

**BOARD OF  
BUILDING AND SAFETY  
COMMISSIONERS**

—  
JAVIER NUNEZ  
PRESIDENT

ELVIN W. MOON  
VICE PRESIDENT

JOSELYN GEAGA-ROSENTHAL  
LAUREL GILLETTE  
GEORGE HOVAGUIMIAN

**CITY OF LOS ANGELES  
CALIFORNIA**



ERIC GARCETTI  
MAYOR

**DEPARTMENT OF  
BUILDING AND SAFETY**  
201 NORTH FIGUEROA STREET  
LOS ANGELES, CA 90012

—  
OSAMA YOUNAN, P.E.  
GENERAL MANAGER  
SUPERINTENDENT OF BUILDING

JOHN WEIGHT  
EXECUTIVE OFFICER

April 21, 2022

Honorable Members of the City Council  
Budget and Finance Committee  
c/o Office of the City Clerk  
City Hall, Room 395  
Los Angeles, CA 90012

Attn: Andrew Suh, Legislative Assistant

**DEPARTMENT OF BUILDING AND SAFETY'S COMMENTS ON THE MAYOR'S FY 2022-23  
PROPOSED BUDGET**

Honorable Councilmembers:

In accordance with the direction from Honorable Councilmember Paul Krekorian, Chair of Budget and Finance Committee, in the letter to Heads of All Departments dated April 4, 2022, the Los Angeles Department of Building and Safety (LADBS) respectfully transmits this response regarding its review of the Mayor's FY 2022-23 Proposed Budget.

LADBS appreciates the support of the Mayor and his Budget Team in the FY 2022-23 Proposed Budget. This response includes requests to add additional resources to allow LADBS to meet current service level goals, further improve LADBS services, and enhance coordination with other City departments and offices. These requests include:

- Resolution authority and funding for one (1) Public Relations Specialist II to support LADBS communications with internal and external stakeholders through bulletins, emails, newsletters, and via the LADBS website; and,
- Adding four (4) classifications to the As-Needed list to enable LADBS to use existing As-Needed funding for 120-day contracts for retired employees to meet peak workload demands.

LADBS is funded primarily by the Building and Safety Building Permit Enterprise Fund (new construction functions) and the General Fund (primarily code enforcement functions). LADBS is anticipating to be fully operational with construction activity levels trending upward and returning to pre-pandemic levels in FY 2022-23. The positions included in the Mayor's Proposed Budget, together with the additional request in this response, support the Mayor's Back-to-Basics Budget Priorities and will enable LADBS to maintain high customer service levels.

## **PUBLIC RELATIONS SUPPORT**

LADBS requests funding and resolution authority for one (1) Public Relations Specialist II to support the LADBS Communications Team. The Communications Team currently consists of one Public Information Director II and one Senior Management Analyst I, and is responsible for the dissemination of critical and relevant information through various platforms, including the LADBS website, newsletters, bulletins, and social media. The Communications Team is also responsible for community outreach, including effectively communicating changes in City regulations and policies in response to emergency situations, as well as proactively assisting City residents and business owners in navigating changes that may impact their homes and businesses. The requested Public Relations Specialist II is needed to support these efforts to communicate and engage with various LADBS stakeholders, and ensure consistent and accurate communication that is critical to the success of LADBS operations and service delivery, especially during emergency situations.

## **AS-NEEDED SUPPORT**

LADBS requests to add four (4) classifications to the LADBS as-needed list. The additional classifications include:

- Management Analyst
- Personnel Analyst
- Senior Personnel Analyst I
- Senior Personnel Analyst II

These positions support LADBS commercial and residential code enforcement, liens processing, recruitment, training and other revenue-generating plan check and inspection services. The additional classifications will enable LADBS to use existing As-Needed funding for 120-day contracts for retired employees to deliver critical project oversight and support services. These temporary resources allow LADBS to meet peak workload demands.

While FY 2020-21 workload decreased due in large part to the COVID-19 pandemic, LADBS projects a return to pre-pandemic workload levels in FY 2022-23. More specifically, total plan check and inspection activity is anticipated to bounce back to pre-pandemic levels, with LADBS projecting a 12 percent increase for plan checks and 15 percent increase for inspections from FY 2020-21 to FY 2022-23. Quarterly trends for inspection and plan check have demonstrated this upward trend and improvement since the onset of the pandemic, with a total of 51,598 plan

checks submitted and 724,546 inspections conducted through the third quarter of FY 2021-22, representing a six and five percent increase, respectively, from the 48,682 plan checks submitted and 687,798 inspections conducted during the same period in FY 2020-21. Workload increases in inspection and plan check services consequently result in increased workload for support staff. The LADBS Subject Specialty Group (SSG) received 143,318 customer service calls in FY 2020-21 and is anticipated to receive 146,000 calls in FY 2021-22. LADBS anticipates inspection, plan check, and customer call center workload to remain high through FY 2022-23, and this request will help LADBS manage peak workload and other intermittent service demands.

We look forward to discussing the budget and related matters with the Budget and Finance Committee. If I can be of assistance or provide additional information ahead of our hearing, I can be reached at (213) 482-6800. Additional details may also be provided by Ana Mae Yutan, Assistant General Manager and LADBS Resource Management Bureau Chief, at (213) 482-6703.



Osama Younan, P.E.  
General Manager

cc: Andre Herndon, Chief of Staff, Mayor's Office  
Jeanne Holm, Deputy Mayor of Budget and Innovation  
Kevin Keller, Deputy Mayor of Economic Development  
Sharon Tso, Chief Legislative Analyst  
Matthew Szabo, City Administrative Officer

OY:JW:AMY:VES:ZD:SPS:JO