


CITY AND COUNTY OF SAN FRANCISCO
BOARD OF SUPERVISORS
BUDGET AND LEGISLATIVE ANALYST

1390 Market Street, Suite 1150, San Francisco, CA 94102 (415) 552-9292
 FAX (415) 252-0461

June 14, 2017

TO: Budget and Finance Committee

FROM: Budget and Legislative Analyst 

SUBJECT: Recommendations of the Budget and Legislative Analyst for Amendment of the Mayor's Fiscal Year 2017-2018 to Fiscal Year 2018-2019 Budget.

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DEPARTMENT: LIB – LIBRARY

YEAR ONE: FY 2017-18

Budget Changes

The Department's proposed \$138,046,943 budget for FY 2017-18 is \$12,038,096 or 9.6% more than the original FY 2016-17 budget of \$126,008,847.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2017-18 are 699.29 FTEs, which are 16.30 FTEs more than the 682.99 FTEs in the original FY 2016-17 budget. This represents a 2.4% increase in FTEs from the original FY 2016-17 budget.

Revenue Changes

The Department's revenues of \$60,066,943 in FY 2017-18, are \$6,548,096 or 12.2% more than FY 2016-17 revenues of \$53,518,847.

YEAR TWO: FY 2018-19

Budget Changes

The Department's proposed \$140,984,469 budget for FY 2018-19 is \$2,937,526 or 2.1% more than the Mayor's proposed FY 2017-18 budget of \$138,046,943.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2018-19 are 699.48 FTEs, which are 0.19 FTEs more than the 699.29 FTEs in the Mayor's proposed FY 2017-18 budget. This represents a 0.03% increase in FTEs from the Mayor's proposed FY 2017-18 budget.

Revenue Changes

The Department's revenues of \$61,634,469 in FY 2018-19, are \$1,567,526 or 2.6% more than FY 2017-18 estimated revenues of \$60,066,943.

RECOMMENDATIONS

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2017-18 AND FY 2018-19**

DEPARTMENT: LIB – LIBRARY

YEAR ONE: FY 2017-18

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$303,381 in FY 2017-18. Of the \$303,381 in recommended reductions, \$218,381 are ongoing savings and \$85,000 are one-time savings. These reductions would still allow an increase of \$11,734,715 or 9.3% in the Department's FY 2017-18 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended encumbrances of \$67,575.

YEAR TWO: FY 2018-19

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$474,984 in FY 2018-19. Of the \$474,984 in recommended reductions, \$219,984 are ongoing savings and \$255,000 are one-time savings. These reductions would still allow an increase of \$2,462,542 or 1.8% in the Department's FY 2018-19 budget.

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2017-18 and FY 2018-19 Two-Year Budget**

LIB - Public Library

Object Title	FY 2017-18					FY 2018-19							
	FTE		Amount		GF IT	Savings	FTE		Amount				
	From	To	From	To			From	To	From	To	Savings	GF IT	
EGH - Facilities													
Blds, Structures & Improvements										\$6,499,323	\$6,499,323	\$255,000	x
	Reduce budgeted amount for branch renovation projects. Public Works needs to complete its scope and design work prior to determination of needed funds.												
EGG - Information Technology													
Other Current Expenses			\$319,000		\$269,000		\$50,000					\$0	
	Reduce budgeted amount for Copy Smart copy machine to reflect actual costs for equipment maintenance.												
Maintenance Services - Equipment			\$266,001		\$251,001		\$15,000					\$0	
	Reduce budgeted amount for AV and 3M equipment to reflect actual costs for equipment maintenance.												
EEF - Main Program													
Maintenance Services - Equipment			\$16,000		\$6,000		\$10,000					\$0	
	Reduce budgeted amount for microfilm and microfiche equipment to reflect actual costs for equipment maintenance.												
EGD - Collection Technical Services													
Other Current Expenses			\$201,900		\$191,900		\$10,000					\$0	
	Reduce budgeted amount for software for cataloging services to reflect actual costs.												
Departmentwide													
Attrition Savings			(\$4,486,852)		(\$4,636,852)		\$150,000			(\$4,774,267)		\$150,000	
Mandatory Fringe Benefits			(\$2,045,440)		(\$2,113,821)		\$68,381			(\$2,227,472)		\$69,984	
			<i>Total Savings</i>		<i>\$218,381</i>					<i>\$219,984</i>			
	Increase attrition savings departmentwide based on projected need.												

FY 2017-18				FY 2018-19			
Total Recommended Reductions		Total Recommended Reductions		Total Recommended Reductions		Total Recommended Reductions	
One-Time	Ongoing	One-Time	Ongoing	One-Time	Ongoing	One-Time	Total
General Fund	\$0	\$0	\$0	General Fund	\$0	\$0	\$0
Non-General Fund	\$85,000	\$218,381	\$303,381	Non-General Fund	\$255,000	\$219,984	\$474,984
Total	\$85,000	\$218,381	\$303,381	Total	\$255,000	\$219,984	\$474,984

DEPARTMENT: LIB – LIBRARY

FY	Department Code	Vendor No	Vendor Name	Index Code Code	Subfund Code	Remaining Balance
15	LIB	09803	INNOVATIVE INTERFACES INC	410334	2SLIBCPR	5,000.00
15	LIB	09803	INNOVATIVE INTERFACES INC	415230	2SLIBNPR	25,000.00
16	LIB	82196	STAPLES BUSINESS ADVANTAGE	415230	2SLIBNPR	3,219.96
16	LIB	22182	KONICA MINOLTA BUSINESS SOLUTNS USA INC	415032	2SLIBNPR	6,969.06
16	LIB	82196	STAPLES BUSINESS ADVANTAGE	415233	2SLIBNPR	785.78
16	LIB	09449	ALWAYS UNDER PRESSURE	415235	2SLIBNPR	4,451.97
16	LIB	07880	NEOPOST NORTHWEST	415235	2SLIBNPR	395.39
16	LIB	37487	THE CHAIR PLACE	415235	2SLIBNPR	360.00
16	LIB	15613	RENE BUSINESS MACHINES	415235	2SLIBNPR	1,226.82
16	LIB	35949	CORNER OFFICE	415235	2SLIBNPR	3,767.62
16	LIB	62458	ODYSSEY POWER CORP	415235	2SLIBNPR	6,050.00
16	LIB	75889	VERIZON WIRELESS	415230	2SLIBNPR	74.37
16	LIB	33375	BAY AREA FLOOR MACHINE CO SALES & SVC	415235	2SLIBNPR	4,273.60
16	LIB	14411	PENINSULA LIBRARY SYSTEM	415234	2SLIBNPR	195.00
16	LIB	74562	SCHNEIDER ELECTRIC BUILDINGS AMERICAS	415235	2SLIBNPR	4,701.82
16	LIB	75889	VERIZON WIRELESS	415230	2SLIBNPR	531.44
16	LIB	92713	KAY CHESTERFIELD INC	415235	2SLIBNPR	572.00
Grand Total						67,574.83

DEPARTMENT: FIR – FIRE

YEAR ONE: FY 2017-18

Budget Changes

The Department's proposed \$382,285,942 budget for FY 2017-18 is \$8,557,259 or 2.3% more than the original FY 2016-17 budget of \$373,728,683.

Personnel Changes

The number of full-time equivalent positions (FTEs) budgeted for FY 2017-18 is 1,648.82 FTEs, which is 29.04 FTEs more than the 1,619.78 FTEs in the original FY 2016-17 budget. This represents a 1.8% increase in FTEs from the original FY 2016-17 budget.

Revenue Changes

The Department's revenues of \$135,667,365 in FY 2017-18 are \$2,587,326 or 1.9% more than FY 2016-17 revenues of \$133,080,039.

YEAR TWO: FY 2018-19

Budget Changes

The Department's proposed \$387,637,031 budget for FY 2018-19 is \$5,351,089 or 1.4% more than the Mayor's proposed FY 2017-18 budget of \$382,285,942.

Personnel Changes

The number of full-time equivalent positions (FTEs) budgeted for FY 2018-19 is 1,648.57 FTEs, which is 0.25 FTEs less than the 1,648.82 FTEs in the Mayor's proposed FY 2017-18 budget. This represents a 0.0% decrease in FTEs from the Mayor's proposed FY 2017-18 budget.

Revenue Changes

The Department's revenues of \$137,964,752 in FY 2018-19 are \$2,297,387 or 1.7% more than FY 2017-18 estimated revenues of \$135,667,365.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2017-18 AND FY 2018-19**

DEPARTMENT: FIR – FIRE

RECOMMENDATIONS

YEAR ONE: FY 2017-18

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$728,232 in FY 2017-18. Of the \$728,232 in recommended reductions, \$533,377 are ongoing savings and \$194,855 are one-time savings. These reductions would still allow an increase of \$7,829,027 or 2.1% in the Department’s FY 2017-18 budget.

YEAR TWO: FY 2018-19

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$607,972 in FY 2018-19. Of the \$607,972 in recommended reductions, \$536,117 are ongoing savings and \$71,855 are one-time savings. These reductions would still allow an increase of \$4,743,117 or 1.2% in the Department’s FY 2018-19 budget.

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2017-18 and FY 2018-19 Two-Year Budget**

FIR - FIRE

Object Title	FY 2017-18						FY 2018-19							
	FTE		Amount		GF	IT	FTE		Amount		GF	IT		
	From	To	From	To			From	To	From	To			Savings	To
Programmatic Projects - Budget			\$500,000	\$377,000	\$123,000	X	X							
	Reduce funds to Programmatic Projects budget. The Department has budgeted \$1 million in FY 2017-18 and FY 2018-19 to pay for furniture, fixtures and equipment (FFE) for Fire Station 7 and Fire Station 3 upon completion of renovations. The recommended budget of \$377,000 in FY 2017-18 allows the Department sufficient funds to temporarily relocate from Fire Stations 7 and 3 during construction.													
	AEC - Fire Suppression													
Overtime - Uniform			\$27,891,395	\$27,820,755	\$70,640	X	X			\$27,891,395	\$27,820,755	\$70,640	X	X
Mandatory Fringe Benefits			\$479,732	\$478,517	\$1,215	X	X			\$479,731	\$478,516	\$1,215	X	X
			<i>Total Savings</i>		\$71,855					<i>Total Savings</i>		\$71,855		
	Reduce for technical correction to reflect the correct number of days in the Department's staffing model.													
Attrition Savings - Uniform			(\$26,831,804)	(\$26,918,121)	\$86,317	X				(\$26,831,804)	(\$26,917,289)	\$85,485	X	
Mandatory Fringe Benefits			(\$8,916,110)	(\$8,944,793)	\$28,683	X				(\$9,264,062)	(\$9,293,577)	\$29,515	X	
			<i>Total Savings</i>		\$115,000					<i>Total Savings</i>		\$115,000		
	Increase uniform attrition savings to reflect historical spending.													
	AAD - Administration and Support Services													
Attrition Savings - Misc.			(\$376,237)	(\$676,237)	\$300,000	X				(\$387,524)	(\$687,524)	\$300,000	X	
Mandatory Fringe Benefits			(\$148,459)	(\$266,836)	\$118,377	X				(\$156,453)	(\$277,570)	\$121,117	X	
			<i>Total Savings</i>		\$418,377					<i>Total Savings</i>		\$421,117		
	Increase miscellaneous attrition savings to account for the fact that the Department had a salary surplus in miscellaneous salaries of \$358,000 in FY 2015-16 and has a projected salary surplus of \$535,000 in miscellaneous salaries in FY 2016-17. Total miscellaneous salaries are increasing by 6 percent in FY 2017-18, which exceeds the 3 percent Cost of Living Adjustment.													

FY 2017-18

FY 2018-19

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund	\$194,855	\$533,377
Non-General Fund	\$0	\$0
Total	\$194,855	\$533,377

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund	\$71,855	\$536,117
Non-General Fund	\$0	\$0
Total	\$71,855	\$536,117

DEPARTMENT: ECD– EMERGENCY MANAGEMENT

YEAR ONE: FY 2017-18

Budget Changes

The Department’s proposed \$87,644,791 budget for FY 2017-18 is \$6,049,006 or 6.5% less than the original FY 2016-17 budget of \$93,693,797.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2017-18 are 257.53 FTEs, which are 6.10 FTEs more than the 251.43 FTEs in the original FY 2016-17 budget. This represents a 2.4% increase in FTEs from the original FY 2016-17 budget.

Revenue Changes

The Department's revenues of \$27,434,606 in FY 2017-18, are \$110,947 or 0.4% less than FY 2016-17 revenues of \$27,545,553.

YEAR TWO: FY 2018-19

Budget Changes

The Department’s proposed \$89,674,739 budget for FY 2018-19 is \$2,029,948 or 2.3% more than the Mayor’s proposed FY 2017-18 budget of \$87,644,791.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2018-19 are 257.55 FTEs, which are 0.02 FTEs more than the 257.53 FTEs in the Mayor’s proposed FY 2017-18 budget. This represents a 0.01% increase in FTEs from the Mayor’s proposed FY 2017-18 budget.

Revenue Changes

The Department's revenues of \$27,349,780 in FY 2018-19, are \$84,826 or 0.3% less than FY 2017-18 estimated revenues of \$27,434,606.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2017-18 AND FY 2018-19**

DEPARTMENT: ECD – EMERGENCY MANAGEMENT

RECOMMENDATIONS

YEAR ONE: FY 2017-18

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$43,268 in FY 2017-18, all of which are one-time savings.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended encumbrances of \$16,067, for total General Fund savings of \$59,335.

In addition, the Budget and Legislative Analyst has identified two proposed vehicle purchases totaling \$65,836 in FY 2017-18 for which approval is a policy decision for the Board of Supervisors.

YEAR TWO: FY 2018-19

The Budget and Legislative Analyst does not recommend reductions to the proposed budget in FY 2018-19.

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2017-18 and FY 2018-19 Two-Year Budget**

ECD - Emergency Management

Object Title	FY 2017-18						FY 2018-19							
	FTE		Amount		GF	1T	FTE		Amount		GF	1T		
	From	To	From	To			From	To	From	To			Savings	
BIR - Emergency Communications														
Attrition Savings	(1.99)	(2.24)	(\$243,202)	(\$274,292)	\$31,090	x	x	(1.99)	(1.99)	(\$250,498)	(\$250,498)	\$0	x	x
Mandatory Fringe Benefits			(\$95,267)	(\$107,445)	\$12,178	x	x			(\$100,404)	(\$100,404)	\$0	x	x
			<i>Total Savings</i>	\$43,268						<i>Total Savings</i>	\$0			
Increase Attrition Savings to reflect more realistic hiring date of vacant position.														
Public Safety Communications Dispatcher	11.54	9.24	\$1,178,993	\$944,012	\$234,981	x		15.00	12.00	\$1,578,461	\$1,262,769	\$315,692	x	
Mandatory Fringe Benefits			\$484,588	\$388,006	\$96,582	x				\$663,247	\$530,598	\$132,649	x	
			<i>Total Savings</i>	\$331,563						<i>Total Savings</i>	\$448,342			
Deny 2.30 FTE of 11.54 FTE new 8238 Public Safety Communications Dispatchers to reflect anticipated start dates of new dispatchers and attrition of existing dispatchers.														
Attrition Savings	(38.15)	(35.90)	(\$4,000,612)	(\$3,765,120)	(\$235,492)	x		(41.96)	(39.03)	(\$4,530,997)	(\$4,214,612)	(\$316,385)	x	
Mandatory Fringe Benefits			(\$1,632,087)	(\$1,536,016)	(\$96,071)	x				(\$1,889,777)	(\$1,757,820)	(\$131,957)	x	
			<i>Total Savings</i>	(\$331,563)						<i>Total Savings</i>	(\$448,342)			
Reduce Attrition Savings to provide Department with additional salary funds to reflect more realistic staffing level for the 8238 Public Safety Communications Dispatchers.														

FY 2017-18

Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	\$43,268	(\$0)	\$43,268
Non-General Fund	\$0	\$0	\$0
Total	\$43,268	(\$0)	\$43,268

FY 2018-19

Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	\$0	(\$0)	\$0
Non-General Fund	\$0	\$0	\$0
Total	\$0	(\$0)	\$0

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2017-18 and FY 2018-19 Two-Year Budget**

ECD - Emergency Management

Object Title	FY 2017-18						FY 2018-19						
	FTE		Amount		Savings	GF 1T	FTE		Amount		Savings	GF 1T	
	From	To	From	To			From	To	From	To			
Policy Recommendations													
BIR - Emergency Communications													
Equipment Purchase			\$31,499	\$0	\$31,499	x	x			\$0	\$0	x	x
Equipment Purchase			\$34,337	\$0	\$34,337	x	x			\$0	\$0	x	x
			<i>Total Savings</i>	<i>\$65,836</i>						<i>Total Savings</i>	<i>\$0</i>		
<p>Approval of two replacement vehicles is a policy matter for the Board of Supervisors pursuant to City policies to (1) reduce vehicle fleets; and (2) require that any new passenger vehicle procured for the City fleet be a Zero Emission Vehicle. If these replacement vehicles are allowed, place the funds on Controller's Reserve pending the finalization of the new Vehicle Selector List to include approved zero emissions vehicle(s) by the Office of Contract Administration.</p> <p align="center">One-time savings.</p>													

FY 2017-18

Total Policy Recommendations		
One-Time	Ongoing	Total
General Fund	\$65,836	\$0
Non-General Fund	\$0	\$0
Total	\$65,836	\$65,836

FY 2018-19

Total Policy Recommendations		
One-Time	Ongoing	Total
General Fund	\$0	\$0
Non-General Fund	\$0	\$0
Total	\$0	\$0

DEPARTMENT: ECD- EMERGENCY MANAGEMENT

Year	Department Code	Subfund Code	Vendor No	Vendor Name	Index Code	Remaining Balance
17	ECD	1GAGFACP	67815	TIBURON INC	770318	375.26
17	ECD	1GAGFACP	78904	FEDERAL ENGINEERING INC	770326	795.00
17	ECD	1GAGFACP	14037	A T & T	770315	14,896.94
					TOTAL	\$16,067

DEPARTMENT: POL – POLICE

YEAR ONE: FY 2017-18

Budget Changes

The Department's proposed \$590,022,308 budget for FY 2017-18 is \$12,276,805 or 2.1% more than the original FY 2016-17 budget of \$577,745,503.

Personnel Changes

The number of full-time equivalent positions (FTEs) budgeted for FY 2017-18 is 2,971.48 FTEs, which is 41.90 FTEs less than the 3,013.38 FTEs in the original FY 2016-17 budget. This represents a 1.4% decrease in FTEs from the original FY 2016-17 budget. The decrease in FTEs in 2017-18 results primarily from budgeting employees in the new Department of Police Accountability rather than in the Police Department starting in FY 2017-18.

Revenue Changes

The Department's revenues of \$128,306,480 in FY 2017-18 are \$315,853 or 0.2% more than FY 2016-17 revenues of \$127,990,627.

YEAR TWO: FY 2018-19

Budget Changes

The Department's proposed \$600,143,155 budget for FY 2018-19 is \$10,120,847 or 1.7% more than the Mayor's proposed FY 2017-18 budget of \$590,022,308.

Personnel Changes

The number of full-time equivalent positions (FTEs) budgeted for FY 2018-19 is 2,957.95 FTEs, which is 13.53 FTEs less than the 2,971.48 FTEs in the Mayor's proposed FY 2017-18 budget. This represents a 0.5% decrease in FTEs from the Mayor's proposed FY 2017-18 budget.

