	0.00	\$0	\$0	\$0	YES	NO	These deletions, combined with the new additions below, are used to correct system entries & continue the same 4265 and 4267 job class FTE counts in BY+1.		
GFS	ASR	229011	ASR Real Property	229011	10060	10032515	1	10002	5010Salary	501010	4267_C	Principal Real Property Appraiser	O	D		0.00	(1.00)	(1.00)	\$0	\$0	\$0	0.00	(1.00)	(1.00)	\$0	\$0	\$0	YES	NO			
Deletion Total																0.00	(2.00)	(2.00)	\$0	\$0	\$0	0.00	(1.00)	(1.00)	\$0	\$0	\$0					
NEW																																
GFS	ASR	229011	ASR Real Property	229011	10060	10032515	1	10002	5010Salary	501010	4265_C	Senior Real Property Appraiser	O	N		0.00	1.00	1.00	\$0	\$0	\$0	0.00	2.00	2.00	\$0	\$0	\$0	YES	NA	These new additions, combined with the deletions above, are used to correct system entries & continue the same off-budget 4265 and 4267 job class FTE counts in BY+1 in the DBI work order.		
GFS	ASR	229011	ASR Real Property	229011	10060	10032515	1	10002	5010Salary	501010	4267_C	Principal Real Property Appraiser	O	N		0.00	1.00	1.00	\$0	\$0	\$0	0.00	3.00	3.00	\$0	\$0	\$0	YES	NA			
New Total																0.00	2.00	2.00	\$0	\$0	\$0	0.00	5.00	5.00	\$0	\$0	\$0					
PREMIUM																																
GFS	ASR	229011	ASR Real Property	229011	10000	10001635	1	10000	5010Salary	509010	PREMM_E	Premium Pay - Miscellaneous	A			0.00	0.00	0.00	\$84,074	\$81,806	(\$2,268)	0.00	0.00	0.00	\$84,074	\$81,806	(\$2,268)	NA	YES	Changes based on actual estimated premium for auto allowance, advanced certification premium, bilingual premium and longevity pay.		
GFS	ASR	229011	ASR Real Property	229011	10000	10001635	1	10000	5130Fringe	514010 - 517010	PREMM_E	Premium Pay - Miscellaneous	A			0.00	0.00	0.00	\$6,516	\$6,340	(\$176)	0.00	0.00	0.00	\$6,516	\$6,340	(\$176)	NA	YES			
GFS	ASR	229011	ASR Real Property	229011	10060	10032515	1	10002	5010Salary	509010	PREMM_E	Premium Pay - Miscellaneous	A			0.00	0.00	0.00	\$42,130	\$37,780	(\$4,350)	0.00	0.00	0.00	\$42,130	\$37,780	(\$4,350)	NA	YES			
GFS	ASR	229011	ASR Real Property	229011	10060	10032515	1	10002	5130Fringe	514010 - 517010	PREMM_E	Premium Pay - Miscellaneous	A			0.00	0.00	0.00	\$3,265	\$2,928	(\$337)	0.00	0.00	0.00	\$3,265	\$2,928	(\$337)	NA	YES			
GFS	ASR	229012	ASR Personal Property	229012	10000	10032516	1	10000	5010Salary	509010	PREMM_E	Premium Pay - Miscellaneous	A			0.00	0.00	0.00	\$16,706	\$10,786	(\$5,920)	0.00	0.00	0.00	\$16,706	\$10,786	(\$5,920)	NA	YES			
GFS	ASR	229012	ASR Personal Property	229012	10000	10032516	1	10000	5130Fringe	514010 - 517010	PREMM_E	Premium Pay - Miscellaneous	A			0.00	0.00	0.00	\$1,295	\$836	(\$459)	0.00	0.00	0.00	\$1,295	\$836	(\$459)	NA	YES			
GFS	ASR	229014	ASR Administration	229014	10000	10001634	1	10000	5010Salary	509010	PREMM_E	Premium Pay - Miscellaneous	A			0.00	0.00	0.00	\$2,192	\$2,186	(\$6)	0.00	0.00	0.00	\$2,192	\$2,186	(\$6)	NA	YES			

