

File No. 180575

Committee Item No. 4

Board Item No. \_\_\_\_\_

### COMMITTEE/BOARD OF SUPERVISORS

#### AGENDA PACKET CONTENTS LIST

Committee: Budget & Finance Committee

Date June 25, 2018

Board of Supervisors Meeting

Date \_\_\_\_\_

#### Cmte Board

- Motion
- Resolution
- Ordinance
- Legislative Digest
- Budget and Legislative Analyst Report
- Youth Commission Report
- Introduction Form
- Department/Agency Cover Letter and/or Report
- MOU
- Grant Information Form
- Grant Budget
- Subcontract Budget
- Contract/Agreement
- Form 126 – Ethics Commission
- Award Letter
- Application
- Public Correspondence

OTHER (Use back side if additional space is needed)

- Mayor's salary ordinance
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

Completed by: Linda Wong

Date June 21, 2018

Completed by: Linda Wong

Date \_\_\_\_\_

To view this document in its entirety, please visit the following link: <http://sfgov.legistar.com/gateway.aspx?m=l&id=33444>

# CITY AND COUNTY OF SAN FRANCISCO

## MAYOR'S SALARY ORDINANCE

AS OF JUNE 1, 2018



File No. 180575

Ordinance No. \_\_\_\_\_

FISCAL YEAR ENDING JUNE 30, 2019 and  
FISCAL YEAR ENDING JUNE 30, 2020

**DEPARTMENT: DEM – DEPARTMENT OF EMERGENCY MANAGEMENT**

**YEAR ONE: FY 2018-19**

Budget Changes

The Department's proposed \$95,653,856 budget for FY 2018-19 is \$7,803,775 or 8.9% more than the original FY 2017-18 budget of \$87,850,081.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2018-19 are 270.41 FTEs, which are 13.19 FTEs more than the 257.22 FTEs in the original FY 2017-18 budget. This represents a 5.1% increase in FTEs from the original FY 2017-18 budget.

Revenue Changes

The Department's revenues of \$28,084,811 in FY 2018-19 are \$650,205 or 2.4% more than FY 2017-18 revenues of \$27,434,606.

**YEAR TWO: FY 2019-20**

Budget Changes

The Department's proposed \$92,456,938 budget for FY 2019-20 is \$3,196,918 or 3.3% less than the Mayor's proposed FY 2018-19 budget of \$95,653,856.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2019-20 are 279.22 FTEs, which are 8.81 FTEs more than the 270.41 FTEs in the Mayor's proposed FY 2018-19 budget. This represents a 3.3% increase in FTEs from the Mayor's proposed FY 2018-19 budget.

Revenue Changes

The Department's revenues of \$27,508,428 in FY 2019-20 are \$576,383 or 2.1% less than FY 2018-19 estimated revenues of \$28,084,811.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2018-19 AND FY 2019-20**

**DEPARTMENT:** DEM – DEPARTMENT OF EMERGENCY MANAGEMENT

**SUMMARY OF 5-YEAR HISTORICAL & PROPOSED BUDGET YEAR EXPENDITURES AND FTE AUTHORITY:**

	<b>FY 2013-14 Budget</b>	<b>FY 2014-15 Budget</b>	<b>FY 2015-16 Budget</b>	<b>FY 2016-17 Budget</b>	<b>FY 2017-18 Budget</b>	<b>FY 2018-19 Proposed</b>
Department of Emergency Management	69,492,934	76,100,127	82,869,070	93,693,797	87,850,081	95,653,856
FTE Count	243.55	253.31	258.10	251.43	257.22	270.41

The Department’s budget increased by \$26,160,922 or 37.7% from the adopted budget in FY 2013-14 to the proposed budget in FY 2018-19. The Department’s FTE count increased by 26.86 or 11.0% from the adopted budget in FY 2013-14 to the proposed budget in FY 2018-19.

**FY 2018-19**

The Department’s proposed FY 2018-19 budget has increased by \$7,803,775 largely due to capital and information technology projects and additional funding for emergency dispatchers to offset dispatcher attrition and to meet increasing service demands. Capital and information technology continuing projects include a multi-year project to replace the City’s 800MHz radio system and a project funding infrastructure improvements to expand the 9-1-1 Operations floor. New projects funded in the proposed FY 2018-19 budget include initiatives to automate fire station dispatching and to scope the replacement of the City’s Computer Aided Dispatch (CAD) System. The Department’s proposed FY 2018-19 budget also includes funding for three new dispatcher academies for a total of 45 new recruits, in order to offset dispatcher attrition and meet increasing service demands.

**FY 2019-20**

The Department’s proposed FY 2019-20 budget has decreased by \$3,196,918 largely due to expirations of one-time capital and information technology projects in the proposed FY 2018-19 budget. The Department’s proposed FY 2019-20 budget includes funding for three new dispatcher academies for a total of 45 new recruits, in order to offset dispatcher attrition and meet increasing service demands.



**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2018-19 AND FY 2019-20**

**DEPARTMENT:** DEM – DEPARTMENT OF EMERGENCY MANAGEMENT

**RECOMMENDATIONS**

**YEAR ONE: FY 2018-19**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$405,491 in FY 2018-19. Of the \$405,491 in recommended reductions, \$52,689 are ongoing savings and \$352,802 are one-time savings. These reductions would still allow an increase of \$7,398,284 or 8.4% in the Department's FY 2018-19 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended encumbrances of \$7,038.62, for total General Fund savings of \$412,529.62.

**YEAR TWO: FY 2019-20**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$53,732 in FY 2019-20. All of the \$53,732 in recommended reductions are ongoing savings.

Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget

REVISED 6/20/18

DEM - Emergency Management

Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To					
<b>DEM Administration</b>														
Attrition Savings			(\$125,249)	(\$156,299)	\$31,050	X	X					\$0		
Mandatory Fringe Benefits			(\$48,905)	(\$60,627)	\$11,722	X	X					\$0		
	<i>Total Savings</i>				<i>\$42,772</i>			<i>Total Savings</i>				<i>\$0</i>		
	Adjust attrition savings by 0.23 FTE to account for hiring delay of 1.00 FTE 1042 IS Engineer - Journey position to 0.77 FTE in conformance with the Department's hiring plan.													
Step Adjustments			(\$67,564)	(\$92,178)	\$24,614	X				(\$57,464)	(\$82,894)	\$25,430	X	
Mandatory Fringe Benefits			(\$17,818)	(\$24,309)	\$6,491	X				(\$15,181)	(\$21,899)	\$6,718	X	
	<i>Total Savings</i>				<i>\$31,105</i>			<i>Total Savings</i>				<i>\$32,148</i>		
	Increase Step Adjustments to correct an omission in the Department's step adjustment calculations.							Ongoing savings.						

Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget

REVISED 6/20/18

**DEM - Emergency Management**

Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To					
<b>DEM Emergency Services</b>														
Temporary - Miscellaneous			\$67,180	\$47,180	\$20,000	X				\$67,180	\$47,180	\$20,000	X	
Mandatory Fringe Benefits			\$5,320	\$3,736	\$1,584	X			\$5,320	\$3,736	\$1,584	X		
	<i>Total Savings</i>						\$21,584	<i>Total Savings</i>						\$21,584
Reduce temporary salaries to reflect the Department's historical and projected expenditures. In FY 2016-17 the Department expended \$47,000 in Emergency Services temporary salaries, and to date has only expended \$18,383 in FY 2017-18.														
Ongoing savings.														
<b>DEM Emergency Communications</b>														
Attrition Savings			(\$3,371,924)	(\$3,592,182)	\$220,258	X	X							
Mandatory Fringe Benefits			(\$1,374,323)	(\$1,464,095)	\$89,772	X	X							
	<i>Total Savings</i>						\$310,030	<i>Total Savings</i>						\$0
Increase attrition savings to (1) correctly reflect the Department's projections for attrition for communications dispatchers; and (2) adjust for hiring dates for one 8240 Public Safety Communications Coordinator (equal of 0.09 FTE reduction) and one 0923 Manager II (equal to 0.23 FTE reduction) in conformance with the Department's hiring plan.														

	FY 2018-19 Total Recommended Reductions		
	One-Time	Ongoing	Total
General Fund	\$352,802	\$52,689	\$405,491
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$352,802</b>	<b>\$52,689</b>	<b>\$405,491</b>

	FY 2019-20 Total Recommended Reductions		
	One-Time	Ongoing	Total
General Fund	\$0	\$53,732	\$53,732
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$53,732</b>	<b>\$53,732</b>



**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

**REVISED 6/20/18**

**REC - Recreation and Parks**

Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To	From	To			
<b>Urban Forestry</b>														
9993 Attrition Savings	(4.84)		(\$420,650)	(\$442,944)	\$22,294	X	X							
Mandatory Fringe Benefits			(\$183,881)	(\$195,028)	\$11,147	X	X							
			<i>Total Savings</i>	\$33,441										
	Increase attrition savings due to delayed hiring by three months of 1.00 FTE 3436 Arborist Technician Supervisor I. The Urban Forestry division currently has 35.00 budgeted FTE but only 27.00 filled FTE positions.							One-time savings						
<b>Golden Gate Park</b>														
9993 Attrition Savings	(23.46)		(\$1,782,330)	(\$1,849,072)	\$66,742	X	X							
Mandatory Fringe Benefits			(\$826,042)	(\$859,413)	\$33,371	X	X							
			<i>Total Savings</i>	\$100,113										
	Increase attrition savings due to delayed hiring of 2.00 FTE 3417 Gardener positions. The Department currently has 30 vacant gardener positions.							One-time savings						
<b>Structural Maintenance- Overhead</b>														
Skid Steer Stump Grinder			\$12,718	\$0	\$12,718	X	X					\$0		
	Delete one Skid Steer Stump Grinder. The Department does not need this item.							One-time savings						

72

GF = General Fund  
1T = One Time

**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

**REVISED 6/20/18**

**REC - Recreation and Parks**

Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To					
<b>Support of Parks &amp; Open Space</b>														
9993 Attrition Savings	(5.89)		(\$435,677)	(\$494,109)	\$58,432	X	X							
Mandatory Fringe Benefits			(\$204,626)	(\$233,842)	\$29,216	X	X							
			<i>Total Savings</i>		\$87,648									
	Increase attrition savings due to delayed hiring of 2.00 FTE 2708 Custodian positions. The Department currently has 16 vacant custodian positions.							One-time savings						
Chevrolet Colorado			\$46,235	\$0	\$46,235	X	X					\$0		
	Delete one replacement Chevrolet Colorado. The vehicle to be replaced, a Ford Ranger, only has 47,747 miles and still has remaining useful life. This deletion would still allow Recreation and Parks to replace another Ford Ranger with a Chevrolet Colorado. The Department currently has 51 Ford Rangers and 17 Chevrolet Colorados.							One-time savings						
<b>Park Patrol</b>														
9993 Attrition Savings	(4.33)		(\$318,653)	(\$507,132)	\$188,479	X	X							
Mandatory Fringe Benefits			(\$149,827)	(\$244,067)	\$94,240	X	X							
			<i>Total Savings</i>		\$282,719									
	Increase attrition savings due to delayed hiring of 7.00 FTE 8208 Park Ranger positions. The Department currently has 10 vacant Park Patrol positions.							One-time savings						
<b>Support of Recreation</b>														
Materials and Supplies			\$1,000,000	\$966,576	\$33,424	X	X			\$1,000,000	\$975,000	\$25,000	X	X
	Reduce Materials and Supplies to reflect historical spending.							Reduce Materials and Supplies to reflect future need.						
Non Professional Services			\$160,000	\$105,000	\$55,000	X	X			\$160,000	\$129,245	\$30,755	X	X
	Reduce Non Professional Services to reflect historical spending.							Reduce Non Professional Services to reflect anticipated need						
9993 Attrition Savings	(9.37)		(\$687,556)	(\$880,183)	\$192,627	X	X							
Mandatory Fringe Benefits			(\$325,693)	(\$422,006)	\$96,313	X	X							
			<i>Total Savings</i>		\$288,940									
	Increase attrition savings due to delayed hiring of 6.00 FTE 3286 Recreation Coordinator positions. The Department as a whole currently has 29 vacant Recreation Coordinator positions.							Ongoing savings						

GF = General Fund  
1T = One Time

**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

**REVISED 6/20/18**

**REC - Recreation and Parks**

Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To	From	To			
<b>CD Administration</b>														
9993 Attrition Savings	(0.10)		(\$12,292)	(\$68,459)	\$56,167									
Mandatory Fringe Benefits			(\$4,792)	(\$32,876)	\$28,084									
			<i>Total Savings</i>	<i>\$84,251</i>							<i>\$0</i>			
Increase attrition savings due to delayed hiring of 1.00 FTE 1824 Principal Administrative Analyst position.							One time savings							

	FY 2018-19 Total Recommended Reductions		
	One-Time	Ongoing	Total
	General Fund	\$940,238	\$0
Non-General Fund	\$84,251	\$0	\$84,251
<b>Total</b>	<b>\$1,024,489</b>	<b>\$0</b>	<b>\$1,024,489</b>

	FY 2019-20 Total Recommended Reductions		
	One-Time	Ongoing	Total
	General Fund	\$55,755	\$0
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$55,755</b>	<b>\$0</b>	<b>\$55,755</b>

<b>Policy Recommendations</b>															
<b>CD Administration</b>															
1204 Senior Personnel Clerk	1.00	0.00	\$78,358	\$0	\$78,358	X		1.00	0.00	\$78,358	\$0	\$78,358	X		
Mandatory Fringe Benefits			\$35,816	\$0	\$35,816	X				\$36,609	\$0	\$36,609	X		
2708 Custodian	0.00	1.00	\$0	\$63,522	(\$63,522)	X		0.00	1.00	\$0	\$63,522	(\$63,522)	X		
Mandatory Fringe Benefits			\$0	\$31,748	(\$31,748)	X				\$0	\$32,557	(\$32,557)	X		
			<i>Total Savings</i>	<i>\$18,904</i>							<i>Total Savings</i>	<i>\$18,888</i>			
Approval of the proposed upward substitution 1.00 FTE 2708 Custodian to 1.00 FTE 1204 Senior Personnel Clerk was done prior to Board approval. Board approval for this upward substitution for the FY 2018-19 budget is a policy matter for the Board. Human Resources currently has 2.00 FTE Personnel Clerk and 2.00 1204 Senior Personnel Clerk. The Department reports that there is a permanent employee currently in the position.							On going savings								
<b>Golden Gate Park</b>															
Ford F250 Extended Cab			\$50,097	\$0	\$50,097	X	X						\$0		
Delete one replacement Ford 250 Extended Cab. The vehicle has only 72,591 miles and still has remaining useful life. This reduction would still allow Recreation and Parks to replace one Ford F250. The Department currently has 99 Ford F250s.							One-time savings								

74

GF = General Fund  
1T = One Time

Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget

REVISED 6/20/18

REC - Recreation and Parks

Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To	From	To			

FY 2018-19 Total Policy Recommendations			
	One-Time	Ongoing	Total
General Fund	\$0	\$18,904	\$0
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$50,097</b>	<b>\$18,904</b>	<b>\$69,001</b>

FY 2019-20 Total Policy Recommendations			
	One-Time	Ongoing	Total
General Fund	\$0	\$0	\$0
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$18,888</b>	<b>\$0</b>

75  
GF = General Fund  
1T = One Time



**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

**REVISED 6/20/18**

**REC - Recreation and Parks**

Account Title	FY 2018-19							FY 2019-20							
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T	
	From	To	From	To				From	To	From	To				
<b>Urban Forestry</b>															
9993 Attrition Savings	(4.84)		(\$420,650)	(\$442,944)	\$22,294	X	X								
Mandatory Fringe Benefits			(\$183,881)	(\$195,028)	\$11,147	X	X								
			<i>Total Savings</i>		\$33,441										
	Increase attrition savings due to delayed hiring by three months of 1.00 FTE 3436 Arborist Technician Supervisor I. The Urban Forestry division currently has 35.00 budgeted FTE but only 27.00 filled FTE positions.							One-time savings							
<b>Golden Gate Park</b>															
9993 Attrition Savings	(23.46)		(\$1,782,330)	(\$1,849,072)	\$66,742	X	X								
Mandatory Fringe Benefits			(\$826,042)	(\$859,413)	\$33,371	X	X								
			<i>Total Savings</i>		\$100,113										
	Increase attrition savings due to delayed hiring of 2.00 FTE 3417 Gardener positions. The Department currently has 30 vacant gardener positions.							One-time savings							
<b>Structural Maintenance- Overhead</b>															
Skid Steer Stump Grinder			\$12,718	\$0	\$12,718	X	X					\$0			
	Delete one Skid Steer Stump Grinder. The Department does not need this item.							One-time savings							

72

GF = General Fund  
1T = One Time

**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

**REVISED 6/20/18**

**REC - Recreation and Parks**

Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To					
<b>Support of Parks &amp; Open Space</b>														
9993 Attrition Savings	(5.89)		(\$435,677)	(\$494,109)	\$58,432	X	X							
Mandatory Fringe Benefits			(\$204,626)	(\$233,842)	\$29,216	X	X							
			<i>Total Savings</i>		\$87,648									
	Increase attrition savings due to delayed hiring of 2.00 FTE 2708 Custodian positions. The Department currently has 16 vacant custodian positions.							One-time savings						
Chevrolet Colorado			\$46,235	\$0	\$46,235	X	X					\$0		
	Delete one replacement Chevrolet Colorado. The vehicle to be replaced, a Ford Ranger, only has 47,747 miles and still has remaining useful life. This deletion would still allow Recreation and Parks to replace another Ford Ranger with a Chevrolet Colorado. The Department currently has 51 Ford Rangers and 17 Chevrolet Colorados.							One-time savings						
<b>Park Patrol</b>														
9993 Attrition Savings	(4.33)		(\$318,653)	(\$507,132)	\$188,479	X	X							
Mandatory Fringe Benefits			(\$149,827)	(\$244,067)	\$94,240	X	X							
			<i>Total Savings</i>		\$282,719									
	Increase attrition savings due to delayed hiring of 7.00 FTE 8208 Park Ranger positions. The Department currently has 10 vacant Park Patrol positions.							One-time savings						
<b>Support of Recreation</b>														
Materials and Supplies			\$1,000,000	\$966,576	\$33,424	X	X			\$1,000,000	\$975,000	\$25,000	X	X
	Reduce Materials and Supplies to reflect historical spending.							Reduce Materials and Supplies to reflect future need.						
Non Professional Services			\$160,000	\$105,000	\$55,000	X	X			\$160,000	\$129,245	\$30,755	X	X
	Reduce Non Professional Services to reflect historical spending.							Reduce Non Professional Services to reflect anticipated need						
9993 Attrition Savings	(9.37)		(\$687,556)	(\$880,183)	\$192,627	X	X							
Mandatory Fringe Benefits			(\$325,693)	(\$422,006)	\$96,313	X	X							
			<i>Total Savings</i>		\$288,940									
	Increase attrition savings due to delayed hiring of 6.00 FTE 3286 Recreation Coordinator positions. The Department as a whole currently has 29 vacant Recreation Coordinator positions.							Ongoing savings						

GF = General Fund  
1T = One Time

**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

**REVISED 6/20/18**

**REC - Recreation and Parks**

Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To					
<b>CD Administration</b>														
9993 Attrition Savings	(0.10)		(\$12,292)	(\$68,459)	\$56,167									
Mandatory Fringe Benefits			(\$4,792)	(\$32,876)	\$28,084									
	<i>Total Savings</i>				\$84,251									\$0
Increase attrition savings due to delayed hiring of 1.00 FTE 1824 Principal Administrative Analyst position.							One time savings							

FY 2018-19 Total Recommended Reductions				FY 2019-20 Total Recommended Reductions			
	One-Time	Ongoing	Total		One-Time	Ongoing	Total
General Fund	\$940,238	\$0	\$940,238	General Fund	\$55,755	\$0	\$55,755
Non-General Fund	\$84,251	\$0	\$84,251	Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$1,024,489</b>	<b>\$0</b>	<b>\$1,024,489</b>	<b>Total</b>	<b>\$55,755</b>	<b>\$0</b>	<b>\$55,755</b>

<b>Policy Recommendations</b>														
<b>CD Administration</b>														
	FTE	FTE	Amount	Amount	Savings	GF	1T	FTE	FTE	Amount	Amount	Savings	GF	1T
1204 Senior Personnel Clerk	1.00	0.00	\$78,358	\$0	\$78,358		X	1.00	0.00	\$78,358	\$0	\$78,358		X
Mandatory Fringe Benefits			\$35,816	\$0	\$35,816		X			\$36,609	\$0	\$36,609		X
2708 Custodian	0.00	1.00	\$0	\$63,522	(\$63,522)		X	0.00	1.00	\$0	\$63,522	(\$63,522)		X
Mandatory Fringe Benefits			\$0	\$31,748	(\$31,748)		X			\$0	\$32,557	(\$32,557)		X
	<i>Total Savings</i>				\$18,904									\$18,888
Approval of the proposed upward substitution 1.00 FTE 2708 Custodian to 1.00 FTE 1204 Senior Personnel Clerk was done prior to Board approval. Board approval for this upward substitution for the FY 2018-19 budget is a policy matter for the Board. Human Resources currently has 2.00 FTE Personnel Clerk and 2.00 1204 Senior Personnel Clerk. The Department reports that there is a permanent employee currently in the position.							On going savings							
<b>Golden Gate Park</b>														
Ford F250 Extended Cab			\$50,097	\$0	\$50,097		X							\$0
Delete one replacement Ford 250 Extended Cab. The vehicle has only 72,591 miles and still has remaining useful life. This reduction would still allow Recreation and Parks to replace one Ford F250. The Department currently has 99 Ford F250s.							One-time savings							

74

GF = General Fund  
1T = One Time

**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

**REVISED 6/20/18**

**REC - Recreation and Parks**

Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To					

FY 2018-19 Total Policy Recommendations			
	One-Time	Ongoing	Total
General Fund	\$0	\$18,904	\$0
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$50,097</b>	<b>\$18,904</b>	<b>\$69,001</b>

FY 2019-20 Total Policy Recommendations			
	One-Time	Ongoing	Total
General Fund	\$0	\$0	\$0
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$18,888</b>	<b>\$0</b>

**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

**REVISED 6/20/18**

**ADP - Adult Probation**

Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To					
	<b>Realignment Services</b>													
Professional & Specialized Services			\$2,836,475	\$2,700,475	\$136,000	X			\$2,836,475	\$2,700,475	\$136,000	X		
	Department has consistently underspent for these services by the amounts of \$102,378m \$516,394, and \$159,385 for FYs 16,17, and 18. The Department currently has \$2.3 million in prior years' appropriations for Professional & Specialized Services that have been encumbered but not spent. Of this total, \$215,239 represents enbracnes for the period piro to 2017.							Ongoing savings						
	<b>Realignment Services</b>													
Attrition Savings			\$0	(\$196,227)	\$196,227	X			\$0	(\$196,227)	\$196,227	X		
Mandatory Fringe Benefits			\$0	(\$145,037)	\$145,037	X			\$0	(\$145,037)	\$145,037	X		
	<i>Total Savings \$341,264</i>							<i>Total Savings \$341,264</i>						
	The Department does not budget attrition savings in Realignment Services. Overall, over the past three fiscal years the Department has had \$939,675, \$694,256, and \$613,952 in salary savings. Our total recommendations for attrition savings and step adjustments equal \$613,536, which is less than the Department's annual average salary savings over this 3 year period.							Ongoing savings						
	<b>Realignment Services</b>													
Step Adjustment			\$0	(\$164,864)	\$164,864	X			\$0	(\$164,864)	\$164,864	X		
Mandatory Fringe Benefits			\$0	(\$47,811)	\$47,811	X			\$0	(\$47,811)	\$47,811	X		
	<i>Total Savings \$212,675</i>							<i>Total Savings \$212,675</i>						
	The Department does not budget step adjustments in Realignment Services. Over the past three fiscal years, the Department has had \$939,675, \$694,256, and \$613,952 in salary savings. Our total recommendations for attrition savings and step adjustments equal \$613,536, which is less than the Department's annual average salary savings over this 3 year period.							Ongoing savings						

108  
GF = General Fund  
1T = One Time

**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

**REVISED 6/20/18**

**ADP - Adult Probation**

Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To	From	To			
<b>Reentry Services</b>														
Step Adjustment			\$0	(\$47,333)	\$47,333	X				\$0	(\$47,333)	\$47,333	X	
Mandatory Fringe Benefits			\$0	(\$13,727)	\$13,727	X				\$0	(\$13,727)	\$13,727	X	
	<i>Total Savings</i>			<i>\$61,060</i>				<i>Total Savings</i>			<i>\$61,060</i>			
	The Department does not budget step adjustments in Reentry Services.							Ongoing savings						
<b>Information Management</b>														
Materials and Supplies			\$235,000	\$200,000	\$35,000	X	x							
	Department currently has \$360,000 in prior years' appropriations for materials and supplies that have been encumbered but not spent.							Ongoing savings						
<b>HS PA IPO</b>														
City Grants			\$1,435,715	\$1,392,809	\$42,906	X	x							
	The Department has added \$1.4 million for new grants to community based organizations in FY 2018-19, for which not all grantees have been determined.													

	FY 2018-19		
	Total Recommended Reductions		
	One-Time	Ongoing	Total
General Fund	\$77,906	\$750,998	\$828,904
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$77,906</b>	<b>\$750,998</b>	<b>\$828,904</b>

	FY 2019-20		
	Total Recommended Reductions		
	One-Time	Ongoing	Total
General Fund	\$0	\$750,998	\$750,998
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$750,998</b>	<b>\$750,998</b>

109  
GF = General Fund  
1T = One Time

**DEPARTMENT: ADM- CITY ADMINISTRATOR**

**YEAR ONE: FY 2018-19**

Budget Changes

The Department's proposed \$460,532,499 budget for FY 2018-19 is \$69,225,596 or 17.7% more than the original FY 2017-18 budget of \$391,306,903.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2018-19 are 884.23 FTEs, which are 39.22 FTEs more than the 845.01 FTEs in the original FY 2017-18 budget. This represents a 4.6% increase in FTEs from the original FY 2017-18 budget.

Revenue Changes

The Department's revenues of \$390,652,811 in FY 2018-19, are \$65,089,744 or 20.0% more than FY 2017-18 revenues of \$325,563,067.

**YEAR TWO: FY 2019-20**

Budget Changes

The Department's proposed \$452,753,784 budget for FY 2019-20 is \$7,778,715 or 1.7% less than the Mayor's proposed FY 2018-19 budget of \$460,532,499.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2019-20 are 895.41 FTEs, which are 11.18 FTEs more than the 884.23 FTEs in the Mayor's proposed FY 2018-19 budget. This represents a 1.3% increase in FTEs from the Mayor's proposed FY 2018-19 budget.

Revenue Changes

The Department's revenues of \$365,794,200 in FY 2019-20, are \$24,858,611 or 6.4% less than FY 2018-19 estimated revenues of \$390,652,811.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2018-19 AND FY 2019-20**

**DEPARTMENT:** ADM— CITY ADMINISTRATOR

**SUMMARY OF 5-YEAR HISTORICAL & PROPOSED BUDGET YEAR EXPENDITURES AND FTE AUTHORITY:**

	<b>FY 2013-14 Budget</b>	<b>FY 2014-15 Budget</b>	<b>FY 2015-16 Budget</b>	<b>FY 2016-17 Budget</b>	<b>FY 2017-18 Budget</b>	<b>FY 2018-19 Proposed</b>
City Administrative Services	294,559,401	309,169,005	372,101,195	364,813,180	391,306,903	460,532,499
FTE Count	716.24	749.61	802.64	829.52	845.01	884.23

The Department’s budget increased by \$165,973,098 or 56.3% from the adopted budget in FY 2013-14 to the proposed budget in FY 2018-19. The Department’s FTE count increased by 167.99 or 23.5% from the adopted budget in FY 2013-14 to the proposed budget in FY 2018-19.

**FY 2018-19**

The Department’s proposed FY 2018-19 budget has increased by \$69,225,596 largely due to costs related to the Hall of Justice Exit, budget growth in the Digital Services program due to a transfer of staff from the Department of Technology to the City Administrator, and a program promoting the count for 2020 census.

**FY 2019-20**

The Department’s proposed FY 2019-20 budget has decreased by \$7,778,715 largely due to expiration of one-time capital projects budgeted in FY 2018-19.



**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2018-19 AND FY 2019-20**

**DEPARTMENT:** ADM— CITY ADMINISTRATOR

**RECOMMENDATIONS**

**YEAR ONE: FY 2018-19**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$420,713 in FY 2018-19. Of the \$420,713 in recommended reductions, \$274,059 are ongoing savings and \$146,654 are one-time savings. These reductions would still allow an increase of \$68,804,883 or 17.6% in the Department's FY 2018-19 budget.

In addition, we have identified \$13,334,310 to be placed on Budget and Finance Committee Reserve pending detailed cost expenditures for the exit from the Hall of Justice. We have also identified \$71,991 in reductions that are policy recommendations for the Committee's consideration.

**YEAR TWO: FY 2019-20**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$229,063 in FY 2019-20. All the recommended reductions are ongoing. These reductions would still allow a decrease of \$8,007,778 or 1.7% in the Department's FY 2019-20 budget.

In addition, we have identified \$8,000,000 to be placed on Budget and Finance Committee Reserve pending detailed cost expenditures for the exit from the Hall of Justice.

**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

**REVISED 6/20/18**

**ADM - City Administrator**

Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To	From	To			
<b>City Administrators Program, OCEIA</b>														
1823 Senior Administrative Analyst	1.00	0.86	\$114,618	\$98,571	\$16,047	X	X			\$114,618	\$114,618	\$0	X	
Mandatory Fringe Benefits			\$46,216	\$39,746	\$6,470	X	X			\$47,000	\$47,000	\$0	X	
	<i>Total Savings \$22,517</i>							<i>Total Savings \$0</i>						
	Deny interim exception and approve 0.86 FTE 1823 Senior Administrative Analyst to reflect realistic hiring date for this new position. The candidates for this position are still being screened and no offer has been extended yet. The Department is projected to have over \$3.2 million in salary savings in FY 2017-18 and had \$4.4 million in FY 2016-17.							One-time savings						
<b>Medical Examiner</b>														
Attrition Savings	(2.40)	(2.90)	(\$336,485)	(\$406,586)	\$70,101	X	X					\$0		
Mandatory Fringe Benefits			(\$122,566)	(\$148,101)	\$25,535	X	X					\$0		
	<i>Total Savings \$95,636</i>							<i>Total Savings \$0</i>						
	Increase attrition savings to account for the hiring timeline of 1.00 FTE 1823 Senior Administrative Analyst. The Department has only recently requested to fill the position, and may change the job classification due to needs. The Department is projected to have over \$3.2 million in salary savings in FY 2017-18 and had \$4.4 million in FY 2016-17.							One-time savings						
<b>Real Estate Division</b>														
Manager V	1.00	0.00	\$178,221	\$0	\$178,221			1.00	0.00	\$178,221		\$178,221		
Mandatory Fringe Benefits			\$64,633	\$0	\$64,633					\$66,054		\$66,054		
Manager II	0.00	0.77	\$0	\$109,928	(\$109,928)			0.00	1.00	\$0	\$142,764	(\$142,764)		
Mandatory Fringe Benefits			\$0	\$44,213	(\$44,213)					\$0	\$58,879	(\$58,879)		
	<i>Total Savings \$88,712</i>							<i>Total Savings \$42,632</i>						
	Deny the interim exception for 1.00 FTE new Manager V position. Approve 0.77 FTE for Manager II for the Permit Center. This position will oversee 3.00 FTE who will not be hired until FY 2019-20. Manager II classification is sufficient to perform the duties described by the Department, and to provide adequate supervision of the unit and staff.							On going savings						

**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

**REVISED 6/20/18**

**ADM - City Administrator**

Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To	From	To			
<b>Risk Management</b>														
1822 Administrative Analyst	1.00	0.00	\$98,363	\$0	\$98,363					\$98,363		\$98,363		
Mandatory Fringe Benefits			\$41,302	\$0	\$41,302					\$42,072		\$42,072		
	<i>Total Savings \$139,665</i>							<i>Total Savings \$140,435</i>						
	Delete 1.00 FTE 1822 Administrative Analyst position that has been vacant since 2013. The Department has three vacant 1822 positions since at least 2016. The Department is projected to have over \$3.2 million in salary savings in FY 2017-18 and had \$4.4 million in FY 2016-17.							Ongoing savings						
<b>Digital Services</b>														
1054 IS Business Analyst-Principal	1.00	0.00	\$146,005		\$146,005	X				\$146,005		\$146,005	X	
Mandatory Fringe Benefits			\$53,246		\$53,246	X				\$54,349		\$54,349	X	
1053 IS Business Analyst-Senior	0.00	1.00		\$126,107	(\$126,107)	X				\$126,107		(\$126,107)	X	
Mandatory Fringe Benefits				\$48,754	(\$48,754)	X				\$49,525		(\$49,525)	X	
	<i>Total Savings \$24,390</i>							<i>Total Savings \$24,722</i>						
	Deny proposed upward substitution of 1.00 FTE 1053 IS Business Analyst-Senior to 1.00 FTE 1054 IS Business Analyst-Principal due to inadequate justification. The Department of Technology is transferring Digital Services to ADM in order to "streamline operations." Denying this upward substitution will still result in a net gain of 1.00 FTE IS Business Analyst-Principal to this project in FY 2018-19. Digital Services is also adding 5.00 FTE positions in FY 2019-20, including 1.00 FTE IS Business Analyst-Principal.							Ongoing savings						

55

GF = General Fund  
1T = One Time

**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

**REVISED 6/20/18**

**ADM - City Administrator**

Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To					
1053 IS Business Analyst-Senior	1.00	0.00	\$126,107		\$126,107	X				\$126,107		\$126,107	X	
Mandatory Fringe Benefits			\$48,754		\$48,754	X				\$49,525		\$49,525	X	
1052 IS Business Analyst	0.00	1.00		\$108,914	(\$108,914)	X					\$108,914	(\$108,914)	X	
Mandatory Fringe Benefits				\$44,655	(\$44,655)	X					\$45,444	(\$45,444)	X	
			<i>Total Savings</i>		\$21,292						<i>Total Savings</i>		\$21,274	
	Deny proposed upward substitution of 1.00 FTE 1052 IS Business Analyst to 1.00 FTE 1053 IS Business Analyst-Senior due to inadequate justification. The Department of Technology is transferring Digital Services to ADM in order to "streamline operations." Denying this upward substitution will still result in a net gain of 1.00 FTE IS Business Analyst to this project in FY 2018-19. Digital Services is also adding 5.00 FTE positions in FY 2019-20, including 1.00 FTE IS Business Analyst-Principal.							Ongoing savings						
1043 IS Engineer-Senior	1.00	0.86	\$149,593	\$128,650	\$20,943	X	X					\$0		
Mandatory Fringe Benefits			\$53,990	\$46,431	\$7,559	X	X					\$0		
			<i>Total Savings</i>		\$28,502					<i>Total Savings</i>		\$0		
	Deny interim exception and reduce 1.00 FTE 1043 IS Engineer-Senior to 0.86 FTE to reflect hiring timeline. According to the Mayor, this position is funded through the General Fund.							One-time savings						

	FY 2018-19		
	Total Recommended Reductions		
	One-Time	Ongoing	Total
General Fund	\$146,654	\$45,682	\$192,336
Non-General Fund	\$0	\$228,377	\$228,377
<b>Total</b>	<b>\$146,654</b>	<b>\$274,059</b>	<b>\$420,713</b>

	FY 2019-20		
	Total Recommended Reductions		
	One-Time	Ongoing	Total
General Fund	\$0	\$45,996	\$45,996
Non-General Fund	\$0	\$183,067	\$183,067
<b>Total</b>	<b>\$0</b>	<b>\$229,063</b>	<b>\$229,063</b>

56

GF = General Fund  
1T = One Time

**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

**REVISED 6/20/18**

**ADM - City Administrator**

Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To					
<b>Policy Recommendation</b>														
	<b>Office of Cannabis</b>													
1823 Senior Administrative Analyst	1.00	0.00	\$114,618		\$114,618	X				\$114,618		\$114,618	X	
Mandatory Fringe Benefits			\$46,216		\$46,216	X			\$47,000		\$47,000	X		
1840 Junior Management Assistant	0.00	1.00		\$79,724	(\$79,724)	X				\$79,724	(\$79,724)	X		
Mandatory Fringe Benefits				\$36,190	(\$36,190)	X				\$36,982	(\$36,982)	X		
	<i>Total Savings</i>		\$44,920				<i>Total Savings</i>		\$44,912					
	Deny proposed upward substitution of 1.00 FTE 1840 Junior Management Assistant to 1.00 FTE 1823 Senior Administrative Analyst. The Board of Supervisors approved the Office of Cannabis in July 2017 (File 17-0275). At that time, the Board of Supervisors approved three new positions with the Department, to be funded through a programmatic budget of \$700,000: 1.00 FTE Manager III, 1.00 FTE 1824 Principal Administrative Analyst and 0.77 FTE 1840 Junior Management Assistant. The Department claims to have already hired a person to fill the 1840 position in a classification above what the Board approved. This is a policy matter for the Board's consideration.							Ongoing savings						
	<b>Administration</b>													
0932 Manager IV	1.00	0.00	\$165,259		\$165,259	X			\$165,259		\$165,259	X		
Mandatory Fringe Benefits			\$61,996		\$61,996	X			\$66,054		\$66,054	X		
0923 Manager II	0.00	1.00		\$142,764	(\$142,764)	X				\$142,764	(\$142,764)	X		
Mandatory Fringe Benefits				\$57,420	(\$57,420)	X				\$58,879	(\$58,879)	X		
	<i>Total Savings</i>		\$27,071				<i>Total Savings</i>		\$29,670					
	Deny proposed upward substitution of 1.00 FTE 0535 Development Services Manager to 1.00 FTE 0932 Manager IV, and approve upward substitution to 1.00 FTE 0923 Manager II. The position will oversee 2.00 FTE and the job description is more aligned with an 0923 Manager II, which would provide sufficient supervision. The Department claims to have already filled this position at the 0932 level, without Board approval. This is a policy matter for the Board's consideration.							Ongoing savings						

**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

**REVISED 6/20/18**

**ADM - City Administrator**

Account Title	FY 2018-19							FY 2019-20							
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T	
	From	To	From	To				From	To	From	To				
<b>Reserve Recommendations</b>															
	<b>Real Estate</b>														
Programmatic Budgets			\$5,400,000		\$5,400,000		X	X					\$0		
	Place \$5,400,000 in Programmatic Budgets on Budget and Finance Committee Reserve. According to the Department, these funds are for furnishings, fixtures and equipment related to the Justice Facilities Improvement Program, which encompasses the exit from the Hall of Justice and relocations within the Hall of Justice. The Department has not provided sufficient documentation of these costs. The Board of Supervisors should place these funds on B&F Committee Reserve until the Department can provide sufficiently detailed cost plans for the expenditures.														
Buildings, Structure and Improvement			\$7,934,310	\$0	\$7,934,310		X	X			\$8,000,000	\$0	\$8,000,000	X	X
	Place \$7,934,310 in Buildings, Structure and Improvement on Budget and Finance Committee Reserve. According to the Department, these funds are for new leases to begin the process of relocating staff from the Hall of Justice. The Department has not provided sufficient documentation of these costs. The Board of Supervisors should place these funds on B&F Committee Reserve until the Department is able to provide sufficient detail regarding these expenditures.  The Board of Supervisors previously appropriated \$8 million for FY 2017-18, and as of May, no funds have been expended. In addition to the programmatic budget above, and the \$15.9 million in the current proposed budget, the total allocated funds for the Justice Facilities Project would be \$29.3 million from FY 2016-17 through FY 2019-20.														
	Place \$8,000,000 in Buildings, Structure and Improvement on Budget and Finance Committee Reserve. According to the Department, these funds are for new leases to begin the process of relocating staff from the Hall of Justice. The Department has not provided sufficient documentation of these costs. The Board of Supervisors should place these funds on B&F Committee Reserve until the Department is able to provide sufficient detail regarding these expenditures.														

	FY 2018-19		
	Total Policy/Reserve Recommendations		
	One-Time	Ongoing	Total
General Fund	\$13,334,310	\$71,991	\$0
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$13,334,310</b>	<b>\$71,991</b>	<b>\$13,406,301</b>

	FY 2019-20		
	Total Policy/Reserve Recommendations		
	One-Time	Ongoing	Total
General Fund	\$0	\$0	\$0
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$8,000,000</b>

58

GF = General Fund  
1T = One Time

DEPARTMENT: GEN– GENERAL CITY RESPONSIBILITY

**YEAR ONE: FY 2018-19**

Budget Changes

The Department's proposed \$1,399,223,023 budget for FY 2018-19 is \$136,043,833 or 10.8% more than the original FY 2017-18 budget of \$1,263,179,190.

Revenue Changes

The Department's revenues of \$4,868,235,185 in FY 2018-19, are \$356,118,824 or 7.9% more than FY 2017-18 revenues of \$4,512,116,361.

**YEAR TWO: FY 2019-20**

Budget Changes

The Department's proposed \$1,280,878,196 budget for FY 2019-20 is \$118,344,827 or 8.5% less than the Mayor's proposed FY 2018-19 budget of \$1,399,223,023.

Revenue Changes

The Department's revenues of \$4,844,887,294 in FY 2019-20 are \$23,347,891 or 0.5% less than FY 2018-19 estimated revenues of \$4,868,235,185.





Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget

REVISED 6/20/18

**GEN- General City Responsibility**

Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To					
	<b>GEN General City- Unallocated</b>													
Judgements- Claims			\$3,100,000	\$3,000,000	\$100,000	x	x			\$3,100,000	\$3,100,000	\$0	x	
	Reduce Judgements-Claims to reflect actual need in the City's reserve for judgements and claims.							One-time savings						
Reserve for Litigation			\$11,000,000	\$10,900,000	\$100,000	x	x			\$11,000,000	\$11,000,000	\$0	x	
	Reduce Reserve for Litigation to reflect actual need in the City's litigation reserve.							One-time savings						

	FY 2018-19		
	Total Recommended Reductions		
	One-Time	Ongoing	Total
General Fund	\$200,000	\$0	\$200,000
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$200,000</b>	<b>\$0</b>	<b>\$200,000</b>

	FY 2019-20		
	Total Recommended Reductions		
	One-Time	Ongoing	Total
General Fund	\$0	\$0	\$0
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget

REVISED 6/20/18

**GEN- General City Responsibility**

Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To	From	To			
<b>Policy Recommendations</b>														
Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To	From	To			
Programmatic Projects- Budget			\$250,000	\$0	\$250,000	x	x			\$250,000	\$250,000	\$0		
	The proposed budget includes \$250,000 for participatory budgeting in District 8. Reprogramming these funds is a policy matter for the Board of Supervisors.							One-time savings.						

	FY 2018-19		
	Total Policy Recommendations		
	One-Time	Ongoing	Total
General Fund	\$250,000	\$0	\$250,000
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$250,000</b>	<b>\$0</b>	<b>\$250,000</b>

	FY 2019-20		
	Total Policy Recommendations		
	One-Time	Ongoing	Total
General Fund	\$0	\$0	\$0
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

**REVISED 6/20/18**

**SHF - Sheriff**

Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To	From	To			
	<b>Various</b>													
Materials and Supplies			\$273,506	\$256,506	\$17,000	X	X							
Materials and Supplies			\$47,620	\$40,000	\$7,620	X	X							
Materials and Supplies			\$1,023,126	\$1,003,126	\$20,000	X	X							
Materials and Supplies			\$501,481	\$451,481	\$50,000	X	X							
Materials and Supplies			\$3,269,501	\$3,200,000	\$69,501	X	X							
	<p>The Department has \$2.5 million in prior years' appropriations that were encumbered for materials and supplies but not yet spent; of the \$2.5 million, \$220,000 was encumbered more than two years ago. Of the \$2.5 million in prior years' encumbrances, \$500,000 is for miscellaneous office and building supplies. The Department's total materials and supplies budget in FY 2018-19 is \$5.4 million; our recommended reduction of \$164,121 will still give the Department \$5.26 million for materials and supplies.</p>							One time savings						
	<b>Various</b>													
Maint Servcies - Bldgs &Improvement			\$170,219	\$167,719	\$2,500	X	X							
Copy Machine			\$52,999	\$47,999	\$5,000	X	X							
Other Current Expenses - Budget			\$225,259	\$220,259	\$5,000	X	X							
Membership			\$8,000	\$0	\$8,000	X	X							
Software Licensing Fees			\$126,293	\$121,293	\$5,000	X	X							
	<p>The Department has \$535,648 in prior years' appropriations that have not yet been spent; of this amount, \$124,013 was encumbered more than two years ago. The Department's budget in FY 2018-19 is \$595,400 for the services noted above; our recommended reductions of \$25,500 will still leave the Department with \$569,000 for these specific services. (The Department's total budget for non-personnel services is \$12.9 million).</p>							One time savings						

125

GF = General Fund

1T = One Time

**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

**REVISED 6/20/18**

**SHF - Sheriff**

Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To	From	To			
	<b>Alternative Programs</b>													
Community Based Organizations			\$800,000	\$750,000	\$50,000	X	X					\$0		
	<p>The Mayor's proposed FY 2018-19 budget added \$800,000 in new community based programs, including \$500,000 for pretrial diversion. The Department has \$1.8 million in prior years' appropriations that were encumbered for contracts with community based organizations but not yet spent, of which nearly \$600,000 are for the contract with San Francisco Pretrial Diversion Project. According to the Department, the impact of the Humphrey decision will be to increase pretrial workload by 60%.</p>							One time savings						
	<b>Re Entry Programs</b>													
Community Based Organizations			\$4,497,036	\$4,312,036	\$185,000	X	X					\$0		
	<p>The Departmentwide budget for contracts with community based organizations increased by \$2.0 million from \$4,964,552 million in FY 2017-18 to \$6,964,910 million in FY 2018-19, and to \$6,314,910 in FY20. Based on information provided by the Controller's Office, the Department has \$1.8 million in prior years' appropriations that were encumbered for contracts with community based organizations but not yet spent. Of the \$1.8 million in unspent funds, \$1.2 million are in the Re-entry program; \$150,000 of the \$1.2 million were encumbered more than two years ago.</p>							One time savings						

	One-Time	Ongoing	Total		One-Time	Ongoing	Total
General Fund	\$424,621	\$0	\$424,621	General Fund	\$0	\$0	\$0
Non-General Fund	\$0	\$0	\$0	Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$424,621</b>	<b>\$0</b>	<b>\$424,621</b>	<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

126  
GF = General Fund  
1T = One Time

DEPARTMENT: HOM— HOMELESSNESS AND SUPPORTIVE HOUSING

**YEAR ONE: FY 2018-19**

Budget Changes

The Department's proposed \$271,426,796 budget for FY 2018-19 is \$21,042,322 or 8.4% more than the original FY 2017-18 budget of \$250,384,474.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2018-19 are 124.43 FTEs, which are 9.76 FTEs more than the 114.67 FTEs in the original FY 2017-18 budget. This represents an 8.5% increase in FTEs from the original FY 2017-18 budget.

Revenue Changes

The Department's revenues of \$93,245,927 in FY 2018-19, are \$8,407,171 or 9.9% more than FY 2017-18 revenues of \$84,838,756.

**YEAR TWO: FY 2019-20**

Budget Changes

The Department's proposed \$271,246,511 budget for FY 2019-20 is \$180,285 or 0.1% less than the Mayor's proposed FY 2018-19 budget of \$271,426,796.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2019-20 are 125.68 FTEs, which are 1.25 FTEs more than the 124.43 FTEs in the Mayor's proposed FY 2018-19 budget. This represents a 1.0% increase in FTEs from the Mayor's proposed FY 2018-19 budget.

Revenue Changes

The Department's revenues of \$107,160,899 in FY 2019-20, are \$13,914,972 or 14.9% more than FY 2018-19 estimated revenues of \$93,245,927.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2018-19 AND FY 2019-20**

**DEPARTMENT:** HOM – HOMELESSNESS AND SUPPORTIVE HOUSING

**SUMMARY OF 3-YEAR HISTORICAL & PROPOSED BUDGET YEAR EXPENDITURES AND FTE AUTHORITY:**

	<b>FY 2016-17 Budget</b>	<b>FY 2017-18 Budget</b>	<b>FY 2018-19 Proposed</b>	<b>FY 2019-20 Proposed</b>
Homelessness and Supportive Housing	224,153,460	250,384,474	271,426,796	271,246,511
FTE Count	108.91	114.67	124.43	125.68

The Department’s budget increased by \$47,273,336 or 21.1% from the adopted budget in FY 2016-17 to the proposed budget in FY 2018-19. The Department’s FTE count increased by 15.52 or 14.3% from the adopted budget in FY 2016-17 to the proposed budget in FY 2018-19.

**FY 2018-19**

**The Department’s proposed FY 2018-19 budget has increased by \$21,042,322 largely due to:**

Through Resolution No. 134-18 (File 18-0427), the Board of Supervisors urged the Mayor to prioritize the prevention of homelessness, exits into housing, and increased funding for transitional-aged youth, and individuals with chronic mental illness in the proposed budgets for FY 2018-19 and FY 2019-20.

The increase in the FY 2018-19 proposed budget is primarily due to investments in homeless services and programs, including opening new navigation centers, expansion of traditional shelters, increasing the supply of Permanent Supportive Housing beds, and new Access Points, which will connect adults, youth and families to services. The FY 2018-19 proposed budget also includes additional staffing resources to support this expansion in services.

In the FY 2018-19 proposed budget, \$13,437,000 of the total funding was contingent on the passage of Measure D during the June 2018 elections. San Francisco voters did not approve Measure D. Funding from Measure D was planned to finance a navigation center for transitional-aged youth, 100 new slots for adults to receive rapid rehousing benefits, and an increase in the flexible housing pool budget. The Department of Homelessness and Supportive Housing must now rebalance their budget to account for the absence of Measure D funds.

**FY 2019-20**

**The Department’s proposed budget for FY 2019-20 is a 0.1% decrease from the proposed budget for FY 2018-19.**

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2018-19 AND FY 2019-20**

**DEPARTMENT:** HOM – HOMELESSNESS AND SUPPORTIVE HOUSING

**RECOMMENDATIONS**

**YEAR ONE: FY 2018-19**

The Budget and Legislative Analyst's recommended reductions total \$1,190,574, including reductions to the proposed FY 2018-19 budget as well as closing out unexpended encumbrances and funds on Budget and Finance Committee Reserve.

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$425,349 in FY 2018-19. Of the \$425,349 in recommended reductions, \$61,869 are ongoing savings and \$363,480 are one-time savings. These reductions would still allow an increase of \$20,616,973 or 8.23% in the Department's FY 2018-19 proposed budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended encumbrances of \$375,000, and \$390,225 on Budget and Finance Committee Reserve, for additional General Fund savings of \$765,225.

The Budget and Legislative Analyst also recommends that \$13,437,000 of the FY 2018-19 proposed budget be put on Budget and Finance Committee Reserve, as this funding was contingent on the passage of Measure D of the June 2018 elections, which was not approved by San Francisco voters. The Department of Homelessness and Supportive Housing must now rebalance their budget to account for the absence of Measure D funds.

**YEAR TWO: FY 2019-20**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$291,697 in FY 2019-20. Of the \$291,697 in recommended reductions, \$61,869 are ongoing savings and \$229,828 are one-time savings.

The Budget and Legislative Analyst also recommends that \$27,162,000 of the FY 2019-20 proposed budget be put on Budget and Finance Reserve, as this funding was contingent on the passage of Measure D of the June 2018 elections, which was not approved by San Francisco voters.

Recommendations of the Budget and Legislative Analyst

REVISED 6/20/18

For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget

HOM - Homelessness and Supportive Housing

Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To	From	To			
<b>203646 - HOM Programs</b>														
9993M_Z Attrition Savings	(2.25)	(4.30)	(\$220,864)	(\$420,864)	\$200,000	x	x							
Mandatory Fringe Benefits			(\$93,876)	(\$173,476)	\$79,600	x	x							
	<i>Total Savings \$279,600</i>							<i>Total Savings \$0</i>						
	Increase attrition savings to account for staff turnover and hiring delays. The Department is projected to have \$1.1 million in salary savings in FY 2017-18. Furthermore, the Department decreased their budgeted attrition rate from 6.0 percent to 3.4 percent for the two upcoming fiscal years despite the projected salary savings in FY 2017-18 along with the addition of 6.16 FTE new positions and several upward position substitutions. The Department also has a vacancy rate of 14.7 percent.							One-time savings in FY 2018-19.						
Step Adjustments, Miscellaneous			(\$86,899)	(\$133,768)	\$46,869	x				(\$86,899)	(\$133,768)	\$46,869	x	
	Increase the budgeted position step adjustments for new staff positions.							Ongoing savings.						
Materials & Supplies			\$168,165	\$153,165	\$15,000	x				\$168,165	\$153,165	\$15,000	x	
	<i>Total Savings \$15,000</i>							<i>Total Savings \$15,000</i>						
	Reduce the materials & supplies budget in the programs division by \$15,000. The Dept. has underspent their materials and supplies budget by at least \$60,000 each fiscal year.							Ongoing savings.						

175

GF = General Fund  
1T = One Time



For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget

HOM - Homelessness and Supportive Housing

Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To	From	To			
	<b>203645 - HOM Administration</b>													
Rents-Leases-Bldgs&Struct-Bdgt										\$4,708,136	\$4,478,308	\$229,828	x	x
	One-time savings in FY 2019-20.							Reduce the rent, leases, buildings, and structures budget to reflect projected annual expenditures.						
9993M_Z Attrition Savings	(1.45)	(2.42)	(\$171,242)	(\$571,242)	\$60,000		x	x						
Mandatory Fringe Benefits			(\$68,112)	(\$91,992)	\$23,880		x	x						
	<i>Total Savings \$83,880</i>							<i>Total Savings \$0</i>						
	Increase attrition savings to account for the project \$1.1 million in salary savings for FY 2017-18. During FY 2017-18, the Department budgeted an attrition rate of 6.0 percent. The Department decreased their budgeted attrition rate to 3.4 percent for the two upcoming fiscal years despite the projected salary savings in FY 2017-18, addition of 6.16 FTE new positions, and several upward position substitutions. The Department also removed all step adjustments for positions that fall under HOM Administration.							One-time savings in FY 2018-19.						

FY 2018-19			
Total Recommended Reductions			
	One-Time	Ongoing	Total
General Fund	\$363,480	\$61,869	\$425,349
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$363,480</b>	<b>\$61,869</b>	<b>\$425,349</b>

FY 2019-20			
Total Recommended Reductions			
	One-Time	Ongoing	Total
General Fund	\$229,828	\$61,869	\$291,697
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$229,828</b>	<b>\$61,869</b>	<b>\$291,697</b>

**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

**REVISED 6/20/18**

**HOM - Homelessness and Supportive Housing**

Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To	From	To			
<b>Recommended Close Out of Prior Year Appropriations</b>														
	<b>203646 - HOM Programs</b>													
			\$390,225	\$0	\$390,225	x	x							
	<i>Total Savings</i>		<i>\$390,225</i>											
	The Board of Supervisors placed \$390,225 on Budget and Finance Committee reserve to purchase furniture, fixtures, and equipment for 440 Turk Street that is not needed. Therefore the Budget and Finance Committee should request the Controller to close-out \$390,225 and make these funds available to the Board of Supervisors.													
			\$375,000	\$0	\$375,000	x	x							
	<i>Total Savings</i>		<i>\$375,000</i>											
	Request the Controller to close out \$375,000 in prior year encumbrances and make these funds available to the Board of Supervisors.													

FY 2018-19			
Total Policy/Reserve Recommendations			
	One-Time	Ongoing	Total
General Fund	\$765,225	\$0	\$765,225
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$765,225</b>	<b>\$0</b>	<b>\$765,225</b>

FY 2019-20			
Total Policy/Reserve Recommendations			
	One-Time	Ongoing	Total
General Fund	\$0	\$0	\$0
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

177  
GF = General Fund  
1T = One Time

**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

**REVISED 6/20/18**

<b>DAT - District Attorney</b>														
Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To					
<b>DAT District Attorney</b>														
Programmatic Projects-Budget			\$2,708,666	\$2,696,358	\$12,308	x	x					\$0		
	Utilize \$12,308 in carry-forward monies from Independent investigative Bureau budget from FY 2016-17 rather than budget new funds.							One time saving.						
Attrition Savings			(244,169)	(469,169)	\$225,000	x	x					\$0		
Mandatory Fringe Benefits			(98,105)	(173,105)	\$75,000	x	x					\$0		
	<i>Total Savings</i>				<i>\$300,000</i>			<i>Total Savings</i>				<i>\$0</i>		
	Utilize \$300,000 in carry-forward monies from the DA Victim Services Budget in FY 2017-18 rather than budget new funds.							One time saving.						
Attrition Savings			(\$575,041)	(\$633,119)	\$58,078	x	x					\$0		
Mandatory Fringe Benefits			(\$198,260)	(\$218,338)	\$20,078	x	x					\$0		
	<i>Total Savings</i>				<i>\$78,156</i>			<i>Total Savings</i>				<i>\$0</i>		
	Increase Attrition to reflect delays in hiring for DAT positions							One time saving.						
Attrition Savings			(1,947,713.00)	(\$1,969,107)	\$21,394	x	x					\$0		
Mandatory Fringe Benefits			(671,316.00)	(\$678,692)	\$7,376	x	x					\$0		
	<i>Total Savings</i>				<i>\$28,770</i>			<i>Total Savings</i>				<i>\$0</i>		
	Increase Attrition to reflect delays in hiring for DAT positions							One time saving.						

	FY 2018-19		
	Total Recommended Reductions		
	One-Time	Ongoing	Total
General Fund	\$419,234	\$0	\$419,234
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$419,234</b>	<b>\$0</b>	<b>\$419,234</b>

	FY 2019-20		
	Total Recommended Reductions		
	One-Time	Ongoing	Total
General Fund	\$0	\$0	\$0
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

122

GF = General Fund  
1T = One Time



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 19, 2018

TO: Budget and Finance Committee

FROM: Budget and Legislative Analyst

[Handwritten signature]

SUBJECT: Recommendations of the Budget and Legislative Analyst for Amendment of the Mayor's Fiscal Year 2018-2019 to Fiscal Year 2019-2020 Budget.

Page

Descriptions for Departmental Budget Hearing, June 21, 2018 Meeting, 10:00 a.m.

HSS Health Service System..... 1
ASS Assessor-Recorder, Office of the ..... 6
CON Controller, Office of ..... 12
GEN General City Responsibility ..... 17
CAT City Attorney, Office of the..... 21
MYR Mayor, Office of the..... 26
REG Elections, Department of..... 32
HRD Human Resources, Department of ..... 37
FAM Fine Arts Museum..... 43
AAM Asian Art Museum ..... 47
ADM City Administrator, Office of the..... 51
TIS Technology, Department of..... 59
DPW Public Works ..... 63
REC Recreation and Park Department..... 69
FIR Fire Department..... 77
DEM Emergency Management, Department of..... 83
POL Police Department ..... 88
DPA Police Accountability, Department of..... 97
CRT Superior Court..... 101

ADP	Adult Probation Department .....	105
JUV	Juvenile Probation Department.....	110
PDR	Public Defender, Office of the .....	114
DAT	District Attorney, Office of the .....	119
SHF	Sheriff's Department.....	123
TTX	Treasurer/Tax Collector, Office of the.....	127
ECN	Economic and Workforce Development, Office of.....	133
CPC	City Planning .....	139
ART	Arts Commission .....	145
WAR	War Memorial.....	149
CHF	Children, Youth and Their Families, Department of.....	153
DPH	Public Health, Department of .....	157
HSA	Human Services Agency.....	165
HOM	Homelessness and Supportive Housing, Department of.....	172
BOS	Board of Supervisors.....	179

**YEAR ONE: FY 2018-19**

Budget Changes

The Department's proposed \$11,721,172 budget for FY 2018-19 is \$276,917 or 2.4% more than the original FY 2017-18 budget of \$11,444,255.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2018-19 are 51.15 FTEs, which are 0.16 FTEs more than the 50.99 FTEs in the original FY 2017-18 budget. This represents a 0.3% increase in FTEs from the original FY 2017-18 budget.

Revenue Changes

The Department's revenues of \$11,721,172 in FY 2018-19, are \$220,077 or 1.9% more than FY 2017-18 revenues of \$11,501,095.

**YEAR TWO: FY 2019-20**

Budget Changes

The Department's proposed \$12,018,314 budget for FY 2019-20 is \$297,142 or 2.5% more than the Mayor's proposed FY 2018-19 budget of \$11,721,172.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2019-20 are 51.15 FTEs, which are the same number of FTEs in the Mayor's proposed FY 2018-19 budget. This represents no change in FTEs from the Mayor's proposed FY 2018-19 budget.

Revenue Changes

The Department's revenues of \$12,018,314 in FY 2019-20, are \$297,142 or 2.5% more than FY 2018-19 estimated revenues of \$11,721,172.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2018-19 AND FY 2019-20**

**DEPARTMENT:** HSS – HEALTH SERVICE SYSTEM

**SUMMARY OF 5-YEAR HISTORICAL & PROPOSED BUDGET YEAR EXPENDITURES AND FTE AUTHORITY:**

	FY 2013-14 Budget	FY 2014-15 Budget	FY 2015-16 Budget	FY 2016-17 Budget	FY 2017-18 Budget	FY 2018-19 Proposed
Health Service System	8,899,536	9,974,731	10,726,620	10,918,665	11,444,255	11,721,172
FTE Count	43.83	48.64	50.8	51.36	50.99	51.15

The Department’s budget increased by \$2,821,636 or 31.71% from the adopted budget in FY 2013-14 to the proposed budget in FY 2018-19. The Department’s FTE count increased by 7.32 or 16.70% from the adopted budget in FY 2013-14 to the proposed budget in FY 2018-19.

**FY 2018-19**

The Department’s proposed FY 2018-19 budget has increased by \$276,917 largely due to salary and benefit cost increases.

**FY 2019-20**

The Department’s proposed FY 2019-20 budget has increased by \$297,142 largely due to salary and benefit cost increases.



**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2018-19 AND FY 2019-20**

**DEPARTMENT:** HSS – HEALTH SERVICE SYSTEM

**RECOMMENDATIONS**

**YEAR ONE: FY 2018-19**

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$87,035 in FY 2018-19. Of the \$87,035 in recommended reductions, \$87,035 are ongoing savings and none are one-time savings. These reductions would still allow an increase of \$189,882 or 1.7% in the Department’s FY 2018-19 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended encumbrances of \$1,755, for total General Fund savings of \$88,790.

**YEAR TWO: FY 2019-20**

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$87,558 in FY 2019-20. Of the \$87,558 in recommended reductions, \$87,558 are ongoing savings and none are one-time savings. These reductions would still allow an increase of \$209,584 or 1.8% in the Department’s FY 2019-20 budget.

**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

**HSS - Health Service System**

Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To	From	To			
<b>HSS Health Service System</b>														
9993 Attrition Savings	(1.61)	(2.19)	(\$171,144)	(\$232,798)	\$61,654	x		(1.61)	(2.19)	(\$171,113)	(\$232,756)	\$61,643	x	
Mandatory Fringe Benefits			(\$70,452)	(\$95,832)	\$25,380	x				(\$71,937)	(\$97,852)	\$25,915	x	
			<i>Total Savings</i>		<i>\$87,035</i>					<i>Total Savings</i>		<i>\$87,558</i>		
	Increase Attrition Savings to reflect anticipated delays in hiring and vacancies. The Department had salary surpluses in FY 2014-15, FY 2015-16, and FY 2016-17. The Department has a projected salary surplus of approximately \$305,000 in FY2017-18.							Ongoing savings.						

FY 2018-19			
Total Recommended Reductions			
	One-Time	Ongoing	Total
General Fund	\$0	\$87,035	\$87,035
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$87,035</b>	<b>\$87,035</b>

FY 2019-20			
Total Recommended Reductions			
	One-Time	Ongoing	Total
General Fund	\$0	\$87,558	\$87,558
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$87,558</b>	<b>\$87,558</b>

Year	Department Code	Fund Code	Supplier No	Supplier Name	Project Code	Remaining Balance
7/6/2016	291644	10000	18125	IRON MOUNTAIN OFF-SITE DATA PROTECTION	10001707	\$176.50
6/22/2017	291644	10000	11040	SHRED WORKS	10001707	\$108.00
7/21/2016	291644	10000	16221	LINK2GOV CORP	10001707	\$186.13
5/8/2017	291644	10000	10525	STAPLES BUSINESS ADVANTAGE	10001707	\$195.53
6/9/2017	291644	10000	10525	STAPLES BUSINESS ADVANTAGE	10001707	\$12.74
1/30/2017	291644	10000	19209	GRM INFORMATION MANAGEMENT SERVICES	10001707	\$351.94
7/5/2017	291644	10000	13856	OPENCOPY	10001707	\$704.84
7/28/2017	291644	10000	12182	RICOH USA INC	10001707	\$0.01
7/28/2017	291644	10000	12182	RICOH USA INC	10001707	\$0.01
10/27/2017	291644	10000	21375	DIGITAL ROOM INC DBA UPRINTING.COM	10001707	\$14.87
3/12/2018	291644	10000	8003	XTECH	10001707	\$5.02
<b>Total</b>						<b>\$1,755.59</b>

**YEAR ONE: FY 2018-19**

Budget Changes

The Department's proposed \$44,959,965 budget for FY 2018-19 is \$5,541,664 or 14.1% more than the original FY 2017-18 budget of \$39,418,301.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2018-19 are 174.10 FTEs, which are 3.85 FTEs more than the 170.25 FTEs in the original FY 2017-18 budget. This represents a 2.3% increase in FTEs from the original FY 2017-18 budget.

Revenue Changes

The Department's revenues of \$10,734,741 in FY 2018-19, are \$2,286,939 or 27.1% more than FY 2017-18 revenues of \$8,447,802.

**YEAR TWO: FY 2019-20**

Budget Changes

The Department's proposed \$43,666,805 budget for FY 2019-20 is \$1,293,160 or 2.9% less than the Mayor's proposed FY 2018-19 budget of \$44,959,965.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2019-20 are 175.81 FTEs, which are 1.71 FTEs more than the 174.10 FTEs in the Mayor's proposed FY 2018-19 budget. This represents a 1% increase in FTEs from the Mayor's proposed FY 2018-19 budget.

Revenue Changes

The Department's revenues of \$9,168,364 in FY 2019-20, are \$1,566,377 or 14.6% less than FY 2018-19 estimated revenues of \$10,734,741.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2018-19 AND FY 2019-20**

**DEPARTMENT:** ASR – ASSESSOR

**SUMMARY OF 5-YEAR HISTORICAL & PROPOSED BUDGET YEAR EXPENDITURES AND FTE AUTHORITY:**

	<b>FY 2013-14 Budget</b>	<b>FY 2014-15 Budget</b>	<b>FY 2015-16 Budget</b>	<b>FY 2016-17 Budget</b>	<b>FY 2017-18 Budget</b>	<b>FY 2018-19 Proposed</b>
Assessor-Recorder	21,594,580	23,857,168	24,145,354	31,180,269	39,418,301	44,959,965
FTE Count	152.08	147.07	162.08	171.88	170.25	174.10

The Department’s budget increased by \$23,365,385 or 108.2% from the adopted budget in FY 2013-14 to the proposed budget in FY 2018-19. The Department’s FTE count increased by 22.02 or 14.48% from the adopted budget in FY 2013-14 to the proposed budget in FY 2018-19.

**FY 2018-19**

The Department’s proposed FY 2018-19 budget has increased by \$5,541,664 largely driven by investments in the Department’s technology systems, particularly the Property Assessment and Tax System (PATS) and the replacement of the Recorder system. The increase is also driven by investments in staff to streamline and improve internal processes, continue to work through the Department’s property appraisal backlog, and modernize recorder processes.

**FY 2019-20**

The Department’s proposed FY 2019-20 budget has decreased by \$1,293,160 largely driven by the end of one-time expenditures in the Recorder modernization project.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2018-19 AND FY 2019-20**

**DEPARTMENT:** ASR – ASSESSOR

**RECOMMENDATIONS**

**YEAR ONE: FY 2018-19**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$1,017,829 in FY 2018-19. Of the \$1,017,829 in recommended reductions, \$215,508 are ongoing savings and \$802,321 are one-time savings. These reductions would still allow an increase of \$4,523,835 or 11.5% in the Department's FY 2018-19 budget.

**YEAR TWO: FY 2019-20**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$384,988 in FY 2019-20. Of the \$384,988 in recommended reductions, \$384,988 are ongoing savings and none are one-time savings. These reductions would allow a decrease of \$1,678,148 or 3.7% in the Department's FY 2019-20 budget.