Revenue Changes

The Department's revenues of \$130,441,147 in FY 2018-19 are \$2,134,667 or 1.7% more than FY 2017-18 estimated revenues of \$128,306,480.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2017-18 AND FY 2018-19**

DEPARTMENT: POL – POLICE

RECOMMENDATIONS

YEAR ONE: FY 2017-18

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$2,735,441 in FY 2017-18. Of the \$2,735,441 in recommended reductions, \$2,500,000 are ongoing savings and \$235,441 are one-time savings. These reductions would still allow an increase of \$9,541,364 or 1.7% in the Department's FY 2017-18 budget.

In addition, the Budget and Legislative Analyst recommends closing out current year unexpended encumbrances of \$290,093, for total General Fund savings of \$3,025,534.

In addition, the Budget and Legislative Analyst recommends placing \$500,000 in Programmatic Budgets for the Body Camera Initiative Project on Budget and Finance Committee Reserve in order to align budgeted program amounts with actual annual expenditures.

YEAR TWO: FY 2018-19

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$2,500,000 in FY 2018-19. Of the \$2,500,000 in recommended reductions, all are ongoing savings. These reductions would still allow an increase of \$7,620,847 or 1.3% in the Department's FY 2018-19 budget.

In addition, the Budget and Legislative Analyst recommends placing \$500,000 in Programmatic Budgets for the Body Camera Initiative Project on Budget and Finance Committee Reserve in order to align budgeted program amounts with actual annual expenditures. The Budget and Legislative Analyst also recommends placing \$6,500,000 in Programmatic Budgets for the Public Safety Building furniture, fixtures, and equipment on Budget and Finance Committee Reserve pending finalization of cost estimates.

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2017-18 and FY 2018-19 Two-Year Budget**

POL - Police

Object Title	FY 2017-18						FY 2018-19					
	FTE		Amount		GF	1T	Savings		Amount		GF	1T
	From	To	From	To			From	To	From	To		
ACM - Operations and Administration												
IS Engineer - Senior	0.77	0.50	\$111,825	\$72,614	X	X	\$39,211					
Mandatory Fringe Benefits			\$40,438	\$26,259	X	X	\$14,179					
			<i>Total Savings</i>	<i>\$53,390</i>								
Reduce proposed upward substitution of vacant 8253 Forensic Latent Examiner II to 1043 IS Engineer - Senior from 0.77 FTE to 0.5 FTE to account for historical delays in hiring similar positions.												
Principal Administrative Analyst	0.77	0.50	\$99,185	\$64,406	X	X	\$34,779					
Mandatory Fringe Benefits			\$37,804	\$24,548	X	X	\$13,256					
			<i>Total Savings</i>	<i>\$48,035</i>								
Reduce proposed upward substitution of vacant 8253 Forensic Latent Examiner II to 1824 Principal Administrative Analyst from 0.77 FTE to 0.5 FTE to account for historical delays in hiring similar positions.												
Senior Administrative Analyst	0.77	0.50	\$85,678	\$55,636	X	X	\$30,042					
Mandatory Fringe Benefits			\$34,606	\$22,472	X	X	\$12,134					
			<i>Total Savings</i>	<i>\$42,176</i>								
Reduce proposed upward substitution of vacant 1222 Senior Payroll and Personnel Clerk to 1823 Senior Administrative Analyst from 0.77 FTE to 0.5 FTE to account for historical delays in hiring similar positions.												
Executive Secretary II	0.77	0.50	\$68,460	\$44,455	X	X	\$24,005					
Mandatory Fringe Benefits			\$29,321	\$19,039	X	X	\$10,282					
			<i>Total Savings</i>	<i>\$34,287</i>								
Reduce proposed upward substitution of vacant 1406 Senior Clerk to 1452 Executive Secretary II from 0.77 FTE to 0.5 FTE to account for historical delays in hiring similar positions.												

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2017-18 and FY 2018-19 Two-Year Budget**

POL - Police

Object Title	FY 2017-18						FY 2018-19						
	FTE		Amount		GF	1T	FTE		Amount		GF	1T	
	From	To	From	To			From	To	From	To			Savings
ACX - Patrol													
Step Adjustments - Uniform			(\$19,357,907)	(\$21,436,481)	\$2,078,574	X				(\$19,357,907)	(\$21,429,173)	\$2,071,266	X
Mandatory Fringe Benefits			(\$3,924,771)	(\$4,346,197)	\$421,426	X				(\$4,006,921)	(\$4,435,655)	\$428,734	X
			<i>Total Savings</i>		\$2,500,000					<i>Total Savings</i>		\$2,500,000	
Increase step savings for uniform personnel. The Department has had significant attrition savings in Uniform salaries for the past three fiscal years.													
Overtime - Uniform			\$14,524,015	\$14,467,435	\$56,580	X	X						
Mandatory Fringe Benefits			\$249,815	\$248,842	\$973	X	X						
			<i>Total Savings</i>		\$57,553								
Reduce one-time overtime funding for an anticipated one-time event. The budgeted overtime funding was based on staffing levels for Hardly Strictly, but according to the Recreation and Park Department, the event will require half of that estimate.													

FY 2017-18

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund	\$235,441	\$2,500,000
Non-General Fund	\$0	\$0
Total	\$235,441	\$2,500,000

FY 2018-19

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund	\$0	\$2,500,000
Non-General Fund	\$0	\$0
Total	\$0	\$2,500,000

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2017-18 and FY 2018-19 Two-Year Budget**

POL - Police

Object Title	FY 2017-18						FY 2018-19																																																													
	FTE		Amount		Savings		GF		1T		FTE		Amount		Savings		GF		1T																																																	
	From	To	From	To	From	To	From	To	From	To	From	To	From	To	From	To	From	To	From	To																																																
Reserve Recommendations																																																																				
ACM - Operations and Administration																																																																				
Programmatic Projects - Budget			\$3,477,973	\$2,977,973	\$500,000		X																																																													
<p>Place \$500,000 in Programmatic Projects budget for the Body Camera Initiative budget on Budget & Finance Committee Reserve in FY 2017-18 to account for ongoing carryforward funds. Because the Taser contract was not signed until May 2016, the initial allocation for contract expenditures in FY 2015-16 was underspent and carried forward. Currently, the Department is carrying forward approximately \$1 million for this program. The Budget and Legislative Analyst recommends that \$500,000 of this amount be placed on reserve in each of the next two fiscal years in order to align budgeted program amounts with actual annual expenditures. With this recommendation, the Department will have sufficient funding to cover the anticipated \$3.5 million in program costs for FY 2017-18 and FY 2018-19.</p>																																																																				
Programmatic Projects - Budget					\$6,500,000																																																															
<p>Place \$6,500,000 in Programmatic Projects budget for Public Safety Building furniture, fixtures, and equipment on Budget & Finance Committee Reserve in FY 2018-19. The Department of Public Works acknowledges that the estimates provided require further vetting, which will be forthcoming. According to the Department of Public Works, there are no City standards of benchmarks to reference in regard to some of these purchases for lab equipment. The Budget and Legislative Analyst recommends the full amount be placed on reserve pending finalization of cost estimates.</p>																																																																				
<p align="center">FY 2017-18</p> <p align="center">Total Reserve Recommendations</p> <table border="1"> <tr> <td>One-Time</td> <td>\$500,000</td> <td>Ongoing</td> <td>\$0</td> <td>Total</td> <td>\$500,000</td> </tr> <tr> <td>General Fund</td> <td>\$0</td> <td>Non-General Fund</td> <td>\$0</td> <td>Total</td> <td>\$0</td> </tr> <tr> <td colspan="2">Total</td> <td colspan="2">Total</td> <td colspan="2">Total</td> </tr> <tr> <td colspan="2"></td> <td colspan="2"></td> <td colspan="2">\$500,000</td> </tr> </table>											One-Time	\$500,000	Ongoing	\$0	Total	\$500,000	General Fund	\$0	Non-General Fund	\$0	Total	\$0	Total		Total		Total						\$500,000		<p align="center">FY 2018-19</p> <p align="center">Total Reserve Recommendations</p> <table border="1"> <tr> <td>One-Time</td> <td>\$7,000,000</td> <td>Ongoing</td> <td>\$0</td> <td>Total</td> <td>\$7,000,000</td> </tr> <tr> <td>General Fund</td> <td>\$0</td> <td>Non-General Fund</td> <td>\$0</td> <td>Total</td> <td>\$0</td> </tr> <tr> <td colspan="2">Total</td> <td colspan="2">Total</td> <td colspan="2">Total</td> </tr> <tr> <td colspan="2"></td> <td colspan="2"></td> <td colspan="2">\$7,000,000</td> </tr> </table>										One-Time	\$7,000,000	Ongoing	\$0	Total	\$7,000,000	General Fund	\$0	Non-General Fund	\$0	Total	\$0	Total		Total		Total						\$7,000,000	
One-Time	\$500,000	Ongoing	\$0	Total	\$500,000																																																															
General Fund	\$0	Non-General Fund	\$0	Total	\$0																																																															
Total		Total		Total																																																																
				\$500,000																																																																
One-Time	\$7,000,000	Ongoing	\$0	Total	\$7,000,000																																																															
General Fund	\$0	Non-General Fund	\$0	Total	\$0																																																															
Total		Total		Total																																																																
				\$7,000,000																																																																

DEPARTMENT: POL – POLICE

Department Code	Subfund Code	Vendor No	Vendor Name	Index Code	Remaining Balance	Encumbrance to be Released
POL	1GAGFAAA	80635	BODE CELLMARK FORENSICS INC	385113	607,832	90,082
POL	1GAGFAAA	73078	BALLISTIC VESTS – SFPD	385030	344,911	200,011
					TOTAL	\$290,093

DEPARTMENT: DPA – POLICE ACCOUNTABILITY

YEAR ONE: FY 2017-18

Budget Changes

The Department's proposed \$7,350,138 budget for FY 2017-18 is the first year budget for the new Department.

Personnel Changes

The number of full-time equivalent positions (FTEs) budgeted for FY 2017-18 is 43.22 FTEs.

Revenue Changes

The Department's revenues are \$8,000 in FY 2017-18.

YEAR TWO: FY 2018-19

Budget Changes

The Department's proposed \$7,533,817 budget for FY 2018-19 is \$183,679 or 2.5% more than the Mayor's proposed FY 2017-18 budget of \$7,350,138.

Personnel Changes

The number of full-time equivalent positions (FTEs) budgeted for FY 2018-19 is 43.22 FTEs, which is the same as the 43.22 FTEs in the Mayor's proposed FY 2017-18 budget. This represents a 0% increase in FTEs from the Mayor's proposed FY 2017-18 budget.

Revenue Changes

The Department's revenues of \$8,000 in FY 2018-19 are the same as the FY 2017-18 estimated revenues of \$8,000.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2017-18 AND FY 2018-19**

DEPARTMENT: DPA – POLICE ACCOUNTABILITY

RECOMMENDATIONS

YEAR ONE: FY 2017-18

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$179,771 in FY 2017-18. Of the \$179,771 in recommended reductions, \$111,945 are ongoing savings and \$67,826 are one-time savings.

YEAR TWO: FY 2018-19

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$70,420 in FY 2018-19. Of the \$70,420 in recommended reductions, all are ongoing savings. These reductions would still allow an increase of \$113,259 or 1.5% in the Department’s FY 2018-19 budget.

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2017-18 and FY 2018-19 Two-Year Budget**

DPA - Department of Police Accountability

Object Title	FY 2017-18						FY 2018-19					
	FTE		Amount		Savings	GF 1T	FTE		Amount		Savings	GF 1T
	From	To	From	To			From	To	From	To		
ACV - Office of Citizen Complaints												
Administrative Analyst	1.00	0.50	\$95,497	\$47,749	\$47,749	X	X					
Mandatory Fringe Benefits			\$40,154	\$20,077	\$20,077	X	X					
			<i>Total Savings</i>	\$67,826								
Reduce the 1822 Administrative Analyst position to 0.5 FTE to reflect historical delays in hiring. This position reclassification was approved after the FY 2016-17 budget was approved, but the Department has not filled the position.												
Attrition Savings			(\$87,688)	(\$167,688)	\$80,000	X				(\$90,319)		\$50,000
Mandatory Fringe Benefits			(\$35,015)	(\$66,960)	\$31,945	X				(\$57,307)		\$20,420
			<i>Total Savings</i>	\$111,945						<i>Total Savings</i>	\$70,420	
Increase attrition savings by \$80,000 to account for 5 vacant 8124 Investigator positions. The Department regularly underspends on salaries, and the current list for this position is expired.												

FY 2017-18

Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	\$67,826	\$111,945	\$179,771
Non-General Fund	\$0	\$0	\$0
Total	\$67,826	\$111,945	\$179,771

FY 2018-19

Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	\$0	\$70,420	\$70,420
Non-General Fund	\$0	\$0	\$0
Total	\$0	\$70,420	\$70,420

DEPARTMENT: CRT– SUPERIOR COURT

YEAR ONE: FY 2017-18

Budget Changes

The Department's proposed \$34,890,001 budget for FY 2017-18 is \$1,204,677 or 3.6% more than the original FY 2016-17 budget of \$33,685,324.

Revenue Changes

The Department's revenues of \$3,076,244 in FY 2017-18, are \$4,677 or 0.2% more than FY 2016-17 revenues of \$3,071,567.

YEAR TWO: FY 2018-19

Budget Changes

The Department's proposed \$34,889,809 budget for FY 2018-19 is \$192 or 0.001% less than the Mayor's proposed FY 2017-18 budget of \$34,890,001.

Revenue Changes

The Department's revenues of \$3,076,052 in FY 2018-19, are \$192 or 0.01% less than FY 2017-18 estimated revenues of \$3,076,244.

RECOMMENDATIONS

YEAR ONE: FY 2017-18

The Budget and Legislative Analyst's recommended reduction to the proposed budget totals \$10,000 in FY 2017-18, all of which are ongoing savings. This reduction would still allow an increase of \$1,194,677 or 3.5% in the Department's FY 2017-18 budget.

YEAR TWO: FY 2018-19

The Budget and Legislative Analyst's recommended reduction to the proposed budget totals \$10,000 in FY 2018-19, all of which are ongoing savings.

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2017-18 and FY 2018-19 Two-Year Budget**

CRT - Superior Court

Object Title	FY 2017-18						FY 2018-19						
	FTE		Amount		Savings	GF	FTE		Amount		Savings	GF	1T
	From	To	From	To			From	To	From	To			
AML - Indigent Defense/Grand Jury													
Court Fees and Other Compensation			\$7,835,072	\$7,825,072	\$10,000	x			\$7,835,072	\$7,825,072	\$10,000	x	
			<i>Total Savings</i>		\$10,000				<i>Total Savings</i>		\$10,000		
Decrease funding for the Indigent Defense program to reflect actual expenditures. On-going savings.													

FY 2017-18

Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	\$0	\$10,000	\$10,000
Non-General Fund	\$0	\$0	\$0
Total	\$0	\$10,000	\$10,000

FY 2018-19

Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	\$0	\$10,000	\$10,000
Non-General Fund	\$0	\$0	\$0
Total	\$0	\$10,000	\$10,000

DEPARTMENT: ADP – ADULT PROBATION

YEAR ONE: FY 2017-18

Budget Changes

The Department's proposed \$35,367,576 budget for FY 2017-18 is \$1,347,669 or 4.0% more than the original FY 2016-17 budget of \$34,019,907.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2017-18 are 150.33 FTEs, which are 3.99 FTEs more than the 146.34 FTEs in the original FY 2016-17 budget. This represents a 2.7% increase in FTEs from the original FY 2016-17 budget.

Revenue Changes

The Department's revenues of \$18,645,291 in FY 2017-18, are \$527,509 or 2.9% more than FY 2016-17 revenues of \$18,117,782.

YEAR TWO: FY 2018-19

Budget Changes

The Department's proposed \$36,608,761 budget for FY 2018-19 is \$1,241,185 or 3.5% more than the Mayor's proposed FY 2017-18 budget of \$ 35,367,576.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2018-19 are 150.90 FTEs, which are 0.57 FTEs more than the 150.33 FTEs in the Mayor's proposed FY 2017-18 budget. This represents a 0.4 % increase in FTEs from the Mayor's proposed FY 2017-18 budget.

Revenue Changes

The Department's revenues of \$19,127,279 in FY 2018-19, are \$481,988 or 2.6% more than FY 2017-18 estimated revenues of \$18,645,291.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2017-18 AND FY 2018-19**

DEPARTMENT: ADP – ADULT PROBATION

RECOMMENDATIONS

YEAR ONE: FY 2017-18

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$782,902 in FY 2017-18 which are one-time savings. These reductions would still allow an increase of \$564,767 or 1.7% in the Department’s FY 2017-18 budget.

YEAR TWO: FY 2018-19

The Budget and Legislative Analyst’s does not have recommended reductions in the Department’s FY 2018-19 budget.

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2017-18 and FY 2018-19 Two-Year Budget**

ADP - Adult Probation

Object Title	FY 2017-18						FY 2018-19					
	FTE		Amount		Savings	GF 1T	FTE		Amount		Savings	GF 1T
	From	To	From	To			From	To	From	To		
Professional & Specialized Services			\$3,045,110	\$2,530,110	\$515,000	x						
	<i>Total Savings</i>		\$515,000									
	Reduce Professional & Specialized Services to reflect actual spending. The Department has a balance of \$518,693 in funds encumbered for a purchase order for systems consulting and other professional services, for which the last purchases were in 2014 and 2015. The Department should close the purchase order and use these funds for expenditures in the FY 2017-18 budget.											
	ASH - Administration											
Materials & Supplies			\$329,384	\$254,384	\$75,000	x						
	<i>Total Savings</i>		\$75,000									
	Reduce Materials and Supplies to reflect actual spending. The Department has a balance of \$75,707 in funds encumbered for purchase orders for various materials and supplies, for which the last purchases were more than one year ago. The Department should close the purchase orders and use these funds for expenditures in the FY 2017-18 budget.											
	AKG - Pre Sentencing Investigations											
Attrition Savings	(7.63)	(8.88)	(\$825,972)	(\$960,972)	\$135,000	x						
Mandatory Fringe Benefits			(\$354,260)	(\$412,162)	\$57,902	x						
	<i>Total Savings</i>		\$192,902									
	Increase attrition savings by \$192,902. The department has shown salary savings of between 670,000 and 945,000 since 2015 and the Controller projects over \$600,000 in salary savings for FY 2016-17.											

FY 2017-18

Total Recommended Reductions			
One-Time	Ongoing	Total	
General Fund	\$782,902	\$0	\$782,902
Non-General Fund	\$0	\$0	\$0
Total	\$782,902	\$0	\$782,902

FY 2018-19

Total Recommended Reductions			
One-Time	Ongoing	Total	
General Fund	\$0	\$0	\$0
Non-General Fund	\$0	\$0	\$0
Total	\$0	\$0	\$0

DEPARTMENT: JUV– JUVENILE PROBATION

YEAR ONE: FY 2017-18

Budget Changes

The Department's proposed \$41,521,926 budget for FY 2017-18 is \$344,110 or .8% less than the original FY 2016-17 budget of \$41,866,036.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2017-18 are 2234.17 FTEs, which are 4.43 FTEs less than the 238.60 FTEs in the original FY 2016-17 budget. This represents a 1.9% decrease in FTEs from the original FY 2016-17 budget.

Revenue Changes

The Department's revenues of \$8,064,755 in FY 2017-18, are \$51,300 or 0.6% more than FY 2016-17 revenues of \$8,013,455.