Budget System Report 15.30.004 filtered on Gross Expenditures														FY 2021-22						FY 2022-23						FORMULA		FILL IN				
GFS Type	Dept	Dept Division	Division Description	Department ID	Fund ID	Project ID	Activity ID	Authority ID	Account Lvl 5 Name	Account ID	Class	Job Class Title	Status	Action	Ref No.	Start Dept FTE	End Dept FTE	Var Dept FTE	Start Dept Amt	End Dept Amt	Var Dept Amt	Start BY+1 Dept FTE	End BY+1 Dept FTE	Var BY+1 Dept FTE	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		
GFS	ASR	229015	ASR Recorder	229015	10000	10001636	1	10000	5010Salary	509010	PREMM_E	Premium Pay - Miscellaneous	A			0.00	0.00	0.00	\$1,128	\$501	(\$627)	0.00	0.00	0.00	\$1,128	\$501	(\$627)	NA	YES			
GFS	ASR	229015	ASR Recorder	229015	10000	10001636	1	10000	5130Fringe	514010 - 517010	PREMM_E	Premium Pay - Miscellaneous	A			0.00	0.00	0.00	\$87	\$38	(\$49)	0.00	0.00	0.00	\$87	\$38	(\$49)	NA	YES			
Self Supporting	ASR	229015	ASR Recorder	229015	12610	10024396	1	17402	5010Salary	509010	PREMM_E	Premium Pay - Miscellaneous	A			0.00	0.00	0.00	\$626	\$0	(\$626)	0.00	0.00	0.00	\$626	\$0	(\$626)	NA	YES			
Self Supporting	ASR	229015	ASR Recorder	229015	12610	10024396	1	17402	5130Fringe	514010 - 517010	PREMM_E	Premium Pay - Miscellaneous	A			0.00	0.00	0.00	\$49	\$0	(\$49)	0.00	0.00	0.00	\$49	\$0	(\$49)	NA	YES			
Self Supporting	ASR	229015	ASR Recorder	229015	12610	10024404	1	17409	5010Salary	509010	PREMM_E	Premium Pay - Miscellaneous	A			0.00	0.00	0.00	\$1,253	\$0	(\$1,253)	0.00	0.00	0.00	\$1,253	\$0	(\$1,253)	NA	YES			
Self Supporting	ASR	229015	ASR Recorder	229015	12610	10024404	1	17409	5130Fringe	514010 - 517010	PREMM_E	Premium Pay - Miscellaneous	A			0.00	0.00	0.00	\$97	\$0	(\$97)	0.00	0.00	0.00	\$97	\$0	(\$97)	NA	YES			
Premium Total																0.00	0.00	0.00	\$159,418	\$143,201	(\$16,217)	0.00	0.00	0.00	\$159,418	\$143,201	(\$16,217)					
STEP																																
GFS	ASR	196644	ASR Transactions	196644	10000	10032517	1	10000	5010Salary	501010	STEPM_Z	Step Adjustments, Miscellaneous	A			0.00	0.00	0.00	(\$105,451)	(\$88,875)	\$16,576	0.00	0.00	0.00	(\$110,715)	(\$88,873)	\$21,842	NA	YES	The Step M budget is changed annually to reflect the actual estimated cost of employee salaries given scheduled step adjustments.		
GFS	ASR	196644	ASR Transactions	196644	10000	10032517	1	10000	5130Fringe	513010 - 519120	STEPM_Z	Step Adjustments, Miscellaneous	A			0.00	0.00	0.00	(\$31,676)	(\$26,696)	\$4,980	0.00	0.00	0.00	(\$30,909)	(\$24,812)	\$6,097	NA	YES			
GFS	ASR	196645	ASR Exemptions	196645	10000	10032514	1	10000	5010Salary	501010	STEPM_Z	Step Adjustments, Miscellaneous	A			0.00	0.00	0.00	(\$39,430)	(\$36,185)	\$3,245	0.00	0.00	0.00	(\$41,398)	(\$36,185)	\$5,213	NA	YES			
GFS	ASR	196645	ASR Exemptions	196645	10000	10032514	1	10000	5130Fringe	513010 - 519120	STEPM_Z	Step Adjustments, Miscellaneous	A			0.00	0.00	0.00	(\$11,848)	(\$10,874)	\$974	0.00	0.00	0.00	(\$11,561)	(\$10,106)	\$1,455	NA	YES			
GFS	ASR	196646	ASR Public Service	196646	10000	10026674	1	10000	5010Salary	501010	STEPM_Z	Step Adjustments, Miscellaneous	A			0.00	0.00	0.00	(\$49,396)	(\$56,860)	(\$7,464)	0.00	0.00	0.00	(\$51,862)	(\$56,860)	(\$4,998)	NA	YES			
GFS	ASR	196646	ASR Public Service	196646	10000	10026674	1	10000	5130Fringe	513010 - 519120	STEPM_Z	Step Adjustments, Miscellaneous	A			0.00	0.00	0.00	(\$14,662)	(\$16,878)	(\$2,216)	0.00	0.00	0.00	(\$14,284)	(\$15,661)	(\$1,377)	NA	YES			
GFS	ASR	229011	ASR Real Property	229011	10000	10001635	1	10000	5010Salary	501010	STEPM_Z	Step Adjustments, Miscellaneous	A			0.00	0.00	0.00	(\$316,568)	(\$252,489)	\$64,079	0.00	0.00	0.00	(\$332,369)	(\$252,487)	\$79,882	NA	YES			
GFS	ASR	229011	ASR Real Property	229011	10000	10001635	1	10000	5130Fringe	513010 - 519120	STEPM_Z	Step Adjustments, Miscellaneous	A			0.00	0.00	0.00	(\$93,807)	(\$74,820)	\$18,987	0.00	0.00	0.00	(\$91,367)	(\$69,406)	\$21,961	NA	YES			
GFS	ASR	229011	ASR Real Property	229011	10060	10032515	1	10002	5010Salary	501010	STEPM_Z	Step Adjustments, Miscellaneous	A			0.00	0.00	0.00	\$0	(\$52,572)	(\$52,572)	0.00	0.00	0.00	\$0	(\$52,569)	(\$52,569)	NA	YES			
GFS	ASR	229011	ASR Real Property	229011	10060	10032515	1	10002	5130Fringe	513010 - 519120	STEPM_Z	Step Adjustments, Miscellaneous	A			0.00	0.00	0.00	\$0	(\$15,720)	(\$15,720)	0.00	0.00	0.00	\$0	(\$14,599)	(\$14,599)	NA	YES			
GFS	ASR	229012	ASR Personal Property	229012	10000	10032516	1	10000	5010Salary	501010	STEPM_Z	Step Adjustments, Miscellaneous	A			0.00	0.00	0.00	(\$129,333)	(\$115,727)	\$13,606	0.00	0.00	0.00	(\$135,789)	(\$115,729)	\$20,060	NA	YES			