**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

**ASR - Assessor-Recorder**

Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To	From	To			
<b>ASR Administration</b>														
0922 Manager I	0.77	0.00	\$78,850	\$0	\$78,850	x		1.00	0.00	\$132,989	\$0	\$132,989	x	
Mandatory Fringe Benefits			\$32,866	\$0	\$32,866	x				\$56,601	\$0	\$56,601	x	
	<i>Total Savings</i> \$111,716							<i>Total Savings</i> \$189,590						
	Deny new 0.77 FTE 0922 Manager I position. According to the Department, this new manager position will facilitate implementation of new projects and initiatives within the department. The Department has added 22 new positions in the past five years, many of which are management and analytical positions that can oversee and facilitate implementation of new projects within their division. This is one of four new positions requested by the Department in the operating budget in FY 2018-19, of which the Budget and Legislative Analyst is recommending approval of one.							Ongoing savings						
0931 Manager III	1.00	0.00	\$153,931	\$0	\$153,931	x		1.00	0.00	\$153,931	\$0	\$153,931	x	
Mandatory Fringe Benefits			\$59,692	\$0	\$59,692	x				\$61,139	\$0	\$61,139	x	
0923 Manager II	0.00	1.00	\$0	\$142,764	(\$142,764)	x		0.00	1.00	\$0	\$142,764	(\$142,764)	x	
Mandatory Fringe Benefits			\$0	\$57,420	(\$57,420)	x				\$0	\$58,879	(\$58,879)	x	
	<i>Total Savings</i> \$13,439							<i>Total Savings</i> \$13,427						
	The Department requested an upward substitution from a Manager I to a Manager III to oversee the Department's human resources functions. This recommendation would approve the substitution to a Manager II rather than a Manager III.							Ongoing savings						
Interpreters			\$12,500	\$7,500	\$5,000	x	x							
	Reduce to reflect historical Department expenditures and actual need							One-time savings						
Other Current Expenses - Bdgt			\$59,000	\$49,000	\$10,000	x	x							
	Reduce to reflect historical Department expenditures and actual need							One-time savings						
Materials & Supplies - Budget			\$58,850	\$48,850	\$10,000	x	x							
	Reduce to reflect historical Department expenditures and actual need							One-time savings						

6  
GF = General Fund  
1T = One Time

**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

**ASR - Assessor-Recorder**

Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To	From	To			
Programmatic Projects-Budget			\$12,099,218	\$11,867,218	\$232,000	x	x							
4224_O Principal Personal Property Auditor	3.00	2.00												
4222_O Senior Personal Property Auditor	1.00	2.00												
1824_O Principal Administrative Analyst	1.00	0.00												
			<i>Total Savings</i>	<i>\$232,000</i>						<i>Total Savings</i>	<i>\$0</i>			
<p>The Department plans to begin development of the new Property Tax Assessment System in FY 2018-19. The Department will submit vendor contracts to the Board of Supervisors for approval in summer 2018.</p> <p>The Property Tax Assessment System project budget includes 16 positions, of which five are new in FY 2018-19. The proposed budget includes approval of one Manager V position as an interim exception to oversee the project. This position was filled on a temporary basis pending approval of the new position.</p> <p>The Department is also requesting a new Manager III position for ongoing facilitation of the project to ensure Assessor, Tax Collector, and Controller staff are fully integrated into system functions, and new Principal Administrative Analyst, Administrative Analyst, and Transaction Specialist positions. These five new positions are in addition to 11 positions previously authorized.</p> <p>The Budget and Legislative Analyst recommends (a) deleting the new Principal Administrative Analyst position (the Department has another Principal Administrative Analyst position allocated to this project), and (b) not approving the upward substitution of one vacant 4222 Senior Personal Property Auditor to 4224 Principal Property Auditor. In addition, the Budget and Legislative Analyst recommends reducing the total project allocation for salaries to reflect vacant project positions.</p>							<p align="center">One-time savings</p>							



**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

**ASR - Assessor-Recorder**

Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To					
<b>ASR Real Property</b>														
4267 Principal Real Property Appraiser	0.50	0.00	\$65,357	\$0	\$65,357	x		1.00	0.00	\$130,713	\$0	\$130,713	x	
Mandatory Fringe Benefits			\$24,996	\$0	\$24,996	x				\$51,258	\$0	\$51,258	x	
			<i>Total Savings</i>		\$90,353					<i>Total Savings</i>		\$181,971		
	<p>The Department has requested two new positions for the Standards and Mapping Units - one new 0931 Manager III to oversee the unit and one new 4267 Principal Real Property Appraiser. Under this proposal, the unit will have 14 positions, including two Principal Real Property Appraisers, four Senior Real Property Appraisers (of which two are dedicated to DBI), and three Real Property Appraisers (of which one is vacant). The Budget and Legislative Analyst recommends approval of the new Manager III position to oversee the unit but considers the unit to have sufficient appraiser and administrative staffing and therefore does not recommend approval of the new Principal Real Property Appraiser position. The Department has added 22 new positions in the past five years, many of which are management and analytical positions that can oversee and facilitate implementation of new projects within their division. This is one of four new positions requested by the Department in the operating budget in FY 2018-19, of which the Budget and Legislative Analyst is recommending approval of one.</p>							Ongoing savings						
<b>Departmentwide</b>														
Attrition Savings			(\$1,675,528)	(\$2,060,000)	\$384,472	x	x							
Mandatory Fringe Benefits			(\$700,980)	(\$861,829)	\$160,849	x	x							
			<i>Total Savings</i>		\$545,321					<i>Total Savings</i>		\$0		
	<p>Increase Attrition Savings to reflect anticipated delays in hiring and vacancies. The Department had salary surpluses of approximately \$900,000 to \$1 million in FY 2014-15, FY 2015-16, and FY 2016-17, reduced to an estimated \$809,000 in FY 2017-18.</p>							One-time savings						

	FY 2018-19 Total Recommended Reductions		
	One-Time	Ongoing	Total
	General Fund	\$802,321	\$215,508
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$802,321</b>	<b>\$215,508</b>	<b>\$1,017,829</b>

	FY 2019-20 Total Recommended Reductions		
	One-Time	Ongoing	Total
	General Fund	\$0	\$384,988
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$384,988</b>	<b>\$384,988</b>

11

GF = General Fund  
1T = One Time

**YEAR ONE: FY 2018-19**

Budget Changes

The Department's proposed \$68,284,289 budget for FY 2018-19 is \$1,000,002 or 1.5% more than the original FY 2017-18 budget of \$67,284,287.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2018-19 are 251.61 FTEs, which are 5.50 FTEs less than the 257.11 FTEs in the original FY 2017-18 budget. This represents a 2.1% decrease in FTEs from the original FY 2017-18 budget.

Revenue Changes

The Department's revenues of \$57,620,219 in FY 2018-19, are \$546,257 or 1.0% more than FY 2017-18 revenues of \$57,073,962.

**YEAR TWO: FY 2019-20**

Budget Changes

The Department's proposed \$67,598,829 budget for FY 2019-20 is \$685,460 or 1.0% less than the Mayor's proposed FY 2018-19 budget of \$68,284,289.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2019-20 are 252.13 FTEs, which are 0.52 FTEs more than the 251.61 FTEs in the Mayor's proposed FY 2018-19 budget. This represents a 0.2% increase in FTEs from the Mayor's proposed FY 2018-19 budget.

Revenue Changes

The Department's revenues of \$56,482,161 in FY 2019-20 are \$1,138,058 or 2.0% less than FY 2018-19 estimated revenues of \$57,620,219.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2018-19 AND FY 2019-20**

**DEPARTMENT:** CON – CONTROLLER

**SUMMARY OF 5-YEAR HISTORICAL & PROPOSED BUDGET YEAR EXPENDITURES AND FTE AUTHORITY:**

	<b>FY 2013-14</b>	<b>FY 2014-15</b>	<b>FY 2015-16</b>	<b>FY 2016-17</b>	<b>FY 2017-18</b>	<b>FY 2018-19</b>
	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Proposed</b>
Controller	43,980,897	53,637,306	62,453,126	69,223,402	67,284,287	68,284,289
FTE Count	204.11	218.51	252.58	263.44	257.11	251.61

The Department’s budget increased by \$24,303,392 or 55.3% from the adopted budget in FY 2013-14 to the proposed budget in FY 2018-19. The Department’s FTE count increased by 47.50 or 23.3% from the adopted budget in FY 2013-14 to the proposed budget in FY 2018-19.

**FY 2018-19**

The Department’s proposed FY 2018-19 budget has increased by \$1,000,002 largely due to three new positions in the City Services Auditor division.

**FY 2019-20**

The Department’s proposed FY 2019-20 budget has decreased by \$685,460 largely due to close out of projects related to the financial system replacement.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2018-19 AND FY 2019-20**

**DEPARTMENT:** \_\_\_\_\_ **CON – CONTROLLER**

**RECOMMENDATIONS**

**YEAR ONE: FY 2018-19**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$120,000 in FY 2018-19. Of the \$120,000 in recommended reductions, \$100,000 are ongoing savings and \$20,000 are one-time savings. These reductions would still allow an increase of \$880,002 or 1.3% in the Department's FY 2018-19 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended encumbrances of \$75,126, and one-time FY 2017-18 savings of \$125,000 for total General Fund savings of \$320,126.

**YEAR TWO: FY 2019-20**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$100,000 in FY 2019-20. All of the recommended reductions are ongoing savings. These reductions would contribute to the decrease of \$785,460 or 1.2% in the Department's FY 2019-20 budget.

Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget

CON - Controller

Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To					
<b>Administration</b>														
Data Processing Supplies			\$85,000	\$65,000	\$20,000	x	x							
	Reduce budgeted amount for Data Processing Supplies due to historical underspending.							One-time savings.						
<b>Accounting</b>														
Attrition Savings	(4.71)	(5.02)	(\$769,367)	(\$819,367)	\$50,000	x		(4.71)	(5.01)	(\$773,423)	(\$823,423)	\$50,000	x	
	Increase attrition savings to reflect rate of hire.							Ongoing savings.						
<b>Payroll</b>														
Attrition Savings	(1.03)	(1.40)	(\$139,477)	(\$189,477)	\$50,000	x		(1.03)	(1.40)	(\$140,443)	(\$190,443)	\$50,000	x	
	Increase attrition savings to reflect rate of hire.							Ongoing savings.						

	FY 2018-19 Total Recommended Reductions		
	One-Time	Ongoing	Total
General Fund	\$20,000	\$100,000	\$120,000
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$20,000</b>	<b>\$100,000</b>	<b>\$120,000</b>

	FY 2019-20 Total Recommended Reductions		
	One-Time	Ongoing	Total
General Fund	\$0	\$100,000	\$100,000
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$100,000</b>	<b>\$100,000</b>

Year	Department Code	Fund Code	Supplier No	Supplier Name	Project Code	Remaining Balance
2017	229222	10000	20671	EN POINTE TECHNOLOGIES SALES LLC	10001643	9,500
2015	229227	10000	16036	LUX CONSULTING	10001644	6,000
2014	229227	10000	8155	WILLIAMS ADLEY & COMPANY CA LLP	10001644	7,633
2017	229222	10020	12749	PUBLIC FINANCIAL MANAGEMENT INC	10001643	5,449
2014	229227	10000	8155	WILLIAMS ADLEY & COMPANY CA LLP	10001644	18,979
2014	229222	10000	9675	THE MARTINET GROUP LLC	10001643	27,565
<b>Total</b>						75,126

**YEAR ONE: FY 2018-19**

Budget Changes

The Department's proposed \$1,399,223,023 budget for FY 2018-19 is \$136,043,833 or 10.8% more than the original FY 2017-18 budget of \$1,263,179,190.

Revenue Changes

The Department's revenues of \$4,868,235,185 in FY 2018-19, are \$356,118,824 or 7.9% more than FY 2017-18 revenues of \$4,512,116,361.

**YEAR TWO: FY 2019-20**

Budget Changes

The Department's proposed \$1,280,878,196 budget for FY 2019-20 is \$118,344,827 or 8.5% less than the Mayor's proposed FY 2018-19 budget of \$1,399,223,023.

Revenue Changes

The Department's revenues of \$4,844,887,294 in FY 2019-20 are \$23,347,891 or 0.5% less than FY 2018-19 estimated revenues of \$4,868,235,185.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2018-19 AND FY 2019-20**

**DEPARTMENT:** GEN – GENERAL CITY RESPONSIBILITY

**RECOMMENDATIONS**

**YEAR ONE: FY 2018-19**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$200,000 in FY 2018-19. All of the \$200,000 in recommended reductions are ongoing savings. These reductions would still allow an increase of \$135,843,833 or 10.8% in the Department's FY 2018-19 budget.

**YEAR TWO: FY 2019-20**

The Budget and Legislative Analyst has not proposed any reductions for FY 2019-20.



**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

**GEN- General City Responsibility**

Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To					
<b>GEN General City- Unallocated</b>														
Judgements- Claims			\$3,100,000	\$3,000,000	\$100,000	x	x			\$3,100,000	\$3,100,000	\$0	x	
	Reduce Judgements-Claims to reflect actual need in the City's reserve for judgements and claims.							One-time savings						
Reserve for Litigation			\$11,000,000	\$10,900,000	\$100,000	x	x			\$11,000,000	\$11,000,000	\$0	x	
	Reduce Reserve for Litigation to reflect actual need in the City's litigation reserve.							One-time savings						

**FY 2018-19  
Total Recommended Reductions**

	One-Time	Ongoing	Total
General Fund	\$200,000	\$0	\$200,000
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$200,000</b>	<b>\$0</b>	<b>\$200,000</b>

**FY 2019-20  
Total Recommended Reductions**

	One-Time	Ongoing	Total
General Fund	\$0	\$0	\$0
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

**GEN- General City Responsibility**

Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To	From	To			
<b>Policy Recommendations</b>														
Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To	From	To			
<b>GEN General City- Unallocated</b>														
Programmatic Projects- Budget			\$250,000	\$0	\$250,000	x	x			\$250,000	\$250,000	\$0		
The proposed budget includes \$250,000 for participatory budgeting in District 8. Reprogramming these funds is a policy matter for the Board of Supervisors.							One-time savings.							

	FY 2018-19		
	Total Policy Recommendations		
	One-Time	Ongoing	Total
General Fund	\$250,000	\$0	\$250,000
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$250,000</b>	<b>\$0</b>	<b>\$250,000</b>

	FY 2019-20		
	Total Policy Recommendations		
	One-Time	Ongoing	Total
General Fund	\$0	\$0	\$0
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**YEAR ONE: FY 2018-19**Budget Changes

The Department's proposed \$86,006,153 budget for FY 2018-19 is \$3,650,766 or 4.4% more than the original FY 2017-18 budget of \$82,355,387.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2018-19 are 312.66 FTEs, which are 3.71 FTEs more than the 308.95 FTEs in the original FY 2017-18 budget. This represents a 1.2% increase in FTEs from the original FY 2017-18 budget.

Revenue Changes

The Department's revenues of \$66,370,195 in FY 2018-19, are \$837,629 or 1.3% more than FY 2017-18 revenues of \$65,532,566.

**YEAR TWO: FY 2019-20**Budget Changes

The Department's proposed \$87,982,476 budget for FY 2019-20 is \$1,976,323 or 2.3% more than the Mayor's proposed FY 2018-19 budget of \$86,006,153.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2019-20 are 313.64 FTEs, which are 0.98 FTEs more than the 312.66 FTEs in the Mayor's proposed FY 2018-19 budget. This represents a 0.3% increase in FTEs from the Mayor's proposed FY 2018-19 budget.

Revenue Changes

The Department's revenues of \$65,901,454 in FY 2019-20, are \$468,741 or 0.7% less than FY 2018-19 estimated revenues of \$66,370,195.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2018-19 AND FY 2019-20**

**DEPARTMENT:** CAT – CITY ATTORNEY

**SUMMARY OF 5-YEAR HISTORICAL & PROPOSED BUDGET YEAR EXPENDITURES AND FTE AUTHORITY:**

	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
	Budget	Budget	Budget	Budget	Budget	Proposed
City Attorney	73,004,864	75,751,194	76,189,394	78,780,781	82,355,387	86,006,153
FTE Count	308.14	308.19	306.39	306.82	308.95	312.66

The Department’s budget increased by \$13,001,289 or 17.8% from the adopted budget in FY 2013-14 to the proposed budget in FY 2018-19. The Department’s FTE count increased by 4.52 or 1.5% from the adopted budget in FY 2013-14 to the proposed budget in FY 2018-19.

**FY 2018-19**

The Department’s proposed FY 2018-19 budget has increased by \$3,650,766 largely due to mandated increases in salaries and fringe benefits, and the addition of new positions to handle civil conservatorship cases, which are currently handled by the District Attorney’s Office and will transfer to the Department on January 1, 2019.

**FY 2019-20**

The Department’s proposed FY 2019-20 budget has increased by \$1,976,323 largely due to cost of living adjustments.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2018-19 AND FY 2019-20**

**DEPARTMENT:** CAT – CITY ATTORNEY

**RECOMMENDATIONS**

**YEAR ONE: FY 2018-19**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$269,578 in FY 2018-19. All of the recommended reductions are one-time savings. These reductions would still allow an increase of \$3,381,188 or 4.1% in the Department's FY 2018-19 budget.

**YEAR TWO: FY 2019-20**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$275,576 in FY 2019-20. All of the recommended reductions are ongoing savings. These reductions would still allow an increase of \$1,700,747 or 2.0% in the Department's FY 2019-20 budget.

**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

**CAT - City Attorney**

Account Title	FY 2018-19						FY 2019-20							
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To					
<b>City Attorney</b>														
8177 Attorney					\$0			1.00	0.00	\$207,117	\$0	\$207,117	x	
Mandatory Fringe Benefits					\$0					\$68,459	\$0.00	\$68,459	x	
	<i>Total Savings</i>					<i>\$0</i>		<i>Total Savings</i>					<i>\$275,576</i>	
	<p>Deny 1.00 FTE new 8177 Attorney position proposed for handling civil conservatorship proceedings. The Board of Supervisors approved an ordinance designating the City Attorney rather than the District Attorney to institute proceedings under the Lanterman-Petris-Short Act to appoint conservators for persons with mental health disorders and compel participation in assisted outpatient treatment (Ord. 117-18, File 18-0156). Approximately 491 cases will be transferred from the District Attorney to the City Attorney on January 1, 2019.</p> <p>The District Attorney's Office had assigned 0.5 FTE 8177 Attorney and 0.4 FTE 8132 Investigative Assistant to handle such conservatorships, or a total of 0.9 FTE. The City Attorney's Office is now proposing 2.0 FTE Attorneys and 1.0 FTE 8173 Legal Assistant to handle such conservatorships, or a total of 3.0 FTE or over a 233 percent increase from the previously budgeted staffing in the District Attorney's Office. The City Attorney considered the 233 percent increase in staffing to be necessary because of the (1) increase in homelessness and associated referrals, and (b) pending State legislation that could expand Lanterman-Petris-Short Act conservatorships.</p> <p>Instead of three new positions, the Budget and Legislative Analyst recommends approval of two of the requested new positions, one Attorney and one Claims Investigator, as of January 2019 in the City Attorney's Office to handle such conservatorships. The Budget and Legislative Analyst's recommendations would still provide an increase of 1.1 FTE or over 122 percent as compared to the current staffing in the District Attorney's Office. The Budget and Legislative Analyst recommends disapproval of the second 8177 Attorney position in FY 2019-20. It should be noted that State legislation has not yet been adopted expanding Lanterman-Petris-Short Act conservatorships.</p>													
Attrition Savings	(18.86)	(20.08)	(\$3,103,699)	(\$3,303,699)	\$200,000	x	x							
Mandatory Fringe Benefits			(\$1,079,742)	(\$1,149,320)	\$69,578	x	x							
	<i>Total Savings</i>					<i>\$269,578</i>		<i>Total Savings</i>					<i>\$0</i>	
	Increase Attrition Savings to reflect expected hiring dates for vacant positions.													
	One-time savings.													

Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget

CAT - City Attorney

Account Title	FY 2018-19							FY 2019-20																																																																																																															
	FTE		Amount			Savings	GF	1T	FTE		Amount			Savings	GF	1T																																																																																																							
	From	To	From	To	From				To	From	To																																																																																																												
<table style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="8" style="text-align: center;">FY 2018-19</td> <td colspan="8" style="text-align: center;">FY 2019-20</td> </tr> <tr> <td colspan="8" style="text-align: center;">Total Recommended Reductions</td> <td colspan="8" style="text-align: center;">Total Recommended Reductions</td> </tr> <tr> <td></td> <td style="text-align: center;">One-Time</td> <td style="text-align: center;">Ongoing</td> <td colspan="5"></td> <td style="text-align: center;">Total</td> <td></td> <td style="text-align: center;">One-Time</td> <td style="text-align: center;">Ongoing</td> <td colspan="5"></td> <td style="text-align: center;">Total</td> </tr> <tr> <td style="text-align: right;">General Fund</td> <td style="text-align: right;">\$269,578</td> <td style="text-align: right;">\$0</td> <td colspan="5"></td> <td style="text-align: right;">\$269,578</td> <td style="text-align: right;">General Fund</td> <td style="text-align: right;">\$0</td> <td style="text-align: right;">\$275,576</td> <td colspan="5"></td> <td style="text-align: right;">\$275,576</td> </tr> <tr> <td style="text-align: right;">Non-General Fund</td> <td style="text-align: right;">\$0</td> <td style="text-align: right;">\$0</td> <td colspan="5"></td> <td style="text-align: right;">\$0</td> <td style="text-align: right;">Non-General Fund</td> <td style="text-align: right;">\$0</td> <td style="text-align: right;">\$0</td> <td colspan="5"></td> <td style="text-align: right;">\$0</td> </tr> <tr> <td style="text-align: right;">Total</td> <td style="text-align: right;">\$269,578</td> <td style="text-align: right;">\$0</td> <td colspan="5"></td> <td style="text-align: right;">\$269,578</td> <td style="text-align: right;">Total</td> <td style="text-align: right;">\$0</td> <td style="text-align: right;">\$275,576</td> <td colspan="5"></td> <td style="text-align: right;">\$275,576</td> </tr> </table>																FY 2018-19								FY 2019-20								Total Recommended Reductions								Total Recommended Reductions									One-Time	Ongoing						Total		One-Time	Ongoing						Total	General Fund	\$269,578	\$0						\$269,578	General Fund	\$0	\$275,576						\$275,576	Non-General Fund	\$0	\$0						\$0	Non-General Fund	\$0	\$0						\$0	Total	\$269,578	\$0						\$269,578	Total	\$0	\$275,576						\$275,576
FY 2018-19								FY 2019-20																																																																																																															
Total Recommended Reductions								Total Recommended Reductions																																																																																																															
	One-Time	Ongoing						Total		One-Time	Ongoing						Total																																																																																																						
General Fund	\$269,578	\$0						\$269,578	General Fund	\$0	\$275,576						\$275,576																																																																																																						
Non-General Fund	\$0	\$0						\$0	Non-General Fund	\$0	\$0						\$0																																																																																																						
Total	\$269,578	\$0						\$269,578	Total	\$0	\$275,576						\$275,576																																																																																																						

**YEAR ONE: FY 2018-19**

Budget Changes

The Department's proposed \$172,773,702 budget for FY 2018-19 is \$47,281,822 or 37.7% more than the original FY 2017-18 budget of \$125,491,880.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2018-19 are 62.55 FTEs, which are 4.54 FTEs more than the 58.01 FTEs in the original FY 2017-18 budget. This represents a 7.8% increase in FTEs from the original FY 2017-18 budget.

Revenue Changes

The Department's revenues of \$136,286,281 in FY 2018-19, are \$42,539,032 or 45.4% more than FY 2017-18 revenues of \$93,747,249.

**YEAR TWO: FY 2019-20**

Budget Changes

The Department's proposed \$151,691,425 budget for FY 2019-20 is \$21,082,277 or 12.2% less than the Mayor's proposed FY 2018-19 budget of \$172,773,702.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2019-20 are 59.10 FTEs, which are 3.45 FTEs less than the 62.55 FTEs in the Mayor's proposed FY 2018-19 budget. This represents a 5.5% decrease in FTEs from the Mayor's proposed FY 2018-19 budget.

Revenue Changes

The Department's revenues of \$117,891,507 in FY 2019-20, are \$18,394,774 or 13.5% less than FY 2018-19 estimated revenues of \$136,286,281.



**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2018-19 AND FY 2019-20**

**DEPARTMENT:** MYR – MAYOR

**SUMMARY OF 5-YEAR HISTORICAL & PROPOSED BUDGET YEAR EXPENDITURES AND FTE AUTHORITY:**

	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
	Budget	Budget	Budget	Budget	Budget	Proposed
Mayor	52,089,662	90,168,352	112,238,807	166,845,498	125,491,880	172,773,702
FTE Count	49.45	50.21	54.68	56.00	58.01	62.55

The Department’s budget increased by \$120,684,040 or 232% from the adopted budget in FY 2013-14 to the proposed budget in FY 2018-19. The Department’s FTE count increased by 13.10 or 26% from the adopted budget in FY 2013-14 to the proposed budget in FY 2018-19.

The vast majority of this growth is driven by non-General Fund sources for housing development and the mandated growth in the Housing Trust Fund, approved by voters as Proposition C in 2012. Additional investments in immigration services and eviction prevention through nonprofit grants have also been made during this time period.

The FY 2018-19 budget also reflects expenditures on reserve pending the outcome of ballot measures, notably \$16.4 million that will not move forward due to the failure of Proposition D in June 2018.

**FY 2018-19**

The Department’s proposed FY 2018-19 budget has increased by \$47,281,822 largely due to a \$2.8 million annual increase in the Housing Trust Fund and one-time appropriation of \$40,000,000 of fee revenue to the Downtown Neighborhoods Preservation Fund (Oceanwide Center at 50 First Street) for affordable housing.

**FY 2019-20**

The Department’s proposed FY 2019-20 budget has decreased by \$21,082,277 largely due to the elimination of the one-time appropriation related to the Downtown Neighborhoods Preservation Fund.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2018-19 AND FY 2019-20**

**DEPARTMENT:** MYR – MAYOR

**RECOMMENDATIONS**

**YEAR ONE: FY 2018-19**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$75,000 in FY 2018-19. All of the recommended reductions are one-time savings. These reductions would still allow an increase of \$47,206,822 or 37.6% in the Department's FY 2018-19 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended encumbrances of \$154,688 and one-time FY 2017-18 savings of \$200,000, for total General Fund savings of \$429,688.

In addition, we recommend placing \$1,500,000 on Budget and Finance Committee Reserve pending the results of a November 2018 ballot initiative which, if passed, would dedicate funding to supporting the implementation of Cultural Districts.

**YEAR TWO: FY 2019-20**

The Budget and Legislative Analyst does not recommend reductions to the proposed budget in FY 2019-20. We recommend placing \$3,100,000 on Budget and Finance Committee Reserve pending the results of a November 2018 ballot initiative which, if passed, would dedicate funding to supporting the implementation of Cultural Districts.

**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

**MYR - Mayor's Office**

Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To					
<b>Office of the Mayor</b>														
Attrition Savings	(0.69)	(1.14)	(\$81,553)	(\$134,242)	\$52,689	x	x					\$0		
Mandatory Fringe Benefits			(\$34,534)	(\$56,845)	\$22,311	x	x					\$0		
	<i>Total Savings</i>				\$75,000			<i>Total Savings</i>				\$0		
	Increase Attrition Savings for Administration to reflect anticipated turnover due to new mayoral administration.							One-time savings.						
0901 Mayoral Staff XIII	0.77 O	0.77 L	\$0	\$0	\$0	x		1.00 O	0.00	\$0	\$0	\$0	x	
	<i>Total Savings</i>				\$0			<i>Total Savings</i>				\$0		
	Change the proposed new 0901 Mayoral Staff XIII position from a continuing position to a Limited Tenure (L) position for one year. There are no salary or fringe benefits in the budget for this off-budget position. This new position will assist the Department of Human Resources in FY 2018-19 with labor negotiations.							Delete the requested 0901 Mayoral Staff XIII position in FY 2019-20, which should only be budgeted in FY 2018-19 as a Limited Tenure (L) position and extend for only one year. This new position is intended to assist the Department of Human Resources in FY 2018-19 with labor negotiations.						
<b>Housing &amp; Community Development</b>														
9774 Senior Community Development Specialist I	0.77 N	0.77 L	\$0	\$0	\$0	x		1.00 N	0.23 L	\$0	\$0	\$0	x	
	<i>Total Savings</i>				\$0			<i>Total Savings</i>				\$0		
	Change the proposed new off-budget 9774 Senior Community Development Specialist I position in FY 2018-19 to Limited Tenure (L) for one year. There are no salary or fringe benefits in the budget for this off-budget position. This position will be in place for 12 months.							Reduce the requested off-budget 9774 Senior Community Development Specialist I position from 1.00 FTE to 0.23 FTE in FY 2019-20 to reflect the one-year Limited Tenure (L) of the position.						

	FY 2018-19		
	One-Time	Ongoing	Total
General Fund	\$75,000	\$0	\$75,000
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$75,000</b>	<b>\$0</b>	<b>\$75,000</b>

	FY 2019-20		
	One-Time	Ongoing	Total
General Fund	\$0	\$0	\$0
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

**MYR - Mayor's Office**

Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To	From	To			
<b>Budget and Finance Committee Reserve Recommendation</b>														
	<b>Housing &amp; Community Development</b>													
Programmatic Projects			\$1,500,000	\$0	\$1,500,000					\$3,100,000	\$0	\$3,100,000		
	Place \$1,500,000 on Budget & Finance Committee Reserve in FY 2018-19 pending the results of a November 2018 ballot initiative which, if passed, would dedicate funding to supporting the implementation of Cultural Districts.							Place \$3,100,000 on Budget & Finance Committee Reserve in FY 2019-20 pending the results of a November 2018 ballot initiative which, if passed, would dedicate funding to supporting the implementation of Cultural Districts.						

**FY 2018-19  
Total Reserve Recommendation**

	One-Time	Ongoing	Total
General Fund	\$0	\$0	\$0
Non-General Fund	\$0	\$1,500,000	\$1,500,000
<b>Total</b>	<b>\$0</b>	<b>\$1,500,000</b>	<b>\$1,500,000</b>

**FY 2019-20  
Total Reserve Recommendation**

	One-Time	Ongoing	Total
General Fund	\$0	\$0	\$0
Non-General Fund	\$0	\$3,100,000	\$3,100,000
<b>Total</b>	<b>\$0</b>	<b>\$3,100,000</b>	<b>\$3,100,000</b>

Year	Department Code	Fund Code	Supplier No	Supplier Name	Project Code	Remaining Balance
2017	232065	10010	10648	SPECIALTY'S CAFE & BAKERY INC	10023903	1,072.12
2017	232065	10010	10648	SPECIALTY'S CAFE & BAKERY INC	10023903	287.45
2017	232065	10010	10648	SPECIALTY'S CAFE & BAKERY INC	10023903	110.01
2017	232065	10010	10648	SPECIALTY'S CAFE & BAKERY INC	10023903	34.62
2016	232065	10010	11535	SAN FRANCISCO PARKS ALLIANCE	10023915	24,505.49
2016	232065	10010	11535	SAN FRANCISCO PARKS ALLIANCE	10023912	4,214.00
2016	232065	10010	24140	BOOKER T WASHINGTON COMMUNITY SVCS CTR	10023906	23.20
2016	232065	10010	24724	BAR ASSOCIATION OF SAN FRANCISCO	10023885	50,206.71
2016	232065	10010	12416	REBUILDING TOGETHER-SF	10023885	59,441.61
2017	232065	10010	11511	SAN FRANCISCO STUDY CENTER INC	10023912	2,050.00
2017	232065	10010	21257	DOLORES STREET COMMUNITY SERVICES INC	10023912	847.67
2016	232065	10010	14118	NORTHERN CALIFORNIA COMMUNITY LOAN FUND	10023906	2,141.15
2016	232065	10010	26066	AIDS LEGAL REFERRAL PANEL OF THE S F BAY	10023915	1.23
2016	232055	10000	19209	GRM INFORMATION MANAGEMENT SERVICES	10001887	698.80
2016	232055	10000	12182	RICOH USA INC	10001887	18.58
2016	232055	10000	10525	STAPLES BUSINESS ADVANTAGE	10001736	105.16
2016	232055	10000	10525	STAPLES BUSINESS ADVANTAGE	10001887	2,677.36
2016	232055	10000	10525	STAPLES BUSINESS ADVANTAGE	10001731	200.00
2017	232055	10000	10525	STAPLES BUSINESS ADVANTAGE	10001887	500.00
2016	232055	10000	20367	EXPRESS OVERNITE	10001887	100.00
2016	232055	10000	9046	U S PURE WATER CORP	10001887	516.56
2016	232055	10000	9046	U S PURE WATER CORP	10001887	100.00
2017	232055	10000	12182	RICOH USA INC	10001887	62.33
2016	232055	10000	16611	LANGUAGELINE SOLUTIONS(SM)	10001887	926.39
2016	232055	10000	13132	PINNACLE PRINT SOLUTIONS INC	10001887	270.00
2016	232055	10000	13132	PINNACLE PRINT SOLUTIONS INC	10001887	30.00
2016	232055	10000	12182	RICOH USA INC	10001887	135.74
2016	232055	10000	12182	RICOH USA INC	10001887	411.41
2016	232055	10000	16585	LASERLINK INTERNATIONAL INC	10001887	3,000.00
<b>Total</b>						154,687.59

**YEAR ONE: FY 2018-19**Budget Changes

The Department's proposed \$18,735,746 budget for FY 2018-19 is \$3,888,514 or 26.2% more than the original FY 2017-18 budget of \$14,847,232.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2018-19 are 49.04 FTEs, which are 1.54 FTEs more than the 47.50 FTEs in the original FY 2017-18 budget. This represents a 3.2% increase in FTEs from the original FY 2017-18 budget.

Revenue Changes

The Department's revenues of \$975,465 in FY 2018-19, are \$828,640 or 564.4% more than FY 2017-18 revenues of \$146,825.

**YEAR TWO: FY 2019-20**Budget Changes

The Department's proposed \$22,015,020 budget for FY 2019-20 is \$3,279,274 or 17.5% more than the Mayor's proposed FY 2018-19 budget of \$18,735,746.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2019-20 are 61.40 FTEs, which are 12.36 FTEs more than the 49.04 FTEs in the Mayor's proposed FY 2018-19 budget. This represents a 25.2% increase in FTEs from the Mayor's proposed FY 2018-19 budget.

Revenue Changes

The Department's revenues of \$125,402 in FY 2019-20, are \$850,063 or 87.1% less than FY 2018-19 estimated revenues of \$975,465.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2018-19 AND FY 2019-20**

**DEPARTMENT:** \_\_\_\_\_ **REG- ELECTIONS**

**SUMMARY OF 5-YEAR HISTORICAL & PROPOSED BUDGET YEAR EXPENDITURES AND FTE AUTHORITY:**

	<b>FY 2013-14 Budget</b>	<b>FY 2014-15 Budget</b>	<b>FY 2015-16 Budget</b>	<b>FY 2016-17 Budget</b>	<b>FY 2017-18 Budget</b>	<b>FY 2018-19 Proposed</b>
Department of Elections	16,696,145	16,341,790	18,841,748	14,413,993	14,847,232	18,735,746
FTE Count	52.17	48.51	57.01	47.9	47.50	49.04

The Department’s budget increased by \$ 2,039,601 or 12.22% from the adopted budget in FY 2013-14 to the proposed budget in FY 2018-19. The Department’s FTE count decreased by 3.13 or 6% from the adopted budget in FY 2013-14 to the proposed budget in FY 2018-19.

**FY 2018-19**

The Department’s proposed FY 2018-19 budget has increased by \$3,888,514 largely primarily related to growth in salary and benefit costs, the cost of leasing a new voting system, and cost increases related to election material printing.

**FY 2019-20**

The Department’s proposed FY 2019-20 budget has increased by \$3,279,274 largely due to the fact that the City and County will hold two elections during the fiscal year.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2018-19 AND FY 2019-20**

**DEPARTMENT:** REG- ELECTIONS

**RECOMMENDATIONS**

**YEAR ONE: FY 2018-19**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$115,000 in FY 2018-19. Of the \$115,000 in recommended reductions, \$70,000 are ongoing savings and \$45,000 are one-time savings. These reductions would still allow an increase of \$3,773,514 or 25.4% in the Department's FY 2018-19 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended encumbrances of \$135,044, for total General Fund savings of \$250,044.

**YEAR TWO: FY 2019-20**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$175,000 in FY 2019-20. Of the \$175,000 in recommended reductions, \$175,000 are ongoing savings and none are one-time savings. These reductions would still allow an increase of \$3,104,274 or 16.6% in the Department's FY 2019-20 budget.



Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget

REG - Elections

Account Title	FY 2018-19							FY 2019-20							
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T	
	From	To	From	To				From	To						
	<b>REG Elections Services</b>														
Systems Consulting Services					\$15,000	x	x							\$0	
	Reduce to reflect historical Department expenditures and actual need							One-time savings							
Miscellaneous Facilities Rental					\$30,000	x	x							\$0	
	Reduce to reflect historical Department expenditures and actual need							One-time savings							
Postage					\$50,000	x								\$25,000	x
	Reduce to reflect the number of voters who require election materials to be mailed in various languages							Ongoing savings							
Printing					\$20,000	x								\$150,000	x
	Reduce to reflect historical Department expenditures and actual need							Ongoing savings							

FY 2018-19			
Total Recommended Reductions			
	One-Time	Ongoing	Total
General Fund	\$45,000	\$70,000	\$115,000
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$45,000</b>	<b>\$70,000</b>	<b>\$115,000</b>

FY 2019-20			
Total Recommended Reductions			
	One-Time	Ongoing	Total
General Fund	\$0	\$175,000	\$175,000
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$175,000</b>	<b>\$175,000</b>

Year	Department Code	Fund Code	Supplier No	Supplier Name	Project Code	Remaining Balance
6/20/2017	232302	10000	18466	IMPARK	10026787	\$ 98,000.00
6/20/2017	232302	10000	10525	STAPLES BUSINESS ADVANTAGE	10026787	\$ 21,284.12
6/5/2017	246641	10000	10525	STAPLES BUSINESS ADVANTAGE	10026787	\$ 5,000.00
7/28/2016	232302	10000	26079	AGURTO CORPORATION DBA PESTEC	10026787	\$ 2,232.36
7/14/2016	232302	10000	19315	GRAINGER	10026787	\$ 2,037.05
8/17/2016	232302	10000	12182	RICOH USA INC	10026787	\$ 1,000.00
8/3/2016	232302	10000	18466	IMPARK	10026787	\$ 914.00
6/12/2017	232302	10000	21253	DOMINION VOTING SYSTEMS INC	10026787	\$ 875.00
8/24/2016	232302	10000	18871	HERC RENTALS INC	10026787	\$ 495.27
8/24/2016	232302	10000	9046	U S PURE WATER CORP	10026787	\$ 485.00
8/17/2016	232302	10000	12182	RICOH USA INC	10026787	\$ 462.05
8/31/2016	232302	10000	18871	HERC RENTALS INC	10026787	\$ 413.26
10/31/2016	232302	10000	18871	HERC RENTALS INC	10026787	\$ 338.24
9/21/2016	232302	10000	8698	VERIZON WIRELESS	10026787	\$ 264.42
10/31/2016	232302	10000	18871	HERC RENTALS INC	10026787	\$ 221.46
12/19/2016	232302	10000	12182	RICOH USA INC	10026787	\$ 202.00
6/5/2017	232302	10000	17230	K & H INTEGRATED PRINT SOLUTIONS	10026787	\$ 189.08
6/20/2017	232302	10000	8698	VERIZON WIRELESS	10026787	\$ 155.24
8/24/2016	232302	10000	9046	U S PURE WATER CORP	10026787	\$ 135.12
10/3/2016	232302	10000	13298	PENSKE TRUCK LEASING CO LP	10026787	\$ 103.61
5/22/2017	232302	10000	13966	OFFICE RELIEF INC	10026787	\$ 61.77
12/19/2016	232302	10000	12182	RICOH USA INC	10026787	\$ 61.72
12/7/2016	232302	10000	12182	RICOH USA INC	10026787	\$ 59.02
10/4/2016	232302	10000	18871	HERC RENTALS INC	10026787	\$ 38.49
2/8/2017	232302	10000	19209	GRM INFORMATION MANAGEMENT SERVICES	10026787	\$ 16.00
<b>Total</b>						<b>\$135,044.28</b>

**DEPARTMENT: HRD – HUMAN RESOURCES**

**YEAR ONE: FY 2018-19**

**Budget Changes**

The Department's proposed \$101,319,776 budget for FY 2018-19 is \$8,023,554 or 8.6% more than the original FY 2017-18 budget of \$93,269,222.

**Personnel Changes**

The number of full-time equivalent positions (FTE) budgeted for FY 2018-19 are 168.45 FTEs, which are 20.67 FTEs more than the 147.78 FTEs in the original FY 2017-18 budget. This represents a 14% increase in FTEs from the original FY 2017-18 budget.

**Revenue Changes**

The Department's revenues of \$82,319,827 in FY 2018-19 are \$4,752,142 or 6.1% more than FY 2017-18 revenues of \$77,594,685.

**YEAR TWO: FY 2019-20**

**Budget Changes**

The Department's proposed \$99,142,538 budget for FY 2019-20 is \$2,177,238 or 2.1% less than the Mayor's proposed FY 2018-19 budget of \$101,319,776.

**Personnel Changes**

The number of full-time equivalent positions (FTE) budgeted for FY 2019-20 are 160.55 FTEs, which are 7.90 FTEs less than the 168.45 FTEs in the Mayor's proposed FY 2018-19 budget. This represents a 4.7% decrease in FTEs from the Mayor's proposed FY 2018-19 budget.

**Revenue Changes**

The Department's revenues of \$82,911,694 in FY 2019-20 are \$591,867 or 0.7% more than FY 2018-19 estimated revenues of \$82,319,827.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2018-19 AND FY 2019-20**

**DEPARTMENT:** HRD – HUMAN RESOURCES

**SUMMARY OF 5-YEAR HISTORICAL & PROPOSED BUDGET YEAR EXPENDITURES AND FTE AUTHORITY:**

	<b>FY 2013-14 Budget</b>	<b>FY 2014-15 Budget</b>	<b>FY 2015-16 Budget</b>	<b>FY 2016-17 Budget</b>	<b>FY 2017-18 Budget</b>	<b>FY 2018-19 Proposed</b>
Department of Human Resources	77,898,019	81,400,546	87,992,304	95,016,164	93,296,222	101,319,776
FTE Count	135.32	143.28	152.41	154.88	147.78	168.45

The Department’s budget increased by \$101,319,776 or 30.1% from the adopted budget in FY 2013-14 to the proposed budget in FY 2018-19. The Department’s FTE count increased by 33.13 or 24.5% from the adopted budget in FY 2013-14 to the proposed budget in FY 2018-19.

**FY 2018-19**

The Department’s proposed FY 2018-19 budget has increased by \$8,023,554 largely due to:

One time funding for upcoming labor negotiations. In addition, the Department made increases in Workers’ Compensation and the Equal Opportunity and Client Services divisions have added staff due to increased demand for services. Finally, the budget includes one-time funds for hiring modernization projects.

**FY 2019-20**

The Department’s proposed FY 2019-20 budget has decreased by \$2,177,238 largely due to:

The expiration of one time funds for labor negotiations.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2018-19 AND FY 2019-20**

**DEPARTMENT:** HRD – HUMAN RESOURCES

**RECOMMENDATIONS**

**YEAR ONE: FY 2018-19**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$330,568 in FY 2018-19. All of the \$330,568 in recommended reductions are one-time savings. These reductions would still allow an increase of \$7,692,986 or 8.2% in the Department's FY 2018-19 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended encumbrances of \$19,788, for total General Fund savings of \$350,356.

**YEAR TWO: FY 2019-20**

The Budget and Legislative Analyst does not propose any reductions in FY 2019-20.

**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

**HRD - Human Resources**

Account Title	FY 2018-19						FY 2019-20							
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To	From	To			
<b>HRD Recruit-Assess-Client Svc</b>														
Attrition Savings			(\$323,060)	(\$438,999)	\$115,939	x	x					\$0		
Mandatory Fringe Benefits			(\$130,467)	(\$177,289)	\$46,822	x	x					\$0		
			<i>Total Savings</i>	<i>\$162,761</i>					<i>Total Savings</i>			<i>\$0</i>		
	Increase Attrition Savings to reflect delayed hiring for Recruitment and Client Services positions.						One time saving.							
<b>HRD Equal Emplmt Opportunity</b>														
Attrition Savings			(\$33,061)	(\$153,945.00)	\$120,884	x	x					\$0		
Mandatory Fringe Benefits			(\$12,833)	(\$59,756)	\$46,923	x	x					\$0		
			<i>Total Savings</i>	<i>\$167,807</i>					<i>Total Savings</i>			<i>\$0</i>		
	Increase Attrition to reflect delays in hiring for EEO positions.						One time saving.							

	FY 2018-19		
	Total Recommended Reductions		
	One-Time	Ongoing	Total
General Fund	\$330,568	\$0	\$330,568
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$330,568</b>	<b>\$0</b>	<b>\$330,568</b>

	FY 2019-20		
	Total Recommended Reductions		
	One-Time	Ongoing	Total
General Fund	\$0	\$0	\$0
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

**HRD - Human Resources**

Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To	From	To			
<b>Policy/Reserve Recommendations</b>														
	<b>HRD Equal Emplymt Opportunity</b>													
1233 Equal Employment Opportunity Programs Specialist	3.08	3.08			\$0			4.00	4.00			\$0		
Mandatory Fringe Benefits					\$0							\$0		
	<i>Total Savings</i> \$0							<i>Total Savings</i> \$0						
	Fund 3.08 FTE new 1233 Equal Employment Opportunity Programs Specialist positions on a three-year limited term basis rather than as permanent positions. The Department cites a 300% increase in EEO complaints since FY 2012-13, however the increase can be attributed in part to increased media attention on workplace harassment and the addition of MTA cases to the general HR caseload in FY 2015-16 (two EEO investigator positions were added in FY 2016-17). While it is important to investigate complaints in a timely manner, it is unclear whether present trends will continue indefinitely or if complaints will decrease to a level closer to the historical average. Making the positions three year limited term would allow the Department to address their increased caseload while also exercising caution with staffing resources. After this period the Board could renew the positions assuming demand remained the same, or adjust staffing if demand decreases in a meaningful way.							Fund new 1233 Equal Employment Opportunity Programs Specialist FTE Positions on a three-year limited term basis. Savings would be realized in FY 2021-22 if positions are deleted at the end of the three year term.						

	FY 2018-19		
	One-Time	Ongoing	Total
General Fund	\$0	\$0	\$0
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

	FY 2019-20		
	One-Time	Ongoing	Total
General Fund	\$0	\$0	\$0
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Year	Department Code	Fund Code	Supplier No	Supplier Name	Project Code	Remaining Balance
2016	232025	10000	20223	FIELDS CONSULTING GROUP INC	10026742	6,300
2016	232025	10020	10486	STATE OF CALIFORNIA / DEPT OF JUSTICE	10024337	13,488
<b>Total</b>						19,788



**YEAR ONE: FY 2018-19**

Budget Changes

The Department's proposed \$22,536,444 budget for FY 2018-19 is \$264,820 or 1.2% more than the original FY 2017-18 budget of \$22,271,624.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2018-19 are 110.06 FTEs, which are 0.74 FTEs less than the 110.80 FTEs in the original FY 2017-18 budget. This represents a 0.7% decrease in FTEs from the original FY 2017-18 budget.

Revenue Changes

The Department's revenues of \$4,266,650 in FY 2018-19, are \$560,850 or 11.6% less than FY 2017-18 revenues of \$4,827,500.

**YEAR TWO: FY 2019-20**

Budget Changes

The Department's proposed \$23,152,264 budget for FY 2019-20 is \$615,820 or 2.7% more than the Mayor's proposed FY 2018-19 budget of \$22,536,444.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2019-20 are 109.97 FTEs, which are 0.09 FTEs less than the 110.06 FTEs in the Mayor's proposed FY 2018-19 budget. This represents a 0.1% decrease in FTEs from the Mayor's proposed FY 2018-19 budget.

Revenue Changes

The Department's revenues of \$4,348,403 in FY 2019-20 are \$81,753 or 1.9% more than FY 2018-19 estimated revenues of \$4,266,650.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2018-19 AND FY 2019-20**

**DEPARTMENT:** FAM – FINE ARTS MUSEUM

**SUMMARY OF 5-YEAR HISTORICAL & PROPOSED BUDGET YEAR EXPENDITURES AND FTE AUTHORITY:**

	FY 2013-14 Budget	FY 2014-15 Budget	FY 2015-16 Budget	FY 2016-17 Budget	FY 2017-18 Budget	FY 2018-19 Proposed
Fine Arts Museum	17,107,968	17,602,878	18,262,298	19,361,422	22,271,624	22,536,444
FTE Count	111.14	112.53	113.58	108.70	110.80	110.06

**FY 2018-19**

The Department’s proposed FY 2018-19 budget has increased by \$264,820 largely due to: COLA adjustments and new and increased spending for two capital projects: a masonry repair project at the Legion of Honor and a project to replace security doors at the entrance to special exhibition galleries in the de Young Museum.

**FY 2019-20**

The Department’s proposed FY 2019-20 budget has increased by \$615,820 largely due to: Four capital projects: A tower drainage project at the de Young Museum and skylight structure, clearstory window, and sump pump replacement projects at the Legion of Honor.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2018-19 AND FY 2019-20**

**DEPARTMENT:** FAM – FINE ARTS MUSEUM

**RECOMMENDATIONS**

**YEAR ONE: FY 2018-19**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$15,703 in FY 2018-19. All of the \$15,703 in recommended reductions are ongoing savings. These reductions would still allow an increase of \$249,117 or 1.1% in the Department's FY 2018-19 budget.

**YEAR TWO: FY 2019-20**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$50,000 in FY 2019-20. All of the \$50,000 in recommended reductions are ongoing savings. These reductions would still allow an increase of \$565,820 or 2.5% in the Department's FY 2019-20 budget.

**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

**FAM - Fine Arts Museum**

Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To	From	To			
<b>FA Public Art and Culture</b>														
Attrition Savings	(8.69)	(8.84)	(\$676,465)	(\$687,102)	\$10,637	x	x	(8.69)	(8.69)	(\$676,465)	(\$676,465)	\$0		
Mandatory Fringe Benefits			(\$316,323)	(\$321,389)	\$5,066	x	x			(\$323,700)	(\$323,700)	\$0		
	<i>Total Savings</i>			<i>\$15,703</i>				<i>Total Savings</i>			<i>\$0</i>			
	Increase attrition savings by 0.15 FTEs to account for hiring process for 1.0 FTE vacant 8226 Museum Guard. A requisition has been sent to Mayor's Office.							One-time savings						
Capital Renewal Projects										\$500,000	\$450,000	\$50,000	x	x
	One-time saving in FY 2019-20							Decrease expenditure on de Young Tower Drainage Project by 10% due to lack of detailed cost estimate.						

FY 2018-19 Total Recommended Reductions			
	One-Time	Ongoing	Total
General Fund	\$15,703	\$0	\$15,703
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$15,703</b>	<b>\$0</b>	<b>\$15,703</b>

FY 2019-20 Total Recommended Reductions			
	One-Time	Ongoing	Total
General Fund	\$50,000	\$0	\$50,000
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$50,000</b>	<b>\$0</b>	<b>\$50,000</b>

**YEAR ONE: FY 2018-19**

Budget Changes

The Department's proposed \$12,014,112 budget for FY 2018-19 is \$1,051,715 or 9.6% more than the original FY 2017-18 budget of \$10,962,397.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2018-19 are 58.30 FTEs, which are 0.48 FTEs more than the 57.82 FTEs in the original FY 2017-18 budget. This represents a 0.8% increase in FTEs from the original FY 2017-18 budget.

Revenue Changes

The Department's revenues of \$695,000 in FY 2018-19, are the same as FY 2017-18 revenues of \$695,000.

**YEAR TWO: FY 2019-20**

Budget Changes

The Department's proposed \$11,484,312 budget for FY 2019-20 is \$529,800 less than the Mayor's proposed FY 2018-19 budget of \$12,014,112

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2019-20 are 58.18 FTEs, which are 0.12 FTEs less than the 58.30 FTEs in the Mayor's proposed FY 2018-19 budget. This represents a 0.2% decrease in FTEs from the Mayor's proposed FY 2018-19 budget.

Revenue Changes

The Department's revenues of \$695,000 in FY 2019-20, are the same as FY 2018-19 estimated revenues of \$695,000.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2018-19 AND FY 2019-20**

**DEPARTMENT:** AAM- ASIAN ART MUSEUM

**SUMMARY OF 5-YEAR HISTORICAL & PROPOSED BUDGET YEAR EXPENDITURES AND FTE AUTHORITY:**

	<b>FY 2013-14 Budget</b>	<b>FY 2014-15 Budget</b>	<b>FY 2015-16 Budget</b>	<b>FY 2016-17 Budget</b>	<b>FY 2017-18 Budget</b>	<b>FY 2018-19 Proposed</b>
Asian Art Museum	8,744,439	9,456,379	10,289,633	10,856,486	10,962,397	12,014,112
FTE Count	57.83	57.76	57.15	57.14	57.82	58.30

The Department's budget increased by \$3,269,673 or 37.4% from the adopted budget in FY 2013-14 to the proposed budget in FY 2018-19. The Department's FTE count increased by 0.47 or 0.81% from the adopted budget in FY 2013-14 to the proposed budget in FY 2018-19.

**FY 2018-19**

The Department's proposed FY 2018-19 budget has increased by \$1,051,715 largely due to changes primarily driven by capital projects.

**FY 2019-20**

The Department's proposed FY 2019-20 budget has decreased by \$529,800 largely due to changes primarily driven by capital projects.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2018-19 AND FY 2019-20**

**DEPARTMENT:** AAM- ASIAN ART MUSEUM

**RECOMMENDATIONS**

**YEAR ONE: FY 2018-19**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$16,119 in FY 2018-19. Of the \$16,119 in recommended reductions, \$16,119 are ongoing savings and none are one-time savings. These reductions would still allow an increase of \$1,035,596 or 9.4% in the Department's FY 2018-19 budget.

**YEAR TWO: FY 2019-20**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$16,230 in FY 2019-20. Of the \$16,230 in recommended reductions, \$16,230 are ongoing savings and none are one-time savings.

**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

**AAM - Asian Art Museum**

Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To	From	To			
<b>AAM Asian Art Museum</b>														
9993 Attrition Savings	(2.00)	(2.12)	(\$185,695)	(\$196,837)	\$11,142	x		(2.00)	(2.12)	(\$185,695)	(\$196,837)	\$11,142	x	
Mandatory Fringe Benefits			(\$82,955)	(\$87,932)	\$4,977	x				(\$84,808)	(\$89,896)	\$5,088	x	
			<i>Total Savings</i>		\$16,119					<i>Total Savings</i>		\$16,230		
	Increase Attrition Savings to reflect anticipated delays in hiring and vacancies. The Department has a projected salary surplus of approximately \$43,000 in FY2017-18.							Ongoing savings.						

	FY 2018-19 Total Recommended Reductions		
	One-Time	Ongoing	Total
General Fund	\$0	\$16,119	\$16,119
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$16,119</b>	<b>\$16,119</b>

	FY 2019-20 Total Recommended Reductions		
	One-Time	Ongoing	Total
General Fund	\$0	\$16,230	\$16,230
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$16,230</b>	<b>\$16,230</b>



**YEAR ONE: FY 2018-19**

Budget Changes

The Department's proposed \$460,532,499 budget for FY 2018-19 is \$69,225,596 or 17.7% more than the original FY 2017-18 budget of \$391,306,903.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2018-19 are 884.23 FTEs, which are 39.22 FTEs more than the 845.01 FTEs in the original FY 2017-18 budget. This represents a 4.6% increase in FTEs from the original FY 2017-18 budget.

Revenue Changes

The Department's revenues of \$390,652,811 in FY 2018-19, are \$65,089,744 or 20.0% more than FY 2017-18 revenues of \$325,563,067.

**YEAR TWO: FY 2019-20**

Budget Changes

The Department's proposed \$452,753,784 budget for FY 2019-20 is \$7,778,715 or 1.7% less than the Mayor's proposed FY 2018-19 budget of \$460,532,499.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2019-20 are 895.41 FTEs, which are 11.18 FTEs more than the 884.23 FTEs in the Mayor's proposed FY 2018-19 budget. This represents a 1.3% increase in FTEs from the Mayor's proposed FY 2018-19 budget.

Revenue Changes

The Department's revenues of \$365,794,200 in FY 2019-20, are \$24,858,611 or 6.4% less than FY 2018-19 estimated revenues of \$390,652,811.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2018-19 AND FY 2019-20**

**DEPARTMENT:** ADM– CITY ADMINISTRATOR

**SUMMARY OF 5-YEAR HISTORICAL & PROPOSED BUDGET YEAR EXPENDITURES AND FTE AUTHORITY:**

	<b>FY 2013-14 Budget</b>	<b>FY 2014-15 Budget</b>	<b>FY 2015-16 Budget</b>	<b>FY 2016-17 Budget</b>	<b>FY 2017-18 Budget</b>	<b>FY 2018-19 Proposed</b>
City Administrative Services	294,559,401	309,169,005	372,101,195	364,813,180	391,306,903	460,532,499
FTE Count	716.24	749.61	802.64	829.52	845.01	884.23

The Department’s budget increased by \$165,973,098 or 56.3% from the adopted budget in FY 2013-14 to the proposed budget in FY 2018-19. The Department’s FTE count increased by 167.99 or 23.5% from the adopted budget in FY 2013-14 to the proposed budget in FY 2018-19.

**FY 2018-19**

The Department’s proposed FY 2018-19 budget has increased by \$69,225,596 largely due to costs related to the Hall of Justice Exit, budget growth in the Digital Services program due to a transfer of staff from the Department of Technology to the City Administrator, and a program promoting the count for 2020 census.

**FY 2019-20**

The Department’s proposed FY 2019-20 budget has decreased by \$7,778,715 largely due to expiration of one-time capital projects budgeted in FY 2018-19.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2018-19 AND FY 2019-20**

**DEPARTMENT:** ADM– CITY ADMINISTRATOR

**RECOMMENDATIONS**

**YEAR ONE: FY 2018-19**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$420,713 in FY 2018-19. Of the \$420,713 in recommended reductions, \$296,576 are ongoing savings and \$124,137 are one-time savings. These reductions would still allow an increase of \$68,804,883 or 17.6% in the Department's FY 2018-19 budget.

In addition, we have identified \$13,334,310 to be placed on Budget and Finance Committee Reserve pending detailed cost expenditures for the exit from the Hall of Justice. We have also identified \$71,991 in reductions that are policy recommendations for the Committee's consideration.

**YEAR TWO: FY 2019-20**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$229,063 in FY 2019-20. All the recommended reductions are ongoing. These reductions would still allow a decrease of \$8,007,778 or 1.7% in the Department's FY 2019-20 budget.

In addition, we have identified \$8,000,000 to be placed on Budget and Finance Committee Reserve pending detailed cost expenditures for the exit from the Hall of Justice.

**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

**ADM - City Administrator**

Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To	From	To			
<b>City Administrators Program, OCEIA</b>														
1823 Senior Administrative Analyst	1.00	0.86	\$114,618	\$98,571	\$16,047	X				\$114,618	\$114,618	\$0	X	
Mandatory Fringe Benefits			\$46,216	\$39,746	\$6,470	X			\$47,000	\$47,000	\$0	X		
	<i>Total Savings \$22,517</i>							<i>Total Savings \$0</i>						
	Deny interim exception and approve 0.86 FTE 1823 Senior Administrative Analyst to reflect realistic hiring date for this new position. The candidates for this position are still being screened and no offer has been extended yet. The Department is projected to have over \$3.2 million in salary savings in FY 2017-18 and had \$4.4 million in FY 2016-17.							One-time savings						
<b>Medical Examiner</b>														
Attrition Savings	(2.40)	(2.90)	(\$336,485)	(\$406,586)	\$70,101	X	X					\$0		
Mandatory Fringe Benefits			(\$122,566)	(\$148,101)	\$25,535	X	X					\$0		
	<i>Total Savings \$95,636</i>							<i>Total Savings \$0</i>						
	Increase attrition savings to account for the hiring timeline of 1.00 FTE 1823 Senior Administrative Analyst. The Department has only recently requested to fill the position, and may change the job classification due to needs. The Department is projected to have over \$3.2 million in salary savings in FY 2017-18 and had \$4.4 million in FY 2016-17.							One-time savings						
<b>Real Estate Division</b>														
Manager V	1.00	0.00	\$178,221	\$0	\$178,221			1.00	0.00	\$178,221		\$178,221		
Mandatory Fringe Benefits			\$64,633	\$0	\$64,633					\$66,054		\$66,054		
Manager II	0.00	0.77	\$0	\$109,928	(\$109,928)			0.00	0.77	\$0	\$142,764	(\$142,764)		
Mandatory Fringe Benefits			\$0	\$44,213	(\$44,213)					\$0	\$58,879	(\$58,879)		
	<i>Total Savings \$88,712</i>							<i>Total Savings \$42,632</i>						
	Deny the interim exception for 1.00 FTE new Manager V position. Approve 0.77 FTE for Manager II for the Permit Center. This position will oversee 3.00 FTE who will not be hired until FY 2019-20. Manager II classification is sufficient to perform the duties described by the Department, and to provide adequate supervision of the unit and staff.							On going savings						
<b>Risk Management</b>														
1822 Administrative Analyst	1.00	0.00	\$98,363	\$0	\$98,363					\$98,363		\$98,363		

54

GF = General Fund  
1T = One Time

**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

**ADM - City Administrator**

Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To	From	To			
Mandatory Fringe Benefits			\$41,302	\$0	\$41,302					\$42,072		\$42,072		
			<i>Total Savings</i>	\$139,665					<i>Total Savings</i>	\$140,435				
	Delete 1.00 FTE 1822 Administrative Analyst position that has been vacant since 2013. The Department has three vacant 1822 positions since at least 2016. The Department is projected to have over \$3.2 million in salary savings in FY 2017-18 and had \$4.4 million in FY 2016-17.							Ongoing savings						
<b>Digital Services</b>														
1054 IS Business Analyst-Principal	1.00	0.00	\$146,005		\$146,005	X				\$146,005		\$146,005	X	
Mandatory Fringe Benefits			\$53,246		\$53,246	X				\$54,349		\$54,349	X	
1053 IS Business Analyst-Senior	0.00	1.00		\$126,107	(\$126,107)	X					\$126,107	(\$126,107)	X	
Mandatory Fringe Benefits				\$48,754	(\$48,754)	X					\$49,525	(\$49,525)	X	
			<i>Total Savings</i>	\$24,390					<i>Total Savings</i>	\$24,722				
	Deny proposed upward substitution of 1.00 FTE 1053 IS Business Analyst-Senior to 1.00 FTE 1054 IS Business Analyst-Principal due to inadequate justification. The Department of Technology is transferring Digital Services to ADM in order to "streamline operations." Denying this upward substitution will still result in a net gain of 1.00 FTE IS Business Analyst-Principal to this project in FY 2018-19. Digital Services is also adding 5.00 FTE positions in FY 2019-20, including 1.00 FTE IS Business Analyst-Principal.							Ongoing savings						
1053 IS Business Analyst-Senior	1.00	0.00	\$126,107		\$126,107	X				\$126,107		\$126,107	X	
Mandatory Fringe Benefits			\$48,754		\$48,754	X				\$49,525		\$49,525	X	
1052 IS Business Analyst	0.00	1.00		\$108,914	(\$108,914)	X					\$108,914	(\$108,914)	X	
Mandatory Fringe Benefits				\$44,655	(\$44,655)	X					\$45,444	(\$45,444)	X	
			<i>Total Savings</i>	\$21,292					<i>Total Savings</i>	\$21,274				
	Deny proposed upward substitution of 1.00 FTE 1052 IS Business Analyst to 1.00 FTE 1053 IS Business Analyst-Senior due to inadequate justification. The Department of Technology is transferring Digital Services to ADM in order to "streamline operations." Denying this upward substitution will still result in a net gain of 1.00 FTE IS Business Analyst to this project in FY 2018-19. Digital Services is also adding 5.00 FTE positions in FY 2019-20, including 1.00 FTE IS Business Analyst-Principal.							Ongoing savings						
1043 IS Engineer-Senior	1.00	0.86	\$149,593	\$128,650	\$20,943	X	X					\$0		

55

GF = General Fund  
1T = One Time

**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

**ADM - City Administrator**

Account Title	FY 2018-19							FY 2019-20								
	FTE		Amount			Savings	GF	1T	FTE		Amount			Savings	GF	1T
	From	To	From	To	From				To	From	To					
Mandatory Fringe Benefits			\$53,990	\$46,431	\$7,559	X	X							\$0		
	<i>Total Savings</i> \$28,502							<i>Total Savings</i> \$0								
	Deny interim exception and reduce 1.00 FTE 1043 IS Engineer-Senior to 0.86 FTE to reflect hiring timeline. According to the Mayor, this position is funded through the General Fund.							One-time savings								

FY 2018-19 Total Recommended Reductions				FY 2019-20 Total Recommended Reductions			
	One-Time	Ongoing	Total		One-Time	Ongoing	Total
General Fund	\$124,137	\$68,199	\$192,336	General Fund	\$0	\$45,996	\$45,996
Non-General Fund	\$0	\$228,377	\$228,377	Non-General Fund	\$0	\$183,067	\$183,067
<b>Total</b>	<b>\$124,137</b>	<b>\$296,576</b>	<b>\$420,713</b>	<b>Total</b>	<b>\$0</b>	<b>\$229,063</b>	<b>\$229,063</b>

**Policy Recommendation**

Office of Cannabis													
1823 Senior Administrative Analyst	1.00	0.00	\$114,618		\$114,618	X			\$114,618		\$114,618	X	
Mandatory Fringe Benefits			\$46,216		\$46,216	X			\$47,000		\$47,000	X	
1840 Junior Management Assistant	0.00	1.00		\$79,724	(\$79,724)	X				\$79,724	(\$79,724)	X	
Mandatory Fringe Benefits				\$36,190	(\$36,190)	X				\$36,982	(\$36,982)	X	
	<i>Total Savings</i> \$44,920							<i>Total Savings</i> \$44,912					
	Deny proposed upward substitution of 1.00 FTE 1840 Junior Management Assistant to 1.00 FTE 1823 Senior Administrative Analyst. The Board of Supervisors approved the Office of Cannabis in July 2017 (File 17-0275). At that time, the Board of Supervisors approved three new positions with the Department, to be funded through a programmatic budget of \$700,000: 1.00 FTE Manager III, 1.00 FTE 1824 Principal Administrative Analyst and 0.77 FTE 1840 Junior Management Assistant. The Department claims to have already hired a person to fill the 1840 position in a classification above what the Board approved. This is a policy matter for the Board's consideration.							Ongoing savings					
Administration													
0932 Manager IV	1.00	0.00	\$165,259		\$165,259	X			\$165,259		\$165,259	X	
Mandatory Fringe Benefits			\$61,996		\$61,996	X			\$66,054		\$66,054	X	
0923 Manager II	0.00	1.00		\$142,764	(\$142,764)	X				\$142,764	(\$142,764)	X	

59

GF = General Fund  
1T = One Time

**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

**ADM - City Administrator**

Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To					
Mandatory Fringe Benefits				\$57,420	(\$57,420)	X					\$58,879	(\$58,879)	X	
	<i>Total Savings</i>		\$27,071		<i>Total Savings</i>							\$29,670		
	Deny proposed upward substitution of 1.00 FTE 0535 Development Services Manager to 1.00 FTE 0932 Manager IV, and approve upward substitution to 1.00 FTE 0923 Manager II. The position will oversee 2.00 FTE and the job description is more aligned with an 0923 Manager II, which would provide sufficient supervision. The Department claims to have already filled this position at the 0932 level, without Board approval. This is a policy matter for the Board's consideration.							Ongoing savings						

**Reserve Recommendations**

	Real Estate													
Programmatic Budgets			\$5,400,000		\$5,400,000	X	X					\$0		
	Place \$5,400,000 in Programmatic Budgets on Budget and Finance Committee Reserve. According to the Department, these funds are for furnishings, fixtures and equipment related to the Justice Facilities Improvement Program, which encompasses the exit from the Hall of Justice and relocations within the Hall of Justice. The Department has not provided sufficient documentation of these costs. The Board of Supervisors should place these funds on B&F Committee Reserve until the Department can provide sufficiently detailed cost plans for the expenditures.													
Buildings, Structure and Improvement			\$7,934,310	\$0	\$7,934,310	X	X			\$8,000,000	\$0	\$8,000,000	X	X
	Place \$7,934,310 in Buildings, Structure and Improvement on Budget and Finance Committee Reserve. According to the Department, these funds are for new leases to begin the process of relocating staff from the Hall of Justice. The Department has not provided sufficient documentation of these costs. The Board of Supervisors should place these funds on B&F Committee Reserve until the Department is able to provide sufficient detail regarding these expenditures.  The Board of Supervisors previously appropriated \$8 million for FY 2017-18, and as of May, no funds have been expended. In addition to the programmatic budget above, and the \$15.9 million in the current proposed budget, the total allocated funds for the Justice Facilities Project would be \$29.3 million from FY 2016-17 through FY 2019-20.							Place \$8,000,000 in Buildings, Structure and Improvement on Budget and Finance Committee Reserve. According to the Department, these funds are for new leases to begin the process of relocating staff from the Hall of Justice. The Department has not provided sufficient documentation of these costs. The Board of Supervisors should place these funds on B&F Committee Reserve until the Department is able to provide sufficient detail regarding these expenditures.						

57

GF = General Fund  
1T = One Time

**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

**ADM - City Administrator**

Account Title	FY 2018-19							FY 2019-20								
	FTE		Amount			Savings	GF	1T	FTE		Amount			Savings	GF	1T
	From	To	From	To	From				To	From	To					

FY 2018-19			
Total Policy/Reserve Recommendations			
	One-Time	Ongoing	Total
General Fund	\$13,334,310	\$71,991	\$0
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$13,334,310</b>	<b>\$71,991</b>	<b>\$13,406,301</b>

FY 2019-20			
Total Policy/Reserve Recommendations			
	One-Time	Ongoing	Total
General Fund	\$0	\$0	\$0
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$8,000,000</b>



**YEAR ONE: FY 2018-19**Budget Changes

The Department's proposed \$128,185,113 budget for FY 2018-19 is \$11,481,035 or 9.8% more than the original FY 2017-18 budget of \$116,704,078.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2018-19 are 225.29 FTEs, which are 6.69 FTEs less than the 231.98 FTEs in the original FY 2017-18 budget. This represents a 2.9% decrease in FTEs from the original FY 2017-18 budget.

Revenue Changes

The Department's revenues of \$116,584,627 in FY 2018-19, are \$3,439,851 or 3.0% more than FY 2017-18 revenues of \$113,144,776.

**YEAR TWO: FY 2019-20**Budget Changes

The Department's proposed \$125,272,763 budget for FY 2019-20 is \$2,912,350 or 2.3% less than the Mayor's proposed FY 2018-19 budget of \$128,185,113.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2019-20 are 225.59 FTEs, which are 0.30 FTEs more than the 225.29 FTEs in the Mayor's proposed FY 2018-19 budget. This represents a 0.1% increase in FTEs from the Mayor's proposed FY 2018-19 budget.

Revenue Changes

The Department's revenues of \$117,909,272 in FY 2019-20, are \$1,324,645 or 1.1% more than FY 2018-19 estimated revenues of \$116,584,627.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2018-19 AND FY 2019-20**

**DEPARTMENT:** TIS-GSA - TECHNOLOGY

**SUMMARY OF 5-YEAR HISTORICAL & PROPOSED BUDGET YEAR EXPENDITURES AND FTE AUTHORITY:**

	FY 2013-14 Budget	FY 2014-15 Budget	FY 2015-16 Budget	FY 2016-17 Budget	FY 2017-18 Budget	FY 2018-19 Proposed
GSA - Technology	82,746,946	93,483,133	96,741,403	113,191,513	116,704,078	128,185,113
FTE Count	215.64	209.44	220.60	227.80	231.98	225.29

The Department's budget increased by \$45,438,167 or 54.9% from the adopted budget in FY 2013-14 to the proposed budget in FY 2018-19. The Department's FTE count increased by 9.65 or 4.5% from the adopted budget in FY 2013-14 to the proposed budget in FY 2018-19.

**FY 2018-19**

The Department's proposed FY 2018-19 budget has increased by \$11,481,035 largely due to increases of \$5,521,480 in programmatic projects, \$3,167,353 in services of other departments, and \$2,244,905 in non-personnel services.