YEAR TWO: FY 2018-19

Budget Changes

The Department's proposed \$44,217,772 budget for FY 2018-19 is \$2,695,846 or 6.5% more than the Mayor's proposed FY 2017-18 budget of \$ 41,521,926.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2018-19 are 226.85 FTEs, which are 7.32 FTEs less than the 234.17 FTEs in the Mayor's proposed FY 2017-18 budget. This represents a 3.1% decrease in FTEs from the Mayor's proposed FY 2017-18 budget.

Revenue Changes

The Department's revenues of \$7,929,444 in FY 2018-19, are \$135,311 or 1.7% less than FY 2017-18 estimated revenues of \$8,064,755.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2017-18 AND FY 2018-19**

DEPARTMENT: JUV – JUVENILE PROBATION

RECOMMENDATIONS

YEAR ONE: FY 2017-18

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$143,077 in FY 2017-18. Of the \$143,077 in recommended reductions, all are ongoing.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended encumbrances of \$17,223, for total General Fund savings of \$160,300.

YEAR TWO: FY 2018-19

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$143,077 in FY 2018-19. Of the \$143,077 in recommended reductions, all are ongoing savings. These reductions would still allow an increase of \$2,552,769 or 6.1% in the Department's FY 2018-19 budget.

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2017-18 and FY 2018-19 Two-Year Budget**

JUV - Juvenile Probation

Object Title	FY 2017-18						FY 2018-19					
	FTE		Amount		GF 1T	Savings	FTE		Amount		GF 1T	Savings
	From	To	From	To			From	To	From	To		
AKE - Juvenile Hall												
Attrition Savings - Miscellaneous	(17.37)	(18.61)	(\$1,362,418)	(\$1,459,990)	\$97,572	x	(17.37)	(18.61)	(\$1,362,418)	(\$1,459,990)	\$97,572	x
Mandatory Fringe Benefits			(\$637,446)	(\$682,951)	\$45,505	x			(\$637,446)	(\$682,951)	\$45,505	x
			<i>Total Savings</i>	<i>143,077</i>					<i>Total Savings</i>	<i>143,077</i>		
Increase attrition savings by \$97,572 and related Mandatory Fringe Benefits by \$45,505. The Controller projects salary savings of over \$1 million this year.												

FY 2017-18

Total Recommended Reductions			
One-Time	Ongoing	Total	
General Fund	\$0	\$143,077	\$143,077
Non-General Fund	\$0	\$0	\$0
Total	\$0	\$143,077	\$143,077

FY 2018-19

Total Recommended Reductions			
One-Time	Ongoing	Total	
General Fund	\$0	\$143,077	\$143,077
Non-General Fund	\$0	\$0	\$0
Total	\$0	\$143,077	\$143,077

DEPARTMENT: JUV- JUVENILE PROBATION

Year	Department Code	Subfund Code	Vendor No	Vendor Name	Index Code	Remaining Balance
13	JUV	1GAGFAAA	91884	TIME LINK INTERNATIONAL CORP	125007	6,600
15	JUV	1GAGFAAP	04678	CENTER HARDWARE CO INC	120033	704
15	JUV	1GAGFAAA	45641	WAXIE SANITARY SUPPLY	125007	412
15	JUV	1GAGFAAP	19816	WESTERN STATE DESIGN	120033	2,397
15	JUV	1GAGFAAP	42428	VALLEY POWER SYSTEMS NORTH INC	120033	1,748
15	JUV	1GAGFAAP	75129	AMERICAN ALARM CO INC	120033	504
15	JUV	1GAGFAAP	55906	A & B MECHANICAL INC	120033	1,060
15	JUV	1GAGFAAA	67883	COMPUTERLAND SILICON VALLEY	125009	177
15	JUV	1GAGFAAP	75129	AMERICAN ALARM CO INC	120033	1,430
15	JUV	1GAGFAAP	55906	A & B MECHANICAL INC	120033	1,191
15	JUV	1GAGFAAA	17929	RECOLOGY SUNSET SCAVENGER COMPANY	125009	1,000
					TOTAL	\$17,223

DEPARTMENT: PDR– PUBLIC DEFENDER

YEAR ONE: FY 2017-18

Budget Changes

The Department's proposed \$36,778,793 budget for FY 2017-18 is \$2,762,805 or 8.1% more than the original FY 2016-17 budget of \$34,015,988.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2017-18 are 179.30 FTEs, which are 8.40 FTEs more than the 170.90 FTEs in the original FY 2016-17 budget. This represents a 4.9% increase in FTEs from the original FY 2016-17 budget.

Revenue Changes

The Department's revenues of \$932,825 in FY 2017-18, are \$211,155 or 29.3% more than FY 2016-17 revenues of \$721,670.

YEAR TWO: FY 2018-19

Budget Changes

The Department's proposed \$37,629,634 budget for FY 2018-19 is \$850,841 or 2.3% more than the Mayor's proposed FY 2017-18 budget of \$36,778,793.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2018-19 are 176.87 FTEs, which are 2.43 FTEs less than the 179.30 FTEs in the Mayor's proposed FY 2017-18 budget. This represents a 1.4% decrease in FTEs from the Mayor's proposed FY 2017-18 budget.

Revenue Changes

The Department's revenues of \$987,220 in FY 2018-19, are \$54,395 or 5.8% more than FY 2017-18 estimated revenues of \$932,825.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2017-18 AND FY 2018-19**

DEPARTMENT: PDR – PUBLIC DEFENDER

RECOMMENDATIONS

YEAR ONE: FY 2017-18

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$135,324 in FY 2017-18, which are ongoing savings. These reductions would still allow an increase of \$2,627,481 or 7.7% in the Department's FY 2017-18 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended encumbrances of \$307, for total General Fund savings of \$199,749.

In addition, the Budget and Legislative Analyst has identified two replacement vehicle purchases totaling \$64,118 in FY 2017-18 for which approval is a policy decision for the Board of Supervisors.

In addition, the Budget and Legislative Analyst has identified 1.00 FTE 8108 Senior Process Clerk that was previously requested, but not approved by the Board of Supervisors. Approval of this position in FY 2017-18 is a policy decision for the Board of Supervisors.

YEAR TWO: FY 2018-19

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$136,131 in FY 2018-19, all of which are ongoing savings. These reductions would still allow an increase of \$714,710 or 1.9% in the Department's FY 2018-19 budget.

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2017-18 and FY 2018-19 Two-Year Budget**

PDR - Public Defender

Object Title	FY 2017-18						FY 2018-19					
	FTE		Amount		GF	1T	FTE		Amount		GF	1T
	From	To	From	To			From	To	From	To		
AIB - Criminal and Special Defense												
Attrition Savings	(6.62)	(7.27)	(\$1,010,834)	(\$1,110,834)	\$100,000	x	(6.62)	(7.26)	(\$1,041,159)	(\$1,141,159)	\$100,000	x
Mandatory Fringe Benefits			(\$357,071)	(\$392,395)	\$35,324	x			(\$376,182)	(\$412,313)	\$36,131	x
			<i>Total Savings</i>		\$135,324				<i>Total Savings</i>		\$136,131	
Increase Attrition Savings to reflect actual personnel expenditures. The Controller is projecting a salary surplus of approximately \$400,000 in the current year and the Department has historically had salary surpluses of at least \$300,000.												

FY 2017-18

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund	\$0	\$135,324
Non-General Fund	\$0	\$0
Total	\$0	\$135,324

FY 2018-19

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund	\$0	\$136,131
Non-General Fund	\$0	\$0
Total	\$0	\$136,131

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2017-18 and FY 2018-19 Two-Year Budget**

PDR - Public Defender

Object Title	FY 2017-18				FY 2018-19						
	FTE		Amount		FTE		Amount				
	From	To	From	To	From	To	From	To			
			Savings	GF	1T			Savings	GF	1T	
Policy Recommendation											
AIB - Criminal and Special Defense											
Automotive & Other Vehicles		\$64,118	\$0	\$64,118	x	x	\$0	\$0	\$0	x	x
		<i>Total Savings</i>	<i>\$64,118</i>					<i>Total Savings</i>	<i>\$0</i>		
Approval of two replacement gas hybrid vehicles is a policy matter for the Board of Supervisors pursuant to City policies to (1) reduce vehicle fleets; and (2) require that any new passenger vehicle procured for the City fleet be a Zero Emission Vehicle. If these replacement vehicles are allowed, place the funds on Controller's Reserve pending the finalization of the new Vehicle Selector List to include approved zero emissions vehicle(s) by the Office of Contract Administration.											
Senior Legal Process Clerk	1.00	0.00	\$70,351	\$0	\$70,351	x	0.00	\$72,462	\$0		x
Mandatory Fringe Benefits			\$33,223	\$0	\$33,223	x		\$35,046	\$0.00		x
		<i>Total Savings</i>	<i>\$103,574</i>					<i>Total Savings</i>	<i>\$107,508</i>		
Approval of the 1.00 FTE new 8108 Senior Legal Process Clerk is a policy matter for the Board of Supervisors. In March 2017, the Mayor approved 3.00 FTE new 8177 Attorney positions and 1.00 FTE new 8173 Legal Assistant (Paralegal) position to staff a new unit dedicated to representing detained immigrants. Members of the Budget and Finance Committee expressed agreement to hiring these three attorneys and one legal assistant, but did not express support for hiring a new Senior Legal Process Clerk. Members of the Budget and Finance Committee requested that the Department provide additional information about actual caseloads before approving additional staffing for the Immigration Defense unit. The Department currently has 1.0 FTE Senior Legal Process Clerk for every 27.0 FTEs Attorneys, so the addition of three new Attorneys does not justify an additional Senior Legal Process Clerk.											

FY 2017-18

FY 2018-19

Total Policy Recommendation

Total Policy Recommendation

	One-Time	Ongoing	Total
General Fund	\$64,118	\$103,574	\$167,692
Non-General Fund	\$0	\$0	\$0
Total	\$64,118	\$103,574	\$167,692

	One-Time	Ongoing	Total
General Fund	\$0	\$107,508	\$107,508
Non-General Fund	\$0	\$0	\$0
Total	\$0	\$107,508	\$107,508

DEPARTMENT: PDR— PUBLIC DEFENDER

Fiscal Year	Department Code	Vendor No	Vendor Name	Index Code Code	Subfund Code	Remaining Balance
2017	PDR	75889	VERIZON WIRELESS	055002	1GAGFAAA	306.69

DEPARTMENT: DAT– DISTRICT ATTORNEY

YEAR ONE: FY 2017-18

Budget Changes

The Department's proposed \$62,977,162 budget for FY 2017-18 is \$4,722,126 or 8.1% more than the original FY 2016-17 budget of \$58,255,036.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2017-18 are 278.14 FTEs, which are 4.61 FTEs more than the 273.53 FTEs in the original FY 2016-17 budget. This represents a 1.7% increase in FTEs from the original FY 2016-17 budget.

Revenue Changes

The Department's revenues of \$8,996,470 in FY 2017-18, are \$1,290,829 or 16.8% more than FY 2016-17 revenues of \$7,705,641.

YEAR TWO: FY 2018-19

Budget Changes

The Department's proposed \$63,881,179 budget for FY 2018-19 is \$904,017 or 1.4% more than the Mayor's proposed FY 2017-18 budget of \$62,977,162.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2018-19 are 275.05 FTEs, which are 3.09 FTEs less than the 278.14 FTEs in the Mayor's proposed FY 2017-18 budget. This represents a 1.1% decrease in FTEs from the Mayor's proposed FY 2017-18 budget.

Revenue Changes

The Department's revenues of \$8,392,331 in FY 2018-19, are \$604,139 or 6.7% less than FY 2017-18 estimated revenues of \$8,996,470.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2017-18 AND FY 2018-19**

DEPARTMENT: DAT – DISTRICT ATTORNEY

RECOMMENDATIONS

YEAR ONE: FY 2017-18

Our recommended reductions to the proposed budget total \$203,217 in FY 2017-18, all of which are one-time savings. These reductions would still allow an increase of \$4,518,909 or 7.8% in the Department's FY 2017-18 budget.

In addition, we have identified four positions (3.08 FTEs) in the Intake and Charging Units, which would increase staffing by 40 percent despite no change in workload. Approval of these positions is a policy decision for the Board of Supervisors.

In addition, we have identified one replacement vehicle purchase totaling \$25,176 in FY 2017-18 for which approval is a policy decision for the Board of Supervisors.

In addition, we have identified \$266,645 budgeted for salaries and benefits in the Independent Investigation Bureau, which we recommend being placed on Budget and Finance Committee Reserve pending notification of the date that the Bureau will begin conducting conviction review.

YEAR TWO: FY 2018-19

We do not recommend reductions to the proposed budget in FY 2018-19.

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2017-18 and FY 2018-19 Two-Year Budget**

DAT - District Attorney

Object Title	FY 2017-18						FY 2018-19						
	FTE		Amount		Savings	GF 1T	FTE		Amount		Savings	GF 1T	
	From	To	From	To			From	To	From	To			
Equipment Purchase			\$87,065	\$0	\$87,065	x	x			\$0	\$0	x	x
			<i>Total Savings</i>	\$87,065				<i>Total Savings</i>		\$0			
	Deny request for three new inspector vehicles pursuant to City policies to (1) reduce vehicle fleets; and (2) require that any new passenger vehicle procured for the City fleet be a Zero Emission Vehicle.												
	AUJ - Family Violence												
Permanent Salaries-Misc			\$1,243,772	\$1,127,620	\$116,152	x	x			\$1,281,085	\$1,281,085	\$0	x
			<i>Total Savings</i>	\$116,152				<i>Total Savings</i>		\$0			
	Utilize existing carry forward surplus of \$116,152 from the Family Violence budget from FY 2016-17 to FY 2017-18 rather than budget new funds. One-time savings.												

FY 2017-18

Total Recommended Reduction

	One-Time	Ongoing	Total
General Fund	\$203,217	\$0	\$203,217
Non-General Fund	\$0	\$0	\$0
Total	\$203,217	\$0	\$203,217

FY 2018-19

Total Recommended Reduction

	One-Time	Ongoing	Total
General Fund	\$0	\$0	\$0
Non-General Fund	\$0	\$0	\$0
Total	\$0	\$0	\$0

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2017-18 and FY 2018-19 Two-Year Budget**

DAT - District Attorney

Object Title	FY 2017-18				FY 2018-19				
	FTE		Amount		FTE		Amount		
	From	To	From	To	From	To	From	To	
Reserve Recommendations									
ASI - Administration - Criminal & Civil									
Programmatic Projects			\$2,618,840	\$2,352,195			\$2,708,666	\$2,432,486	
			<i>Total Savings</i>	<i>\$266,645</i>			<i>Total Savings</i>	<i>\$276,180</i>	
									x
<p>Place \$266,645 of Programmatic Projects budget on Budget & Finance Committee Reserve in FY 2017-18 pending notification of the date that the Independent Investigation Bureau will begin conducting conviction review. The reserve amount represents the salary and fringe benefits for 1.00 FTE vacant 8177 Attorney position.</p> <p>The Board of Supervisors requested the Department to submit documentation on Independent Investigation Bureau staffing needs based on actual staff hours expended on case reviews and investigations to the Budget and Finance Committee and to the Budget and Legislative Analyst during the FY 2017-18 budget review process (File 16-0958). The Department did not provide the requested workload documentation due to the sensitivity of the investigations. The Budget and Legislative Analyst believes that the requested information should have been provided.</p> <p>On-going savings.</p>									

FY 2017-18

Total Reserve Recommendations

	One-Time	Ongoing	Total
General Fund	\$0	\$266,645	\$266,645
Non-General Fund	\$0	\$0	\$0
Total	\$0	\$266,645	\$266,645

FY 2018-19

Total Reserve Recommendations

	One-Time	Ongoing	Total
General Fund	\$0	\$276,180	\$276,180
Non-General Fund	\$0	\$0	\$0
Total	\$0	\$276,180	\$276,180

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2017-18 and FY 2018-19 Two-Year Budget**

DAT - District Attorney

Object Title	FY 2017-18				FY 2018-19								
	FTE		Amount		FTE		Amount						
	From	To	From	To	From	To	From	To					
Policy Recommendations													
AIA - Felony Prosecution													
Head Attorney	0.77	0.00	\$166,986	\$0	\$166,986	x	x	0.00	0.00	\$0	\$0	x	x
Mandatory Fringe Benefits			\$56,775	\$0	\$56,775	x	x			\$0	\$0		
Attorney	0.77	0.00	\$88,740	\$0	\$88,740	x	x	0.00	0.00	\$0	\$0	x	x
Mandatory Fringe Benefits			\$29,285	\$0	\$29,285	x	x			\$0	\$0	x	x
Victim/Witness Investigator III	0.77	0.00	\$72,015	\$0	\$72,015	x	x	0.00	0.00	\$0	\$0	x	x
Mandatory Fringe Benefits			\$30,246	\$0	\$30,246	x	x			\$0	\$0	x	x
District Attorney's Investigative Assistant	0.77	0.00	\$64,956	\$0	\$64,956	x	x	0.00	0.00	\$0	\$0	x	x
Mandatory Fringe Benefits			\$25,333	\$0	\$25,333	x	x			\$0	\$0	x	x
			<i>Total Savings</i>							<i>Total Savings</i>			
				\$534,336							\$0		
<p>Delete four new positions for the Intake and Charging Units. Weekend Rebooking would shift some of the work currently done on weekdays by the Intake and Charging Units to weekends. The purpose of the Weekend Rebooking initiative is to reduce jail bed days by making charging decisions on weekends so that a person taken into custody on the weekend could be released sooner if the DA's Office decides not to file charges. The Intake and Charging Units currently have a staff of 10 (4 attorneys, 6 support personnel), so the proposed four new positions would increase staffing by 40% despite no change in workload.</p> <p>The Controller's Office estimates that Weekend Rebooking could reduce jail bed days by approximately 3,497 per year. Assuming a jail bed cost of \$140 per day, the proposed Weekend Rebooking initiative would result in savings of approximately \$490,000 per year, which is less than the \$534,336 cost of the proposed additional staffing. Therefore, approval of new 8182 Head Attorney, 8177 Attorney, 8133 Victim/Witness Investigator III, and 8132 DA's Investigative Assistant positions at 0.77 FTE each for the proposed Weekend Rebooking initiative is a policy matter for the Board of Supervisors.</p>										<p>One-time savings due to one-year limited tenure positions.</p>			

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2017-18 and FY 2018-19 Two-Year Budget**

DAT - District Attorney

Object Title	FY 2017-18						FY 2018-19							
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To	From	To			
Equipment Purchase			\$25,176	\$0	\$25,176	x	x			\$0	\$0	\$0	x	x
			<i>Total Savings</i>		\$25,176					<i>Total Savings</i>		\$0		
Approval of one replacement mini-van pursuant to City policies to (1) reduce vehicle fleets; and (2) require that any new passenger vehicle procured for the City fleet be a Zero Emission Vehicle. If this replacement vehicle is allowed, place the funds on Controller's Reserve pending the finalization of the new Vehicle Selector List to include approved zero emissions vehicle(s) by the Office of Contract Administration. One-time savings.														

FY 2017-18

Total Policy Recommendations

	One-Time	Ongoing	Total
General Fund	\$559,512	\$0	\$559,512
Non-General Fund	\$0	\$0	\$0
Total	\$559,512	\$0	\$559,512

FY 2018-19

Total Policy Recommendations

	One-Time	Ongoing	Total
General Fund	\$0	\$0	\$0
Non-General Fund	\$0	\$0	\$0
Total	\$0	\$0	\$0

DEPARTMENT: SHF – SHERIFF’S DEPARTMENT

YEAR ONE: FY 2017-18

Budget Changes

The Department’s proposed \$231,723,213 budget for FY 2017-18 is \$10,486,321 or 4.7 % more than the original FY 2016-17 budget of \$221,236,892.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2017-18 are 999 FTEs, which are 57 FTEs less than the 1,056 FTEs in the original FY 2016-17 budget. This represents a 5.4% decrease in FTEs from the original FY 2016-17 budget.