GFS	ASR	229012	ASR Personal Property	229012	10000	10032516	1	10000	5130Fringe	513010 - 519120	STEPM_Z	Step Adjustments, Miscellaneous	A			0.00	0.00	0.00	(\$38,541)	(\$34,486)	\$4,055	0.00	0.00	0.00	(\$37,560)	(\$32,010)	\$5,550	NA	YES			
GFS	ASR	229014	ASR Administration	229014	10000	10001634	1	10000	5010Salary	501010	STEPM_Z	Step Adjustments, Miscellaneous	A			0.00	0.00	0.00	(\$23,822)	(\$108,015)	(\$84,193)	0.00	0.00	0.00	(\$25,051)	(\$108,013)	(\$82,962)	NA	YES			
GFS	ASR	229014	ASR Administration	229014	10000	10001634	1	10000	5130Fringe	513010 - 519120	STEPM_Z	Step Adjustments, Miscellaneous	A			0.00	0.00	0.00	(\$6,934)	(\$31,438)	(\$24,504)	0.00	0.00	0.00	(\$6,756)	(\$29,127)	(\$22,371)	NA	YES			
GFS	ASR	229015	ASR Recorder	229015	10000	10001636	1	10000	5010Salary	501010	STEPM_Z	Step Adjustments, Miscellaneous	A			0.00	0.00	0.00	(\$10,589)	(\$17,606)	(\$7,017)	0.00	0.00	0.00	(\$11,117)	(\$17,606)	(\$6,489)	NA	YES			
GFS	ASR	229015	ASR Recorder	229015	10000	10001636	1	10000	5130Fringe	513010 - 519120	STEPM_Z	Step Adjustments, Miscellaneous	A			0.00	0.00	0.00	(\$3,135)	(\$5,213)	(\$2,078)	0.00	0.00	0.00	(\$3,055)	(\$4,838)	(\$1,783)	NA	YES			
Self Supporting	ASR	229015	ASR Recorder	229015	12610	10024397	1	17403	5010Salary	501010	STEPM_Z	Step Adjustments, Miscellaneous	A			0.00	0.00	0.00	(\$36,303)	(\$11,634)	\$24,669	0.00	0.00	0.00	(\$38,115)	(\$11,634)	\$26,481	NA	YES			
Self Supporting	ASR	229015	ASR Recorder	229015	12610	10024397	1	17403	5130Fringe	513010 - 519120	STEPM_Z	Step Adjustments, Miscellaneous	A			0.00	0.00	0.00	(\$10,854)	(\$3,475)	\$7,379	0.00	0.00	0.00	(\$10,586)	(\$3,230)	\$7,356	NA	YES			
Self Supporting	ASR	229015	ASR Recorder	229015	12610	10024404	1	17409	5010Salary	501010	STEPM_Z	Step Adjustments, Miscellaneous	A			0.00	0.00	0.00	(\$27,994)	(\$21,354)	\$6,640	0.00	0.00	0.00	(\$29,391)	(\$21,354)	\$8,037	NA	YES			
Self Supporting	ASR	229015	ASR Recorder	229015	12610	10024404	1	17409	5130Fringe	513010 - 519120	STEPM_Z	Step Adjustments, Miscellaneous	A			0.00	0.00	0.00	(\$8,371)	(\$6,385)	\$1,986	0.00	0.00	0.00	(\$8,164)	(\$5,931)	\$2,233	NA	YES			
Step Total																0.00	0.00	0.00	(\$958,714)	(\$987,302)	(\$28,588)	0.00	0.00	0.00	(\$990,049)	(\$971,030)	\$19,019					
ATTRITION																																
GFS	ASR	196644	ASR Transactions	196644	10000	10032517	1	10000	5010Salary	501010	9993M_Z	Attrition Savings - Miscellaneous	A			(5.90)	(5.80)	0.10	(\$571,418)	(\$562,003)	\$9,415	(5.90)	(5.68)	0.22	(\$599,939)	(\$577,265)	\$22,674	YES	YES	Changes based on current vacancies and estimated attrition rates.		
GFS	ASR	196644	ASR Transactions	196644	10000	10032517	1	10000	5130Fringe	513010 - 519120	9993M_Z	Attrition Savings - Miscellaneous	A			0.00	0.00	0.00	(\$265,392)	(\$260,976)	\$4,416	0.00	0.00	0.00	(\$266,703)	(\$256,672)	\$10,031	NA	YES			
GFS	ASR	196645	ASR Exemptions	196645	10000	10032514	1	10000	5010Salary	501010	9993M_Z	Attrition Savings - Miscellaneous	A			(1.04)	(0.08)	0.96	(\$95,243)	(\$6,823)	\$88,420	(1.04)	0.00	1.04	(\$99,996)	\$513	\$100,509	YES	YES			
GFS	ASR	196645	ASR Exemptions	196645	10000	10032514	1	10000	5130Fringe	513010 - 519120	9993M_Z	Attrition Savings - Miscellaneous	A			0.00	0.00	0.00	(\$45,049)	(\$3,314)	\$41,735	0.00	0.00	0.00	(\$45,314)	\$143	\$45,457	NA	YES			
GFS	ASR	196646	ASR Public Service	196646	10000	10026674	1	10000	5010Salary	501010	9993M_Z	Attrition Savings - Miscellaneous	A			(1.15)	(4.59)	(3.44)	(\$102,576)	(\$409,316)	(\$306,740)	(1.15)	(4.32)	(3.17)	(\$107,696)	(\$404,158)	(\$296,462)	YES	YES			
GFS	ASR	196646	ASR Public Service	196646	10000	10026674	1	10000	5130Fringe	513010 - 519120	9993M_Z	Attrition Savings - Miscellaneous	A			0.00	0.00	0.00	(\$49,807)	(\$198,767)	(\$148,960)	0.00	0.00	0.00	(\$50,155)	(\$188,296)	(\$138,141)	NA	YES			
GFS	ASR	229011	ASR Real Property	229011	10000	10001635	1	10000	5010Salary	501010	9993M_Z	Attrition Savings - Miscellaneous	A			(10.83)	(8.68)	2.15	(\$1,272,257)	(\$1,019,129)	\$253,128	(10.83)	(7.22)	3.61	(\$1,335,759)	(\$890,916)	\$444,843	YES	YES			
GFS	ASR	229011	ASR Real Property	229011	10000	10001635	1	10000	5130Fringe	513010 - 519120	9993M_Z	Attrition Savings - Miscellaneous	A			0.00	0.00	0.00	(\$559,492)	(\$448,256)	\$111,236	0.00	0.00	0.00	(\$560,367)	(\$373,692)	\$186,675	NA	YES			
GFS	ASR	229011	ASR Real Property	229011	10060	10032515	1	10002	5010Salary	501010	9993M_Z	Attrition Savings - Miscellaneous	A			(1.61)	(0.83)	0.78	(\$194,100)	(\$99,863)	\$94,237	(1.61)	0.00	1.61	(\$203,788)	\$0	\$203,788	YES	YES			