**FY 2019-20**

The Department's proposed FY 2019-20 budget has decreased by \$2,912,350 largely due to reductions of \$1,742,251 in capital outlay, \$1,572,274 in non-personnel services, and \$472,000 in programmatic projects.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2018-19 AND FY 2019-20**

**DEPARTMENT:** TIS-GSA - TECHNOLOGY

**RECOMMENDATIONS**

**YEAR ONE: FY 2018-19**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$1,927,361 in FY 2018-19. Of the \$1,927,361 in recommended reductions, \$26,732 are ongoing savings and \$1,900,629 are one-time savings. These reductions would still allow an increase of \$9,553,674 or 8.2% in the Department's FY 2018-19 budget.

**YEAR TWO: FY 2019-20**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$26,709 in FY 2019-20. All \$26,709 of the recommended reductions are ongoing savings.

**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

**TIS- GSA-Technology**

Account Title	FY 2018-19						FY 2019-20									
	FTE		Amount			Savings	GF	1T	FTE		Amount					
	From	To	From	To	From				To	From	To	Savings	GF	1T		
<b>DT SD Service Delivery</b>																
5504 Project Manager II	1.00	0.00	\$163,171	\$0	\$163,171				1.00	0.00	\$163,171	\$0	\$163,171			
Mandatory Fringe Benefits			\$56,799	\$0	\$56,799						\$57,885	\$0	\$57,885			
5502 Project Manager I	0.00	1.00	\$0	\$141,023	(\$141,023)				0.00	1.00	\$0	\$141,023	(\$141,023)			
Mandatory Fringe Benefits			\$0	\$52,215	(\$52,215)						\$0	\$53,324	(\$53,324)			
			<i>Total Savings</i>	\$26,732							<i>Total Savings</i>	\$26,709				
	Deny upward substitution of 1.0 FTE 1042 IS Engineer-Journey position to 5504 Project Manager II, and approve substitution to 5502 Project Manager I instead. 5502 classification is sufficient to carry out the duties of this position.						Ongoing savings									
<b>DT Public Safety</b>																
9993 Attrition			(\$297,796)	(\$342,170)	\$44,374		X									
Mandatory Fringe Benefits			(\$127,134)	(\$146,467)	\$19,333		X									
			<i>Total Savings</i>	\$63,707							<i>Total Savings</i>	\$0				
	Increase Attrition to reflect hiring timeline for vacant 8234 Fire Alarm Dispatcher position. Position has been vacant since 3/18/16 and RTF has not yet been approved by DHR.						N/A									
<b>DT Chief Technology Officer</b>																
9993 Attrition			(\$33,664)	(\$59,971)	\$26,307		X									
Mandatory Fringe Benefits			(\$11,561)	(\$22,176)	\$10,615		X									
			<i>Total Savings</i>	\$36,922							<i>Total Savings</i>	\$0				
	Increase Attrition to reflect hiring timeline for vacant 1063 IS Programmer Analyst position. Position has been vacant since 7/28/17.						N/A									
<b>DT Communications</b>																
Bldgs,Struct&Imprv Proj-Budget			\$3,350,000	\$1,550,000	\$1,800,000	X	X									
	Reduce budget for FibersF project to reflect revised project scope. Additional analysis is needed and RFP will not be issued in FY 2018-19.						N/A									

	FY 2018-19			FY 2019-20		
	Total Recommended Reductions			Total Recommended Reductions		
	One-Time	Ongoing	Total	One-Time	Ongoing	Total
General Fund	\$1,864,201	\$17,055	\$1,881,256	\$0	\$17,040	\$17,040
Non-General Fund	\$36,428	\$9,677	\$46,105	\$0	\$9,669	\$9,669
<b>Total</b>	<b>\$1,900,629</b>	<b>\$26,732</b>	<b>\$1,927,361</b>	<b>\$0</b>	<b>\$26,709</b>	<b>\$26,709</b>

\*Fund 28070 (for personnel expenditures) is derived 63.8% from the General Fund and 36.2% from Non-General Fund sources.

## YEAR ONE: FY 2018-19

Budget Changes

The Department's proposed \$374,255,101 budget for FY 2018-19 is \$18,803,092 or 5.3% more than the original FY 2017-18 budget of \$355,452,009.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2018-19 are 1,060.66 FTEs, which are 34.14 FTEs more than the 1,026.52 FTEs in the original FY 2017-18 budget. This represents a 3.3% increase in FTEs from the original FY 2017-18 budget.

Revenue Changes

The Department's revenues of \$257,250,203 in FY 2018-19 are \$24,519,718 or 10.5% more than FY 2017-18 revenues of \$232,730,485.

## YEAR TWO: FY 2019-20

Budget Changes

The Department's proposed \$306,355,688 budget for FY 2019-20 is \$67,899,413 or 18.1% less than the Mayor's proposed FY 2018-19 budget of \$374,255,101.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2019-20 are 1,064.68 FTEs, which are 4.02 FTEs more than the 1,060.66 FTEs in the Mayor's proposed FY 2018-19 budget. This represents a 0.4% increase in FTEs from the Mayor's proposed FY 2018-19 budget.

Revenue Changes

The Department's revenues of \$189,009,688 in FY 2019-20 are \$68,240,515 or 26.5% less than FY 2018-19 estimated revenues of \$257,250,203.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2018-19 AND FY 2019-20**

**DEPARTMENT:** DPW – PUBLIC WORKS

**SUMMARY OF 5-YEAR HISTORICAL & PROPOSED BUDGET YEAR EXPENDITURES AND FTE AUTHORITY:**

	<b>FY 2013-14 Budget</b>	<b>FY 2014-15 Budget</b>	<b>FY 2015-16 Budget</b>	<b>FY 2016-17 Budget</b>	<b>FY 2017-18 Budget</b>	<b>FY 2018-19 Proposed</b>
Public Works	159,380,342	220,180,380	260,213,596	290,244,640	355,452,009	374,255,101
FTE Count	825.03	852.17	924.94	981.44	1,026.52	1,060.66

The Department’s budget increased by \$214,874,759 or 135% from the adopted budget in FY 2013-14 to the proposed budget in FY 2018-19. The Department’s FTE count increased by 235.63 or 29% from the adopted budget in FY 2013-14 to the proposed budget in FY 2018-19.

**FY 2018-19**

The Department’s proposed FY 2018-19 budget has increased by \$18,803,092 largely due to:

An expansion of funding for street cleaning and the Pit Stop program, as well as additional capital expenditures, such as street resurfacing.

In April 2018, the Board of Supervisors approved a resolution urging the Mayor to fund specific city-wide street cleaning as a priority in the FY 2018-19 budget, including the Pit Stop program expansion, non-profit partner funding expansion, and equipment purchases (File 18-0390). The proposed budget has \$1,530,814 for General Fund equipment expenditures. In addition, the proposed budget has approximately \$3.3 million per year for 44 new temporary street cleaning staff for the Community Corridors Program. Finally, the proposed budget includes \$885,000 annually to create new Pit Stops and \$165,000 annually to expand operating hours at existing Pit Stop locations.

**FY 2019-20**

The Department’s proposed FY 2019-20 budget has decreased by \$67,899,413 largely due to the expiration of one time capital expenditures.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2018-19 AND FY 2019-20**

**DEPARTMENT:** DPW – PUBLIC WORKS

**RECOMMENDATIONS**

**YEAR ONE: FY 2018-19**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$1,386,262 in FY 2018-19. Of the \$1,386,262 in recommended reductions, \$926,554 are ongoing savings and \$459,708 are one-time savings. These reductions would still allow an increase of \$17,416,830 or 4.9% in the Department's FY 2018-19 budget.

**YEAR TWO: FY 2019-20**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$990,277 in FY 2019-20. Of the \$990,277 in recommended reductions, \$941,331 are ongoing savings and \$48,946 are one-time savings.

**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

**DPW- Public Works**

Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To					
<b>Building, Design and Construction (BDC)</b>														
Hybrid Vehicle			\$75,156	\$0	\$75,156									\$0
Delete two replacement Hybrid Vehicles. The vehicles to be replaced have only 22,983 and 45,454 miles after 14 years of service. The City is trying to right-size its fleet. The Department will still receive 2 replacement Hybrid Vehicles.							One-time savings							
Attrition Savings	(7.81)		(\$958,628)	(\$1,024,962)	\$66,334			(7.81)		(\$958,628)	(\$1,024,962)	\$66,334		
Mandatory Fringe Benefits	0.00		(\$369,617)	(\$395,193)	\$25,576			0.00		(\$379,216)	(\$405,457)	\$26,241		
			<i>Total Savings</i>	\$91,910							<i>Total Savings</i>	\$92,575		
Increase Attrition Savings to reflect actual needs. The Department ended FY 2016-17 with \$478,974 in General Fund salary savings.							Increase Attrition Savings to reflect actual needs.							
<b>Building Repair (BBR)</b>														
1 Ton Cargo Van			\$48,946	\$0	\$48,946									\$0
Delete one replacement 1 Ton Cargo Van. The vehicle to be replaced has only 52,851 and still has remaining useful life.							One-time savings							
1 Ton Cargo Van with Electricians Package										\$48,946	\$0	\$48,946		X
One-time savings							Delete one replacement 1 Ton Cargo Van with Electricians Package. The							
<b>Infrastructure, Design and Construction (IDC)</b>														
1/2 Ton Truck			\$45,528	\$0	\$45,528									\$0
Delete one replacement 1/2 Ton Truck. The vehicle to be replaced has only 64,900							One-time savings							
Attrition Savings	(4.11)		(\$535,272)	(\$591,606)	\$56,334			(4.11)		(\$535,272)	(\$591,606)	\$56,334		
Mandatory Fringe Benefits	0.00		(\$201,471)	(\$222,675)	\$21,204			0.00		(\$206,167)	(\$227,865)	\$21,698		
			<i>Total Savings</i>	\$77,538							<i>Total Savings</i>	\$78,032		
Increase Attrition Savings to reflect actual needs. The Department ended FY 2016-17 with \$478,974 in General Fund salary savings.							Increase Attrition Savings to reflect actual needs.							
<b>Bureau of Street Use and Mapping (BSM)</b>														
Attrition Savings	(2.05)		(\$198,824)	(\$333,074)	\$134,250	X		(2.05)		(\$198,824)	(\$333,074)	\$134,250	X	
Mandatory Fringe Benefits	0.00		(\$84,611)	(\$141,742)	\$57,131	X				(\$86,285)	(\$141,742)	\$55,457	X	
			<i>Total Savings</i>	\$191,381							<i>Total Savings</i>	\$189,707		
Increase Attrition Savings to reflect actual needs. The Department ended FY 2016-17 with \$478,974 in General Fund salary savings.							Increase Attrition Savings to reflect actual needs.							
<b>Street Environmental Services (SES)</b>														
Attrition Savings	(2.84)		(\$218,443)	(\$272,910)	\$54,467	X		(2.85)		(\$218,499)	(\$246,303)	\$27,804	X	
Mandatory Fringe Benefits			(\$100,874)	(\$137,709)	\$36,835	X				(\$103,294)	(\$126,723)	\$23,429	X	
			<i>Total Savings</i>	\$91,302							<i>Total Savings</i>	\$51,232		
Increase Attrition Savings to reflect actual needs. The Department ended FY 2016-17 with \$478,974 in General Fund salary savings.							Increase Attrition Savings to reflect actual needs.							

GF = General Fund  
1T = One Time



**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

**DPW- Public Works**

Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To					
5408 Coordinator Of Citizen Involvement	1.00	0.00	\$126,053		\$126,053			1.00	0.00	\$126,053		\$126,053		
Mandatory Fringe Benefits			\$48,739		\$48,739					\$49,510		\$49,510		
1314 Public Relations Officer	0.00	1.00		\$108,164	(\$108,164)			0.00	1.00		\$108,164	(\$108,164)		
Mandatory Fringe Benefits				\$44,449	(\$44,449)					\$45,240		(\$45,240)		
			<i>Total Savings</i>		\$22,179					<i>Total Savings</i>		\$22,159		
	Deny proposed upward substitution of 1.00 FTE 1314 Public Relations Officer to 1.00 FTE 5408 Coordinator of Citizen Involvement. The responsibilities of this position can be carried out by the existing classification as there are only 5.00 FTEs within this Division, including one vacant position, and a Communication Coordinator who has a supervisory role.							On going savings						
0932 Manager IV	1.54	0.77	\$254,498	\$127,249	\$127,249	X		2.00	1.00	\$330,518	\$165,259	\$165,259		
Mandatory Fringe Benefits			\$95,476	\$47,738	\$47,738	X				\$126,866	\$63,433	\$63,433		
			<i>Total Savings</i>		\$174,987					<i>Total Savings</i>		\$228,692		
	Delete 0.77 FTE new 0932 Manager IV positions due to inadequate justification. One of these new proposed positions is for the swing and night shift, which does not need a Manager IV position and already has a supervisor. The Division already has three 0932 Manager IV positions.							On going savings						
Cisco Catalyst Switch			\$40,078	\$0	\$40,078		X					\$0		
	The Department is receiving two new Dell Server Blades that will increase the bandwidth at Yard Operations. The Department does not need this item.							One time savings						
	<b>GEN Budgetary</b>													
Attrition Savings	(7.22)		(\$861,697)	(\$1,060,320)	\$198,623			(7.22)		(\$861,697)	(\$1,060,320)	\$198,623		
Mandatory Fringe Benefits	0.00		(\$341,144)	(\$419,778)	\$78,634			0.00		(\$348,420)	(\$428,732)	\$80,312		
			<i>Total Savings</i>		\$277,257					<i>Total Savings</i>		\$278,935		
	Increase Attrition Savings to reflect actual needs. The Department ended FY 2016-17 with \$478,974 in General Fund salary savings.													
Systems Consulting Services			\$1,180,000	\$930,000	\$250,000		X			\$1,130,000	\$1,130,000	\$0		
	Reduce Systems Consulting Services to reflect unknown timeline and cost. Many consulting services have not fully been determine, and the vendor has not yet been found. This includes a \$480,000 project on Capital Project Lifecycle Management, \$140,000 project on Advance Document Management, and \$130,000 on Advance Document Management.							One time savings						

67  
GF = General Fund  
1T = One Time

**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

**DPW- Public Works**

Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To					

**FY 2018-19  
Total Recommended Reductions**

	One-Time	Ongoing	Total
General Fund	\$90,802	\$545,914	\$636,715
Non-General Fund	\$368,906	\$380,640	\$749,547
<b>Total</b>	<b>\$459,708</b>	<b>\$926,554</b>	<b>\$1,386,262</b>

**FY 2019-20  
Total Recommended Reductions**

	One-Time	Ongoing	Total
General Fund	\$5,306	\$558,333	\$563,639
Non-General Fund	\$43,640	\$382,998	\$426,638
<b>Total</b>	<b>\$48,946</b>	<b>\$941,331</b>	<b>\$990,277</b>

**Policy/Reserve Recommendations**

Policy/Reserve Recommendations																		
Division Description																		
Attrition Savings													\$0					
Mandatory Fringe Benefits													\$0					
	<i>Total Savings</i>					\$0					<i>Total Savings</i>				\$0			
	Increase Attrition Savings due to ...							Ongoing savings										
#### Position Title						\$0							\$0					
Mandatory Fringe Benefits						\$0							\$0					
	<i>Total Savings</i>					\$0					<i>Total Savings</i>				\$0			
	Rationale							Ongoing savings										

**YEAR ONE: FY 2018-19**

Budget Changes

The Department's proposed \$231,324,667 budget for FY 2018-19 is \$9,779,314 or 4.4% more than the original FY 2017-18 budget of \$221,545,353.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2018-19 are 934.79 FTEs, which are 0.55 FTEs more than the 934.24 FTEs in the original FY 2017-18 budget. This represents a 0.1% increase in FTEs from the original FY 2017-18 budget.

Revenue Changes

The Department's revenues of \$154,185,286 in FY 2018-19 are \$6,062,068 or 4.1% more than FY 2017-18 revenues of \$148,123,218.

**YEAR TWO: FY 2019-20**

Budget Changes

The Department's proposed \$207,471,781 budget for FY 2019-20 is \$23,852,886 or 10.3% less than the Mayor's proposed FY 2018-19 budget of \$231,324,667.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2019-20 are 936.54 FTEs, which are 1.75 FTEs more than the 934.79 FTEs in the Mayor's proposed FY 2018-19 budget. This represents a 0.2% increase in FTEs from the Mayor's proposed FY 2018-19 budget.

Revenue Changes

The Department's revenues of \$129,025,418 in FY 2019-20 are \$25,159,868 or 16.3% less than FY 2018-19 estimated revenues of \$154,185,286.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2018-19 AND FY 2019-20**

**DEPARTMENT:** REC – RECREATION AND PARKS

**SUMMARY OF 5-YEAR HISTORICAL & PROPOSED BUDGET YEAR EXPENDITURES AND FTE AUTHORITY:**

	<b>FY 2013-14 Budget</b>	<b>FY 2014-15 Budget</b>	<b>FY 2015-16 Budget</b>	<b>FY 2016-17 Budget</b>	<b>FY 2017-18 Budget</b>	<b>FY 2018-19 Proposed</b>
Recreation and Parks	160,938,278	163,224,442	178,699,938	208,806,728	221,545,353	231,324,667
FTE Count	870.27	893.18	916.35	935.45	934.24	934.79

The Department’s budget increased by \$70,386,389 or 41.1% from the adopted budget in FY 2013-14 to the proposed budget in FY 2018-19. The Department’s FTE count increased by 64.52 or 7.4% from the adopted budget in FY 2013-14 to the proposed budget in FY 2018-19.

**FY 2018-19**

The Department’s proposed FY 2018-19 budget has increased by \$9,779,314 largely due to onetime capital projects such as Sargent John Macaulay Park, Potrero Hill Recreation Center, Indian Basin, and the Geneva Car Barn.

**FY 2019-20**

The Department’s proposed FY 2019-20 budget has decreased by \$23,852,886 largely due to expiration of one-time capital expenditures.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2018-19 AND FY 2019-20**

**DEPARTMENT:** REC – RECREATION AND PARKS

**RECOMMENDATIONS**

**YEAR ONE: FY 2018-19**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$1,024,489 in FY 2018-19. All of the \$1,024,489 in recommended reductions are one-time savings. These reductions would still allow an increase of \$8,754,825 or 4.0% in the Department's FY 2018-19 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended encumbrances of \$56,749, for total General Fund savings of \$996,987.

**YEAR TWO: FY 2019-20**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$55,755 in FY 2019-20. All of the \$55,755 in recommended reductions are one-time savings.

**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

**REC - Recreation and Parks**

Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To	From	To			
<b>Urban Forestry</b>														
9993 Attrition Savings	(4.84)		(\$420,650)	(\$442,944)	\$22,294	X	X							
Mandatory Fringe Benefits			(\$183,881)	(\$195,028)	\$11,147	X	X							
			<i>Total Savings</i>		\$33,441									
	Increase attrition savings due to delayed hiring by three months of 1.00 FTE 3436 Arborist Technician Supervisor I. The Urban Forestry division currently has 35.00 budgeted FTE but only 27.00 filled FTE positions.							One-time savings						
<b>Golden Gate Park</b>														
9993 Attrition Savings	(23.46)		(\$1,782,330)	(\$1,849,072)	\$66,742	X	X							
Mandatory Fringe Benefits			(\$826,042)	(\$859,413)	\$33,371	X	X							
			<i>Total Savings</i>		\$100,113									
	Increase attrition savings due to delayed hiring of 2.00 FTE 3417 Gardener positions. The Department currently has 30 vacant gardener positions.							One-time savings						
<b>Structural Maintenance- Overhead</b>														
Skid Steer Stump Grinder			\$12,718	\$0	\$12,718	X	X					\$0		
	Delete one Skid Steer Stump Grinder. The Department does not need this item.							One-time savings						

**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

**REC - Recreation and Parks**

Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To					
<b>Support of Parks &amp; Open Space</b>														
9993 Attrition Savings	(5.89)		(\$435,677)	(\$494,109)	\$58,432	X	X							
Mandatory Fringe Benefits			(\$204,626)	(\$233,842)	\$29,216	X	X							
			<i>Total Savings</i>	\$87,648										
	Increase attrition savings due to delayed hiring of 2.00 FTE 2708 Custodian positions. The Department currently has 16 vacant custodian positions.							One-time savings						
Chevrolet Colorado			\$46,235	\$0	\$46,235	X	X					\$0		
	Delete one replacement Chevrolet Colorado. The vehicle to be replaced, a Ford Ranger, only has 47,747 miles and still has remaining useful life. This deletion would still allow Recreation and Parks to replace another Ford Ranger with a Chevrolet Colorado. The Department currently has 51 Ford Rangers and 17 Chevrolet Colorados.							One-time savings						
<b>Park Patrol</b>														
9993 Attrition Savings	(4.33)		(\$318,653)	(\$507,132)	\$188,479	X	X							
Mandatory Fringe Benefits			(\$149,827)	(\$244,067)	\$94,240	X	X							
			<i>Total Savings</i>	\$282,719										
	Increase attrition savings due to delayed hiring of 7.00 FTE 8208 Park Ranger positions. The Department currently has 10 vacant Park Patrol positions.							One-time savings						
<b>Support of Recreation</b>														
Materials and Supplies			\$1,000,000	\$966,576	\$33,424	X	X			\$1,293,570	\$1,268,570	\$25,000	X	X
	Reduce Materials and Supplies to reflect historical spending.							Reduce Materials and Supplies to reflect future need.						
Non Professional Services			\$160,000	\$105,000	\$55,000	X	X			\$185,000	\$154,245	\$30,755	X	X
	Reduce Non Professional Services to reflect historical spending.							Reduce Non Professional Services to reflect anticipated need						
9993 Attrition Savings	(9.37)		(\$687,556)	(\$880,183)	\$192,627	X	X							
Mandatory Fringe Benefits			(\$325,693)	(\$422,006)	\$96,313	X	X							
			<i>Total Savings</i>	\$288,940										
	Increase attrition savings due to delayed hiring of 6.00 FTE 3286 Recreation Coordinator positions. The Department as a whole currently has 29 vacant Recreation Coordinator positions.							Ongoing savings						

GF = General Fund  
1T = One Time

**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

**REC - Recreation and Parks**

Account Title	FY 2018-19						FY 2019-20							
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To	From	To			
<b>CD Administration</b>														
9993 Attrition Savings	(0.10)		(\$12,292)	(\$68,459)	\$56,167									
Mandatory Fringe Benefits			(\$4,792)	(\$32,876)	\$28,084									
			<i>Total Savings</i>	\$84,251				\$0						
Increase attrition savings due to delayed hiring of 1.00 FTE 1824 Principal Administrative Analyst position.						One time savings								

	FY 2018-19 Total Recommended Reductions			FY 2019-20 Total Recommended Reductions		
	One-Time	Ongoing	Total	One-Time	Ongoing	Total
General Fund	\$940,238	\$0	\$940,238	\$55,755	\$0	\$55,755
Non-General Fund	\$84,251	\$0	\$84,251	\$0	\$0	\$0
<b>Total</b>	<b>\$1,024,489</b>	<b>\$0</b>	<b>\$1,024,489</b>	<b>\$55,755</b>	<b>\$0</b>	<b>\$55,755</b>

<b>Policy Recommendations</b>														
<b>CD Administration</b>														
1204 Senior Personnel Clerk	1.00	0.00	\$78,358	\$0	\$78,358	X		1.00	0.00	\$78,358	\$0	\$78,358	X	
Mandatory Fringe Benefits			\$35,816	\$0	\$35,816	X				\$36,609	\$0	\$36,609	X	
2708 Custodian	0.00	1.00	\$0	\$63,522	(\$63,522)	X		0.00	1.00	\$0	\$63,522	(\$63,522)	X	
Mandatory Fringe Benefits			\$0	\$31,748	(\$31,748)	X				\$0	\$32,557	(\$32,557)	X	
			<i>Total Savings</i>	\$18,904				<i>Total Savings</i>	\$18,888					
Approval of the proposed upward substitution 1.00 FTE 2708 Custodian to 1.00 FTE 1204 Senior Personnel Clerk was done prior to Board approval. Board approval for this upward substitution for the FY 2018-19 budget is a policy matter for the Board. Human Resources currently has 2.00 FTE Personnel Clerk and 2.00 1204 Senior Personnel Clerk. The Department reports that there is a temporary employee currently in the position.						On going savings								
<b>Golden Gate Park</b>														
Ford F250 Extended Cab			\$50,097	\$0	\$50,097	X	X					\$0		
Delete one replacement Ford 250 Extended Cab. The vehicle has only 72,591 miles and still has remaining useful life. This reduction would still allow Recreation and Parks to replace one Ford F250. The Department currently has 99 Ford F250s.						One-time savings								

74

GF = General Fund  
1T = One Time



Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget

REC - Recreation and Parks

Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To	From	To			

FY 2018-19			
Total Policy Recommendations			
	One-Time	Ongoing	Total
General Fund	\$0	\$18,904	\$0
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$50,097</b>	<b>\$18,904</b>	<b>\$69,001</b>

FY 2019-20			
Total Policy Recommendations			
	One-Time	Ongoing	Total
General Fund	\$0	\$0	\$0
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$18,888</b>	<b>\$0</b>

Year	Department Code	Fund Code	Supplier No	Supplier Name	Project Code	Remaining Balance
2014	262676	10020	16829	KOFFLER ELEC MECH APPARATUS REPAIR INC	10013617	6,124
2015	262692	10080	22814	CITY CARSHARE	10001739	9,404
2015	262676	10010	11535	SAN FRANCISCO PARKS ALLIANCE	10016945	7,000
2015	150705	10000	15706	MARIPOSA LEADERSHIP INC	10001737	9,800
2016	262684	10080	13773	OTIS ELEVATOR CO	10001738	10,000
2016	262684	10080	14394	NEOFUNDS BY NEOPOST	10001738	5,809
2016	262692	10080	25188	ARC	10001739	8,612
<b>Total</b>						<b>\$56,749</b>

**YEAR ONE: FY 2018-19**

Budget Changes

The Department's proposed \$398,429,004 budget for FY 2018-19 is \$16,871,294 or 4.42% more than the original FY 2017-18 budget of \$381,557,710.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2018-19 are 1,665.42 FTEs, which are 19.86 FTEs more than the 1,645.56 FTEs in the original FY 2017-18 budget. This represents a 1.21% increase in FTEs from the original FY 2017-18 budget.

Revenue Changes

The Department's revenues of \$143,055,460 in FY 2018-19 are \$7,388,095 or 5.45% more than FY 2017-18 revenues of \$135,667,365.

**YEAR TWO: FY 2019-20**

Budget Changes

The Department's proposed \$409,250,154 budget for FY 2019-20 is \$10,821,150 or 2.72% more than the Mayor's proposed FY 2018-19 budget of \$398,429,004.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2019-20 are 1,666.04 FTEs, which are 0.62 FTEs more than the 1,665.42 FTEs in the Mayor's proposed FY 2018-19 budget. This represents a 0.04% increase in FTEs from the Mayor's proposed FY 2018-19 budget.

Revenue Changes

The Department's revenues of \$144,453,523 in FY 2019-20 are \$1,398,063 or 0.98% more than FY 2018-19 estimated revenues of \$143,055,460.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2018-19 AND FY 2019-20**

**DEPARTMENT:** FIR – FIRE DEPARTMENT

**SUMMARY OF 5-YEAR HISTORICAL & PROPOSED BUDGET YEAR EXPENDITURES AND FTE AUTHORITY:**

	<b>FY 2013-14 Budget</b>	<b>FY 2014-15 Budget</b>	<b>FY 2015-16 Budget</b>	<b>FY 2016-17 Budget</b>	<b>FY 2017-18 Budget</b>	<b>FY 2018-19 Proposed</b>
Fire Department	333,614,911	343,967,112	355,800,902	373,728,683	381,557,710	398,429,004
FTE Count	1,463.99	1,493.61	1,575.39	1,619.78	1,645.56	1,665.42

The Department’s budget increased by \$64,814,093 or 19.43% from the adopted budget in FY 2013-14 to the proposed budget in FY 2018-19. The Department’s FTE count increased by 201.43 or 13.76% from the adopted budget in FY 2013-14 to the proposed budget in FY 2018-19.

**FY 2018-19**

The Department’s proposed FY 2018-19 budget has increased by \$16,871,294 largely due to continuations of multi-year hiring and fleet/equipment replacement initiatives and the recently agreed-upon Memorandum of Understanding between the City and the firefighters’ union. Under the hiring plan the Department has been allocated funding for three firefighter academies during FY 2018-19 and FY 2019-20, and the Department is also absorbing the costs related to the expiration of federal FEMA grant funding that funded the salaries and benefits of 72 newly-hired employees. The proposed FY 2018-19 budget also expands the Department’s multi-year equipment plan. The new Memorandum of Understanding between the City and the firefighters’ union will take effect July 1, 2018 and results in salary and benefit cost increases, including a 3 percent wage increase effective July 1, 2018 and increases related to premium pays for training and education and special assignments.

**FY 2019-20**

The Department’s proposed FY 2019-20 budget has increased by \$10,821,150 largely due to continuations of multi-year hiring and fleet/equipment replacement initiatives and the recently agreed-upon Memorandum of Understanding between the City and the firefighters’ union. Under the hiring plan the Department has been allocated funding for three firefighter academies during FY 2018-19 and FY 2019-20, and the proposed FY 2019-20 budget also continues the Department’s multi-year fleet/equipment replacement plan. The Memorandum of Understanding between the City and the firefighters’ union will take effect July 1, 2018 and will result in salary and benefit cost increases during FY 2019-20, including a 3 percent wage increase effective July 1, 2019 and increases related to premium pays for training and education and special assignments.

RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2018-19 AND FY 2019-20

DEPARTMENT: FIR – FIRE DEPARTMENT

Staffing Levels

In November 2005, San Francisco voters passed Proposition F – Neighborhood Firehouses, which requires the City to maintain and operate neighborhood firehouses and emergency apparatus at the same locations and to the same extent as existed on January 1, 2004. Although modern fire prevention systems and better equipment have likely reduced the need for on-duty firefighters since 2004 and analyses that show that coverage areas and travel times would not be negatively impacted by closures of certain stations, the Fire Department is required to maintain 2004 staffing levels. As a result, Fire Department management is unable to adjust staffing levels and work schedules in response to changing conditions in the most cost-effective manner, and the Budget and Legislative Analyst is unable to recommend adjustments to firefighter staffing levels at the Department.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2018-19 AND FY 2019-20**

**DEPARTMENT:** FIR – FIRE DEPARTMENT

**RECOMMENDATIONS**

**YEAR ONE: FY 2018-19**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$1,135,096 in FY 2018-19. Of the \$1,135,096 in recommended reductions, all are one-time savings. These reductions would still allow an increase of \$15,736,198 or 4.12% in the Department's FY 2018-19 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended encumbrances of \$45,707.61, for total General Fund savings of \$45,707.61.

**YEAR TWO: FY 2019-20**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$796,634 in FY 2019-20. Of the \$796,634 in recommended reductions, \$96,634 are ongoing savings and \$700,000 are one-time savings. These reductions would still allow an increase of \$10,024,516 or 2.52% in the Department's FY 2019-20 budget.

Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget

FIR - Fire Department

Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To					
	<b>Administration</b>													
Equipment Purchase			\$1,137,132	\$437,132	\$700,000	X	X			\$1,137,132	\$437,132	\$700,000	X	X
	Deny purchase of four replacement ambulances costing a total of \$700,000. In total, the Department has been allocated funding for eight ambulances in FY 2018-19. The Department has not expended the full amount budgeted for ambulance purchases in the current year (FY 2017-18) and plans to carry forward \$1.4 million of previously budgeted funds for ambulance purchases into FY 2018-19. The Department currently has a pilot program for the use of Vision Zero compatible ambulances in the place of the proposed replacement ambulances. The Budget and Legislative Analyst's recommended reduction of \$700,000 will still allow the Department to purchase either eight non-Vision Zero compatible ambulances or 16 Vision Zero compatible ambulances in FY 2018-19, depending on the results of the pilot program, by using carryforward funds of \$1.4 million. The Budget and Legislative Analyst is recommending approval of the separate funding allocated for four Vision Zero compatible ambulances in FY 2018-19.							Deny purchase of four replacement ambulance scosting a total of \$700,000. The Department is currently piloting the use of Vision Zero compatible ambulances in the place of the proposed ambulances.						
Senior Administrative Analyst	0.77	0.50	\$88,257	\$57,310	\$30,947	X	X					\$0		
Mandatory Fringe Benefits			\$35,588	\$23,109	\$12,479	X	X					\$0		
			<i>Total Savings</i>		<i>\$43,426</i>				<i>Total Savings</i>		<i>\$0</i>			
	Reduce proposed new 1823 Senior Administrative Analyst from 0.77 FTE to 0.5 FTE to account for delays in hiring.													
Programmatic Projects			\$700,000	\$615,000	\$85,000	X	X					\$0		
	Reduce amount budgeted for furniture, fixtures, and supplies based on the Department's projected costs.													

**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

**FIR - Fire Department**

Account Title	FY 2018-19						FY 2019-20							
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To					
	<b>Operations</b>													
Overtime - Uniform			\$28,206,103	\$27,904,619	\$301,484	X	X			\$28,206,103	\$28,111,103	\$95,000	X	
Mandatory Fringe Benefits			\$485,145	\$479,959	\$5,186	X	X			\$485,145	\$483,511	\$1,634	X	
			<i>Total Savings</i>		\$306,670						<i>Total Savings</i>		\$96,634	
	<p>Decrease budgeted Overtime amount to (1) reflect anticipated overtime expenditures for staffing the Quick Response Vehicle, and (2) reflect an adjustment to the relief factor in the Department's staffing model, which has increased from 18.96% in FY 2016-17 to 19.59% in FY 2018-19. Using the one-year relief factor average from CY 2017 of 19.49% rather than a two-year average of 19.59% results in a savings of \$206,484, plus mandatory fringe benefits. In general, because the Department has held several new recruit academies in recent years, the relief factor should decrease rather than increase, as newer firefighters have accrued less sick time and vacation time.</p>						<p>Ongoing savings based on anticipated overtime expenditures for staffing the Quick Response Vehicle.</p>							

	FY 2018-19		
	Total Recommended Reductions		
	One-Time	Ongoing	Total
General Fund	\$1,135,096	\$0	\$1,135,096
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$1,135,096</b>	<b>\$0</b>	<b>\$1,135,096</b>

	FY 2019-20		
	Total Recommended Reductions		
	One-Time	Ongoing	Total
General Fund	\$700,000	\$96,634	\$796,634
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$700,000</b>	<b>\$96,634</b>	<b>\$796,634</b>



**YEAR ONE: FY 2018-19**

Budget Changes

The Department's proposed \$95,653,856 budget for FY 2018-19 is \$7,803,775 or 8.9% more than the original FY 2017-18 budget of \$87,850,081.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2018-19 are 270.41 FTEs, which are 13.19 FTEs more than the 257.22 FTEs in the original FY 2017-18 budget. This represents a 5.1% increase in FTEs from the original FY 2017-18 budget.

Revenue Changes

The Department's revenues of \$28,084,811 in FY 2018-19 are \$650,205 or 2.4% more than FY 2017-18 revenues of \$27,434,606.

**YEAR TWO: FY 2019-20**

Budget Changes

The Department's proposed \$92,456,938 budget for FY 2019-20 is \$3,196,918 or 3.3% less than the Mayor's proposed FY 2018-19 budget of \$95,653,856.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2019-20 are 279.22 FTEs, which are 8.81 FTEs more than the 270.41 FTEs in the Mayor's proposed FY 2018-19 budget. This represents a 3.3% increase in FTEs from the Mayor's proposed FY 2018-19 budget.

Revenue Changes

The Department's revenues of \$27,508,428 in FY 2019-20 are \$576,383 or 2.1% less than FY 2018-19 estimated revenues of \$28,084,811.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2018-19 AND FY 2019-20**

**DEPARTMENT: DEM – DEPARTMENT OF EMERGENCY MANAGEMENT**

**SUMMARY OF 5-YEAR HISTORICAL & PROPOSED BUDGET YEAR EXPENDITURES AND FTE AUTHORITY:**

	<b>FY 2013-14 Budget</b>	<b>FY 2014-15 Budget</b>	<b>FY 2015-16 Budget</b>	<b>FY 2016-17 Budget</b>	<b>FY 2017-18 Budget</b>	<b>FY 2018-19 Proposed</b>
Department of Emergency Management	69,492,934	76,100,127	82,869,070	93,693,797	87,850,081	95,653,856
FTE Count	243.55	253.31	258.10	251.43	257.22	270.41

The Department’s budget increased by \$26,160,922 or 37.7% from the adopted budget in FY 2013-14 to the proposed budget in FY 2018-19. The Department’s FTE count increased by 26.86 or 11.0% from the adopted budget in FY 2013-14 to the proposed budget in FY 2018-19.

**FY 2018-19**

The Department’s proposed FY 2018-19 budget has increased by \$7,803,775 largely due to capital and information technology projects and additional funding for emergency dispatchers to offset dispatcher attrition and to meet increasing service demands. Capital and information technology continuing projects include a multi-year project to replace the City’s 800MHz radio system and a project funding infrastructure improvements to expand the 9-1-1 Operations floor. New projects funded in the proposed FY 2018-19 budget include initiatives to automate fire station dispatching and to scope the replacement of the City’s Computer Aided Dispatch (CAD) System. The Department’s proposed FY 2018-19 budget also includes funding for three new dispatcher academies for a total of 45 new recruits, in order to offset dispatcher attrition and meet increasing service demands.

**FY 2019-20**

The Department’s proposed FY 2019-20 budget has decreased by \$3,196,918 largely due to expirations of one-time capital and information technology projects in the proposed FY 2018-19 budget. The Department’s proposed FY 2019-20 budget includes funding for three new dispatcher academies for a total of 45 new recruits, in order to offset dispatcher attrition and meet increasing service demands.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2018-19 AND FY 2019-20**

**DEPARTMENT:** DEM – DEPARTMENT OF EMERGENCY MANAGEMENT

**RECOMMENDATIONS**

**YEAR ONE: FY 2018-19**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$427,999 in FY 2018-19. Of the \$427,999 in recommended reductions, \$75,197 are ongoing savings and \$352,802 are one-time savings. These reductions would still allow an increase of \$7,375,776 or 8.4% in the Department's FY 2018-19 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended encumbrances of \$7,038.62, for total General Fund savings of \$435,038.

**YEAR TWO: FY 2019-20**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$82,937 in FY 2019-20. All of the \$82,937 in recommended reductions are ongoing savings.

**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

**DEM - Emergency Management**

Account Title	FY 2018-19							FY 2019-20					
	FTE		Amount			Savings	GF	1T	FTE		Amount		
	From	To	From	To	From				To	From	To	Savings	GF
<b>DEM Administration</b>													
Programmatic Projects			\$850,000	\$827,492	\$22,508	X				\$800,000	\$770,795	\$29,205	X
Manager V	0.77	0.00	\$0	\$0	\$0	X		1.00	0.00	\$0	\$0	\$0	X
Manager III	0.00	0.77	\$0	\$0	\$0	X		0.00	1.00	\$0	\$0	\$0	X
	Replace proposed 0.77 FTE 0933 Manager V funded for Computer-Aided Dispatch (CAD) Replacement Scoping to 0.77 FTE 0931 Manager III. The 0931 Manager III classification is more appropriate for the responsibilities and duties of the proposed position. The proposed position will manage the CAD Replacement Scoping project funded by the Committee on Information Technology for the first time in FY 2018-19. The responsibilities of a Manager V position, as outlined by the Department of Human Resources, include division-wide responsibility for multiple functional or complex program areas, and individuals in Manager V positions typically manage a division of a medium or large Department. The other Manager V positions in the DEM Information Technology unit are the Chief Information Officer, who will supervise the proposed position, and a project manager, who supervises a Manager II project manager. For comparison purposes, the supervisory responsibility of the proposed Manager V position would be to manage a single project and to supervise one project analyst (1054 IS Business Analyst - Principal) and one subject matter expert (8240 Public Safety Communications Coordinator).							Ongoing savings.					
Attrition Savings			(\$125,249)	(\$156,299)	\$31,050	X	X					\$0	
Mandatory Fringe Benefits			(\$48,905)	(\$60,627)	\$11,722	X	X					\$0	
	<i>Total Savings \$42,772</i>							<i>Total Savings \$0</i>					
	Adjust attrition savings by 0.23 FTE to account for hiring delay of 1.00 FTE 1042 IS Engineer - Journey position to 0.77 FTE in conformance with the Department's hiring plan.												
Step Adjustments			(\$67,564)	(\$92,178)	\$24,614	X				(\$57,464)	(\$82,894)	\$25,430	X
Mandatory Fringe Benefits			(\$17,818)	(\$24,309)	\$6,491	X				(\$15,181)	(\$21,899)	\$6,718	X
	<i>Total Savings \$31,105</i>							<i>Total Savings \$32,148</i>					
	Increase Step Adjustments to correct an omission in the Department's step adjustment calculations.							Ongoing savings.					

**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

**DEM - Emergency Management**

Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To					
<b>DEM Emergency Services</b>														
Temporary - Miscellaneous			\$67,180	\$47,180	\$20,000	X				\$67,180	\$47,180	\$20,000	X	
Mandatory Fringe Benefits			\$5,320	\$3,736	\$1,584	X				\$5,320	\$3,736	\$1,584	X	
			<i>Total Savings</i>		\$21,584						<i>Total Savings</i>		\$21,584	
Reduce temporary salaries to reflect the Department's historical and projected expenditures. In FY 2016-17 the Department expended \$47,000 in Emergency Services temporary salaries, and to date has only expended \$18,383 in FY 2017-18.							Ongoing savings.							
<b>DEM Emergency Communications</b>														
Attrition Savings			(\$3,371,924)	(\$3,592,182)	\$220,258	X	X							
Mandatory Fringe Benefits			(\$1,374,323)	(\$1,464,095)	\$89,772	X	X							
			<i>Total Savings</i>		\$310,030						<i>Total Savings</i>		\$0	
Increase attrition savings to (1) correctly reflect the Department's projections for attrition for communications dispatchers; and (2) adjust for hiring dates for one 8240 Public Safety Communications Coordinator (equal of 0.09 FTE reduction) and one 0923 Manager II (equal to 0.23 FTE reduction) in conformance with the Department's hiring plan.														

	FY 2018-19		
	Total Recommended Reductions		
	One-Time	Ongoing	Total
General Fund	\$352,802	\$75,197	\$427,999
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$352,802</b>	<b>\$75,197</b>	<b>\$427,999</b>

	FY 2019-20		
	Total Recommended Reductions		
	One-Time	Ongoing	Total
General Fund	\$0	\$82,937	\$82,937
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$82,937</b>	<b>\$82,937</b>

**YEAR ONE: FY 2018-19**

Budget Changes

The Department's proposed \$635,300,430 budget for FY 2018-19 is \$47,023,946 or 8.0% more than the original FY 2017-18 budget of \$588,276,484.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2018-19 are 3,064.83 FTEs, which are 93.78 FTEs more than the 2,971.05 FTEs in the original FY 2017-18 budget. This represents a 3.2% increase in FTEs from the original FY 2017-18 budget.

Revenue Changes

The Department's revenues of \$145,317,355 in FY 2018-19, are \$17,010,875 or 13.3% more than FY 2017-18 revenues of \$128,306,480.

**YEAR TWO: FY 2019-20**

Budget Changes

The Department's proposed \$676,179,530 budget for FY 2019-20 is \$40,879,100 or 6.4% more than the Mayor's proposed FY 2018-19 budget of \$635,300,430.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2019-20 are 3,197.42 FTEs, which are 132.59 FTEs more than the 3,064.83 FTEs in the Mayor's proposed FY 2018-19 budget. This represents a 4.3% increase in FTEs from the Mayor's proposed FY 2018-19 budget.

Revenue Changes

The Department's revenues of \$161,075,334 in FY 2019-20, are \$15,757,979 or 10.8% more than FY 2018-19 estimated revenues of \$145,317,355.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2018-19 AND FY 2019-20**

**DEPARTMENT:** POL— POLICE DEPARTMENT

**SUMMARY OF 5-YEAR HISTORICAL & PROPOSED BUDGET YEAR EXPENDITURES AND FTE AUTHORITY:**

	<b>FY 2013-14 Budget</b>	<b>FY 2014-15 Budget</b>	<b>FY 2015-16 Budget</b>	<b>FY 2016-17 Budget</b>	<b>FY 2017-18 Budget</b>	<b>FY 2018-19 Proposed</b>
Police	526,936,867	528,843,173	544,721,549	577,745,503	588,276,484	635,300,430
FTE Count	2,727.26	2,783.70	2,870.79	3,013.38	2,971.05	3,064.83

The Department’s budget increased by \$108,363,563 or 20.6% from the adopted budget in FY 2013-14 to the proposed budget in FY 2018-19. The Department’s FTE count increased by 337.57 or 12.4% from the adopted budget in FY 2013-14 to the proposed budget in FY 2018-19.

**FY 2017-18**

The Department has a General Fund salary savings of approximately \$6,174,381 (after a supplement appropriation in March 2018 of \$1,176,768 salary savings) and has introduced legislation to re-appropriate these funds to pay for one-time workers compensation costs.

**FY 2018-19**

The Department’s proposed FY 2018-19 budget has increased by \$47,023,946 largely due to:

- \$4.5 million for an additional 50 sworn staff to be assigned within the City: 39 Police Officers, 10 sergeants, and 1 Lieutenant.
- \$889,423 for the creation of six civilian management and analyst positions to staff the new Strategic Management Division.
- \$2.4 million for 25 additional civilian positions to civilianize positions in the Property, Crime Scene Investigations, Background Investigations, and Professional Standards & Principled Policing divisions currently occupied by sworn staff.
- \$4.5 million for 82 replacement vehicles for marked and unmarked police cars.
- \$2 million for the purchase of electronic control weapons (Tasers). In addition, the Department plans to request that the Budget and Finance committee release \$500,000 from reserve in order to fund data integration services between body worn cameras and electronic control weapons.
- \$4.4 million for furniture and equipment for the new Crime Lab and Traffic Company building.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2018-19 AND FY 2019-20**

**DEPARTMENT: POL— POLICE DEPARTMENT**

**FY 2019-20**

The Department's proposed FY 2019-20 budget has increased by \$40,879,100 largely due to:

- \$13.3 million to fund the annualization of 50 sworn staff created in FY 2018-19 and for an additional 50 sworn staff created in FY 2019-20 to be assigned within the City: 39 Police Officers, 10 sergeants, and 1 Lieutenant (totaling 78 new Officers, 20 new Sergeants, and 2 Lieutenants created in years FY 2018-19 and FY 2019-20.)
- \$4.1 million for 71 replacement vehicles for marked and unmarked police cars.
- Note: the Department intends to make a technical adjustment after the Board phase of the budget review to reduce the number of replacement vehicles in FY 2019-20 from 70 to 50 and re-allocate \$1 million currently proposed for replacement vehicles for the purchase of electronic control weapons (Tasers), for a total of \$3.5 million for electronic control weapons in FY 2018-19 and FY 2019-20.

The mayor's proposed budget does not have sufficient funds to pay for the complete implementation of electronic control weapons, which our office estimates will cost \$7.2 million in one-time costs and \$2.6 million in annual ongoing costs. As a result, the Police Department will have to request additional funding for these weapons in subsequent appropriations.

- \$4.6 million for the annualization of civilian positions created in FY 2018-19.
- \$7 million for furniture and equipment the new Crime Lab and Traffic Company building.



**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2018-19 AND FY 2019-20**

**DEPARTMENT:** POL- POLICE DEPARTMENT

**RECOMMENDATIONS**

**YEAR ONE: FY 2018-19**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$2,967,921 in FY 2018-19. Of the \$2,967,921 in recommended reductions, \$2,567,921 are ongoing savings and \$400,000 are one-time savings. These reductions would still allow an increase of \$44,056,025 or 7.5% in the Department's FY 2018-19 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended encumbrances of \$69,447 for total General Fund savings of \$3,037,368.

Our policy recommendations total \$4,508,272 in FY 2018-19, all of which are ongoing savings.

**YEAR TWO: FY 2019-20**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$600,000 in FY 2019-20. Of the \$600,000 in recommended reductions, \$400,000 are ongoing savings and \$200,000 are one-time savings. These reductions would still allow an increase of 40,279,100 or 6.3% in the Department's FY 2019-20 budget.

Our policy recommendations total \$13,337,353 in FY 2019-20, all of which are ongoing savings.

**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

**POL - Police Department**

Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To	From	To			
	<b>Field Operations</b>													
Mandatory Fringe Benefits	0.00	0.00	\$56,882,755	\$55,882,755	\$1,000,000	X	X							
	Reduce fringe benefits to account for new hires and their expected use of benefits. One-time savings in FY 2018-19.													
	<b>Admin</b>													
Programmatic Projects-Budget			\$3,477,973	\$3,077,973	\$400,000	X				\$3,477,973	\$3,077,973	\$400,000	X	
	Reduce the Body Worn Camera budget to reflect project carry-forward balance from FY 2017-18 and expected FY 2018-19 expenditures. Reduce the Body Worn Camera budget to reflect expected FY 2019-20 expenditures.													
Equipment Purchase-Budget									\$200,000	\$0	\$200,000	X	X	
	Reduce this equipment budget line to zero. This line is not associated with any equipment purchase and is an accounting error.													
IS Business Analyst-Principal	0.77	0.50	\$112,423	\$73,002	\$39,421	X	X							
Mandatory Fringe Benefits	0.00	0.00	\$41,001	\$26,624	\$14,377	X	X							
IS Programmer Analyst-Senior	0.77	0.50	\$88,070	\$57,188	\$30,882	X	X							
Mandatory Fringe Benefits	0.00	0.00	\$35,536	\$23,075	\$12,461	X	X							
			<i>Total Savings</i>		\$97,140									
	Reduce FTE counts of new information technology positions to account for expected delays in hiring. One-time savings in FY 2018-19.													
Senior Personnel Analyst	3.23	1.62	\$386,912	\$193,456	\$193,456	X	X							
Mandatory Fringe Benefits	0.00	0.00	\$149,640	\$74,820	\$74,820	X	X							
Public Relations Assistant	0.77	0.50	\$52,727	\$34,238	\$18,489	X	X							
Mandatory Fringe Benefits	0.00	0.00	\$25,491	\$16,553	\$8,938	X	X							
Senior Administrative Analyst	3.08	2.00	\$353,024	\$229,236	\$123,788	X	X							
Mandatory Fringe Benefits	0.00	0.00	\$142,349	\$92,434	\$49,915	X	X							
Principal Administrative Analyst	0.77	0.50	\$102,154	\$66,334	\$35,820	X	X							
Mandatory Fringe Benefits	0.00	0.00	\$38,875	\$25,244	\$13,631	X	X							
Storekeeper	6.15	2.00	\$409,108	\$132,827	\$276,281	X	X							
Mandatory Fringe Benefits	0.00	0.00	\$200,310	\$65,036	\$135,274	X	X							
Buildings And Grounds Maintenance	0.77	0.50	\$107,124	\$69,561	\$37,563	X	X							
Mandatory Fringe Benefits	0.00	0.00	\$40,805	\$26,497	\$14,308	X	X							
Legal Assistant	0.77	0.50	\$72,275	\$46,932	\$25,343	X	X							
Mandatory Fringe Benefits	0.00	0.00	\$31,211	\$20,267	\$10,944	X	X							
			<i>Total Savings</i>		\$1,018,571									

92

GF = General Fund  
1T = One Time

Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget

POL - Police Department

Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To	From	To			
	Reduce FTE counts of new positions to account for expected delays in hiring.							One-time savings in FY 2018-19.						
	<b>Crime Lab</b>													
Forensic Latent Examiner II	4.62	1.65	\$471,882	\$153,208	\$318,674	X	X							
Mandatory Fringe Benefits	0.00	0.00	\$197,736	\$64,200	\$133,536	X	X							
			<i>Total Savings</i>	<i>\$452,210</i>										
	Reduce FTE counts of new new positions to account for expected delays in hiring.							One-time savings in FY 2018-19.						

	FY 2018-19		
	Total Recommended Reductions		
	One-Time	Ongoing	Total
General Fund	\$2,567,921	\$400,000	\$2,967,921
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$2,567,921</b>	<b>\$400,000</b>	<b>\$2,967,921</b>

	FY 2019-20		
	Total Recommended Reductions		
	One-Time	Ongoing	Total
General Fund	\$200,000	\$400,000	\$600,000
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$200,000</b>	<b>\$400,000</b>	<b>\$600,000</b>

**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

**POL - Police Department**

Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To	From	To			

<b>Policy Recommendations</b>															
<b>FOB</b>															
Police Officer III	21.00	0.00	\$2,702,236	\$0	\$2,702,236	X		39.00	0.00	\$5,168,991	\$0	\$5,168,991	X		
Mandatory Fringe Benefits	0.00	0.00	\$885,498	\$0	\$885,498	X		0.00	0.00	\$1,707,919	\$0	\$1,707,919	X		
Police Officer III	0.00	0.00	\$0	\$0	\$0	X		21.00	0.00	\$2,783,303	\$0	\$2,783,303	X		
Mandatory Fringe Benefits	0.00	0.00	\$0	\$0	\$0	X		0.00	0.00	\$480,605	\$0	\$480,605	X		
Sergeant III	4.23	0.00	\$631,645	\$0	\$631,645	X		10.00	0.00	\$1,538,051	\$0	\$1,538,051	X		
Mandatory Fringe Benefits	0.00	0.00	\$195,985	\$0	\$195,985	X		0.00	0.00	\$480,605	\$0	\$480,605	X		
Sergeant III	0.00	0.00	\$0	\$0	\$0	X		4.23	0.00	\$650,595	\$0	\$650,595	X		
Mandatory Fringe Benefits	0.00	0.00	\$0	\$0	\$0	X		0.00	0.00	\$203,295	\$0	\$203,295	X		
Lieutenant III	0.42	0.00	\$71,647	\$0	\$71,647	X		1.00	0.00	\$175,707	\$0	\$175,707	X		
Mandatory Fringe Benefits	0.00	0.00	\$21,261	\$0	\$21,261	X		0.00	0.00	\$52,455	\$0	\$52,455	X		
Lieutenant III	0.00	0.00	\$0	\$0	\$0	X		0.42	0.00	\$73,796	\$0	\$73,796	X		
Mandatory Fringe Benefits	0.00	0.00	\$0	\$0	\$0	X		0.00	0.00	\$22,031	\$0	\$22,031	X		
<i>Total Savings</i>				<i>\$4,508,272</i>				<i>Total Savings</i>				<i>\$13,337,353</i>			
<p>Delete 25.65 new sworn FTEs in each year (annualized to 100 total positions). The Department is requesting the addition of 100 new sworn officers to the Field Operations Bureau to increase foot patrol and investigations staffing. These new 100 FTEs (on an annualized basis) are being requested prior to the Department conducting a workload analysis to evaluate staffing needs for the purposes of determining the necessity of these 100 new sworn positions. The Department's workload analysis, to determine how many positions are needed, is scheduled to begin in FY 2018-19.</p> <p>Our June 2018 performance audit of the Department found surplus capacity in the Department's patrol units in the 10 police districts. Our audit recommended that the Department develop productivity targets to better allocate sworn staff; specifically we found that actual patrol staff productivity varied between the ten police districts and on average fell below the productivity target (i.e. percent of time spent on calls for service) recommended by the 2008 Police Executive Research Forum (PERF) report. Based on our analysis, 200 patrol officers could be reassigned to (a) increase the number of foot patrols, (b) to investigations, and/or (c) to other critical needs.</p> <p>In addition, our audit identified up to 200 officers currently performing administrative and other non-police functions that could potentially be reassigned to police duties, including patrol and investigations. We recommended in the audit that the Police Department and Controller evaluate which of these positions should be civilianized.</p> <p>The Department is on schedule to meet its 1,971 staffing mandate with current staffing, including academy graduates, and without the requested 100 new positions, which have not been justified at this time. The Department will still realize an increase of 105 available police officers by civilianizing 25 positions filled by sworn staff (as proposed in the Mayor's FY 2018-19 budget ) and two previously planned academy classes.</p>															

Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget

**POL - Police Department**

Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To	From	To			

FY 2018-19			
Total Policy/Reserve Recommendations			
	One-Time	Ongoing	Total
General Fund	\$0	\$4,508,272	\$4,508,272
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$4,508,272</b>	<b>\$4,508,272</b>

FY 2019-20			
Total Policy/Reserve Recommendations			
	One-Time	Ongoing	Total
General Fund	\$0	\$13,337,353	\$13,337,353
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$13,337,353</b>	<b>\$13,337,353</b>

Year	Department Code	Fund Code	Supplier No	Supplier Name	Project Code	Remaining Balance	Reduction Amount
2017	POL	10000	11131	SHANNON LAYER	10001893	\$25,083.33	\$10,000.00
2017	POL	10000	12765	PSYCHEMEDICS CORPORATION	10001893	\$21,688.00	\$10,000.00
2017	POL	10000	16333	LEVEL II INC	10001893	\$19,560.00	\$19,560.00
2017	POL	10000	11648	SAN BRUNO PET HOSPITAL	10001911	\$17,488.59	\$5,000.00
2017	POL	10000	18543	IBARRA BROTHERS PRINTING	10001893	\$13,746.92	\$4,590.00
2018	POL	10000	9476	THOMSON REUTERS/BARCLAYS	10001893	\$10,000.00	\$10,000.00
2017	POL	10000	24164	BODE CELLMARK FORENSICS INC	10001909	\$8,500.00	\$2,660.00
2017	POL	10000	18543	IBARRA BROTHERS PRINTING	10001893	\$6,450.32	\$5,636.57
2017	POL	10000	10729	SOUNDS GOOD SOUND	10001893	\$5,820.00	\$2,000.00
<b>Total</b>							\$69,446.57

**YEAR ONE: FY 2018-19**

Budget Changes

The Department's proposed \$8,588,576 budget for FY 2018-19 is \$1,388,438 or 19.3% more than the original FY 2017-18 budget of \$7,200,138.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2018-19 are 46.31 FTEs, which are 3.89 FTEs more than the 42.42 FTEs in the original FY 2017-18 budget. This represents a 9.2% increase in FTEs from the original FY 2017-18 budget.

Revenue Changes

The Department has no revenues in FY 2018-19 but had \$8,000 in revenues in FY 2017-18.

**YEAR TWO: FY 2019-20**

Budget Changes

The Department's proposed \$8,698,769 budget for FY 2019-20 is \$110,193 or 1.3% more than the Mayor's proposed FY 2018-19 budget of \$8,588,576.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2019-20 are 47.23 FTEs, which are 0.92 FTEs more than the 46.31 FTEs in the Mayor's proposed FY 2018-19 budget. This represents a 2.0% increase in FTEs from the Mayor's proposed FY 2018-19 budget.

Revenue Changes

The Department has no revenues in FY 2019-20.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2018-19 AND FY 2019-20**

**DEPARTMENT:** DPA – DEPARTMENT OF POLICE ACCOUNTABILITY

**SUMMARY OF 5-YEAR HISTORICAL & PROPOSED BUDGET YEAR EXPENDITURES AND FTE AUTHORITY:**

	FY 2013-14 Budget	FY 2014-15 Budget	FY 2015-16 Budget	FY 2016-17 Budget	FY 2017-18 Budget	FY 2018-19 Proposed
OCC/DPA	\$4,829,125	\$5,135,411	\$5,570,081	\$6,870,659	\$7,200,138	\$8,588,576
FTE Count	34.64	34.76	37.20	42.41	42.42	46.31

The Department’s budget increased by \$3,759,451 or 77.8% from the adopted budget in FY 2013-14 to the proposed budget in FY 2018-19. The Department’s FTE count increased by 11.67 or 33.7% from the adopted budget in FY 2013-14 to the proposed budget in FY 2018-19. Prior to FY 2017-18, the Department’s functions were carried out by the Office of Citizen Complaints (OCC), which was included in the Police Department’s budget.

**FY 2018-19**

The Department’s proposed FY 2018-19 budget has increased by \$1,388,438 largely due to:

- \$640,510 in salaries and benefits for 4 new positions to staff the newly created Audit Division.
- \$320,000 for contract expert witnesses to support investigations of officer involved shootings.
- \$100,000 for training to support officer involved shooting investigations.

**FY 2019-20**

The Department’s proposed FY 2019-20 budget has increased by \$110,193 largely due to:

- Annualization of 4 new positions created in FY 2018-19 to staff the Department’s Audit Division.



**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2018-19 AND FY 2019-20**

**DEPARTMENT:** DPA – DEPARTMENT OF POLICE ACCOUNTABILITY

**RECOMMENDATIONS**

**YEAR ONE: FY 2018-19**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$225,000 in FY 2018-19, all of which are one-time savings. These reductions would still allow an increase of \$1,163,438 or 16.2% in the Department's FY 2018-19 budget.

**YEAR TWO: FY 2019-20**

The Budget and Legislative Analyst does not have recommended budget reductions for FY 2019-20.

**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

**DPA - Department of Police Accountability**

Account Title	FY 2018-19							FY 2019-20							
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T	
	From	To	From	To				From	To	From	To				
<b>Division Description (Dept. ID Description if No Division)</b>															
Attrition Savings - Miscellaneous			(\$90,319)	(\$265,319)	\$175,000	X	X							\$0	
Attrition Savings - Miscellaneous			(\$35,863)	(\$85,863)	\$50,000	X	X							\$0	
	<i>Total Savings</i>				<i>\$225,000</i>					<i>Total Savings</i>		<i>\$0</i>			
	Increase attrition savings to account for delays in filling positions and vacancies. The Department is projected to have a salary surplus of approximately \$850,000 this year, currently has seven vacancies, and is creating four new positions in FY 2018-19.							One-time savings in FY 2018-19.							

	FY 2018-19 Total Recommended Reductions		
	One-Time	Ongoing	Total
General Fund	\$225,000	\$0	\$225,000
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$225,000</b>	<b>\$0</b>	<b>\$225,000</b>

	FY 2019-20 Total Recommended Reductions		
	One-Time	Ongoing	Total
General Fund	\$0	\$0	\$0
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**YEAR ONE: FY 2018-19**

Budget Changes

The Department's proposed \$34,384,417 budget for FY 2018-19 is \$264,274 or 0.8% more than the original FY 2017-18 budget of \$34,120,153.

Revenue Changes

The Department's revenues of \$2,804,850 in FY 2018-19, are \$8,606 or 0.3% more than FY 2017-18 revenues of \$2,796,244.

**YEAR TWO: FY 2019-20**

Budget Changes

The Department's proposed \$34,385,196 budget for FY 2019-20 is \$769 more than the Mayor's proposed FY 2018-19 budget of \$ 34,384,427.

Revenue Changes

The Department's revenues of \$2,803,600 in FY 2019-20 are \$1,250 less than FY 2018-19 estimated revenues of \$2,804,850.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2018-19 AND FY 2019-20**

**DEPARTMENT:** CRT- SUPERIOR COURT

**SUMMARY OF 5-YEAR HISTORICAL & PROPOSED BUDGET YEAR EXPENDITURES AND FTE AUTHORITY:**

	<b>FY 2013-14 Budget</b>	<b>FY 2014-15 Budget</b>	<b>FY 2015-16 Budget</b>	<b>FY 2016-17 Budget</b>	<b>FY 2017-18 Budget</b>	<b>FY 2018-19 Proposed</b>
Superior Court	37,323,115	35,058,716	34,764,617	33,685,324	34,400,153	34,384,417
FTE Count	-	-	-	-	-	-

The Department’s budget decreased by \$2,938,698 or 7.9% from the adopted budget in FY 2013-14 to the proposed budget in FY 2018-19.

**FY 2018-19**

The Department’s proposed FY 2018-19 budget has increased by \$264,274 largely due to:  
Increase in salary and benefit growth associated with civil and criminal grand jury programs administered on behalf of the City.

**FY 2019-20**

The Department’s proposed FY 2019-20 budget has no significant changes from FY 2018-19.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2018-19 AND FY 2019-20**

**DEPARTMENT:** CRT- SUPERIOR COURT

**RECOMMENDATIONS**

**YEAR ONE: FY 2018-19**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$21,000 in FY 2018-19. All of the \$ 21,000 in recommended reductions are ongoing savings. These reductions would still allow an increase of \$243,274 or 0.7% in the Department's FY 2018-19 budget.

**YEAR TWO: FY 2019-20**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$21,000 in FY 2019-20. All of the \$ 21,000 in recommended reductions are ongoing savings.

**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

**CRT- Superior Court**

Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To	From	To			
	<b>CRT Superior Court</b>													
Other Fees			\$7,381,949	\$7,360,949	\$21,000	x			\$7,381,949	\$7,360,949	\$21,000	x		
	Decrease Funding for the Indigent Defense and Foster Care programs to reflect actual expenditures. The funds have a combined projected surplus of \$88,529.							On-going savings.						

**FY 2018-19  
Total Recommended Reductions**

	One-Time	Ongoing	Total
General Fund	\$0	\$21,000	\$21,000
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$21,000</b>	<b>\$21,000</b>

**FY 2019-20  
Total Recommended Reductions**

	One-Time	Ongoing	Total
General Fund	\$0	\$21,000	\$21,000
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$21,000</b>	<b>\$21,000</b>

**YEAR ONE: FY 2018-19**

Budget Changes

The Department's proposed \$41,233,225 budget for FY 2018-19 is \$6,058,551 or 17.22 % more than the original FY 2017-18 budget of \$35,174,674.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2018-19 are 155.25 FTEs, which are 6.17 FTEs more than the 149.08FTEs in the original FY 2017-18 budget. This represents a 4.14 % increase in FTEs from the original FY 2017-18 budget.

Revenue Changes

The Department's revenues of \$17,298,660 in FY 2018-19, are \$1,346,631 or 7.22% less than FY 2017-18 revenues of \$ 18,645,291.

**YEAR TWO: FY 2019-20**

Budget Changes

The Department's proposed \$44,091,803 budget for FY 2019-20 is \$2,858,578 or 6.93% more than the Mayor's proposed FY 2018-19 budget of \$41,233,225.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2019-20 are 155.15 FTEs, which are 0.1 FTEs more than the 155.25 FTEs in the Mayor's proposed FY 2018-19 budget. This represents a 0% change in FTEs from the Mayor's proposed FY 2018-19 budget.

Revenue Changes

The Department's revenues of \$18,025,641 in FY 2019-20, are \$726,981 or 4.2% more than FY 2018-19 estimated revenues of \$17,298,660.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2018-19 AND FY 2019-20**

**DEPARTMENT:** ADP – ADULT PROBATION

**SUMMARY OF 5-YEAR HISTORICAL & PROPOSED BUDGET YEAR EXPENDITURES AND FTE AUTHORITY:**

	FY 2013-14 Budget	FY 2014-15 Budget	FY 2015-16 Budget	FY 2016-17 Budget	FY 2017-18 Budget	FY 2018-19 Proposed
Adult Probation	26,608,644	30,756,242	33,546,031	34,019,907	35,174,674	41,233,225
FTE Count	138.10	142.75	148.52	146.34	149.08	155.25

The Department’s budget increased by \$14,624,581, or 55% from the adopted budget in FY 2013-14 to the proposed budget in FY 2018-19. The Department’s FTE count increased by 10.98, or 7.95% from the adopted budget in FY 2013-14 to the proposed budget in FY 2018-19.

**FY 2018-19**

The Department’s proposed FY 2018-19 budget has increased by \$6,058,551 largely due to an increase in property rent of \$1,506,984; an increase in Community Based Org Services of \$1,435,715, and an increase in Other Current Expenses of \$599,396.

**FY 2019-20**

The Department’s proposed FY 2019-20 budget has increased by \$2,858,578 largely due to the second year increase in property rents of \$1,823,374, and Other Current Expenses – Budget of \$224,670.



**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2018-19 AND FY 2019-20**

**DEPARTMENT:** ADP – ADULT PROBATION

**RECOMMENDATIONS**

**YEAR ONE: FY 2018-19**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$828,904 in FY 2018-19. Of the \$828,904 in recommended reductions, \$750,998 are ongoing savings and \$77,906 are one-time savings. These reductions would still allow an increase of \$5,229,647 or 14.9 % in the Department's FY 2018-19 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended encumbrances of \$1,200, for total General Fund savings of \$1,200.

**YEAR TWO: FY 2019-20**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$750,998 in FY 2019-20, which are ongoing savings. These reductions would still allow an increase of \$2,107,580 or 5% in the Department's FY 2019-20 budget.

**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

**ADP - Adult Probation**

Account Title	FY 2018-19						FY 2019-20							
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To					
	<b>Realignment Services</b>													
Professional & Specialized Services			\$2,836,475	\$2,700,475	\$136,000	X			\$2,836,475	\$2,700,475	\$136,000	X		
	Department has consistently underspent for these services by the amounts of \$102,378m \$516,394, and \$159,385 for FYs 16,17, and 18. The Department currently has \$2.3 million in prior years' appropriations for Professional & Specialized Services that have been encumbered but not spent. Of this total, \$215,239 represents enbracnes for the period piro to 2017.						Ongoing savings							
	<b>Realignment Services</b>													
Attrition Savings			\$0	(\$196,227)	\$196,227	X			\$0	(\$196,227)	\$196,227	X		
Mandatory Fringe Benefits			\$0	(\$145,037)	\$145,037	X			\$0	(\$145,037)	\$145,037	X		
			<i>Total Savings</i>		\$341,264				<i>Total Savings</i>		\$341,264			
	The Department does not budget attrition savings in Realignment Services. Overall, over the past three fiscal years the Department has had \$939,675, \$694,256, and \$613,952 in salary savings. Our total recommendations for attrition savings and step adjustments equal \$613,536, which is less than the Department's annual average salary savings over this 3 year period.						Ongoing savings							
	<b>Realignment Services</b>													
Step Adjustment			\$0	(\$164,864)	\$164,864	X			\$0	(\$164,864)	\$164,864	X		
Mandatory Fringe Benefits			\$0	(\$47,811)	\$47,811	X			\$0	(\$47,811)	\$47,811	X		
			<i>Total Savings</i>		\$212,675				<i>Total Savings</i>		\$212,675			
	The Department does not budget step adjustments in Realignment Services. Over the past three fiscal years, the Department has had \$939,675, \$694,256, and \$613,952 in salary savings. Our total recommendations for attrition savings and step adjustments equal \$613,536, which is less than the Department's annual average salary savings over this 3 year period.						Ongoing savings							

**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

**ADP - Adult Probation**

Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To	From	To			
<b>Reentry Services</b>														
Step Adjustment			\$0	(\$47,333)	\$47,333	X				\$0	(\$47,333)	\$47,333	X	
Mandatory Fringe Benefits			\$0	(\$13,727)	\$13,727	X				\$0	(\$13,727)	\$13,727	X	
	<i>Total Savings</i>			\$61,060				<i>Total Savings</i>			\$61,060			
	The Department does not budget step adjustments in Reentry Services.							Ongoing savings						
<b>Information Management</b>														
Materials and Supplies			\$235,000	\$200,000	\$35,000	X	x							
	Department currently has \$360,000 in prior years' appropriations for materials and supplies that have been encumbered but not spent.							Ongoing savings						
<b>HS PA IPO</b>														
City Grants			\$1,435,715	\$1,300,000	\$42,906	X	x							
	The Department has added \$1.4 million for new grants to community based organizations in FY 2018-19, for which not all grantees have been determined.													