Revenue Changes

The Department's revenues of \$54,894,044 in FY 2017-18, are \$1,583,525 or 3% more than FY 2016-17 revenues of \$53,310,519.

YEAR TWO: FY 2018-19

Budget Changes

The Department’s proposed \$245,199,526 budget for FY 2018-19 is \$13,476,313 or 5.8% more than the Mayor’s proposed FY 2017-18 budget of \$ 231,723,213.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2018-19 are 1,067 FTEs, which are 68 FTEs more than the 999 FTEs in the Mayor’s proposed FY 2017-18 budget. This represents a 6.8% increase in FTEs from the Mayor’s proposed FY 2017-18 budget.

Revenue Changes

The Department's revenues of \$55,753,515 in FY 2018-19, are \$859,471 or 1.6% more than FY 2017-18 estimated revenues of \$54,894,044.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2017-18 AND FY 2018-19**

DEPARTMENT: SHF – SHERIFF’S DEPARTMENT

RECOMMENDATIONS

YEAR ONE: FY 2017-18

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$718,243 in FY 2017-18. Of the \$718,243 in recommended reductions, \$492,255 are ongoing savings and \$225,988 are one-time savings. These reductions would still allow an increase of \$9,768,078 or 4.4% in the Department’s FY 2017-18 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended encumbrances of \$440,106, for total General Fund savings of \$1,158,349.

YEAR TWO: FY 2018-19

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$375,099 in FY 2018-19. Of the \$375,099 in recommended reductions, all are ongoing savings. These reductions would still allow an increase of \$13,101,214 or 5.7% in the Department’s FY 2018-19 budget.

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2017-18 and FY 2018-19 Two-Year Budget**

SHF - Sheriff

Object Title	FY 2017-18						FY 2018-19					
	FTE		Amount		Savings	GF 1T	FTE		Amount		Savings	GF 1T
	From	To	From	To			From	To	From	To		
ASP - Facilities and Equipment												
Other Current Expenses			\$75,000	\$50,000	\$25,000	x			\$75,000	\$50,000	\$25,000	x
			<i>Total Savings</i>	<i>\$25,000</i>					<i>Total Savings</i>	<i>\$25,000</i>		
	Reduce budget for copiers and related items by \$25,000 to align with spending for FY 2016-17.											
Maint Svcs - Equipment			\$22,032	\$14,000	\$8,032	x						
Maint Svcs - Equipment			\$29,425	\$18,200	\$11,225	x						
Maint Svcs - Equipment			\$16,731	\$10,000	\$6,731	x						
			<i>Total Savings</i>	<i>\$25,988</i>								
	The Department has encumbered funds of \$26,156 for purchase orders for equipment maintenance services; the most recent expenditure against these purchase orders for these services was in January 2016 (or 18 months ago). The Department should use these encumbered and unspent funds prior to budgeting new funds.											
ASB - Administration												
Professional & Specialized Services			\$263,000	\$150,000	\$113,000	x			\$129,000	\$129,000	\$0	x
			<i>Total Savings</i>	<i>\$113,000</i>					<i>Total Savings</i>	<i>\$0</i>		
	The Department has requested \$263,000 in FY 2017-18 and \$129,000 in FY 2018-19 for a total of \$392,000 for a consultant to help with policy development on use of force, gender awareness, and other policy areas for the Department. We are recommending a contract of \$279,000 to provide these services, including \$150,000 in FY 2017-18 and \$129,000 in FY 2018-19.											
	Ongoing savings											

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2017-18 and FY 2018-19 Two-Year Budget**

SHF - Sheriff

Object Title	FY 2017-18						FY 2018-19					
	FTE		Amount		GF 1T	Savings	FTE		Amount		GF 1T	Savings
	From	To	From	To			From	To	From	To		
Senior Legal Process Clerk	10.00	9.00	\$70,351	\$0	x	\$70,351	1.00	0.00	\$72,462	\$0	x	\$72,462
Mandatory Fringe			\$33,223	\$0	x	\$33,223			\$35,046	\$0	x	\$35,046
			<i>Total Savings</i>	<i>\$103,574</i>					<i>Total Savings</i>	<i>\$107,508</i>		
	<p>Delete one vacant 8108 Senior Legal Process Clerk. The Department has 27 vacant miscellaneous positions and projected surplus in miscellaneous salaries in FY 2016-17 of \$4.0 million . Although the Department has a projected total salary deficit (both miscellaneous and uniform salaries) in FY 2016-17 of \$1.4 million (largely due to overspending in uniform overtime), the Department increased its budget in FY 2017-18 to account for uniform overtime. Therefore, the Department will still have sufficient budgeted salaries in FY 2017-18 to hire miscellaneous positions if this recommendation is accepted.</p>											
	<p align="center">Ongoing savings</p>											
	AFT - Security Services											
Attrition Savings - Miscellaneous	(5.17)	(6.95)	(\$278,994)	(\$375,000)	x	\$96,006	(5.17)	(6.75)	(\$287,364)	(\$375,000)	x	\$87,636
Mandatory Fringe Benefits			(\$157,831)	(\$212,143)	x	\$54,312			(\$166,465)	(\$217,231)	x	\$50,766
			<i>Total Savings</i>	<i>\$150,318</i>					<i>Total Savings</i>	<i>\$138,402</i>		
	<p>Increase attrition savings by \$150,318. Although the Department has a projected total salary deficit (both miscellaneous and uniform salaries) in FY 2016-17 of \$1.4 million (largely due to overspending in uniform overtime), the Department increased its budget in FY 2017-18 to account for uniform overtime. Therefore, the Department will still have sufficient budgeted salaries in FY 2017-18 to hire miscellaneous positions if this recommendation is accepted.</p>											
	<p align="center">Ongoing adjusted savings</p>											

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2017-18 and FY 2018-19 Two-Year Budget**

SHF - Sheriff

Object Title	FY 2017-18						FY 2018-19					
	FTE		Amount		Savings	GF 1T	FTE		Amount		Savings	GF 1T
	From	To	From	To			From	To	From	To		
AFC - Custody												
Fingerprint Technician I	4.00	3.00	\$271,335	\$203,501	\$67,834	x	4.00	3.00	\$279,475	\$209,606	\$69,869	x
Mandatory Fringe			\$130,118	\$97,589	\$32,530	x			\$137,280	\$102,960	\$34,320	x
			<i>Total Savings</i>	<i>\$100,363</i>					<i>Total Savings</i>	<i>\$104,189</i>		
	Delete one position to reflect actual hiring. Position was created for FY 2016-17 and has never been filled. The department does not have a hiring plan for this position.											
	AKR - Recruitment & Training											
Safety			\$384,847	\$184,847	\$200,000	x						
			<i>Total Savings</i>	<i>\$200,000</i>								
	Reduce the budget for ordnance (firearms and ammunition) by \$200,000 in FY 2017-18. The Department previously encumbered but has not spent funds of \$319,207, which are still available to be spent for this purpose.											

FY 2017-18

FY 2018-19

Total Recommended Reductions

Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	\$225,988	\$492,255	\$718,243
Non-General Fund	\$0	\$0	\$0
Total	\$225,988	\$492,255	\$718,243

	One-Time	Ongoing	Total
General Fund	\$0	\$375,099	\$375,099
Non-General Fund	\$0	\$0	\$0
Total	\$0	\$375,099	\$375,099

DEPARTMENT: SHF – SHERIFF’S DEPARTMENT

Year	Department Code	Subfund Code	Vendor No	Vendor Name	Index Code	Remaining Balance
13	SHF	1GAGFAAA	64607	XTECH	062820	35,550
14	SHF	1GAGFAAA	16236	SAN FRANCISCO PRETRIAL DIVERSION PROJECT	062420	173,679
15	SHF	1GAGFAAA	20166	XEROX CORPORATION	062PAPER	9,814
15	SHF	1GAGFAAA	73078	GALLS LLC QUARTERMASTER LLC	062601	2,092
15	SHF	1GAGFAAA	73078	GALLS LLC QUARTERMASTER LLC	062601	2,599
15	SHF	1GAGFAAA	73078	GALLS LLC QUARTERMASTER LLC	062601	2,599
15	SHF	1GAGFAAP	50009	SIEMENS INDUSTRY INC	060049	4,200
15	SHF	1GAGFAAA	85589	NORTHPOINTE INC	062820	13,920
15	SHF	1GAGFAAA	85589	NORTHPOINTE INC	062820	25,110
16	SHF	1GAGFAAA	90744	GOODWILL INDUST OF S F SAN MATEO & MARIN	062CJ1	1,260
16	SHF	1GAGFAAA	62283	GRM INFORMATION MANAGEMENT SERVICES	062CJ1	4,014
16	SHF	1GAGFAAA	62283	GRM INFORMATION MANAGEMENT SERVICES	062CJ2	815
16	SHF	1GAGFAAA	62283	GRM INFORMATION MANAGEMENT SERVICES	062CJ3	8,775
16	SHF	1GAGFAAA	62283	GRM INFORMATION MANAGEMENT SERVICES	062CJ4	1,456
16	SHF	1GAGFAAA	62283	GRM INFORMATION MANAGEMENT SERVICES	062J7D	982
16	SHF	1GAGFAAA	62283	GRM INFORMATION MANAGEMENT SERVICES	062201	941
16	SHF	1GAGFAAA	62283	GRM INFORMATION MANAGEMENT SERVICES	062510	6,449
16	SHF	1GAGFAAA	62283	GRM INFORMATION	062610	652

DEPARTMENT: SHF – SHERIFF’S DEPARTMENT

Year	Department Code	Subfund Code	Vendor No	Vendor Name	Index Code	Remaining Balance
				MANAGEMENT SERVICES		
16	SHF	1GAGFAAA	62283	GRM INFORMATION MANAGEMENT SERVICES	062500	167
16	SHF	1GAGFAAA	51439	SPRINT PCS	062820	5,000
16	SHF	1GAGFAAA	19816	WESTERN STATE DESIGN	062814	1,469
16	SHF	1GAGFAAA	19816	WESTERN STATE DESIGN	062814	2,173
16	SHF	1GAGFAAA	19816	WESTERN STATE DESIGN	062812	761
16	SHF	1GAGFAAA	19816	WESTERN STATE DESIGN	062812	3,488
16	SHF	1GAGFAAA	20166	XEROX CORPORATION	062PAPER	1,571
16	SHF	1GAGFAAA	60255	NEW CALIFORNIA LAND CO	062610	107,022
16	SHF	1GAGFAAA	08549	GRAINGER	0627TH	479
16	SHF	2SPPFШИ	93907	KEEFE COMMISSARY NETWORK LLC	062411	2,475
16	SHF	1GAGFAAA	09661	IMAGE SALES INC	062602	309
16	SHF	1GAGFAAP	50009	SIEMENS INDUSTRY INC	060049	650
16	SHF	1GAGFAAA	73078	GALLS LLC QUARTERMASTER LLC	062501	759
16	SHF	1GAGFAAA	73078	GALLS LLC QUARTERMASTER LLC	062601	131
16	SHF	1GAGFWOF	85729	SAFARILAND LLC	062351	362
16	SHF	1GAGFAAA	50009	SIEMENS INDUSTRY INC	062810	2,500
16	SHF	1GAGFAAA	08549	GRAINGER	062813	288
16	SHF	1GAGFAAA	26462	A D I	062813	2,180
16	SHF	1GAGFAAA	73078	GALLS LLC QUARTERMASTER LLC	062530	179
16	SHF	1GAGFAAA	08401	RECOLOGY GOLDEN GATE	062810	1,795

DEPARTMENT: SHF – SHERIFF’S DEPARTMENT

Year	Department Code	Subfund Code	Vendor No	Vendor Name	Index Code	Remaining Balance
16	SHF	1GAGFAAA	73078	GALLS LLC QUARTERMASTER LLC	062501	17
16	SHF	1GAGFAAA	03306	BERONIO LUMBER CO	062814	723
16	SHF	1GAGFAAA	90178	BOB BARKER CO INC	062SBJ	144
16	SHF	1GAGFAAA	74461	CALSTEAM A WOLSELEY CO	062814	247
16	SHF	1GAGFAAP	08713	FLUID GAUGE COMPANY	060049	4,700
16	SHF	1GAGFAAA	01136	A A A FLAG & BANNER MFG CO INC	062CJ5	589
16	SHF	1GAGFAAA	17741	STEVEN ENGINEERING	062813	20
16	SHF	1GAGFAAA	08549	GRAINGER	062810	5,000
					TOTAL	<i>\$440,106</i>

DEPARTMENT: TTX- TREASURER-TAX COLLECTOR

YEAR ONE: FY 2017-18

Budget Changes

The Department's proposed \$41,167,832 budget for FY 2017-18 is \$1,039,134 or 2.5% less than the original FY 2016-17 budget of \$42,206,966.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2017-18 are 208.19 FTEs, which are 10.45 FTEs less than the 218.64 FTEs in the original FY 2016-17 budget. This represents a 4.8% decrease in FTEs from the original FY 2016-17 budget.

Revenue Changes

The Department's revenues of \$17,105,869 in FY 2017-18, are \$452,117 or 2.7% more than FY 2016-17 revenues of \$25,553,214.

YEAR TWO: FY 2018-19

Budget Changes

The Department's proposed \$41,953,252 budget for FY 2018-19 is \$785,420 or 1.9% more than the Mayor's proposed FY 2017-18 budget of \$41,167,832.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2018-19 are 208.56 FTEs, which are 0.37 FTEs more than the 208.19 FTEs in the Mayor's proposed FY 2017-18 budget. This represents a 0.2% increase in FTEs from the Mayor's proposed FY 2017-18 budget.

Revenue Changes

The Department's revenues of \$17,333,299 in FY 2018-19, are \$227,430 or 1.3% more than FY 2017-18 estimated revenues of \$17,105,869.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2017-18 AND FY 2018-19**

DEPARTMENT: TTX- TREASURER-TAX COLLECTOR

RECOMMENDATIONS

YEAR ONE: FY 2017-18

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$155,578 in FY 2017-18. Of the \$155,578 in recommended reductions, \$7,500 are ongoing savings and \$148,078 are one-time savings.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended encumbrances of \$115,138, for total General Fund savings of \$270,716.

YEAR TWO: FY 2018-19

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$7,500 in FY 2018-19. All of the \$7,500 in recommended reductions are ongoing savings. These reductions would still allow an increase of \$777,920 or 1.9% in the Department's FY 2018-19 budget.

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2017-18 and FY 2018-19 Two-Year Budget**

TTX- Treasurer/Tax Collector

Object Title	FY 2017-18						FY 2018-19								
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T	
	From	To	From	To				From	To	From	To				
Professional and Specialized Services			\$130,000		\$89,933		X								
	Reduce budgeted amount for Materials and Supplies. The Department has consistently underspent on Materials and Supplies in this program.														
Materials and Supplies			\$17,500		\$10,000		X					\$17,500		\$7,500	X
	Reduce budgeted amount for Materials and Supplies. The Department has consistently underspent on Materials and Supplies in this program.														
	FCS- Delinquent Revenue														
Commercial Division Assistant Supervisor	5.00	4.23	\$474,943		\$401,802		X					\$73,141		X	
Mandatory Fringe Benefits			\$ 226,427		\$191,557		X					\$34,870		X	
			<i>Total Savings</i>		<i>\$108,011</i>										
	Reduce 4310 Commercial Division Assistant Supervisor from 5.00 FTEs to 4.23 FTEs to reflect the expected hiring timeline for this vacant position. The Department does not plan to begin recruiting for this position until the Fall 2017, and it takes approximately six months to hire.														
	One-time savings.														

FY 2017-18

Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	\$148,078	\$7,500	\$155,578
Non-General Fund	\$0	\$0	\$0
Total	\$148,078	\$7,500	\$155,578

FY 2018-19

Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	\$0	\$7,500	\$7,500
Non-General Fund	\$0	\$0	\$0
Total	\$0	\$7,500	\$7,500

DEPARTMENT: TTX- TREASURER-TAX COLLECTOR

Year	Department Code	Subfund Code	Vendor No	Vendor Name	Index Code	Remaining Balance
11	TTX	1GAGFAAA	15086	PUBLIC FINANCIAL MANAGEMENT INC	085026	765.00
11	TTX	1GAGFAAA	47821	WAUSAU FINANCIAL SYSTEMS INC	085025	0.01
13	TTX	1GAGFAAA	64607	XTECH	085028	0.01
14	TTX	1GAGFAAA	15086	PUBLIC FINANCIAL MANAGEMENT INC	085026	5,300.00
15	TTX	1GAGFAAA	22182	KONICA MINOLTA BUSINESS SOLUTNS USA INC	085025	10,000.00
15	TTX	1GAGFAAA	62283	GRM INFORMATION MANAGEMENT SERVICES	085024	123.90
16	TTX	1GAGFAAA	14326	PATRICK & CO	085024	223.20
16	TTX	1GAGFAAA	14326	PATRICK & CO	085025	504.86
16	TTX	1GAGFAAA	14326	PATRICK & CO	085030	112.83
16	TTX	1GAGFAAA	14326	PATRICK & CO	085024	217.48
16	TTX	1GAGFAAA	35943	COLUMBIA ULTIMATE BUSINESS SYSTEMS	085030	97,570.85
16	TTX	1GAGFAAA	48427	ERGO WORKS INC	085028	20.60
16	TTX	1GAGFAAA	73636	PUBLIC TREASURY INSTITUTE OF NA LLC	085025	259.34
17	TTX	1GAGFAAA	47821	WAUSAU FINANCIAL SYSTEMS INC	085025	40.00
					TOTAL	\$115,138.08

DEPARTMENT: ECN – ECONOMIC & WORKFORCE DEVELOPMENT

YEAR ONE: FY 2017-18

Budget Changes

The Department's proposed \$60,765,939 budget for FY 2017-18 is \$2,603,121 or 4.5% more than the original FY 2016-17 budget of \$58,162,818.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2017-18 are 104.82 FTEs, which are 1.09 FTEs less than the 105.91 FTEs in the original FY 2016-17 budget. This represents a 1.0% decrease in FTEs from the original FY 2016-17 budget.

Revenue Changes

The Department's revenues of \$28,413,685 in FY 2017-18, are \$3,872,423 or 15.8% more than FY 2016-17 revenues of \$24,541,262.

YEAR TWO: FY 2018-19

Budget Changes

The Department's proposed \$59,198,809 budget for FY 2018-19 is \$1,567,130 or 2.6% less than the Mayor's proposed FY 2017-18 budget of \$60,765,939.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2018-19 are 102.51 FTEs, which are 2.31 FTEs less than the 104.82 FTEs in the Mayor's proposed FY 2017-18 budget. This represents a 2.2% decrease in FTEs from the Mayor's proposed FY 2017-18 budget.

Revenue Changes

The Department's revenues of \$26,571,221 in FY 2018-19, are \$1,842,464 or 6.5% less than FY 2017-18 estimated revenues of \$28,413,685.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2017-18 AND FY 2018-19**

DEPARTMENT: ECN – ECONOMIC & WORKFORCE DEVELOPMENT

RECOMMENDATIONS

YEAR ONE: FY 2017-18

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$901,980 in FY 2017-18. Of the \$901,980 in recommended reductions, \$100,000 are ongoing savings and \$801,980 are one-time savings. These reductions would still allow an increase of \$1,701,141 or 2.9% in the Department’s FY 2017-18 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended encumbrances of \$303,164, for total General Fund savings of \$1,205,144.