Budget System Report 15.30.004 filtered on Gross Expenditures														FY 2021-22						FY 2022-23						FORMULA		FILL IN				
GFS Type	Dept	Dept Division	Division Description	Department ID	Fund ID	Project ID	Activity ID	Authority ID	Account Lvl 5 Name	Account ID	Class	Job Class Title	Status	Action	Ref No.	Start Dept FTE	End Dept FTE	Var Dept FTE	Start Dept Amt	End Dept Amt	Var Dept Amt	Start BY+1 Dept FTE	End BY+1 Dept FTE	Var BY+1 Dept FTE	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		
GFS	ASR	229011	ASR Real Property	229011	10060	10032515	1	10002	5130Fringe	513010 - 519120	9993M_Z	Attrition Savings - Miscellaneous		A		0.00	0.00	0.00	(\$84,617)	(\$43,560)	\$41,057	0.00	0.00	0.00	(\$84,723)	\$0	\$84,723	NA	YES			
GFS	ASR	229012	ASR Personal Property	229012	10000	10032516	1	10000	5010Salary	501010	9993M_Z	Attrition Savings - Miscellaneous		A		(1.16)	(1.32)	(0.16)	(\$128,015)	(\$146,107)	(\$18,092)	(1.16)	(1.10)	0.06	(\$134,404)	(\$127,816)	\$6,588	YES	YES			
GFS	ASR	229012	ASR Personal Property	229012	10000	10032516	1	10000	5130Fringe	513010 - 519120	9993M_Z	Attrition Savings - Miscellaneous		A		0.00	0.00	0.00	(\$57,284)	(\$65,315)	(\$8,031)	0.00	0.00	0.00	(\$57,434)	(\$54,563)	\$2,871	NA	YES			
GFS	ASR	229014	ASR Administration	229014	10000	10001634	1	10000	5010Salary	501010	9993M_Z	Attrition Savings - Miscellaneous		A		(3.35)	(4.07)	(0.72)	(\$446,143)	(\$542,196)	(\$96,053)	(3.36)	(4.04)	(0.68)	(\$469,155)	(\$564,150)	(\$94,995)	YES	YES			
GFS	ASR	229014	ASR Administration	229014	10000	10001634	1	10000	5130Fringe	513010 - 519120	9993M_Z	Attrition Savings - Miscellaneous		A		0.00	0.00	0.00	(\$190,687)	(\$231,720)	(\$41,033)	0.00	0.00	0.00	(\$191,107)	(\$229,795)	(\$38,688)	NA	YES			
GFS	ASR	229015	ASR Recorder	229015	10000	10001636	1	10000	5010Salary	501010	9993M_Z	Attrition Savings - Miscellaneous		A		0.00	0.00	0.00	(\$34)	\$0	\$34	0.00	0.00	0.00	(\$36)	\$0	\$36	NO	YES			
GFS	ASR	229015	ASR Recorder	229015	10000	10001636	1	10000	5130Fringe	513010 - 519120	9993M_Z	Attrition Savings - Miscellaneous		A		0.00	0.00	0.00	(\$9)	\$0	\$9	0.00	0.00	0.00	(\$10)	\$0	\$10	NA	YES			
Attrition Total																(25.04)	(25.37)	(0.33)	(\$4,062,123)	(\$4,037,345)	\$24,778	(25.05)	(22.36)	2.69	(\$4,206,586)	(\$3,666,667)	\$539,919					
ONE-DAY ADJUSTMENT																																
GFS	ASR	196644	ASR Transactions	196644	10000	10032517	1	10000	5010Salary	501010	9991M_Z	One Day Adjustment - Misc		A		0.00	0.00	0.00	(\$2,604)	(\$2,503)	\$101	0.00	0.00	0.00	(\$2,733)	(\$2,562)	\$171	NA	YES	System generated one-day adjustments.		
GFS	ASR	196644	ASR Transactions	196644	10000	10032517	1	10000	5130Fringe	513010 - 514020	9991M_Z	One Day Adjustment - Misc		A		0.00	0.00	0.00	(\$769)	(\$739)	\$30	0.00	0.00	0.00	(\$748)	(\$702)	\$46	NA	YES			
GFS	ASR	196645	ASR Exemptions	196645	10000	10032514	1	10000	5010Salary	501010	9991M_Z	One Day Adjustment - Misc		A		0.00	0.00	0.00	(\$518)	(\$166)	\$352	0.00	0.00	0.00	(\$544)	(\$137)	\$407	NA	YES			
GFS	ASR	196645	ASR Exemptions	196645	10000	10032514	1	10000	5130Fringe	513010 - 514020	9991M_Z	One Day Adjustment - Misc		A		0.00	0.00	0.00	(\$154)	(\$49)	\$105	0.00	0.00	0.00	(\$152)	(\$38)	\$114	NA	YES			
GFS	ASR	196646	ASR Public Service	196646	10000	10026674	1	10000	5010Salary	501010	9991M_Z	One Day Adjustment - Misc		A		0.00	0.00	0.00	(\$584)	(\$1,792)	(\$1,208)	0.00	0.00	0.00	(\$615)	(\$1,775)	(\$1,160)	NA	YES			