	FY 2018-19		
	Total Recommended Reductions		
	One-Time	Ongoing	Total
General Fund	\$77,906	\$750,998	\$828,904
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$77,906</b>	<b>\$750,998</b>	<b>\$828,904</b>

	FY 2019-20		
	Total Recommended Reductions		
	One-Time	Ongoing	Total
General Fund	\$0	\$750,998	\$750,998
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$750,998</b>	<b>\$750,998</b>

109  
GF = General Fund  
1T = One Time

**YEAR ONE: FY 2018-19**

Budget Changes

The Department's proposed \$41,264,202 budget for FY 2018-19 is \$419,716 or 1% less than the original FY 2017-18 budget of \$41,683,918.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2018-19 are 219.65 FTEs, which are 13.28 FTEs less than the 232.93 FTEs in the original FY 2017-18 budget. This represents a 5.7% decrease in FTEs from the original FY 2017-18 budget.

Revenue Changes

The Department's revenues of \$8,596,113 in FY 2018-19, are \$226,289 or 2.7% more than FY 2017-18 revenues of \$8,369,824.

**YEAR TWO: FY 2019-20**

Budget Changes

The Department's proposed \$48,824,199 budget for FY 2019-20 is \$7,559,997 or 18.3% more than the Mayor's proposed FY 2018-19 budget of \$41,264,202.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2019-20 are 217.41 FTEs, which are 2.24 FTEs less than the 219.65 FTEs in the Mayor's proposed FY 2018-19 budget. This represents a 1.0% decrease in FTEs from the Mayor's proposed FY 2018-19 budget.

Revenue Changes

The Department's revenues of \$8,676,113 in FY 2019-20, are \$80,000 or 0.93% more than FY 2018-19 estimated revenues of \$8,596,113.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2018-19 AND FY 2019-20**

**DEPARTMENT:** JUV – JUVENILE PROBATION

**SUMMARY OF 5-YEAR HISTORICAL & PROPOSED BUDGET YEAR EXPENDITURES AND FTE AUTHORITY:**

	FY 2013-14 Budget	FY 2014-15 Budget	FY 2015-16 Budget	FY 2016-17 Budget	FY 2017-18 Budget	FY 2018-19 Proposed
Juvenile Probation	36,815,789	38,619,911	42,159,630	41,866,035	41,683,918	\$41,264,202
FTE Count	236.02	238.12	240.95	238.60	232.93	219.65

The Department’s budget increased by \$4,448,413 or 12.1% from the adopted budget in FY 2013-14 to the proposed budget in FY 2018-19. The Department’s FTE count decreased by 16.37 or -6.92% from the adopted budget in FY 2013-14 to the proposed budget in FY 2018-19.

**FY 2018-19**

The Department’s proposed FY 2018-19 budget has decreased by \$419,716 largely due to the reduction in FTE by -13.28, as this has reduced base salary and fringe benefits. There has also been a reduction in the Facilities maintenance budget of -\$421,376. The effects of these reductions are partially offset by an increase in non-personnel services of \$500,297.

**FY 2019-20**

The Department’s proposed FY 2019-20 budgets has increased by \$7,559,997 largely due to increase in fringe benefits driven by Retirement Non-City (Pers), and dependent coverage, and \$7,173,306 in debt service.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2018-19 AND FY 2019-20**

**DEPARTMENT:** JUV – JUVENILE PROBATION

**RECOMMENDATIONS**

**YEAR ONE: FY 2018-19**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$159,830 in FY 2018-19, which are one-time recommendations. These reductions would still allow a decrease of -\$579,546 or 1.39% in the Department's FY 2018-19 budget.

**YEAR TWO: FY 2019-20**

The Budget and Legislative Analyst does not have recommendations for FY 2019-20.

**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

**JUV - Juvenile Probation**

Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To	From	To			
	<b>Probation</b>													
Attrition Savings	0.00	0.35	(1,135,534)	(1,217,500)	81,966	X	X							
Mandatory Fringe Benefits	10.60	10.25	(451,229)	(480,879)	29,650	X	X							
	<i>Total Savings</i>		<i>\$111,616</i>											
	Adjust attrition savings to account for delays in hiring for 8530 Deputy Probation Officer and 8414 Specialty Deputy Probation Officer that are being reclassified. Department expects to fill these positions by December 2018							One time saving						
	<b>Juvenile Hall</b>													
Attrition Savings	18.60	18.25	(1,499,026.00)	(1,466,549.40)	\$32,477	X	X							
Mandatory Fringe Benefits			(734,281.00)	(750,018.12)	\$15,737	X	X							
	<i>Total Savings</i>		<i>\$48,214</i>											
	Adjust attrition savings to account for delays in hiring for 8318 Counselor II that is being reclassified. Department expects to fill these positions by December 2018							One time saving						

	FY 2018-19 Total Recommended Reductions		
	One-Time	Ongoing	Total
General Fund	\$159,830	\$0	\$159,830
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$159,830</b>	<b>\$0</b>	<b>\$159,830</b>

	FY 2019-20 Total Recommended Reductions		
	One-Time	Ongoing	Total
General Fund	\$0	\$0	\$0
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

113  
GF = General Fund  
1T = One Time

**YEAR ONE: FY 2018-19**

Budget Changes

The Department's proposed \$38,956,522 budget for FY 2018-19 is \$2,313,053 or 6.3% more than the original FY 2017-18 budget of \$36,643,469.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2018-19 are 187.08 FTEs, which are 8.44 FTEs more than the 178.64 FTEs in the original FY 2017-18 budget. This represents a 4.7% increase in FTEs from the original FY 2017-18 budget.

Revenue Changes

The Department's revenues of \$877,166 in FY 2018-19 are \$55,659 or 6.0% less than FY 2017-18 revenues of \$932,825.

**YEAR TWO: FY 2019-20**

Budget Changes

The Department's proposed \$ 39,115,470 budget for FY 2019-20 is \$158,948 or 0.4 % more than the Mayor's proposed FY 2018-19 budget of \$38,956,522.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2019-20 are 184.23 FTEs, which are 2.85 FTEs less than the 187.08 FTEs in the Mayor's proposed FY 2018-19 budget. This represents a 1.5% decrease in FTEs from the Mayor's proposed FY 2018-19 budget.

Revenue Changes

The Department's revenues of \$927,166 in FY 2019-20 are \$50,000 or 5.7% more than FY 2018-19 estimated revenues of \$877,166.



**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2018-19 AND FY 2019-20**

**DEPARTMENT:** PDR - PUBLIC DEFENDER

**SUMMARY OF 5-YEAR HISTORICAL & PROPOSED BUDGET YEAR EXPENDITURES AND FTE AUTHORITY:**

	FY 2013-14 Budget	FY 2014-15 Budget	FY 2015-16 Budget	FY 2016-17 Budget	FY 2017-18 Budget	FY 2018-19 Proposed
Public Defender	28,819,705	30,433,821	31,961,511	34,015,988	36,643,469	39,115,470
FTE Count	157.87	157.47	162.19	170.9	178.64	187.08

The Department's budget increased by \$10,295,756 or 35.7% from the adopted budget in FY 2013-14 to the proposed budget in FY 2018-19. The Department's FTE count increased by 29.21 or 18.5% from the adopted budget in FY 2013-14 to the proposed budget in FY 2018-19.

**FY 2018-19**

The Department's proposed FY 2018-19 budget has increased by \$2,313,053 largely due to:

The expansion of legal representation and assistance for detained immigrants, continuation of the pre-trial release unit, and addition of paralegal support for the assisted outpatient treatment program.

**FY 2019-20**

The Department's proposed FY 2019-20 budget has increased by \$158,948 largely due to:

Increases in salary and fringe costs.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2018-19 AND FY 2019-20**

**DEPARTMENT:** PDR - PUBLIC DEFENDER

**RECOMMENDATIONS**

**YEAR ONE: FY 2018-19**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$253,704 in FY 2018-19. Of the \$253,704 in recommended reductions, \$176,698 are ongoing savings and \$77,006 are one-time savings. These reductions would still allow an increase of \$2,059,349 or 5.6% in the Department's FY 2018-19 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended encumbrances of \$2,760, for total General Fund savings of \$256,464.

**YEAR TWO: FY 2019-20**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$208,554 in FY 2019-20. All of the \$208,554 in recommended reductions are ongoing savings.

**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

**PDR- Public Defender**

Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To					
<b>PDR Public Defender</b>														
8173 Legal Assistant	0.77	0.00	\$72,275	\$0	\$72,275	x		1.00	0.00	\$93,846	\$0	\$93,846	x	
Mandatory Fringe Benefits			\$31,211	\$0	\$31,211	x				\$41,339	\$0	\$41,339	x	
			<i>Total Savings</i>		\$103,486					<i>Total Savings</i>		\$135,185		
	<p>Deny one new 8173 Legal Assistant position requested by the Public Defender to assist with individuals referred to Assisted Outpatient Treatment (AOT or Laura's Law). The Board of Supervisors authorized the AOT program in 2014. The program enables immediate family, providers, and other qualified requesting parties to work with the City to petition the court if an individual with a severe mental illness has dangerously decompensated and after 30 days of outreach will not participate voluntarily in treatment. Such court proceedings are civil, not criminal, proceedings.</p> <p>Currently, the Department of Public Health has the Forensic and Justice Involved Behavioral Health Services program that interacts with individuals participating in AOT. According to the March 2017 AOT Annual Report, of 60 AOT program participants, only 6 were court-ordered AOT participants. Because the Department of Public Health has programs interacting with participants in AOT, only a small number of AOT participants are court-ordered, court proceedings are civil and not criminal, and court orders do not include commitment to an institution or locked facility, the Budget and Legislative Analyst does not consider this position in the Public Defender's Office to be justified.</p>							Ongoing savings.						
Attrition Savings	7.25	7.50	(\$1,141,097)	(\$1,180,445)	\$39,348	x		7.25	7.50	(\$1,141,097)	(\$1,180,445)	\$39,348	x	
Mandatory Fringe Benefits			(\$402,044)	(\$415,908)	\$13,864	x				(\$409,217)	(\$423,328.00)	\$14,111	x	
			<i>Total Savings</i>		\$53,212					<i>Total Savings</i>		\$53,459		
	Increase attrition savings to reflect historical salary savings, which have averaged over \$460,000 since FY 2014-15.							One time saving.						
Crt Reporter Transcripts Svcs			\$126,000	\$106,000	\$20,000	x				\$126,000	\$106,000	\$20,000	x	
	Reduce Court reporter transcript services budget to reflect actual spending.							Ongoing savings.						

117

GF = General Fund  
1T = One Time

**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

**PDR- Public Defender**

Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To	From	To			
1426 Sr. Clerk Typist	1.00	0.25	\$69,334	\$17,334	\$52,000	x	x					\$0		
Mandatory Fringe Benefits			\$33,342	\$8,336	\$25,006	x	x					\$0		
	<i>Total Savings \$77,006</i>							<i>Total Savings \$0</i>						
	Reduce 1.0 FTE 1426 Sr. Clerk Typist. to 0.25 FTE to reflect anticipated delay in filling the vacant position.							One time saving.						

**FY 2018-19  
Total Recommended Reductions**

	One-Time	Ongoing	Total
General Fund	\$77,006	\$176,698	\$253,704
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$77,006</b>	<b>\$0</b>	<b>\$253,704</b>

**FY 2019-20  
Total Recommended Reductions**

	One-Time	Ongoing	Total
General Fund	\$0	\$208,644	\$208,644
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$208,644</b>	<b>\$208,644</b>

**YEAR ONE: FY 2018-19**

Budget Changes

The Department's proposed \$68,863,546 budget for FY 2018-19 is \$5,722,537 or 9.1 % more than the original FY 2017-18 budget of \$63,141,009.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2018-19 are 278.44 FTEs, which are 0.30 FTEs more than the 278.14 FTEs in the original FY 2017-18 budget. This represents a 0.1% increase in FTEs from the original FY 2017-18 budget.

Revenue Changes

The Department's revenues of \$8,406,593 in FY 2018-19 are \$869,877 or 9.4% less than FY 2017-18 revenues of \$9,276,470.

**YEAR TWO: FY 2019-20**

Budget Changes

The Department's proposed \$67,777,797 budget for FY 2019-20 is \$1,085,749 or 1.6% less than the Mayor's proposed FY 2018-19 budget of \$68,863,546.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2019-20 are 274.41 FTEs, which are 4.03 FTEs less than the 278.44 FTEs in the Mayor's proposed FY 2018-19 budget. This represents a 1.4% decrease in FTEs from the Mayor's proposed FY 2018-19 budget.

Revenue Changes

The Department's revenues of \$8,449,339 in FY 2019-20, are \$42,746 or 0.5 % more than FY 2018-19 estimated revenues of \$8,406,593.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2018-19 AND FY 2019-20**

**DEPARTMENT:** DAT- DISTRICT ATTORNEY

**SUMMARY OF 5-YEAR HISTORICAL & PROPOSED BUDGET YEAR EXPENDITURES AND FTE AUTHORITY:**

	<b>FY 2013-14 Budget</b>	<b>FY 2014-15 Budget</b>	<b>FY 2015-16 Budget</b>	<b>FY 2016-17 Budget</b>	<b>FY 2017-18 Budget</b>	<b>FY 2018-19 Proposed</b>
District Attorney	46,716,897	48,581,611	51,844,781	58,255,036	62,861,009	68,863,546
FTE Count	253.39	256.87	267.35	273.53	278.14	278.44

The Department’s budget increased by \$22,146,649 or 47.4% from the adopted budget in FY 2013-14 to the proposed budget in FY 2018-19. The Department’s FTE count increased by 25.05 or 9.9% from the adopted budget in FY 2013-14 to the proposed budget in FY 2018-19.

**FY 2018-19**

The Department’s proposed FY 2018-19 budget has increased by \$5,722,537 largely due to:  
Real estate costs related to the Department’s move from the Hall of Justice, and salary and benefits increases across the Department.

**FY 2019-20**

The Department’s proposed FY 2019-20 budget has decreased by \$1,085,749 largely due to:  
An expiration of one time funding allocated for an upgrade to the Department’s case management system and Weekend Rebooking pilot.



**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

<b>DAT - District Attorney</b>														
Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To					
DAT District Attorney														
Programmatic Projects-Budget			\$2,708,666	\$2,696,358	\$12,308	x	x					\$0		
	Utilize \$12,308 in carry-forward monies from Independent investigative Bureau budget from FY 2016-17 rather than budget new funds.							One time saving.						
Perm Salaries-Misc-Regular			\$1,281,120	\$981,120	\$300,000	x	x					\$0		
	Utilize \$300,000 in carry-forward monies from the DA Victim Services Budget in FY 2017-18 rather than budget new funds.							One time saving.						
Attrition Savings			(\$575,041)	(\$633,119)	\$58,078	x	x					\$0		
Mandatory Fringe Benefits			(\$198,260)	(\$218,338)	\$20,078	x	x					\$0		
	<i>Total Savings</i>				<i>\$78,156</i>	<i>Total Savings</i>				<i>\$0</i>				
	Increase Attrition to reflect delays in hiring for DAT positions.							One time saving.						
Attrition Savings			(1,947,713.00)	(\$1,969,107)	\$21,394	x	x					\$0		
Mandatory Fringe Benefits			(671,316.00)	(\$678,692)	\$7,376	x	x					\$0		
	<i>Total Savings</i>				<i>\$28,770</i>	<i>Total Savings</i>				<i>\$0</i>				
	Increase Attrition to reflect delays in hiring for DAT positions.							One time saving.						

	FY 2018-19 Total Recommended Reductions		
	One-Time	Ongoing	Total
General Fund	\$419,234	\$0	\$419,234
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$419,234</b>	<b>\$0</b>	<b>\$419,234</b>

	FY 2019-20 Total Recommended Reductions		
	One-Time	Ongoing	Total
General Fund	\$0	\$0	\$0
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>



**YEAR ONE: FY 2018-19**

Budget Changes

The Department's proposed \$248,086,015 budget for FY 2018-19 is \$16,251,046 or 7.0% more than the original FY 2017-18 budget of \$231,834,969.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2018-19 are 1,019.73 FTEs, which are 19.2 FTEs more than the 1,000.53 FTEs in the original FY 2017-18 budget. This represents a 1.92% increase in FTEs from the original FY 2017-18 budget.

Revenue Changes

The Department's revenues of \$55,972,397 in FY 2018-19, are \$208,353 or 0.37% more than FY 2017-18 revenues of \$55,764,044.

**YEAR TWO: FY 2019-20**

Budget Changes

The Department's proposed \$248,326,390 budget for FY 2019-20 is \$240,375 or approximately 1/10<sup>th</sup> of 1% more than the Mayor's proposed FY 2018-19 budget of \$248,086,015.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2019-20 are 1,021.21 FTEs, which are 1.48 FTEs more than the 1,019.73 FTEs in the Mayor's proposed FY 2018-19 budget. This represents a 0.14% increase in FTEs from the Mayor's proposed FY 2018-19 budget.

Revenue Changes

The Department's revenues of \$55,694,147 in FY 2019-20, are \$278,250 or 0.5% less than FY 2018-19 estimated revenues of \$55,972,397.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2018-19 AND FY 2019-20**

**DEPARTMENT:** SHF – SHERIFF

**SUMMARY OF 5-YEAR HISTORICAL & PROPOSED BUDGET YEAR EXPENDITURES AND FTE AUTHORITY:**

	FY 2013-14 Budget	FY 2014-15 Budget	FY 2015-16 Budget	FY 2016-17 Budget	FY 2017-18 Budget	FY 2018-19 Proposed
Sheriff	179,368,715	192,594,114	205,975,205	221,236,892	231,834,969	248,086,015
FTE Count	1,013.20	1,014.92	1,005.76	1,056.16	1,000.53	1,019.73

The Department’s budget increased by \$68,717,300 or 38.3% from the adopted budget in FY 2013-14 to the proposed budget in FY 2018-19. The Department’s FTE count increased by 6.53 or 0.6% from the adopted budget in FY 2013-14 to the proposed budget in FY 2018-19.

**FY 2018-19**

The Department’s proposed FY 2018-19 budget has increased by \$16,251,046 largely due to salary and benefit cost related to the increase in 19.2 FTE, increased budgeted expenditures for CBO services, and increased Capital Renewal Projects.

**FY 2019-20**

The Department’s proposed FY 2019-20 budget has increased by \$240,375 that represents a negligible change from the prior budget year. Factors reducing the budget include a fall in CBO services, a reduction in Capital Renewal Projects, and a smaller increase in salary costs due to 0.14% proposed increase in FTE.

**RECOMMENDATIONS**

**YEAR ONE: FY 2018-19**

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$424,621 in FY 2018-19. Of the \$424,621 in recommended reductions, \$424,621 are one-time savings. These reductions would still allow an increase of \$15,826,425 or 6.8 % in the Department’s FY 2018-19 budget.

**YEAR TWO: FY 2019-20**

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

**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

SHF - Sheriff

Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To					
	Various													
Materials and Supplies			\$273,506	\$256,506	\$17,000	X	X							
Materials and Supplies			\$47,620	\$40,000	\$7,620	X	X							
Materials and Supplies			\$1,023,126	\$1,003,126	\$20,000	X	X							
Materials and Supplies			\$501,481	\$451,481	\$50,000	X	X							
Materials and Supplies			\$3,269,501	\$3,200,000	\$69,501	X	X							
	<p>The Department has \$2.5 million in prior years' appropriations that were encumbered for materials and supplies but not yet spent; of the \$2.5 million, \$220,000 was encumbered more than two years ago. Of the \$2.5 million in prior years' encumbrances, \$500,000 is for miscellaneous office and building supplies. The Department's total materials and supplies budget in FY 2018-19 is \$5.4 million; our recommended reduction of \$164,121 will still give the Department \$5.26 million for materials and supplies.</p>							One time savings						
	Various													
Maint Servcies - Bldgs &Improvement			\$170,219	\$167,719	\$2,500	X	X							
Copy Machine			\$52,999	\$47,999	\$5,000	X	X							
Other Current Expenses - Budget			\$225,259	\$220,259	\$5,000	X	X							
Membership			\$8,000	\$0	\$8,000	X	X							
Software Licensing Fees			\$126,293	\$121,293	\$5,000	X	X							
	<p>The Department has \$535,648 in prior years' appropriations that have not yet been spent; of this amount, \$124,013 was encumbered more than two years ago. The Department's budget in FY 2018-19 is \$595,400 for the services noted above; our recommended reductions of \$25,500 will still leave the Department with \$569,000 for these specific services. (The Department's total budget for non-personnel services is \$12.9 million).</p>							One time savings						

125

GF = General Fund

1T = One Time

**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

SHF - Sheriff

Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To					
	<b>Alternative Programs</b>													
Community Based Organizations			\$800,000	\$750,000	\$50,000	X	X					\$0		
	<p>The Mayor's proposed FY 2018-19 budget added \$800,000 in new community based programs, including \$500,000 for pretrial diversion. The Department has \$1.8 million in prior years' appropriations that were encumbered for contracts with community based organizations but not yet spent, of which nearly \$600,000 are for the contract with San Francisco Pretrial Diversion Project. According to the Department, the impact of the Humphrey decision will be to increase pretrial workload by 60%. The Department has not provided sufficient justification as to why the total budgeted increase of \$600,000 is required to absorb the additional workload requirement.</p>							One time savings						
	<b>Re Entry Programs</b>													
Community Based Organizations			\$4,497,036	\$4,312,036	\$185,000	X	X					\$0		
	<p>The Departmentwide budget for contracts with community based organizations increased by \$2.0 million from \$4,964,552 million in FY 2017-18 to \$6,964,910 million in FY 2018-19, and to \$6,314,910 in FY20. Based on the Chart of Account, the budgeted amounts represent an increase over base of \$1,875,000 for FY19 and \$1,225,000 for FY20. In addition, the Department has \$1.8 million in prior years' appropriations that were encumbered for contracts with community based organizations but not yet spent. Of the \$1.8 million in unspent funds, \$1.2 million are in the Re-entry program; \$150,000 of the \$1.2 million were encumbered more than two years ago and never spent. We recommend a one-time reduction of \$185,000 based on the failure of the Department to provide compelling explanation of why the CBOs that will be the recipients of these contracts require the full increase of \$2.0 million to carry out the required work. Unspent funds can be carried over into the next FY.</p>							One time savings						

	One-Time	Ongoing	Total		One-Time	Ongoing	Total
General Fund	\$424,621	\$0	\$424,621	General Fund	\$0	\$0	\$0
Non-General Fund	\$0	\$0	\$0	Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$424,621</b>	<b>\$0</b>	<b>\$424,621</b>	<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

126

GF = General Fund

1T = One Time

## YEAR ONE: FY 2018-19

Budget Changes

The Department's proposed \$40,434,682 budget for FY 2018-19 is \$667,573 or 1.6% less than the original FY 2017-18 budget of \$41,102,255.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2018-19 are 210.08 FTEs, which are 2.66 FTEs more than the 207.42 FTEs in the original FY 2017-18 budget. This represents a 1.3% increase in FTEs from the original FY 2017-18 budget.

Revenue Changes

The Department's revenues of \$16,461,680 in FY 2018-19, are \$644,189 or 3.8% less than FY 2017-18 revenues of \$17,105,869.

## YEAR TWO: FY 2019-20

Budget Changes

The Department's proposed \$40,391,795 budget for FY 2019-20 is \$42,887 or 0.1% less than the Mayor's proposed FY 2018-19 budget of \$40,434,682.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2019-20 are 209.61 FTEs, which are 0.47 FTEs less than the 210.08 FTEs in the Mayor's proposed FY 2018-19 budget. This represents a 0.2% decrease in FTEs from the Mayor's proposed FY 2018-19 budget.

Revenue Changes

The Department's revenues of \$16,347,276 in FY 2019-20, are \$114,404 or 0.7% less than FY 2018-19 estimated revenues of \$16,461,680.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2018-19 AND FY 2019-20**

**DEPARTMENT:** TTX-TREASURER/TAX COLLECTOR

**SUMMARY OF 5-YEAR HISTORICAL & PROPOSED BUDGET YEAR EXPENDITURES AND FTE AUTHORITY:**

	<b>FY 2013-14 Budget</b>	<b>FY 2014-15 Budget</b>	<b>FY 2015-16 Budget</b>	<b>FY 2016-17 Budget</b>	<b>FY 2017-18 Budget</b>	<b>FY 2018-19 Proposed</b>
Treasurer/Tax Collector	35,085,239	40,193,704	39,243,067	42,206,966	41,102,255	40,434,682
FTE Count	211.19	225.76	218.81	218.64	207.42	210.08

The Department’s budget increased by \$5,349,443 or 15.2% from the adopted budget in FY 2013-14 to the proposed budget in FY 2018-19. The Department’s FTE count increased by 1.11 or 0.5% from the adopted budget in FY 2013-14 to the proposed budget in FY 2018-19.

**FY 2018-19**

The Department’s proposed FY 2018-19 budget has decreased by \$667,573 largely due to reductions of \$2,094,989 in non-personnel services, particularly a reduction of \$1,997,756 in financial services. These savings are partially offset by increases in programmatic projects, salaries, and fringe benefits.

**FY 2019-20**

The Department’s proposed FY 2019-20 budget has decreased by \$42,887 largely due to reductions in non-personnel services, programmatic projects, and community grants. These savings are partially offset by increases in salaries and fringe benefits.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2018-19 AND FY 2019-20**

**DEPARTMENT:** TTX-TREASURER/TAX COLLECTOR

**RECOMMENDATIONS**

**YEAR ONE: FY 2018-19**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$389,969 in FY 2018-19. Of the \$389,969 in recommended reductions, \$25,000 are ongoing savings and \$364,969 are one-time savings.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended encumbrances of \$254,559, for total General Fund savings of \$619,528.

**YEAR TWO: FY 2019-20**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$25,000 in FY 2019-20. All of the \$25,000 in recommended reductions are ongoing savings.

**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

**TTX-Treasurer/Tax Collector**

Account Title	FY 2018-19							FY 2019-20								
	FTE		Amount			Savings	GF	1T	FTE		Amount			Savings	GF	1T
	From	To	From	To	From				To	From	To					
<b>TTX Collection</b>																
9993 Attrition			(\$657,758)	(\$770,689)	\$112,931	X	x									
Mandatory Fringe Benefits			(\$274,558)	(\$320,313)	\$45,755	X	x									
	<i>Total Savings \$158,686</i>							<i>Total Savings \$0</i>								
	Increase Attrition savings to reflect ongoing vacancies of 2.0 FTE 4222 Senior Personal Property Auditor positions. Positions have been vacant since 7/1/15.							N/A								
9993 Attrition			(\$657,758)	(\$687,822)	\$30,064	X	X									
Mandatory Fringe Benefits			(\$274,558)	(\$286,056)	\$11,498	X	X									
	<i>Total Savings \$41,562</i>							<i>Total Savings \$0</i>								
	Increase Attrition savings to reflect hiring timeline for vacant 4224 Principal Personal Property Auditor position. Position has been vacant since 7/1/10.							N/A								
9993 Attrition			(\$1,317,374)	(\$1,333,679)	\$16,305	X	x									
Mandatory Fringe Benefits			(\$562,386)	(\$570,156)	\$7,770	X	x									
	<i>Total Savings \$24,075</i>							<i>Total Savings \$0</i>								
	Increase Attrition savings to reflect hiring timeline for vacant 4310 Commercial Division Assistant Supervisor position. Position has been vacant since 9/26/15.							N/A								
9993 Attrition			(\$657,758)	(\$691,608)	\$33,850	X	x									
Mandatory Fringe Benefits			(\$274,558)	(\$291,005)	\$16,447	X	x									
	<i>Total Savings \$50,297</i>							<i>Total Savings \$0</i>								
	Increase Attrition savings to reflect ongoing vacancy of 4321 Cashier II position. Position has been vacant since 5/14/15.							N/A								
Temporary-Miscellaneous	1.09	0.84	\$109,873	\$86,708	\$23,165	X		1.06	0.81	\$109,873	\$86,708	\$23,165	X			
Mandatory Fringe Benefits			\$8,702	\$6,867	\$1,835	X				\$8,702	\$6,867.00	\$1,835	X			
	<i>Total Savings \$25,000</i>							<i>Total Savings \$25,000</i>								
	Reduce temporary salaries to reflect historical underspending in this area.							Ongoing savings								
9993 Attrition			(\$657,758)	(\$695,590)	\$37,832	X	X					\$0				
Mandatory Fringe Benefits			(\$274,558)	(\$289,184)	\$14,626	X	X					\$0				
	<i>Total Savings \$52,458</i>							<i>Total Savings \$0</i>								
	Increase Attrition savings to reflect hiring timeline for vacant 1053 IS Business Analyst-Senior position. Position has been vacant since 6/7/14, and RTF has not yet been issued.															

130

GF = General Fund  
1T = One Time



Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget

TTX-Treasurer/Tax Collector

Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To	From	To			
9993 Attrition			\$0	(\$9,437)	\$9,437	X	X					\$0		
Mandatory Fringe Benefits			\$0	(\$4,379)	\$4,379	X	X					\$0		
	<i>Total Savings</i> \$13,815							<i>Total Savings</i> \$0						
	Increase Attrition savings to reflect hiring timeline for vacant 1632 Senior Account Clerk position. RTF was recently approved.													
9993 Attrition			\$0	(\$16,305)	\$16,305	X	X					\$0		
Mandatory Fringe Benefits				(\$7,770)	\$7,770	X	X					\$0		
	<i>Total Savings</i> \$24,075							<i>Total Savings</i> \$0						
	Increase Attrition savings to reflect hiring timeline for vacant 4310 Commercial Division Assistant Supervisor position. Position has been vacant since 2/25/17 and has not been posted.													

	FY 2018-19		
	Total Recommended Reductions		
	One-Time	Ongoing	Total
General Fund	\$364,969	\$25,000	\$389,969
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$364,969</b>	<b>\$25,000</b>	<b>\$389,969</b>

	FY 2019-20		
	Total Recommended Reductions		
	One-Time	Ongoing	Total
General Fund	\$0	\$25,000	\$25,000
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$25,000</b>	<b>\$25,000</b>

Year	Department Code	Fund Code	Supplier No	Supplier Name	Project Code	Remaining Balance
2015	232348	10000	16585	Laserlink International Inc	10001751	39.07
2015	232349	10000	16585	Laserlink International Inc	10001751	50.02
2015	232351	10000	16585	Laserlink International Inc	10001751	478.49
2016	232356	10000	26268	ACS – Enterprises Solutions LLC	10001751	1,200.00
2016	232356	10000	22538	Columbia Ultimate Inc	10001751	150,558.00
2015	232349	10000	19474	Global Payments Advisors Inc	10001751	97,250.00
2016	232352	10000	18125	Iron Mountain Off-Site Data Protection	10001751	1,860.88
2016	232352	10000	16611	Languageline Solutions(SM)	10001750	39.96
2016	232344	10000	11040	Shred Works	10001748	279.10
2016	232348	10000	11040	Shred Works	10001751	236.11
2016	232349	10000	11040	Shred Works	10001751	279.10
2016	232356	10000	11040	Shred Works	10001751	218.36
2016	232348	10000	11040	Shred Works	10001751	174.37
2016	232351	10000	11040	Shred Works	10001751	174.37
2016	232352	10000	11040	Shred Works	10001750	174.37
2016	232352	10000	11040	Shred Works	10001751	174.37
2014	232348	10000	9046	U S Pure Water Corp	10001751	150.00
2014	232351	10000	9046	U S Pure Water Corp	10001751	150.00
2014	232352	10000	9046	U S Pure Water Corp	10001751	150.00
2014	232356	10000	9046	U S Pure Water Corp	10001751	150.00
2016	232348	10000	9046	U S Pure Water Corp	10001751	85.00
2016	232348	10000	9046	U S Pure Water Corp	10001751	8.16
2015	232344	10000	9046	U S Pure Water Corp	10001748	220.39
2015	232351	10000	9046	U S Pure Water Corp	10001751	176.93
2015	232356	10000	9046	U S Pure Water Corp	10001751	176.94
<b>Total</b>						254,559

**YEAR ONE: FY 2018-19**

Budget Changes

The Department's proposed \$64,318,284 budget for FY 2018-19 is \$1,976,325 or 3.2% more than the original FY 2017-18 budget of \$62,341,959.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2018-19 are 103.79 FTEs, which are .70 FTEs less than the 104.49 FTEs in the original FY 2017-18 budget. This represents a 0.7% decrease in FTEs from the original FY 2017-18 budget.

Revenue Changes

The Department's revenues of \$27,051,927 in FY 2018-19, are \$1,361,758 or 4.8% less than FY 2017-18 revenues of \$28,413,685.

**YEAR TWO: FY 2019-20**

Budget Changes

The Department's proposed \$63,228,554 budget for FY 2019-20 is \$1,089,730 or 1.7% less than the Mayor's proposed FY 2018-19 budget of \$64,318,284.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2019-20 are 103.43 FTEs, which are 0.36 FTEs less than the 103.79 FTEs in the Mayor's proposed FY 2018-19 budget. This represents a 0.3% decrease in FTEs from the Mayor's proposed FY 2018-19 budget.

Revenue Changes

The Department's revenues of \$27,025,222 in FY 2019-20, are \$26,705 or 0.1% less than FY 2018-19 estimated revenues of \$27,051,927.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2018-19 AND FY 2019-20**

**DEPARTMENT:                    ECN-ECONOMIC AND WORKFORCE DEVELOPMENT**

**SUMMARY OF 5-YEAR HISTORICAL & PROPOSED BUDGET YEAR EXPENDITURES AND FTE AUTHORITY:**

	<b>FY 2013-14 Budget</b>	<b>FY 2014-15 Budget</b>	<b>FY 2015-16 Budget</b>	<b>FY 2016-17 Budget</b>	<b>FY 2017-18 Budget</b>	<b>FY 2018-19 Proposed</b>
Economic and Workforce Development	39,155,612	36,821,413	41,022,912	58,162,818	62,341,959	64,318,284
FTE Count	85.58	91.86	97,94	105,91	104.49	103.79

The Department’s budget increased by \$25,162,672 or 64.3% from the adopted budget in FY 2013-14 to the proposed budget in FY 2018-19. The Department’s FTE count increased by 18.21 or 21.3% from the adopted budget in FY 2013-14 to the proposed budget in FY 2018-19.

**FY 2018-19**

The Department’s proposed FY 2018-19 budget has increased by \$1,976,325 largely due to increases of \$8,637,269 in services of other departments and \$422,881 in grant programs. These increases are partially offset by reductions of \$6,086,330 in programmatic projects, \$1,244,889 in carryforward grants, and \$244,502 in non-professional services.

The Board of Supervisors approved a resolution identifying street cleaning as a budget priority for FY 2018-19 and urging the Office of Economic and Workforce Development (OEWD) to identify opportunities for staff retention in street cleaning programs (File 18-0390, Resolution 125-18). The Board of Supervisors also submitted a resolution identifying workforce development and the pipeline to city jobs as a budget priority for FY 2018-19 and urging OEWD to develop a plan for using its existing workforce development infrastructure to develop a pipeline for city employment (File 18-0484, Resolution 150-18).

**FY 2019-20**

The Department’s proposed FY 2019-20 budget has decreased by \$1,089,730 largely due to reductions of \$910,186 in programmatic projects and \$274,063 in grant programs.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2018-19 AND FY 2019-20**

**DEPARTMENT:** ECN-ECONOMIC AND WORKFORCE DEVELOPMENT

**RECOMMENDATIONS**

**YEAR ONE: FY 2018-19**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$303,799 in FY 2018-19. Of the \$303,799 in recommended reductions, \$20,000 are ongoing savings and \$283,799 are one-time savings. These reductions would still allow an increase of \$1,672,526 or 2.7% in the Department's FY 2018-19 budget. In addition, The Budget and Legislative Analyst recommends placing \$787,245 on Budget and Finance Committee reserve in FY 2018-19.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended encumbrances of \$333,782, for total General Fund savings of \$637,581.

**YEAR TWO: FY 2019-20**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$20,000 in FY 2019-20. All \$20,000 of the recommended reductions are ongoing savings.

**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

**ECN-Economic and Workforce Development**

Account Title	FY 2018-19						FY 2019-20							
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To	From	To			
<b>ECN Economic and Workforce Dev</b>														
9993 Attrition			(\$97,238)	(\$133,058)	\$35,820	X	X							
Mandatory Fringe Benefits			(\$39,025)	(\$52,656)	\$13,631	X	X							
	<i>Total Savings \$49,451</i>						<i>Total Savings \$0</i>							
	Increase Attrtion Savings to reflect hiring timeline for new 1824 Prinicipal Administrative Analyst position.						N/A							
9993 Attrition			(\$87,718)	(\$183,376)	\$95,658	X	X					\$0		
Mandatory Fringe Benefits			(\$35,209)	(\$68,858)	\$33,649	X	X					\$0		
	<i>Total Savings \$129,307</i>						<i>Total Savings \$0</i>							
	Increase Attrition Savings to reflect hiring timeline for vacant 0953 Deputy Director position. Position has been vacant since 10/21/17 (previously as 0941 Manager VI) and has not yet received Mayor approval. Controller's Office report shows that management positions take approximately 6 months to fill.						N/A							
9993 Attrition			(\$62,708)	(\$91,363)	\$28,655	X	X					\$0		
Mandatory Fringe Benefits			(\$25,125)	(\$36,679)	\$11,554	X	X					\$0		
	<i>Total Savings \$40,209</i>						<i>Total Savings \$0</i>							
	Increase Attrition Savings to reflect hiring timeline for vacant 1823 Senior Administrative Analyst position. Position has been vacant since 1/10/18 and RTF has not yet been submitted.						N/A							
9993 Attrition			(\$74,732)	(\$119,990)	\$45,258	X	X					\$0		
Mandatory Fringe Benefits			(\$29,913)	(\$49,488)	\$19,575	X	X					\$0		
	<i>Total Savings \$64,833</i>						<i>Total Savings \$0</i>							
	Increase Attrition Savings to reflect hiring timeline for vacant 1842 Management Analyst position. Position has been vacant since 8/28/17 and will take time to fill.						N/A							
Prof & Specialized Svcs-Bdgt			\$50,000	\$30,000	\$20,000	X				\$50,000	\$30,000	\$20,000	X	
	Reduce funding for Beacon Economics contract by \$20,000 to reflect historical underspending in this area.						Ongoing savings							

**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

**ECN-Economic and Workforce Development**

Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To	From	To			

**FY 2018-19**  
**Total Recommended Reductions**

	One-Time	Ongoing	Total
General Fund	\$283,799	\$20,000	\$303,799
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$283,799</b>	<b>\$20,000</b>	<b>\$303,799</b>

**FY 2019-20**  
**Total Recommended Reductions**

	One-Time	Ongoing	Total
General Fund	\$0	\$20,000	\$20,000
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$20,000</b>	<b>\$20,000</b>

**Policy/Reserve Recommendations**

ECN Economic and Workforce Dev														
CBO Services - Budget			\$2,880,459	\$2,093,214	\$787,245	x			\$2,880,459	\$1,838,214	\$1,042,245	X		
	Place \$787,245 in the CBO Services Budget on Budget and Finance Committee Reserve for the Public Space Conservancy project. This project is still in the planning phase, and the final business plan has not yet been produced. OEWD requires approximately \$500,000 to develop a business plan for the program. The Board of Supervisors should place the remaining funds on Budget and Finance Committee Reserve pending finalization of the business plan and awarding of funds through the upcoming RFP.							Ongoing savings						

**FY 2018-19**  
**Total Policy/Reserve Recommendations**

	One-Time	Ongoing	Total
General Fund	\$0	\$787,245	\$787,245
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$787,245</b>	<b>\$787,245</b>

**FY 2019-20**  
**Total Policy/Reserve Recommendations**

	One-Time	Ongoing	Total
General Fund	\$0	\$1,042,245	\$1,042,245
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$1,042,245</b>	<b>\$1,042,245</b>

Year	Department Code	Fund Code	Supplier No	Supplier Name	Project Code	Remaining Balance
2016	229991	10010	25444	Anders & Anders Foundation	10022546	13,594.74
2016	229991	10010	24506	Beacon Economics LLC	10022531	1,411.34
2016	229991	10010	23107	Century Urban LLC	10022531	120,622.50
2016	229991	10010	23054	Charity Cultural Services Center	10022546	7,656.38
2016	229991	10010	20196	Finalize Office Furniture Service	10022546	1,107.00
2016	229991	10010	18227	International Effectiveness Centers	10022546	5,000.00
2016	229991	10010	16585	Laserlink International Inc	10022531	500.00
2016	229991	10010	16585	Laserlink International Inc	10022546	500.00
2016	229991	10010	16148	Local Initiatives Support Corp	10022531	41,500.00
2016	229991	10010	15829	Manpowergroup US Inc	10022546	2,763.21
2016	229991	10010	14957	Mission Economic Development Agency	10022546	25,000.00
2016	229991	10010	14954	Mission Hiring Hall	10022546	11,282.92
2016	229991	10010	14954	Mission Hiring Hall	10022546	7,576.34
2016	229991	10010	14954	Mission Hiring Hall	10022546	11.20
2016	229991	10010	12690	QB3 Incubator Management LLC	10022531	6,714.98
2015	229991	10010	12182	Ricoh USA Inc	10022531	5,500.16
2015	229991	10000	12182	Ricoh USA Inc	10001692	2,606.61
2016	229991	10010	12182	Ricoh USA Inc	10022531	738.63
2016	229991	10010	12182	Ricoh USA Inc	10022531	500.00
2016	229991	10000	12182	Ricoh USA Inc	10001692	453.71
2016	229991	10010	12182	Ricoh USA Inc	10022546	500.00
2016	229991	10010	10525	Staples Business Advantage	10022546	4,615.88
2016	229991	10010	10294	Success Center San Francisco	10022546	5,003.19
2016	229991	10010	9346	Top of Broadway Comm Benefit District	10022531	4,500.00
2016	229991	10010	8882	Urban Solutions	10022531	3,447.27
2016	229991	10010	8882	Urban Solutions	10022531	23,300.00
2016	229991	10010	8648	Vietnamese Youth Development Center	10022546	1,554.05
2016	229991	10010	8648	Vietnamese Youth Development Center	10022546	13,321.69
2016	229991	10010	8648	Vietnamese Youth Development Center	10022546	8,603.02
2016	229991	10010	8648	Vietnamese Youth Development Center	10022546	13,897.16
<b>Total</b>						333,782



**YEAR ONE: FY 2018-19**Budget Changes

The Department's proposed \$53,782,681 budget for FY 2018-19 is \$718,680 or 1.3% less than the FY 2017-18 budget of \$54,501,361.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2018-19 are 220.85 FTEs, which are 4.00 FTEs more than the 216.85 FTEs in the FY 2017-18 budget. This represents a 1.8% increase in FTEs from the FY 2017-18 budget.

Revenue Changes

The Department's revenues of \$49,507,257 in FY 2018-19 are \$2,410,060 or 4.6% less than FY 2017-18 revenues of \$51,917,317.

**YEAR TWO: FY 2019-20**Budget Changes

The Department's proposed \$52,786,217 budget for FY 2019-20 is \$996,464 or 1.9% less than the Department's proposed FY 2018-19 budget of \$53,782,681.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2019-20 are 220.91 FTEs, which are 0.06 FTEs more than the 220.85 FTEs in the Department's proposed FY 2018-19 budget. This represents a no change in FTEs from the Department's proposed FY 2018-19 budget.

Revenue Changes

The Department's revenues of \$48,639,079 in FY 2019-20 are \$868,178 or 1.8% less than FY 2018-19 estimated revenues of \$49,507,257.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2018-19 AND FY 2019-20**

**DEPARTMENT:** CPC – CITY PLANNING

**SUMMARY OF 5-YEAR HISTORICAL & PROPOSED BUDGET YEAR EXPENDITURES AND FTE AUTHORITY:**

	<b>FY 2013-14 Budget</b>	<b>FY 2014-15 Budget</b>	<b>FY 2015-16 Budget</b>	<b>FY 2016-17 Budget</b>	<b>FY 2017-18 Budget</b>	<b>FY 2018-19 Proposed</b>
City Planning	29,981,797	38,351,612	41,259,124	51,284,076	54,501,361	53,782,681
FTE Count	156.52	170.26	181.78	213.75	216.08	220.85

The Department’s budget increased by \$23,800,884 or 79.4% from the adopted budget in FY 2013-14 to the proposed budget in FY 2018-19. The Department’s FTE count increased by 64.33 or 41.1% from the adopted budget in FY 2013-14 to the proposed budget in FY 2018-19. Driven by the economic recovery, this five year increase reflects steady year over year increases in the volume of permit applications and planning cases as well as the revenue associated with that workload volume.

**FY 2018-19**

The Department’s proposed FY 2018-19 budget has decreased by (\$718,680) due to minor reductions in fees for services and caseload volume. Three of the 4.00 new FTEs in FY 2018-19 are from the transfer of the Office of Short Term Rentals from the Office of the City Administrator to City Planning. The FTE position budgeted at 0.77FTE is new and was added to focus on CPC's increased demand for accessory dwelling unit (ADU) work given the recent changes in ADU legislation.

**FY 2019-20**

The Department’s proposed FY 2019-20 budget has decreased by \$996,464 due to a decrease in one-time project expenditures, partially offset by the cost of moving to a new office.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2018-19 AND FY 2019-20**

**DEPARTMENT:** CPC – CITY PLANNING

**RECOMMENDATIONS**

**YEAR ONE: FY 2018-19**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$356,148 in FY 2018-19. All of the \$356,148 in recommended reductions are ongoing savings.

**YEAR TWO: FY 2019-20**

The Budget and Legislative Analyst's has no recommended reductions to the FY 2019-20 proposed budget.

**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

**CPC- City Planning**

Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To	From	To			
<b>Current Planning</b>														
9993 Attrition Savings	(2.19)	(2.46)	(\$243,430)	(\$273,442)	\$30,012	x	x					\$0		
Mandatory Fringe Benefits			(\$98,243)	(\$110,355)	\$12,112	x	x					\$0		
			<i>Total Savings</i>		<i>\$42,124</i>				<i>Total Savings</i>		<i>\$0</i>			
	Increase attrition savings to reflect 0.77 FTE to 0.5 FTE due to delayed hiring of 1 new proposed FTE 5291 Planner III. According to CPC the City is currently running a Planner III exam to create an eligible list.							One-time savings.						
<b>Administration</b>														
Minor Furnishings			\$72,230	\$62,230	\$10,000	x	x					\$0		
	Reduce Minor Furnishings under the Operating Authority by \$10,000 to reflect the actual need of the Department.							One-time savings.						
Food			\$29,500	\$26,500	\$3,000	x	x					\$0		
	Reduce Food under the Operating Authority by \$3,000 to reflect the actual need of the Department.							One-time savings.						
Training - Budget			\$153,500	\$144,500	\$9,000	x	x					\$0		
	Reduce Training-Budget under the Operating Authority by \$9,000 to reflect the actual need of the Department.							One-time savings.						
Advertising			\$103,500	\$99,500	\$4,000	x	x					\$0		
	Reduce Advertising under the Operating Authority by \$4,000 to reflect the actual need of the Department.							One-time savings.						
Prof & Specialized Svcs-Bdgt			\$1,099,000	\$1,049,000	\$50,000	x	x					\$0		
	Reduce Advertising under the Operating Authority by \$50,000 to reflect the actual need of the Department.							One-time savings.						
<b>Environmental Planning</b>														
9993 Attrition Savings	(0.95)	(1.18)	(\$113,885)	(\$141,457)	\$27,572	x	x					\$0		
Mandatory Fringe Benefits			(\$44,812)	(\$55,661)	\$10,849	x	x					\$0		
			<i>Total Savings</i>		<i>\$38,421</i>				<i>Total Savings</i>		<i>\$0</i>			
	Increase attrition savings to reflect delayed hiring of 1.0 FTE to 0.77 FTE 5298 Planner III by 0.23 FTE. The position has been vacant since 2/10/2018.							One-time savings.						

**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

**CPC- City Planning**

Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To					
<b>Zoning Admin &amp; Compliance</b>														
9993 Attrition Savings	0.00	(0.23)	\$0	(\$32,522)	\$32,522	x	x					\$0		
Mandatory Fringe Benefits			\$0	(\$12,028)	\$12,028	x	x					\$0		
<i>Total Savings</i>					<i>\$44,549</i>	<i>Total Savings</i>					<i>\$0</i>			
Increase attrition savings to reflect delayed hiring of 1.0 FTE to 0.77 FTE to delay of hiring 1.00 FTE 5293 Planner IV by 0.23 FTE. Position has been vacant since 7/1/2017.							One-time savings.							
New enforcement vehicle			\$37,578	\$0	\$37,578		x					\$0		
Deny new replacement enforcement vehicle. While the current vehicle to be replaced is a Prius from 2002, the vehicle's total mileage is only 30,946 miles, which is less than 8 miles per workday.							One-time savings.							
<b>Citywide Planning</b>														
9993 Attrition Savings	(5.14)	(5.84)	(\$615,533)	(\$699,839)	\$84,306	x	x					\$0		
Mandatory Fringe Benefits			(\$242,167)	(\$275,335)	\$33,168	x	x					\$0		
<i>Total Savings</i>					<i>\$117,475</i>	<i>Total Savings</i>					<i>\$0</i>			
Increase attrition savings to reflect delayed hiring of 1.0 FTE 5278 Planner II, 1.0 FTE 5277 Planner I, and 1.0 FTE 5293 Planner IV.							One-time savings.							

	FY 2018-19 Total Recommended Reductions		
	One-Time	Ongoing	Total
General Fund	\$318,570	\$0	\$318,570
Non-General Fund	\$37,578	\$0	\$37,578
<b>Total</b>	<b>\$356,148</b>	<b>\$0</b>	<b>\$356,148</b>

	FY 2019-20 Total Recommended Reductions		
	One-Time	Ongoing	Total
General Fund	\$0	\$0	\$0
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

**CPC- City Planning**

Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To	From	To			
<b>Policy Recommendations</b>														
<b>ADSR Office of Short Term Rental</b>														
1823 Senior Administrative Analyst	1.00	0.00	\$114,618	\$0	\$114,618	x		1.00	0.00	\$114,618	\$0	\$114,618		
Mandatory Fringe Benefits			\$46,217	\$0	\$46,217	x				\$47,000	\$0.00	\$47,000		
1842 Management Assistant	0.00	1.00	\$0	\$90,516	(\$90,516)	x		0.00	1.00	\$0	\$90,516	(\$90,516)		
Mandatory Fringe Benefits			\$0	\$39,149	(\$39,149)	x				\$0	\$39,930	(\$39,930)		
	<i>Total Savings</i>				<i>\$31,170</i>			<i>Total Savings</i>				<i>\$31,172</i>		
	Deny proposed substitution of 1 FTE 1842 Management Assistant to 1.00 FTE 1823 Senior Administrative Analyst due to lack of justification. The substitution was made by ADM prior to reassigning the position to CPC. Approval of the proposed upward substitution was done prior to Board approval. Board approval for this upward substitution for the FY 2018-19 budget is a policy matter for the Board. The ADSR Office of Short Term Rental currently has 3 FTE, a Manager II, a Senior Administrative Analyst, and a Management Assistant.							Ongoing savings.						

	FY 2018-19 Total Policy Recommendations		
	One-Time	Ongoing	Total
	General Fund	\$0	\$31,170
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$31,170</b>	<b>\$31,170</b>

	FY 2019-20 Total Policy Recommendations		
	One-Time	Ongoing	Total
	General Fund	\$0	\$0
Non-General Fund	\$0	\$31,172	\$31,172
<b>Total</b>	<b>\$0</b>	<b>\$31,172</b>	<b>\$31,172</b>

**YEAR ONE: FY 2018-19**

Budget Changes

The Mayor's proposed \$22,596,699 budget for FY 2018-19 is \$4,621,124 or 25.7% more than the original FY 2017-18 budget of \$17,975,575.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2018-19 are 30.54 FTEs, which are 0.26 FTEs more than the 30.28 FTEs in the original FY 2017-18 budget. This represents a 0.9% increase in FTEs from the original FY 2017-18 budget.

Revenue Changes

The Department's revenues of \$15,332,785 in FY 2018-19 are \$8,482,506 or 123.8% more than FY 2017-18 revenues of \$6,850,279.

**YEAR TWO: FY 2019-20**

Budget Changes

The Mayor's proposed \$25,695,546 budget for FY 2019-20 is \$3,098,847 or 13.7% more than the Mayor's proposed FY 2018-19 budget of \$22,596,669.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2019-20 are 30.60 FTEs, which are 0.06 FTEs more than the 30.54 FTEs in the Mayor's proposed FY 2018-19 budget. This represents a 0.2% increase in FTEs from the Mayor's proposed FY 2018-19 budget.

Revenue Changes

The Department's revenues of \$18,247,274 in FY 2019-20 are \$2,914,489 or 19.0% more than FY 2018-19 estimated revenues of \$15,332,785.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2018-19 AND FY 2019-20**

**DEPARTMENT:** ART – ARTS COMMISSION

**SUMMARY OF 5-YEAR HISTORICAL & PROPOSED BUDGET YEAR EXPENDITURES AND FTE AUTHORITY:**

	<b>FY 2013-14 Budget</b>	<b>FY 2014-15 Budget</b>	<b>FY 2015-16 Budget</b>	<b>FY 2016-17 Budget</b>	<b>FY 2017-18 Budget</b>	<b>FY 2018-19 Proposed</b>
Arts Commission	14,150,397	14,068,845	15,524,681	16,173,305	17,975,575	22,596,699
FTE Count	28.43	28.77	28.49	30.48	30.28	30.54

The Department’s budget increased by \$8,446,302 or 59.7% from the adopted budget in FY 2013-14 to the proposed budget in FY 2018-19. The Department’s FTE count increased by 2.11 or 7.4% from the adopted budget in FY 2013-14 to the proposed budget in FY 2018-19.

**FY 2018-19**

The Department’s proposed FY 2018-19 budget has increased by \$4,621,124 largely due to work on the Treasure Island Arts Master Plan, growth in salary and fringe benefit costs, capital costs, and increases from the assumed passage of the proposed November ballot measure to restore the dedication of a portion of hotel tax to new and existing arts and culture programming.

**FY 2019-20**

The Mayor’s proposed FY 2019-20 budget has increased by \$3,098,847 largely due to the assumed passage of the proposed November ballot measure. Beginning in January 2019, hotel tax revenue would increase grant funding for the City’s cultural centers, the cultural equity endowment, and a new arts impact endowment, to be guided by a cultural services allocation plan.



**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2018-19 AND FY 2019-20**

**DEPARTMENT:** ART – ARTS COMMISSION

**RECOMMENDATIONS**

**YEAR ONE: FY 2018-19**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$33,324 in FY 2018-19. All of the \$33,324 in recommended reductions are one-time savings. These reductions would still allow an increase of \$4,587,800 or 25.5% in the Department's FY 2018-19 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended encumbrances of \$2,513, for total General Fund savings of \$35,837.

**YEAR TWO: FY 2019-20**

The Budget and Legislative Analyst's recommends no reductions to the proposed budget in FY 2019-20.

**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

**ART- Arts Commission**

Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To	From	To			
<b>ART Administration</b>														
Attrition Savings			(\$99,179)	(\$122,679)	\$23,500	x					\$0			
Mandatory Fringe Benefits			(\$41,461)	(\$51,285)	\$9,824	x								
	<i>Total Savings \$33,324</i>							<i>Total Savings \$0</i>						
	Increase Attrition Savings to reflect historic and projected salary savings. The recommended reductions are still less than the Department's average General Fund salary savings over the past three years.							One-time savings.						

	FY 2018-19 Total Recommended Reductions		
	One-Time	Ongoing	Total
General Fund	\$0	\$33,324	\$33,324
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$33,324</b>	<b>\$33,324</b>

	FY 2019-20 Total Recommended Reductions		
	One-Time	Ongoing	Total
General Fund	\$0	\$0	\$0
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**YEAR ONE: FY 2018-19**Budget Changes

The Department's proposed \$27,530,968 budget for FY 2018-19 is \$620,326 or 2.3% more than the original FY 2017-18 budget of \$26,910,642.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2018-19 are 70.92 FTEs, which are 1.46 FTEs more than the 69.46 FTEs in the original FY 2017-18 budget. This represents a 2.1% increase in FTEs from the original FY 2017-18 budget.

Revenue Changes

The Department's revenues of \$18,249,383 in FY 2018-19, are \$613,677 or 3.5% more than FY 2017-18 revenues of \$17,635,706.

**YEAR TWO: FY 2019-20**Budget Changes

The Department's proposed \$30,900,046 budget for FY 2019-20 is \$3,369,078 or 12.2% more than the Mayor's proposed FY 2018-19 budget of \$27,530,968.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2019-20 are 70.96 FTEs, which are 0.04 FTEs more than the 70.92 FTEs in the Mayor's proposed FY 2018-19 budget. This represents a 0.1% increase in FTEs from the Mayor's proposed FY 2018-19 budget.

Revenue Changes

The Department's revenues of \$21,615,047 in FY 2019-20 are \$3,365,664 or 18.4% more than FY 2018-19 estimated revenues of \$18,249,383.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2018-19 AND FY 2019-20**

**DEPARTMENT:** WAR – WAR MEMORIAL

**SUMMARY OF 5-YEAR HISTORICAL & PROPOSED BUDGET YEAR EXPENDITURES AND FTE AUTHORITY:**

	FY 2013-14 Budget	FY 2014-15 Budget	FY 2015-16 Budget	FY 2016-17 Budget	FY 2017-18 Budget	FY 2018-19 Proposed
War Memorial	11,934,740	13,536,389	24,388,543	25,621,236	26,910,642	27,530,968
FTE Count	56.55	57.91	64.70	68.46	69.46	70.92

In FY 2015-16, the Department began budgeting and paying annual debt service for the Veterans Building Seismic Renovation. The Department also funded six positions in FY 2015-16 that were not funded during the 2013-2015 Veterans Building Seismic Renovation.

**FY 2018-19**

The Department’s proposed FY 2018-19 budget has increased by \$620,326 largely due to:

An increase in salaries and fringes totaling \$525,157, the majority of which are due to COLAs and fringe benefit changes, the addition of an 1822 Administrative Analyst, and the start of the Opera House Renewal Project’s mansard roof replacement project budgeted in the fiscal year at \$400,000.

**FY 2019-20**

The Department’s proposed FY 2019-20 budget has increased by \$3,369,078 largely due to:

Completion of the Opera House Mansard roof replacement begun in FY 2018-19 and budgeted at \$4,200,000 in FY 2019-20.

RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2018-19 AND FY 2019-20

DEPARTMENT: WAR – WAR MEMORIAL

**RECOMMENDATIONS**

**YEAR ONE: FY 2018-19**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$36,174 in FY 2018-19. Of the \$36,174 in recommended reductions, \$3,720 are ongoing savings and \$32,454 are one-time savings. These reductions would still allow an increase of \$584,152 or 2.2% in the Department's FY 2018-19 budget.

**YEAR TWO: FY 2019-20**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$4,970 in FY 2019-20. Of the \$4,970 in recommended reductions, \$3,720 are ongoing savings and \$1,250 are one-time savings. These reductions would still allow an increase of \$3,364,108 or 12.2% in the Department's FY 2019-20 budget.

**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

<b>WAR - War Memorial</b>																																																													
Account Title	FY 2018-19							FY 2019-20																																																					
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T																																															
	From	To	From	To				From	To	From	To																																																		
	<b>Public Art and Culture</b>																																																												
Attrition Savings	3.43	3.68	(\$309,138)	(\$331,670)	\$22,532		x	3.43	3.43	(\$309,138)	(\$309,138)	\$0																																																	
Mandatory Fringe Benefits			(\$136,126)	(\$146,048)	\$9,922		x			(\$139,194)	(\$139,194)	\$0																																																	
	<i>Total Savings \$32,454</i>							<i>Total Savings \$0</i>																																																					
	Increase Attrition Savings by 0.25 FTE based on vacancy and time to fill vacant 7333 Apprentice Stationary Engineer position.							One time savings																																																					
Other Current Expenses			\$30,260	\$26,540	\$3,720					\$19,260	\$15,540	\$3,720																																																	
	Reduce expenditures to reflect expected levels.							Reduce expenditures to reflect expected levels.																																																					
Software Licensing Fees					\$0					\$15,000	\$13,750	\$1,250		x																																															
	Savings in FY 2019-20 only.							Limit expenditures for installation of deferred version upgrades and expected price increases to one year.																																																					
<table border="0" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th colspan="4" style="text-align: center;">FY 2018-19</th> <th colspan="4" style="text-align: center;">FY 2019-20</th> </tr> <tr> <th colspan="4" style="text-align: center;">Total Recommended Reductions</th> <th colspan="4" style="text-align: center;">Total Recommended Reductions</th> </tr> <tr> <th></th> <th style="text-align: center;">One-Time</th> <th style="text-align: center;">Ongoing</th> <th style="text-align: center;">Total</th> <th></th> <th style="text-align: center;">One-Time</th> <th style="text-align: center;">Ongoing</th> <th style="text-align: center;">Total</th> </tr> </thead> <tbody> <tr> <td style="text-align: right;">General Fund</td> <td style="text-align: center;">\$0</td> <td style="text-align: center;">\$0</td> <td style="text-align: center;">\$0</td> <td style="text-align: right;">General Fund</td> <td style="text-align: center;">\$0</td> <td style="text-align: center;">\$0</td> <td style="text-align: center;">\$0</td> </tr> <tr> <td style="text-align: right;">Non-General Fund</td> <td style="text-align: center;">\$32,454</td> <td style="text-align: center;">\$3,720</td> <td style="text-align: center;">\$36,174</td> <td style="text-align: right;">Non-General Fund</td> <td style="text-align: center;">\$1,250</td> <td style="text-align: center;">\$3,720</td> <td style="text-align: center;">\$4,970</td> </tr> <tr> <td style="text-align: right;"><b>Total</b></td> <td style="text-align: center;"><b>\$32,454</b></td> <td style="text-align: center;"><b>\$3,720</b></td> <td style="text-align: center;"><b>\$36,174</b></td> <td style="text-align: right;"><b>Total</b></td> <td style="text-align: center;"><b>\$1,250</b></td> <td style="text-align: center;"><b>\$3,720</b></td> <td style="text-align: center;"><b>\$4,970</b></td> </tr> </tbody> </table>														FY 2018-19				FY 2019-20				Total Recommended Reductions				Total Recommended Reductions					One-Time	Ongoing	Total		One-Time	Ongoing	Total	General Fund	\$0	\$0	\$0	General Fund	\$0	\$0	\$0	Non-General Fund	\$32,454	\$3,720	\$36,174	Non-General Fund	\$1,250	\$3,720	\$4,970	<b>Total</b>	<b>\$32,454</b>	<b>\$3,720</b>	<b>\$36,174</b>	<b>Total</b>	<b>\$1,250</b>	<b>\$3,720</b>	<b>\$4,970</b>
FY 2018-19				FY 2019-20																																																									
Total Recommended Reductions				Total Recommended Reductions																																																									
	One-Time	Ongoing	Total		One-Time	Ongoing	Total																																																						
General Fund	\$0	\$0	\$0	General Fund	\$0	\$0	\$0																																																						
Non-General Fund	\$32,454	\$3,720	\$36,174	Non-General Fund	\$1,250	\$3,720	\$4,970																																																						
<b>Total</b>	<b>\$32,454</b>	<b>\$3,720</b>	<b>\$36,174</b>	<b>Total</b>	<b>\$1,250</b>	<b>\$3,720</b>	<b>\$4,970</b>																																																						

**YEAR ONE: FY 2018-19**

Budget Changes

The Department's proposed \$239,378,359 budget for FY 2018-19 is \$25,524,630 or 11.9% more than the original FY 2017-18 budget of \$213,853,729.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2018-19 are 54.97 FTEs, which are 1.74 FTEs more than the 53.23 FTEs in the original FY 2017-18 budget. This represents a 3.3% increase in FTEs from the original FY 2017-18 budget.

Revenue Changes

The Department's revenues of \$198,718,718 in FY 2018-19, are \$24,700,796 or 14.2% more than FY 2017-18 revenues of \$174,017,922.

**YEAR TWO: FY 2019-20**

Budget Changes

The Department's proposed \$244,534,510 budget for FY 2019-20 is \$5,156,151 or 2.2% more than the Mayor's proposed FY 2018-19 budget of \$239,378,359.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2019-20 are 54.97 FTEs, which is the same number of FTEs as in the Mayor's proposed FY 2018-19 budget.

Revenue Changes

The Department's revenues of \$199,050,629 in FY 2019-20 are \$331,911 or 0.2% more than FY 2018-19 estimated revenues of \$198,718,718.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2018-19 AND FY 2019-20**

**DEPARTMENT:** CHF- CHILDREN, YOUTH & THEIR FAMILIES

**SUMMARY OF 5-YEAR HISTORICAL & PROPOSED BUDGET YEAR EXPENDITURES AND FTE AUTHORITY:**

	<b>FY 2013-14 Budget</b>	<b>FY 2014-15 Budget</b>	<b>FY 2015-16 Budget</b>	<b>FY 2016-17 Budget</b>	<b>FY 2017-18 Budget</b>	<b>FY 2018-19 Proposed</b>
Children, Youth & Their Families	145,658,643	161,975,244	170,705,287	192,706,623	213,853,729	239,378,359
FTE Count	37.42	38.20	41.86	52.19	53.23	54.97

The Department's budget increased by \$93,719,716 or 64.3% from the adopted budget in FY 2013-14 to the proposed budget in FY 2018-19. The Department's FTE count increased by 17.55 or 46.9% from the adopted budget in FY 2013-14 to the proposed budget in FY 2018-19.

**FY 2018-19**

The Department's proposed FY 2018-19 budget has increased by \$25,524,630 largely due to increases in the Children and Youth Fund and baseline spending requirements for children and transitional aged youth.

**FY 2019-20**

The Department's proposed FY 2019-20 budget has increased by \$5,156,151 largely due to additional increases in the Children and Youth Fund and baseline spending requirements for children and transitional aged youth.



**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2018-19 AND FY 2019-20**

**DEPARTMENT:** CHF- CHILDREN, YOUTH & THEIR FAMILIES

**RECOMMENDATIONS**

**YEAR ONE: FY 2018-19**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$88,017 in FY 2018-19. All of the \$88,017 in recommended reductions are ongoing savings. These reductions would still allow an increase of \$25,436,613 or 11.9% in the Department's FY 2018-19 budget.

**YEAR TWO: FY 2019-20**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$0 in FY 2019-20. Without reductions the Department's budget will increase of \$5,156,151 or 2.2% in the Department's FY 2019-20 budget.

**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

**CHF- Children, Youth, and their Families**

Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To					
	<b>Children; Youth &amp; Families</b>													
Attrition Savings			\$0	\$50,000	\$50,000	x	x			\$0	\$0	\$0	x	
	Increase Attrition savings to more realistically reflect turnover and delays in hiring. Estimated savings are based on FY 2017-18 projected savings per the Controller's Labor Report.							One-time savings.						
Manager II	1.00	0.91	\$142,764	(\$129,915)	\$12,849	x	x					\$0		
Mandatory Fringe Benefits			\$57,420	(\$52,252)	\$5,168	x	x					\$0		
			<i>Total Savings</i>		<i>\$18,017</i>				<i>Total Savings</i>		<i>\$0</i>			
	Reduce 1.0 FTE 0923 Manager II to 0.91 FTE due to one month delay in hiring Manager II based on current hiring status. Position has been vacant for over a year, was budgeted at 0.5 FTE for FY2017-18, but went unfilled.							One-time savings.						
Prof & Specialized Svcs-Bdgt			\$432,667	\$412,667	\$20,000	x	x			\$0		\$0	x	
	Reduce Professional & Specialized Services under the Our Children Our Families Authority by \$20,000 to reflect the actual need of the Department.							One-time savings.						

	FY 2018-19 Total Recommended Reductions		
	One-Time	Ongoing	Total
General Fund	\$88,017	\$0	\$88,017
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$88,017</b>	<b>\$0</b>	<b>\$88,017</b>

	FY 2019-20 Total Recommended Reductions		
	One-Time	Ongoing	Total
General Fund	\$0	\$0	\$0
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**YEAR ONE: FY 2018-19**Budget Changes

The Department's proposed \$2,371,591,858 budget for FY 2018-19 is \$173,410,671 or 7.9 % more than the original FY 2017-18 budget of \$2,198,181,187.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2018-19 are 6,874.84 FTEs, which are 17.6 FTEs more than the 6,857.24 FTEs in the original FY 2017-18 budget. This represents a 0.3% increase in FTEs from the original FY 2017-18 budget.

Revenue Changes

The Department's revenues of \$1,631,449,236 in FY 2018-19, are \$148,746,805 or 10.0% more than FY 2017-18 revenues of \$1,482,702,431.

**YEAR TWO: FY 2019-20**Budget Changes

The Department's proposed \$2,275,361,169 budget for FY 2019-20 is \$96,230,689 or 4.1% less than the Mayor's proposed FY 2018-19 budget of \$2,371,591,858.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2019-20 are 6,876.41 FTEs, which is 1.57 FTEs more than the 6,874.84 FTEs in the Mayor's proposed FY 2018-19 budget. This represents a 0.02% increase in FTEs from the Mayor's proposed FY 2018-19 budget.

Revenue Changes

The Department's revenues of \$1,521,868,434 in FY 2019-20, are \$109,580,802 or 6.7% less than FY 2018-19 estimated revenues of \$1,631,449,236.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2018-19 AND FY 2019-20**

**DEPARTMENT:** DPH – DEPARTMENT OF PUBLIC HEALTH

**SUMMARY OF 5-YEAR HISTORICAL & PROPOSED BUDGET YEAR EXPENDITURES AND FTE AUTHORITY:**

	<b>FY 2013-14 Budget</b>	<b>FY 2014-15 Budget</b>	<b>FY 2015-16 Budget</b>	<b>FY 2016-17 Budget</b>	<b>FY 2017-18 Budget</b>	<b>FY 2018-19 Proposed</b>
Public Health	1,908,611,827	1,984,261,187	2,033,997,389	2,058,876,439	2,198,181,187	2,371,591,858
FTE Count	6,125.91	6,284.17	6,601.99	6,806.30	6,857.24	6,874.84

The Department’s budget increased by \$462,980,031 or 24.3% from the adopted budget in FY 2016-17 to the proposed budget in FY 2018-19. The Department’s FTE count increased by 748.93 or 12.2% from the adopted budget in FY 2016-17 to the proposed budget in FY 2018-19.