YEAR TWO: FY 2018-19

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$100,000 in FY 2018-19, which are ongoing savings.

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2017-18 and FY 2018-19 Two-Year Budget**

ECN - Office of Economic and Workforce Development

Object Title	FY 2017-18						FY 2018-19					
	FTE		Amount		Savings	GF 1T	FTE		Amount		Savings	GF 1T
	From	To	From	To			From	To	From	To		
Attrition Savings	(0.42)	(0.56)	\$(49,434.00)	(\$65,627)	\$16,193	x						
Mandatory Fringe Benefits			(\$19,732)	(\$26,195)	\$6,463	x						
			<i>Total Savings</i>	<i>\$22,656</i>						<i>Total Savings</i>		<i>\$0</i>
Increase attrition savings due to hiring delays.												
BK5 - Economic Development												
City Grants Programs			\$3,630,603.00	(\$3,530,603)	\$100,000	x			\$4,072,000	(\$3,972,000)	\$100,000	x
The Department has encumbered funds for purchase orders that were opened in 2013 through 2015 with community-based organizations for various economic development projects. The Department should close out these purchase orders and use the funds to pay for grants to community based organizations.												
BK7 - Office of Small Business												
Attrition Savings	(0.23)	(0.42)	(\$25,240)	(\$46,090)	\$20,850	x						
Mandatory Fringe Benefits			(\$10,257)	(\$18,730)	\$8,473	x						
			<i>Total Savings</i>	<i>\$29,324</i>								
Increase Attrition Savings due to delayed hiring for 1 FTE 1822 Administrative Analyst.												
CITY GRANT PROGRAMS			\$1,000,000.00	(\$250,000)	\$750,000	x						
This is a continuing project, in which the Department is projected to have approximately \$756,000 in prior year appropriations available for use in FY 2017-18.												

FY 2017-18

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund	\$801,980	\$100,000
Non-General Fund	\$0	\$0
Total	\$801,980	\$100,000

FY 2018-19

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund	\$0	\$100,000
Non-General Fund	\$0	\$0
Total	\$0	\$100,000

DEPARTMENT: ECN – ECONOMIC & WORKFORCE DEVELOPMENT

Year	Department Code	Subfund Code	Vendor No	Vendor Name	Index Code	Remaining Balance
13	ECN	1GAGFAAP	62822	FRIENDS OF THE PORT OF SAN FRANCISCO	210047	17,936.00
13	ECN	1GAGFAAP	62822	FRIENDS OF THE PORT OF SAN FRANCISCO	ECNEDOPS	500.00
14	ECN	1GAGFAAP	16276	SAN FRANCISCO BEAUTIFUL	ECNEDOPS	200.00
14	ECN	1GAGFAAP	70415	NO OF MARKET/TENDERLOIN COM BENEFIT CORP	ECNEDOPS	29,000.00
14	ECN	1GAGFAAP	85162	OCEAN AVENUE ASSOCIATION	ECNEDOPS	5,712.16
15	ECN	1GAGFAAP	04938	CHINESE NEWCOMERS SERVICE CENTER	ECNEDOPS	3,964.24
15	ECN	1GAGFAAP	90744	GOODWILL INDUST OF S F SAN MATEO & MARIN	ECNWDGF	6,209.69
15	ECN	1GAGFAAP	85162	OCEAN AVENUE ASSOCIATION	ECNEDOPS	6,581.88
15	ECN	1GAGFAAP	82985	INDEPENDENT ARTS & MEDIA	ECNEDOPS	58.89
15	ECN	1GAGFAAP	03119	BAYVIEW HUNTERS PT MULTIPURPOSE SR SVC	ECNEDOPS	17,325.00
15	ECN	1GAGFAAP	13527	NORTHEAST COMMUNITY FEDERAL CREDIT UNION	ECNEDOPS	29,676.29
15	ECN	1GAGFAAP	12626	MISSION ECONOMIC DEVELOPMENT AGENCY	ECNEDOPS	20,000.00
15	ECN	1GAGFAAP	96864	WEST PORTAL MERCHANTS ASSOCIATION INC	ECNEDOPS	6,000.00
15	ECN	1GAGFAAP	64016	BAY AREA COMMUNITY RESOURCES	ECNEDOPS	20,000.00
15	ECN	1GAGFAAP	16276	SAN FRANCISCO BEAUTIFUL	ECNEDOPS	48,800.00
15	ECN	1GAGFAAP	69414	BAYCAT	ECNEDOPS	23,087.50
15	ECN	1GAGFAAP	74887	L LUSTER & ASSOCIATES INC	ECNWDOPS	481.03
16	ECN	1GAGFAAP	64016	BAY AREA COMMUNITY RESOURCES	ECNEDOPS	46,631.70
16	ECN	1GAGFAAP	73485	CENTRAL MARKET COMMUNITY BENEFIT DIST	ECNEDOPS	21,000.00
					TOTAL	\$303,164.38

DEPARTMENT: CPC – CITY PLANNING

YEAR ONE: FY 2017-18

Budget Changes

The Department's proposed \$54,745,559 budget for FY 2017-18 is \$3,461,483 or 6.7% more than the original FY 2016-17 budget of \$51,284,076.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2017-18 are 218.17 FTEs, which are 4.42 FTEs more than the 213.75 FTEs in the original FY 2016-17 budget. This represents a 2.1% increase in FTEs from the original FY 2016-17 budget.

Revenue Changes

The Department's revenues of \$51,917,317 in FY 2017-18, are \$2,625,083 or 5.3% more than FY 2016-17 revenues of \$49,292,234.

YEAR TWO: FY 2018-19

Budget Changes

The Department's proposed \$50,310,610 budget for FY 2018-19 is \$4,434,949 or 8.1% less than the Mayor's proposed FY 2017-18 budget of \$ 54,745,559.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2018-19 are 217.83 FTEs, which are 0.34 FTEs less than the 218.17 FTEs in the Mayor's proposed FY 2017-18 budget. This represents a 0.2% decrease in FTEs from the Mayor's proposed FY 2017-18 budget.

Revenue Changes

The Department's revenues of \$46,242,433 in FY 2018-19, are \$5,674,884 or 10.9% less than FY 2017-18 estimated revenues of \$51,917,317.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2017-18 AND FY 2018-19**

DEPARTMENT: CPC- CITY PLANNING

RECOMMENDATIONS

YEAR ONE: FY 2017-18

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$379,194 in FY 2017-18. Of the \$379,194 in recommended reductions, \$36,514 are ongoing savings and \$342,680 are one-time savings. These reductions would still allow an increase of \$3,082,289 or 6.0% in the Department's FY 2017-18 budget.

YEAR TWO: FY 2018-19

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$37,123 in FY 2018-19. All of the \$37,123 in recommended reductions are ongoing savings.

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2017-18 and FY 2018-19 Two-Year Budget**

CPC- City Planning

Object Title	FY 2017-18						FY 2018-19						
	FTE		Amount		GF	1T	FTE		Amount		GF	1T	
	From	To	From	To			From	To	From	To			Savings
Maintenance Services- Equipment			\$71,920	\$51,920	\$20,000	X			\$71,920	\$51,920		\$20,000	X
Reduce budgeted amount for Object 029 Maintenance SVCS- Equipment. The Department has consistently underspent on Other Current Expenses in this program.													
Planner III	7.00	6.54	\$810,390	\$757,136	\$53,254	X	X						
Mandatory Fringe Benefits			\$319,363	\$298,376	\$20,987	X	X						
<i>Total Savings \$74,241</i>													
Increase Attrition Savings due to delay of hiring 2.00 FTE 5291 Planner III by 0.23 FTE each. The Department is projected to have \$470,000 in salary and benefits savings in FY 2016-17.													
Planner III	0.00	1.00	(\$115,770)	\$115,770	(\$115,770)	X		0.00	1.00	(\$119,243)	\$119,243	(\$119,243)	X
Mandatory Fringe Benefits			(\$45,625)	\$45,625	(\$45,625)	X				(\$48,034)	\$48,034	(\$48,034)	X
Principal Administrative Analyst	1.00	0.00	\$128,812	(\$128,812)	\$128,812	X		1.00	0.00	\$132,676	(\$132,676)	\$132,676	X
Mandatory Fringe Benefits			\$49,097	(\$49,097)	\$49,097	X				\$51,724	(\$51,724)	\$51,724	X
<i>Total Savings \$16,514</i>													
Deny proposed substitution of 5291 Planner III to a 1824 Principal Administrative Analyst based on Department's need.													
FAH- Citywide Planning													
Deputy Director III	1.00	0.85	\$185,746	\$157,884	\$27,862	X	X						
Mandatory Fringe Benefits			\$65,466	\$55,646	\$9,820	X	X						
<i>Total Savings \$37,682</i>													
Increase Attrition Savings due to delay of hiring 1.00 FTE 0953 Deputy Director III by 0.23 FTE. The Department is projected to have \$470,000 in salary and benefits savings in FY 2016-17.													
One-time savings.													
<i>Total Savings \$17,123</i>													
Ongoing savings.													

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2017-18 and FY 2018-19 Two-Year Budget**

CPC- City Planning

Object Title	FY 2017-18						FY 2018-19					
	FTE		Amount		Savings	GF 1T	FTE		Amount		Savings	GF 1T
	From	To	From	To			From	To	From	To		
FDP- Current Planning												
Planner II	1.00	0.50	\$97,560	\$48,780	\$48,780	X	X					
Mandatory Fringe Benefits			\$41,169	\$20,585	\$20,585	X	X					
			<i>Total Savings</i>	\$69,365								
	Reduce 1.00 FTE 5278 Planner II by Attrition Savings due to delay of hiring 1.00 FTE Planner II by 0.5 FTE. The Department has not yet begun to recruit for this position.											
Planner III	29.50	28.50	\$3,415,213	\$3,299,443	\$115,770	X	X					
Mandatory Fringe Benefits			\$1,345,883	\$1,300,260	\$45,623	X	X					
			<i>Total Savings</i>	\$161,393								
	Reduce 4.00 FTE 5291 Planner III by 0.25 FTEs each, for total reduction of 1.0 FTE. There are currently four vacant Planner III positions in this Department. In addition, there have been two approved substitutions of a Clerk and Planner II to two Planner III positions. The Department is projected to have \$470,000 in salary and benefits savings in FY 2016-17.											

FY 2017-18

Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	\$342,680	\$36,514	\$379,194
Non-General Fund	\$0	\$0	\$0
Total	\$342,680	\$36,514	\$379,194

FY 2018-19

Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	\$0	\$37,123	\$37,123
Non-General Fund	\$0	\$0	\$0
Total	\$0	\$37,123	\$37,123

DEPARTMENT: DBI– BUILDING INSPECTION

YEAR ONE: FY 2017-18

Budget Changes

The Department’s proposed \$77,245,817 budget for FY 2017-18 is \$7,009,770 or 10.0% more than the original FY 2016-17 budget of \$70,236,047.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2017-18 are 281.00 FTEs, which are 1.03 FTEs less than the 282.03 FTEs in the original FY 2016-17 budget. This represents a 0.4% decrease in FTEs from the original FY 2016-17 budget.

Revenue Changes

The Department's revenues of \$77,245,817 in FY 2017-18, are \$7,009,770 or 10.0% more than FY 2016-17 revenues of \$70,236,047.

YEAR TWO: FY 2018-19

Budget Changes

The Department’s proposed \$76,341,289 budget for FY 2018-19 is \$904,528 or 1.2% less than the Mayor’s proposed FY 2017-18 budget of \$77,245,817.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2018-19 are 280.82 FTEs, which are 0.18 FTEs less than the 281 FTEs in the Mayor’s proposed FY 2017-18 budget. This represents a 0.1% decrease in FTEs from the Mayor’s proposed FY 2017-18 budget.

Revenue Changes

The Department's revenues of \$76,341,289 in FY 2018-19, are \$904,528 or 1.2% less than FY 2017-18 estimated revenues of \$77,245,817.

RECOMMENDATIONS

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2017-18 AND FY 2018-19**

DEPARTMENT: DBI-BUILDING INSPECTION

YEAR ONE: FY 2017-18

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$1,172,118 in FY 2017-18. Of the \$1,172,118 in recommended reductions, \$872,118 are ongoing savings and \$300,000 are one-time savings. These reductions would still allow an increase of \$5,837,652 or 8.3% in the Department's FY 2017-18 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended encumbrances of \$45,952, for a total savings of \$1,218,070.

Finally, the Budget and Legislative Analyst identified ten proposed vehicle purchases totaling \$290,000 in FY 1-2017-18 for which approval is a policy decision for the Board of Supervisors.

YEAR TWO: FY 2018-19

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$904,365 in FY 2018, all of which are ongoing savings.

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2017-18 and FY 2018-19 Two-Year Budget**

DBI - Building Inspection

Object Title	FY 2017-18						FY 2018-19					
	FTE		Amount		GF	1T	FTE		Amount		GF	1T
	From	To	From	To			From	To	From	To		
ADMINISTRATION/SUPPORT SERVICES												
PROGRAMMATIC PROJECTS- BUDGET			\$300,000	\$0	\$300,000	X						\$0
Reduce this line dedicated to purchasing a new document management system to zero. The Department currently has \$14.8 million on reserve for various projects in this fund, including \$800,000 for a new document management system that has been on reserve since August 2010.												
9993M_Z	(1.26)		(\$137,434)	(\$198,680)	\$61,246		(1.26)		(\$141,557)	(\$204,641)		\$63,084
9993M_Z	0.00		(\$55,219)	(\$85,933)	\$30,714		0.00		(\$58,198)	(\$90,619)		\$32,421
9993M_Z	0.00		\$0	(\$61,246)	\$61,246		0.00		\$0	(\$63,084)		\$63,084
9993M_Z	0.00		\$0	(\$30,714)	\$30,714		0.00		\$0	(\$32,421)		\$32,421
<i>Total Savings</i>											\$183,918	\$191,009
Increase attrition to account for historical salary savings.												
HOUSING INSPECTION/CODE ENFORCEMENT SVCS												
Building Inspector	9.00	7.00	\$1,106,523	\$860,629	\$245,894		9.00	7.00	\$1,139,719	\$886,449		\$253,270
Mandatory Fringe Benefits	0.00	0.00	\$441,927	\$343,721	\$98,206		0.00	0.00	\$465,337	\$361,929		\$103,408
<i>Total Savings</i>											\$344,100	\$356,678
Delete 2.00 FTE vacant Building Inspectors. The Department currently has 18 vacant Building Inspector positions, one of which has been vacant since September 2013 and another which has been vacant since December 2015. In addition, the Department is expected to have a salary surplus of \$2.9 million in FY 16-17 and had a salary surplus of \$3.4 million in FY 15-16 in this fund. After it fills the remaining vacant Building Inspector positions, it will still have 54.00 FTEs Building Inspectors to fulfill its mandates.												
Ongoing Savings												

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2017-18 and FY 2018-19 Two-Year Budget**

DBI - Building Inspection

Object Title	FY 2017-18						FY 2018-19							
	FTE		Amount		GF 1T		FTE		Amount		GF 1T			
	From	To	From	To	Savings	GF	1T	From	To	From	To	Savings	GF	1T
INSPECTION SERVICES														
Building Inspector	32.00	30.00	\$3,934,303	\$3,688,409	\$245,894			32.00	30.00	\$4,052,332	\$3,799,062	\$253,270		
Mandatory Fringe Benefits	0.00	0.00	\$1,571,293	\$1,473,087	\$98,206			0.00	0.00	\$1,654,531	\$1,551,123	\$103,408		
			<i>Total Savings</i>		\$344,100					<i>Total Savings</i>		\$356,678		
Delete 2.00 FTE vacant Building Inspectors. The Department currently has 18 vacant Building Inspector positions, one of which has been vacant since September 2013 and another which has been vacant since December 2015. In addition, the Department is expected to have a salary surplus of \$2.9 million in FY 16-17 and had a salary surplus of \$3.4 million in FY 15-16 in this fund. After it fills the remaining vacant Building Inspector positions, it will still have 54.00 FTEs Building Inspectors to fulfill its mandates.														

FY 2017-18

Total Recommended Reductions			
One-Time	Ongoing	Total	
General Fund	\$0	\$0	\$0
Non-General Fund	\$300,000	\$872,118	\$1,172,118
Total	\$300,000	\$872,118	\$1,172,118

FY 2018-19

Total Recommended Reductions			
One-Time	Ongoing	Total	
General Fund	\$0	\$0	\$0
Non-General Fund	\$0	\$904,365	\$904,365
Total	\$0	\$904,365	\$904,365

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2017-18 and FY 2018-19 Two-Year Budget**

DBI - Building Inspection

Object Title	FY 2017-18				FY 2018-19				
	FTE		Amount		FTE		Amount		
	From	To	From	To	From	To	From	To	
Policy Recommendations									
HOUSING INSPECTION/CODE ENFORCEMENT SVCS									
EQUIPMENT PURCHASE			\$29,000	\$0			\$29,000	X	
EQUIPMENT PURCHASE			\$29,000	\$0			\$29,000	X	
			<i>Total Savings</i>	\$58,000					\$0
<p>The City recently approved an ordinance (File 17-0210) to transition the City's passenger vehicles to Zero Emission Vehicles. As part of the ordinance, the City plans to use the opportunity to "right-size" (down-size underutilized vehicles) the overall fleet. Therefore, the recommended reduction of two vehicles is consistent with this policy to "right-size" the City's fleet. If these replacement vehicles are allowed, place the funds on Controller's Reserve pending the finalization of the new Vehicle Selector List to include approved zero emissions vehicle(s) by the Office of Contract Administration.</p>									
INSPECTION SERVICES									
EQUIPMENT PURCHASE			\$29,000	\$0			\$29,000	X	
EQUIPMENT PURCHASE			\$29,000	\$0			\$29,000	X	
EQUIPMENT PURCHASE			\$29,000	\$0			\$29,000	X	
EQUIPMENT PURCHASE			\$29,000	\$0			\$29,000	X	
EQUIPMENT PURCHASE			\$29,000	\$0			\$29,000	X	
EQUIPMENT PURCHASE			\$29,000	\$0			\$29,000	X	
			<i>Total Savings</i>	\$232,000					\$0
<p>The City recently approved an ordinance (File 17-0210) to transition the City's passenger vehicles to Zero Emission Vehicles. As part of the ordinance, the City plans to use the opportunity to "right-size" (down-size underutilized vehicles) the overall fleet. Therefore, the recommended reduction of eight vehicles is consistent with this policy to "right-size" the City's fleet. If these replacement vehicles are allowed, place the funds on Controller's Reserve pending the finalization of the new Vehicle Selector List to include approved zero emissions vehicle(s) by the Office of Contract Administration.</p>									

FY 2017-18

Total Policy/Reserve Recommendations

	One-Time	Ongoing	Total
General Fund	\$0	\$0	\$0
Non-General Fund	\$290,000	\$0	\$290,000
Total	\$290,000	\$0	\$290,000

FY 2018-19

Total Policy/Reserve Recommendations

	One-Time	Ongoing	Total
General Fund	\$0	\$0	\$0
Non-General Fund	\$0	\$0	\$0
Total	\$0	\$0	\$0

DEPARTMENT: DBI- BUILDING INSPECTION

Year	Department Code	Subfund Code	Vendor No	Vendor Name	Index Code	Remaining Balance
15	DBI	2SBIFANP	64607	XTECH	DBIIMS	28,127.00
16	DBI	2SBIFANP	18151	RICOH USA INC	DBIIMS	769.75
16	DBI	2SBIFANP	82196	STAPLES BUSINESS ADVANTAGE	DBIASD	287.95
16	DBI	2SBIFANP	82196	STAPLES BUSINESS ADVANTAGE	DBIBIC	326.60
16	DBI	2SBIFANP	82196	STAPLES BUSINESS ADVANTAGE	DBIBID	564.88
16	DBI	2SBIFANP	82196	STAPLES BUSINESS ADVANTAGE	DBICES	596.71
16	DBI	2SBIFANP	82196	STAPLES BUSINESS ADVANTAGE	DBICSD	37.49
16	DBI	2SBIFANP	82196	STAPLES BUSINESS ADVANTAGE	DBIDIR	222.97
16	DBI	2SBIFANP	82196	STAPLES BUSINESS ADVANTAGE	DBIEID	356.26
16	DBI	2SBIFANP	82196	STAPLES BUSINESS ADVANTAGE	DBIHIS	133.04
16	DBI	2SBIFANP	82196	STAPLES BUSINESS ADVANTAGE	DBIIMS	858.51
16	DBI	2SBIFANP	82196	STAPLES BUSINESS ADVANTAGE	DBIPCB	245.94
16	DBI	2SBIFANP	82196	STAPLES BUSINESS ADVANTAGE	DBIPID	238.93
16	DBI	2SBIFANP	82196	STAPLES BUSINESS ADVANTAGE	DBIPPD	270.19
16	DBI	2SBIFANP	82196	STAPLES BUSINESS ADVANTAGE	DBISTR	101.54
16	DBI	2SBIFANP	82196	STAPLES BUSINESS ADVANTAGE	DBITSD	14.95
16	DBI	2SBIFANP	82196	STAPLES BUSINESS ADVANTAGE	DBIDCU	100.00
16	DBI	2SBIFANP	18151	RICOH USA INC	DBIIMS	6,902.66
16	DBI	2SBIFANP	59382	INTERNATIONAL CODE COUNCIL INC	DBITSD	14.95
16	DBI	2SBIFANP	64607	XTECH	DBIIMS	933.63
16	DBI	2SBIFANP	62025	AMERITECH COMPUTER SERVICES INC	DBIIMS	167.97
16	DBI	2SBIFANP	58893	EN POINTE TECHNOLOGIES SALES INC	DBIIMS	4,680.00
TOTAL						45,951.92

DEPARTMENT: ART – ARTS COMMISSION

YEAR ONE: FY 2017-18

Budget Changes

The Department's proposed \$17,449,834 budget for FY 2017-18 is \$1,276,529 or 7.9% more than the original FY 2016-17 budget of \$16,173,305.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2017-18 are 30.63 FTEs, which are 0.15 FTEs more than the 30.48 FTEs in the original FY 2016-17 budget. This represents a 0.5% increase in FTEs from the original FY 2016-17 budget.