GFS	ASR	196646	ASR Public Service	196646	10000	10026674	1	10000	5130Fringe	513010 - 514020	9991M_Z	One Day Adjustment - Misc		A		0.00	0.00	0.00	(\$174)	(\$532)	(\$358)	0.00	0.00	0.00	(\$169)	(\$488)	(\$319)	NA	YES			
GFS	ASR	229011	ASR Real Property	229011	10000	10001635	1	10000	5010Salary	501010	9991M_Z	One Day Adjustment - Misc		A		0.00	0.00	0.00	(\$6,111)	(\$4,891)	\$1,220	0.00	0.00	0.00	(\$6,417)	(\$4,399)	\$2,018	NA	YES			
GFS	ASR	229011	ASR Real Property	229011	10000	10001635	1	10000	5130Fringe	513010 - 514020	9991M_Z	One Day Adjustment - Misc		A		0.00	0.00	0.00	(\$1,811)	(\$1,449)	\$362	0.00	0.00	0.00	(\$1,764)	(\$1,211)	\$553	NA	YES			
GFS	ASR	229011	ASR Real Property	229011	10060	10032515	1	10002	5010Salary	501010	9991M_Z	One Day Adjustment - Misc		A		0.00	0.00	0.00	(\$746)	(\$585)	\$161	0.00	0.00	0.00	(\$784)	(\$203)	\$581	NA	YES			
GFS	ASR	229011	ASR Real Property	229011	10060	10032515	1	10002	5130Fringe	513010 - 514020	9991M_Z	One Day Adjustment - Misc		A		0.00	0.00	0.00	(\$224)	(\$177)	\$47	0.00	0.00	0.00	(\$218)	(\$56)	\$162	NA	YES			
GFS	ASR	229012	ASR Personal Property	229012	10000	10032516	1	10000	5010Salary	501010	9991M_Z	One Day Adjustment - Misc		A		0.00	0.00	0.00	(\$989)	(\$1,006)	(\$17)	0.00	0.00	0.00	(\$1,039)	(\$935)	\$104	NA	YES			
GFS	ASR	229012	ASR Personal Property	229012	10000	10032516	1	10000	5130Fringe	513010 - 514020	9991M_Z	One Day Adjustment - Misc		A		0.00	0.00	0.00	(\$289)	(\$294)	(\$5)	0.00	0.00	0.00	(\$283)	(\$255)	\$28	NA	YES			
GFS	ASR	229014	ASR Administration	229014	10000	10001634	1	10000	5010Salary	501010	9991M_Z	One Day Adjustment - Misc		A		0.00	0.00	0.00	(\$1,808)	(\$2,502)	(\$694)	0.00	0.00	0.00	(\$1,900)	(\$2,585)	(\$685)	NA	YES			
GFS	ASR	229014	ASR Administration	229014	10000	10001634	1	10000	5130Fringe	513010 - 514020	9991M_Z	One Day Adjustment - Misc		A		0.00	0.00	0.00	(\$525)	(\$726)	(\$201)	0.00	0.00	0.00	(\$509)	(\$693)	(\$184)	NA	YES			
GFS	ASR	229015	ASR Recorder	229015	10000	10001636	1	10000	5010Salary	501010	9991M_Z	One Day Adjustment - Misc		A		0.00	0.00	0.00	(\$41)	(\$68)	(\$27)	0.00	0.00	0.00	(\$42)	(\$67)	(\$25)	NA	YES			
GFS	ASR	229015	ASR Recorder	229015	10000	10001636	1	10000	5130Fringe	513010 - 514020	9991M_Z	One Day Adjustment - Misc		A		0.00	0.00	0.00	(\$11)	(\$19)	(\$8)	0.00	0.00	0.00	(\$11)	(\$18)	(\$7)	NA	YES			
Self Supporting	ASR	229015	ASR Recorder	229015	12610	10024397	1	17403	5010Salary	501010	9991M_Z	One Day Adjustment - Misc		A		0.00	0.00	0.00	(\$140)	(\$45)	\$95	0.00	0.00	0.00	(\$147)	(\$45)	\$102	NA	YES			
Self Supporting	ASR	229015	ASR Recorder	229015	12610	10024397	1	17403	5130Fringe	513010 - 514020	9991M_Z	One Day Adjustment - Misc		A		0.00	0.00	0.00	(\$42)	(\$14)	\$28	0.00	0.00	0.00	(\$40)	(\$13)	\$27	NA	YES			
Self Supporting	ASR	229015	ASR Recorder	229015	12610	10024404	1	17409	5010Salary	501010	9991M_Z	One Day Adjustment - Misc		A		0.00	0.00	0.00	(\$108)	(\$83)	\$25	0.00	0.00	0.00	(\$113)	(\$82)	\$31	NA	YES			
Self Supporting	ASR	229015	ASR Recorder	229015	12610	10024404	1	17409	5130Fringe	513010 - 514020	9991M_Z	One Day Adjustment - Misc		A		0.00	0.00	0.00	(\$31)	(\$24)	\$7	0.00	0.00	0.00	(\$29)	(\$21)	\$8	NA	YES			
One-Day Adjustment Total																0.00	0.00	0.00	(\$17,679)	(\$17,664)	\$15	0.00	0.00	0.00	(\$18,257)	(\$16,285)	\$1,972					