**FY 2018-19**

The Department’s proposed FY 2018-19 budget has increased by \$173,410,671 largely due to changes in citywide salary and fringe benefit costs, one-time capital projects and investments in technology, new investments in chronic disease prevention, and other operational increases at the Zuckerberg San Francisco General Hospital. The proposed budget also includes a one-time \$56,000,000 repayment of federal reimbursement for costs associated with the rebuild of Laguna Honda Hospital.

The Department has begun development and implementation of its new Electronic Health Records Project with estimated total implementation and maintenance costs of \$383,312,000 over ten years, including \$74,796,694 in FY 2018-19. In November 2017, the Board of Supervisors approved a ten-year contract between the Department and Epic City Government, LLC, the project vendor, of \$167,387,597. The project budget and ongoing operating costs will be subject to future Board of Supervisors approval.

**FY 2019-20**

The Department’s proposed FY 2019-20 budget has decreased by \$96,230,689 compared to FY 2018-19 but still includes an increase of \$77,179,982 compared to the current year. The decline in FY 2019-20 is largely due to reductions in one-time capital and other non-operating expenditures from the previous fiscal year. Despite the year over year reduction in the proposed budgets, the Department’s overall services will either be maintained at the same levels or grow over the course of the two-year budget.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2018-19 AND FY 2019-20**

**DEPARTMENT:** DPH – DEPARTMENT OF PUBLIC HEALTH

**RECOMMENDATIONS**

**YEAR ONE: FY 2018-19**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$3,016,433 in FY 2018-19. Of the \$3,016,433 in recommended reductions, \$1,651,712 are ongoing savings and \$1,364,721 are one-time savings. These reductions would still allow an increase of \$170,394,238 or 7.8% in the Department's FY 2018-19 budget.

**YEAR TWO: FY 2019-20**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$1,769,153 in FY 2019-20. Of the \$1,769,153 in recommended reductions, \$1,669,153 are ongoing savings and \$100,000 are one-time savings.

**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

**DPH - Department of Public Health**

Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To	From	To			
<b>HAD Public Health Admin</b>														
Programmatic Projects-Budget			\$5,200,000	\$4,800,000	\$400,000	x	x							
	Reduce the Programmatic Project Budget for furniture, fixtures and equipment (FFE) for relocating staff from civic center offices to new locations by \$400,000 in FY 2018-19.													
0933 Manager V	1.00	0.00	\$178,221	\$0	\$178,221	x		1.00	0.00	\$178,221	\$0	\$178,221	x	
Mandatory Fringe Benefits			\$64,633	\$0	\$64,633	x				\$66,054	\$0	\$66,054	x	
0932 Manager IV	0.00	1.00	\$0	\$165,259	(\$165,259)	x		0.00	1.00	\$0	\$165,259	(\$165,259)	x	
Mandatory Fringe Benefits			\$0	\$61,996	(\$61,996)	x				\$0	\$63,433	(\$63,433)	x	
			<i>Total Savings</i>	<i>\$15,599</i>						<i>Total Savings</i>	<i>\$15,583</i>			
	Delete one Manager V and replace with one Manager IV. The Manager IV is more appropriate for the duties of this position.							Ongoing savings						
Prof & Specialized Svcs-Bdgt			\$1,181,167	\$981,167	\$200,000	x				\$1,181,167	\$981,167	\$200,000	x	
	Reduce the budget allocated for professional and specialized services by \$200,000. Department staff in the Lean Process Improvement Office will be taking over some of the duties previously performed by a private consultant.							Ongoing savings						
<b>HBH Behavioral Health</b>														
Attrition Savings			(\$1,918,004)	(\$2,340,837)	\$422,833	x	x			(\$1,918,003)	(\$2,023,711)	\$105,708	x	
Mandatory Fringe Benefits			(\$803,690)	(\$980,857)	\$177,167	x	x			(\$819,605)	(\$863,897)	\$44,292	x	
			<i>Total Savings</i>	<i>\$600,000</i>						<i>Total Savings</i>	<i>\$150,000</i>			
	Increase Attrition Savings to reflect salary savings from expected hire dates and on-going salary savings in Behavioral Health.							Ongoing savings						

Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget

DPH - Department of Public Health

Account Title	FY 2018-19							FY 2019-20								
	FTE		Amount			Savings	GF	1T	FTE		Amount			Savings	GF	1T
	From	To	From	To	From				To	From	To					
2587 Health Worker III	0.75	0.00	\$56,620	\$0	\$56,620	x		0.75	0.00	\$56,620	\$0	\$56,620	x			
Mandatory Fringe Benefits			\$26,273	\$0	\$26,273	x				\$26,870	\$0	\$26,870	x			
	<i>Total Savings</i> \$82,893							<i>Total Savings</i> \$83,490								
	Delete 0.75 FTE 2587 Health Worker III position to address long-standing vacancies in the Department.							Ongoing savings								
2320 Registered Nurse	0.09	0.00	\$15,081	\$0	\$15,081	x		0.09	0.00	\$15,081	\$0	\$15,081	x			
Mandatory Fringe Benefits			\$5,379	\$0	\$5,379	x				\$5,488	\$0	\$5,488	x			
	<i>Total Savings</i> \$20,460							<i>Total Savings</i> \$20,569								
	Delete 0.09 FTE 2320 Registered Nurse position to address long-standing vacancies in the Department.							Ongoing savings								
2586 Health Worker II	0.07	0.00	\$4,831	\$0	\$4,831	x		0.07	0.00	\$4,831	\$0	\$4,831	x			
Mandatory Fringe Benefits			\$2,328	\$0	\$2,328	x				\$2,384	\$0	\$2,384	x			
	<i>Total Savings</i> \$7,159							<i>Total Savings</i> \$7,215								
	Delete 0.07 FTE 2586 Health Worker II position to address long-standing vacancies in the Department.							Ongoing savings								
Materials & Supplies-Budget			\$6,722,649	\$6,647,649	\$75,000	x				\$6,722,649	\$6,647,649	\$75,000	x			
	Reduce the budget allocated for materials and supplies by \$75,000 to reflect projected underspending. This reduction still allows for an increase of \$325,314 for materials and supplies in Behavioral Health.							Ongoing savings								
Prof & Specialized Svcs-Bdgt			\$59,481,233	\$59,131,233	\$350,000	x				\$59,472,209	\$59,122,209	\$350,000	x			
	Reduce the budget allocated for professional and specialized services by \$350,000 to reflect projected underspending. This reduction still allows for an increase of \$14,503,451 for materials and supplies in Behavioral Health.							Ongoing savings								

**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

**DPH - Department of Public Health**

Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To	From	To			
<b>HGH Zuckerberg SF General</b>														
Capital Renewal Projects			\$13,300,000	\$13,100,000	\$200,000	x	x							
	Reduce the Capital Renewal Project Budget amount for chiller replacement at Zuckerberg SF General Hospital by \$200,000 to reflect the estimated costs in FY 2018-19.													
Equipment Purchase-Budget										\$1,455,356	\$1,355,356	\$100,000	x	x
	One time savings							Reduce the equipment purchase budget at Zuckerberg SF General Hospital by \$100,000.						
2105 Patient Services Finance	1.00	0.00	\$69,548	\$0	\$69,548	x		1.00		\$69,548	\$0	\$69,548	x	
Mandatory Fringe Benefits			\$33,400	\$0	\$33,400	x		0.00		\$34,202	\$0	\$34,202	x	
			<i>Total Savings</i>		<i>\$102,948</i>				<i>Total Savings</i>		<i>\$103,750</i>			
	Delete one vacant 2105 Patient Services Finance Technician to address long-standing vacancies in the Department.							Ongoing savings						
<b>HLH Laguna Honda Hospital</b>														
Polaris EUV	1.00	0.00	\$32,063	\$0	\$32,063	x	x							
	Deny the request for new Polaris EV Li-ion vehicle for gardening staff at Laguna Honda Hospital. Gardening staff has two utility vehicles, which are sufficient to meet existing needs.													
<b>HNS Health Network Services</b>														
Prof & Specialized Svcs-Bdgt			\$13,267,110	\$13,017,110	\$250,000	x				\$13,267,110	\$13,117,110	\$150,000	x	
	Reduce the budget allocated for professional and specialized services by \$250,000 to reflect projected underspending.							Ongoing savings						



**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

**DPH - Department of Public Health**

Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To					
<b>HPH Population Health Division</b>														
Step Adjustments,			\$0	(\$313,725)	\$313,725	x				\$0	(\$274,510)	\$274,510	x	
Mandatory Fringe Benefits			\$0	(\$86,275)	\$86,275	x				\$0	(\$75,490)	\$75,490	x	
	<i>Total Savings</i>			<i>\$400,000</i>				<i>Total Savings</i>			<i>\$350,000</i>			
	Increase the budgeted step adjustments to account for projected step adjustments in the Population Health division.							Ongoing savings						
2587 Health Worker III	0.02	0.00	\$1,510	\$0	\$1,510	x		0.02	0.00	\$1,510	\$0	\$1,510	x	
Mandatory Fringe Benefits			\$701	\$0	\$701	x				\$717	\$0	\$717	x	
	<i>Total Savings</i>			<i>\$2,211</i>				<i>Total Savings</i>			<i>\$2,227</i>			
	Delete 0.02 FTE 2587 Health Worker III position to address long standing vacancies in the Department.							Ongoing savings						
Prof & Specialized Svcs-Bdgt			\$2,745,263	\$2,695,263	\$50,000	x				\$2,745,263	\$2,695,263	\$50,000	x	
	Reduce the budget allocated for professional and specialized services by \$50,000 to reflect projected underspending in prevention contracts.							Ongoing savings						
Chevy Bolt	4.00	3.00	\$150,312	\$112,734	\$37,578	x	x							
	Reduce the number of replacement vehicles from four to three. The Department has 26 existing vehicles (vans, SUVs, and cars) that are used less than eight days each month. In addition six of these 26 vehicles have less than 10,000 miles.													
Ford Transit Connect Van	1.00	0.00	\$33,363	\$0	\$33,363	x	x							
	Deny the request for one new transit van. The Department has 15 vans that are used less than eight days each month. In addition, three of these 15 vehicles have less than 10,000 miles.													
Electric Ford Focus	1.00	0.00	\$46,636	\$0	\$46,636	x	x							
	Deny the request for one new vehicle (Electric Ford Focus). The Department has 26 existing vehicles (vans, SUVs, and cars) that are used less than eight days each month. In addition six of these 26 vehicles have less than 10,000 miles.													
<b>HPC Primary Care</b>														

163

GF = General Fund  
1T = One Time

**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

**DPH - Department of Public Health**

Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To					
2587 Health Worker III	1.00	0.00	\$75,493	\$0	\$75,493	x		1.00	0.00	\$75,493	\$0	\$75,493	x	
Mandatory Fringe Benefits			\$35,030	\$0	\$35,030	x				\$35,826	\$0	\$35,826	x	
	<i>Total Savings \$110,523</i>							<i>Total Savings \$111,319</i>						
Delete one 2587 Health Worker III position to address long standing vacancies in the Department.							Ongoing savings							

**FY 2018-19  
Total Recommended Reductions**

	One-Time	Ongoing	Total
General Fund	\$1,349,640	\$1,666,793	\$3,016,433
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$1,349,640</b>	<b>\$1,666,793</b>	<b>\$3,016,433</b>

**FY 2019-20  
Total Recommended Reductions**

	One-Time	Ongoing	Total
General Fund	\$100,000	\$1,669,153	\$1,769,153
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$100,000</b>	<b>\$1,669,153</b>	<b>\$1,769,153</b>

**YEAR ONE: FY 2018-19**

Budget Changes

The Department's proposed \$968,405,098 budget for FY 2018-19 is \$54,621,841 or 6.0% more than the original FY 2017-18 budget of \$913,783,257.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2018-19 are 2,100.68 FTEs, which are 1.32 FTEs more than the 2,099.36 FTEs in the original FY 2017-18 budget. This represents a 0.06% increase in FTEs from the original FY 2017-18 budget.

Revenue Changes

The Department's revenues of \$698,110,836 in FY 2018-19, are \$26,016,132 or 3.9% more than FY 2017-18 revenues of \$672,094,704.

**YEAR TWO: FY 2019-20**

Budget Changes

The Department's proposed \$990,894,608 budget for FY 2019-20 is \$22,489,510 or 2.3% more than the Mayor's proposed FY 2018-19 budget of \$968,405,098.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2019-20 are 2,097.31 FTEs, which are 3.37 FTEs less than the 2,100.68 FTEs in the Mayor's proposed FY 2018-19 budget. This represents a 0.16% decrease in FTEs from the Mayor's proposed FY 2018-19 budget.

Revenue Changes

The Department's revenues of \$704,126,963 in FY 2019-20, are \$6,016,127 or 0.9% more than FY 2018-19 estimated revenues of \$698,110,836.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2018-19 AND FY 2019-20**

**DEPARTMENT:** HSA – HUMAN SERVICES AGENCY

**SUMMARY OF 5-YEAR HISTORICAL & PROPOSED BUDGET YEAR EXPENDITURES AND FTE AUTHORITY:**

	<b>FY 2013-14 Budget</b>	<b>FY 2014-15 Budget</b>	<b>FY 2015-16 Budget</b>	<b>FY 2016-17 Budget</b>	<b>FY 2017-18 Budget</b>	<b>FY 2018-19 Proposed</b>
Human Services Agency	737,923,441	835,703,903	937,931,970	862,944,407	913,783,257	968,405,098
FTE Count	1,855.40	1,964.41	2,045.57	2,067.89	2,099.366	2,100.68

The Department’s budget increased by \$230,481,657 or 31.2% from the adopted budget in FY 2013-14 to the proposed budget in FY 2018-19. The Department’s FTE count increased by 245 or 13.2% from the adopted budget in FY 2013-14 to the proposed budget in FY 2018-19.

**FY 2018-19**

**The Department’s proposed FY 2018-19 budget has increased by \$54,621,841 largely due to:**

Two major costs account for the majority of the 6.0% increase in the FY 2018-19 proposed budget. First, the State of California shifted costs for the In-Home Supportive Services (IHSS) program from to the counties by revising the program’s maintenance of effort funding requirement. The Department anticipates additional increases in the City’s Maintenance of Effort cost share in FY 2018-19 of \$29.8 million. Second, there is \$8.2 million in additional funding budgeted as the result of increased developer impact fee revenue for child care facilities

Other increases include \$3 million in funding for the Dignity Fund, approved in the 2016 general elections, to expand services for seniors, as well as negotiated salaries and benefits.

**FY 2019-20**

**The Department’s proposed FY 2019-20 budget has increased by \$22,489,510 largely due to:**

The Department anticipates additional increases in the City’s Maintenance of Effort cost share for the IHSS program in FY 2019-20 of \$26 million The voter-mandated Dignity Fund allocation of an additional \$3 million above FY 2018-19 along with benefits cost increases account for the majority of the increase in the FY 2019-20 proposed budget. These increases are partially offset by \$5.4 million a reduction due in projected developer fee revenue for child care facilities and other one-time expenses budgeted only in FY 2018-19.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2018-19 AND FY 2019-20**

**DEPARTMENT:** HSA – HUMAN SERVICES AGENCY

**RECOMMENDATIONS**

**YEAR ONE: FY 2018-19**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$1,701,295 in FY 2018-19. Of the \$1,701,295 in recommended reductions, \$1,601,295 are ongoing savings and \$100,000 are one-time savings. These reductions would still allow an increase of \$52,920,546 or 5.8% in the Department's FY 2018-19 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended encumbrances of \$320,026.

**YEAR TWO: FY 2019-20**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$1,132,334 in FY 2019-20. Of the \$1,132,334 in recommended reductions, all are ongoing savings. These reductions would still allow an increase of \$21,357,276 or 2.2% in the Department's FY 2019-20 budget.

**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

**HSA - Human Services Agency**

Account Title	FY 2018-19							FY 2019-20							
	FTE		Amount				Savings	GF	1T	FTE		Amount			
	From	To	From	To	From	To				Savings	GF	1T			
	<b>DAAS - Aging &amp; Adult Services</b>														
Social Service Contracts			\$261,880	\$161,880	\$100,000	x				\$261,880	\$161,880	\$100,000	x		
	Reduce the budget for social services contracts by \$100,000 as the Department has underspent this budget by at least \$250,000 for the past three fiscal years.							Ongoing savings.							
Salaries			\$216,141	\$116,141	\$100,000	x	x								
	Reduce the salaries budget for a one-time attrition adjustment to the SF Connected Program to account for vacancies.							One-time savings in FY 2018-19.							
Social Service Contracts			\$456,765	\$406,765	\$50,000	x				\$456,765	\$406,765	\$50,000	x		
	Reduce the social service contracts budget by \$50,000 as the Department has underspent this budget by at least \$250,000 for the past three fiscal years.							Ongoing savings.							
	<b>HSA - Admin Support</b>														
Auditing & Accounting			\$120,844	\$105,844	\$15,000	x				\$120,844	\$105,844	\$15,000	x		
	Reduce the auditing and accounting budget under the HSA Administrative Support division by \$15,000. The Department underspends this budget by at least \$25,000.							Ongoing savings.							
Other Current Expenses - Bdgt			\$1,189,146	\$789,146	\$400,000	x				\$1,189,146	\$889,146	\$300,000	x		
	Reduce the other current expenses budget in the HSA Administrative Support division. The Department underspends this budget by at least \$800,000.							Ongoing savings.							
Office Machine Rental			\$220,000	\$120,000	\$100,000	x				\$220,000	\$120,000	\$100,000	x		
	Reduce office machine rental budget in the HSA Administrative Support division by \$100,000. The Department underspends this budget by at least \$150,000 each year.							Ongoing savings.							

**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

**HSA - Human Services Agency**

Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To	From	To			
	<b>DHS - Human Services</b>													
Training			\$140,856	\$120,856	\$20,000	x			\$140,856	\$120,856	\$20,000	x		
	Reduce training budget by \$20,000. The Department has underspent the total training budget in this fund by at least \$100,000 in the past two fiscal years.							Ongoing savings.						
Attrition Savings	(53.65)	(57.86)	(\$4,775,469)	(\$5,075,469)	\$375,000	x		(53.65)	(57.86)	(\$4,775,469)	(\$4,975,469)	\$200,000	x	
Mandatory Fringe Benefits			(\$2,101,846)	(\$2,233,886)	\$132,040	x				(\$2,152,246)	(\$2,242,384)	\$90,138	x	
	<i>Total Savings \$507,040</i>							<i>Total Savings \$290,138</i>						
	Increase attrition savings to account for the high staff turnover in the HSA Human Services division. There are currently 103 vacant positions in this division. The Department is also projected to have a \$1.0 million salary surplus for FY 2017-18, primarily driven by delays in hiring, and caseload declines.							Ongoing savings.						
1031 IS Trainer-Assistant	1.00	0.00	\$81,090	\$0	\$81,090	x		1.00	0.00	\$81,090	\$0	\$81,090	x	
Mandatory Fringe Benefits			\$37,037	\$0	\$37,037	x				\$37,856	\$0	\$37,856	x	
1404 Clerk	(1.00)	1.00	(\$60,791)	\$60,791	(\$60,791)	x		(1.00)	1.00	(\$60,791)	\$60,791	(\$60,791)	x	
Mandatory Fringe Benefits			(\$30,999)	\$30,999	(\$30,999)	x				(\$33,862)	\$33,862	(\$33,862)	x	
	<i>Total Savings \$26,337</i>							<i>Total Savings \$24,293</i>						
	Deny the request for the upward position substitution of 1.00 FTE 1404 Clerk position to 1.00 FTE 1031 IS Trainer-Assistant position. The department currently has 6.00 FTE vacant IT positions that could be filled instead of expanding their staffing resources. The Department also received a new 1053 IS Business Analyst-Senior position in FY 2016-17 that still remains vacant today.							Ongoing savings.						
2944 Protective Services Supervisor	1.00	0.00	\$123,697	\$0	\$123,697	x		1.00	0.00	\$123,697	\$0	\$123,697	x	
Mandatory Fringe Benefits			\$48,164	\$0	\$48,164	x				\$48,939	\$0	\$48,939	x	
2940 Protective Services Worker	(1.00)	1.00	(\$110,039)	\$110,039	(\$110,039)	x		(1.00)	1.00	(\$110,039)	\$110,039	(\$110,039)	x	
Mandatory Fringe Benefits			(\$45,015)	\$45,015	(\$45,015)	x				(\$45,808)	\$45,808	(\$45,808)	x	
	<i>Total Savings \$16,807</i>							<i>Total Savings \$16,789</i>						
	Deny the request for an upward position substitution of 1.00 FTE 2940 Protective Services Worker to 1.00 FTE Protective Services Supervisor. The Department currently has a ratio of 1.00 FTE 2944 Protective Services Supervisor to every 4.91 FTE 2940 Protective Service Works. Furthermore, the Department currently has 24.00 FTE vacant 2940 Protective Services worker positions, which means that each supervisor has approximately 4.4 FTE. This increase in staffing resources is unnecessary at this time.							Ongoing savings.						

169

GF = General Fund  
1T = One Time

**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

**HSA - Human Services Agency**

Account Title	FY 2018-19						FY 2019-20							
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To					
TEMPM_E Temporary - Miscellaneous	12.29	9.31	\$1,238,359	\$938,359	\$300,000	x		43.94	38.62	\$1,238,359	\$1,088,359	\$150,000	x	
Mandatory Fringe Benefits			\$66,398	\$34,718	\$31,680	x				\$98,078	\$66,398	\$31,680	x	
	<i>Total Savings \$331,680</i>						<i>Total Savings \$181,680</i>							
	Reduce the salaries budget in General Fund Continuing Projects to reflect historical actual expenditures. Average expenditures in this category over the past four years are at \$7 million. However, the proposed FY 2018-19 budget increased this budget to \$8.8 million. This reduction leaves the overall salaries in this area with a budget of \$8.3 million.						Ongoing savings.							
2913 Program Specialist	1.00	0.00	\$95,953	\$0	\$95,953	x		1.00	0.00	\$95,953	\$0	\$95,953	x	
Mandatory Fringe Benefits			\$41,152	\$0	\$41,152	x				\$41,959	\$0	\$41,959	x	
1426 Senior Clerk Typist	(1.00)	1.00	(\$69,333)	\$69,333	(\$69,333)	x		(1.00)	1.00	(\$69,333)	\$69,333	(\$69,333)	x	
Mandatory Fringe Benefits			(\$33,341)	\$33,341	(\$33,341)	x				(\$34,145)	\$34,145	(\$34,145)	x	
	<i>Total Savings \$34,431</i>						<i>Total Savings \$34,434</i>							
	Deny the request for an upward substitution of 1.00 FTE 1426 Senior Clerk Typist to 1.00 FTE 2913 Program Specialist. The Department currently has seven vacant positions in this job classification. The Budget and Legislative Analyst recommends that the Department fill their existing vacant positions before expanding their staffing resources.						Ongoing savings.							

**FY 2018-19**

**Total Recommended Reductions**

	One-Time	Ongoing	Total
General Fund	\$100,000	\$1,242,645	\$1,342,645
Non-General Fund	\$0	\$358,650	\$358,650
<b>Total</b>	<b>\$100,000</b>	<b>\$1,601,295</b>	<b>\$1,701,295</b>

**FY 2019-20**

**Total Recommended Reductions**

	One-Time	Ongoing	Total
General Fund	\$0	\$877,138	\$877,138
Non-General Fund	\$0	\$255,196	\$255,196
<b>Total</b>	<b>\$0</b>	<b>\$1,132,334</b>	<b>\$1,132,334</b>



Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget

HSA - Human Services Agency

Account Title	FY 2018-19							FY 2019-20							
	FTE		Amount				Savings	GF	1T	FTE		Amount			
	From	To	From	To	From	To				From	To	Savings	GF	1T	

**Policy/Reserve Recommendations**

Division Description														
Dignity Fund			\$3,000,000	\$0	\$3,000,000	x	x			\$6,000,000	\$0	\$6,000,000	x	x
	<i>Total Savings</i>				<i>\$3,000,000</i>			<i>Total Savings</i>				<i>\$6,000,000</i>		
Place \$3,000,000 of the appropriation from the Dignity Fund on Budget and Finance Reserve, as the Department still requires Board of Supervisor approval for the service allocation plan for FY 2018-19. The Budget and Legislative Analyst recommends that the Department present their proposed budget to the Board of Supervisors prior to accessing these funds.							Ongoing savings							

FY 2018-19  
Total Policy/Reserve Recommendations

	One-Time	Ongoing	Total
General Fund	\$3,000,000	\$0	\$3,000,000
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$3,000,000</b>	<b>\$0</b>	<b>\$3,000,000</b>

FY 2019-20  
Total Policy/Reserve Recommendations

	One-Time	Ongoing	Total
General Fund	\$6,000,000	\$0	\$6,000,000
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$6,000,000</b>	<b>\$0</b>	<b>\$6,000,000</b>

**YEAR ONE: FY 2018-19**

Budget Changes

The Department’s proposed \$271,426,796 budget for FY 2018-19 is \$21,042,322 or 8.4% more than the original FY 2017-18 budget of \$250,384,474.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2018-19 are 124.43 FTEs, which are 9.76 FTEs more than the 114.67 FTEs in the original FY 2017-18 budget. This represents an 8.5% increase in FTEs from the original FY 2017-18 budget.

Revenue Changes

The Department's revenues of \$93,245,927 in FY 2018-19, are \$8,407,171 or 9.9% more than FY 2017-18 revenues of \$84,838,756.

**YEAR TWO: FY 2019-20**

Budget Changes

The Department’s proposed \$271,246,511 budget for FY 2019-20 is \$180,285 or 0.1% less than the Mayor’s proposed FY 2018-19 budget of \$271,426,796.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2019-20 are 125.68 FTEs, which are 1.25 FTEs more than the 124.43 FTEs in the Mayor’s proposed FY 2018-19 budget. This represents a 1.0% increase in FTEs from the Mayor’s proposed FY 2018-19 budget.

Revenue Changes

The Department's revenues of \$107,160,899 in FY 2019-20, are \$13,914,972 or 14.9% more than FY 2018-19 estimated revenues of \$93,245,927.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2018-19 AND FY 2019-20**

**DEPARTMENT:** HOM – HOMELESSNESS AND SUPPORTIVE HOUSING

**SUMMARY OF 3-YEAR HISTORICAL & PROPOSED BUDGET YEAR EXPENDITURES AND FTE AUTHORITY:**

	FY 2016-17 Budget	FY 2017-18 Budget	FY 2018-19 Proposed	FY 2019-20 Proposed
Homelessness and Supportive Housing	224,153,460	250,384,474	271,426,796	271,246,511
FTE Count	108.91	114.67	124.43	125.68

The Department’s budget increased by \$47,273,336 or 21.1% from the adopted budget in FY 2016-17 to the proposed budget in FY 2018-19. The Department’s FTE count increased by 15.52 or 14.3% from the adopted budget in FY 2016-17 to the proposed budget in FY 2018-19.

**FY 2018-19**

**The Department’s proposed FY 2018-19 budget has increased by \$21,042,322 largely due to:**

Through Resolution No. 134-18 (File 18-0427), the Board of Supervisors urged the Mayor to prioritize the prevention of homelessness, exits into housing, and increased funding for transitional-aged youth, and individuals with chronic mental illness in the proposed budgets for FY 2018-19 and FY 2019-20.

The increase in the FY 2018-19 proposed budget is primarily due to investments in homeless services and programs, including opening new navigation centers, expansion of traditional shelters, increasing the supply of Permanent Supportive Housing beds, and new Access Points, which will connect adults, youth and families to services. The FY 2018-19 proposed budget also includes additional staffing resources to support this expansion in services.

In the FY 2018-19 proposed budget, \$13,437,000 of the total funding was contingent on the passage of Measure D during the June 2018 elections. San Francisco voters did not approve Measure D. Funding from Measure D was planned to finance a navigation center for transitional-aged youth, 100 new slots for adults to receive rapid rehousing benefits, and an increase in the flexible housing pool budget. The Department of Homelessness and Supportive Housing must now rebalance their budget to account for the absence of Measure D funds.

**FY 2019-20**

**The Department’s proposed budget for FY 2019-20 is a 0.1% decrease from the proposed budget for FY 2018-19.**

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2018-19 AND FY 2019-20**

**DEPARTMENT:** HOM – HOMELESSNESS AND SUPPORTIVE HOUSING

**RECOMMENDATIONS**

**YEAR ONE: FY 2018-19**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$425,349 in FY 2018-19. Of the \$425,349 in recommended reductions, \$61,869 are ongoing savings and \$363,480 are one-time savings. These reductions would still allow an increase of \$20,616,973 or 8.23% in the Department's FY 2018-19 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended encumbrances of \$375,000, and \$390,225 on Budget and Finance Committee Reserve, for total General Fund savings of \$765,225.

**YEAR TWO: FY 2019-20**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$291,697 in FY 2019-20. Of the \$291,697 in recommended reductions, \$61,869 are ongoing savings and \$229,828 are one-time savings.

**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

**HOM - Homelessness and Supportive Housing**

Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To					
<b>203646 - HOM Programs</b>														
9993M_Z Attrition Savings	(2.25)	(4.30)	(\$220,864)	(\$420,864)	\$200,000	x	x							
Mandatory Fringe Benefits			(\$93,876)	(\$173,476)	\$79,600	x	x							
	<i>Total Savings \$279,600</i>							<i>Total Savings \$0</i>						
	Increase attrition savings to account for staff turnover and hiring delays. The Department is projected to have \$1.1 million in salary savings in FY 2017-18. Furthermore, the Department decreased their budgeted attrition rate from 6.0 percent to 3.4 percent for the two upcoming fiscal years despite the projected salary savings in FY 2017-18 along with the addition of 6.16 FTE new positions and several upward position substitutions. The Department also has a vacancy rate of 14.7 percent.							One-time savings in FY 2018-19.						
Step Adjustments, Miscellaneous			(\$86,899)	(\$133,768)	\$46,869	x				(\$86,899)	(\$133,768)	\$46,869	x	
	Increase the budgeted position step adjustments for new staff positions.							Ongoing savings.						
Materials & Supplies			\$168,165	\$153,165	\$15,000	x				\$168,165	\$153,165	\$15,000	x	
	<i>Total Savings \$15,000</i>							<i>Total Savings \$15,000</i>						
	Reduce the materials & supplies budget in the programs division by \$15,000. The Dept. has underspent their materials and supplies budget by at least \$60,000 each fiscal year.							Ongoing savings.						

175

GF = General Fund  
1T = One Time

**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

**HOM - Homelessness and Supportive Housing**

Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To	From	To			
	<b>203645 - HOM Administration</b>													
Rents-Leases-Bldgs&Struct-Bdgt										\$4,708,136	\$4,478,308	\$229,828	x	x
	One-time savings in FY 2019-20.							Reduce the rent, leases, buildings, and structures budget to reflect projected annual expenditures.						
9993M_Z Attrition Savings	(1.45)	(2.42)	(\$171,242)	(\$571,242)	\$60,000		x	x						
Mandatory Fringe Benefits			(\$68,112)	(\$91,992)	\$23,880		x	x						
	<i>Total Savings \$83,880</i>							<i>Total Savings \$0</i>						
	Increase attrition savings to account for the project \$1.1 million in salary savings for FY 2017-18. During FY 2017-18, the Department budgeted an attrition rate of 6.0 percent. The Department decreased their budgeted attrition rate to 3.4 percent for the two upcoming fiscal years despite the projected salary savings in FY 2017-18, addition of 6.16 FTE new positions, and several upward position substitutions. The Department also removed all step adjustments for positions that fall under HOM Administration.							One-time savings in FY 2018-19.						

	FY 2018-19 Total Recommended Reductions		
	One-Time	Ongoing	Total
	General Fund	\$363,480	\$61,869
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$363,480</b>	<b>\$61,869</b>	<b>\$425,349</b>

	FY 2019-20 Total Recommended Reductions		
	One-Time	Ongoing	Total
	General Fund	\$229,828	\$61,869
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$229,828</b>	<b>\$61,869</b>	<b>\$291,697</b>

**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

**HOM - Homelessness and Supportive Housing**

Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To	From	To			
<b>Recommended Close Out of Prior Year Appropriations</b>														
	<b>203646 - HOM Programs</b>													
			\$390,225	\$0	\$390,225	x	x							
	<i>Total Savings</i>		<i>\$390,225</i>											
	The Board of Supervisors placed \$390,225 on Budget and Finance Committee reserve to purchase furniture, fixtures, and equipment for 440 Turk Street that is not needed. Therefore the Budget and Finance Committee should request the Controller to close-out \$390,225 and make these funds available to the Board of Supervisors.													
			\$375,000	\$0	\$375,000	x	x							
	<i>Total Savings</i>		<i>\$375,000</i>											
	Request the Controller to close out \$375,000 in prior year encumbrances and make these funds available to the Board of Supervisors.													

	FY 2018-19		
	One-Time	Ongoing	Total
General Fund	\$765,225	\$0	\$765,225
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$765,225</b>	<b>\$0</b>	<b>\$765,225</b>

	FY 2019-20		
	One-Time	Ongoing	Total
General Fund	\$0	\$0	\$0
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

177  
GF = General Fund  
1T = One Time

**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

**HOM - Homelessness and Supportive Housing**

Account Title	FY 2018-19							FY 2019-20						
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To	From	To			
<b>Policy/Reserve Recommendations</b>														
	<b>203646 - HOM Programs</b>													
OthDep			\$0	\$0	\$0					\$943,062	\$0	\$943,062	x	x
	<i>Total Savings</i>				\$0				<i>Total Savings</i>		\$943,062			
	Savings in FY 2019-20.							Place \$943,062 of the requested OthDep budget on Budget and Finance Reserve, as these funds were tied to the passage of Measure D during the June 2018 election. Unfortunately, this measure did not pass and therefore, the Department will not receive revenues from a tax on commercial rents to fund the navigation center for transitional-aged youth, 100 new slots for adults in need of rapid rehousing, and an increase in the flexible housing subsidy pool. The Department must now rebalance their budget to account for the absence of these funds.						
Programmatic Projects			\$13,437,000	\$0	\$13,437,000	x	x			\$26,218,938	\$0	\$26,218,938	x	x
	<i>Total Savings</i>				\$13,437,000				<i>Total Savings</i>		\$26,218,938			
	Place \$13,437,000 of the programmatic projects budget under SR Housing for All on the Budget and Finance Reserve, as these funds were contingent on the passage of Measure D during the June 2018 elections. Unfortunately, this measure did not pass and therefore the Department will not receive revenues from a tax on commercial rents to fund a navigation center for transitional-aged youth, 100 new slots for adults in need of rapid rehousing, and an increase in the flexible housing subsidy pool. The Department must now rebalance their budget to account for the absence of these funds.							Ongoing savings.						

	FY 2018-19 Total Policy/Reserve Recommendations		
	One-Time	Ongoing	Total
General Fund	\$13,437,000	\$0	\$13,437,000
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$13,437,000</b>	<b>\$0</b>	<b>\$13,437,000</b>

	FY 2019-20 Total Policy/Reserve Recommendations		
	One-Time	Ongoing	Total
General Fund	\$27,162,000	\$0	\$27,162,000
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$27,162,000</b>	<b>\$0</b>	<b>\$27,162,000</b>



**YEAR ONE: FY 2018-19**

Budget Changes

The Department's proposed \$16,060,046 budget for FY 2018-19 is \$332,239 or 2.1% more than the original FY 2017-18 budget of \$15,727,807.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2018-19 are 76.41 FTEs, which are 0.72 FTEs less than the 77.13 FTEs in the original FY 2017-18 budget. This represents a 0.9% decrease in FTEs from the original FY 2017-18 budget.

Revenue Changes

The Department's revenues of \$379,146 in FY 2018-19, are \$3,010 or 0.8% less than FY 2017-18 revenues of \$382,156.

**YEAR TWO: FY 2019-20**

Budget Changes

The Department's proposed \$16,106,866 budget for FY 2019-20 is \$46,820 or 0.3% more than the Mayor's proposed FY 2018-19 budget of \$16,060,046.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2019-20 are 76.38 FTEs, which are 0.03 FTEs less than the 76.94 FTEs in the Mayor's proposed FY 2018-19 budget. This represents a 0.0% change in FTEs from the Mayor's proposed FY 2018-19 budget.

Revenue Changes

The Department's revenues of \$379,146 in FY 2019-20 are the same as the FY 2018-19 estimated revenues of \$379,146.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2018-19 AND FY 2019-20**

**DEPARTMENT:** BOS – BOARD OF SUPERVISORS

**SUMMARY OF 5-YEAR HISTORICAL & PROPOSED BUDGET YEAR EXPENDITURES AND FTE AUTHORITY:**

	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
	Budget	Budget	Budget	Budget	Budget	Proposed
<b>BOS</b>	\$12,890,477	\$13,485,197	\$14,685,074	\$14,647,983	\$15,727,807	\$16,060,046
<b>FTE</b>	79.00	79.16	79.91	79.00	77.13	76.41

The Department’s budget increased by \$3,169,569 or 24.6% from the adopted budget in FY 2013-14 to the proposed budget in FY 2018-19. The Department’s FTE count decreased by 2.59 or 3.3% from the adopted budget in FY 2013-14 to the proposed budget in FY 2018-19.

**FY 2018-19**

The Department’s proposed FY 2018-19 budget has increased by \$332,239 largely due to procurement of a new Constituent Management System. The Department’s proposed budget includes one-time expenses of \$110,000 in FY 2018-19 for a contractor to customize and configure the new system, and ongoing expenses of \$75,000 per year in licensing fees for the Salesforce product.

**FY 2019-20**

The Department’s proposed FY 2019-20 budget has increased by \$46,820 largely due to cost of living adjustments.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2018-19 AND FY 2019-20**

**DEPARTMENT:** BOS – BOARD OF SUPERVISORS

**RECOMMENDATIONS**

**YEAR ONE: FY 2018-19**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$53,778 in FY 2018-19. All of the recommended reductions are ongoing savings. These reductions would still allow an increase of \$278,461 or 1.8% in the Department's FY 2018-19 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended encumbrances of \$12,822, for total General Fund savings of \$66,600.

**YEAR TWO: FY 2019-20**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$23,636 in FY 2019-20. All of the recommended reductions are ongoing savings. These reductions would still allow an increase of \$23,184 or 0.1% in the Department's FY 2019-20 budget.

**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2018-19 and FY 2019-20 Two-Year Budget**

**BOS - Board of Supervisors**

Account Title	FY 2018-19						FY 2019-20							
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To					
<b>BOS Supervisors</b>														
Attrition Savings			\$0	(\$26,850)	\$26,850	x				\$0	(\$9,174)	\$9,174	x	
Mandatory Fringe Benefits			\$0	(\$10,740)	\$10,740	x				\$0	(\$3,670)	\$3,670	x	
	<i>Total Savings</i>					\$37,590		<i>Total Savings</i>					\$12,844	
	Increase Attrition Savings for expected employee turnover due to elections.						Increase Attrition Savings for expected vacancies.							
Premium Pay			\$69,369	\$54,369	\$15,000	x				\$69,369	\$59,369	\$10,000	x	
Mandatory Fringe Benefits			\$5,494	\$4,306	\$1,188	x				\$5,494	\$4,702	\$792	x	
	<i>Total Savings</i>					\$16,188		<i>Total Savings</i>					\$10,792	
	Reduce Premium Pay based on analysis of legislative aide's longevity premium eligibility.						Reduce Premium Pay based on analysis of legislative aide's longevity premium eligibility.							

FY 2018-19 Total Recommended Reductions			
	One-Time	Ongoing	Total
General Fund	\$0	\$53,778	\$53,778
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$53,778</b>	<b>\$53,778</b>

FY 2019-20 Total Recommended Reductions			
	One-Time	Ongoing	Total
General Fund	\$0	\$23,636	\$23,636
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$23,636</b>	<b>\$23,636</b>

Year	Department Code	Fund Code	Supplier No	Supplier Name	Project Code	Remaining Balance
2016	229018	10000	0000021899	DAILY JOURNAL CORPORATION	10003454	12822.80
<b>Total</b>						12822.80



File #180574

**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

**Budget Overview Report**

To: Budget and Finance Committee  
From: Budget and Legislative Analyst's Office  
Re: Overview of the Mayor's Proposed FY 2018-20 Budget  
Date: June 11, 2018

---

**Growth in the City's Budget**

**Budget Growth Outstrips Population Growth and Inflation**

The City's budget has grown by 29.1 percent over the past five years from \$8.6 billion in FY 2014-15 to \$11.1 billion in the Mayor's proposed FY 2018-19 budget, as shown in Table 1 below. The average annual growth rate in total budgeted expenditures during this period was 6.5 percent:

At the same time, as seen in Table 1 below, the City's population increased at a much slower rate of 3.6 percent from 853,258 as of July 1, 2014 to 884,363 as of July 1, 2017. Similarly, the consumer price index for the San Francisco area averaged 2.9 percent per year from 2014 to 2017.

**General Fund Growth also Faster than Population Growth and Inflation**

The City's General Fund budget has grown by 28.8 percent over the past five years from \$4.3 billion in FY 2014-15 to \$5.5 billion in the Mayor's proposed FY 2018-19 budget, as shown in Table 1 below. This average annual growth rate in General Fund budgeted expenditures during this period was 6.6 percent.

**Table 1: Comparison of Growth in City Budget to Population Growth and Inflation - FY 2014-15 to FY 2018-19**

	FY 2014-15 Budget	FY 2015-16 Budget	FY 2016-17 Budget	FY 2017-18 Budget	FY 2018-19 Proposed	% Increase FY 2014-15 to FY 2018-19
<i>General Fund</i>						
Expenditures	4,270,953,200	4,587,552,026	4,859,781,042	5,147,557,828	5,515,883,850	29.1%
Annual Growth Rate	n/a	7.4%	5.9%	5.9%	7.2%	
<i>Non General Fund</i>						
Expenditures	4,310,878,712	4,351,222,057	4,727,695,408	4,971,520,172	5,537,804,290	28.5%
Total Expenditures	<b>8,581,831,912</b>	<b>8,938,774,083</b>	<b>9,587,476,450</b>	<b>10,119,078,000</b>	<b>11,053,688,140</b>	<b>28.8%</b>
Annual Growth Rate		4.2%	7.3%	5.5%	9.2%	
City Population <sup>a</sup>	853,258	866,320	876,103	884,363	n/a	3.6%
Annual Growth Rate	n/a	1.5%	1.1%	0.9%	n/a	
Annual CPI Increase <sup>b</sup>	2.8%	2.6%	3.0%	3.2%	n/a	

Expenditures Source: Approved Annual Appropriation Ordinances (FY 2014-15 & 2015-16 through FY 2017-18 & 2018-19) and FY 2018-19 & 2019-20 Mayor's Budget Book.

<sup>a</sup> Source: U.S. Census Bureau <https://www.census.gov/data/tables/2017/demo/pepsect/counties-total.html> ; population as of July 1

<sup>b</sup> Consumer Price Index (CPI) Source: U.S. Department of Labor, Bureau of Labor Statistics Historical CPI report (San Francisco-Oakland-Hayward): [https://www.bls.gov/regions/west/data/consumerpriceindex\\_sanfrancisco\\_table.pdf](https://www.bls.gov/regions/west/data/consumerpriceindex_sanfrancisco_table.pdf)

## Position Growth

The City's budgeted full time equivalent (FTE) positions<sup>1</sup> have grown by 10.1 percent over the past five years from 28,435.37 in FY 2014-15 to 31,320.62 in the Mayor's proposed FY 2018-19 budget as shown in Table 2 below. The average annual rate of growth in positions over this period was 2.5 percent.

**Table 2: Growth in Citywide Positions - FY 2014-15 to FY 2018-19 <sup>a</sup>**

	FY 2014-15 Budget	FY 2015-16 Budget	FY 2016-17 Budget	FY 2017-18 Budget	FY 2018-19 Proposed	% Increase FY 2014-15 to FY 2018- 19
Position Count	28,435.37	29,552.57	30,626.47	30,834.61	31,320.62	10.1%
Annual Increase	n/a	1,117.20	1,073.90	208.14	486.01	
Annual Growth Rate	n/a	3.9%	3.6%	0.7%	1.6%	

Source: Approved Annual Appropriation Ordinances (FY 2014-15 & 2015-16 through FY 2017-18 & 2018-19) and FY 2018-19 & 2019-20 Mayor's Budget Book

<sup>a</sup> Positions include all authorized FTEs in the operating budget, less attrition due to turnover and vacancies. These positions do not include off-budget positions allocated to capital and other off-budget projects.

<sup>1</sup> This represents the total authorized operating positions, less attrition due to position turnover and vacancies. Off-budget positions that are funded as part of multi-year capital projects or outside agencies are not included.



### Total Salary and Fringe Benefit Growth

Budgeted salaries and mandatory fringe benefits have grown at a higher rate than the total positions. Total budgeted salary and mandatory fringe benefits have grown by 20.8 percent over the last five years from \$4.3 billion in FY 2014-15 to \$5.2 billion in the Mayor's proposed FY 2018-19 budget, shown in Table 3 below, compared to 10.1 percent growth in positions. The average annual growth rate of citywide salary and fringe costs over this period was 4.9 percent.

**Table 3: Growth in Citywide Salary and Fringe Benefit Budgets - FY 2014-15 to FY 2018-19**

	FY 2014-15 Budget	FY 2015-16 Budget	FY 2016-17 Budget	FY 2017-18 Budget	FY 2018-19 Proposed	% Increase FY 2014-15 to FY 2018-19
Salaries	2,928,402,763	3,125,339,766	3,334,097,142	3,456,800,600	3,618,115,010	23.6%
Annual Growth Rate	n/a	6.7%	6.7%	3.7%	4.7%	n/a
Mandatory Fringe Benefits	1,381,094,290	1,330,216,698	1,408,839,584	1,506,639,742	1,589,661,330	15.1%
Annual Growth Rate	n/a	-3.7%	5.9%	6.9%	5.5%	n/a
<b>Total</b>	<b>4,309,497,053</b>	<b>4,455,556,464</b>	<b>4,742,936,726</b>	<b>4,963,440,342</b>	<b>5,207,776,340</b>	<b>20.8%</b>
Total Growth Rate	n/a	3.4%	6.4%	4.6%	4.9%	n/a

Source: Approved Annual Appropriation Ordinances (FY 2014-15 & 2015-16 through FY 2017-18 & 2018-19); FY 2018-19 & 2019-20 Mayor's Budget Book; FY 2018-19 & 2019-20 Proposed Annual Appropriation Ordinance

### General Fund Salary and Fringe Benefit Growth

General Fund budgeted salary and mandatory fringe benefits have grown at a higher rate over five years than overall budgeted salary and mandatory fringe benefits: 24.1 percent compared to 20.8 percent. The average annual growth rate of citywide General Fund salary and fringe costs over this period was 5.6 percent. Table 4 below shows budgets and growth rates for General Fund salaries and mandatory fringe benefits.

**Table 4: Growth in Citywide General Fund Salary and Mandatory Fringe Benefit Budgets - FY 2014-15 to FY 2018-19**

	FY 2014-15 Budget	FY 2015-16 Budget	FY 2016-17 Budget	FY 2017-18 Budget	FY 2018-19 Proposed	% Increase FY 2014- 15 to FY 2018-19
Salaries	1,399,701,082	1,493,905,280	1,611,668,310	1,658,267,335	1,746,812,281	24.8%
Annual Growth Rate	N/A	6.7%	7.9%	2.9%	5.3%	N/A
Mandatory Fringe Benefits	596,536,295	586,289,616	634,090,122	679,078,064	729,844,299	22.3%
Annual Growth Rate	N/A	-1.7%	8.2%	7.1%	7.5%	N/A
<b>General Fund Total</b>	<b>1,996,237,377</b>	<b>2,080,194,896</b>	<b>2,245,758,432</b>	<b>2,337,345,399</b>	<b>2,476,656,580</b>	<b>24.1%</b>
Total Growth Rate	N/A	4.2%	8.0%	4.1%	6.0%	N/A

Source: Approved Annual Appropriation Ordinances (FY 2014-15 & 2015-16 through FY 2017-18 & 2018-19); FY 2018-19 & 2019-20 Mayor's Budget Book; FY 2018-19 & 2019-20 Proposed Annual Appropriation Ordinance

### General Fund Position Growth in FY 2018-19

The Mayor's proposed budget in FY 2018-19 increases the number of General Fund positions by 2 percent, from 19,462 FTE positions in FY 2017-18 to 19,816 FTE positions in FY 2018-19. Almost all of the City's General Fund departments increased the number of FTE positions in the FY 2018-19 budget, either through adding new positions or reducing the amount of budgeted attrition.<sup>2</sup> The City departments with the largest increase in positions in FY 2018-19 were Police (100 positions), and Public Health (97 positions).

### Salary Savings

City departments spend from 2 percent to 3 percent less in General Fund salaries and mandatory fringe benefits than budgeted each year. These salary savings ranged from \$60.5 million in FY 2014-15 to \$47.2 million in FY 2016-17. Projected salary savings in FY 2017-18 are \$48.2 million, shown in Table 5 below. Some salary savings are offset by reductions in federal, state, or other reimbursements.

<sup>2</sup> As noted above, the number of positions authorized in the City's Annual Salary Ordinance is greater than the number of budgeted positions; the City subtracts from the total amount of salaries in the budget to account for position vacancies and turnover (attrition). City departments reduce their budgeted attrition (i.e., include a smaller negative number, or subtract less) to allow for more hiring.

**Table 5: General Fund Salary and Fringe Benefit Savings – FY 2014-15 to FY 2017-18**

	FY 2014-15 Actual	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Projected
Salary and Fringe Benefit Savings	\$60,461,626	\$54,986,426	\$47,244,894	\$48,247,475

Source: FY 2014-15 to FY 2016-17 Controller’s High Level Monthly Financial Report; FY 2017-18 Controller’s Labor Budget vs. Projection Report

## Discretionary General Fund

The Citywide General Fund budget increased by 7.2 percent from \$5.1 billion in FY 2017-18 to \$5.5 billion in FY 2018-19, as noted above. Not all General Fund revenues are discretionary. Some General Fund revenues have been set aside for specific uses by the voters.<sup>3</sup> After subtracting General Fund revenues set aside for specific General Fund purposes, the Mayor’s proposed budget includes \$2.2 billion in discretionary General Fund revenues in FY 2018-19.

## Budgetary Reserves

The City’s Administrative Code sets policies for budgetary reserves. These include:

- Rainy Day Reserve, in which General Fund revenues in the budget year exceeding 5 percent of prior year General Fund revenue are deposited; 75 percent of these excess revenues go to the City and 25 percent go to the San Francisco Unified School District.
- General Reserve, which equals 2.5 percent of General Fund revenues in FY 2018-19.
- Budget Stabilization Reserve, which augments the Rainy Day Reserve, and receives deposits of real property transfer taxes in excess of average annual receipts for the prior five fiscal years and unassigned General Fund balances in a given fiscal year.

According to the Controller’s FY 2017-18 Nine-Month Budget Status Report, these reserves are expected to total \$448.9 million at the end of the fiscal year, equal to 9.2 percent of General Fund revenues. The Mayor’s proposed FY 2018-19 continues this level of reserves.

## Impact of June 2018 Ballot Propositions

The Mayor’s proposed FY 2018-19 and FY 2019-20 budget includes programs in the Department of Homelessness and Supportive Housing to be funded by Proposition D, which would impose a 1.7 percent gross receipts tax on commercial leases to fund homeless services and housing for extremely low to middle income households. The proposed FY 2018-19 budget includes \$13.4 million for 100 new

<sup>3</sup> The City currently has 19 budget set-asides approved by the voters.

rapid rehousing slots, a navigation center for transitional age youth, and a flexible housing subsidy pool. As of the writing of this report, this ballot proposition did not receive the required 2/3 approval by voters in the June 2018 election.

---

## **Use of One-time Funds to Balance the Budget**

The *Five Year Financial Plan Update for General Fund Supported Operations FY 2018-19 through FY 2021-22*<sup>4</sup> noted that projected revenue growth over the next five years is insufficient to match the projected growth in expenditures. In order to balance the budget in FY 2018-19, the Mayor has allocated \$190.9 million in prior year fund balance as a source of funds. While the use of one-time fund balance allows the City to avoid short-term budget deficits, over the long-term the City's structural deficit is increasing.

---

## **The Board's Budget Priority Areas and the Proposed Budget**

In April and May 2018 the Board of Supervisors adopted three resolutions, which urged the Mayor to incorporate budget priority issues in the proposed budget. The citywide budget priorities adopted by the Board are:

- (1) Street cleaning (Resolution 125-18), including
  - expansion of the Pit Stop program, a one-time increase in City grant funding to non-profit organizations to provide localized manual cleaning in neighborhoods and commercial corridors; and investment in steam cleaners to assist in localized cleanup of potentially hazardous materials;
  - implementing the updated public trash can redesign program in the FY 2019-20 budget;
  - identifying opportunities for staff retention in street cleaning programs (Mayor's Office of Economic and Workforce Development, Human Services Agency, and Department of Public Works); and
  - considering geographic equity and citywide cleanliness demands a central tenant of any street cleaning program expansion.
- (2) Homelessness (Resolution 134-18), including
  - prioritizing prevention, problem solving, and speedy exits from homelessness;
  - resources for eviction defense legal services;
  - prioritizing the creation of a navigation center for transitional age youth and other resources/funding for transitional age youth;
  - increasing outreach and treatment beds for chronically homeless individuals with mental illness or substance use disorders; and
  - plans for reducing street encampments.

---

<sup>4</sup> Joint Report by the Controller's Office, Mayor's Office, and Budget and Legislative Analyst's Office.

- (3) Other cross-departmental budget priorities (Resolution 150-18), including
- workforce development programs for transitional aged youth, and homeless and formerly homeless adults;
  - planning for use of existing workforce development infrastructure to develop a pipeline to City employment;
  - emphasizing programs for senior pedestrian safety and transportation;
  - hiring plan for school crossing guards;
  - out of school programs for youth, including summer and workforce development programs; and
  - support for cultural districts.

We will provide a separate report to the Board of Supervisors, identifying how these programs have been included in the Mayor's FY 2018-19 budget.

**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 11, 2018

**TO:** Budget and Finance Committee

**FROM:** Budget and Legislative Analyst



**SUBJECT:** June 13, 2018 Special Budget and Finance Committee Meeting

**TABLE OF CONTENTS**

Item	File	Page
5 & 6	18-0574	Budget and Appropriation Ordinance for Departments - FYs 2018-2019 and 2019-2020
	18-0575	Annual Salary Ordinance - FYs 2018-2019 and 2019-2020..... 1

<p>Items 5 and 6 Files 18-0574 and 18-0575</p>	<p>Controller</p>
--	-------------------

**MANDATE STATEMENT/ DETAILS OF PROPOSED LEGISLATION**

The proposed FY 2018-19 and FY 2019-20 Annual Appropriation Ordinance (File 18-0574) and Annual Salary Ordinance (File 18-0575) contain the administrative provisions governing these ordinances.

**Administrative Provisions of the Annual Appropriation Ordinance**

Major revisions recommended by the Controller to the Administrative Provisions of the Annual Appropriation Ordinance (AAO) are as follows:

- Section 12.14 – CleanPowerSF: Under the existing provision, customer payments and other CleanPowerSF revenues are deposited into a special revenue fund and appropriated to pay for power purchase obligations and CleanPowerSF operating expenses. The San Francisco Public Utilities Commission projects disbursement of \$40.8 million in CleanPowerSF revenues in FY 2017-18 and \$1.5 million to be carried forward to FY 2018-19, totaling \$42.3 million.

The revised provision (a) allows for the Controller to disburse prior years’ unspent revenues as well revenues appropriated in FY 2018-19 and FY 2019-20 to pay for Clean PowerSF power purchase obligations and operating, and (b) estimates the amount of such revenues to be \$112,415,632 in FY 2018-19 and \$156,864,143 in FY 2019-20.

- Section 32 – Labor Cost Contingency Reserve: The FY 2017-18 AAO allocated \$50,000,000 to a budget contingency reserve designated for the Zuckerberg San Francisco General Hospital Operating Fund for the purpose of managing cost and revenue uncertainty related to federal and state changes to the administration and funding of the Affordable Care Act during the term of proposed budget. No funds were drawn from this reserve in FY 2017-18.

The FY 2018-19 AAO allocates \$70,000,000 of prior year unassigned fund balance to a new budget contingency reserve to pay for wage and salary provisions to be negotiated in the City’s labor contracts in FY 2019-20 and increases in health and pension costs.

- Section 33 – State and Federal Revenue Risk Reserve: Under the existing provision \$10,000,000 of unassigned fund balance from FY 2016-17 was allocated to a budget contingency reserve in FY 2018-19 (the second year of the two-year FY 2017-18 and FY 2018-19 budget) for the purpose of managing state and federal revenue uncertainty. This reserve was depleted in FY 2017-18.

The proposed FY 2018-19 AAO creates a budget contingency reserve in FY 2018-19 and FY 2019-10 of \$40,000,000 to manage federal, state, and other revenue uncertainty.

This allocation is not included in the calculations of deposits to the Budget Stabilization Reserve as required in Administrative Code Section 10.60 (c).

- Section 34 – Transbay Joint Powers Authority Financing: The existing provision provides for the assignment of property tax increment to repay the bridge loan to the Transbay Joint Powers Authority approved by the Board of Supervisors in May 2017. As of May 2018, the Transbay Joint Powers Authority had drawn \$103 million of the authorized \$260 million loan.

The revised provision provides for the appropriation of funds from “sources received for purposes of payment of debt service” (which includes but is not limited to property tax increment) to pay debt service on Transbay Community Facilities District special tax bonds as well as the City’s bridge loan.

- Section 35 – Implementation of Proposed November 2018 Ballot Measure to Dedicate Hotel Tax Proceeds: A motion is pending before the Board of Supervisors (File 18-0122) to submit an ordinance to the voters in November 2018 to allocate a portion of hotel tax revenues to arts and cultural purposes. This ballot measure, if approved by the Board of Supervisors and the voters, would allocate \$34 million in hotel tax revenues each year to Grants for the Arts, Cultural Equity Endowment, Cultural Centers, and other arts and culture programs. This new Section 35 would allow the Controller to transfer funds from the General Fund to the respective arts programs if the ballot measure were to fail.

#### **Administrative Provisions of the Annual Salary Ordinance**

The Annual Salary Ordinance (ASO) administrative provisions revise several provisions for stipends to City employees to increase the stipend amount reflecting cost of living increases and collective bargaining agreements.

#### **Recommendation**

- Approval of the new Section 35 of the administrative provisions to the Annual Appropriation Ordinance (File 18-0574) is a policy matter for the Board of Supervisors because the Board has not yet approved the underlying legislation (File 18-0122) to submit a ballot measure to the voters in November 2018. The Budget and Legislative Analyst recommends approving the other administrative provisions to the AAO and the administrative provisions to the ASO.



OFFICE OF THE MAYOR  
SAN FRANCISCO



MARK FARRELL  
MAYOR

RECEIVED  
BOARD OF SUPERVISORS  
SAN FRANCISCO  
2018 JUN -1 AM 11:35

To: Angela Calvillo, Clerk of the Board of Supervisors  
From: Kelly Kirkpatrick, Acting Mayor's Budget Director  
Date: June 1, 2018  
Re: Mayor's FY 2018-19 and FY 2019-20 Budget Submission

---

Madam Clerk,

In accordance with City and County of San Francisco Charter, Article IX, Section 9.100, the Mayor's Office hereby submits the Mayor's proposed budget by June 1<sup>st</sup>, corresponding legislation, and related materials for Fiscal Year 2018-19 and Fiscal Year 2019-20.

In addition to the Annual Appropriation Ordinance, Annual Salary Ordinance, and Mayor's Proposed FY 2018-19 and FY 2019-20 Budget Book, the following items are included in the Mayor's submission:

- The budget for the Treasure Island Development Authority for FY 2018-19 and FY 2019-20
- The budget for the Office of Community Investment and Infrastructure for FY 2018-19
- 15 separate pieces of legislation (see list attached)
- A Transfer of Function letter detailing the transfer of positions from one City department to another. See letter for more details.
- An Interim Exception letter
- A memo highlighting technical adjustments to the Mayor's Proposed May 1st Budget
- A letter addressing funding levels for consumer price index increases for nonprofit corporations or public entities for the coming two fiscal years

If you have any questions, please contact me at (415) 554-6125.

Sincerely,

A handwritten signature in black ink, appearing to read "Kelly Kirkpatrick".

Kelly Kirkpatrick  
Acting Mayor's Budget Director

cc: Members of the Board of Supervisors  
Harvey Rose  
Controller

DEPT	Budget & Finance Committee Calendar Date	Description or Title of Legislation	Type of Legislation
ADM	14-Jun	Neighborhood Beautification and Graffiti Clean-up Fund Tax Designation Ceiling	Ordinance
CON	14-Jun	Resolution Adjusting the Access Line Tax with the Consumer Price Index of 2018	Resolution
CON	14-Jun	Proposition J Contract Certification Specified Contracted-Out Services Previously Approved	Resolution
REC	14-Jun	Park Code - Tennis Center Fees	Ordinance
REC	14-Jun	Park Code - Golf Course Fees	Ordinance
CPC	15-Jun	Administrative Code – Planning Code Enforcement Fund	Ordinance
CPC	15-Jun	Planning Code - Fees for Certain Permits and Transportation Analysis	Ordinance
DAT	15-Jun	Administrative Code - Cash Revolving Fund for District Attorney's Office	Ordinance
DAT	15-Jun	Accept and Expend Grant - California Victim Compensation Board – Compensation for Crime Victims - \$2,164,014	Resolution
DPH	15-Jun	Health Code - Patient Rates 2017-2020	Ordinance
DPH	15-Jun	California Mental Health Services Authority – Participation Agreement – Presumptive Transfer	Resolution
DPH	15-Jun	Accept and Expend Grants- Recurring State Grant Funds - Department of Public Health- FY2018-2019	Resolution
HOM	15-Jun	Administrative Code - Mayor's Fund for the Homeless and Navigation Partnerships Fund	Ordinance
HOM	15-Jun	Homelessness and Supportive Housing Fund - FYs 2018-2019 and 2019-2020 Expenditure Plans	Resolution
POL	12-Jul	De-Appropriation and Re-Appropriation – Expenditures of \$6,174,381 Supporting Increased Workers' Compensation Expenditures – Police Department – FY 2017-2018	Ordinance



RECEIVED  
OFFICE OF SUPERVISORS  
SAN FRANCISCO

2018 JUN -1 AM 11:29

To: Angéla Calvillo, Clerk of the Board of Supervisors  
From: Kelly Kirkpatrick, Acting Mayor's Budget Director  
Date: June 1, 2018  
Re: Notice of Transfer of Functions under Charter Section 4.132

---

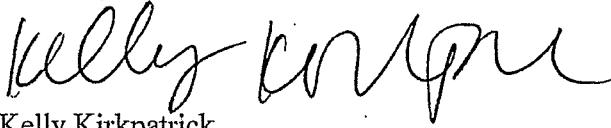
This memorandum constitutes notice to the Board of Supervisors under Charter Section 4.132 of transfers of functions between departments within the Executive Branch. All positions are regular positions unless otherwise specified. The positions include the following:

- Fourteen positions (1.0 FTE 0941 Manager VI, 2.0 FTE 1044 IS Engineer – Principal, 3.0 FTE 1043 IS Engineer – Senior, 1.0 FTE 1054 IS Business Analyst – Principal, 1.0 FTE 1042 IS Engineer – Journey, 1.0 FTE 1064 IS Programmer Analyst – Principal, 2.0 FTE 1053 IS Business Analyst – Senior, 1.0 FTE 1063 IS Programmer Analyst – Senior, 2.0 FTE 1052 IS Business Analyst) to be transferred from the Department of Technology (DT) to the City Administrator's (ADM) Digital Services Program. Currently, the Digital Services team is made up of both DT and ADM employees under ADM management. The program's consolidation within ADM will streamline efforts to improve the City's online service delivery.
- Eight positions (1.0 FTE 0941 Manager VI, 1.0 FTE 1043 IS Engineer – Senior, 1.0 FTE 1053 IS Business Analyst – Senior, 3.0 FTE 1054 IS Business Analyst – Principal, 1.0 FTE 1064 IS Programmer Analyst – Principal, and 1.0 FTE 1070 IS Project Director) to be transferred from the City Administrator's (ADM) JUSTIS program to the Department of Technology (DT). Currently, the JUSTIS program provides technical resources to integrate department case management systems and provide centralized maintenance and hosting to the JUSTIS Governance Council agencies. These technical functions will move to DT while the City Administrator continues to serve as Chair of the JUSTIS Governance Council.
- Three positions (1.0 FTE 0923 Manager II and 2.0 FTE 1823 Senior Administrative Analyst) to be transferred from the City Administrator's (ADM) Office of Short-Term Rentals to City Planning (CPC). Currently, the Office of Short-Term Rentals team is made up of both CPC and ADM employees under ADM management. The program's consolidation with City Planning will place both policy and enforcement activities in the same department.
- One position (1.0 FTE 1823 Senior Administrative Analyst) will transfer from the Human Services Agency (HSA) to the Department of Technology (DT) in order to centralize the Open Data team positions within DT.
- Two positions (1.0 FTE 1632 Senior Account Clerk and 1.0 FTE 2905 Senior Eligibility Worker) to be transferred from the Department of Homelessness and Supportive Housing (HSH) to the Mayor's Office of Housing and Community Development (MOHCD). These positions relate to the federal HOPWA (Housing Opportunities for People with

AIDS) program. The positions are moving into MOHCD because MOHCD manages the HOPWA Federal grant program for the City, and the positions are HOPWA-funded.

If you have any questions please feel free to contact my office.

Sincerely,

A handwritten signature in black ink, appearing to read "Kelly Kirkpatrick". The signature is fluid and cursive, with the first name "Kelly" being more prominent than the last name "Kirkpatrick".

Kelly Kirkpatrick  
Acting Mayor's Budget Director

cc: Members of the Budget and Finance Committee  
Harvey Rose  
Controller



RECEIVED MARK FARRELL  
BOARD OF SUPERVISORS MAYOR  
SAN FRANCISCO

2018 JUN -1 AM 11:29

To: Angela Calvillo, Clerk of the Board of Supervisors  
From: Kelly Kirkpatrick, Acting Mayor's Budget Director  
Date: June 1, 2018  
Re: Interim Exceptions to the Annual Salary Ordinance

---

I herein present exceptions to the Annual Salary Ordinance (ASO) for consideration by the Budget and Finance Committee of the Board of Supervisors. The City's standard practice is to budget new positions beginning in pay period 7, at 0.77 FTE. Where there is justification for expedited hiring, however, the Board may authorize exceptions to the Interim ASO, which allow new positions to be filled in the first quarter of the fiscal year, prior to final adoption of the budget.

Exceptions are being requested for the following positions:

***General Fund Positions (49.0 FTE)***

- **City Administrator (9.0 FTE)**

0922 Manager I (1.0 FTE): This position is off budget and funded by the Committee on Information Technology to lead the Digital Equity program. This would be a continuation of an expiring project-based position. This position will continue to serve as the central coordinator for City agencies and non-profits to close the digital divide by improving access and digital skills.

2992 Contract Compliance Officer I (2.0 FTE): These positions at the Contract Monitoring Division are funded by a work order from the Airport and will provide contract compliance services for critical capital projects currently underway at the Airport. Any delays in hiring these staff will result in delays to the capital projects at the Airport, resulting in further financial and operational losses.

1042 IS Engineer-Journey (1.0 FTE); 1043 IS Engineer-Senior (2.0 FTE); 1053 IS Business Analyst-Senior (1.0 FTE); 1054 IS Business Analyst-Principal (1.0 FTE): These positions in the Digital Services program are funded by a work order from the Mayor's Office of Housing and Community Development to develop the DAHLIA affordable housing portal. The work order was established mid-year during FY 2017-18 and the positions are currently being filled. Once filled, these hires will replace contractors currently developing the necessary functionalities of DAHLIA.

1823 Senior Administrative Analyst (1.0 FTE): This position at the Office of Citizen Engagement and Immigrant Affairs (OCEIA) will do community outreach ahead of the 2020 Census, ensuring an accurate census count and the financial resources and legislative representation that come with an accurate census count. It is critical this position be filled at the beginning of the fiscal year in order to ensure adequate time for planning and outreach ahead of the 2020 Census.

- **Adult Probation (6.0 FTE)**

8529 Probation Assistant (1.0 FTE): This Probation Assistant was hired using temporary salary funds in the current year to relieve the Pretrial Diversion Project of some of its restitution-related duties. This interim exception represents the continuation of these crucial duties.

8434 Supervising Deputy Probation Officer (1.0 FTE) and 8530 Deputy Probation Officer (4.0 FTE): These five Probation Officers are being added to the budget in order to comply with new duties of the department since the passage of Prop 63, which requires Probation to actively investigate firearms possession among of subset of convicted individuals. The new law went into effect in January of 2018, and these Officers were hired in the spring; thus, an interim exception is necessary as to avoid interruption of these state-mandated services.

- **Assessor-Recorder (1.0 FTE)**

0933 Manager 5 (1.0 FTE): The replacement of the Property Assessment system is a major IT project that has been funded by the Committee of Information Technology (COIT). In order to negotiate a scope of work and project schedule with the selected Property Assessment vendor, the department needed to hire a Project Director to avoid project delays. The department used temporary salary funds to fill the position, and plans to make the position PEX in July 2018. In the coming months, the Project Director will also be responsible for hiring and on-boarding all project staff in order to kick off the project in October 2018, once the system integrator and software contract has been fully executed.

- **Controller (6.0 FTE)**

1052 IS Business Analyst (1.00 FTE); 1053 Senior IS Business Analyst (1.00 FTE); 1054 Principal IS Business Analyst (1.00 FTE); 1823 Senior Administrative Analyst (2.00 FTE); 1825 Principal Administrative Analyst II (1.00 FTE): These positions represent a continuation of the Strategic Sourcing team that manages the City's new Financial System and which is being made part of the Controller's Systems Division. These positions support procurement and work with the Office of Contract Administration, and will also support new modules in the financial system. These positions are proposed as limited term and these functions are currently staffed with members of the F\$P project team on expiring project positions.

- **District Attorney (4.0 FTE)**

8132 District Attorney's Investigative Assist (1.0 FTE); 8133 Victim/Witness Investigator III (1.0 FTE); 8177 Attorney, Civil/Criminal (1.0 FTE); 8182 Head Attorney, Civil And Criminal (1.0 FTE): These positions support the continuation of the District Attorney's jail diversion pilot started in FY17-18, extending Weekend Rebooking for one more year as the Controller's Office collects more data on the pilot's effectiveness. These roles are currently performed by staff on expiring requisitions.

- **Public Health (10.0 FTE)**

2230 Physician Specialist (1.5 FTE); 2320 Registered Nurse (1.5 FTE); 2409 Pharmacy Technician (0.5 FTE); 2454 Clinical Pharmacist (1.0 FTE); 2586 Health Worker II (3.0 FTE); 2589 Health Program Coordinator I (1.0 FTE); 2930 Psychiatric Social Worker (1.5 FTE): These positions support the continuation and expansion of the buprenorphine pilot program at the Department of Public Health.