Revenue Changes

The Department's revenues of \$6,850,279 in FY 2017-18, are \$372,558 or 5.8% more than FY 2016-17 revenues of \$6,477,721.

YEAR TWO: FY 2018-19

Budget Changes

The Department's proposed \$17,821,030 budget for FY 2018-19 is \$371,196 or 2.1% more than the Mayor's proposed FY 2017-18 budget of \$17,449,834.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2018-19 are 30.62 FTEs, which are 0.01 FTEs less than the 30.63 FTEs in the Mayor's proposed FY 2017-18 budget. This is essentially equal to the FTEs from the Mayor's proposed FY 2017-18 budget.

Revenue Changes

The Department's revenues of \$6,826,377 in FY 2018-19, are \$23,902 or 0.3% less than FY 2017-18 estimated revenues of \$6,850,279.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2017-18 AND FY 2018-19**

DEPARTMENT: ART – ARTS COMMISSION

RECOMMENDATIONS

YEAR ONE: FY 2017-18

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$54,259 in FY 2017-18. Of the \$54,259 in recommended reductions, \$4,881 are ongoing savings and \$49,378 are one-time savings. These reductions would still allow an increase of \$1,222,270 or 7.6% in the Department’s FY 2017-18 budget.

YEAR TWO: FY 2018-19

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$4,881 in FY 2018-19. All of the \$4,881 in recommended reductions are ongoing savings. These reductions would still allow an increase of \$366,315 or 2.1% in the Department’s FY 2018-19 budget.

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2017-18 and FY 2018-19 Two-Year Budget**

ART - Arts Commission

Object Title	FY 2017-18						FY 2018-19					
	FTE		Amount		Savings	GF 1T	FTE		Amount		Savings	GF 1T
	From	To	From	To			From	To	From	To		
EEJ - Art Commission - Administration												
Materials & Supplies Budget Only			\$15,110	\$10,229	\$4,881	X			\$15,110	\$10,229	\$4,881	X
Reduce budgeted amount in Materials & Supplies to reflect historical expenditures. This reduction reflects the highest amount spent in this area in the past three years.												
Attrition Savings	(0.49)	(0.72)	(\$49,580)	(\$68,631)	\$19,051	X X						
Mandatory Fringe Benefits			(\$20,764)	(\$29,196)	\$8,432	X X						
<i>Total Savings \$27,483</i>												
Increase Attrition Savings to reflect delayed hiring of vacant 1.0 FTE 1634 Principal Account Clerk position. The Department is in the process of interviewing.												
EEY - Community Investments												
Attrition Savings	0.00	(0.23)	\$0	(\$17,801)	\$17,801	X X						
Mandatory Fringe Benefits			\$0	(\$4,094)	\$4,094	X X						
<i>Total Savings \$21,895</i>												
Increase Attrition Savings to reflect delayed hiring of vacant 1.0 FTE 3549 Arts Program Assistant position. The Department is in the process of interviewing.												

FY 2017-18

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund	\$49,378	\$4,881
Non-General Fund	\$0	\$0
Total	\$49,378	\$4,881

FY 2018-19

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund	\$0	\$4,881
Non-General Fund	\$0	\$0
Total	\$0	\$4,881

DEPARTMENT: WAR – WAR MEMORIAL

YEAR ONE: FY 2017-18

Budget Changes

The Department's proposed \$27,034,730 budget for FY 2017-18 is \$1,413,494 or 5.5% more than the original FY 2016-17 budget of \$25,621,236.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2017-18 are 70.45 FTEs, which are 1.99 FTEs more than the 68.46 FTEs in the original FY 2016-17 budget. This represents a 2.9% increase in FTEs from the original FY 2016-17 budget.

Revenue Changes

The Department's revenues of \$17,759,794 in FY 2017-18, are \$1,243,238 or 7.5% more than FY 2016-17 revenues of \$16,516,556.

YEAR TWO: FY 2018-19

Budget Changes

The Department's proposed \$31,781,337 budget for FY 2018-19 is \$4,746,607 or 17.6% more than the Mayor's proposed FY 2017-18 budget of \$27,034,730.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2018-19 are 69.95 FTEs, which are 0.5 FTEs less than the 70.45 FTEs in the Mayor's proposed FY 2017-18 budget. This represents a 0.7% decrease in FTEs from the Mayor's proposed FY 2017-18 budget.

Revenue Changes

The Department's revenues of \$22,508,502 in FY 2018-19, are \$4,478,708 or 26.7% more than FY 2017-18 estimated revenues of \$17,759,794.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2017-18 AND FY 2018-19**

DEPARTMENT: WAR – WAR MEMORIAL

RECOMMENDATIONS

YEAR ONE: FY 2017-18

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$124,088 in FY 2017-18. All of the \$124,088 in recommended reductions are one-time savings. These reductions would still allow an increase of \$1,289,406 or 5.0% in the Department’s FY 2017-18 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended encumbrances of \$5,164, for total General Fund savings of \$129,252.

YEAR TWO: FY 2018-19

The Budget and Legislative Analyst has no recommended reductions to the proposed budget for FY 2018-19.

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2017-18 and FY 2018-19 Two-Year Budget**

WAR - War Memorial

Object Title	FY 2017-18						FY 2018-19							
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To	From	To			
Attrition Savings	(3.44)	(4.39)	(\$300,134)	(\$385,946)	\$85,812	X	X							
Mandatory Fringe Benefits			(\$132,420)	(\$170,696)	\$38,276	X	X							
			<i>Total Savings</i>	\$124,088										
	Increase Attrition Savings to reflect delayed hiring of vacant 1.0 FTE 7333 Apprentice Stationary Engineer by six months. The position has not yet been posted. In addition, increase Attrition Savings to reflect delayed hiring of two months for 3.0 FTE vacant 7334 Stationary Engineers. The Department has submitted a request to DHR to fill these positions on a provisional basis.													
	One-time savings.													

FY 2017-18

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund	\$0	\$124,088
Non-General Fund	\$0	\$0
Total	\$0	\$124,088

FY 2018-19

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund	\$0	\$0
Non-General Fund	\$0	\$0
Total	\$0	\$0

DEPARTMENT: WAR – WAR MEMORIAL

Year	Department Code	Subfund Code	Vendor No	Vendor Name	Index Code	Remaining Balance
16	WAR	2SWMFAAA	12764	KONE INC	465006	1,230.56
16	WAR	2SWMFAAA	06675	THYSSENKRUPP ELEVATOR CORP	465006	1,587.32
16	WAR	2SWMFAAA	19711	WEST COAST CONTRACTORS SERVICES	465006	1,758.84
16	WAR	2SWMFAAA	19711	WEST COAST CONTRACTORS SERVICES	465006	587.24
					TOTAL	\$5,163.96

DEPARTMENT: CHF – CHILDREN, YOUTH AND THEIR FAMILIES

YEAR ONE: FY 2017-18

Budget Changes

The Department's proposed \$209,619,774 budget for FY 2017-18 is \$16,913,151 or 8.8% more than the original FY 2016-17 budget of \$192,706,623.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2017-18 are 53.86 FTEs, which are 1.67 FTEs more than the 52.19 FTEs in the original FY 2016-17 budget. This represents a 3.2% increase in FTEs from the original FY 2016-17 budget.

Revenue Changes

The Department's revenues of \$173,277,922 in FY 2017-18, are \$19,659,939 or 12.8% more than FY 2016-17 revenues of \$153,617,983.

YEAR TWO: FY 2018-19

Budget Changes

The Department's proposed \$218,975,395 budget for FY 2018-19 is \$9,355,621 or 4.5% more than the Mayor's proposed FY 2017-18 budget of \$209,619,774.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2018-19 are 54.97 FTEs, which is 1.11 FTE more than the 53.86 FTEs in the Mayor's proposed FY 2017-18 budget. This represents a 2.1% increase in FTEs from the Mayor's proposed FY 2017-18 budget.

Revenue Changes

The Department's revenues of \$181,999,316 in FY 2018-19, are \$8,721,394 or 5.0% more than FY 2017-18 estimated revenues of \$173,277,922.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2017-18 AND FY 2018-19**

DEPARTMENT: CHF – CHILDREN, YOUTH AND THEIR FAMILIES

RECOMMENDATIONS

YEAR ONE: FY 2017-18

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$301,045 in FY 2017-18. Of the \$301,045 in recommended reductions, all are one-time savings. These reductions would still allow an increase of \$16,612,106 or 8.6% in the Department’s FY 2017-18 budget.

YEAR TWO: FY 2018-19

The Budget and Legislative Analyst does not recommend reductions to the Department’s FY 2018-19 budget.

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2017-18 and FY 2018-19 Two-Year Budget
CHF - Children, Youth and Their Families**

Object Title	FY 2017-18						FY 2018-19							
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To	From	To			
FAL - Children's Baseline														
Attrition Savings			\$0	(\$69,307)	\$69,307	x	x							
Mandatory Fringe Benefits			\$0	(\$27,904)	\$27,904	x	x							
			<i>Total Savings</i>		\$97,211									
	Increase attrition savings to account for hiring delays for one Manager II position.													
City Grant Programs			\$432,667	\$338,833	\$93,834	x	x							
	Reduce to FY 2016-17 funding for the Our Children Our Families Council. The budget increased in FY 2017-18 to meet the requirements of the Council. However, because this is a continuing project, the Department has approximately \$128,000 in prior years unspent funds that can be carried forward to FY 2017-18 to meet these requirements.													
City Grant Programs			\$6,053,543	\$5,943,543	\$110,000	x	x							
	Reduce the 038 City Grant program by \$110,000. The Department has encumbered funds for a contract for Emergency Children's Services for which the Department has not spent funds in the past 14 months. Excluding the Mayor's 2.5% cost of doing business increase for General Fund grants, the Department is receiving an increase of \$881,397 for City Grant programs in the Children's Baseline and an increase of \$1,113,039 in particular for Emergency Children's Services.													

FY 2017-18

Total Recommended Reductions			
One-Time	Ongoing	Total	
General Fund	\$301,045	\$0	\$301,045
Non-General Fund	\$0	\$0	\$0
Total	\$301,045	\$0	\$301,045

FY 2018-19

Total Recommended Reductions			
One-Time	Ongoing	Total	
General Fund	\$0	\$0	\$0
Non-General Fund	\$0	\$0	\$0
Total	\$0	\$0	\$0

DEPARTMENT: DPH– DEPARTMENT OF PUBLIC HEALTH

YEAR ONE: FY 2017-18

Budget Changes

The Department's proposed \$2,200,747,561 budget for FY 2017-18 is \$141,871,122 or 6.9% more than the original FY 2016-17 budget of \$2,058,876,439.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2017-18 are 6,867.02 FTEs, which are 60.72 FTEs more than the 6,806.30 FTEs in the original FY 2016-17 budget. This represents a 0.9% increase in FTEs from the original FY 2016-17 budget.

Revenue Changes

The Department's revenues of \$1,481,716,931 in FY 2017-18, are \$30,429,825 or 2.1% more than FY 2016-17 revenues of \$1,451,287,106.

YEAR TWO: FY 2018-19

Budget Changes

The Department's proposed \$2,224,017,666 budget for FY 2018-19 is \$23,270,105 or 1.1% more than the Mayor's proposed FY 2017-18 budget of \$2,200,747,561.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2018-19 are 6,867.02 FTEs, which is unchanged from the 6,867.02 FTEs in the Mayor's proposed FY 2017-18 budget.

Revenue Changes

The Department's revenues of \$1,451,722,830 in FY 2018-19, are \$29,994,101 or 2.0% less than FY 2017-18 estimated revenues of \$1,481,716,931.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2017-18 AND FY 2018-19**

DEPARTMENT: DPH – DEPARTMENT OF PUBLIC HEALTH

RECOMMENDATIONS

YEAR ONE: FY 2017-18

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$3,263,134 in FY 2017-18. Of the \$3,263,134 in recommended reductions, \$3,230,402 are ongoing savings and \$32,732 are one-time savings. These reductions would still allow an increase of \$138,607,988 or 6.7% in the Department’s FY 2017-18 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended encumbrances of \$420,298 for total General Fund savings of \$3,683,432.

YEAR TWO: FY 2018-19

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$2,139,189 in FY 2018-19. Of the \$2,139,189 in recommended reductions, \$2,115,725 are ongoing savings and \$23,464 are one-time savings. These reductions would still allow an increase of \$21,130,916 or 1.0% in the Department’s FY 2018-19 budget.

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2017-18 and FY 2018-19 Two-Year Budget**

DPH - Department of Public Health		FY 2017-18						FY 2018-19					
		FTE		Amount		GF	1T	FTE		Amount		GF	1T
From	To	From	To	From	To			From	To	From	To		
DHP - Primary Care, Ambulatory Care, and Health Centers													
Vehicle for Primary Care and Behavioral Health Facilities Maintenance	1.00	0.00	\$32,732	\$0	\$32,732	x	x						
Deny the request for one new vehicle (Ford F-150 Gas 1/2 Ton Regular Cab PU). The Department has 10 existing vehicles (vans, SUVs, and cars) that are used less than eight days each month. In addition, eight of these 10 vehicles have less than 10,000 miles.													
DPD - Community Health Prevention													
2586 Health Worker II	1.50	1.00	\$100,505	\$67,004	\$33,502	x	x	1.50	1.00	\$103,520	\$69,013	\$34,507	x
Mandatory Fringe Benefits			\$48,450	\$32,300	\$16,150	x	x			\$51,122	\$34,081	\$17,041	x
			<i>Total Savings</i>		\$49,652			<i>Total Savings</i>		\$51,547			
Delete 0.50 FTE 2586 Healthworker II vacant position. This position has not been permanently filled since 2012.													
DMS - Substance Abuse Community Care													
Professional and Specialized Services			\$37,038,900	\$36,988,900	\$50,000	x	x			\$36,701,248	\$36,651,248	\$50,000	x
Reduce allocated budget for professional and specialized services. This budget allocation is consistently underspent by at least \$50,000 each year.													
Attrition Savings	(17.15)		(\$1,668,006)	(\$1,968,006)	\$300,000	x	x	(17.15)		(\$1,718,045)	(\$1,918,045)	\$200,000	x
Mandatory Fringe Benefits			(\$700,977)	(\$827,052)	\$126,075	x	x			(\$738,704)	(\$824,698)	\$85,994	x
			<i>Total Savings</i>		\$426,075			<i>Total Savings</i>		\$285,994			
Increase attrition savings to account for hiring delays and staff turnover in the Substance Abuse division. The Department is projected to have attrition savings of \$10,979,777 during FY 2016-17.													
DMF - Forensics and Ambulatory Care													
Materials & Supplies Budget Only			\$5,636,802	\$5,626,802	\$10,000	x	x			\$563,680	\$558,680	\$5,000	x
Reduce allocated budget for materials and supplies. This budget allocation is consistently underspent by at least \$5,000 each year.													

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2017-18 and FY 2018-19 Two-Year Budget**

DPH - Department of Public Health		FY 2017-18						FY 2018-19							
		FTE		Amount		GF	1T	Savings		FTE		Amount		GF	1T
From	To	From	To	From	To			From	To	From	To	From	To		
Equipment Purchase															
2932 Senior Psychiatric Social Worker	4.00	3.00	\$424,838	\$318,629	x		\$106,209		4.00	3.00	\$437,583	\$328,187	x	\$109,396	
Mandatory Fringe Benefits			\$172,426	\$129,320	x		\$43,228				\$181,528	\$136,146	x	\$45,382	
			<i>Total Savings</i>	<i>\$149,437</i>							<i>Total Savings</i>	<i>\$154,778</i>			
Delete 1.00 FTE 2932 Senior Psychiatric Social Worker vacant position to address projected attrition savings of \$10,979,777 during FY 2016-17.															
D1H - Acute Care Hospital															
Vehicle									1.00	0.00	\$23,464	\$0	x	\$23,464	x
Deny the request for one new vehicle. The City recently approved an ordinance (File 17-0210) to transition the City's passenger vehicles to Zero Emission Vehicles. As part of the ordinance, the City plans to use the opportunity to "right-size" (down-size underutilized vehicles) the overall fleet. Therefore, the recommended reduction is consistent with this policy to downsize the fleet. If approved, the additional new vehicle would increase the current size of the City's fleet.															
2430 Medical Evaluations Assistant	46.40	46.30	\$3,177,308	\$3,160,868	x		\$16,440.00		46.40	46.30	\$3,272,628	\$3,255,695	x	\$16,933	
Mandatory Fringe Benefits			\$1,557,165	\$1,551,544	x		\$5,621				\$1,643,169	\$1,637,235	x	\$5,934	
			<i>Total Savings</i>	<i>\$22,061</i>							<i>Total Savings</i>	<i>\$22,867</i>			
Delete 0.10 FTE 2430 Medical Evaluations Assistant long-term vacant position.															
Ongoing savings.															
Step Adjustments, Miscellaneous			(\$2,370,268)	(\$2,720,268)	x		\$350,000				(\$2,462,353)	(\$2,637,353)	x	\$175,000	
Mandatory Fringe Benefits			(\$646,138)	(\$741,548)	x		\$95,410				(\$681,876)	(\$730,337)	x	\$48,461	
			<i>Total Savings</i>	<i>\$445,410</i>							<i>Total Savings</i>	<i>\$223,461</i>			
Increase attrition savings to account for continued hiring delays and staff turnover at the Zuckerberg San Francisco General Hospital. Of the 202.22 FTE new positions that were approved for hire during FY 2016-17, the Department was able to hire 71.67 FTE, leaving 130.55 FTE new positions still being processed as of May 2017. This adjustment in attrition savings better reflects expected spending levels for FY 2017-19.															
Materials and Supplies			\$30,731,520	\$30,431,520	x		\$300,000				\$33,781,888	\$33,656,888	x	\$125,000	
Reduce the budget allocated for materials and supplies. This budget allocation is consistently underspent by at least \$300,000, and through the proposed budget will increase by \$2.07 million.															
Ongoing savings.															