BUDGET FORM 3C: Position Reductions Resulting in Layoffs

DEPARTMENT: **ASSESSOR-RECORDER**

If layoffs are required to meet target reductions, please outline below and describe the impact on the department's capacity to perform its core services.

*For planning purposes, assume that savings from the elimination of positions would commence on September 1, 2021 for FY 2021-22.

Dept	Dept Division	Program or Role Description	Job Class	Title	Permanent or Exempt	2021-22 Layoffs			Annualized 2022-23 Layoffs			Briefly Describe the Impact of these Eliminations on the Department's Core Functions
						Dollar Value* (including fringe)	Head Count	FTE Count	Dollar Value (including fringe)	Head Count	FTE Count	
Various	Various	Various	Various	Various	Permanent	1,302,280	11.00	8.91	1,630,299	11.00	11.00	<p>The proposed budget will meet the \$1.6M target if the Mayor elects to accept the 11 layoffs that the department has identified but not yet entered into the budget system. ASR has proposed (entered) \$323K in changes that help meet the baseline reduction target in FY 21-22. The remaining \$1.3M in cuts will result in 11 of our employees losing their jobs. The 11 layoffs will more than meet the \$1.6M baseline reduction target in FY 22-23. Meeting the contingency target of \$0.54M will result in 4 people losing their jobs.</p> <p>According to the FY 20-21 six-month report, "total property tax revenue in the General Fund is projected to be \$195.6 million (9.7% above budget and \$143.3 million (6.9% above prior year actual revenue)". Continuing to beat budget expectations will not be feasible next year if ASR has to layoff staff who are critical to this work. The \$1.6M in required reductions and \$0.54M in contingency reductions requested by the Mayor (\$2.1M total) will render 15 people jobless and jeopardize ASR's duty to secure general fund revenue.</p> <p>The department has seen sharp increases in the number of titles being recorded due to State Proposition 19 as well as the favorable interest rate climate which is driving additional refinancing. These titles generate workflow through our Transactions unit, which reviews changes in ownership for taxation, and then to our Real Property Appraisers who determine the new assessed value.</p> <p>In addition to immediate increased workload in Recorder and Transactions, we saw a 96% increase in assessment appeals between FY 19-20 and FY 18-19 resulting in a 106% increase in revenue at risk. Losing these cases would mean a loss of \$196.4M to the general fund. That's additional revenue that could not be used to fund street cleaning, homeless encampment support, affordable housing and other key city initiatives. Any reduction in our department would directly result in less revenue to the City. It is critical that we have the staffing to respond to these appeals and protect the values placed on the roll.</p> <p>The department already lacks the staffing flexibility to respond to changes in workload by filling vacancies. If we have to cut 11 positions to meet target, this will result in equitable negative impacts to the city's taxpayers. All 11 of these positions are critical to the functions described above and are needed to address the current and growing workload demand.</p> <p>Reducing 11 FTE would also negatively impact Department diversity by decreasing the numbers of African American and Latinx staff in the Department. Layoffs would lead to a 20% reduction in our African American workforce and 7% decrease in Latinx staff.</p>
TOTALS:						1,302,280	11	9	1,630,299	11	11	

*The Department has not included any layoffs in the proposed budget. We are prepared to negotiate on 11 potential layoffs should they be needed in the Mayor's Phase.

BUDGET FORM 3D: Contingency Reductions

DEPARTMENT: **ASSESSOR-RECORDER**

Please identify proposed contingency expenditure and revenue changes from the FY 2021-22 and FY 2022-23 base budget at the account level.

Note: There is a required 2.5% contingency reduction in FY 2021-22 and an additional 2.5% contingency reduction in FY 2022-23. These changes should not be loaded in BPMS and should only be outlined in the below table.

Project, program, expenditure, or revenue description	FY 21-22 GF Savings	FY 21-22 # FTE impacted, if applicable	FY 22-23 GF Savings	FY 21-22 # FTE impacted, if applicable	Please briefly describe impact of this change on department
Various	543,433	4.00	543,433	4.00	<p>These reductions would directly impact our operations Divisions that assess and audit secure and unsecured proerties generating general fund revenue.</p> <p>Settling property tax appeals is much more time consuming than appraisal of properties that experience a change in ownership or new construction. To protect the City’s property tax base, work on appeals is our highest priority because appeals must be settled within two years, or the taxpayers stated opinion of value (often very low) is automatically enrolled. In the last recession, when appeals last peaked, this need to focus on appeals meant that the office was not able to assess all in-progress construction for a few years. For the 2014 lien date when the boom in construction activity had already begun, in-progress new construction assessments brought only \$5 million in property tax revenue, meaning that millions in revenue was left on the table. As the office staffed up and were able to clear the appeals backlog, we were able to capture \$13 million in new revenues in 2015, peaking at nearly \$75 million in 2018. It is vital that the Assessor be able to capture the value of in-progress new construction that is now underway, and be positioned to capture the value of new construction that is sure to start to grow even more when the economy starts to recover.</p> <p>Similarly, the office fell behind in enrolling increases in assessed valuation due to changes in ownership and completion of new construction. Not only did this mean a delay in realizing increases in property taxes, but many assessments became unsecured making it much more difficult for the Tax Collector to collect the tax liens. We do not have precise estimates of taxes that were uncollectable because the liens were unsecured, but we do know that collection of tens of millions of dollars was deferred for 1-3 years. Clearing the backlogs that allowed us to make timely assessments necessitated adequate analytical staff to organize and prioritize work assignments, as well as adequate staffing levels in both our Transactions and Real Property divisions. At current staffing levels, our Transactions division is likely to fall behind in the coming year due to the 36% increase in recorded documents so far this fiscal year driven by the passage of Proposition 19 in 2020.</p>

15.20.012 3.b.2 Interdepartmental Services Balancing - Detail Level Report Summary

Run Date:

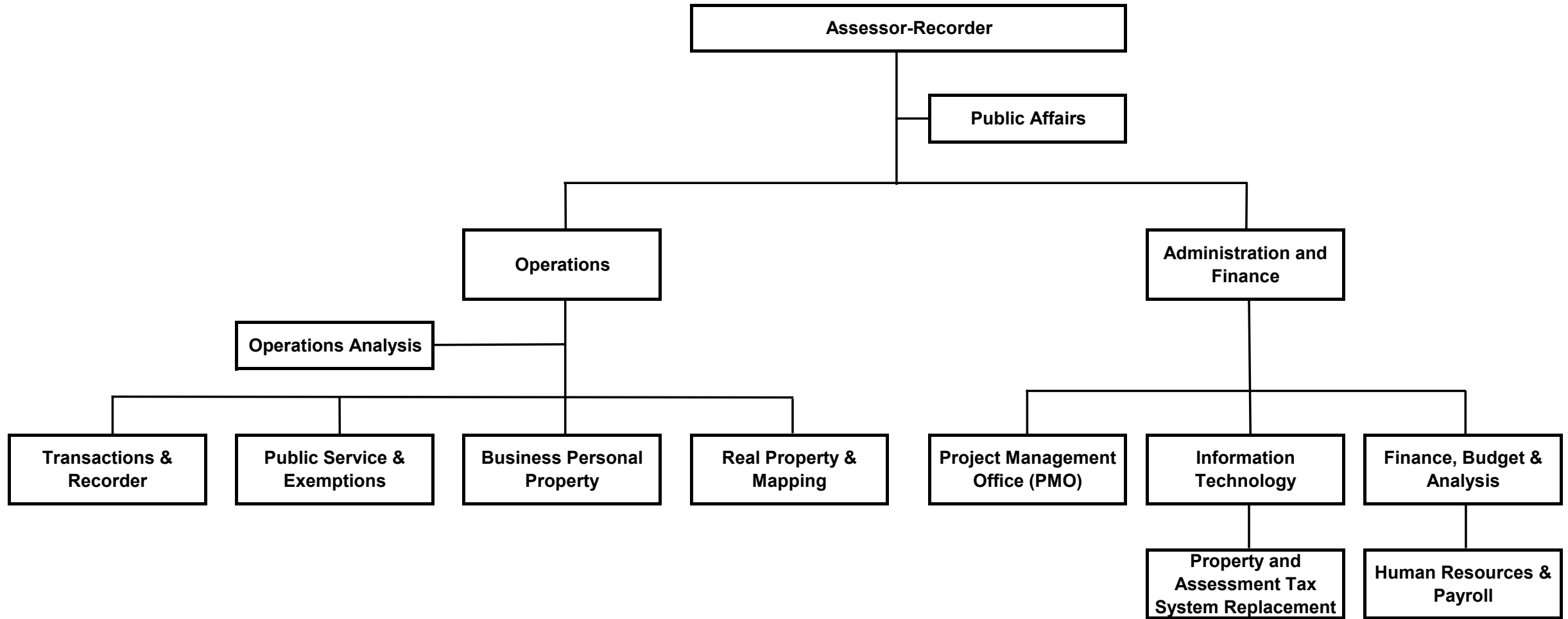
2/22/2021

Department: **ASSESSOR-RECORDER**

FY2021-22 & FY2022-23 Budget

Row Labels	Department Title	Activity Title	Account Title	Sum of CY Orig Amt	Sum of Base Amt	Sum of BY Amt - Dept Request	Sum of BY+1 Base Amt	Sum of BY+1 Amt - Dept Request	Note
ASR-TIS				-	-	(83,627)	-	(117,119)	DT has yet updated their recovery budgets.
229014	ASR Administration	Administration	DT Technology Projects	(21,267)	(21,267)	(25,000)	(21,267)	(25,000)	
			DT Technology Infrastructure	(637,928)	(595,807)	(669,824)	(595,807)	(703,316)	
			DT Enterprise Tech Contracts	(44,909)	(49,123)	(55,000)	(49,123)	(55,000)	
			DT Telecommunications Services	(52,237)	(52,529)	(52,529)	(52,529)	(52,529)	
207921	DT Adm IDS Pass-thru	DT Depts' IT Misc Procurements	Exp Rec Fr Assessor (AAO)	-	21,267	21,267	21,267	21,267	
		EAs - Adobe -01	Exp Rec Fr Assessor (AAO)	-	279	279	279	279	
		EAs - Microsoft	Exp Rec Fr Assessor (AAO)	-	48,844	48,844	48,844	48,844	
	DT Adm Procurement Pass-thru	CO - Controller Projects	Exp Rec Fr Assessor (AAO)	-	-	-	-	-	
		DT Depts' IT Misc Procurements	Exp Rec Fr Assessor (AAO)	21,267	-	-	-	-	
		EAs - Adobe -01	Exp Rec Fr Assessor (AAO)	279	-	-	-	-	
		EAs - Microsoft	Exp Rec Fr Assessor (AAO)	44,630	-	-	-	-	
232341	DT Adm Administration	DT Operating Master Project	Exp Rec Fr Assessor (AAO)	637,928	595,807	595,807	595,807	595,807	
207917	DT Adm Telephone Billing	DT Operating Master Project	Exp Rec Fr Assessor (AAO)	52,237	52,529	52,529	52,529	52,529	
ASR-CON				-	-	-	-	-	
229014	ASR Administration	Administration	GF-Con-Fast Team	(50,000)	(50,000)	-	(50,000)	-	
229227	CON Accounting	AOSD-FAST	Exp Rec Fr Assessor (AAO)	50,000	50,000	-	50,000	-	
ASR-HRD				-	-	-	-	-	
229014	ASR Administration	Administration	GF-HR-Mgmt Training	(10,000)	(10,000)	(15,000)	(10,000)	(15,000)	
			GF-HR-Workers' Comp Claims	(116,542)	(120,038)	(120,038)	(120,038)	(120,038)	
			GF-City Hall Fellows Program	-	-	-	-	-	
232029	HRD Workforce Development	HR Workforce Development	Exp Rec Fr Assessor (AAO)	10,000	10,000	15,000	10,000	15,000	
232027	HRD Workers Compensation	HR Administration	Exp Rec Fr Assessor (AAO)	116,542	120,038	120,038	120,038	120,038	
232022	HRD Administration	HR Administration	Exp Rec Fr Assessor (AAO)	-	-	-	-	-	
ASR-ADM				-	-	5,380	-	39,903	ADM has not updated the WO agreement amount yet.
229014	ASR Administration	Administration	Leases Paid To Real Estate	(706,614)	(645,718)	(645,718)	(645,718)	(645,718)	
			GF-Purch-General Office	(155,380)	(155,380)	(150,000)	(155,380)	(150,000)	
			Is-Purch-Reproduction	(238,765)	(238,765)	(238,765)	(238,765)	(238,765)	
			GF-Purch-Mail Services	-	-	-	-	-	
228875	ADM Real Estate Division	1155 Market Lease	Exp Rec Fr Assessor (AAO)	617,360	645,718	645,718	645,718	680,241	
		711 Van Ness Lease	Exp Rec Fr Assessor (AAO)	89,254	-	-	-	-	
232177	ADM OCA - Procurement	OCA Operations	Exp Rec Fr Assessor (AAO)	155,380	155,380	155,380	155,380	155,380	
228880	ADM ReproMail	Repromail Operations	Exp Rec Fr Assessor (AAO)	238,765	238,765	238,765	238,765	238,765	
ASR-CHF				-	-	-	-	-	
229014	ASR Administration	Administration	GF-Chf-Youth Works	(21,000)	(21,000)	-	(21,000)	-	
			GF-Children;Youth;& Family Svc	-	-	(7,200)	-	(7,200)	
229218	CHF Children;Youth & Families	Children's Baseline Eligible	Exp Rec Fr Assessor (AAO)	21,000	21,000	7,200	21,000	7,200	
ASR-TTX				-	-	-	-	-	
229014	ASR Administration	Administration	GF-Treasurer	(30,000)	(30,000)	(36,000)	(30,000)	(36,000)	
232351	TTX Collection - Property Tax	TX ASR - Property Tax	Exp Rec Fr Assessor (AAO)	30,000	30,000	36,000	30,000	36,000	
		TX Financial Services	Exp Rec Fr Assessor (AAO)	-	-	-	-	-	
ASR-CAT				-	-	-	-	-	
229011	ASR Real Property	Assessment Appeals Research	GF-City Attorney-Legal Service	(900,000)	(900,000)	(900,000)	(900,000)	(900,000)	
229042	CAT City Attorney	Legal Services-General	Exp Rec Fr Assessor (AAO)	900,000	900,000	900,000	900,000	900,000	
DBI-ASR				-	-	192,036	-	192,065	DBI refused to update their recovery
229011	ASR Real Property	Real Property Work Order	Exp Rec Fr Bldg Inspection AAO	3,473,306	3,339,370	3,531,406	3,339,370	3,531,435	
		Real Property	Exp Rec Fr Bldg Inspection AAO	-	-	-	-	-	
207948	DBI IS Inspection Services-Gen	Building Inspection Services	GF-Assessor'S Office	(2,138,779)	(2,056,305)	(2,056,305)	(2,056,305)	(2,056,305)	
207949	DBI PS Permit Services-Gen	Plan Review Services	GF-Assessor'S Office	(849,925)	(817,150)	(817,150)	(817,150)	(817,150)	
229320	DBI ADM Administration-Gen	Administration/General	GF-Assessor'S Office	(484,602)	(465,915)	(465,915)	(465,915)	(465,915)	
Grand Total				-	-	113,789	-	114,849	