- **Fire Department (2.0 FTE)**  
H004 Inspector, Bureau of Fire Prevention & Public Safety (1.0 FTE) and H022 Lieutenant, Bureau of Fire Prevention & Public Safety (1.0 FTE). These off budget positions are funded through a work order with MTA for MUNI and currently filled as temporary requisitions.
- **Human Resources (1.0 FTE)**  
8141 Workers Compensation Adjuster (1.0 FTE): This position supports workers compensation claims for the Recreation and Parks Department. This position is being brought in house, previously it was performed by a consultant. The transition is happening in June 2018, so the position will be filled as a temporary requisition in the current year.
- **Public Defender (10.0 FTE)**  
8142 Public Defender's Investigator (3.0 FTE); 8177 Attorney, Civil/Criminal (5.0 FTE); 8446 Court Alternative Specialist I (2.0 FTE): Three of these positions (2 Investigators and 1 Attorney) support the continuation of the Public Defender's jail diversion pilot started in FY17-18, extending the Pretrial Release Unit for one more year as the Controller's Office collects more data on the pilot's effectiveness. The other 7 positions represent the FY17-18 mid-year supplemental of 7 additional positions to the Immigration Defense unit, including 1 Investigator, 4 Attorneys, and 2 Court Alternative Specialists.

***Non-General Fund Positions (2.5 FTE)***

- **City Administrator (2.0 FTE)**  
0933 Manager V (1.0 FTE): This position at the Real Estate Division will oversee the reorganization of the City's permitting functions at the new one-stop permit center to be located in the new City office building at 49 South Van Ness. Position needs to be filled at the beginning of the fiscal year to ensure adequate time for planning and design of permit function process integration ahead of opening of the facility.  
  
1404 Clerk (1.0 FTE): This position at Repro Mail is funded by a work order from PUC and will handle significantly increased PUC mailings for the expansion of CleanPowerSF needed in the beginning of the fiscal year. Prompt hiring is imperative to ensure comprehensive communication to CleanPowerSF enrollees.
- **Port (0.5 FTE)**  
7327 Apprentice Maintenance Machinist 1 (0.5 FTE): This position completes the second year of a two year apprenticeship program. The role is currently filled and is required to convert to a new PEX requisition per a labor agreement.

Please do not hesitate to contact me if you have any questions regarding the requested interim exceptions to the Annual Salary Ordinance.

Sincerely,



Kelly Kirkpatrick

Acting Mayor's Budget Director

cc: Members of the Budget and Finance Committee  
Harvey Rose  
Controller

OFFICE OF THE MAYOR  
SAN FRANCISCO



RECEIVED  
SUPERVISOR'S  
OFFICE  
SAN FRANCISCO

MARK FARRELL  
MAYOR

2018 JUN -1 AM 11:30  
BY \_\_\_\_\_

To: Angela Calvillo, Clerk of the Board of Supervisors  
From: Kelly Kirkpatrick, Acting Mayor's Budget Director  
Date: June 1, 2018  
Re: Minimum Compensation Ordinance and the Mayor's FY 2018-19 and FY 2019-20  
Proposed Budget

---

Madam Clerk,

Pursuant to Proposition J, the Minimum Wage Ordinance, passed by the voters of San Francisco in November 2014, the minimum wage effective July 1, 2018 will exceed the value of minimum compensation as defined in San Francisco Administrative Code, SEC 12P.3. This letter provides notice to the Board of Supervisors that the Mayor's Proposed Budget for Fiscal Years (FY) 2018-19 and FY 2019-20 contains funding to support minimum wage for nonprofit corporations and public entities in FY 2018-19 and FY 2019-20. Therefore, the FY 2018-19 and FY 2019-20 budget contains funding to support the minimum compensation at the level of the minimum wage for nonprofit corporations and public entities.

If you have any questions, please contact my office.

Sincerely,

A handwritten signature in black ink, appearing to read "Kelly Kirkpatrick".

Kelly Kirkpatrick  
Acting Mayor's Budget Director

cc: Members of the Board of Supervisors  
Harvey Rose  
Controller



OFFICE OF THE MAYOR  
SAN FRANCISCO



RECEIVED  
OFFICE OF SUPERVISORS  
SAN FRANCISCO

JUN -1 AM 11:33

MARK FARRELL  
MAYOR

June 1, 2018

Supervisor Mália Cohen  
Chair, Budget and Finance Committee  
Board of Supervisors, City and County of San Francisco  
City Hall, 1 Dr. Carlton B. Goodlett Place  
San Francisco, CA 94102

**Re: Technical adjustments to the Mayor's Proposed May 1 Budget**

Dear Chair Cohen,

Per Charter Section 9.101, the Mayor's Office hereby submits the following technical adjustments to the Mayor's Proposed May 1 Budget for FY 2018-19 and FY 2019-20. The May 1 budget is now part of the June 1 Mayor's proposed budget, however, since the Board of Supervisors has already reviewed these budgets, attached is a summary of the changes to these departments since the May 1 submission.

These adjustments include:

- Changes to salary and benefits, specifically changes to health and dental rates;
- Changes to citywide work orders;
- Balancing entries and transfers;
- Changes to revenues and subsequent baselines;
- Changes related to departmental capital budgets; and,
- Other small miscellaneous expenditure changes.

Please contact me at 554-6125 with any questions or concerns.

Sincerely,

A handwritten signature in cursive script, appearing to read "Kelly Kirkpatrick".

Kelly Kirkpatrick  
Acting Mayor's Budget Director

cc: Members of the Budget and Finance Committee  
Harvey Rose  
Controller

Technical Adjustments for May 1 Departments  
FY 2018-19 and FY 2019-20

GFS Type	Dept	Dept Division	Dept Section	Dept ID	Fund ID	Project ID	Activity ID	Authority ID	Account ID	Account Title	FY 18-19 Start	FY 18-19 End	FY 18-19 Change	FY 19-20 Start	FY 19-20 End	FY 19-20 Change	Notes
GFS	BOA			232076	10000	10026677	1	10000	460126	Board Of Appeals-Surcharge	1,028,950	1,026,263	2,613	1,028,950	1,054,630	30,680	Balancing entries and transfers
GFS	BOA			232076	10000	10026677	1	10000	581083	ADM-Real Estate 49 SVN Rent	-	-	-	(19,169)	12,649	(520)	Changes to Citywide Workorders
GFS	BOA			232076	10000	10026677	1	10000	581210	DT Technology-Infrastructure	10,109	10,557	216	10,169	10,520	239	Changes to Citywide Workorders
GFS	BOA			232076	10000	10026677	1	10000	581360	DT Telecommunications Services	895	567	-	878	482	(102)	Changes to Citywide Workorders
GFS	BOA			232076	10000	10026677	1	10000	581890	GF-Rent Paid To Real Estate	42,923	48,312	1,539	40,806	49,852	962	Changes to Citywide Workorders
GFS	BOA			232076	10020	10026677	1	20396	460126	Board Of Appeals-Surcharge	-	300,000	300,000	-	-	-	Use of reserve for one-time project
GFS	BOA			232076	10020	10026677	-1	20396	506070	Programmatic Projects-Budget	-	300,000	300,000	-	-	-	Use of reserve for one-time project
GFS	LLB			232051	10000	10026756	1	10000	581140	DT Technology-Projects	11,546	8,046	3,600	11,646	8,046	9,600	Changes to Citywide Workorders
GFS	LLB			232051	10000	10026756	1	10000	581210	DT Technology-Infrastructure	16,839	10,846	1,119	16,875	11,005	1,314	Changes to Citywide Workorders
GFS	LLB			232051	10000	10026756	1	10000	581360	DT Telecommunications Services	12,337	8,989	(4)	12,067	8,900	(363)	Changes to Citywide Workorders
GFS	LLB			232051	10000	10026756	1	10000	581650	Leases Paid To Real Estate	-	175,000	175,000	-	-	-	Use of current year savings for one-time project
GFS	LLB			232051	10000	10026756	1	10000	581650	Leases Paid To Real Estate	1,175,811	1,301,961	(384)	1,041,839	1,435,861	(456)	Changes to Citywide Workorders
GFS	RET	207980		207980	10020	10024407	1	17410	460199	Other General Government Chrg	976,070	1,629,549	(1,089)	1,342,211	1,262,084	(2,413)	Balancing entries and transfers
GFS	RET	207980		207980	10020	10024407	1	17410	581650	Leases Paid To Real Estate	106,019	106,013	(32)	96,420	117,607	(37)	Changes to Citywide Workorders
Self Supporting	AIR	109648	109653	109653	17960	10001629	-1	10000	515010	Health Service-City Match	107,904	100,600	48	114,431	106,589	100	Changes to Health and Dental Rates
Self Supporting	AIR	109648	109653	109653	17960	10001629	1	10000	515710	Dependent Coverage	265,664	245,746	130	281,769	260,383	274	Changes to Health and Dental Rates
Self Supporting	AIR	109648	109653	109653	17960	10001629	1	10000	516010	Dental Coverage	36,453	39,752	73	36,271	33,518	125	Changes to Health and Dental Rates
Self Supporting	AIR	109648	109653	109653	17960	10001629	1	10000	581130	GF-Con-Internal Audits	866,362	1,139,616	(124)	856,236	1,148,975	(891)	Changes to Citywide Workorders
Self Supporting	AIR	109648	109653	109653	17960	10001629	1	10000	581245	GF-CON-Information System Ops	2,548,545	3,261,634	(23,747)	2,501,007	3,279,794	(53,125)	Changes to Citywide Workorders
Self Supporting	AIR	109648	109653	109653	17960	10026671	1	10000	515010	Health Service-City Match	6,959	14,263	(48)	8,266	16,108	(100)	Changes to Health and Dental Rates
Self Supporting	AIR	109648	109653	109653	17960	10026671	1	10000	515710	Dependent Coverage	16,356	36,274	(130)	19,744	41,130	(274)	Changes to Health and Dental Rates
Self Supporting	AIR	109648	109653	109653	17960	10026671	-1	10000	516010	Dental Coverage	2,190	4,891	(73)	2,440	5,193	(125)	Changes to Health and Dental Rates
Self Supporting	AIR	109672	109677	109677	17960	10026671	1	10000	515010	Health Service-City Match	23,106	14,925	55	24,711	15,605	116	Changes to Health and Dental Rates
Self Supporting	AIR	109672	109677	109677	17960	10026671	1	10000	515710	Dependent Coverage	57,543	39,690	117	61,516	42,347	245	Changes to Health and Dental Rates
Self Supporting	AIR	109672	109677	109677	17960	10026671	1	10000	516010	Dental Coverage	7,936	5,364	70	7,895	5,364	119	Changes to Health and Dental Rates
Self Supporting	AIR	109672	109685	109685	17960	10026671	1	10000	581710	Is-Purch-Centrl Shop-AutoMaint	13,987	14,832	(79)	13,605	15,212	(81)	Changes to Citywide Workorders
Self Supporting	AIR	109672	109687	109687	17960	10026671	1	10000	515010	Health Service-City Match	195,045	201,978	(45)	193,039	200,484	(95)	Changes to Health and Dental Rates
Self Supporting	AIR	109672	109687	109687	17960	10026671	1	10000	515710	Dependent Coverage	717,557	736,598	(125)	711,006	731,451	(261)	Changes to Health and Dental Rates
Self Supporting	AIR	109672	109687	109687	17960	10026671	1	10000	516010	Dental Coverage	90,434	99,520	(71)	83,930	86,572	(120)	Changes to Health and Dental Rates
Self Supporting	AIR	109711	207960	18000	10001631		3	20002	520100	Overhead Recovery	(5,184,547)	(5,084,378)	6,549	(5,315,227)	(5,330,474)	13,009	Balancing entries and transfers
Self Supporting	AIR	109732	109732	17960	10026671	1	10000	581710	Is-Purch-Centrl Shop-AutoMaint	1,684	1,786	(10)	1,638	1,832	(10)	Changes to Citywide Workorders	
Self Supporting	AIR	228993	109657	109657	17960	10026669	-1	10000	515010	Health Service-City Match	27,581	19,100	55	29,988	20,882	116	Changes to Health and Dental Rates
Self Supporting	AIR	228993	109657	109657	17960	10026669	1	10000	515710	Dependent Coverage	64,312	46,459	117	69,956	50,787	245	Changes to Health and Dental Rates
Self Supporting	AIR	228993	109657	109657	17960	10026669	1	10000	516010	Dental Coverage	9,153	6,581	70	9,362	6,741	119	Changes to Health and Dental Rates
Self Supporting	AIR	228993	109657	109657	17960	10026671	1	10000	515010	Health Service-City Match	2,946	10,250	(48)	4,013	11,855	(100)	Changes to Health and Dental Rates
Self Supporting	AIR	228993	109657	109657	17960	10026671	1	10000	515710	Dependent Coverage	7,690	27,608	(130)	10,528	31,914	(274)	Changes to Health and Dental Rates
Self Supporting	AIR	228993	109657	109657	17960	10026671	1	10000	516010	Dental Coverage	1,130	3,831	(73)	1,405	4,158	(125)	Changes to Health and Dental Rates
Self Supporting	AIR	228994	228994	17960	10001761		3	10000	499999	Beg Fund Balance - Budget Only	6,396,616	39,126,202	(361,090)	(68,562,772)	89,593,157	1,030,385	Balancing entries and transfers
Self Supporting	AIR	228994	228994	17970	10026522		11	17752	499999	Beg Fund Balance - Budget Only	7,396,938	7,391,087	(1,573)	2,437,259	2,467,077	(3,122)	Balancing entries and transfers
Self Supporting	CSS	229264	11300	10001654		2	10000	501610	Perm Salaries-Misc-Regular	5,762,655	5,746,984	10,729	5,428,060	5,809,890	23,434	Balancing entries and transfers	
Self Supporting	CSS	229264	11300	10001654		2	10000	513010	Retire City Misc	1,096,141	1,093,163	3,038	1,029,783	1,102,148	4,441	Changes to Health and Dental Rates	
Self Supporting	CSS	229264	11300	10001654		2	10000	514010	Social Security (Oasdi & HI)	842,040	841,114	634	823,805	846,452	1,389	Changes to Health and Dental Rates	
Self Supporting	CSS	229264	11300	10001654		2	10000	514020	Social Sec-Medicare(HI Only)	84,419	84,192	155	79,567	85,103	340	Changes to Health and Dental Rates	
Self Supporting	CSS	229264	11300	10001654		2	10000	515010	Health Service-City Match	249,337	248,712	459	248,878	266,154	802	Changes to Health and Dental Rates	
Self Supporting	CSS	229264	11300	10001654		2	10000	515710	Dependent Coverage	546,661	545,279	1,018	545,306	583,556	1,774	Changes to Health and Dental Rates	
Self Supporting	CSS	229264	11300	10001654		2	10000	516010	Dental Coverage	76,462	76,262	150	71,318	76,489	71	Changes to Health and Dental Rates	
Self Supporting	CSS	229264	11300	10001654		2	10000	517010	Unemployment Insurance	15,719	15,676	29	14,815	15,846	63	Changes to Health and Dental Rates	
Self Supporting	CSS	229264	11300	10001654		2	10000	518110	Flexible Benefit Package	12,238	12,188	36	11,693	13,065	64	Changes to Health and Dental Rates	
Self Supporting	CSS	229264	11300	10001654		2	10000	519210	Long Term Disability Insurance	20,821	20,766	37	19,671	20,992	81	Changes to Health and Dental Rates	
Self Supporting	CSS	229264	11300	10001654		2	10000	581130	GF-Con-Internal Audits	26,642	25,473	39	27,195	25,487	556	Changes to Citywide Workorders	
Self Supporting	CSS	229264	11300	10001654		2	10000	581245	GF-CON-Information System Ops	33,631	31,270	(257)	33,057	31,434	(667)	Changes to Citywide Workorders	
Self Supporting	CSS	229264	11300	10001654		2	10000	581360	DT Telecommunications Services	108,741	68,785	(614)	106,659	71,660	179	Changes to Citywide Workorders	
Self Supporting	CSS	229264	11300	10001654		2	10000	581710	Is-Purch-Centrl Shop-AutoMaint	3,338	1,861	(9)	3,290	1,909	(9)	Changes to Citywide Workorders	
Self Supporting	CSS	229264	11300	10001654		3	10000	581210	DT Technology Infrastructure	148,610	144,927	4,355	138,097	143,448	3,829	Changes to Citywide Workorders	
Self Supporting	DBI	109736	207948	207948	10190	10001656	-1	10000	581083	ADM-Real Estate 49 SVN Rent	-	-	-	(493,607)	416,490	(17,117)	Changes to Citywide Workorders
Self Supporting	DBI	109736	207948	207948	10190	10001656	1	10000	581130	GF-Con-Internal Audits	43,458	44,869	(39)	44,176	44,088	(102)	Changes to Citywide Workorders
Self Supporting	DBI	109736	207948	207948	10190	10001656	1	10000	581210	DT Technology Infrastructure	352,089	328,451	20,440	353,529	323,175	16,604	Changes to Citywide Workorders
Self Supporting	DBI	109736	207948	207948	10190	10001656	1	10000	581360	DT Telecommunications Services	187,468	123,855	(311)	183,743	109,900	(17,991)	Changes to Citywide Workorders
Self Supporting	DBI	109736	207948	207948	10190	10001656	1	10000	581650	Leases Paid To Real Estate	3,303,421	3,499,851	(26,746)	3,734,621	3,065,531	(29,866)	Changes to Citywide Workorders
Self Supporting	DBI	109736	207948	207948	10190	10001656	-1	10000	581710	Is-Purch-Centrl Shop-AutoMaint	99,763	109,005	(580)	90,955	111,798	(595)	Changes to Citywide Workorders
Self Supporting	DBI	229318	229320	229320	10190	10001655	1	10000	499999	Beg Fund Balance - Budget Only	13,077,427	6,822,521	(75,830)	(7,293,875)	7,102,275	(191,600)	Balancing entries and transfers
Self Supporting	DBI	229318	229320	229320	10190	10001655	1	10000	581130	GF-Con-Internal Audits	74,088	76					

Technical Adjustments for May 1 Departments  
FY 2018-19 and FY 2019-20

GFS Type	Dept	Dept Division	Dept Section	Dept ID	Fund ID	Project ID	Activity ID	Authority ID	Account ID	Account Title	FY 18-19 Start	FY 18-19 End	FY 18-19 Change	FY 19-20 Start	FY 19-20 End	FY 19-20 Change	Notes	
Self Supporting	DBI	229344	207949	207949	10190	10001658	1	10000	581130	GF-Con-Internal Audits	32,343	33,394	(29)	32,873	32,812	(76)	Changes to Citywide Workorders	
Self Supporting	DBI	229344	207949	207949	10190	10001658	1	10000	581710	Is-Purch-Centrl Shop-AutoMaint	596	1,568	(8)	556	1,608	(8)	Changes to Citywide Workorders	
Self Supporting	ENV						1	10000	519010	Fringe Adjustments-Budget	(21,991)	(18,656)	3,335	(21,991)	(14,607)	7,384	Changes to Health and Dental Rates	
Self Supporting	ENV						1	10000	581130	GF-Con-Internal Audits	16,767	16,736	479	16,452	16,803	231	Changes to Citywide Workorders	
Self Supporting	ENV						1	16633	519010	Fringe Adjustments-Budget	-	52	-	-	100	100	Changes to Health and Dental Rates	
Self Supporting	ENV						1	10001	519010	Fringe Adjustments-Budget	8	1	4	(2)	3	1	Changes to Health and Dental Rates	
Self Supporting	ENV						1	10001	519010	Fringe Adjustments-Budget	(3)	1	(2)	2	(1)	1	Changes to Health and Dental Rates	
Self Supporting	ENV						1	10001	519010	Fringe Adjustments-Budget	2	-	2	(2)	2	-	Changes to Health and Dental Rates	
Self Supporting	ENV						1	10001	519010	Fringe Adjustments-Budget	(3)	3	-	1	-	1	Changes to Health and Dental Rates	
Self Supporting	ENV						1	10001	519010	Fringe Adjustments-Budget	1	(2)	(1)	2	(2)	-	Changes to Health and Dental Rates	
Self Supporting	ENV						2	10001	519010	Fringe Adjustments-Budget	(1)	1	-	(1)	-	(1)	Changes to Health and Dental Rates	
Self Supporting	ENV						2	10001	519010	Fringe Adjustments-Budget	-	64	64	-	125	125	Changes to Health and Dental Rates	
Self Supporting	ENV						2	10001	519010	Fringe Adjustments-Budget	-	215	215	-	428	428	Changes to Health and Dental Rates	
Self Supporting	ENV						1	10001	519010	Fringe Adjustments-Budget	(1)	3	2	(5)	5	-	Changes to Health and Dental Rates	
Self Supporting	ENV						1	10000	460148	Solid Waste Impound Acct Fee	11,471,339	11,441,806	(29,533)	11,780,183	11,748,977	(41,206)	Balancing entries and transfers	
Self Supporting	ENV						1	10000	581130	GF-Con-Internal Audits	22,225	22,186	635	21,809	22,274	307	Changes to Citywide Workorders	
Self Supporting	ENV						1	10000	581210	DT Technology Infrastructure	175,002	89,531	(20,799)	175,602	88,877	(20,853)	Changes to Citywide Workorders	
Self Supporting	ENV						1	10000	581360	DT Telecommunications Services	26,338	29,320	(438)	25,445	27,725	(2,926)	Changes to Citywide Workorders	
Self Supporting	ENV						1	15740	519010	Fringe Adjustments-Budget	(16,108)	19,124	3,018	(62,525)	68,525	6,000	Changes to Health and Dental Rates	
Self Supporting	LIB						4	11451	495010	ITI Fr 25/Lib-Public LibraryFrd	14,599,323	15,599,323	1,000,000	3,800,000	3,800,000	-	Balancing entries and transfers	
Self Supporting	LIB						4	11451	567000	Bldgs,Struct&Imprv Proj-Budget	15,599,323	15,599,200	999,877	(1,406,358)	9,006,358	-	Balancing entries and transfers	
Self Supporting	LIB						10	11452	493001	OTI Fr 1G-General Fund	150,000	150,000	-	150,000	-	(150,000)	Balancing entries and transfers	
Self Supporting	LIB						10	11452	495010	ITI Fr 25/Lib-Public LibraryFrd	100,000	1,168,572	1,068,572	-	1,050,000	-	1,050,000	Balancing entries and transfers
Self Supporting	LIB						10	11452	567000	Bldgs,Struct&Imprv Proj-Budget	250,000	1,318,695	1,068,695	-	1,050,000	-	1,050,000	Balancing entries and transfers
Self Supporting	LIB						1	20181	495010	ITI Fr 25/Lib-Public LibraryFrd	9,842,772	9,842,772	-	1,428,626	11,691,342	150,000	Balancing entries and transfers	
Self Supporting	LIB						1	10000	410110	Prop Tax Curr Yr-Secured	57,612,000	55,531,000	2,079,000	60,025,000	56,658,000	535,000	Revenue and Baseline Changes	
Self Supporting	LIB						1	10000	410310	Supp Asst 58813-Cy Secured	(19,000)	1,062,000	(13,000)	144,000	797,000	(9,000)	Revenue and Baseline Changes	
Self Supporting	LIB						1	10000	410410	Supp Asst 58813-Py Secured	(41,000)	2,362,000	(27,000)	320,000	1,771,000	(21,000)	Revenue and Baseline Changes	
Self Supporting	LIB						1	10000	410920	Prop Tax Ab 1290 Rda Passthrgh	970,000	1,237,000	39,000	970,000	1,237,000	39,000	Revenue and Baseline Changes	
Self Supporting	LIB						1	10000	492001	CTI Fr 1G-General Fund	82,430,000	83,630,000	260,000	85,330,000	85,030,000	(60,000)	Revenue and Baseline Changes	
Self Supporting	LIB						1	10000	499999	Beg Fund Balance - Budget-Only	(12,615,397)	12,615,397	-	(11,927)	986,143	974,216	Balancing entries and transfers	
Self Supporting	LIB						1	10000	581130	GF-Con-Internal Audits	241,451	318,905	938	269,558	301,728	11,868	Changes to Citywide Workorders	
Self Supporting	LIB						1	10000	581245	GF-CON-Information System Ops	271,496	282,644	(2,326)	266,306	284,130	(6,030)	Changes to Citywide Workorders	
Self Supporting	LIB						1	10000	595100	ITO To 25/Lib-Public LibraryFrd	9,842,772	9,842,772	-	1,428,626	11,691,342	150,000	Balancing entries and transfers	
Self Supporting	LIB						1	10000	581065	Adm-Real Estate-Special Svcs	178,591	214,717	(298)	168,037	224,390	(1,119)	Changes to Citywide Workorders	
Self Supporting	LIB						1	10000	581710	Is-Purch-Centrl Shop-AutoMaint	147,818	93,753	(499)	145,403	96,155	(512)	Changes to Citywide Workorders	
Self Supporting	LIB						1	10000	595100	ITO To 25/Lib-Public LibraryFrd	14,599,323	15,599,323	1,000,000	3,800,000	3,800,000	-	Balancing entries and transfers	
Self Supporting	LIB						1	10000	595100	ITO To 25/Lib-Public LibraryFrd	100,000	1,168,572	1,068,572	-	1,050,000	1,050,000	Balancing entries and transfers	
Self Supporting	LIB						1	10000	515010	Health Service-City Match	(3,678)	3,628	(48)	(3,971)	3,871	(100)	Changes to Health and Dental Rates	
Self Supporting	LIB						1	10000	515710	Dependent Coverage	(10,024)	9,894	(130)	(10,830)	10,556	(274)	Changes to Health and Dental Rates	
Self Supporting	LIB						1	10000	516010	Dental Coverage	(1,987)	1,314	(79)	(1,499)	1,314	(125)	Changes to Health and Dental Rates	
Self Supporting	LIB						1	10000	581210	DT Technology Infrastructure	1,173,905	1,377,758	35,101	1,181,844	1,367,013	32,295	Changes to Citywide Workorders	
Self Supporting	LIB						1	10000	581360	DT Telecommunications Services	1,068,699	355,431	(414)	1,058,023	342,388	(24,132)	Changes to Citywide Workorders	
Self Supporting	MTA	103745	103742	207801	22870	10001723	1	10000	581360	DT Telecommunications Services	85,000	71,965	(473)	83,827	71,840	(2,767)	Changes to Citywide Workorders	
Self Supporting	MTA	103745	103742	207801	22870	10001723	1	10000	581710	Is-Purch-Centrl Shop-AutoMaint	482,934	400,939	(2,175)	472,401	419,416	(2,231)	Changes to Citywide Workorders	
Self Supporting	MTA	103745	103742	207801	22870	10003723	1	10000	581890	GF-Rent Paid To Real Estate	643,568	703,428	22,061	615,725	722,943	13,738	Changes to Citywide Workorders	
Self Supporting	MTA	103745	103742	207965	22890	10033299	1	20325	567000	Bldgs,Struct&Imprv Proj-Budget	-	5,000,000	5,000,000	-	5,000,000	-	Balancing entries and transfers	
Self Supporting	MTA	103745	103742	207965	23035	10009618	6	11525	412601	CTI Fr 1G-GF-ForMTA Populn BL	11,870,000	12,730,000	860,000	12,880,000	13,840,000	960,000	Revenue and Baseline Changes	
Self Supporting	MTA	103745	103742	207965	23035	10009976	1	11524	567000	Bldgs,Struct&Imprv Proj-Budget	(11,870,000)	12,730,000	860,000	(12,880,000)	13,840,000	960,000	Balancing entries and transfers	
Self Supporting	MTA	103745	103742	207965	23040	10009931	28	20412	493031	OTI Fr 5M-MTA Transit Funds	-	2,000,000	2,000,000	-	-	-	Balancing entries and transfers	
Self Supporting	MTA	103745	103742	207965	23040	10009931	28	20412	567000	Bldgs,Struct&Imprv Proj-Budget	-	2,000,000	2,000,000	-	-	-	Capital Related Changes	
Self Supporting	MTA	103745	138749	207809	22305	10001722	2	10000	579030	MTA Division OH-Cost Recovery	(779,771)	(1,042,492)	(11,463)	(755,405)	(1,059,049)	(3,654)	Balancing entries and transfers	
Self Supporting	MTA	103745	138749	207809	22305	10001722	2	10000	581360	DT Telecommunications Services	121,180	101,401	(683)	118,118	101,228	(3,898)	Changes to Citywide Workorders	
Self Supporting	MTA	103745	138749	207809	22305	10001722	2	10000	581890	GF-Rent Paid To Real Estate	359,948	380,448	12,126	344,644	381,178	7,552	Changes to Citywide Workorders	
Self Supporting	MTA	103745	165645	165646	22870	10001723	1	10000	581710	Is-Purch-Centrl Shop-AutoMaint	30,519	66,462	(353)	28,807	68,165	(362)	Changes to Citywide Workorders	
Self Supporting	MTA	103745	165649	165652	22870	10001722	1	10000	501010	Perm Salaries-Misc-Regular	51,060	254,915	(203,855)	51,428	255,283	(203,855)	Corrected salary entries	
Self Supporting	MTA	103745	165649	165652	22870	10001722	1	10000	514010	Social Security (Oasdi & HI)	2,592	15,231	(12,639)	2,956	15,605	(12,639)	Changes to Health and Dental Rates	
Self Supporting	MTA	103745	165649	165652	22870	10001722	1	10000	514020	Social Sec-Medicare(HI Only)	740	3,696	(2,956)	746	3,702	(2,956)	Changes to Health and Dental Rates	
Self Supporting	MTA	103745	165649	165652	22870	10001722	1	10000	517010	Unemployment Insurance	138	688	(550)	139	689	(550)	Changes to Health and Dental Rates	
Self Supporting	MTA	103745	165649	165653	22870	10001722	1	10000	501010	Perm Salaries-Misc-Regular	-	203,855	203,855	-	203,855	203,855	Corrected salary entries	
Self Supporting	MTA	103745	165649	165653	22870	10001722	1	10000	514010	Social Security (Oasdi & HI)	-	12,639	12,639	-	12,639	12,639	Changes to Health and Dental Rates	
Self Supporting	MTA	103745	165649	165653	22870	10001722	1	10000	514020	Social Sec-Medicare(HI Only)	-	2,956	2,956	-	2,956	2,956	Changes to Health and Dental Rates	
Self Supporting	MTA	103745	165649	165653	22870	10001723	1	10000	517010	Unemployment Insurance	-	550	550	-	550	550	Changes to Health and Dental Rates	
Self Supporting	MTA	103745	165649	165653	22870	10001723	1	10000	540000	Materials & Supplies-Budget	15,000	165,000	150,000	15,000	165,000	150,000	Balancing entries and transfers	
Self Supporting	MTA	103745	168645	207964	22870	10022175	1	10000	581360	DT Telecommunications Services	123,099	103,007	(674)	119,989	102,831	(3,960)	Changes to Citywide Workorders	
Self Supporting	MTA	103745	168645	207964	22870	10022175	1	10000	581710	Is-Purch-Centrl Shop-AutoMaint	1,036,606	1,046,578	(5,5					

Technical Adjustments for May 1 Departments  
FY 2018-19 and FY 2019-20

GFSS Type	Dept	Dept/Division	Dept/Section	Dept/ID	Fund ID	Project ID	Activity ID	Authority ID	Account ID	Account Title	FY 18-19 Start	FY 18-19 End	FY 18-19 Change	FY 19-20 Start	FY 19-20 End	FY 19-20 Change	Notes	
Self Supporting	MTA	109745	180644	207813	22870	10001725	1	10000	520190	Department Overhead	4,108,336	4,324,357	14,079	4,276,003	4,452,539	15,138	Balancing entries and transfers	
Self Supporting	MTA	109745	180644	207813	22870	10001725	1	10000	545990	Other Safety Expenses	-1,610	1,242	(368)	-	-	-	(368)	Balancing entries and transfers
Self Supporting	MTA	103745	180644	207813	22870	10001725	1	10000	581130	GF-Con-Internal Audits	78,498	87,946	368	74,167	92,291	382	382	Changes to Citywide Workorders
Self Supporting	MTA	103773	103759	103760	22265	10001719	23	10000	515010	Health Service-City Match	45,073	52,377	(8)	48,044	55,886	(100)	(100)	Changes to Health and Dental Rates
Self Supporting	MTA	103773	103759	103760	22265	10001719	23	10000	515710	Dependent Coverage	118,505	138,423	(130)	126,302	147,688	(274)	(274)	Changes to Health and Dental Rates
Self Supporting	MTA	103773	103759	103760	22265	10001719	23	10000	516010	Dental Coverage	15,966	18,667	(73)	15,914	18,667	(125)	(125)	Changes to Health and Dental Rates
Self Supporting	MTA	103773	103759	138710	22305	10001719	23	10000	581130	GF-Con-Internal Audits	270,565	303,129	1,268	255,637	318,105	1,316	1,316	Changes to Citywide Workorders
Self Supporting	MTA	103773	103769	138725	22260	10001719	23	10000	515010	Health Service-City Match	(146,483)	151,801	(1,938)	(158,310)	161,958	(4,094)	(4,094)	Changes to Health and Dental Rates
Self Supporting	MTA	103773	103769	138725	22260	10001719	23	10000	515710	Dependent Coverage	(476,695)	490,135	(6,348)	(515,129)	522,970	(13,265)	(13,265)	Changes to Health and Dental Rates
Self Supporting	MTA	103773	103769	138725	22260	10001719	23	10000	516010	Dental Coverage	(64,109)	63,277	(3,460)	(66,593)	69,277	(5,884)	(5,884)	Changes to Health and Dental Rates
Self Supporting	MTA	103773	139649	139650	22870	10001723	1	10000	581710	Is-Purch-Centri Shop-Auto Maint	3,779	2,183	(1,412)	3,723	2,239	(12)	(12)	Changes to Citywide Workorders
Self Supporting	MTA	103773	139649	139651	22260	10001719	23	10000	515010	Health Service-City Match	271,886	264,582	48	290,136	282,294	100	100	Changes to Health and Dental Rates
Self Supporting	MTA	103773	139649	139651	22260	10001719	23	10000	515710	Dependent Coverage	585,404	566,486	130	625,818	604,432	274	274	Changes to Health and Dental Rates
Self Supporting	MTA	103773	139649	139651	22260	10001719	23	10000	516010	Dental Coverage	82,585	79,884	73	82,637	79,884	125	125	Changes to Health and Dental Rates
Self Supporting	MTA	103773	175646	207786	22260	10001719	9	10000	515010	Health Service-City Match	170,814	211,946	(266)	176,666	231,302	(696)	(696)	Changes to Health and Dental Rates
Self Supporting	MTA	103773	175646	207786	22260	10001719	9	10000	515710	Dependent Coverage	366,718	453,304	(568)	379,533	494,547	(1,470)	(1,470)	Changes to Health and Dental Rates
Self Supporting	MTA	103773	175646	207786	22260	10001719	9	10000	516010	Dental Coverage	51,209	63,683	(340)	49,396	65,122	(74)	(74)	Changes to Health and Dental Rates
Self Supporting	MTA	103773	175646	207787	22260	10001719	9	10000	515010	Health Service-City Match	6,954	(1,527)	55	7,476	(1,630)	116	116	Changes to Health and Dental Rates
Self Supporting	MTA	103773	175646	207787	22260	10001719	9	10000	515710	Dependent Coverage	-16,136	(1,717)	117	17,337	(1,832)	245	245	Changes to Health and Dental Rates
Self Supporting	MTA	103773	175646	207787	22260	10001719	9	10000	516010	Dental Coverage	2,274	(298)	70	2,323	(298)	119	119	Changes to Health and Dental Rates
Self Supporting	MTA	103773	175648	207780	22305	10001719	23	10000	579000	MTA Division OH Cost-Recovery	(353,217)	(355,749)	(1,268)	(345,807)	(363,207)	(1,316)	(1,316)	Balancing entries and transfers
Self Supporting	MTA	138672	138678	138678	22420	10031008	1	14421	475415	Community Improvement Impact Fee	(2,224,000)	2,550,000	326,000	(2,575,000)	2,575,000	-	-	Balancing entries and transfers
Self Supporting	MTA	138672	138678	138678	22420	10031008	1	14421	567000	Bldgs,Struct&Imprv Proj-Budget	(2,224,000)	2,550,000	326,000	(2,575,000)	2,575,000	-	-	Balancing entries and transfers
Self Supporting	MTA	138672	138678	138678	22453	10011915	1	14351	432601	CTI-Fr 1G-GF For MTA Populn Bl	35,620,000	38,190,000	2,570,000	38,650,000	41,520,000	2,870,000	2,870,000	Revenue and Baseline Changes
Self Supporting	MTA	138672	138678	138678	22455	10031004	1	14352	567000	Bldgs,Struct&Imprv Proj-Budget	(35,620,000)	38,190,000	2,570,000	(38,650,000)	41,520,000	2,870,000	2,870,000	Balancing entries and transfers
Self Supporting	MTA	138672	138678	138678	22460	10011844	2	14153	567000	Bldgs,Struct&Imprv Proj-Budget	-	2,370,000	2,370,000	-	-	-	-	Balancing entries and transfers
Self Supporting	MTA	138672	138678	138678	22460	10011844	2	14153	598040	Designated For General Reserve	2,370,000	-	(2,370,000)	-	-	-	-	Balancing entries and transfers
Self Supporting	MTA	138672	138680	138680	22305	10001721	23	10000	579000	MTA-Division OH Cost Recovery	(3,460,605)	(3,537,476)	(47,521)	(2,960,064)	(3,599,973)	(25,411)	(25,411)	Balancing entries and transfers
Self Supporting	MTA	138672	138686	138686	22305	10001721	23	10000	581210	OT Technology Infrastructure	110,999	140,204	4,043	111,775	138,899	3,514	3,514	Changes to Citywide Workorders
Self Supporting	MTA	138672	138686	138686	22305	10001721	23	10000	581360	OT Telecommunications Services	180,138	150,736	(986)	175,587	150,479	(5,794)	(5,794)	Changes to Citywide Workorders
Self Supporting	MTA	138672	138686	138686	22305	10001721	23	10000	581890	GF-Rent Paid To Real Estate	1,319,882	1,395,052	44,464	1,269,764	1,434,397	27,691	27,691	Changes to Citywide Workorders
Self Supporting	MTA	138753	138773	207854	22260	10001724	16	10000	501010	Perm Salaries-Misc-Regular	6,296,985	1,878,859	59,553	6,301,125	1,937,605	96,216	96,216	Corrected salary entries
Self Supporting	MTA	138753	138773	207854	22260	10001724	16	10000	513010	Retire City Misc	1,199,137	357,403	18,256	1,195,807	367,922	18,295	18,295	Changes to Health and Dental Rates
Self Supporting	MTA	138753	138773	207854	22260	10001724	16	10000	514010	Social Security (Oasdi & HI)	419,046	145,126	5,924	419,253	148,711	5,970	5,970	Changes to Health and Dental Rates
Self Supporting	MTA	138753	138773	207854	22260	10001724	16	10000	514020	Social Sec-Medicare(HI Only)	97,941	33,880	1,385	98,001	34,729	1,396	1,396	Changes to Health and Dental Rates
Self Supporting	MTA	138753	138773	207854	22260	10001724	16	10000	515010	Health Service-City Match	184,257	52,299	3,404	196,229	57,039	4,518	4,518	Changes to Health and Dental Rates
Self Supporting	MTA	138753	138773	207854	22260	10001724	16	10000	515710	Dependent Coverage	804,349	236,037	15,756	856,137	257,711	20,552	20,552	Changes to Health and Dental Rates
Self Supporting	MTA	138753	138773	207854	22260	10001724	16	10000	516010	Dental Coverage	100,810	29,319	3,463	101,451	30,000	4,785	4,785	Changes to Health and Dental Rates
Self Supporting	MTA	138753	138773	207854	22260	10001724	16	10000	517010	Unemployment Insurance	18,242	6,304	258	18,249	6,467	260	260	Changes to Health and Dental Rates
Self Supporting	MTA	138753	138773	207854	22260	10001724	16	10000	519120	Long Term Disability Insurance	24,237	6,967	374	24,250	7,196	376	376	Changes to Health and Dental Rates
Self Supporting	MTA	138753	138773	207854	22260	10033100	21	10000	515010	Health Service-City Match	-	-	-	(61,734)	60,179	(1,555)	(1,555)	Changes to Health and Dental Rates
Self Supporting	MTA	138753	138773	207854	22260	10033100	21	10000	515710	Dependent Coverage	-	-	-	(152,287)	148,443	(3,844)	(3,844)	Changes to Health and Dental Rates
Self Supporting	MTA	138753	138773	207854	22260	10033100	21	10000	516010	Dental Coverage	-	-	-	(20,799)	18,996	(1,803)	(1,803)	Changes to Health and Dental Rates
Self Supporting	MTA	138753	138773	207855	22260	10001724	16	10000	515010	Health Service-City Match	27,684	39,862	(80)	27,467	44,447	(220)	(220)	Changes to Health and Dental Rates
Self Supporting	MTA	138753	138773	207855	22260	10001724	16	10000	515710	Dependent Coverage	210,443	295,648	(561)	210,142	328,954	(1,516)	(1,516)	Changes to Health and Dental Rates
Self Supporting	MTA	138753	138773	207855	22260	10001724	16	10000	516010	Dental Coverage	23,965	34,039	(274)	22,171	35,503	(604)	(604)	Changes to Health and Dental Rates
Self Supporting	MTA	138753	138773	207855	22260	10033100	21	10000	515010	Health Service-City Match	-	-	-	(3,311)	3,226	(85)	(85)	Changes to Health and Dental Rates
Self Supporting	MTA	138753	138773	207855	22260	10033100	21	10000	515710	Dependent Coverage	-	-	-	(23,163)	22,579	(584)	(584)	Changes to Health and Dental Rates
Self Supporting	MTA	138753	138773	207855	22260	10033100	21	10000	516010	Dental Coverage	-	-	-	(2,688)	2,450	(233)	(233)	Changes to Health and Dental Rates
Self Supporting	MTA	138753	138773	207856	22260	10001724	16	10000	515010	Health Service-City Match	46,910	73,710	(180)	44,754	82,959	(495)	(495)	Changes to Health and Dental Rates
Self Supporting	MTA	138753	138773	207856	22260	10001724	16	10000	515710	Dependent Coverage	388,573	580,286	(1,261)	382,202	649,529	(3,411)	(3,411)	Changes to Health and Dental Rates
Self Supporting	MTA	138753	138773	207856	22260	10001724	16	10000	516010	Dental Coverage	43,785	66,453	(618)	39,750	69,747	(1,359)	(1,359)	Changes to Health and Dental Rates
Self Supporting	MTA	138753	138773	207856	22260	10033100	21	10000	515010	Health Service-City Match	-	-	-	(16,556)	16,131	(425)	(425)	Changes to Health and Dental Rates
Self Supporting	MTA	138753	138773	207856	22260	10033100	21	10000	515710	Dependent Coverage	-	-	-	(115,816)	112,897	(2,919)	(2,919)	Changes to Health and Dental Rates
Self Supporting	MTA	138753	138773	207856	22260	10033100	21	10000	516010	Dental Coverage	-	-	-	(13,414)	12,250	(1,164)	(1,164)	Changes to Health and Dental Rates
Self Supporting	MTA	138753	138773	207858	22260	10001724	16	10000	515010	Health Service-City Match	281,415	120,276	1,045	301,343	128,327	2,204	2,204	Changes to Health and Dental Rates
Self Supporting	MTA	138753	138773	20														

Technical Adjustments for May 1 Departments  
FY 2018-19 and FY 2019-20

GFS Type	Dept	Dept Division	Dept Section	Dept ID	Fund ID	Project ID	Activity ID	Authority ID	Account ID	Account Title	FY 18-19 Start	FY 18-19 End	FY 18-19 Change	FY 19-20 Start	FY 19-20 End	FY 19-20 Change	Notes
Self Supporting	MTA	138753	149697	149699	22260	10001724	2	10000	516010	Dental Coverage	10,430	11,964	(40)	10,068	12,266	(100)	Changes to Health and Dental Rates
Self Supporting	MTA	138753	149697	149699	22260	10001724	2	10000	519110	Flexible Benefit Package	9,124	8,485	5	9,737	9,052	9	Changes to Health and Dental Rates
Self Supporting	MTA	138753	149697	149699	22260	10001724	2	10000	549990	Other Materials & Supplies	37,180	50,429	(6,751)	27,140	60,174	(7,064)	Balancing entries and transfers-
Self Supporting	MTA	138753	149697	149701	22260	10001724	23	10000	581130	GF-Con-Internal Audits	1,440,199	1,613,536	6,751	1,360,740	1,693,250	7,006	Changes to Citywide Workorders
Self Supporting	MTA	138753	149697	207893	22260	10001724	2	10000	515010	Health Service-City Match	39,044	43,116	(27)	40,970	46,545	(73)	Changes to Health and Dental Rates
Self Supporting	MTA	138753	149697	207893	22260	10001724	2	10000	515710	Dependent Coverage	94,384	113,111	(133)	97,537	123,651	(334)	Changes to Health and Dental Rates
Self Supporting	MTA	138753	149697	207893	22260	10001724	2	10000	516010	Dental Coverage	12,907	15,310	(65)	12,479	15,659	(144)	Changes to Health and Dental Rates
Self Supporting	MTA	138753	149702	149708	22260	10001724	6	10000	515010	Health Service-City Match	(9,893)	45,712	(361)	(19,966)	57,576	(992)	Changes to Health and Dental Rates
Self Supporting	MTA	138753	149702	149708	22260	10001724	6	10000	515710	Dependent Coverage	(57,242)	127,387	(1,209)	(92,308)	165,151	(3,291)	Changes to Health and Dental Rates
Self Supporting	MTA	138753	149702	149708	22260	10001724	6	10000	516010	Dental Coverage	(7,565)	17,298	(679)	(11,992)	20,911	(11,493)	Changes to Health and Dental Rates
Self Supporting	MTA	138753	149702	149708	22260	10001724	6	10000	519110	Flexible Benefit Package	(401)	15,137	(102)	(3,057)	18,609	(278)	Changes to Health and Dental Rates
Self Supporting	MTA	138753	149702	149712	22260	10001724	7	10000	501010	Perm Salaries-Misc-Regular	624,984	2,446,897	1,821,913	829,792	4,168,730	3,538,938	Corrected salary entries
Self Supporting	MTA	138753	149702	149712	22260	10001724	7	10000	513010	Retire City Misc	116,890	464,994	348,104	116,916	789,328	672,412	Changes to Health and Dental Rates
Self Supporting	MTA	138753	149702	149712	22260	10001724	7	10000	514010	Social Security (Oasdi & HI)	39,611	152,570	112,959	40,857	260,272	219,415	Changes to Health and Dental Rates
Self Supporting	MTA	138753	149702	149712	22260	10001724	7	10000	514020	Social Sec-Medicare(HI Only)	9,876	36,294	26,418	9,947	61,261	51,314	Changes to Health and Dental Rates
Self Supporting	MTA	138753	149702	149712	22260	10001724	7	10000	515010	Health Service-City Match	(60,262)	97,407	(1,025)	(145,597)	182,129	(4,196)	Changes to Health and Dental Rates
Self Supporting	MTA	138753	149702	149712	22260	10001724	7	10000	515710	Dependent Coverage	(285,941)	380,992	(4,393)	(648,892)	737,310	(17,690)	Changes to Health and Dental Rates
Self Supporting	MTA	138753	149702	149712	22260	10001724	7	10000	516010	Dental Coverage	(38,111)	49,613	(2,372)	(83,500)	89,549	(7,825)	Changes to Health and Dental Rates
Self Supporting	MTA	138753	149702	149712	22260	10001724	7	10000	517010	Unemployment Insurance	1,840	6,759	4,919	1,853	11,408	9,555	Changes to Health and Dental Rates
Self Supporting	MTA	138753	149702	149716	22260	10033100	7	10000	501010	Perm Salaries-Misc-Regular	-	-	-	-	384,477	384,477	Corrected salary entries
Self Supporting	MTA	138753	149702	149716	22260	10033100	7	10000	513010	Retire City Misc	-	-	-	-	73,052	73,052	Changes to Health and Dental Rates
Self Supporting	MTA	138753	149702	149716	22260	10033100	7	10000	514010	Social Security (Oasdi & HI)	-	-	-	-	23,838	23,838	Changes to Health and Dental Rates
Self Supporting	MTA	138753	149702	149716	22260	10033100	7	10000	514020	Social Sec-Medicare(HI Only)	-	-	-	-	5,575	5,575	Changes to Health and Dental Rates
Self Supporting	MTA	138753	149702	149716	22260	10033100	7	10000	515010	Health Service-City Match	-	-	-	(18,090)	17,574	(456)	Changes to Health and Dental Rates
Self Supporting	MTA	138753	149702	149716	22260	10033100	7	10000	515710	Dependent Coverage	-	-	-	(76,261)	74,339	(1,922)	Changes to Health and Dental Rates
Self Supporting	MTA	138753	149702	149716	22260	10033100	7	10000	516010	Dental Coverage	-	-	-	(9,825)	8,975	(850)	Changes to Health and Dental Rates
Self Supporting	MTA	138753	149702	149716	22260	10033100	7	10000	517010	Unemployment Insurance	-	-	-	-	1,038	1,038	Changes to Health and Dental Rates
Self Supporting	MTA	138753	149702	208670	22260	10033100	7	10000	515010	Health Service-City Match	-	-	-	(13,278)	12,941	(337)	Changes to Health and Dental Rates
Self Supporting	MTA	138753	149702	208670	22260	10033100	7	10000	515710	Dependent Coverage	-	-	-	(61,095)	59,552	(1,543)	Changes to Health and Dental Rates
Self Supporting	MTA	138753	149702	208670	22260	10033100	7	10000	516010	Dental Coverage	-	-	-	(7,678)	7,013	(665)	Changes to Health and Dental Rates
Self Supporting	MTA	138753	149724	149725	22260	10001724	2	10000	515010	Health Service-City Match	187,162	239,441	(343)	192,054	262,610	(906)	Changes to Health and Dental Rates
Self Supporting	MTA	138753	149724	149725	22260	10001724	2	10000	515710	Dependent Coverage	805,972	1,033,007	(3,487)	824,782	1,134,981	(3,955)	Changes to Health and Dental Rates
Self Supporting	MTA	138753	149724	149725	22260	10001724	2	10000	516010	Dental Coverage	101,619	130,627	(790)	96,884	134,449	(1,703)	Changes to Health and Dental Rates
Self Supporting	MTA	138753	149724	149725	22260	10001724	2	10000	519110	Flexible Benefit Package	10,858	18,527	(31)	10,269	21,102	(139)	Changes to Health and Dental Rates
Self Supporting	MTA	138753	149724	149725	22260	10033100	7	10000	515010	Health Service-City Match	-	-	-	(8,852)	8,627	(225)	Changes to Health and Dental Rates
Self Supporting	MTA	138753	149724	149725	22260	10033100	7	10000	515710	Dependent Coverage	-	-	-	(40,730)	39,701	(1,029)	Changes to Health and Dental Rates
Self Supporting	MTA	138753	149724	149725	22260	10033100	7	10000	516010	Dental Coverage	-	-	-	(5,119)	4,675	(444)	Changes to Health and Dental Rates
Self Supporting	MTA	138753	149724	207976	22260	10033100	7	10000	515010	Health Service-City Match	-	-	-	(42,560)	41,489	(4,071)	Changes to Health and Dental Rates
Self Supporting	MTA	138753	149724	207976	22260	10033100	7	10000	515710	Dependent Coverage	-	-	-	(89,596)	87,334	(2,262)	Changes to Health and Dental Rates
Self Supporting	MTA	138753	149724	207976	22260	10033100	7	10000	516010	Dental Coverage	-	-	-	(12,645)	11,547	(1,098)	Changes to Health and Dental Rates
Self Supporting	MTA	138753	186647	207850	22260	10001724	18	10000	501010	Perm Salaries-Misc-Regular	1,838,585	2,402,248	(95,551)	1,811,425	2,512,413	(96,265)	Corrected salary entries
Self Supporting	MTA	138753	186647	207850	22260	10001724	18	10000	513010	Retire City Misc	360,319	458,463	(16,256)	344,184	477,375	(18,295)	Changes to Health and Dental Rates
Self Supporting	MTA	138753	186647	207850	22260	10001724	18	10000	514010	Social Security (Oasdi & HI)	153,440	185,258	(5,924)	148,610	192,072	(5,970)	Changes to Health and Dental Rates
Self Supporting	MTA	138753	186647	207850	22260	10001724	18	10000	514020	Social Sec-Medicare(HI Only)	35,867	43,316	(1,385)	34,750	44,914	(1,396)	Changes to Health and Dental Rates
Self Supporting	MTA	138753	186647	207850	22260	10001724	18	10000	515010	Health Service-City Match	46,026	59,172	(2,630)	46,450	65,609	(2,977)	Changes to Health and Dental Rates
Self Supporting	MTA	138753	186647	207850	22260	10001724	18	10000	515710	Dependent Coverage	297,020	299,138	(12,430)	240,373	330,901	(14,064)	Changes to Health and Dental Rates
Self Supporting	MTA	138753	186647	207850	22260	10001724	18	10000	516010	Dental Coverage	28,603	36,492	(1,733)	26,994	37,854	(2,400)	Changes to Health and Dental Rates
Self Supporting	MTA	138753	186647	207850	22260	10001724	18	10000	517010	Unemployment Insurance	6,579	8,065	(258)	6,471	8,363	(260)	Changes to Health and Dental Rates
Self Supporting	MTA	138753	186647	207850	22260	10001724	18	10000	519120	Long Term Disability Insurance	5,948	7,956	(374)	5,637	8,379	(376)	Changes to Health and Dental Rates
Self Supporting	MTA	138753	202644	205660	22260	10001724	16	10000	515010	Health Service-City Match	13,290	28,954	(102)	11,531	33,372	(281)	Changes to Health and Dental Rates
Self Supporting	MTA	138753	202644	205660	22260	10001724	16	10000	515710	Dependent Coverage	79,785	157,435	(510)	72,900	180,278	(1,382)	Changes to Health and Dental Rates
Self Supporting	MTA	138753	202644	205660	22260	10001724	16	10000	516010	Dental Coverage	9,243	18,779	(260)	7,545	20,165	(572)	Changes to Health and Dental Rates
Self Supporting	MTA	138753	202644	205660	22260	10001724	16	10000	581710	Is-Purch-Centri Shop-AutoMaint	(8,105)	67,046	(357)	(9,832)	68,764	(366)	Changes to Citywide Workorders
Self Supporting	MTA	138753	202644	207881	22260	10001724	16	10000	515010	Health Service-City Match	4,791	10,881	(40)	4,080	12,570	(110)	Changes to Health and Dental Rates
Self Supporting	MTA	138753	202644	207881	22260	10001724	16	10000	515710	Dependent Coverage	33,523	76,125	(280)	28,566	87,972	(758)	Changes to Health and Dental Rates
Self Supporting	MTA	138753	202644	207881	22260	10001724	16	10000	516010	Dental Coverage	3,777	8,814	(137)	2,880	9,546	(802)	Changes to Health and Dental Rates
Self Supporting	MTA	138753	202644	207882	22260	10001724	16	10000	515010	Health Service-City Match	862	8,953	(430)	8,380	9,340	(110)	Changes to Health and Dental Rates
Self Supporting	MTA	138753	202644	207882	22260	10001724	16	10000	515710	Dependent Coverage	6,041	48,643	(280)	(758)	58,648	(758)	Changes to Health and Dental Rates
Self Supporting	MTA	138753	202644	207882	22260	10001724	16	10000	516010	Dental Coverage	595	5,632	(137)	(302)	6,364	(302)	Changes to Health and Dental Rates
Self Supporting	MTA	138753	202644	207883	22260	10001724	16	10000	515010	Health Service-City Match	16,575	22,665	(40)	16,650	25,340	(110)	Changes to Health and Dental Rates
Self Supporting	MTA	138753	202644	207883	22260	10001724											



Technical Adjustments for May 1 Departments  
FY 2018-19 and FY 2019-20

GFS Type	Dept	Dept Division	Dept Section	Dept ID	Fund ID	Project ID	Activity ID	Authority ID	Account ID	Account Title	FY 18-19 Start	FY 18-19 End	FY 18-19 Change	FY 19-20 Start	FY 19-20 End	FY 19-20 Change	Notes	
Self Supporting	MTA	138753	205644	205645	22260	10001724	9	10000	515710	Dependent Coverage	857,122	933,349	(631)	876,916	1,011,099	(1,715)	Changes to Health and Dental Rates	
Self Supporting	MTA	138753	205644	205645	22260	10001724	9	10000	516010	Dental Coverage	119,781	133,644	(377)	117,311	135,658	(833)	Changes to Health and Dental Rates	
Self Supporting	MTA	138753	205644	207840	22260	10001724	13	10000	515010	Health Service-City Match	207,482	402,814	(1,278)	188,249	460,841	(3,482)	Changes to Health and Dental Rates	
Self Supporting	MTA	138753	205644	207840	22260	10001724	13	10000	515710	Dependent Coverage	1,242,757	2,255,947	(6672)	1,152,958	2,568,221	(18,069)	Changes to Health and Dental Rates	
Self Supporting	MTA	138753	205644	207840	22260	10001724	13	10000	516010	Dental Coverage	145,102	271,591	(8,427)	122,504	290,027	(7,589)	Changes to Health and Dental Rates	
Self Supporting	MTA	138753	205653	207862	22260	10001724	9	10000	515010	Health Service-City Match	(3,942)	37,427	(259)	(8,728)	46,166	(700)	Changes to Health and Dental Rates	
Self Supporting	MTA	138753	205653	207862	22260	10001724	9	10000	515710	Dependent Coverage	(2,536)	104,822	(700)	(20,866)	128,896	(1,918)	Changes to Health and Dental Rates	
Self Supporting	MTA	138753	205653	207862	22260	10001724	9	10000	516010	Dental Coverage	(539)	14,021	(392)	(3,136)	16,135	(875)	Changes to Health and Dental Rates	
Self Supporting	MTA	138753	205653	207863	22260	10001724	9	10000	515010	Health Service-City Match	(4,720)	16,592	(140)	(8,843)	21,072	(385)	Changes to Health and Dental Rates	
Self Supporting	MTA	138753	205653	207863	22260	10001724	9	10000	515710	Dependent Coverage	(31,190)	117,919	(981)	(58,492)	149,429	(2,653)	Changes to Health and Dental Rates	
Self Supporting	MTA	138753	205653	207863	22260	10001724	9	10000	516010	Dental Coverage	(4,003)	13,627	(480)	(7,142)	16,189	(1,057)	Changes to Health and Dental Rates	
Self Supporting	MTA	138753	205653	207868	22260	10001724	14	10000	515010	Health Service-City Match	141,856	244,599	(673)	107,421	303,005	(2,529)	Changes to Health and Dental Rates	
Self Supporting	MTA	138753	205653	207868	22260	10001724	14	10000	515710	Dependent Coverage	907,233	1,520,106	(4,029)	679,353	1,899,402	(15,571)	Changes to Health and Dental Rates	
Self Supporting	MTA	138753	205653	207868	22260	10001724	14	10000	516010	Dental Coverage	104,478	178,129	(2,007)	69,933	208,405	(6,276)	Changes to Health and Dental Rates	
Self Supporting	MTA	138753	205653	207869	22260	10001724	14	10000	515010	Health Service-City Match	63,550	83,528	(130)	58,755	97,785	(500)	Changes to Health and Dental Rates	
Self Supporting	MTA	138753	205653	207869	22260	10001724	14	10000	515710	Dependent Coverage	444,226	512,199	(447)	444,601	574,739	(1,662)	Changes to Health and Dental Rates	
Self Supporting	MTA	138753	205653	207869	22260	10001724	14	10000	516010	Dental Coverage	51,233	60,097	(242)	47,328	63,509	(735)	Changes to Health and Dental Rates	
Self Supporting	MTA	139648	207993	207993	22260	10001719	24	10000	466113	Muni-Only Adult Monthly Pass	45,302,973	43,534,373	(1,000,000)	46,272,533	46,784,933	525,000	Balancing entries and transfers	
Self Supporting	MTA	139648	207993	207993	22260	10001719	24	10000	466201	Transit Cash Fares	56,534,753	55,048,466	(668,887)	57,816,595	58,304,790	501,655	Balancing entries and transfers	
Self Supporting	MTA	139648	208650	208650	22260	10001719	23	10000	520190	Department Overhead	105,516,040	111,397,198	295,454	109,898,272	114,632,664	327,938	Balancing entries and transfers	
Self Supporting	MTA	139648	208655	208655	22265	10001719	23	10000	515010	Health Service-City Match	1,310	(1,293)	17	1,415	(1,381)	34	Changes to Health and Dental Rates	
Self Supporting	MTA	139648	208655	208655	22265	10001719	23	10000	515710	Dependent Coverage	(344)	338	(5)	(371)	362	(9)	Changes to Health and Dental Rates	
Self Supporting	MTA	139648	208655	208655	22265	10001719	23	10000	516010	Dental Coverage	51	(49)	2	54	(49)	5	Changes to Health and Dental Rates	
Self Supporting	MTA	139648	208656	208656	22870	10001719	1	10000	425120	Traffic Fines- Parking	94,190,845	95,274,912	(138,575)	97,021,014	99,801,313	1,529,865	Balancing entries and transfers	
Self Supporting	MTA	139648	208656	208656	22870	10001719	1	10000	435115	Parking Meter Credit Card	39,308,193	40,108,193	800,000	40,487,439	41,267,439	780,000	Balancing entries and transfers	
Self Supporting	MTA	139648	208656	208656	22870	10001719	1	10000	460699	Other Public Safety Charges	-	150,000	150,000	-	150,000	150,000	-	Balancing entries and transfers
Self Supporting	MTA	139648	208656	208656	22870	10001719	1	10000	492001	CTI Fr 1G-General Fund	90,400,000	91,720,000	280,000	93,580,000	93,250,000	(710,000)	Revenue and Baseline Changes	
Self Supporting	MTA	139648	208656	208656	22870	10001719	1	10000	499999	Beg Fund Balance - Budget Only	(5,000,000)	7,000,000	2,000,000	(19,000,000)	19,000,000	-	Balancing entries and transfers	
Self Supporting	MTA	139648	208656	208656	22870	10001719	1	10000	591340	OTO To SM-MTA Transit Funds	(5,000,000)	-	(5,000,000)	-	-	(5,000,000)	Balancing entries and transfers	
Self Supporting	MTA	139648	208656	208656	22870	10001719	1	10000	591340	OTO To SM-MTA Transit Funds	165,524,425	191,109,616	2,959,429	141,176,528	214,262,808	1,764,724	Balancing entries and transfers	
Self Supporting	MTA	139648	208656	208656	22870	10001723	1	10000	520190	Department Overhead	18,242,191	19,365,059	47,518	18,967,802	19,937,103	49,959	Balancing entries and transfers	
Self Supporting	MTA	139648	208656	208656	22870	10001723	1	10000	581210	DT Technology Infrastructure	953,380	1,204,225	34,723	960,042	1,199,022	30,172	Changes to Citywide Workorders	
Self Supporting	MTA	139648	208656	208656	22870	10033299	1	20325	595260	ITO To SN-MTA SM&SustainableSt	-	5,000,000	5,000,000	-	5,000,000	5,000,000	-	Balancing entries and transfers
Self Supporting	MTA	139648	208656	208656	22870	10033299	1	20325	495026	ITI Fr SN-MTA SM&SustainableSt	-	5,000,000	5,000,000	-	5,000,000	5,000,000	-	Balancing entries and transfers
Self Supporting	MTA	139648	208657	208657	22260	10001719	1	10000	492001	CTI Fr 1G-General Fund	241,100,000	244,600,000	760,000	267,570,000	252,160,000	(1,870,000)	Revenue and Baseline Changes	
Self Supporting	MTA	139648	208657	208657	22260	10001719	1	10000	499001	OTI Fr 1G-General Fund	68,090,000	68,430,000	1,680,000	68,090,000	68,430,000	1,680,000	Revenue and Baseline Changes	
Self Supporting	MTA	139648	208657	208657	22260	10001719	1	10000	493032	OTI Fr SN-MTA SM&SustainableSt	165,524,425	191,109,616	2,959,429	141,176,528	214,262,808	1,764,724	Balancing entries and transfers	
Self Supporting	MTA	139648	208657	208657	22260	10001719	1	10000	591350	OTO To SN-MTA SM&SustainableSt	-	2,000,000	2,000,000	-	-	-	Balancing entries and transfers	
Self Supporting	MTA	139648	208657	208657	22260	10001719	24	10000	466301	Transit Cash Fares	27,986,609	27,252,896	(331,113)	28,622,168	28,869,913	248,945	Balancing entries and transfers	
Self Supporting	MTA	139648	208657	208657	22265	10001719	23	10000	520100	Overhead/Recovery	(128,559,611)	(135,816,751)	(359,170)	(133,862,640)	(139,774,778)	(395,248)	Balancing entries and transfers	
Self Supporting	MTA	139648	208657	208657	22265	10001719	23	10000	530110	Property Rent	(1,139,747)	4,896,438	29,981	(1,040,236)	5,039,648	80,061	Balancing entries and transfers	
Self Supporting	MTA	139648	208657	208657	22265	10001719	23	10000	581130	GF-Con-Internal Audits	318,162	356,455	1,491	300,609	374,065	1,548	Changes to Citywide Workorders	
Self Supporting	MTA	139648	208657	208657	22265	10001719	23	10000	581170	GF-Risk Management Svcs (AAO)	2,665,636	2,690,325	949	2,431,541	3,157,101	239,630	Changes to Citywide Workorders	
Self Supporting	MTA	139648	208657	208657	22265	10001719	23	10000	581210	DT Technology Infrastructure	7,478,987	9,446,713	272,390	7,531,253	9,358,754	236,697	Changes to Citywide Workorders	
Self Supporting	MTA	139648	208657	208657	22265	10001719	23	10000	581245	GF-GON-Information System Ops	3,804,692	3,828,126	(31,472)	3,794,445	3,848,236	(81,609)	Changes to Citywide Workorders	
Self Supporting	MTA	139648	208657	208657	22265	10001719	23	10000	581360	DT Telecommunications Services	1,357,753	1,136,137	(7,432)	1,323,446	1,134,199	(43,677)	Changes to Citywide Workorders	
Self Supporting	MTA	139648	208657	208657	22265	10001719	23	10000	581890	GF-Rent Paid To Real Estate	4,715,048	4,983,583	158,839	4,514,579	5,124,134	98,921	Changes to Citywide Workorders	
Self Supporting	MTA	139648	208657	208657	22280	10011820	3	14084	493032	OTI Fr SN-MTA SM&SustainableSt	(5,000,000)	-	(5,000,000)	(5,000,000)	-	(5,000,000)	Balancing entries and transfers	
Self Supporting	MTA	139648	208657	208657	22280	10011820	3	14084	567000	Bldgs,Struct&Imprvr Prof-Budget	2,000,000	13,000,000	(5,000,000)	2,000,000	13,000,000	(5,000,000)	Balancing entries and transfers	
Self Supporting	MTA	175658	175656	175656	22870	10001728	1	10000	515010	Health Service-City Match	65,726	65,993	(1)	70,127	70,372	(3)	Changes to Health and Dental Rates	
Self Supporting	MTA	175658	175656	175656	22870	10001728	1	10000	515710	Dependent Coverage	192,118	192,348	(2)	204,985	205,233	(2)	Changes to Health and Dental Rates	
Self Supporting	MTA	175658	175656	175656	22870	10001728	1	10000	516010	Dental Coverage	25,670	25,893	(7)	25,666	25,893	(11)	Changes to Health and Dental Rates	
Self Supporting	MTA	175658	175656	175656	22870	10001728	1	10000	519110	Flexible Benefit Package	9,699	19,789	(66)	10,279	21,112	(139)	Changes to Health and Dental Rates	
Self Supporting	MTA	175658	175656	175656	22870	10001728	1	10000	520190	Department Overhead	693,044	730,137	2,119	720,563	752,472	2,213	Balancing entries and transfers	
Self Supporting	MTA	175658	175656	175656	22870	10001728	1	10000	540000	Materials & Supplies-Budget	40,307	40,252	(55)	40,307	40,250	(57)	Balancing entries and transfers	
Self Supporting	MTA	175658	175656	175656	22870	10001728	1	10000	581130	GF-Con-Internal Audits	11,699	13,100	55	11,439	13,747	57	Changes to Citywide Workorders	
Self Supporting	MTA	175658	175656	175656	22870	10001728	1	10000	581210	DT Technology Infrastructure	10,366	13,094						