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2017-18 and FY 2018-19 Two-Year Budget**

DPH - Department of Public Health	FY 2017-18						FY 2018-19					
	FTE		Amount		GF	1T	FTE		Amount		GF	1T
	From	To	From	To			From	To	From	To		
Equipment Purchase												
FAM - Mental Health, Children's Program												
Step Adjustments, Miscellaneous		(\$8,724)		(\$308,724)	x				(\$8,986)			(\$158,986)
Mandatory Fringe Benefits		(\$2,361)		(\$83,551)	x				(\$2,469)			(\$43,683)
		<i>Total Savings</i>		<i>\$381,190</i>					<i>Total Savings</i>			<i>\$191,214</i>
	Reduce the budgeted step adjustments to account for hiring delays, staff turnover, and projected step adjustments in the Mental Health division. The Department is projected to have attrition savings of \$10,979,777 during FY 2016-17.											
	DHA - Central Administration											
Professional and Specialized Services			\$181,000	\$31,000	x				\$2,428,085	\$2,278,085		\$150,000
	Reduce the budget allocated for professional and specialized services. This budget allocation is consistently underspent by at least \$150,000 in this fund.											
Professional and Specialized Services			\$255,148	\$105,148	x				\$2,428,085	\$2,278,085		\$150,000
	Reduce the budget allocated for professional and specialized services. This budget allocation is consistently underspent by at least \$150,000.											
Attrition Savings	(0.01)		(\$806)	(\$75,806)	x				(\$830)	(\$75,830)		\$75,000
Mandatory Fringe Benefits			(\$361)	(\$7,614)	x				(\$382)	(\$8,542)		\$8,160
		<i>Total Savings</i>		<i>\$82,253</i>					<i>Total Savings</i>	<i>\$83,160</i>		
	Increase attrition savings to account for hiring delays and staff turnover in the Public Health division. The Department is projected to have attrition savings of \$10,979,777 during FY 2016-17.											
Attrition Savings	(0.98)		(\$78,308)	(\$128,308)	x				(\$80,657)	(\$130,657)		\$50,000
Mandatory Fringe Benefits			(\$35,275)	(\$40,110)	x				(\$37,202)	(\$42,642)		\$5,440
		<i>Total Savings</i>		<i>\$54,835</i>					<i>Total Savings</i>	<i>\$55,440</i>		
	Increase attrition savings to account for hiring delays and staff turnover in the Public Health division. The Department is projected to have attrition savings of \$10,979,777 during FY 2016-17.											
Attrition Savings	(0.01)		(\$1,000)	(\$201,000)	x				(\$1,030)	\$500,000		\$100,000
Mandatory Fringe Benefits			(\$413)	(\$19,753)	x				(\$437)	(\$11,317)		\$10,880
		<i>Total Savings</i>		<i>\$219,340</i>					<i>Total Savings</i>	<i>\$110,880</i>		
	Increase attrition savings to account for hiring delays and staff turnover in the Public Health division. The Department is projected to have attrition savings of \$10,979,777 during FY 2016-17.											

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2017-18 and FY 2018-19 Two-Year Budget**

DPH - Department of Public Health		FY 2017-18						FY 2018-19							
		FTE		Amount		Savings		FTE		Amount		Savings			
Equipment Purchase		From	To	From	To	Savings	GF	1T	From	To	From	To	Savings	GF	1T
DIVM - Mental Health and Community Care															
Materials & Supplies Budget Only			\$6,459,746	\$6,409,746		\$50,000	x				\$7,022,649	\$6,972,649		\$50,000	x
		Reduce the budget allocated for materials and supplies. This budget allocation is consistently underspent by at least \$50,000.													
Professional and Specialized Services			\$56,725,996	\$56,325,996		\$400,000	x				\$56,536,196	\$56,336,196		\$200,000	x
		Reduce the budget allocated for professional and specialized services. This budget allocation is consistently underspent by at least \$200,000.													
DPE - Emergency Services Agency															
Attrition Savings	(0.01)		(\$1,000)	(\$201,000)		\$200,000	x		(0.01)		(\$1,030)	(\$101,030)		\$100,000	x
Mandatory Fringe Benefits			(\$409)	(\$19,749)		\$19,340	x				(\$432)	(\$11,312)		\$10,880	x
		<i>Total Savings \$219,340</i>													
		Increase attrition savings to account for hiring delays and staff turnover in the Public Health division. The Department is projected to have attrition savings of \$10,979,777 during FY 2016-17.													
DPB - Environmental Health Services															
1406 Senior Clerk	0.77		\$47,160	\$0		\$47,160	x		1.00		\$63,083	\$0		\$63,083	x
Mandatory Fringe Benefits			\$23,650	\$0		\$23,650	x				\$32,421	\$0		\$32,421	x
		<i>Total Savings \$70,810</i>													
		Delete new proposed 0.77 FTE 1406 Senior Clerk position. The Department has at least 6.51 FTE existing vacant positions in this job classification (254.90 FTE existing vacant positions across all funds), and at least 1.51 FTE that have been vacant for over four years. The Budget and Legislative Analyst recommends that the Department fill an existing vacant position in this classification instead of adding 0.77 FTE 1406 Senior Clerk position.													

FY 2017-18

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund	\$32,732	\$3,230,402
Non-General Fund	\$0	\$0
Total	\$32,732	\$3,230,402

FY 2018-19

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund	\$23,464	\$2,115,725
Non-General Fund	\$0	\$0
Total	\$23,464	\$2,115,725

DEPARTMENT: DPH– DEPARTMENT OF PUBLIC HEALTH

Year	Department Code	Subfund Code	Vendor No	Vendor Name	Index Code	Remaining Balance
16	DPH	1GAGFAAA	28705	GEN-PROBE SLS & SVC INC(SUB HOLOGIC INC)	HCHPDLABORGF	\$1,107.22
16	DPH	1GAGFAAA	87247	AVIOQ INC	HCHPDLABORGF	8,290.17
16	DPH	1GAGFAAA	62283	GRM INFORMATION MANAGEMENT SERVICES	HCHPMADMINGF	2,189.33
16	DPH	1GAGFAAA	62283	GRM INFORMATION MANAGEMENT SERVICES	HCHPDRECSTGF	3,908.65
16	DPH	1GAGFAAA	62283	GRM INFORMATION MANAGEMENT SERVICES	HCHAAFISCLGF	3,687.88
16	DPH	1GAGFAAA	49109	GALINDO INSTALLATION & MOVING SERVICES	HCHPBADMINGF	1,462.00
16	DPH	1GAGFAAA	71557	U S PURE WATER CORP	HCHPMCCSPGGF	663.25
16	DPH	1GAGFAAA	71557	U S PURE WATER CORP	HCHAAFACMTGF	619.35
16	DPH	1GAGFAAA	44446	MCKESSON CORPORATION	HCHPDIMMSVGF	24,223.64
16	DPH	1GAGFAAA	62283	GRM INFORMATION MANAGEMENT SERVICES	HCHAAFISCLGF	1,950.29
16	DPH	1GAGFAAA	44809	OFFICE MAX INC	HCHAAFISCLGF	20,502.69
16	DPH	1GAGFAAA	44809	OFFICE MAX INC	HCHAAFISCLGF	1,128.95
16	DPH	1GAGFAAA	71924	ARUP LABORATORIES INC	HCHPDIMMSVGF	2,448.62
16	DPH	1GAGFAAA	61514	ACE COURIER EXPRESS INC	HCHIVPHADMGF	15,000.00
16	DPH	1GAGFAAA	44809	OFFICE MAX INC	HCHAPHPADMGF	15,309.96
16	DPH	1GAGFAAA	44809	OFFICE MAX INC	HCHAPHPADMGF	646.37
16	DPH	1GAGFAAA	44809	OFFICE MAX INC	HCHPMADMINGF	38,635.40
16	DPH	1GAGFAAA	44809	OFFICE MAX INC	HCHPMADMINGF	3,145.76
16	DPH	1GAGFAAA	48563	RENG CO	HCHIVPHADMGF	1,341.93
16	DPH	1GAGFAAA	48563	RENG CO	HCHPBADMINGF	921.00
16	DPH	1GAGFAAA	23505	SAN FRANCISCO SUPPLY MASTERS INC DBA CLE	HCHIVPHADMGF	847.87
16	DPH	1GAGFAAA	08549	GRAINGER	HCHAAFACMTGF	5,102.53
16	DPH	1GAGFAAA	78761	LASERLINK INTERNATIONAL INC	HCHIVPHADMGF	1,764.59
16	DPH	1GAGFAAA	71557	U S PURE WATER CORP	HCHPMADMINGF	805.00
16	DPH	1GAGFAAA	71557	U S PURE WATER CORP	HCHPMADMINGF	1,433.99
16	DPH	1GAGFAAA	27478	GIVE SOMETHING BACK INC	HCHIVPHADMGF	2,731.88
16	DPH	1GAGFAAA	81212	VP & RB CORP DBA UPS STORE 0361	HCHPBADMINGF	1,758.37
16	DPH	1GAGFAAA	04614	CATHOLIC CHARITIES	HCHSHHOUSGGF	3,621.74
16	DPH	1GAGFAAA	23505	SAN FRANCISCO SUPPLY MASTERS INC DBA CLE	HCHIVHVSVC SGF	1,015.95
16	DPH	1GAGFAAA	62283	GRM INFORMATION MANAGEMENT SERVICES	HCHACEXECTGF	2,000.00
16	DPH	1GAGFAAA	49781	ABBOTT LABORATORIES INC	HCHPDLABORGF	2,151.66
16	DPH	1GAGFAAA	49109	GALINDO INSTALLATION & MOVING SERVICES	HCHIVPHADMGF	884.00
16	DPH	1GAGFAAA	28810	BECTON DICKINSON DIAGNOSTIC SYSTEMS	HCHPDLABORGF	9,430.85
16	DPH	1GAGFAAA	62611	READYREFRESH	HCHAAFACMTGF	2,497.28
16	DPH	1GAGFAAA	85276	MALLORY SAFETY & SUPPLY LLC	HCHPBADMINGF	2,512.85
16	DPH	1GAGFAAA	79478	GOLDEN STATE LEGAL COPY LLC	HCHPBADMINGF	668.91
14	DPH	5HAAAAAA	C08746	NUANCE COMMUNICATIONS INC	HGH1HRM40136	23,831.45
15	DPH	5HAAAAAA	41132	OMNICELL INC	HGH1HPH40031	1,798.93
15	DPH	5HAAAAAA	42284	TOYON ASSOCIATES INC	HGH1HRM40051	7,830.84
15	DPH	5HAAAAAA	47995	SUPPLEMENTAL HEALTH CARE	HGH1HSC40111	4,735.00
15	DPH	5HAAAAAA	47995	SUPPLEMENTAL HEALTH CARE	HGH1HSC40111	997.00
15	DPH	5HAAAAAA	14380	KPMG LLP	HGH1HRM40136	1,163.00
15	DPH	5HAAAAAA	51709	HILL-ROM CO INC	HGH1HFM40001	1,349.40
15	DPH	5HAAAAAA	79212	AGFA HEALTHCARE CORPORATION	HGH1HCX40061	48,558.72
16	DPH	1GAGFAAA	34111	STERICYCLE INC	HCHAPADMINGF	15,174.60
16	DPH	1GAGFAAA	10634	KING AMERICAN AMBULANCE CO	HCHAPADMINGF	8,931.12

DEPARTMENT: DPH– DEPARTMENT OF PUBLIC HEALTH

Year	Department Code	Subfund Code	Vendor No	Vendor Name	Index Code	Remaining Balance
14	DPH	5LAAAAAA	18373	REGENTS OF THE UNIVERSITY OF CALIFORNIA	HLH448936	8,741.00
14	DPH	5LAAAAAA	38377	ROCHE DIAGNOSTICS CORP	HLH448878	9,705.94
15	DPH	5LAAAAAA	05264	COIT SERVICE INC	HLH449421	1,477.12
16	DPH	5LAAAAAA	58240	PACIFIC INTERMENT SERVICE INC	HLH449603	600.00
16	DPH	1GAGFAAA	72831	RED ARM MOVER	HMHMCC730515	625.28
16	DPH	1GAGFAAA	07792	COLE FOX HARDWARE	HMHMCC730515	3,160.91
16	DPH	1GAGFAAA	78306	H3 SUPPLIES	HMHMCC730515	941.27
16	DPH	1GAGFAAA	69455	AGURTO CORPORATION DBA PESTEC	HMHMCC730515	1,395.04
16	DPH	1GAGFAAA	49109	GALINDO INSTALLATION & MOVING SERVICES	HMHMCC730515	2,155.00
16	DPH	1GAGFAAA	34111	STERICYCLE INC	HMHMCC730515	7,093.78
16	DPH	1GAGFAAA	61946	TED'S MARKET	HMHMCP751594	4,975.24
16	DPH	1GAGFAAA	87676	SUNNY LAND PRODUCE INC	HMHMCC730515	5,258.18
16	DPH	1GAGFAAA	87452	SANTORA SALES	HMHMCC730515	1,980.33
16	DPH	1GAGFAAA	28399	OMEGA PACIFIC ELECTRICAL SUPPLY INC	HMHMCC730515	2,834.83
16	DPH	1GAGFAAA	14326	PATRICK & CO	HMHMCC730515	3,036.31
16	DPH	1GAGFAAA	35640	INTERNATIONAL EFFECTIVENESS CENTERS	HMHMCC730515	8,120.00
16	DPH	1GAGFAAA	44809	OFFICE MAX INC	HMHMCC730515	11,307.34
16	DPH	1GAGFAAA	44809	OFFICE MAX INC	HMHMCC730515	4,909.10
16	DPH	1GAGFAAA	11677	MAINLINE SECURITY INC.	HMHMCC730515	1,374.73
16	DPH	1GAGFAAA	11677	MAINLINE SECURITY INC.	HMHMCC730515	1,125.00
16	DPH	1GAGFAAA	48563	RENG CO	HMHMCC730515	1,090.59
16	DPH	1GAGFAAA	23505	SAN FRANCISCO SUPPLY MASTERS INC DBA CLE	HMHMCC730515	3,529.52
16	DPH	1GAGFAAA	C09215	SHAMROCK MOVING & STORAGE INC	HMHMCC730515	2,462.54
16	DPH	1GAGFAAA	78761	LASERLINK INTERNATIONAL INC	HMHMCC730515	6,039.35
16	DPH	1GAGFAAA	16322	SAN FRANCISCO FOOD BANK	HMHMCC730515	1,720.60
16	DPH	1GAGFAAA	95469	USA FLEET SOLUTIONS	HMHMCB731943	1,371.80
16	DPH	1GAGFAAA	81212	VP & RB CORP DBA UPS STORE 0361	HMHMCC730515	1,891.59
16	DPH	1GAGFAAA	85888	AMERICAN SECURITY RX	HMHMCC730515	997.51
16	DPH	1GAGFAAA	17018	SIERRA ELECTRIC CO	HMHMCC730515	2,166.94
16	DPH	1GAGFAAA	08671	GREYHOUND LINES INC	HMHMCC730515	10,190.00
16	DPH	1GAGFAAA	98248	J & L VEGI SUPERMARKET INC	HMHMCC730515	631.45
16	DPH	1GAGFAAA	23505	SAN FRANCISCO SUPPLY MASTERS INC DBA CLE	HMHMCC730515	842.21
16	DPH	1GAGFAAA	16135	SAFEWAY INC	HMHMCC730515	2,560.54
12	DPH	1GAGFAAA	64607	XTECH	HMHMHMISPHGF	3,207.50
					Total	\$420,298.53

DEPARTMENT: DSS – HUMAN SERVICES AGENCY

YEAR ONE: FY 2017-18

Budget Changes

The Department's proposed \$907,731,575 budget for FY 2017-18 is \$44,787,168 or 5.2% more than the original FY 2016-17 budget of \$862,944,407.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2017-18 are 2,117 FTEs, which are 49 FTEs more/less than the 2,068 FTEs in the original FY 2016-17 budget. This represents a 2.4% increase in FTEs from the original FY 2016-17 budget.

Revenue Changes

The Department's revenues of \$668,477,096 in FY 2017-18, are \$25,004,789 or 3.9% more than FY 2016-17 revenues of \$643,472,307.

YEAR TWO: FY 2018-19

Budget Changes

The Department's proposed \$925,914,229 budget for FY 2018-19 is \$18,182,654 or 2% more than the Mayor's proposed FY 2017-18 budget of \$907,731,575.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2018-19 are 2,113 FTEs, which are 4 FTEs less than the 2,117 FTEs in the Mayor's proposed FY 2017-18 budget. This represents a 0.2% decrease in FTEs from the Mayor's proposed FY 2017-18 budget.

Revenue Changes

The Department's revenues of \$670,106,579 in FY 2018-19, are \$1,629,483 or 0.2% more than FY 2017-18 estimated revenues of \$668,477,096.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2017-18 AND FY 2018-19**

DEPARTMENT: DSS – HUMAN SERVICES AGENCY

RECOMMENDATIONS

YEAR ONE: FY 2017-18

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$2,270,423 in FY 2017-18. Of the \$2,270,423 in recommended reductions, \$839,186 are ongoing savings and \$1,431,237 are one-time savings. These reductions would still allow an increase of \$42,516,745 or 4.9% in the Department’s FY 2017-18 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended encumbrances of \$1,641,183, including General Fund savings of \$1,015,988, for total General Fund savings of \$2,667,019.

In addition, the Budget and Legislative Analyst has identified two proposed vehicle purchases totaling \$53,806 in FY 2017-18 for which approval is a policy decision for the Board of Supervisors.

YEAR TWO: FY 2018-19

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$839,186 in FY 2018-19. Of the \$839,186 in recommended reductions, all are ongoing saving. These reductions would still allow an increase of \$17,343,468 or 1.9% in the Department’s FY 2018-19 budget.