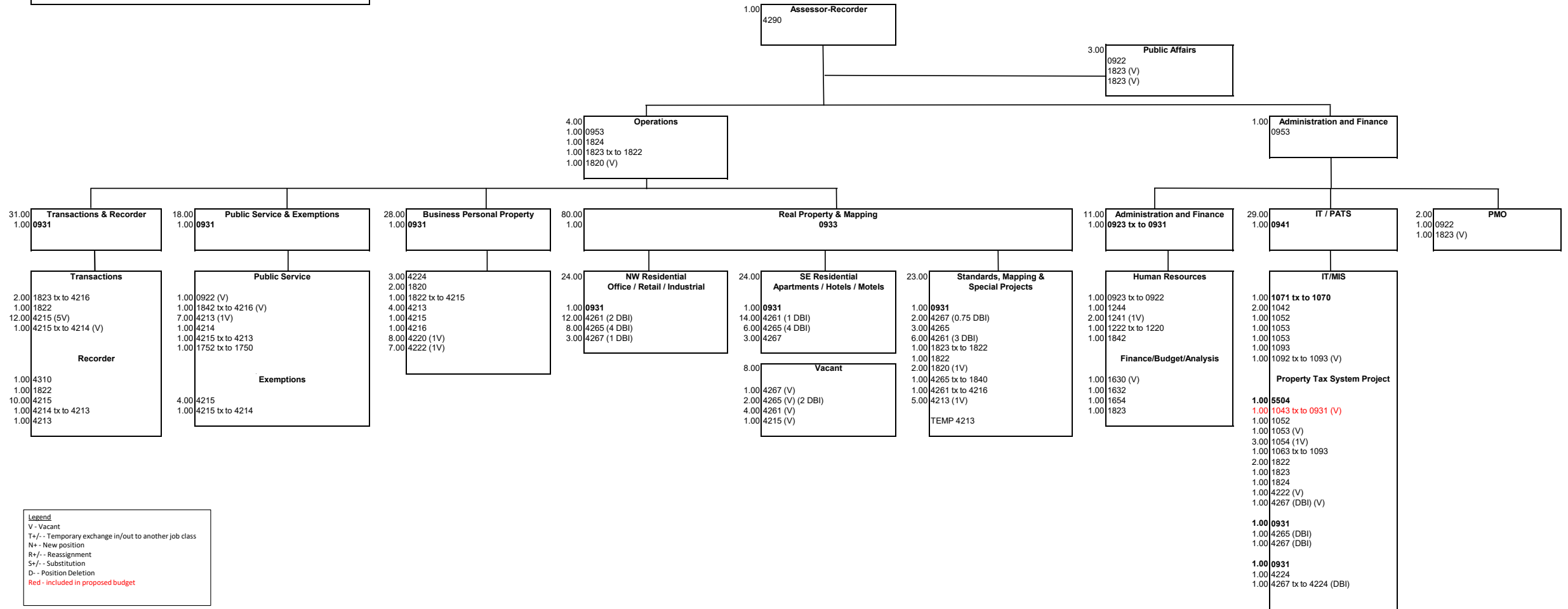
ASSESSOR - RECORDER ORGANIZATIONAL CHART



ASSESSOR - RECORDER ORGANIZATIONAL CHART

FY 22 & 23 BUDGET POSITION SUYMMARY

Office of the Assessor-Recorder
 Effective: July 1, 2021
 Updated: February 22, 2021
 208.00 FTE
 (25.37) ATTRITION
 0.63 TEMP
 183.26 TOTAL



Legend
 V - Vacant
 T+/- - Temporary exchange in/out to another job class
 N+ - New position
 R+/- - Reassignment
 S+/- - Substitution
 D - Position Deletion
 Red - included in proposed budget