Technical Adjustments for May 1 Departments  
FY 2018-19 and FY 2019-20

GFS Type	Dept	Dept Division	Dept Section	Dept ID	Fund ID	Project ID	Activity ID	Authority ID	Account ID	Account Title	FY 18-19 Start	FY 18-19 End	FY 18-19 Change	FY 19-20 Start	FY 19-20 End	FY 19-20 Change	Notes
Self Supporting	PRT	232109	109740	109740	23680	10026770	1	10000	516010	Dental Coverage	2,173	2,736	(15)	2,162	2,736	(26)	Changes to Health and Dental Rates
Self Supporting	PRT	232109	109740	109740	23680	10026770	1	10000	519110	Flexible Benefit Package	4,003	5,012	(7)	4,263	5,347	(14)	Changes to Health and Dental Rates
Self Supporting	PRT	232109	250002	250002	23680	10026770	1	10000	519010	Fringe Adjustments-Budget	-	(3)	(3)	-	(3)	(3)	Changes to Health and Dental Rates
Self Supporting	PRT	232111	109747	109747	23680	10026771	1	10000	515010	Health Service-City Match	5,195	3,244	13	4,495	4,495	-	Changes to Health and Dental Rates
Self Supporting	PRT	232111	109747	109747	23680	10026771	1	10000	515710	Dependent Coverage	10,935	6,828	27	9,462	9,462	-	Changes to Health and Dental Rates
Self Supporting	PRT	232111	109747	109747	23680	10026771	1	10000	516010	Dental Coverage	1,555	963	16	1,251	1,251	-	Changes to Health and Dental Rates
Self Supporting	PRT	232111	109747	109747	23680	10026771	1	10000	581390	GF-Fire	(3,374,924)	3,689,634	314,710	(3,441,405)	3,769,294	327,889	Changes to Citywide Workorders
Self Supporting	PRT	232111	167544	167544	24530	10024236	3	17321	519010	Fringe Adjustments-Budget	(219)	2,758	2,977	-	5,916	5,916	Changes to Health and Dental Rates
Self Supporting	PRT	232112	109751	109751	23680	10026768	1	10000	581710	Is-Purch-Centrl Shop-Auto/Maint	423	475	(2)	411	487	(2)	Changes to Citywide Workorders
Self Supporting	PRT	232112	109752	109752	23680	10026768	1	10000	515010	Health Service-City Match	5,097	3,183	12	4,411	4,411	-	Changes to Health and Dental Rates
Self Supporting	PRT	232112	109752	109752	23680	10026768	1	10000	515710	Dependent Coverage	10,734	6,708	27	9,288	9,288	-	Changes to Health and Dental Rates
Self Supporting	PRT	232112	109752	109752	23680	10026768	1	10000	516010	Dental Coverage	1,521	942	15	1,224	1,224	-	Changes to Health and Dental Rates
Self Supporting	PRT	232112	109753	109753	23680	10026768	1	10000	581210	IT Technology Infrastructure	663,967	664,751	19,498	666,961	657,546	15,287	Changes to Citywide Workorders
Self Supporting	PRT	232112	109753	109753	23680	10026768	1	10000	581360	DT Telecommunications Services	313,221	231,225	(4,390)	306,153	241,932	(751)	Changes to Citywide Workorders
Self Supporting	PRT	232112	109754	109754	23680	10026768	1	10000	515010	Health Service-City Match	6,719	(585)	48	7,218	(624)	100	Changes to Health and Dental Rates
Self Supporting	PRT	232112	109754	109754	23680	10026768	1	10000	515710	Dependent Coverage	20,944	1,026	130	22,800	1,094	274	Changes to Health and Dental Rates
Self Supporting	PRT	232112	109754	109754	23680	10026768	1	10000	516010	Dental Coverage	2,764	63	73	2,816	63	125	Changes to Health and Dental Rates
Self Supporting	PRT	232112	109755	109755	23680	10026768	1	10000	581130	GF-Con-Internal Audits	32,769	286,559	(2)	91,876	227,324	(140)	Changes to Citywide Workorders
Self Supporting	PRT	232112	109755	109755	23680	10026768	1	10000	581245	GF-CON-Information System Ops	164,059	237,001	(1,954)	159,696	238,250	(5,068)	Changes to Citywide Workorders
Self Supporting	PRT	232112	109756	109756	23680	10026768	1	10000	515010	Health Service-City Match	(4,853)	3,628	(55)	(5,235)	3,871	(116)	Changes to Health and Dental Rates
Self Supporting	PRT	232112	109756	109756	23680	10026768	1	10000	515710	Dependent Coverage	(7,959)	9,894	(117)	(6,613)	10,556	(245)	Changes to Health and Dental Rates
Self Supporting	PRT	232112	109756	109756	23680	10026768	1	10000	516010	Dental Coverage	(1,258)	1,314	(70)	(1,307)	1,314	(119)	Changes to Health and Dental Rates
Self Supporting	PRT	232113	109762	109762	23680	10026769	1	10000	581055	Adm-Real Estate Special Svcs	371,985	102,357	(142)	366,083	106,968	(533)	Changes to Citywide Workorders
Self Supporting	PRT	232113	109762	109762	23680	10026769	1	10000	581710	Is-Purch-Centrl Shop-Auto/Maint	514,540	576,199	(3,055)	499,699	590,961	(3,144)	Changes to Citywide Workorders
Self Supporting	PRT	232113	109762	109762	23680	10026769	1	10000	580909	DesignatedForReplacmntOfFacils	-	(298,430)	(298,430)	-	(318,608)	(318,608)	Balancing entries and transfers
Self Supporting	PRT	232115	109785	109785	23680	10026768	1	10000	515010	Health Service-City Match	10,404	13,807	(9)	11,092	12,599	(19)	Changes to Health and Dental Rates
Self Supporting	PRT	232115	109785	109785	23680	10026768	1	10000	515710	Dependent Coverage	31,349	28,490	19	33,468	30,939	39	Changes to Health and Dental Rates
Self Supporting	PRT	232115	109785	109785	23680	10026768	1	10000	516010	Dental Coverage	4,176	4,141	1	4,176	4,141	1	Changes to Health and Dental Rates
Self Supporting	PRT	232115	109785	109785	23680	10026768	1	10000	519110	Flexible Benefit Package	4,946	15,036	(68)	5,208	16,041	(139)	Changes to Health and Dental Rates
Self Supporting	PRT	232116	232116	23700	10030093	1	12677	567000	Bldgs,Struct&Impvr Proj-Budget	232,992	21,992	(213,000)	242,311	25,912	(217,000)	Balancing entries and transfers	
Self Supporting	PRT	232116	232116	23700	10030339	1	12677	581390	GF-Fire	-	211,000	211,000	-	217,000	217,000	Changes to Citywide Workorders	
Self Supporting	PUC	198644	198644	24750	10026777	1	10000	495045	ITI Fr SQ-CleanpowersF Funds	19,801,521	20,957,938	(5,313)	24,119,347	25,817,083	(15,090)	Balancing entries and transfers	
Self Supporting	PUC	198644	198644	24750	10026777	1	10000	520190	Department Overhead	2,172,461	2,064,578	(3,167)	2,290,559	2,098,247	(5,738)	Balancing entries and transfers	
Self Supporting	PUC	198644	198644	24750	10026777	1	10000	581210	IT Technology Infrastructure	80,813	66,765	1,748	122,149	66,271	1,478	Changes to Citywide Workorders	
Self Supporting	PUC	198644	198644	24750	10026777	1	10000	581360	DT Telecommunications Services	20,003	17,443	(54)	37,690	18,291	269	Changes to Citywide Workorders	
Self Supporting	PUC	198644	198644	24870	10006358	2	10000	595328	ITO To SQ-CleanpowersF Funds	19,801,521	20,957,938	(5,313)	24,119,347	25,817,083	(15,090)	Balancing entries and transfers	
Self Supporting	PUC	198644	198644	24870	10006358	2	10000	598040	Designated For General Reserve	(6,001,764)	16,980,673	5,313	(22,505,510)	22,520,600	15,090	Balancing entries and transfers	
Self Supporting	PUC	229309	229271	229267	20160	10029989	1	10000	478990	Enterprise Fed BondIntSubsidy	3,493,100	4,008,923	515,823	3,493,100	4,008,923	515,823	Balancing entries and transfers
Self Supporting	PUC	229309	229271	229267	20160	10029999	1	10000	574110	Bond Interest-Expense	43,884,494	43,905,155	20,561	48,767,524	48,788,184	20,660	Balancing entries and transfers
Self Supporting	PUC	229309	229271	229267	20160	10030000	1	10000	499999	Beg Fund Balance - Budget Only	(6,680,445)	6,039,495	(640,950)	(322,340)	-	(322,340)	Balancing entries and transfers
Self Supporting	PUC	229309	229271	229267	20160	10030000	1	10000	515010	Health Service-City Match	41,835	38,545	22	44,659	-	45	Changes to Health and Dental Rates
Self Supporting	PUC	229309	229271	229267	20160	10030000	1	10000	515710	Dependent Coverage	74,554	64,549	65	79,616	68,874	138	Changes to Health and Dental Rates
Self Supporting	PUC	229309	229271	229267	20160	10030000	1	10000	516010	Dental Coverage	11,088	9,739	37	11,114	9,739	63	Changes to Health and Dental Rates
Self Supporting	PUC	229309	229271	229267	20160	10030000	1	10000	519110	Flexible Benefit Package	3,182	7,705	3	8,731	8,220	7	Changes to Health and Dental Rates
Self Supporting	PUC	229309	229271	229267	20160	10030000	1	10000	520190	Department Overhead	29,173,352	28,506,313	(39,487)	30,701,287	29,074,114	(97,145)	Balancing entries and transfers
Self Supporting	PUC	229309	229271	229267	20160	10030000	1	10000	581360	DT Telecommunications Services	923,436	805,258	(2,476)	899,204	844,382	12,416	Changes to Citywide Workorders
Self Supporting	PUC	229309	229271	229267	20160	10030000	1	10000	598040	Designated For General Reserve	-	-	-	-	517,739	517,739	Balancing entries and transfers
Self Supporting	PUC	229309	229271	229268	20160	10030000	1	10000	581410	GF-GSA-Facilities Mgmt Svcs	275,197	276,325	(2,330)	269,264	281,201	(9,587)	Changes to Citywide Workorders
Self Supporting	PUC	229309	229271	229269	20160	10030000	1	10000	515010	Health Service-City Match	126,928	121,102	38	135,462	129,206	80	Changes to Health and Dental Rates
Self Supporting	PUC	229309	229271	229269	20160	10030000	1	10000	515710	Dependent Coverage	428,940	411,224	116	457,788	438,765	243	Changes to Health and Dental Rates
Self Supporting	PUC	229309	229271	229269	20160	10030000	1	10000	516010	Dental Coverage	55,716	53,327	65	55,752	53,327	111	Changes to Health and Dental Rates
Self Supporting	PUC	229309	229271	229269	20160	10030000	1	10000	519110	Flexible Benefit Package	15,461	14,817	6	16,500	15,594	12	Changes to Health and Dental Rates
Self Supporting	PUC	229309	229281	229281	20160	10030002	1	10000	515010	Health Service-City Match	396,764	377,179	127	423,452	402,423	269	Changes to Health and Dental Rates
Self Supporting	PUC	229309	229281	229281	20160	10030002	1	10000	515710	Dependent Coverage	1,598,347	1,520,128	513	1,705,947	1,621,964	1,073	Changes to Health and Dental Rates
Self Supporting	PUC	229309	229281	229281	20160	10030002	1	10000	516010	Dental Coverage	200,349	190,336	273	200,540	190,336	462	Changes to Health and Dental Rates
Self Supporting	PUC	229309	229281	229281	20160	10030002	1	10000	519110	Flexible Benefit Package	4,690	4,466	2	5,006	4,765	3	Changes to Health and Dental Rates
Self Supporting	PUC	229309	229281	229281	20160	10030002	1	10000	581210	IT Technology Infrastructure	1,010,926	1,109,873	29,059	1,014,655	1,101,664	24,579	Changes to Citywide Workorders
Self Supporting	PUC	229309	229281	229281	20160	10030002	1	10000	581410	GF-GSA-Facilities Mgmt Svcs	1,141,396	1,246,550	(10,504)	1,087,609	1,267,628	(43,219)	Changes to Citywide Workorders
Self Supporting	PUC	229309	229281	229281	20160	10030002	1	10000	581710	Is-Purch-Centrl Shop-Auto/Maint	782,253	648,188	(3,447)	765,558	664,795	(3,535)	Changes to Citywide Workorders
Self Supporting	PUC	229309	229292	229292	20160	10030002	4	10000	515010	Health Service-City Match	270,125	270,125	-	284,886	288,186	(42)	Changes to Health and Dental Rates

Technical Adjustments for May 1 Departments  
FY 2018-19 and FY 2019-20

GFS Type	Dept	Dept Division	Dept Section	Dept ID	Fund ID	Project ID	Activity ID	Authority ID	Account ID	Account Title	FY 18-19 Start	FY 18-19 End	FY 18-19 Change	FY 19-20 Start	FY 19-20 End	FY 19-20 Change	Notes	
Self Supporting	PUC	229309	292647	292649	20160	10030002	8	10000	515710	Dependent Coverage	305,792	305,792	-	323,533	326,258	(35)	Changes to Health and Dental Rates	
Self Supporting	PUC	229309	292647	292649	20160	10030002	8	10000	516010	Dental Coverage	40,869	40,869	-	40,869	40,869	(15)	Changes to Health and Dental Rates	
Self Supporting	PUC	229309	292647	292649	20160	10030002	8	10000	581710	Is-Purch-Centrl Shop-AutoMaint	70,851	67,227	(358)	69,119	68,949	(368)	Changes to Citywide/Workorders	
Self Supporting	PUC	229309	292647	292657	20160	10030001	5	10000	515010	Health Service-City Match	131,838	131,838	-	140,209	140,666	(5)	Changes to Health and Dental Rates	
Self Supporting	PUC	229309	292647	292657	20160	10030001	5	10000	515710	Dependent Coverage	612,618	612,618	-	653,927	653,661	(22)	Changes to Health and Dental Rates	
Self Supporting	PUC	229309	292647	292657	20160	10030001	5	10000	516010	Dental Coverage	72,846	72,846	-	72,698	72,846	(10)	Changes to Health and Dental Rates	
Self Supporting	PUC	229309	292647	292657	20160	10030001	5	10000	581710	Is-Purch-Centrl Shop-AutoMaint	441,505	423,552	(2,253)	430,595	434,414	(2,310)	Changes to Citywide/Workorders	
Self Supporting	PUC	229309	295644	295644	20160	10030002	1	10000	515010	Health Service-City Match	101,076	101,076	-	107,454	107,847	(5)	Changes to Health and Dental Rates	
Self Supporting	PUC	229309	295644	295644	20160	10030002	1	10000	515710	Dependent Coverage	275,547	275,547	-	293,020	294,090	(14)	Changes to Health and Dental Rates	
Self Supporting	PUC	229309	295644	295644	20160	10030002	1	10000	516010	Dental Coverage	36,608	36,608	-	36,470	36,608	(6)	Changes to Health and Dental Rates	
Self Supporting	PUC	229309	231621	231621	24970	10029992	4	10000	478990	Enterprise Fed Bond/IntSubsidy	568,138	579,920	11,782	537,816	537,849	33	Balancing entries and transfers	
Self Supporting	PUC	231637	231621	231621	24970	10029992	4	10000	499999	Beg Fund Balance - Budget Only	(16,510,510)	14,234,592	(2,275,918)	(6,969,381)	5,214,803	(1,748,578)		Balancing entries and transfers
Self Supporting	PUC	231637	298646	298646	24970	10029992	22	10000	515010	Health Service-City Match	547,173	529,577	-	602,131	565,125	474	Changes to Health and Dental Rates	
Self Supporting	PUC	231637	298646	298646	24970	10029992	22	10000	515710	Dependent Coverage	2,116,937	2,047,515	456	2,331,540	2,384,697	1,875	Changes to Health and Dental Rates	
Self Supporting	PUC	231637	298646	298646	24970	10029992	22	10000	516010	Dental Coverage	265,657	256,806	241	274,574	256,806	806	Changes to Health and Dental Rates	
Self Supporting	PUC	231637	298646	298646	24970	10029992	22	10000	519110	Flexible Benefit Package	57,229	55,669	10	62,690	59,390	42	Changes to Health and Dental Rates	
Self Supporting	PUC	231637	298646	298646	24970	10029992	22	10000	520190	Department Overhead	9,297,410	9,200,258	(13,716)	9,790,641	9,409,701	(39,572)	Balancing entries and transfers	
Self Supporting	PUC	231637	298646	298646	24970	10029992	22	10000	581120	GF-Con-Financial Systems	87,821	78,937	-	94,792	81,965	(1)	Changes to Citywide/Workorders	
Self Supporting	PUC	231637	298646	298646	24970	10029992	22	10000	581210	DT Technology Infrastructure	326,452	358,404	9,384	327,656	355,753	7,937	Changes to Citywide/Workorders	
Self Supporting	PUC	231637	298646	298646	24970	10029992	22	10000	581360	DT Telecommunications Services	314,359	274,128	(843)	306,110	287,447	4,227	Changes to Citywide/Workorders	
Self Supporting	PUC	231637	298646	298646	24970	10029992	22	10000	581710	Is-Purch-Centrl Shop-AutoMaint	30,758	14,784	(78)	30,877	15,163	(80)	Changes to Citywide/Workorders	
Self Supporting	PUC	231637	298651	298647	24970	10029992	4	10000	486090	Exp Rec Fr Adm'n Svcs (AAG)	1,832,260	1,804,550	(27,710)	1,832,260	1,843,332	11,072	Changes to Citywide/Workorders	
Self Supporting	PUC	231637	298651	298647	24970	10029992	4	10000	515010	Health Service-City Match	49,684	49,684	-	52,488	59,013	(7)	Changes to Health and Dental Rates	
Self Supporting	PUC	231637	298651	298647	24970	10029992	4	10000	515710	Dependent Coverage	122,341	122,341	-	128,969	130,533	(20)	Changes to Health and Dental Rates	
Self Supporting	PUC	231637	298651	298647	24970	10029992	4	10000	516010	Dental Coverage	16,928	16,928	-	16,928	16,928	(9)	Changes to Health and Dental Rates	
Self Supporting	PUC	231637	298651	298647	24970	10029992	4	10000	519110	Flexible Benefit Package	18,018	18,018	-	19,080	19,222	(2)	Changes to Health and Dental Rates	
Self Supporting	PUC	231637	298651	298647	24970	10029992	4	10000	520190	Department Overhead	7,992,370	7,807,763	(19,707)	8,374,842	7,942,590	(80,206)	Balancing entries and transfers	
Self Supporting	PUC	231637	298651	298647	24970	10029992	4	10000	581210	DT Technology Infrastructure	194,122	209,828	5,494	191,827	208,276	4,647	Changes to Citywide/Workorders	
Self Supporting	PUC	231637	298651	298647	24970	10029992	4	10000	581360	DT Telecommunications Services	62,864	54,819	(169)	61,215	57,482	845	Changes to Citywide/Workorders	
Self Supporting	PUC	231637	298651	298648	24970	10029992	4	10000	515010	Health Service-City Match	99,314	99,314	-	105,219	105,969	(10)	Changes to Health and Dental Rates	
Self Supporting	PUC	231637	298651	298648	24970	10029992	4	10000	515710	Dependent Coverage	264,345	264,345	-	279,806	282,039	(29)	Changes to Health and Dental Rates	
Self Supporting	PUC	231637	298651	298648	24970	10029992	4	10000	516010	Dental Coverage	35,760	35,760	-	35,475	35,760	(13)	Changes to Health and Dental Rates	
Self Supporting	PUC	231637	298651	298648	24970	10029992	4	10000	519110	Flexible Benefit Package	27,162	27,162	-	28,776	28,978	(2)	Changes to Health and Dental Rates	
Self Supporting	PUC	231637	298651	298649	24970	10020137	4	10000	574110	Bond Interest-Expense	3,203,694	3,210,034	6,340	3,096,857	3,103,198	6,341	Balancing entries and transfers	
Self Supporting	PUC	231637	298651	298649	24970	10029986	12	10000	515010	Health Service-City Match	27,332	27,332	-	28,939	29,164	(8)	Changes to Health and Dental Rates	
Self Supporting	PUC	231637	298651	298649	24970	10029986	12	10000	515710	Dependent Coverage	67,980	67,980	-	71,863	72,533	(8)	Changes to Health and Dental Rates	
Self Supporting	PUC	231637	298651	298649	24970	10029986	12	10000	516010	Dental Coverage	9,455	9,455	-	9,369	9,455	(4)	Changes to Health and Dental Rates	
Self Supporting	PUC	231637	298651	298649	24970	10029986	12	10000	519110	Flexible Benefit Package	14,194	14,194	-	15,082	15,143	(1)	Changes to Health and Dental Rates	
Self Supporting	PUC	231637	298651	298650	24970	10029985	6	10000	486690	Exp Rec Fr Human Services AAG	907,224	698,670	-	872,900	732,904	(90)	Changes to Citywide/Workorders	
Self Supporting	PUC	231637	298651	298650	24970	10029985	6	10000	515010	Health Service-City Match	78,098	55,991	93	86,927	59,795	474	Changes to Health and Dental Rates	
Self Supporting	PUC	231637	298651	298650	24970	10029985	6	10000	515710	Dependent Coverage	296,919	294,902	275	382,758	271,981	1,417	Changes to Health and Dental Rates	
Self Supporting	PUC	231637	298651	298650	24970	10029985	6	10000	516010	Dental Coverage	36,790	31,122	154	45,305	31,122	645	Changes to Health and Dental Rates	
Self Supporting	PUC	231637	298651	298650	24970	10029985	6	10000	519110	Flexible Benefit Package	7,984	4,179	25	14,489	4,459	128	Changes to Health and Dental Rates	
Self Supporting	PUC	231637	298651	298650	24970	10029985	6	10000	583130	Resale Of Gas	10,171,579	8,648,202	(1,529,377)	10,171,579	9,274,147	(897,432)	Revised gas/steam costs	
Self Supporting	PUC	231637	298651	298650	24970	10029985	6	10000	583140	Resale Of Steam	2,285,217	1,999,213	(686,004)	2,285,217	1,622,557	(662,660)	Revised gas/steam costs	
Self Supporting	PUC	231637	298651	298650	24970	10029985	6	10000	583140	GF-GSA-Facilities Mgmt Svcs	33,249	82,500	(695)	29,689	83,895	(2,860)	Changes to Citywide/Workorders	
Self Supporting	PUC	231637	298651	298650	24970	10029985	6	10000	581710	Is-Purch-Centrl Shop-AutoMaint	148,035	172,754	(919)	143,585	177,180	(943)	Changes to Citywide/Workorders	
Self Supporting	PUC	232176	232130	232127	27180	10026772	1	10000	520100	Overhead Recovery	(96,962,909)	(94,746,670)	129,401	(101,989,101)	(96,577,160)	312,691	Balancing entries and transfers	
Self Supporting	PUC	232176	232130	232127	27180	10026772	1	10000	583130	GF-Con-Internal Audits	608,090	1,140,879	(22,433)	425,878	1,256,849	(88,765)	Changes to Citywide/Workorders	
Self Supporting	PUC	232176	232130	292644	27180	10026772	6	10000	515010	Health Service-City Match	196,285	189,337	46	209,946	202,485	95	Changes to Health and Dental Rates	
Self Supporting	PUC	232176	232130	292644	27180	10026772	6	10000	515710	Dependent Coverage	434,460	418,259	107	464,754	447,359	223	Changes to Health and Dental Rates	
Self Supporting	PUC	232176	232130	292644	27180	10026772	6	10000	516010	Dental Coverage	60,912	58,616	62	61,097	58,757	106	Changes to Health and Dental Rates	
Self Supporting	PUC	232176	232130	292644	27180	10026772	6	10000	519110	Flexible Benefit Package	24,410	23,001	9	26,145	24,632	19	Changes to Health and Dental Rates	
Self Supporting	PUC	232176	232149	232145	27190	10026778	5	10002	515010	Health Service-City Match	(2,319)	1,406	3,725	(2,468)	1,507	3,975	Changes to Health and Dental Rates	
Self Supporting	PUC	232176	232149	232145	27190	10026778	5	10002	515710	Dependent Coverage	(8,644)	1,105	9,749	(9,206)	1,196	10,402	Changes to Health and Dental Rates	
Self Supporting	PUC	232176	232149	232145	27190	10026778	5	10002	516010	Dental Coverage	(4)	1,309	1,313	(4)	1,309	1,313	Changes to Health and Dental Rates	
Self Supporting	PUC	232176	232149	232145	27190	10026778	5	10002	519110	Flexible Benefit Package	62,097	62,501	404	66,247	66,678	431	Changes to Health and Dental Rates	
Self Supporting	PUC	232176	232149	232145	27190	10026778	5	10002	520100	Overhead Recovery	(4,289,669)	(4,201,841)	(14,504)	(4,598,550)	(4,239,694)	(14,710)	Balancing entries and transfers	
Self Supporting	PUC	232176	232149	232146	27190	10026778	3	10002	515010	Health Service-City Match	(10,910)	(3,459)	7,451	(11,641)	(3,691)	7,950	Changes to Health and Dental Rates	



Technical Adjustments for May 1 Departments  
FY 2018-19 and FY 2019-20

GFS Type	Dept	Dept Division	Dept Section	Dept ID	Fund ID	Project ID	Activity ID	Authority ID	Account ID	Account Title	FY 18-19 Start	FY 18-19 End	FY 18-19 Change	FY 19-20 Start	FY 19-20 End	FY 19-20 Change	Notes
Self Supporting	PUC	232176	232149	232148	27190	10026778	2	10002	516010	Dental Coverage	(2,628)	(1)	2,627	(2,628)	(1)	2,627	Changes to Health and Dental Rates
Self Supporting	PUC	232176	232149	232148	27190	10026778	2	10002	519110	Flexible Benefit Package	(40,994)	(40,187)	807	(43,784)	(42,873)	861	Changes to Health and Dental Rates
Self Supporting	PUC	232176	232149	232148	27190	10026779	2	10002	520100	Overhead Recovery	(19,909,090)	(19,498,165)	(3,983)	(21,362,561)	(19,642,945)	(34,242)	Balancing entries and transfers
Self Supporting	PUC	232176	232149	276641	27180	10026778	6	10000	520100	Overhead Recovery	(16,759,604)	(17,063,127)	(3,841)	(16,812,306)	(17,140,782)	(8,536)	Balancing entries and transfers
Self Supporting	PUC	232176	232149	276641	27180	10026778	6	10000	581210	DT Technology Infrastructure	169,338	185,912	4,868	169,338	184,537	4,117	Changes to Citywide Workorders
Self Supporting	PUC	232176	232149	276641	27180	10026778	6	10000	581360	DT Telecommunications Services	397,927	294,681	(906)	329,059	308,998	4,543	Changes to Citywide Workorders
Self Supporting	PUC	232176	232149	276641	27180	10026778	6	10000	581710	Is-Purch-Centrl Shop-AutoMaint	45,044	22,761	(121)	44,458	23,344	(124)	Changes to Citywide Workorders
Self Supporting	PUC	232176	232149	276641	27190	10026778	6	10002	515010	Health Service-City Match	18,275	14,550	(3,725)	19,495	15,520	(3,975)	Changes to Health and Dental Rates
Self Supporting	PUC	232176	232149	276641	27190	10026778	6	10002	515710	Dependent Coverage	(14,402)	(24,151)	(9,749)	(15,345)	(25,747)	(10,402)	Changes to Health and Dental Rates
Self Supporting	PUC	232176	232149	276641	27190	10026778	6	10002	516010	Dental Coverage	102	(1,211)	(1,313)	102	(1,211)	(1,313)	Changes to Health and Dental Rates
Self Supporting	PUC	232176	232149	276641	27190	10026778	6	10002	519110	Flexible Benefit Package	14,268	13,864	(404)	15,222	14,791	(431)	Changes to Health and Dental Rates
Self Supporting	PUC	232176	232149	276641	27190	10026778	6	10002	520100	Overhead Recovery	(9,372,661)	(9,155,454)	15,447	(10,042,551)	(9,225,639)	16,612	Balancing entries and transfers
Self Supporting	PUC	232176	232149	295646	27190	10026778	1	10002	515010	Health Service-City Match	(5,042)	(1,317)	-3,725	(5,379)	(1,404)	-3,975	Changes to Health and Dental Rates
Self Supporting	PUC	232176	232149	295646	27190	10026778	1	10002	515710	Dependent Coverage	(7,104)	2,645	9,749	(7,580)	2,822	10,402	Changes to Health and Dental Rates
Self Supporting	PUC	232176	232149	295646	27190	10026778	1	10002	516010	Dental Coverage	(1,036)	277	1,313	(1,036)	277	-1,313	Changes to Health and Dental Rates
Self Supporting	PUC	232176	232149	295646	27190	10026778	1	10002	519110	Flexible Benefit Package	5,350	5,754	404	5,708	6,139	431	Changes to Health and Dental Rates
Self Supporting	PUC	232176	232149	295646	27190	10026778	1	10002	520100	Overhead Recovery	(3,962,452)	(3,888,084)	(15,338)	(4,250,469)	(3,924,383)	(16,406)	Balancing entries and transfers
Self Supporting	PUC	232176	263643	154648	27180	10026775	3	10000	515010	Health Service-City Match	15,611	15,611	0	16,578	16,657	(78)	Changes to Health and Dental Rates
Self Supporting	PUC	232176	263643	154648	27180	10026775	3	10000	515710	Dependent Coverage	34,508	34,508	0	36,603	36,820	(217)	Changes to Health and Dental Rates
Self Supporting	PUC	232176	263643	154648	27180	10026775	3	10000	516010	Dental Coverage	4,895	4,895	0	4,867	4,895	(28)	Changes to Health and Dental Rates
Self Supporting	PUC	232176	263643	154648	27180	10026775	3	10000	581710	Is-Purch-Centrl Shop-AutoMaint	111,120	121,172	(644)	107,999	124,276	(16,611)	Changes to Citywide Workorders
Self Supporting	PUC	232176	263643	267641	27180	10026775	1	10000	515010	Health Service-City Match	175,808	175,808	0	186,476	187,584	(1,108)	Changes to Health and Dental Rates
Self Supporting	PUC	232176	263643	267641	27180	10026775	1	10000	515710	Dependent Coverage	454,941	454,941	0	482,359	485,390	(3,031)	Changes to Health and Dental Rates
Self Supporting	PUC	232176	263643	267641	27180	10026775	1	10000	516010	Dental Coverage	61,435	61,435	0	61,043	61,435	(392)	Changes to Health and Dental Rates
Self Supporting	PUC	232176	263643	267641	27180	10026775	1	10000	519110	Flexible Benefit Package	17,404	17,404	0	18,372	18,568	(196)	Changes to Health and Dental Rates
Self Supporting	PUC	232176	263643	267641	27180	10026775	1	10000	581245	GF-COM-Information System Ops	3,211,094	3,055,538	(155,556)	3,155,030	3,071,583	(83,847)	Changes to Citywide Workorders
Self Supporting	PUC	232176	263643	267642	27180	10026775	2	10000	515010	Health Service-City Match	50,341	50,341	0	53,321	53,716	(395)	Changes to Health and Dental Rates
Self Supporting	PUC	232176	263643	267642	27180	10026775	2	10000	515710	Dependent Coverage	139,255	139,255	0	141,099	142,180	(1,081)	Changes to Health and Dental Rates
Self Supporting	PUC	232176	263643	267642	27180	10026775	2	10000	516010	Dental Coverage	18,415	18,415	0	18,275	18,415	(140)	Changes to Health and Dental Rates
Self Supporting	PUC	232176	263643	267643	27180	10026776	1	10000	515010	Health Service-City Match	298,918	278,040	156	333,821	293,464	515	Changes to Health and Dental Rates
Self Supporting	PUC	232176	263643	267643	27180	10026776	1	10000	515710	Dependent Coverage	811,532	746,185	427	906,558	796,115	1,143	Changes to Health and Dental Rates
Self Supporting	PUC	232176	263643	267643	27180	10026776	1	10000	516010	Dental Coverage	108,492	99,604	242	113,862	99,604	648	Changes to Health and Dental Rates
Self Supporting	PUC	232176	263643	267643	27180	10026776	1	10000	519110	Flexible Benefit Package	23,824	19,598	28	28,050	20,908	92	Changes to Health and Dental Rates
Self Supporting	PUC	232176	263643	267643	27180	10026776	1	10000	581210	DT Technology Infrastructure	495,237	543,709	(14,236)	497,063	539,687	(12,040)	Changes to Citywide Workorders
Self Supporting	PUC	232176	263643	267643	27180	10026776	1	10000	581360	DT Telecommunications Services	1,007,935	878,945	(2,702)	981,486	921,649	(59,837)	Changes to Citywide Workorders
Self Supporting	PUC	232176	263643	267651	27180	10026773	1	10000	515010	Health Service-City Match	12,361	10,813	10	13,199	11,538	21	Changes to Health and Dental Rates
Self Supporting	PUC	232176	263643	267651	27180	10026773	1	10000	515710	Dependent Coverage	80,902	66,666	28	93,000	28,452	58	Changes to Health and Dental Rates
Self Supporting	PUC	232176	263643	267651	27180	10026773	1	10000	516010	Dental Coverage	4,283	3,707	10	4,294	3,707	27	Changes to Health and Dental Rates
Self Supporting	PUC	232176	263643	267651	27180	10026773	1	10000	519110	Flexible Benefit Package	5,150	4,876	2	5,496	5,202	4	Changes to Health and Dental Rates
Self Supporting	PUC	232176	263643	267652	27180	10026773	2	10000	515010	Health Service-City Match	62,076	58,880	20	66,255	62,931	42	Changes to Health and Dental Rates
Self Supporting	PUC	232176	263643	267652	27180	10026773	2	10000	515710	Dependent Coverage	160,976	152,505	55	171,815	162,720	117	Changes to Health and Dental Rates
Self Supporting	PUC	232176	263643	267652	27180	10026773	2	10000	516010	Dental Coverage	21,919	20,767	28	21,941	20,767	54	Changes to Health and Dental Rates
Self Supporting	PUC	232176	263643	267652	27180	10026773	2	10000	519110	Flexible Benefit Package	20,324	19,776	4	21,686	21,098	8	Changes to Health and Dental Rates
Self Supporting	PUC	232176	263643	267653	27180	10026773	3	10000	515010	Health Service-City Match	161,055	152,880	55	171,897	162,797	116	Changes to Health and Dental Rates
Self Supporting	PUC	232176	263643	267653	27180	10026773	3	10000	515710	Dependent Coverage	356,697	393,443	152	380,866	355,782	318	Changes to Health and Dental Rates
Self Supporting	PUC	232176	263643	267653	27180	10026773	3	10000	516010	Dental Coverage	50,355	47,200	85	50,416	47,200	146	Changes to Health and Dental Rates
Self Supporting	PUC	232176	263643	267653	27180	10026773	3	10000	519110	Flexible Benefit Package	35,839	34,339	10	38,245	36,834	21	Changes to Health and Dental Rates
Self Supporting	PUC	232176	263643	267654	27180	10026773	5	10000	515010	Health Service-City Match	56,590	54,379	15	60,393	58,019	30	Changes to Health and Dental Rates
Self Supporting	PUC	232176	263643	267654	27180	10026773	5	10000	515710	Dependent Coverage	347,985	341,934	39	371,336	364,839	83	Changes to Health and Dental Rates
Self Supporting	PUC	232176	263643	267654	27180	10026773	5	10000	516010	Dental Coverage	39,186	38,363	23	39,201	38,363	38	Changes to Health and Dental Rates
Self Supporting	PUC	232176	263643	267654	27180	10026773	5	10000	519110	Flexible Benefit Package	197	(194)	3	213	(207)	6	Changes to Health and Dental Rates
Self Supporting	PUC	232176	263643	267657	27180	10026773	7	10000	515010	Health Service-City Match	78,808	78,407	9	85,460	83,657	19	Changes to Health and Dental Rates
Self Supporting	PUC	232176	263643	267657	27180	10026773	7	10000	515710	Dependent Coverage	172,701	168,868	25	184,296	180,181	53	Changes to Health and Dental Rates
Self Supporting	PUC	232176	263643	267657	27180	10026773	7	10000	516010	Dental Coverage	24,379	23,857	14	24,389	23,857	24	Changes to Health and Dental Rates
Self Supporting	PUC	232176	263643	267657	27180	10026773	7	10000	519110	Flexible Benefit Package	10,149	9,901	2	10,829	10,563	4	Changes to Health and Dental Rates
Self Supporting	PUC	232176	292653	292650	27180	10026772	11	10000	515010	Health Service-City Match	46,267	31,400	97	49,307	33,505	202	Changes to Health and Dental Rates
Self Supporting	PUC	232176	292653	292650	27180	10026772	11	10000	515710	Dependent Coverage	118,572	79,595	255	126,357	84,929	230	Changes to Health and Dental Rates
Self Supporting	PUC	232176	292653	292650	27180	10026772	11	10000	516010	Dental Coverage	16,657	11,244	147	16,706	11,244	248	Changes to Health and Dental Rates
Self Supporting	PUC	232176	292653	292650	27180	10026772	11	10000	519110	Flexible Benefit Package	33,787	29,125	30	36,025	31,071	64	Changes to Health and Dental Rates
Self Supporting	PUC	232176	292653	292658	27180	10026772	10	10000	515010	Health Service-City Match	62,186	62,186	0	66,029	66,3		

Technical Adjustments for May 1 Departments  
FY 2018-19 and FY 2019-20

GFS Type	Dept	Dept Division	Dept Section	Dept ID	Fund ID	Project ID	Activity ID	Authority ID	Account ID	Account Title	FY 18-19 Start	FY 18-19 End	FY 18-19 Change	FY 19-20 Start	FY 19-20 End	FY 19-20 Change	Notes
Self Supporting	PUC	232429	232396	232396	25940	10029994	10	10000	486630	Exp Rec Fr Rec & Park (AAO)	3,897,386	5,662,351	(908,549)	3,345,386	6,062,722	(1,060,178)	Changes to Citywide Workorders
Self Supporting	PUC	232429	232396	232396	25940	10029994	10	10000	520190	Department Overhead	48,827,818	47,167,759	(58,023)	50,631,770	48,052,508	(146,030)	Balancing entries and transfers
Self Supporting	PUC	232429	232396	232396	25940	10029994	10	10000	581210	DT Technology Infrastructure	1,375,991	1,510,670	39,553	1,528,910	1,499,496	33,454	Changes to Citywide Workorders
Self Supporting	PUC	232429	232396	232396	25940	10029994	10	10000	581360	DT Telecommunications Services	1,407,459	1,227,340	(3,773)	1,542,706	1,286,971	(18,925)	Changes to Citywide Workorders
Self Supporting	PUC	232429	232396	232396	25940	10029994	18	10000	595300	ITO To SW-Water Department Fd	8,647,787	-12,387,000	396,787	17,870,018	11,542,000	736,018	Balancing entries and transfers
Self Supporting	PUC	232429	232396	232396	25950	10015493	1	15680	495080	ITI Fr SW-Water Department Fd	8,647,787	12,387,000	396,787	17,870,018	11,542,000	736,018	Balancing entries and transfers
Self Supporting	PUC	232429	232396	232396	25950	10025208	1	17682	486990	Exp Rec-General Unallocated	1,951,000	1,477,000	(474,000)	1,951,000	1,134,000	(817,000)	Changes to Citywide Workorders
Self Supporting	PUC	232429	232396	232396	25950	10025208	1	17682	581065	Adm-Real Estate Special Svcs	(77,213)	-	(77,213)	-	(80,982)	Changes to Citywide Workorders	
Self Supporting	PUC	232429	232413	232404	25940	10029998	6	10000	515010	Health Service-City Match	97,078	80,160	-110	120,054	93,894	-3,334	Changes to Health and Dental Rates
Self Supporting	PUC	232429	232413	232404	25940	10029998	6	10000	515710	Dependent Coverage	252,805	177,782	-492	325,402	209,705	-1479	Changes to Health and Dental Rates
Self Supporting	PUC	232429	232413	232404	25940	10029998	6	10000	516010	Dental Coverage	34,166	24,947	-251	41,042	27,512	-614	Changes to Health and Dental Rates
Self Supporting	PUC	232429	232413	232404	25940	10029998	6	10000	519110	Flexible Benefit Package	10,240	9,962	-2	11,058	10,528	-530	Changes to Health and Dental Rates
Self Supporting	PUC	232429	232413	232404	25940	10029998	6	10000	581710	Is-Purch-Centri Shop-AutoMaint	11,114	-29,891	(159)	10,344	30,657	(163)	Changes to Citywide Workorders
Self Supporting	PUC	232429	232413	232411	25940	10029998	6	10000	581410	GF-GSA-Facilities Mgmt Svcs	(63,996)	63,461	(535)	(66,735)	64,535	(2,200)	Changes to Citywide Workorders
Self Supporting	PUC	232429	232420	232417	25940	10029996	4	10000	515010	Health Service-City Match	104,265	65,339	-252	110,496	69,178	-526	Changes to Health and Dental Rates
Self Supporting	PUC	232429	232420	232417	25940	10029996	4	10000	515710	Dependent Coverage	342,052	233,804	-708	362,667	246,441	-1,488	Changes to Health and Dental Rates
Self Supporting	PUC	232429	232420	232417	25940	10029996	4	10000	516010	Dental Coverage	43,620	29,060	-394	43,527	28,687	-674	Changes to Health and Dental Rates
Self Supporting	PUC	232429	232420	232417	25940	10029996	4	10000	519110	Flexible Benefit Package	-1,130	(136)	-8	1,178	(181)	-17	Changes to Health and Dental Rates
Self Supporting	PUC	232429	232420	232418	25940	10029996	4	10000	515010	Health Service-City Match	88,966	84,496	-30	95,948	91,149	-61	Changes to Health and Dental Rates
Self Supporting	PUC	232429	232420	232418	25940	10029996	4	10000	515710	Dependent Coverage	238,772	226,180	-82	257,632	244,113	-173	Changes to Health and Dental Rates
Self Supporting	PUC	232429	232420	232418	25940	10029996	4	10000	516010	Dental Coverage	31,947	30,253	-46	32,324	30,598	-78	Changes to Health and Dental Rates
Self Supporting	PUC	232429	232420	232418	25940	10029996	4	10000	519110	Flexible Benefit Package	4,633	4,486	-1	4,977	4,819	-2	Changes to Health and Dental Rates
Self Supporting	PUC	232429	232426	232421	25940	10029997	2	10000	581710	Is-Purch-Centri Shop-AutoMaint	34,930	33,889	(84)	34,057	34,757	(186)	Changes to Citywide Workorders
Self Supporting	PUC	232429	232426	232422	25940	10029997	20	10000	515010	Health Service-City Match	309,646	298,646	(81)	333,269	321,261	(154)	Changes to Health and Dental Rates
Self Supporting	PUC	232429	232426	232422	25940	10029997	20	10000	515710	Dependent Coverage	1,396,532	1,350,967	-299	1,501,879	1,452,956	-625	Changes to Health and Dental Rates
Self Supporting	PUC	232429	232426	232422	25940	10029997	20	10000	516010	Dental Coverage	168,869	163,102	-57	170,310	164,433	-267	Changes to Health and Dental Rates
Self Supporting	PUC	232429	232426	232422	25940	10029997	20	10000	519110	Flexible Benefit Package	(777)	(1,039)	-272	(760)	(1,042)	-4	Changes to Health and Dental Rates
Self Supporting	PUC	232429	232426	232423	25940	10029997	2	10000	515010	Health Service-City Match	71,060	66,381	-31	72,283	67,259	-64	Changes to Health and Dental Rates
Self Supporting	PUC	232429	232426	232423	25940	10029997	2	10000	515710	Dependent Coverage	191,770	172,707	-125	195,405	174,937	-262	Changes to Health and Dental Rates
Self Supporting	PUC	232429	232426	232423	25940	10029997	2	10000	516010	Dental Coverage	25,573	23,160	-65	24,448	21,989	-111	Changes to Health and Dental Rates
Self Supporting	PUC	232429	232426	232423	25940	10029997	2	10000	519110	Flexible Benefit Package	(35)	(145)	-110	(30)	(148)	-18	Changes to Health and Dental Rates
Self Supporting	PUC	232429	232426	232425	25940	10029996	4	10000	515010	Health Service-City Match	146,841	135,258	-75	157,402	144,965	-159	Changes to Health and Dental Rates
Self Supporting	PUC	232429	232426	232425	25940	10029996	4	10000	515710	Dependent Coverage	688,405	641,213	-310	737,542	686,872	-648	Changes to Health and Dental Rates
Self Supporting	PUC	232429	232426	232425	25940	10029996	4	10000	516010	Dental Coverage	85,606	79,633	-163	86,034	79,948	-276	Changes to Health and Dental Rates
Self Supporting	PUC	232429	232426	232425	25940	10029996	4	10000	519110	Flexible Benefit Package	4,329	4,657	2	5,277	4,985	-4	Changes to Health and Dental Rates
Self Supporting	PUC	232429	292651	292657	25940	10029995	2	10000	581710	Is-Purch-Centri Shop-AutoMaint	9,881	12,055	(64)	9,571	12,364	(65)	Changes to Citywide Workorders
Self Supporting	PUC	232429	292656	292656	25940	10029995	36	10000	515010	Health Service-City Match	255,140	255,140	-	281,302	276,103	-67	Changes to Health and Dental Rates
Self Supporting	PUC	232429	292656	292656	25940	10029995	36	10000	515710	Dependent Coverage	639,857	639,857	-	706,284	693,262	-166	Changes to Health and Dental Rates
Self Supporting	PUC	232429	292656	292656	25940	10029995	36	10000	516010	Dental Coverage	87,586	87,586	-	90,629	88,900	-79	Changes to Health and Dental Rates
Self Supporting	PUC	232429	292656	292656	25940	10029995	36	10000	519110	Flexible Benefit Package	56,203	56,203	-	61,120	59,959	-15	Changes to Health and Dental Rates
Self Supporting	RET	232318	232318	31330	10026788	1	10000	519010	Fringe Adjustments-Budget	-	11,600	11,600	-	48,585	48,585	-	Changes to Health and Dental Rates
Self Supporting	RET	232318	232318	31330	10026788	1	10000	581130	GF-Cor-Internal Audits	(64,769)	64,742	(27)	(65,275)	65,064	(211)	Changes to Citywide Workorders	
Self Supporting	RET	232318	232318	31330	10026788	1	10000	581210	DT Technology Infrastructure	(269,145)	279,074	15,929	(257,810)	268,390	(1,580)	Changes to Citywide Workorders	
Self Supporting	RET	232318	232318	31330	10026788	1	10000	581360	DT Telecommunications Services	(38,203)	38,270	67	(39,349)	35,877	(3,472)	Changes to Citywide Workorders	
Self Supporting	RET	232318	232318	31330	10026788	1	10000	581650	Leases Paid To Real Estate	1,599,921	1,599,841	(80)	1,424,871	1,774,797	(564)	Changes to Citywide Workorders	
Self Supporting	RET	232319	232319	31330	10026788	1	10000	515010	Health Service-City Match	89,892	89,892	-	104,880	97,869	-89	Changes to Health and Dental Rates	
Self Supporting	RET	232319	232319	31330	10026788	1	10000	515710	Dependent Coverage	219,365	219,365	-	253,461	238,701	-188	Changes to Health and Dental Rates	
Self Supporting	RET	232319	232319	31330	10026788	1	10000	516010	Dental Coverage	31,089	31,089	-	33,722	31,704	-92	Changes to Health and Dental Rates	
Self Supporting	RET	232320	232320	31330	10026788	1	10000	515010	Health Service-City Match	97,767	98,944	(7)	104,908	105,572	(16)	Changes to Health and Dental Rates	
Self Supporting	RET	232320	232320	31330	10026788	1	10000	515710	Dependent Coverage	247,571	245,506	-1,965	264,169	261,946	-2,923	Changes to Health and Dental Rates	
Self Supporting	RET	232320	232320	31330	10026788	1	10000	516010	Dental Coverage	33,915	33,786	-129	33,918	33,786	-132	Changes to Health and Dental Rates	
Self Supporting	RET	232320	232320	31330	10026788	1	10000	581245	GF-CON-Information System Dps	(160,473)	159,165	(1,308)	(163,395)	160,001	(3,994)	Changes to Citywide Workorders	
Self Supporting	RET	232320	232320	31330	10026788	1	10000	581650	Leases Paid To Real Estate	137,980	190,342	(56)	117,153	211,158	(67)	Changes to Citywide Workorders	
Self Supporting	RNT	232325	10850	10026789	1	10000	460171	Rent Arbitration Fees	8,655,981	7,791,322	(864,659)	7,842,593	8,589,643	(15,122)	Balancing entries and transfers		
Self Supporting	RNT	232325	10850	10026789	1	10000	581130	GF-Con-Internal Audits	15,787	17,057	1,270	15,661	17,153	(30)	Changes to Citywide Workorders		
Self Supporting	RNT	232325	10850	10026789	1	10000	581210	DT Technology Infrastructure	56,090	66,615	2,003	36,468	65,936	1,760	Changes to Citywide Workorders		
Self Supporting	RNT	232325	10850	10026789	1	10000	581360	DT Telecommunications Services	29,191	29,637	(230)	28,295	27,865	(2,898)	Changes to Citywide Workorders		
Self Supporting	RNT	232325	10850	10026789	1	10000	581890	GF-Rent Paid To Real Estate	214,389	241,306	26,917	203,813	248,997	4,806	Changes to Citywide Workorders		



# CIVIL SERVICE COMMISSION CITY AND COUNTY OF SAN FRANCISCO

MARK FARRELL  
MAYOR

June 19, 2018

KATE FAYETTI  
PRESIDENT

F. X. CROWLEY  
VICE PRESIDENT

DOUGLAS S. CHAN  
COMMISSIONER

SCOTT R. HELDFOND  
COMMISSIONER

ELIZABETH SALVESON  
COMMISSIONER

MICHAEL L. BROWN  
EXECUTIVE OFFICER

Ms. Linda Wong  
Clerk of the Budget and Finance Committee  
San Francisco Board of Supervisors  
City Hall – Room 244  
1 Dr. Carlton B. Goodlett Place  
San Francisco, CA 94102  
[Linda.Wong@sfgov.org](mailto:Linda.Wong@sfgov.org)

Dear Ms. Wong:

This missive is a follow-up to the Civil Service Commission presentation before the Budget Committee on June 13, 2018 which contains information for possible "add-back" funding for the Civil Service Commission.

Under the authority of the San Francisco Charter, the Civil Service Commission adopts rules, policies and procedures to carry out the civil service merit system provisions of the Charter and provides oversight over the City's personnel functions performed by the Department of Human Resources (DHR) and under the Municipal Transportation Agency (MTA) Director. The Commission may direct the Human Resources director to take action as the Commission believes necessary to carry out the civil service provisions of the Charter. The Executive Officer or Director for the Civil Service Commission serves as the administrator of affairs for the five (5) members Commission. The small Department of six (6) FTE has a budget of approximately 1.2 million which mainly covers salaries, benefits and operation expenses.

As requested by the Chair of the Budget & Finance Committee, Malia Cohen, during the committee meeting on June 13, 2018, the Civil Service Commission is submitting additional information for consideration for "add-backs" to support government transparency, increased visibility and promote efficiencies within the Civil Service Commission.

**Government Transparency/Visibility**

The Civil Service Commission conducts meetings through public forum on the first and third Mondays of each month. We consider appeals on classification actions, application rejection, examination matters, future employment restrictions, requests for personal service contracts, EEO determinations, and discuss merit system matters. Currently our meetings are available by audio recording only. As a matter of transparency to increase visibility for an open government and to be more accessible for people who are hearing impaired, our meetings should also be included on SFGovTV. Attached you will find a recent estimate for services at an annual cost of \$37,065.00 per year for twenty-four (24) Civil Service Commission Meetings. (See the attached estimate from the Department of Technology.)

**Training**

The Civil Service Commission staff provides training and presentations for many City Departments, labor partners, and interested stakeholders on an on-going basis on different aspects of the merit system and Civil Service Rules. Unfortunately, we must rely on other departments to access audio video media equipment for presentations. We would like funds to purchase the following basics:

- 1 – Laptop with remote access capability \$1,800
- 1 – Projector -\$1,000
- 1 - Small capacity Color Printer \$600

The amount requested is a one-time cost of an additional \$3,400.

**Document Management, Web Design, and Information Technology Improvement**

We would like to include an additional \$20,000 for IT upgrades. The funds will be allocated to update our document management system (Doc Mall), improve our web design, Civil Service Rule format and access online, and to take advantage of new technology through the San Francisco Department of Technology approved products for data management. We estimate an additional amount of \$20,000.

Recommendation

The budget presented on June 13, 2018 was as follows:

FY 2017-2018 Budget: \$1,250, 582  
FY2018-2019 Budget Submission \$1,262,072  
FY 2019-2020 Budget Submission \$1,277,991

The requested "add-back" recommended for the Civil Service Commission would result in the following projected amounts:

FY 2017-2018 Budget: \$1,250,582  
FY 2018-2019 Budget Submission \$1,322,537 (+\$60,465)  
FY 2019-2020 Budget Submission \$1,335,056 (+\$57,065)

Thank you for consideration of this request and your continued commitment in serving the residents of San Francisco. The Civil Service Commission stands committed to protect and uphold the merit system and welcome increasing transparency in our City government whenever possible.

Sincerely,

CIVIL SERVICE COMMISSION



Michael L. Brown  
EXECUTIVE OFFICER

Attachment: DT - SFGovTV Estimate

cc: Malia Cohen, Budget & Finance Committee Chair, Board of Supervisors  
Sandra Lee Fewer, Vice-Chair, Budget & Finance Committee, Board of Supervisor  
Norman Yee, Budget & Finance Committee, Board of Supervisor  
Catherine Stefani, Budget & Finance Committee, Board of Supervisor  
Jeff Sheehy, Budget & Finance Committee, Board of Supervisor  
Angela Calvillo, Clerk of the Board of Supervisors



City & County of San Francisco  
**Department of  
Technology**  
*Powered by innovation*

One South Van Ness Avenue, 2nd Floor  
San Francisco, CA 94103-0948  
Office: 415-581-4001 • Fax: 415-581-4002

### **Estimate for Meeting Coverage**

**Date:** June 18, 2018

**To:** Sandra Eng, Civil Service Commission

**From:** Jack Chin, Department of Technology, SFGovTV

**Subject:** Estimated annual cost for coverage of Civil Service Commission Meetings

**Amount:** \$37,065.00.

---

SFGovTV's City Hall meeting coverage offers several features that benefit both the public and our City department clients.

SFGovTV has five remotely controlled cameras permanently installed in rooms 400, 408 and 416, four in room 263 and six in room 250. These cameras enable our staff to obtain both wide-shots and medium close-up shots of every person recognized to speak during a meeting.

SFGovTV assigns two technicians to every meeting so that we can enhance our meeting coverage with opening and closing credits and information, closed captions, and graphics that identify each agenda item and provide referrals to websites with the meeting's agenda and other information. Our meeting coverage is usually aired live on one of our two cable television channels 26 & 78 and also video streamed live on our website. The video recorded meetings are also replayed on SFGovTV and SFGovTV2 at least twice.

Our SFGovTV.org website features our archive of streaming videos on demand which enables viewers to watch meetings at their convenience. Each agenda item is indexed so the viewer can skip to the specific agenda item that they want to view. We also make the meeting's caption notes and MP3 audio recordings and video available for free downloads. DVD recordings of meetings are provided to our departmental clients for their archives, and the public can purchase DVDs from SFGovTV for \$10.





City & County of San Francisco  
**Department of  
Technology**  
*Powered by Innovation*

One South Van Ness Avenue, 2nd Floor  
San Francisco, CA 94103-0948  
Office: 415-581-4001 • Fax: 415-581-4002

The estimated annual cost for coverage of Civil Service Commission meetings held in City Hall meeting rooms equipped with video cameras is \$37,065.00. This estimate is assumed that there will be 24 meetings per year with an average length of three hours and includes the cost of adding closed captions and encoding the material for viewing on the internet and providing DVD recordings of every meeting. This estimate includes the services listed below.

task	crew	hours	meeting qty	annual hours	rate	cost
setup & strike	2.00	2.25	24.00	108.00	\$110.00	\$11,880.00
shoot meeting	2.00	3.00	24.00	144.00	\$110.00	\$15,840.00
captioning (contractor)	1.00	3.00	24.00	72.00	\$97.50	\$7020.00
Video Stream Hosting (contractor) annual fee						\$2,325.00
<b>Total for one year</b>						<b>\$37,065.00</b>

If you accept this estimate please send a work order documentation to Department of Technology, SFGovTV and send a copy of the documentation to [Thomas.Loftus@sfgov.org](mailto:Thomas.Loftus@sfgov.org). If you have questions about the work order please contact Thomas Loftus 415-554-6523.







2018-11  
827 c/leak

RECEIVED  
BOARD OF SUPERVISORS  
SAN FRANCISCO

# The Police Commission

CITY AND COUNTY OF SAN FRANCISCO

2018 JUN 12 AM 9:45

BY AB

June 7, 2018

THOMAS MAZZUCCO  
Vice President  
  
PETRA DeJESUS  
Commissioner  
  
ROBERT M. HIRSCH  
Commissioner  
  
JOHN HAMASAKI  
Commissioner  
  
CINDY ELIAS  
Commissioner

Honorable Board of Supervisors  
City Hall, Room 244  
#1 Dr. Carlton B. Goodlett Place  
San Francisco, CA 94102

Sergeant Rachael Kilshaw  
Secretary

Dear Honorable Supervisors:

At the meeting of the Police Commission on Wednesday, June 6, 2018, the following resolution was adopted:

**RESOLUTION NO. 18-37**

**APPROVAL TO RECOMMEND THAT THE BOARD OF SUPERVISORS APPROVE A BUDGET MODIFICATION REALLOCATING \$6,174,380.23 IN SALARIES BUDGET TO INTERDEPARTMENTAL SERVICES FOR WORKER'S COMPENSATION**

RESOLVED, that the Police Commission hereby recommend that the Board of Supervisors approve a budget modification reallocating \$6,174,380.23 in salaries budget to interdepartmental services for worker's compensation.

AYES: Commissioners Mazzucco, DeJesus, Hirsch, Hamasaki, Elias

Very truly yours,

Sergeant Rachael Kilshaw  
Secretary  
San Francisco Police Commission

949/rct

cc: Director C. McGuire/Fiscal

**Wong, Linda (BOS)**

---

**From:** Cassandra Costello <cassandra@sftravel.com>  
**Sent:** Friday, June 08, 2018 4:07 PM  
**To:** Calvillo, Angela (BOS)  
**Cc:** Wong, Linda (BOS)  
**Subject:** Please Distribute  
**Attachments:** Thank you from Clean Safe Coalition to.pdf

Good Afternoon Angela,  
I hope you are well!

Can you please deliver the attached letter to each member of the board of supervisors? It should go on file with correspondence for the FY 18/19 budget process.

Let me know if you prefer that I send it to them directly.

Thanks,  
Cassandra



**Cassandra Costello | VP, Public Policy & Executive Programs**  
E cassandra@sftravel.com | T 415.227.2655 | F 415.227.2631

**San Francisco Travel | One Front Street, Suite 2900 | San Francisco, CA 94111**  
sftravel.com | Follow us on Facebook + Twitter

**Never the Same. Always San Francisco.**  
June 23-24 SF Pride | July 20-22 Rugby World Cup Sevens

Got Meetings? Check Out Our Pick Two Promotion!



June 8, 2018

Mayor Mark Farrell  
San Francisco City Hall  
1 Dr Carlton B Goodlett Place  
San Francisco, CA 94102

Dear Mayor Farrell:

As committed business and neighborhood leaders of the Clean and Safe Coalition, we would like to thank you for your proposed investments to keep San Francisco clean and safe, while supporting our unsheltered neighbors and those suffering on our streets every day.

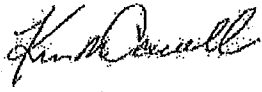
Thank you for your proposed investments in FY 2018-2019 budget to address homelessness, street cleanliness, and public safety. Thank you for listening to our concerns and committing the following investments:

- \$4 million for permanent supportive housing
- \$1.2 million for the Homeward Bound program
- \$15.2 million for four new Navigation Center facilities
- \$1 million for rapid rehousing programs for Transitional Age Youth
- \$6 million for a dedicated drug addiction street team
- \$13 million for a comprehensive street cleaning program and staffed public toilets
- \$3.4 million for new street cleaning vehicles
- 250 additional sworn police officers
- \$8 million for 90 new 911 dispatcher recruits
- \$304 million for long-term improvement projects, including street resurfacing, sidewalk repair, and improvements to our park system

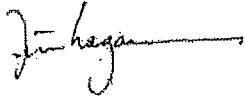
These investments will provide the much needed support to our neighbors in need, while addressing the serious concerns of our residents and visitors. On behalf of San Francisco businesses and residents, we thank you for your proposed investments in keeping San Francisco clean and safe for everyone.

Sincerely,

Joe D'Alessandro | President and CEO, San Francisco Travel Association



**Kevin Carroll** | Executive Director, Hotel Council of San Francisco



**Jim Lazarus** | Senior Vice President of Public Policy, San Francisco Chamber of Commerce



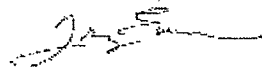
**Gwyneth Borden** | Executive Director, Golden Gate Restaurant Association



**John Bozeman** | Director, Government and Industry Affairs, Building Owners and Managers Association



**Cathy Maupin** | Executive Director, Yerba Buena Community Benefit District



**Tracy Everwine** | Executive Director, Civic Center Community Benefit District



**Troy Campbell** | Executive Director, Fisherman's Wharf Community Benefit District



**Chris Wright** | Executive Director, Committee on Jobs

CC: District 1 Supervisor Sandra Lee Fewer  
District 2 Supervisor Catherine Stefani  
District 3 Supervisor Aaron Peskin  
District 4 Supervisor Katy Tang  
District 5 Supervisor London Breed  
District 6 Supervisor Jane Kim  
District 7 Supervisor Norman Yee  
District 8 Supervisor Rafael Mandelman  
District 9 Supervisor Hillary Ronen  
District 10 Supervisor Malia Cohen  
District 11 Supervisor Ahsha Safai

## Wong, Linda (BOS)

---

**From:** Jessica Lum <jessical@sftravel.com>  
**Sent:** Friday, June 22, 2018 4:26 PM  
**To:** Wong, Linda (BOS)  
**Cc:** DPH - cassandra  
**Subject:** Letter of Support for Police Staffing Levels - SF Travel  
**Attachments:** SF Travel - Letter of Support for Increase Police Staffing.pdf

Hello Linda,

I hope you are well. San Francisco Travel would like to submit the attached letter of support urging the Budget and Finance Committee to approve the proposed increase of 250 uniformed police officers to the Police Department.

Could you please distribute the attached letter to the board and put it on file?

Thank you!

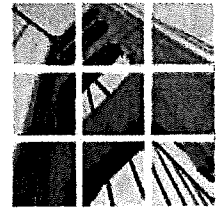


**Jessica Lum | Director, Public Policy & Executive Office Programs**  
E jessical@sftravel.com | T 415.227.2623 | F 415.227.2668

**San Francisco Travel | One Front Street, Suite 2900 | San Francisco, CA 94111**  
sftravel.com | Follow us on Facebook + Twitter

**Never the Same. Always San Francisco.**  
June 23-24 SF Pride | July 20-22 Rugby World Cup Sevens

Got Meetings? Check Out Our Pick Two Promotion!



June 22, 2018

The Honorable Malia Cohen  
Chair, Budget and Finance Committee  
San Francisco Board of Supervisors  
1 Dr. Carlton B. Goodlett Place, #244  
San Francisco, CA 94012

Re: Police Department Staffing Budget

Dear Supervisor Cohen,

On behalf of the San Francisco Travel Association, which represents over 1,300 businesses, I am urging the Budget and Finance Committee to approve the Police Department's funding request to increase staffing levels to meet the City's growing needs.

The Charter "minimum" police staffing levels, set by voters in 1994, was fixed at a time when the population was approximately 724,000, 20% lower than it is today. In 2017, San Francisco welcomed over 25 million visitors, compared to only 16 million visitors in 1999. This is an increase of approximately 25,000 more visitors per day from when the staffing levels were established.

There is a clear need for increased staffing. We believe the best way to deter crime and threatening street behavior is to put more officers on the beat in popular tourist attractions, neighborhood commercial districts, and transit hubs. We must also ensure that the City remains ahead of the curve with retirements and assure that response times to all crimes in progress are met. Our growing city needs to increase police staffing levels.

San Francisco Travel urges the Board of Supervisors to approve Mayor Farrell's four-year plan to increase the Police Department's uniformed force by 250 officers.

Sincerely,

A handwritten signature in black ink, appearing to read "Joe D'Alessandro".

Joe D'Alessandro  
President and CEO

## Wong, Linda (BOS)

---

**From:** Board of Supervisors, (BOS)  
**Sent:** Tuesday, June 19, 2018 1:51 PM  
**To:** Wong, Linda (BOS)  
**Subject:** FW: Comment and requests for the Budget Approval of the SFPD and Office of the District Attorney

**From:** Justice for Luis Góngora Pat [mailto:justice4luis@gmail.com]  
**Sent:** Tuesday, June 19, 2018 6:49 AM  
**To:** Cohen, Malia (BOS) <malia.cohen@sfgov.org>; Fewer, Sandra (BOS) <sandra.fewer@sfgov.org>; Yee, Norman (BOS) <norman.yee@sfgov.org>; Stefani, Catherine (BOS) <catherine.stefani@sfgov.org>; Sheehy, Jeff (BOS) <jeff.sheehy@sfgov.org>  
**Cc:** TeaboMaya@gmail.com; Luis Poot <luisapoot@yahoo.com>; Board of Supervisors, (BOS) <board.of.supervisors@sfgov.org>  
**Subject:** Comment and requests for the Budget Approval of the SFPD and Office of the District Attorney

Dear Supervisors Cohen, Fewer, Stefani, Yee and Sheehy,

My name is Adriana Camarena and I am writing on behalf of the family of Luis Góngora Pat and our grassroots organization Justice and Honor for Luis Góngora Pat. We send our public comment to support the following requests with regards to the budgets of San Francisco Police Department (SFPD) and the District Attorney.

### **SFPD**

In the context of racists texts, corruption scandals and a spike in police murders, the City ordered a reform of the SFPD in 2016. Since the reform began, no system of measurable outcomes and goals has been established for any of the substantive areas of reform since the process began. Except for community policing, there has been no progress towards even establishing a strategic plan for reform. As a result, neither the Supervisors nor the public (not even SFPD) know whether or not SFPD is making any progress in reforming its culture and conduct regarding intrinsic bias, community policing, use of force, hiring and recruiting practices or accountability.

**We respectfully ask the Supervisors to please place a significant hold on the SFPD budget—we suggest holding 25% of the budget and denying approval of a taser acquisition budget—until such a system for establishing and continuously monitoring and evaluating measurable outcomes and goals for the SFPD reform process is established.** The understanding is of course that this system will be established through community oriented processes to reflect community concerns that sparked the reform process to begin with. Once established, we request that the Supervisors continue to hold a significant percentage of the SFPD budget until there is demonstrable and significant progress towards meeting measurable goals and outcomes of reform.

**We commend Sup. Yee's resolution for a study to determine the correct department size and budget for SFPD, asking that this effort align to the recommendations and process of reform mentioned above.**

### **District Attorney**

In regards to the Office of the District Attorney, in 2016, also in the context of community demands for reform and accountability, the Board of Supervisors approved a \$1.8 million (later \$1.5 million) dollar budget to establish the Bureau of Independent Investigations with the primary purpose of:

1. Investigating and reviewing all officer-involved shootings and in-custody deaths.
2. Investigating and reviewing all other excessive use of force cases.
3. Conviction review: assessing and remedying individual colorable claims of innocence and broadly examine cases of misconduct discovered through a proactive, internal lookback process

Since the BII was established there has not been one single OIS fatal or non-fatal of the 54 incidents that took place from 2011-2017 (or any other incident of excessive use of force for that matter) for which the D.A. has pursued criminal charges. We invite you to look at our online report on D.A. George Gascon's Scorecard on Charging SFPD Killings from 2011-March 2018: A 100% Police Impunity Rate!

As the Public Defender Jeff Adachi made clear after the D.A. announced his non-charging decision in the OIS cases of Mario Woods and Luis Góngora Pat a few weeks back, the D.A. has the evidence to pursue criminal charges against officers who kill unlawfully, but declines to do so on his own discretion. The D.A. Gascón has argued that the law makes supporting findings difficult, but what he is really doing by never pressing charges is impeding a full evidentiary case to be built and brought before a jury to decide on the merits of the case.

There are many cases in which on the basis of little evidence D.A. Gascón presses charges against citizens on a daily bases; cases that are later dropped or that he loses in court for lack of evidence, such as in the Kate Steiner tragedy. But we substantiate our doubt that the D.A. has no intention to pursue charges in OIS or other excessive use of force cases—thus mismanaging the BII and undermining its independence—when we realize that in all cases of non fatal OIS, D.A. Gascón always presses charges against the victim in a police shooting (e.g. Sean Moore, Randall Dunklin, and currently Oliver Barcenas to just name a few salient cases).

We believe that the D.A. is mismanaging the BII so that it never fulfills its purpose. **We support Sup. Cohen's call to audit the Office of the D.A., and specifically request that an exhaustive audit of the BII be carried out to understand how its budget has been used to meet its purpose.** Until results are given by the BII (aligned also to the Blue Ribbon Panel and DOJ recommendations), **we ask that quarterly audits be carried out with regards to how the BII is meeting its primary purpose of INDEPENDENTLY reviewing SFPD excessive use of force cases and conviction reviews.**

**We also request** that the results of such an audit be reviewed with the D.A. present in a committee of the whole of the BOS or at least of the B&F Committee, allowing for public comment.

Without decisive oversight from the Budget and Finance Committee of the BOS, regarding the use of public monies to finance the SFPD and the BII of the D.A., the reform process will be a complete failure and waste of taxpayer dollars.

Thank you for your consideration,

**Adriana Camarena with José Góngora Pat, brother of Luis Góngora Pat killed by SFPD, and his cousins Carlos Poot Pat and Luis Poot Pat**

--

Justice and Honor for Luís Góngora Pat  
Justicia y Honor para Luís Demetrio Góngora Pat  
[www.justice4luis.org](http://www.justice4luis.org)



**SAN FRANCISCO**  
**PUBLIC GOLF ALLIANCE**



1370 Masonic Ave., San Francisco, CA 94117 • 415-290-5718 • [info@sfpublicgolf.org](mailto:info@sfpublicgolf.org)

June 20, 2018

San Francisco Board of Supervisors  
Budget and Finance Committee  
Supervisor Malia Cohen, Chair  
City Hall, Room 210  
1 Dr. Carlton B. Goodlett Pl.  
San Francisco, Ca. 94102

2018 JUN 20 PM 2:51  
BOARD OF SUPERVISORS  
SAN FRANCISCO

Re: Budget & Finance Committee Hearing, June 21, 2018, 10 a.m.  
File #180574 / San Francisco Recreation and Park Department Budget

**San Francisco Public Golf Alliance supports the Rec & Park Budget,  
Including its fee Increase package for the City's municipal golf courses.**

Dear Chairperson Cohen and Supervisors,

San Francisco Public Golf Alliance is a pro-bono, non-profit public benefit organization with 6,500-plus members – men, women, seniors and juniors, across the full spectrum of race, preference, and socio-economy, who use and care deeply about golf and San Francisco's city-owned public courses. Our members include residents of every neighborhood and players at every public course in the city. Since 2007 we have closely followed, and on numerous occasions we and our members have appeared in large numbers in person and in writing before Your Board and several other local, state, and federal governmental agencies, in support of public golf and the public courses.

We come now to Your Board in support of the Rec & Park Department's proposed 2018-2019 and 2019-2020 Budget, and specifically the fee increases reflected in the proposed amendments to Park Code Sections 12.12 and 12.20, including an extension of "flexible pricing," increase in tournament fees, super-twilight rates, and imposition of a \$2-per-9-hole "Special Projects Maintenance Fee," as spelled-out at Section 12.12(f) of the proposed revised Park Code.<sup>1</sup> Taken together these will mean the golfers will pay more and the City will gain substantial increased revenues from the golf courses, as projected at pages 3-4 of the Department's May 17, 2018 Staff Memo to the Rec & Park Commission.<sup>2</sup>

<sup>1</sup> The draft code changes are at <https://drive.google.com/open?id=1-pJ1f5y1tGw7vUV9YxYA0GlpvJwYGxn>, where revised Park Code Section 12.12(f), which established the Special Projects Maintenance Fee, reads:

(f) Special Projects Maintenance Fee. The Department shall require each player at Harding Park, Fleming, Lincoln Park, Sharp Park, and Golden Gate Park who is above the age of 17 to pay an additional fee for that Golf Course of \$2 per nine holes, which the Department shall set aside in a separate fund for that Golf Course to pay for special maintenance repairs or course improvements.