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2017-18 and FY 2018-19 Two-Year Budget**

DSS - Human Services Agency

Object Title	FY 2017-18						FY 2018-19					
	FTE		Amount		Savings	GF 1T	FTE		Amount		Savings	GF 1T
	From	To	From	To			From	To	From	To		
	CAO - ADMINISTRATIVE SUPPORT											
Attrition Savings			(\$532,847)	(\$1,137,841)	\$604,994	x			(\$548,832)	(\$1,153,826)	\$604,994	x
Mandatory Fringe Benefits			(\$222,390)	(\$474,891)	\$234,192	x			(\$234,375)	(\$468,567)	\$234,192	x
			<i>Total Savings</i>	\$839,186					<i>Total Savings</i>	\$839,186		
	Increase attrition savings to account for the Department's ongoing vacant positions and salary savings.											
	CGO - ADULT PROTECTIVE SERVICES											
Attrition Savings			(\$418,476)	(\$515,882)	\$97,406	x						
Mandatory Fringe Benefits			(172,143)	(\$210,074)	\$37,931	x						
			<i>Total Savings</i>	\$135,337								
	Increase attrition savings to account for hiring delays for one Manager III and two 2944 Protective Service Supervisor positions.											

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2017-18 and FY 2018-19 Two-Year Budget**

DSS - Human Services Agency

Object Title	FY 2017-18						FY 2018-19					
	FTE		Amount		GF	1T	FTE		Amount		GF	1T
	From	To	From	To			From	To	From	To		
CIM - IN HOME SUPPORTIVE SERVICES												
Attrition Savings			(\$1,310,970)	(1,685,648)	\$374,678	x	x					
Mandatory Fringe Benefits			(577,944)	(722,467)	\$144,523	x	x					
			<i>Total Savings</i>		\$519,201							
			Increase attrition savings to FY 2016-17 budgeted amount.									
CGW - SF BENEFITS NET												
Manager II	1.00	0.00	\$138,613	\$0	\$138,613	x	x					
Mandatory Fringe Benefits			\$55,809	\$0	\$55,809	x	x					
			<i>Total Savings</i>		\$194,422							
			Delete one vacant limited-term Manager II position, which is already scheduled for deletion at the end of FY 2017-18.									
CGR - PUBLIC CONSERVATOR												
Attrition Savings			(\$276,890)	(\$383,715)	\$106,825	x	x					
Mandatory Fringe Benefits			(\$113,895)	(\$157,667)	\$43,772	x	x					
			<i>Total Savings</i>		\$150,597							
			Increase attrition savings to account for hiring delays for two 2940 Protective Service Workers.									
FAY - TRANSITIONAL-AGED YOUTH BASELINE												
TEMP-REGULAR-MISC			\$1,238,359	\$838,359	\$400,000	x	x					
Mandatory Fringe Benefits			\$98,078	\$66,398	\$31,680	x	x					
			<i>Total Savings</i>		\$431,680							
			Reduce temporary salaries by \$400,000. This is a continuing project with an estimated carryforward balance of \$400,000 from FY 2016-17.									

FY 2017-18

Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	\$1,063,601	\$587,430	\$1,651,031
Non-General Fund	\$367,636	\$251,756	\$619,392
Total	\$1,431,237	\$839,186	\$2,270,423

FY 2018-19

Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	\$0	\$587,430	\$587,430
Non-General Fund	\$0	\$251,756	\$251,756
Total	\$0	\$839,186	\$839,186

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2017-18 and FY 2018-19 Two-Year Budget**

DSS - Human Services Agency

Object Title	FY 2017-18						FY 2018-19					
	FTE		Amount		Savings	GF 1T	FTE		Amount		Savings	GF 1T
	From	To	From	To			From	To	From	To		
Policy Recommendations												
CAO - ADMINISTRATIVE SUPPORT												
Equipment Purchase			\$26,903	\$0	\$26,903	x	x					
Equipment Purchase			\$26,903	\$0	\$26,903	x	x					
			<i>Total Savings</i>		\$53,806							
<p>Approval of two replacement gas hybrid vehicles is a policy matter for the Board of Supervisors. The City recently approved an ordinance (File 17-0210) to transition the City's passenger vehicles to Zero Emission Vehicles. As part of the ordinance, the City plans to use the opportunity to "right-size" (down-size underutilized vehicles) the overall fleet. The proposed vehicles would replace a 1999 Ford Taurus and a 2000 Chevrolet Van, which has less than 56,000 miles. The Department currently has 70 passenger vehicles, including 3 new passenger vehicles approved in 2016. If these replacement vehicles are allowed, place the funds on Controller's Reserve pending the finalization of the new Vehicle Selector List to include approved zero emissions vehicles by the Office of Contract Administration.</p>												

FY 2017-18

Total Policy Recommendations		
One-Time	Ongoing	Total
General Fund	\$34,974	\$34,974
Non-General Fund	\$18,832	\$18,832
Total	\$53,806	\$53,806

FY 2018-19

Total Policy Recommendations		
One-Time	Ongoing	Total
General Fund	\$0	\$0
Non-General Fund	\$0	\$0
Total	\$0	\$0

DEPARTMENT: DSS – HUMAN SERVICES AGENCY

Year	Department Code	Subfund Code	Vendor No	Vendor Name	Index Code	General Fund	Non General Fund	Total
14	DSS	1GAGFAAA		NO VENDOR	45MCOH	0	103,087	103,087
15	DSS	1GAGFAAA		NO VENDOR	45ADOH	0	0	0
15	DSS	1GAGFAAA		NO VENDOR	45ADOH	0	2	2
15	DSS	1GAGFACP	01120	A A OFFICE EQUIPMENT CO	45FC4EWS	42,585	0	42,585
15	DSS	1GAGFACP		NO VENDOR	45FC4EWS	360,000	0	360,000
15	DSS	1GAGFACP		NO VENDOR	45FC4EWS	45,000	0	45,000
15	DSS	1GAGFACP		NO VENDOR	45ASLTA	80,000	0	80,000
15	DSS	1GAGFACP		NO VENDOR	45ASLTA	180,000	0	180,000
15	DSS	1GAGFACP		NO VENDOR	45ESJN	160,000	0	160,000
15	DSS	1GAGFAAA		NO VENDOR	45ASGF	0	123,209	123,209
16	DSS	1GAGFACP	74897	RELIATECH	45ASBT	0	0	0
16	DSS	1GAGFAAA	81533	SOCIAL SOLUTIONS GLOBAL INC	45HLGF	19,208	0	19,208
16	DSS	1GAGFAAA	93417	MAXIMUS HUMAN SERVICES INC	45FCOH	6	4	11
16	DSS	1GAGFAAA	12467	MICROBIZ SECURITY CO INC	45ADOH	19,302	12,868	32,170
16	DSS	1GAGFAAA	44021	C S U FOUNDATION	45FCCWS145&M	9,407	95,119	104,526
16	DSS	1GAGFAAA	44021	C S U FOUNDATION	45FCCWS575	1,429	14,445	15,874
16	DSS	1GAGFAAA	44021	C S U FOUNDATION	45FCSAT137&M	0	61,055	61,055
16	DSS	1GAGFAAA	44021	C S U FOUNDATION	45FCSAT575	1,723	17,424	19,147
16	DSS	1GAGFAAA	44021	C S U FOUNDATION	45FCSTT005&M	0	48,389	48,389
16	DSS	1GAGFAAA	44021	C S U FOUNDATION	45FCSTT575	716	7,243	7,959

DEPARTMENT: DSS – HUMAN SERVICES AGENCY

Year	Department Code	Subfund Code	Vendor No	Vendor Name	Index Code	General Fund	Non General Fund	Total
16	DSS	1GAGFAAA	44021	C S U FOUNDATION	45FCFPT504&M	19,209	54,671	73,880
16	DSS	1GAGFAAA	44021	C S U FOUNDATION	45FCFPT575	547	5,535	6,083
16	DSS	1GAGFAAA	67883	COMPUTERLAND SILICON VALLEY	45ITOH	301	201	502
16	DSS	1GAGFAAA	62025	AMERITECH COMPUTER SERVICES INC	45ITOH	34	23	56
16	DSS	1GAGFAAA	08549	GRAINGER	45HLOH	690	460	1,150
16	DSS	1GAGFAAA	44021	C S U FOUNDATION	45FCGF	5,832	0	5,832
16	DSS	1GAGFAAA	94388	DIVERSIFIED MANAGEMENT GROUP	45ADOH	1,935	1,290	3,225
16	DSS	2SHWFGNC	67629	PUBLIC CONSULTING GROUP INC	45FCCWHG	0	207	207
16	DSS	2SHWFGNC	16211	SAN FRANCISCO HOUSING AUTHORITY	45FCCWHG	0	0	0
16	DSS	2SHWFGNC	15543	REGENTS UNIV OF CALIF / SF	45FCCWHG	0	477	477
16	DSS	2SHWFGNC	92172	CHAPIN HALL CENTER FOR CHILDREN	45FCCWHG	0	367	367
16	DSS	1GAGFAAA	58893	EN POINTE TECHNOLOGIES SALES INC	45ITOH	29,093	19,395	48,488
16	DSS	1GAGFAAA	85837	LEAHS PANTRY INC	45BNSNAPED	1,168	57,208	58,376
16	DSS	1GAGFAAA	85837	LEAHS PANTRY INC	45BNGF	10,937	0	10,937
16	DSS	1GAGFAAA	86409	AVANTPAGE INC	45ADCR	3,774	2,516	6,290
16	DSS	1GAGFAAA	20365	COMMUNITY HOUSING PARTNERSHIP	45ASHOUSE	0	0	0
16	DSS	1GAGFAAA	44021	C S U FOUNDATION	45FCGF	12,137	0	12,137
16	DSS	1GAGFAAA	44021	C S U FOUNDATION	45FCGF	10,954	0	10,954
					TOTAL	\$1,015,988	\$625,195	\$1,641,183
						General Fund	Non General Fund	TOTAL

DEPARTMENT: HOM – HOMELESSNESS AND SUPPORTIVE HOUSING

YEAR ONE: FY 2017-18

Budget Changes

The Department's proposed \$245,887,196 budget for FY 2017-18 is \$21,733,736 or 9.7% more than the original FY 2016-17 budget of \$224,153,460.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2017-18 are 118.75 FTEs, which are 9.84 FTEs more than the 108.91 FTEs in the original FY 2016-17 budget. This represents a 9.0% increase in FTEs from the original FY 2016-17 budget.

Revenue Changes

The Department's revenues of \$84,458,672 in FY 2017-18, are \$22,970,103 or 37.4% more than FY 2016-17 revenues of \$61,488,569.

YEAR TWO: FY 2018-19

Budget Changes

The Department's proposed \$240,843,978 budget for FY 2018-19 is \$5,043,218 or 2.1% less than the Mayor's proposed FY 2017-18 budget of \$245,887,196.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2018-19 are 120.81 FTEs, which are 2.06 FTEs more than the 118.75 FTEs in the Mayor's proposed FY 2017-18 budget. This represents a 1.7% increase in FTEs from the Mayor's proposed FY 2017-18 budget.

Revenue Changes

The Department's revenues of \$75,664,951 in FY 2018-19, are \$8,793,721 or 10.4% less than FY 2017-18 estimated revenues of \$84,458,672.

RECOMMENDATIONS

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2017-18 AND FY 2018-19**

DEPARTMENT: HOM – HOMELESSNESS AND SUPPORTIVE HOUSING

YEAR ONE: FY 2017-18

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$872,244 in FY 2017-18. Of the \$872,244 in recommended reductions, all are ongoing. These reductions would still allow an increase of \$20,861,492 or 9.3% in the Department’s FY 2017-18 budget.

In addition, the Budget and Legislative Analyst recommends placing \$1,700,000 for furniture, fixtures, and equipment for 440 Turk Street on Budget and Finance Committee reserve.

YEAR TWO: FY 2018-19

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$944,540 in FY 2018-19. Of the \$944,540 in recommended reductions, all are ongoing.

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2017-18 and FY 2018-19 Two-Year Budget**

Object Title	FY 2017-18						FY 2018-19							
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To	From	To			
CSH - Shelter and Housing														
Temporary- Misc	2.80	1.80	\$273,537	\$145,000	\$128,537	x		2.71	1.71	\$273,537	\$145,000	\$128,537	x	
Mandatory Fringe			\$21,664	\$11,484	\$10,180	x				\$21,664	\$11,484	\$10,180	x	
			<i>Total Savings</i>							<i>Total Savings</i>				
	The Department's FY 2017-18 budget includes a new 0931 Manager III position, of which we are recommending approval; the functions of this new position are currently performed through temporary salaries, which can be reduced with the creation of the new position.													
Attrition Savings	(0.37)		(\$36,020)	(\$154,461)	\$118,441	x				(\$37,114)	(\$137,114)	\$100,000	x	
Mandatory Fringe Benefits			(\$15,238)	(\$65,344)	\$50,106	x				(\$16,064)	(\$59,347)	\$43,283	x	
			<i>Total Savings</i>							<i>Total Savings</i>				
	Increase attrition savings to account for projected salary surpluses in FY 2016-17 and increased budgeted salaries in FY2017-18. The Department reduced General Fund attrition savings by \$481,799 from \$862,516 in FY 2016-17 to \$380,717 in FY 2017-18. The Department has projected General Fund salary savings of \$1.2 million in FY 2016-17, and 16 vacant General Fund positions. Of the 16 vacant positions, 8 were new in FY 2016-17 and never filled. According to the Department, the delay in filling positions in FY 2016-17 was due to the lack of sufficient office space for Department staff; the Department expects to increase hiring in FY 2017-18 when the Department moves into new office space.													
	In addition, the Department has requested 6 new positions in FY 2017-18, for which we are recommending approval of 5.													

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2017-18 and FY 2018-19 Two-Year Budget**

Object Title	FY 2017-18						FY 2018-19						
	FTE		Amount		GF	1T	FTE		Amount		GF	1T	
	From	To	From	To			From	To	From	To			Savings
	CMVN - Administration												
Attrition Savings	(0.98)		(\$111,154)	(\$270,000)		x			(\$114,793)	(\$215,000)		x	\$100,207
Mandatory Fringe Benefits			(\$44,501)	(\$108,096)		x			(\$46,978)	(\$87,987)		x	\$41,009
Attrition Savings	(0.48)		(\$54,901)	(\$220,000)		x			(\$56,448)	(\$215,000)		x	\$158,552
Mandatory Fringe Benefits			(\$21,918)	(\$87,830)		x			(\$23,071)	(\$87,873)		x	\$64,802
			<i>Total Savings</i>										<i>Total Savings</i>
			\$453,452										\$364,570
	<p>Increase attrition savings to account for projected salary surpluses in FY 2016-17 and increased budgeted salaries in FY 2017-18. The Department reduced General Fund attrition savings by \$481,799 from \$862,516 in FY 2016-17 to \$380,717 in FY 2017-18. The Department has projected General Fund salary savings of \$1.2 million in FY 2016-17, and 16 vacant General Fund positions. Of the 16 vacant positions, 8 were new in FY 2016-17 and never filled. According to the Department, the delay in filling positions in FY 2016-17 was due to the lack of sufficient office space for Department staff; the Department expects to increase hiring in FY 2017-18 when the Department moves into new office space.</p>												
	<p>In addition, the Department has requested 6 new positions in FY 2017-18, for which we are recommending approval of 5.</p>												
Principal Administrative Analyst	1.00	0.00	\$128,812	\$0		x		1.00	\$132,676	\$0		x	\$132,676
Mandatory Fringe Benefits			\$49,096	\$0		x			\$51,723	\$0		x	\$51,723
Senior Administrative Analyst	0.00	1.00	\$0	\$111,271		x		0.00	\$0	\$114,609		x	(\$114,609)
Mandatory Fringe Benefits			\$0	\$44,943		x			\$0	\$47,313		x	(\$47,313)
			<i>Total Savings</i>										<i>Total Savings</i>
			\$21,694										\$22,477
	<p>The Department's FY 2017-18 budget includes the upward substitution of an Accountant III to Accountant IV to provide supervisory oversight. The Department previously had an 1824 Principal Administrative Analyst position filling this role, which is vacant and will be reassigned to the Grants and Contracts function. The reassigned 1824 position can appropriately be substituted to an 1823 Senior Administrative Analyst position in Contracts and Grants.</p>												
	<p>Ongoing savings</p>												

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2017-18 and FY 2018-19 Two-Year Budget**

Object Title	FY 2017-18						FY 2018-19							
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To	From	To			
IT Operations Support Admin II	0.77	0.00	\$61,800	\$0	\$61,800	x		1.00	0.00	\$82,668	\$0	\$82,668	x	
Mandatory Fringe Benefits			\$28,035	\$0	\$28,035	x				\$38,386	\$0	\$38,386	x	
			<i>Total Savings</i>	\$89,835						<i>Total Savings</i>	\$121,054			
	<p>Deny 0.77 FTE new 1092 IT Operations Support Admin II position. The Department has not filled any of its IT team. The Department's FY 2016-17 budget included one new 1070 Project Director position and one new 1093 IT Operations Support Admin III position that were never hired. The Department's FY 2017-18 budget includes two additional new IT positions - the 1092 Operations Support Administrator II, for which we recommend disapproval and the 1043 Senior IS Engineer, for which we recommend approval. Once the Department has hired the two vacant positions that were approved in FY 2016-17 and the new position recommended in FY 2017-18, the Department should assess its additional IT needs.</p>													
IS Business Analyst - Principal								0.77	0.00	\$112,419	\$0	\$112,419	x	
Mandatory Fringe Benefits										\$42,020	\$0	\$42,020	x	
			<i>Total Savings</i>	\$0						<i>Total Savings</i>	\$154,439			
	<p>Deny 0.77 FTE new 1054 IS Business Analyst - Principal position. The department has not filled any of its IT team - the 1070 Project Director and 1093 IT Ops Support Admin III are still vacant. Department can assess needs once it hires the initial proposed team, and the new 1043 IS Senior Engineer position, of which we are recommending approval of in FY 2017-18. The department can also draw upon the resources of the Department of Technology.</p>													

FY 2017-18

Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	\$0	\$872,244	\$872,244
Non-General Fund	\$0	\$0	\$0
Total	\$0	\$872,244	\$872,244

FY 2018-19

Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	\$0	\$944,540	\$944,540
Non-General Fund	\$0	\$0	\$0
Total	\$0	\$944,540	\$944,540

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2017-18 and FY 2018-19 Two-Year Budget
HOM - Homelessness and Supportive Housing**

Object Title	FY 2017-18					FY 2018-19						
	FTE		Amount		Savings	GF	1T	FTE		Amount		
	From	To	From	To				From	To	From	To	

Reserve Recommendations												
CMN - Administration												
FACILITIES MAINTAINANCE - 440 TURK			\$1,700,000		\$1,700,000		\$1,700,000	x	x			
<p>The Department's FY 2016-17 budget included \$9 million for the purchase of 440 Turk Street from the Housing Authority (including tenant improvements) for use as department offices. The Department did not purchase 440 Turk Street and is now planning to lease space for department offices. The Department plans to seek Capital Planning Committee approval to use bond funds to purchase 440 Turk Street for use as a 24/7 service center. The proposed FY 2017-18 budget includes one-time funds of \$1,700,000 for furniture, fixtures, and equipment (FF&E) for 440 Turk Street once the City purchases the building. The Budget and Legislative Analyst Office recommends reserving the \$1,700,000 until the City has a detailed plan for purchase and renovation of 440 Turk Street and submission of specific details of the \$1,700,000 for FF&E.</p>												

FY 2017-18

Total Policy/Reserve Recommendations			
	One-Time	Ongoing	Total
General Fund	\$1,700,000	\$0	\$0
Non-General Fund	\$0	\$0	\$0
Total	\$1,700,000	\$0	\$1,700,000

FY 2018-19

Total Policy/Reserve Recommendations			
	One-Time	Ongoing	Total
General Fund	\$0	\$0	\$0
Non-General Fund	\$0	\$0	\$0
Total	\$0	\$0	\$0