<sup>2</sup> The Staff Memo to the Rec & Park Commission, dated May 17, 2018, is found at this link: [https://drive.google.com/open?id=1PFuYugN\\_sv7ZfxN1jwgTUEkVU5G35uMy](https://drive.google.com/open?id=1PFuYugN_sv7ZfxN1jwgTUEkVU5G35uMy)

On behalf of our members, San Francisco Public Golf Alliance supports this fee increase proposal because of the Department's commitment to now create a "Special Projects Maintenance Fee" and set-aside fund to address long-deferred maintenance and deteriorating infrastructure, which have been particularly problematic at Sharp, Lincoln, and Golden Gate. Deferred maintenance and deteriorating infrastructure at the city's recreational facilities have for years been identified by city residents, RPD staff, and the city's outside consultants as a major chronic problem.<sup>3</sup>

Even after application of the Special Maintenance Fee, the proposed new resident rates are very reasonable – in fact, significantly lower at all courses, except Harding, than at the surrounding public courses.<sup>4</sup> And the Special Projects Maintenance Fee and set-aside represents a beginning step by the Department to finally address the longstanding deferred maintenance and infrastructure deterioration problems at the golf courses. So the San Francisco Public Golf Alliance is pleased to support the Department's 2018-2019 and 2019-2020 Budget, including the golf fee increase proposals and revision of Park Code Sections 12.12 and 12.20.

Very truly yours,  
San Francisco Public Golf Alliance

*Richard Harris*



Richard Harris and Bo Links, Co-Founders

cc:

Phil Ginsburg, Mark Buell, Dana Ketcham, Lyn Nelson, Dan Burke, Tom Smith, Mike Ippolito, Bob Downing, Lauren Elliot, Lisa Villasenor, Mark Duane, Lance Wong, Tom Hsieh

---

<sup>3</sup> Recreation Assessment Report, San Francisco Recreation and Park Department, Leon Younger & PROS, LLC, Aug., 2004: <https://www.slideshare.net/SFOceanEdge/leon-younger-recreation-assessment-report-san-francisco> "Department Weaknesses. Facility Conditions. Although there is a benefit to the community to have a good number of recreation facilities and program space, it is equally important to assure the facilities are kept in good condition and inviting. Many [citizen focus group] comments were made about the deteriorating conditions found at the recreation facilities. These conditions were cited as a reason recreation facilities are not used. . . The Department is at a point where it can no longer reduce maintenance. . . repairs needed to be made to keep the facilities inviting. . . The City does not have an on-going capital improvement budget to address deferred maintenance needs. . . Staff Focus Group Results Summary. The general perception expressed by staff is that recreation facilities are run down and not maintained well." *Id.*, at pages 5-6. . . . "Section 6. Implementation Approach. . . . The public desires access to quality recreation. . . facilities. . . The five major moves the Department must incorporate . . . [include] . . . Recreational facilities will be valued Community assets by upgrading and maintaining all indoor and outdoor facilities in need of major repair . . ." *Id.*, at page 42.

<sup>4</sup> See, e.g., the published rates at San Mateo's municipal Poplar Creek Golf Course: <http://www.poplarcreekgolf.com/course/rates/>



003-11  
827 clerk

RECEIVED  
BOARD OF SUPERVISORS  
SAN FRANCISCO

# The Police Commission

CITY AND COUNTY OF SAN FRANCISCO

2018 JUN 12 AM 9:46

BY: *AB*

THOMAS MAZZUCCO  
Vice President  
  
PETRA DeJESUS  
Commissioner  
  
ROBERT M. HIRSCH  
Commissioner  
  
JOHN HAMASAKI  
Commissioner  
  
CINDY ELIAS  
Commissioner

June 7, 2018

Honorable Board of Supervisors  
City Hall, Room 244  
#1 Dr. Carlton B. Goodlett Place  
San Francisco, CA 94102

Sergeant Rachael Kilshaw  
Secretary

Dear Honorable Supervisors:

At the meeting of the Police Commission on Wednesday, June 6, 2018, the following resolution was adopted:

**RESOLUTION NO. 18-37**

**APPROVAL TO RECOMMEND THAT THE BOARD OF SUPERVISORS APPROVE A BUDGET MODIFICATION REALLOCATING \$6,174,380.23 IN SALARIES BUDGET TO INTERDEPARTMENTAL SERVICES FOR WORKER'S COMPENSATION**

RESOLVED, that the Police Commission hereby recommend that the Board of Supervisors approve a budget modification reallocating \$6,174,380.23 in salaries budget to interdepartmental services for worker's compensation.

AYES: Commissioners Mazzucco, DeJesus, Hirsch, Hamasaki, Elias

Very truly yours,  
*Rachael Kilshaw*  
Sergeant Rachael Kilshaw  
Secretary  
San Francisco Police Commission

949/rct

cc: Director C. McGuire/Fiscal



## FACT SHEET: NUHW and Richmond Area Multi-Services (RAMS)



In October of 2017, mental health providers at RAMS voted by more than a 90% margin to join the National Union of Healthcare Workers (NUHW). Caregivers are now negotiating a labor contract with RAMS administrators.

### **About RAMS:**

RAMS is a non-profit mental health agency offering over 30 clinical programs at over 130 sites across San Francisco. According to RAMS, it offers “comprehensive services that aim to meet the behavioral health, social, vocation, and education needs of the diverse community of the San Francisco Area.” Included among the RAMS’s programs is its Broderick Street Adult Residential Facility, where it provides board & care, mental health, and medical support services to adult residents who would otherwise be at risk for homelessness. The organization aims to provide culturally competent care with a special focus on Asian & Pacific Islander American and Russian-speaking populations, and serves around 18,000 adults, children, youth and families annually.

### **NUHW’s Members at RAMS:**

- NUHW represents 107 mental health clinicians at RAMS. These clinicians care for children, adolescents, and adults, and represent over 30 job classifications, including Mental Health Counselors and Consultants, Behavioral Health Counselors, Clinical Supervisors, Psychiatric Nurse Practitioners, among others.
- 65% of NUHW’s RAMS members live in San Francisco, with the largest concentration living in the 94121 ZIP code (Richmond/Outer Richmond). Nearly 10% of members live in Oakland, with others commuting to San Francisco from as far away as Richmond and San Jose.
- On average, NUHW’s RAMS members have worked at the organization for 3.5 years, with four employees having worked at RAMS for over 20 years.
- Workers’ median hourly wage rate is \$24.04. The lowest wage rate is \$18.00 (a Case Manager/Outreach Worker). At RAMS, the average hourly rate earned by licensed mental health clinicians is \$24.46, significantly lower than the City and County of San Francisco start rate of \$40.25 for similar classifications (MFTs), nearly 45 percent below the comparable start rate of \$44.95 for MFTs working at Kaiser Permanente, and \$3 to \$12 lower than the start rate at local mental health nonprofits, including La Clinica de la Raza and Asian Health Services.
- Nearly one-third of NUHW’s RAMS members have active licensure in a psychology or mental health profession (i.e., MFT, LCSW, PsyD, among others).

### **RAMS’ Finances:**

RAMS receives the majority of its funding from ongoing contracts with the San Francisco Department of Public Health (DPH). For the year ended June 30, 2016, RAMS received \$18 million in government grants and contracts. For the year ended June 30, 2017, RAMS reported \$19.94 million in total revenues and \$369,702 in net income. In 2018, RAMS contracted with a new third-party administrator for health benefits. As part of this arrangement, the health plans being offered to employees are now different. For example, the 2018 Kaiser plan offered to employees is a high deductible plan instead of a traditional Kaiser HMO plan as was offered in prior years. This new arrangement is expected to save RAMS a significant amount in the coming years.

**RAMS's Financial Performance (Source: Audited Financial Statements)**

	FYE June 30, 2017	FYE June 30, 2016
Net Income/(Loss)	\$369,702	\$421,097
Net Income Margin	1.85%	2.19%

Additionally, at the end of June 2017, RAMS held \$5.89 million in cash and investments and reported total net assets of \$4.39 million.

**RAMS's Funding:**

RAMS has an annual operating budget of approximately \$24 million and receives the majority of its funding from the SFDPH's Community Behavioral Health Services (BHS). BHS funds RAMS to provide a range of services, including residential mental health treatment, adult outpatient care, child outpatient care, prevention and early intervention services for children age 0-5, and numerous workforce development programs. RAMS is the primary community partner for San Francisco's Wellness Initiative which implements wellness programs at a variety of SFUSD schools. This particular initiative is jointly funded by SFDPH, SF Department of Children, Youth and Their Families, and the San Francisco Unified School District. About 20% of RAMS members work for the Wellness Centers. RAMS also receives funding from SFDPH Housing & Urban Health, the California Department of Rehabilitation, fee-for-service programs, and private contributions.

**NUHW's Proposal:**

The cost of NUHW's first-year proposal is \$602,751 - this amount factors in the planned 2.5 percent cost-of-living adjustment. NUHW is requesting that \$602,751 be allocated to RAMS during the budget add-back process. The below table provides an overview of how this amount was derived.

The majority of RAMS's NUHW members live in the San Francisco Bay Area, and face high costs of living. Negotiating improved wages and benefits is a priority for RAMS clinicians--and this would also improve RAMS's ability to attract and retain a stable, qualified, and experienced workforce.

NUHW's proposal would enable RAMS workers to earn sustainable, market-rate wages, and continue to provide consistent, high-quality care to the community.

**Estimated Costs of NUHW's Proposal:**

	Annual Increase - Year 1
NUHW Proposal Cost: Wage Increase	\$678,199
NUHW Proposal Cost: Retirement/Health Insurance Contribution (\$350/month)	\$324,552
City of San Francisco: Nonprofit 2.5% Cost-of-Living Adjustment (COLA)	(\$400,000)
<b>TOTAL:</b>	<b>\$602,751</b>

Notes: (1) Estimated costs are based on NUHW's 107 bargaining unit members at RAMS and (2) estimated revenues from a 2.5% COLA, pending final approval by the San Francisco Board of Supervisors.

\*

\*

\*

**About NUHW:**

Founded in 2009, NUHW is the nation's fastest growing healthcare union, representing 14,000 mental health clinicians, nurses, nursing assistants, medical technicians, clerks, and service workers. NUHW mental health clinicians are leading the fight to end the stigma surrounding mental illness, provide better access to care, and enforce mental health parity rules so that patients get the treatment they need when they need it.

Addressing  
*Violence Against Women*  
in the  
*FY 18-19*  
*Budget*



*No One Left in the Shadows*  
*The VAW Community*  
*Working Together to Save Lives*

Let's Look at the Data





Department on the Status of Women  
**DEPARTMENT ON THE STATUS OF WOMEN**



San Francisco, CA  
 94102

San Francisco, CA  
 94102

**Violence Against Women Prevention and Intervention (VAW) Grants Program  
 FY2016-2017 Year-End Performance Summary**

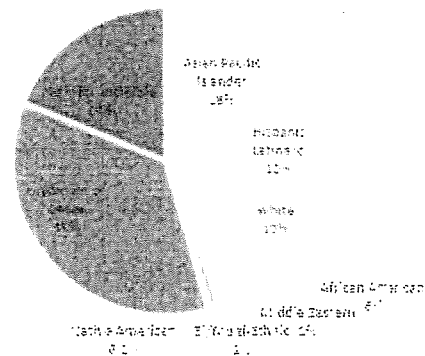
In Fiscal Year 2016-2017 (FY16-17), the Department on the Status of Women distributed grants totaling \$6,106,806, to 39 programs that provided violence against women prevention and intervention services, including domestic violence, sexual assault, and human trafficking, in six core service areas: Crisis Lines, intervention and Advocacy, Legal Services, Prevention and Education, Emergency Shelter, and Transitional Housing. During FY16-17, Partner Agencies served a total of 23,489 individuals and provided approximately 30,416 hours of supportive services. We saw an 8% increase in funding from FY 2015-2016 and an 11% increase in the number of individuals served.

**Ethnicity, Gender and Age**

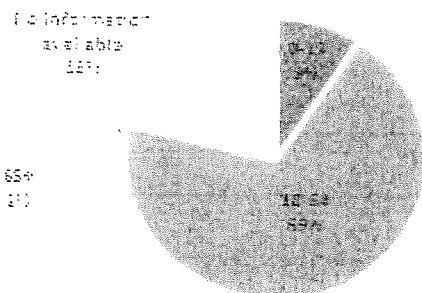
Due to the confidential nature of the work, particularly for crisis line services, the ethnicity and age of many individuals served are unknown. While every effort is made to collect the age and ethnicity of clients, some individuals elect not to disclose or report this information. During FY16-17, Partner Agencies served 23,489 individuals. No demographic information based on ethnicity or age was available for 4,423 clients. The charts and tables below reflect the total number of individuals served, including those who declined to report any demographic information.

Ethnicity	Female	Male	Trans	Total
Asian Pacific Islander	2,883	1,306	13	4,202
Hispanic Latina/o	2,073	159	63	2,295
White	2,084	143	47	2,274
African American	1,223	90	49	1,362
Middle Eastern	212	8	1	221
Bi/Multi-Ethnic	205	62	35	302
Native American	24	4	1	29
Unknown or Other	8,194	147	40	8,381
No information available				4,423
<b>Total</b>	<b>16,898</b>	<b>1,919</b>	<b>249</b>	<b>23,489</b>

Individuals Served  
 by Ethnicity (n=23,489)



Individuals Served  
 by Age (n=23,489)



Age	Female	Male	Trans	Total
0-17	1,368	827	13	2,208
18-64	15,163	910	235	16,308
65+	367	182	1	550
No information available				4,423
<b>Total</b>	<b>16,898</b>	<b>1,919</b>	<b>249</b>	<b>23,489</b>

### Additional Characteristics

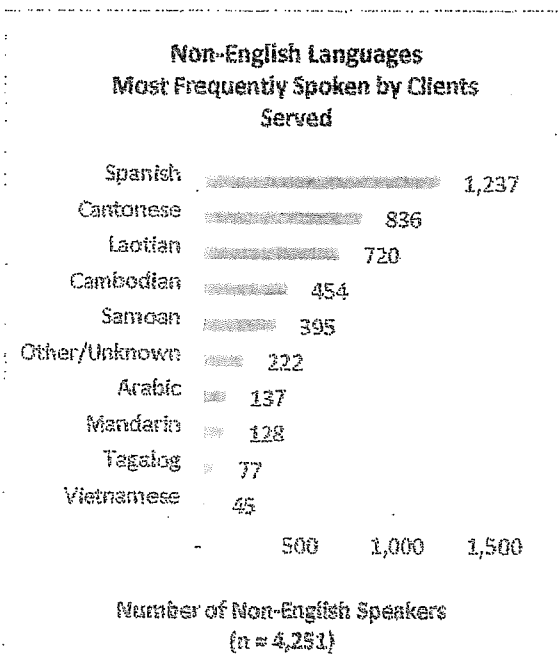
The strength of the Partner Agencies providing services is in their capacity to serve such a broad array of community members. What follows is a summary of the disability status, sexual orientation and languages spoken by clients served by the Violence Against Women Prevention and Intervention Grants Program.

Of the 23,489 individuals served during FY16-17, 4,251 individuals (18%) spoke a language other than English. The left table below presents the most frequently spoken languages. A total 596 individuals identified as Lesbian, Gay, Bisexual, Queer, Questioning, or Other, representing 3% of all individuals served. A total of 1,2774 cases of disability were reported by individuals served, though it is possible that some individuals may possess multiple disabilities, and other disabilities were undeclared.

Languages Spoken	Total	%
Vietnamese	45	1%
Tagalog	77	2%
Mandarin	128	3%
Arabic	137	3%
Other/Unknown*	222	5%
Samoaan	395	9%
Cambodian	454	11%
Laotian	720	17%
Cantonese	836	20%
Spanish	1,237	29%
<b>Total Non-English Speakers (18%)</b>	<b>4,251</b>	
* less than 1% of all other languages		

LGBQQ Identity	Total	%
Lesbian	125	21%
Gay	122	20%
Bisexual	121	20%
Queer	143	24%
Questioning	19	3%
Other	66	11%
<b>Total LGBQQ-identified Individuals (3%)</b>	<b>596</b>	
Straight/Heterosexual	7,258	
Unknown/Declined to State	15,035	

Disability	Total	%
HIV/AIDS	21	2%
Visual Impairment	23	2%
Deaf/Hearing Impairment	34	3%
Developmental Disability	38	3%
Chemical Dependency	131	10%
Physical Disability	338	26%
Mental Disability	351	27%
Other or Unknown	341	29%
<b>Total Individuals with Disability (5%)</b>	<b>1,277</b>	
No demographic information available	22,212	



### **Description of Services Provided**

In FY16-17, the Department funded 39 programs operated by 27 Partner Agencies through our Violence Against Women Prevention and Intervention Grants Program. The VAW Grants Program provides funding for six core service areas: Crisis Lines, Intervention and Advocacy Services, Prevention and Education Services, Legal Services, Emergency Shelter, and Transitional Housing.

The Department funds two crisis lines that operate 24 hours a day, 7 days a week to support survivors of violence in San Francisco. Crisis calls received by the domestic violence and sexual assault hotlines funded by the Department can involve hours of intervention services, including phone counseling and safety planning. In total, the VAW Partner Agencies fielded 15,257 service calls; among these fielded 13,632 of these were crisis calls.

Following a crisis, clients may require long-term counseling and case management to gain stability in their lives. VAW Partner Agencies provided 7,110 hours of counseling in FY16-17, which included individual and group counseling. Intervention and advocacy programs funded by the Department provided a total of 10,047 hours of case management. Advocates of these programs provided accompaniment, case management, safety planning, counseling, information, referrals, and support to empower survivors in leaving and healing from the violence they experienced.

The Department also funds 14 programs to provide prevention and education services, including workshops to survivors, youth, and those at risk in the community. Among the services provided are self-esteem and healthy relationship workshops for youth and young adults, self-defense training sessions for women, life-skills and support groups for survivors of abuse, and training on elder abuse for health and social service providers. Although these Partner Agencies primarily focus on prevention and outreach, often survivors and those at-risk come forward in need of crisis intervention and emotional support. In total, the VAW Partner Agencies provided prevention services, educational workshops and training to 11,029 individuals.

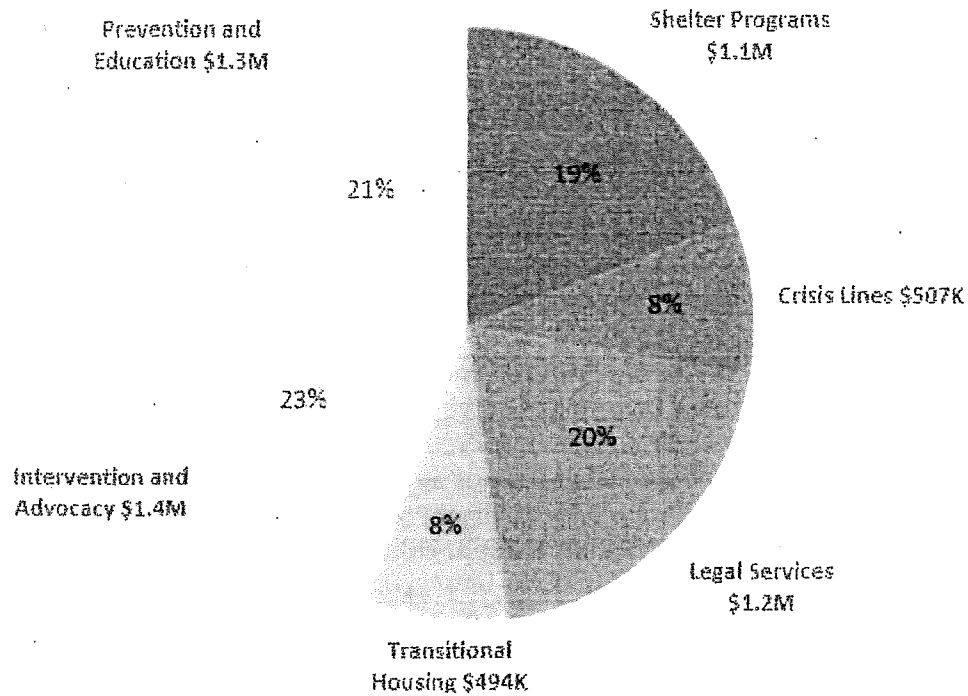
The Department funded five (5) legal services agencies in FY16-17 that provided 13,259 hours of legal and supportive services. A few examples of legal services provided by these agencies include assistance with applying for restraining orders, advocacy and court accompaniment during child custody cases or divorce proceedings, public benefits and support with immigration procedures.

The Department funded three (3) emergency shelter programs in FY FY16-17 which provided 4,057 bed nights to women and their children escaping domestic violence. The Department also funded four (4) transitional housing agencies which provided 15,612 bed nights to women seeking long-term stability. In addition to providing much needed shelter and housing these organizations also provided case management, counseling, and advocacy services. These same organizations turned away 172 women and children from shelter, and 231 women and children from transitional housing.

Technical assistance is another type of service that the Department funds. Technical assistance includes training other community service providers or volunteers about working with a specific population of clients, such as the elderly, transgender, LGBTQ, or limited English speaking clients. Training staff is a necessary component of ensuring high-quality, culturally-appropriate services. This year VAW Partner Agencies provided technical assistance to 527 service providers of other agencies.

**VAW Funding Allocation & Partner Agencies**

**VAW GRANT PROGRAM  
FY2016-2017 FUNDING**



The Department on the Status of Women distributes grants to fund violence against women prevention and intervention services. The above graph represents each service area that was funded during Fiscal Year 16-17, which received an annual budget of \$6.1 Million. A list of the Partner Agencies providing these services are displayed subsequently.

<b>Partner Agencies</b>	
<b>Crisis Line Services</b>	
S.F. Women Against Rape	Sexual Assault Crisis Line
W.O.M.A.N., Inc.	Domestic Violence Crisis Line

<b>Intervention &amp; Advocacy</b>	
APA Family Support Services	Home Visitation
Asian Women's Shelter	San Francisco Options for Comprehensive Action for Youth
Asian Women's Shelter	Trans Services
Donaldina Cameron House	Asian Domestic Violence Advocacy
La Casa de las Madres	Safe Housing – Crisis Intervention for S.F. Housing Authority
Mujeres Unidas y Activas	Sanando el Alma
Not For Sale	Reinvent: Bay Area
San Francisco Network Ministries	San Francisco Safe House
S.F. Women Against Rape	Sexual Assault Advocacy
St. James Infirmery	Violence Prevention and Intervention for Sex Workers
W.O.M.A.N., Inc.	Therapy and Latina Case Management Program
<b>Prevention, Education, &amp; Training</b>	
Asian Pacific Islander Legal Outreach	Asian Anti-Trafficking Collaborative
Asian Women's Shelter	Arab Women's Services
Community Initiatives	El/La Para Trans Latinas
Community United Against Violence	Community Building Services
Community United Against Violence	LBT Women's Prevention & Education Project
Community Youth Center	Young Asian Women Against Violence
Filipino Community Center	Babae Domestic Violence Program
Glide Foundation	Glide Women's Center
Horizons Unlimited of San Francisco	Females Against Violence Peer Leadership Program
LYRIC	Queer and Trans Youth Overcoming Violence
Mission Neighborhood Centers, Inc.	Real Arising Issues Creating Empowered Students
S.F. Women Against Rape	Sexual Assault Education
S.F. Women Against Rape	Students Talking About Non-Violent Dating (STAND)
Women in Dialogue	In Defense of Prostitute Women's Safety
<b>Legal Services</b>	
Asian Pacific Islander Legal Outreach	Asian Pacific Islander Domestic Violence Project
Bay Area Legal Aid	Domestic Violence Legal Services
Legal Aid Society – Employment Law	Project SURVIVE
San Francisco Bar Association	Cooperative Restraining Order Clinic
San Francisco Bar Association	Justice & Diversity Center: Legal Services Programs
<b>Emergency Shelter Programs</b>	
Asian Women's Shelter	Domestic Violence Shelter Program
La Casa de las Madres	Domestic Violence Shelter Services
St. Vincent de Paul – Riley Center	Rosalie House – Domestic Violence Shelter Services
<b>Transitional Housing</b>	
Gum Moon Women's Residence	Transitional Housing for Immigrant DV Survivors
Jewish Family and Children's Services	Dream House
Mary Elizabeth Inn	Inn Roads
St. Vincent de Paul – Riley Center	Brennan House

Let's Hear from Those Doing the Work...



#### BOARD OF DIRECTORS

Chair  
Rose Chung  
*Miss Asian Global Pageant*

President  
Cary Chen  
*Recology*

Vice President  
Jacqueline Huie  
*First Republic Bank*

Secretary  
Julie Hoxie  
*University of California  
Berkeley*

Treasurer  
Joyce Tso, CPA/ABV  
*ASAM, LLP*

Mai-Sie Chan, M.D.  
*Private Practice*

Van Diep  
*KTSF-TV, Channel 26*

Stephen Koh, CLF  
*MassMutual Financial Group*

Fanny Lam  
*Paragon Commercial Brokerage*

Kory Lam  
*HSBC Bank (USA)*

Susan Sung, Ph.D.  
*Professor Emerita  
San Francisco State University*

Dean Yao, Ph.D.  
*Jinfony Software*

#### EXECUTIVE DIRECTOR

Amor Santiago, DPM, MPH

#### APA Family Support Services

According to the 2010 Bay Area Census, Asians and Pacific Islanders represents 34% of San Francisco's population. Citywide, 50% of San Francisco's API residents have limited English skills and 61% are immigrants. Only 38% of Asians in San Francisco have attained a college degree (Census 2004), and Asians' per-capita income in San Francisco is 48% that of whites (SF 2010-14 Consolidated Plan). API children represent the largest number of children living in poverty in the city. In Chinatown alone, a remarkable 81% of households have incomes of less than \$45,000. Low-income immigrant API parents usually are unaware on how to achieve financial stability in the U.S; how to access online information for jobs, benefit and banking; and how to build their family assets as they are unfamiliar with the workings of the US system. Additionally, they often find it hard to adjust in the new environment and need assistance accessing resources in the community. Financial instability can also cause strain in a family's relationship, which may in turn lead to arguments, unhealthy relationships and even domestic abuse.

Many of our clients refuse to acknowledge abuse because of the shame, stigma and because they don't have the financial resources to break free. Our staff plays a crucial role in helping our clients overcome the barriers they face as new immigrants-monolingual, lack of self-sufficiency, limited education, and conditional or no legal residency status. The increasing high cost of living and affordable housing shortages makes it challenging for our clients to find options to transition from an abusive environment and collocated to a safe and healthy home. During this political time, the attitude and response to immigrants are unfavorable adding on to the fear that traps victims in an abusive relationship. A 20% increase will help with staff retention so that we can continue to sustain and output quality services in the prevention of domestic violence and child abuse, and promotion of family economic success. Investing in staff retention is an investment in preserving our families and SF communities. Our staff has built rapport with our clients and the community. Because we cannot address the long-term housing situation, the 20% increase to help retain our staffing, provide our clients a sense of security and reassurance to have staff support to be informed, protect themselves and navigate community resources. A 20% increase will help us to continue to help our clients find their voice, be empowered and seek justice for their abuse by their significant other, a family member and or by the system.

The key to preventing domestic violence is to stop it from happening before it begins. With the 20% increase, we can continue to provide our clients with strategies that promote healthy behaviors in relationships. Our home visitation program provides preventive services to families and young children. Due to language barrier, disability, and fear that prevent them from leaving home and visiting our center or any service centers, our bilingual, trained staff brings information, resources and support to the families. During the home visits, we assess needs and identify goals with the clients and follow-up on progress to achieve goals. We provide information and support, including accompanying them to doctor visits, school appointments and other community events to help them be familiar with their environment and build confidence to go on their own. We connect them to counseling support and other services in our FRC programs as well as other community events opportunity that may benefit the family in their neighborhood. Depending on the level of need and readiness of clients, our case managers provide individualized service plan for each client that includes ESL tutoring, financial literacy and management information, skills and resources; as well as employment, vocational and education assistance. Essentially to help clients build confidence, skills and knowledge to be self-sufficient. Any cuts to our VAW funding and program, will affect our ability to protect our clients, SF families and communities already living in the City's shadows.

**Vignette:**

Sally is a 26 years old, who came to USA from Thailand as a student four years ago. A year later, she went to live with her boyfriend, a Thai-American who promised to sponsor her to become a US resident through marriage. After two years living with the boyfriend, she found out that he had a lot of debt from gambling. She quit school, lost her legal status in USA, and started to work because he said he needed more income to pay off the debts. Then they could marry and she could get her green card. She helped him pay off his first big debt but there were more. She became stressed out and complained to him that he must stop gambling. He increased his drinking and started verbally and physically to abuse her. She went to the Thai temple and a temple member referred her to Lao Seri Association for help. Lao Seri offered to refer her to legal advice but she refused to go because she had heard about the crackdown on undocumented aliens. She started to come to the Domestic Violence workshop. After individual counseling, she receives help in relocating to another place with a roommate so she could stay away from the boyfriend.

Family advocate continues to work with Sally on personal safety – not to tell the boyfriend where she lives and to be sure to have a mobile phone handy to call the Hotline for emotional support and if he does bother her to call 911 if she feels unsafe. Family advocate is working with her to be informed and build up her confidence, so she can further protect herself by going to a lawyer and get legal advice on her options.





## Legal Outreach

Formerly Nihonmachi Legal Outreach

"I'm not formally educated, and I can't read or write. I have always tried to be a good person though. My husband promised me he would stop hurting me once we got to America. I have no family, friends, or support here, and I have two children to raise. He beat me like I wasn't even human, like I was a dog. I had nowhere to go. The police referred me to API Legal Outreach. They spent the time to explain to me the laws in America and my rights and options. They helped me get custody of my children, which is the most important thing, and I am so thankful for that."

**A 20% increase in Department on the Status of Women Violence Against Women Program Funding will sustain** the provision of legal services to the underserved, low-income immigrant women and children, in the languages and cultural contexts these populations are most familiar with. We are a survivor-centered organization, working to empower survivors so they can empower themselves.

Since 1975, we have dedicated ourselves to serving survivors of domestic violence, sexual assault, stalking, and trafficking. We are an active member of San Francisco collaboratives and consortiums, working closely with other local community-based organizations to provide legal and social services to survivors of violence against women and human trafficking.

Our services are holistic—all survivor needs are met through coordinated services from API Legal Outreach and partner organizations, including: counseling, transitional housing, protection orders, and more. If a survivor requires assistance with immigration, housing, public benefits, or another legal issue, they are represented in those areas as well. To truly promote the safety and well-being of survivors, we acknowledge that their widespread needs are interconnected and must therefore all be addressed. Our holistic service model is effective, but can weigh heavily on our funding.

#### **A 20% increase in funds will:**

- ❖ **Enable us to enhance holistic services** through access to additional resources such as psych evaluations for disability waivers for VAW survivors with disabilities.
- ❖ **Help build capacity** such as through potential partnerships with court reporters who can assist with depositions and direct subpoenas to gain critical information from perpetrators of violence.
- ❖ **Alleviate pressures** stemming from costs for parking, phone, legal printing and paper supplies, and other necessary fees that accumulate quickly and are often overlooked by available public and private funding.

The survivors we serve face innumerable barriers due to language, differing cultures, cultural stigma, economic status, and more. We confront their daily struggles with them by working directly in the community, as a part of the community. Our clients often express relief at finding an agency that speaks their language. It is crucial that we continue to strengthen our capacity, so our services remain accessible to these survivors.



AWS has provided comprehensive programs and services for survivors of domestic violence and human trafficking for nearly 30 years. Having grown from a shelter program designed to support Asian immigrant women in establishing lives free from violence, AWS's current programs span residential and non-residential services and community-based education and empowerment programs. AWS serves primarily immigrant and refugee, limited English proficient (LEP) survivors across the gender spectrum. The foundation for of AWS's programs and services is the AWS Multilingual Access Model (MLAM), through which AWS trains 40-50 volunteers, bilingual advocates and interpreters each year. These trained language advocates provide DV-specific interpretation and culturally appropriate emotional support in 42 languages for all residential services and non-residential programs and advocacy efforts. AWS's language access model program also extends to the Citywide MLAM Program—a membership language access program through which four other domestic violence programs have direct access to AWS's trained language advocates, thereby expanding language and cultural access to their services. AWS is nationally recognized for its language access model and interpreter training, and technical assistance on both to other agencies statewide and nationally. AWS is also deeply rooted in its local work, sustaining collaborations, partnerships, and shared funding that build a stronger safety net for San Francisco communities. AWS currently shares funding with WOMAN Inc., LYRIC, and APILO; we regularly share clients and provide complementary services with LYRIC, APILO, CUAU, Cameron House, Riley Center, La Casa, CROC, MUA, BALA, SF WAR, SF Bar Association, Gum Moon, and APA Family Services.

Thanks to recognition by the Major and the Department on the Status of Women, AWS has expanded its programs for survivors over the last several years, paying special attention to heightened vulnerabilities of Arab and Muslim survivors, sex-trafficked youth, and transgender survivors of violence. However, in part because of growing community needs in response to the housing crisis in the city, we continue to depend on individual fundraising and unrestricted funding to cover important agency and program needs, including:

- **Full funding of administrative positions**, including Executive Director, Associate Director, Data and Reporting Officer, and Finance team. The importance of each of these staff positions cannot be overstated, as they relate to agency leadership, representation, quality control, and impeccable financial management.
- **Sustainable program staff positions:** We currently supplement government funding with unrestricted funds to maintain, but not increase, salaries. San Francisco needs a safety net staffed by strong advocates who can actually afford to live in the areas in which they work. More so than ever before, sustainable staff salaries and modest salary growth are critical for our agencies' sustainability.
- Full funding to meet **case management and mental health needs of Arab and Muslim survivors** through AWS's Arab Women's Services Program.
- **Technical needs**, including upgrading of computer equipment, purchasing of software and training in the use of up-to-date documentation and reporting programs, and ongoing IT maintenance for modern and smooth organizational operation. With the rising demands from federal and state funders for hour by hour reporting of staff time, this has become a major task for the agency.
- **Unfunded needs of survivors:** We also use donations and unrestricted foundation funds to try to support needs of survivors including move-in support to independent stable housing, emergency food, transportation, language support, and activities that increase community building for survivors.

**A 20% increase in DOSW Violence Against Women program funding will sustain AWS's four current programs funded by DOSW (AWS Shelter Services, AWS Trans Services, AWS Arab Women's Services, and AWS San Francisco Options for Comprehensive Action for Youth) and help AWS address the funding shortfalls listed above.**

We would be very happy to provide additional information on our services, funding needs, and program successes. Please contact: Orchid Pusey, Acting Executive Director, 415-751-7110, [orchid@sfaws.org](mailto:orchid@sfaws.org).



The intensive, comprehensive representation BayLegal provides survivors of domestic violence and sexual assault is dependent on support afforded through the Department on the Status of Women by the City and County of San Francisco. An increased investment by the City of 20% of the current violence against women funds allocated to CBOs would permit BayLegal to increase some services to clients, improve staff retention, and expand some violence prevention efforts.

#### Increased Services:

- Language Access: Staff in our office can assist clients in Spanish, Cantonese, Mandarin, Vietnamese and Russian. However, given our client volume, scheduling conflicts and occasional requirements for professional interpretation, additional funding focused on language access would permit us to serve more clients more expeditiously in a linguistically competent manner, and would include interpretation services for our deaf clients who require American Sign Language interpretation or Communication Access Realtime Translation services.
- Targeted Outreach: Outreach efforts targeted to populations that are not accessing services commensurate with the levels of domestic violence they are experiencing could be increased. Previous efforts have focused on the African-American and LGBTQ communities, but should be expanded.

#### Violence Prevention Initiatives:

- Gun Relinquishment: Our regional scope has allowed us to participate in innovative prevention efforts that can be replicated in San Francisco. BayLegal was instrumental in the development of the San Mateo county gun relinquishment protocol along with the San Mateo County Sheriff's office. We can bring out experience with the development and implementation of this policy to assist San Francisco to create its own policy regarding those subject to restraining orders.

#### Sustainability:

- Competitive Salaries: This year alone, three senior staff attorneys left BayLegal to pursue higher paying opportunities in our community. Although we routinely use law student volunteers to increase the volume of clients we serve and variety of services we can provide, we have yet to recruit volunteer law students or staff for our family law unit this year. In this economic climate, we need to provide compensation that allows law students, support staff and attorneys to live and work in San Francisco, or nearby.
- Commercial Rents: In 2017, the rent in our San Francisco office increased and we now pay 50% more than we did in the past. Moving forward, our San Francisco office rent will increase by 3% each year. These pressures on non-profit businesses must be factored into the equation of sustainability and cannot be offset by simple cost of living allowance increases.

## There Is A Cost To Saving Lives

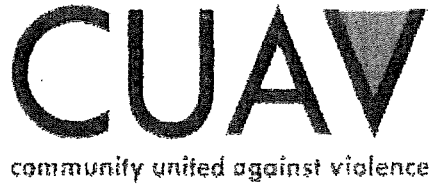
**Donaldina Cameron House** is a multi-service agency based in San Francisco Chinatown serving the needs of the community since 1874. We empower generations of Chinese American individuals and their families to fully participate in and contribute positively toward a healthy society. We put our Christian faith in action to help people learn, heal, and thrive.

**“Empowering and Saving Lives.”** Staff at Cameron House may not be wearing life jackets or bullet proof vests in the front line rescuing people each day, but we are truly saving lives. Each day, we are empowering and supporting domestic violence survivors to be safe and equipping them with knowledge and resources so that they can be self-sufficient.

**“Sustainability.”** Because Cameron House has multi-lingual and culturally competent staff who speak Cantonese, Mandarin, and Vietnamese, many in the Asian community may not be able to access these services if budget cuts were to occur. As a reminder, 34% of the population in San Francisco is Asian, and the Chinese population is the largest Asian ethnic group in the city. Without these crucial services, families and the community as a whole will be in dire situations. Because San Francisco is such a diverse city and is a Sanctuary City, there may be more people who are in vulnerable and challenging situations coming into San Francisco for help in addition to people already living in the city. All of us need to be prepared for that. Therefore, there should be NO CUTS to our funding; rather, there should be consideration in increases.

Cameron House's **Asian Domestic Violence Intervention and Advocacy Program** provides holistic services to domestic violence survivors and their children. We provide case management and support services, such as, but not limited to, interpretation, information and referrals to shelters, health, welfare, educational, employment, and legal services, and accompaniment to court and the immigration bureau. Also we have a monthly support group for domestic violence survivors and their children so that they don't have to be isolated. Instead, they will have a sense of belonging to a community and network by meeting others who share similar experiences. Through the support group, survivors grow and heal together. For survivors who are not comfortable to be in groups, we offer individual and family counseling where the healing could be more individualized and tailored to their specific needs.

If Cameron House were to receive a **20% increase** to our Violence Against Women funding through the Department on the Status of Women (DOSW), this will help us build our capacity to provide deeper and more quality programming. The funding increase will help us improve our office technology, pay for staff development and training, offer a more competitive salary and healthcare benefits package to keep multi-lingual and skilled staff in this field of work, and compensate for transportation and parking costs when we accompany survivors to their appointments. Programs do not run on its own. Each day, staff are the ones who support, guide, and empower survivors. They are the ones who save and impact lives. Programs need to survive in order to help people survive.



Community United Against Violence (CUAV) has been working to create sustainable forms of safety within LGBTQ communities, particularly those most affected by violence for 37 years. These survivors receive life-saving and life-affirming services at CUAV, which help mitigate the effects of domestic/intimate partner violence, anti-LGBT violence and harassment, police brutality and state violence. At CUAV we work to create and maintain deep relationships and strong ties with all service providers and organizations in the vein of being part of a strong safety net for survivors of violence.

At CUAV we work to center those most affected by violence, and the support of local government, and departments like the Department on the Status of Women's VAW funds are crucial investments in how people get healthy and find safety, and build safety-creating skills and patterns in their lives, which includes intimate relationships, and friendship circles. Thanks to these funds our Prevention & Education Program creates opportunities for survivors of violence, their allies and friends, service providers and community members to work together to come up with strategies and practices that prioritize healing from violence and safety in their lives.

Our ask again this year is for a 20% increase to have a continuity of quality service provision, of essential services being uninterrupted, despite current the political climate and the economic hardship brought upon the city's most marginalized and vulnerable communities, which include the LGBTQ communities. And this includes providing a competitive salary for our staff.

We cannot stress enough the imperative role a city plays in the health and safety of its constituents. But nothing says more than how the city provides for those most impacted by socio-economic and political struggles and the ones who are there to help. We believe San Francisco and its Mayor want to do all that they can to support and sustain the services organizations like CUAV provide. We are a safety net, but also a strong partner with City Hall. That is some of the connective tissue that makes our work possible and sustainable.

This ask is about building the scaffolding that gives us the long view on violence against women and how to address it and help people heal. This funding is about investing in our communities and our staff, and about the partnering necessary to continue to be here for those we serve.

Thank you.

Impact Statement: A 20% Increase in funding from DOSW/VAW

El/La Para TransLatinas started in 2006, and since then, we have always fought for the rights of translatinas. **El/La is an organization for transgender Latinas that works to build collective vision and action to promote our survival and improve our quality of life in San Francisco.**

A key issue facing the translatinas community in San Francisco is trauma: traumas caused by transphobia, intimate partner and/or anti-immigrant violence. The increasing criminalization of immigrants under the current administration adds fear to that trauma. Our work bridges the LGBTQ, immigrant and anti-violence movements.

With funding from DOSW we provide services called *TUYA!* (*Translatinas Unidas YA!*), which is violence prevention education and healing for the translatina community within the unique safe space we have created. El/La utilizes (1) peer-to-peer outreach and engagement and (2) partnerships to improve cultural competency and access as the primary strategies to engage members of the translatinas community. El/La's outreach workers "meet their peers where they are at," through street and bar outreach, increasing the translatinas community's awareness of the range of programs available through El/La.

For 4 hours per week for 18 weeks (DOSW portion), *TUYA!* (*Translatinas Unidas YA!*) provides a unique safe space for translatinas to cultivate their leadership and advocate for the safety and visibility of their community. Facilitated by guest presenters and El/La staff members, these groups address such topics as Harm Reduction, Healthy Relationships, Self-Esteem, and Non-Violent Communication (NVC). Each year, a minimum of 10 unduplicated translatinas participates in the DOSW-supported portion of *TUYA!*

With a 20% increase in funding, we could increase our outreach efforts, bringing more women into our safe space. Each woman who comes through our door is welcomed like family, and then receives the tools and support to enhance her healing processes. A 20% increase in funding actually has an exponential impact on our capacity. We won't just serve 20% more women, with increased funding, efficiencies are gained, and we can provide more and higher quality services to more individuals.

Violence against transgender individuals is at an all-time high in this country. Similarly, violence against immigrants is at an all-time high. But we are lucky, because San Francisco is a sanctuary city and so we are honored to have the opportunity to increase our services here for Translatinas.

In Defense of Prostitute Women's Safety Project (IDPWS) provides a comprehensive prevention of violence program including community education, public awareness, and education on violence against sex workers. Through these activities, we aim to build public support for city policies which prioritize protection over prosecution with a view to helping prevent rape and other violence including murder. Studies show that sex workers are 40 times more likely to be murdered than other women.

A 20% increase would have a major impact on the work of the IDPWS, a group with one of the smallest grants. Several years ago, we organized a successful campaign to change the rules governing compensation for sex workers so that sex workers who are victims of violence could get compensation. They had been previously denied. More work is needed to inform sex workers of this right and how to apply, and to inform agencies and others of this and other changes in access to compensation. A 20% increase would enable us to strengthen our organizational capacity: by upgrading our technology and other resources to expand our public awareness, education and advocacy on violence against sex workers and allow for more service hours.

IDPWS is one of the few places victims can turn to for help with getting justice and compensation for violence. We also prioritize outreach to immigrant sex workers who are one of the most vulnerable, underground and hidden sectors facing high levels of rape and other violence. Most don't report violence to the police for fear of arrest and deportation. A 20% increase would enable us to print more of our project brochures in Spanish, and increase our outreach to the Latinx community. The more visible our public advocacy is against violence against sex workers, the more concern there is on the part of the public, City officials and others to address this problem. It is also harder for serial murderers and other violent men to operate with impunity with more public scrutiny. Many sex workers are mothers, so the impact of increased services would impact families. This money will help save women and girls' lives.

Mujeres Unidas y Activas (MUA) is a grassroots organization of Latina immigrant women with a dual mission of promoting personal transformation and building community power for social and economic justice. Since 1989, MUA has created a safe haven for Latina immigrant women suffering from domestic violence, poverty, and exploitation. We are a peer-led organization and as such all direct services staff (except for our supervising psychotherapist) are former clients of our program. All our services are conducted in Spanish, with translation services available for immigrant speakers of indigenous languages of Guatemala and Mexico. All services are provided free of charge.

With support from DOSW, we are currently supporting over 300 DV survivors per year at our Mission District office with crisis intervention and advocacy, including:

- Drop-in support groups and peer counseling
- Short term psychotherapy (individual and group)
- Coaching and case management
- Intensive support to file police reports, take batterers to court, and retain child custody
- Help navigating the bureaucracy to access additional services, including CalVCP
- Mental health evaluations that are required to file for a U-Visa
- Leadership training programs for survivors to become state-certified Domestic Violence Advocates
- Childcare for all services with providers trained to support children exposed to early trauma.

We are a safety net agency for women in crisis who often do not receive services due to language barriers or waiting lists. For example, women who qualify for CalVCP (state-funded victims compensation programs) have to wait 8 months before they can begin to receive psychotherapy, and waiting lists at other local agencies with Spanish speaking staff are very long.

A 3% budget cut would require us to significantly cut back hours for our childcare program. Less childcare available would mean fewer women can access our services. We estimate this could result in up to a 15% drop in women receiving services.

A 20% budget increase would allow us to expand our psychotherapy program, currently in very high demand. Over 50% of our therapy clients utilize our services to file for U-visas, which means they can adjust their immigration status, gaining work permits and economic independence. We would also significantly expand our group therapy and group coaching programs, both of which we keep limited to 10 women twice per year, or 40 women total. With increased capacity we would do more community outreach knowing that we would no longer have waiting lists for any of our services. Many more women could gain access to greater support, helping them gain independence and stability more quickly as they recover from the effects of violence.





**Impact of 20% Increase in Department on the Status of Women  
Violence Against Women Program Funding  
FY 18 -19**

Founded in 1973, San Francisco Women Against Rape (SFWAR) is a community-based, anti-sexual assault, social justice organization. We provide support to sexual assault survivors, their families, and communities, and use education and community organizing as tools of prevention. We believe that ending all forms of oppression is integral to ending sexual assault. We are women of color-led and prioritize working with and for communities facing multiple forms of violence and oppression.

A 20% increase in Department on the Status of Women Violence Against Women Program Funding will position SFWAR to sustain and expand our work with San Francisco's most marginalized populations and respond to the increasing cost of living in San Francisco City & County.

In 2006, SFWAR undertook an extensive community mapping project. Through that process we identified five groups that experience critically high rates of sexual violence. Those groups are youth, marginally housed and homeless women, Latina immigrants, queer/LBT women of color, and formerly incarcerated women. In addition, these groups are often very much underserved. Over the past twelve years, SFWAR has diligently worked to build services with and for these communities rooted in cultural humility. An increase in DOSW Violence Against Women Program funding will support SFWAR in enhancing our community specific direct service and prevention education efforts with these vulnerable populations. In addition, increased funding will allow SFWAR to continue to enhance and expand our newly launched Disability & Deaf Services Program.

The current economic context continues to pose unique concerns that impact the sustainability of our critical work with vulnerable populations. It is imperative that SFWAR continue to realign our salary structure to ensure sexual assault survivors skilled staff and to ensure staff a just and living wage. COLA alone will not adequately address the extent of the salary structure realignment necessary. And, as our program work grows, we require additional office space to house our work; skyrocketing rents make this challenging to achieve.

At this time, increased funding with absolutely no cuts is critically necessary for all DOSW funded Violence Against Women Program Partners. Thank you for your thoughtful consideration and your support.

Most Respectfully

Janelle L. White, Ph.D.  
Executive Director

SAN FRANCISCO WOMEN AGAINST RAPE  
3543 18<sup>th</sup> Street #7, San Francisco, CA 94110  
Tel. 415 861 2024. Fax 415 861 2092.  
[info@sfwar.org](mailto:info@sfwar.org) [www.sfwar.org](http://www.sfwar.org)



26 Boardman Pl.  
San Francisco, CA 94103  
Tel: 415.864.4777  
Support Line: 415.864.4722  
877.DVHELPU  
www.womaninc.org

Thank you for the opportunity to outline the benefits of a 20% increase in funding for W.O.M.A.N., Inc. Based in San Francisco's SOMA neighborhood, W.O.M.A.N., Inc.'s mission is to support those impacted by violence using an innovative approach to services and programs that build stronger, safer communities.

We serve all those impacted by domestic violence in San Francisco (including survivors, their friends and families) with a 24-hour support line, drop-in support, individual and group therapy, support groups, Latinx-specific programming, volunteer programming, and community education and outreach activities. Our community education and empowerment efforts directly address domestic violence, violence against women, and discrimination that disproportionately impacts women (particularly low-income women of color) and LGBTQ communities. Rooted in inclusion and intersectional feminism, our approach to empowerment meets each survivor "where they're at" as the expert of their situation. We provide resources and ongoing support to facilitate self-determination and independent decision-making affecting all facets of a survivor's individual and family life.

W.O.M.A.N., Inc. seeks a model of sustainability for its operations, ensuring access to programs and services for the community. Attracting and retaining qualified trained staff and volunteers is integral in providing these services. In the last few years, the landscape in San Francisco has changed dramatically and W.O.M.A.N., Inc. is responding to those changes. Over half of the core staff have left the City within the last few years due to rising housing [living] costs. W.O.M.A.N., Inc. recognizes the need to compensate key personnel at sustainable levels and has raised salary levels for core staff 57% since 2011; yet W.O.M.A.N., Inc. core staff compensation remains at 2/3 of the median income in San Francisco of \$80,700; for program advocates [at minimum wage] the compensation falls at 1/3 of the median.

W.O.M.A.N., Inc. has adapted to the changing landscape by cutting operational costs where possible, such as moving into a paperless environment as well as ensuring key infrastructure is in place to allow staff to work remotely in serving the community. We remain committed to working collaboratively with funding agencies to enable W.O.M.A.N., Inc. to attract and retain highly skilled trained staff and volunteers.

Cost of living increases in SF impact not only its non-profit organizations, of course. These cost of living increases make low cost/free services for survivors of trauma more important than ever. Many survivors who, at one time, may have been able to pay for expensive mental health services and programs find themselves without the funds needed to maintain these services. Funneling additional funds to VAWA grantees is pivotal during this time of change in the city and in the country. As a result of increased funding, W.O.M.A.N., Inc. could serve more survivors, their family and friends. In addition, we could widen our scope of impact by increasing outreach not only by adding staff but by continuously engaging our Latinx leadership advocates who are trained DV advocates. We could also



## **Women Organized to Make Abuse Nonexistent, Inc.**

move closer to providing equitable compensation for our Latinx staff members who are bilingual/bicultural given that their added skills are vital to the work.

We hope to receive an increase in funding; VAWA grantees will ensure that not only is our funding base strengthened, but the survivors of violence in the city will reap the benefits of our increased capacity.

Thank you!

Our Proposal...

Increase to VAW Funding - \$1,260,493

Department on the Status of Women  
Violence Against Women Prevention and Intervention (VAW) Grants Program

*This is only an approximation and for discussion purposes only....*

Agency by Service Category	Programs	FY 2017-2018 General Fund Base	Proposed 20% Increase (Across the Board)
<b>Domestic Violence Shelter Programs</b>		W/O MLFs	
Asian Women's Shelter	Domestic Violence Shelter Program	212,207	254,648
La Casa de las Madres	Domestic Violence Shelter Services	512,176	614,611
St. Vincent de Paul (Riley Center)	Rosalie House	235,503	282,604
<b>Subtotal for DV Shelters</b>		<b>959,886</b>	<b>1,151,863</b>
<b>Crisis Line Services</b>			
S.F. Women Against Rape	Sexual Assault Crisis Line	171,798	206,158
W.O.M.A.N., Inc.	Domestic Violence Crisis Line	359,913	431,896
<b>Subtotal for Crisis Line Services</b>		<b>531,711</b>	<b>630,053</b>
<b>Legal Services</b>			
Asian Pacific Islander Legal Outreach	Asian/Pacific Domestic Violence Project	359,045	403,854
Bay Area Legal Aid	Domestic Violence Legal Services	263,443	316,132
S.F. Bar Volunteer Legal Services	Justice and Diversity Center (VLSF)	272,550	327,060
S.F. Bar Volunteer Legal Services	Cooperative Restraining Order Clinic (CROC)	322,059	386,471
Legal Aid Society - Employment Law Center	SURVIVE	70,521	84,622
<b>Subtotal for Legal Services</b>		<b>1,287,618</b>	<b>1,545,142</b>
<b>Transitional Housing</b>			
Gum Moon Women's Residence	Transitional Housing for Immigrant Domestic Violence Women	106,406	127,687
Jewish Family and Children's Services	Dream House	86,985	104,382
Mary Elizabeth Inn	INNroads	159,292	191,150
St. Vincent de Paul (Riley Center)	Brennan House	336,129	403,355
<b>Subtotal for Transitional Housing</b>		<b>688,812</b>	<b>826,574</b>
<b>Intervention &amp; Advocacy Programs</b>			
APA Family Support Services	Home Visitation	132,219	158,663
Asian Women's Shelter	San Francisco Options for Comprehensive Action for Youth	215,754	258,905
Asian Women's Shelter	Trans Services	38,700	46,440
Donaldina Cameron House	Asian Domestic Violence Advocacy	225,900	271,080
La Casa de las Madres	Safe Housing Project - San Francisco Housing Authority	141,903	170,283
Mujeres Unidas y Activas	Sanando el Alma	215,121	258,145
Not For Sale	Reinvent: Bay Area	70,521	84,625
San Francisco Safe House	Safe House	38,643	439,716
S.F. Women Against Rape	Sexual Assault Intervention and Advocacy	232,925	2,795,100
St. James Infirmary	Violence Prevention and Intervention for Sex Workers	70,564	84,677
W.O.M.A.N., Inc.	Latina Program	86,986	104,383
<b>Subtotal for Intervention &amp; Advocacy Programs</b>		<b>1,467,236</b>	<b>1,760,683</b>
<b>Prevention, Education &amp; Training</b>			
Asian Women's Shelter	Arab & Muslim Services	86,001	103,201
Asian Pacific Islander Legal Outreach	Asian Anti-Trafficking Collaborative	48,380	58,056
Community United Against Violence	LBT Prevention and Education Services	109,271	131,126
Community United Against Violence	Community Building Services	57,334	68,800
Community Youth Center - S.F.	Young Asian Women Against Violence (YAWAV) Project	203,855	244,626
Ei/La Para Trans Latinas	Ei/La Para Trans Latinas	70,077	84,092
Filipino Community Center	Babae Domestic Violence Program	80,269	96,323
Glide Foundation	Glide Women's Center	78,286	93,943
Horizons Unlimited of San Francisco, Inc.	Females Against Violence Peer Leadership and Education Program	59,927	71,912
Lavender Youth Recreation & Information Center	Queer and Trans Youth Overcoming Violence	130,920	157,104
Mission Neighborhood Centers, Inc.	Real Arising Issues Creating Empowered Students (RAICES)	212,815	255,378
S.F. Women Against Rape	Sexual Assault Education	54,907	65,888
S.F. Women Against Rape	Students Talking About Non-Violent Dating (STAND)	128,839	154,607
Women in Dialogue	In Defense of Prostitute Women's Safety	46,319	55,583
<b>Subtotal for Prevention, Education, &amp; Training</b>		<b>1,367,200</b>	<b>1,640,640</b>
<b>TOTAL</b>		<b>6,302,463</b>	<b>7,562,956</b>

To: The Board of Supervisors

June 18, 2018

Re: Add back request for the Japantown Task Force Visitor Learning Center Project

Hello, my name is Kaori Tando from the Japantown Task Force, a member of the API Council. The Japantown Task Force's mission is to preserve and develop San Francisco Japantown, strengthen the ethnic diversity, and create an atmosphere of safety, beauty, vitality, and prosperity. San Francisco is one out of the three remaining Japantowns in the country, the other two being San Jose and Los Angeles. We work to ensure that San Francisco's Japantown will thrive as a culturally rich, authentic, and economically vibrant neighborhood that will serve as the cultural heart of the Japanese and Japanese American communities for generations to come.

Through our Japantown Visitor Kiosk project in 2016, the Japantown Task Force developed a mobile visitor center that provides Japantown visitors information on neighborhood businesses and activities. The mobile Japantown Visitor Kiosk funded by the MOEWD currently serves thousands of Japantown visitors and community members every year, and has been integral in improving visitor experience and providing economic support to the Japantown businesses. We are applying for an addback to fund the expansion of services that the Visitor Kiosk currently has, by opening a Visitor Learning Center. In addition to the current services that the Visitor Kiosk provides, we see the community need of supplying a larger space that acts as a community lounge, gallery, and learning center. Having this Visitor Learning Center would enhance the visitor's experience in Japantown, thus driving greater economic success to the neighborhood and increasing the overall neighborhood vitality.

Sincerely,  
Kaori (Coco) Tando



JAPANTOWN TASK FORCE

日本町の経済発展・計画・保存

ECONOMIC DEVELOPMENT, PLANNING & PRESERVATION OF JAPANTOWN

Kaori "Coco" Tando  
Community Aide

1765 Sutter Street, 3rd Floor, San Francisco, CA 94115  
415.346.1239 | cocot@japantowntaskforce.org  
www.japantowntaskforce.org

**Keeping San Franciscans Housed and Housing San Franciscans:  
A Funding Proposal**  
*Presented by the  
Homeless Emergency Service Providers Association, San Francisco  
April 2018*

San Francisco is in the midst of a humanitarian crisis. According to the Department of Homelessness and Supportive Housing, over 20,000 people experience homelessness in our city each year. The City's Point in Time Count found over 7,000 people experiencing homelessness at any one time. However, we have only 1,400 shelter beds, causing our shelter wait list for single adults to exceed 1,000 shelter seekers. With only 800 housing exits anticipated this year, it is clear that the City and County of San Francisco must address this crisis. San Francisco only spends 2.7% of its entire budget on homelessness, making it a low priority in spending decisions historically. The Homeless Emergency Service Providers Association (HESPA) recognizes this disastrous situation can be mitigated with wise policy decisions and prioritization by our civic leaders. This proposal is not meant to be the complete solution to homelessness – much more revenue over several years is needed to build the supportive housing necessary to end the crisis. However, this is an attempt to do as much as we can in the short term and within the restraints of a two-year budget to keep San Franciscans housed and house San Franciscans, while fortifying key components of our homeless response system.

### **History of HESPA Funding Proposals and Context for Ask**

Since 2012, HESPA has developed proposals to ensure safe and dignified emergency services, replace expired federal Homeless Prevention and Rapid Re-Housing grants, prevent homelessness among people at risk, and create additional exits out of homelessness through subsidies and vacant unit rehabilitation.

Since HESPA's advocacy began, San Francisco's homeless response system has benefited from the following funding allocations:

<b>Fiscal year</b>	<b>Funding investment from HESPA budget proposals</b>
2012/13	\$3 million
2013/14	\$2.95 million
2014/15	\$6.5 million
2015/16	\$4.1 million
2016/17	\$9.2 million (\$2.5 million was funded in June and then removed due to the failed sales tax initiative on the November 2016 ballot)
2017/18	\$6.7 million

These investments have been indispensable as we strive to alleviate the housing crisis faced by low-income San Franciscans. **As a result of these investments, by the end of this fiscal year, almost 1,252 households will exit homelessness, thousands of households will maintain their housing, and thousands of homeless people will have received deeply enriched emergency services that enable safety and dignity.**

## Summary of Two-Year Budget Request

The goals of HESPA's 2018-19 and 2019-20 budget proposal are to:

- Prevent homelessness among people who are at risk of eviction;
- Provide housing solutions to a greater number of homeless San Franciscans; and
- Respond to the emergency health and mental health and other basic needs of people who are on our streets due to the limited capacity of our current shelter and housing system.

Despite the successes enabled by the City's investments in the homeless service system, significant gaps persist that result in long waits for shelter and housing, visible street-based homelessness, unmet mental health needs among homeless people, and a lack of housing exits from the existing emergency shelter system. **New initiatives and expanded programs are needed to keep pace with the scope of the crisis.** Funding our proposal for 2018-19 and 2019-20 will provide the tools to halt preventable displacement of low-income San Franciscans from rent-controlled housing and relieve the burden on our city's shelters by both expanding shelter capacity and providing housing subsidies to some of our most vulnerable citizens.

This year, we can build on past successes through **an infusion of \$14.8 million in new and baseline funding for FY 2018-19 and \$15.7 million in FY 2019-20 to assist an additional 3,000 homeless people and households.** This budget proposal attempts to both prevent homelessness and create exits out of homelessness, while ensuring an adequate emergency services system for those forced to remain on the streets.

This proposal is the result of a careful, data-driven process to analyze our current housing and homeless system, identify service gaps, and tap into the experience and creativity of our providers to determine the most cost-effective solutions. Please see Attachment 1 for a detailed budget for our proposal.

- **Private Market Housing Subsidies:** Fund 257 new household subsidies to families, Transitional Age Youth (TAY), single adults, elderly, and people with disabilities to allow San Franciscans to move out of homelessness or retain permanent, rent-controlled housing.
- **Homelessness Prevention and Right to Counsel:** Even the playing field and ensure all San Franciscans have a Right to Counsel in eviction proceedings by adding 16 attorneys to serve approximately 600 more people annually who are at risk of eviction.
- **Emergency Services:** Expand emergency services to thousands of individual experiencing homelessness in severely underserved communities. This initiative would provide funding for a new adult shelter in the Bayview, replacement funding for a family shelter, and restore hotel vouchers to families turned away from shelter. It would also expand housing navigation services for homeless people in shelters and drop-in centers, maintain street outreach to homeless LGBTQ TAY and restore cuts, and expand an



emergency housing fund for TAY citywide. Finally, it would fund expanded bathroom services to those who are forced into street homelessness.

- **Employment Services:** Backfill cuts to homeless employment services that benefit 75 homeless job seekers annually.
- **Critical Mental Health Services:** Backfill State Mental Health Service Act (MHSA) funding cuts to programs that provide prevention and early intervention to 75 homeless adults and restore 10 units of supportive housing to TAY with mental illness and provide mental health services to 450 family members residing in shelter.

## Part 1: Expansion of Private Market Housing Subsidies

### Background

The limited creation of housing units affordable to homeless people in recent years has greatly restricted the available inventory for potential placement of destitute households, resulting in a stagnant shelter system and street homelessness. The lack of affordable units for homeless individuals and families has forced more homeless households to seek housing in the private market. Tenant-based subsidy programs allow homeless households to take advantage of units in new affordable developments that are priced above their income level, and can also allow homeless households to acquire housing in the private market.

### Summary of Initiatives and Outcomes

Initiative	Amount requested	Department	Number of people served and outcome
Expand graduated tenant-based subsidies for TAY	FY 2018/19: \$339,843 FY 2019/20: \$339,843	DHSH	20 new formerly homeless TAY will exit shelters, time-limited housing, or supportive housing into affordable or market-rate units.
Baseline funding for needs-based housing subsidies for families	FY 2018/19: \$450,103 FY 2019/20: \$450,103	DHSH	12 formerly homeless high-need households will be housed in San Francisco.
Expand needs-based housing subsidies for primarily seniors and people with disabilities	FY 2018/19: \$3,000,000 FY 2019/20: \$3,750,000	MOHCD	225 households will either be prevented from becoming homeless, or will be able to exit homelessness into housing. Year 2 55 households from 2017 will be baselined.

### **Expand of Rapid Re-Housing Subsidies for Transition Age Youth (TAY)**

Youth under the age of 25 represent one out of every five individuals experiencing homelessness in San Francisco, and 50% of the city's homeless individuals first experienced homelessness when they were under age 25. Ending homelessness for TAY is critical to the city's larger efforts to prevent and end homelessness. In 2015, the city began a pilot to provide formerly homeless TAY with graduated rental subsidies in market rate units to divert youth from the shelter system, provide a "soft landing" out of time-limited youth housing, or create flow through the supportive housing system for those ready and able to live independently. The subsidies decrease over time so that the lease-holder eventually takes over the full amount of the lease. This funding request would expand the successful program (which provides up to 50 formerly homeless TAY with tenant-based subsidies) by an additional 20 TAY annually.

### **Baseline Funding for Need-Based Subsidy for Families**

The current rapid re-housing subsidy programs have been effective for a sliver of the population: 1) those who require only temporary help until they can cover market rent on their own, and 2) those for whom moving out of San Francisco is a viable option. Most rapid re-housing households, due to the housing crisis, are placed outside San Francisco, disrupting their community ties, employment, and schooling for their children. This system leaves behind those who are unable to increase their income in a relatively short period of time, and those who cannot move outside San Francisco, including families who have special needs children or health conditions, those paroled to San Francisco, or undocumented families with children who would be put at risk leaving San Francisco.

This subsidy is deep enough to enable households to rent in the bottom 20% of the rental market, while contributing 30% of their income toward the rent. Similarly, it is need-based, allowing households to use it as long as necessary. The program fills the gap for those who cannot demonstrate an ability to substantially increase their income, while keeping low-income people of color close to their communities in San Francisco. It also provides the flexibility to be used in non-profit owned buildings, master lease buildings, or in scattered sites.

This program has a track record of success, having moved 20 families with no other housing option into housing last year. The Board of Supervisors demonstrated its commitment to this project through the initial funding and its expansion last year, and yet, with only a single year of committed funding (which was then split over two years, minimizing its impact), its continued success can only be sustained through baseline funding. This funding would complete last year's ask and baseline the funding.

### **Expand Need-Based Subsidy for Primarily Seniors and People with Disabilities**

In 2014, the City funded a successful new pilot subsidy program for households with seniors and people with disabilities that fills a gaping hole in our system through a deep, need-based subsidy targeted at rent levels in San Francisco. Like the family subsidy described above, it is deep enough to enable households to rent in the bottom 20% of the rental market; it is need-based

rather than time-limited; and it can be used in non-profit owned, master-lease buildings, and scattered sites.

This expanded subsidy program will serve the most vulnerable citizens with the highest barriers to stability. One example population is the aging disabled: the LGBT Aging Policy Task Force and the federally mandated Ryan White CARE Council have both identified an emerging crisis need for rental subsidies to keep disabled seniors in their homes when their employer-sponsored long-term disability policies expire as they reach retirement age. 18.9% of aging people with HIV will lose access to their long-term disability programs when they reach retirement age and are no longer considered disabled. 1,700 older adults with disabling HIV/AIDS are in need of rental assistance to remain in their housing. In addition, according to the Human Services Agency Planning Division, 4,600 LGBT seniors need access to permanent rental assistance to remain in their homes. This program would serve those most at risk, keeping them in housing and preventing homelessness. Those served by this program are the most likely to become chronically homeless without intervention, making this both a fiscally sound and humanitarian response to the crisis. This funding in year 1 would complete the partially funded last year, and in year 2 baseline next and last year's funding.

## **Part 2: Keeping San Francisco Housed – Homeless Prevention**

### **Background**

As the Five-Year Strategic Framework for the Department of Homelessness and Supportive Housing (HSH) makes clear, preventing homelessness is a key component of achieving HSH's goals: "Expanding eviction prevention must be part of our efforts to reduce overall homelessness in San Francisco."

San Francisco's eviction crisis is not over, as the demand for eviction defense legal services continues to outpace the ability of service providers to respond. While the increase in the number of eviction defense attorneys has made a significant difference in the number of tenants who receive full representation, and who have as a result retained their housing, the need is far from fully met. As of October 19, 2017, 463 tenants have appeared at mandatory settlement conference without an attorney. In 2016, 624 clients appeared for settlement conference without an attorney. While most of these tenants have been provided with last-minute counsel through the Justice & Diversity Center's Housing Negotiation Project (HNP), that representation lasts for only one afternoon, and must proceed without any investigation or discovery, and with the knowledge that if the case does not settle, the client will be on their own for trial. While this usually results in fairer outcomes for the tenant than if they were left completely on their own, it means that the options for the client are quite limited. In other words, there are still at least 50 clients per month being evicted in San Francisco who have no actual representation. Notably, there are likely many more, as these clients at least succeed in getting a response on file and asking for a jury trial, usually through the Eviction Defense Collaborative. It is unknown how many more tenants lose by default and never get into court.

## Summary of Initiatives and Outcomes

Initiative	Amount requested	Department	Number of people served and outcome
New Eviction Prevention Legal Services	FY 2018/19: \$2,000,000	MOHCD	600 people would receive eviction prevention legal services by 16 new staff attorneys

### Justification of Funding Request

Given the need and staff time required to represent an additional 50 clients per month, funding would support at least sixteen additional eviction defense staff attorneys in the community, with a particular focus on bilingual attorneys. Ancillary support services would further augment the staff attorneys' work. Experience has shown that the use of paralegal support – to conduct interviews, prepare paperwork, file and serve documents, engage in research and provide other support – enables the attorneys to focus on legal representation much more effectively, increasing both the number of clients served and the quality of the representation. In addition, the involvement of social workers and social service advocates makes a significant difference in the outcome of cases. Especially when the tenant is facing multiple issues that may be contributing to the eviction, a social worker – who can provide or secure ongoing treatment for physical, mental health or substance abuse issues, get a tenant help cleaning their unit, or help the client to obtain rental assistance – can mean the difference between tenants keeping or losing their housing.

Furthermore, the value of legal services cannot be over-stated as part of a system's larger homelessness strategy. First, **legal services are effective**. In fact, full scope representation doubles tenants' chances of staying in their homes (1). The provision of full scope representation by experienced litigators affords tenants the benefit of representation by attorneys who can utilize all the tools of litigation and ensure that their rights are protected. Without the knowledge or ability to propound discovery, properly gather and prepare supporting evidence, or prepare and argue key motions, tenants cannot begin to be adequately prepared for trial, let alone effectively prepare for and conduct their own trial. Even attorneys who step in at the last moment in these kinds of cases have limited options for success with little time to prepare.

Second, **legal services are an efficient use of city resources**. A social return on investment study determined that for every \$1 invested in the Justice and Diversity Center of the Bar Association of San Francisco (JDC)'s housing legal services, the San Francisco community reaped \$11.74 of immediate and long-term benefits by keeping people housed and preventing homelessness (2).

Third, **fighting evictions is a critical strategy in reducing homelessness**. The City cannot build its way out of the housing crisis. The City's Housing Balance Report showed that the City gained 6,559 affordable units between 2005 and 2014; however, landlords took at least 5,470 rent-controlled apartments off the market, due to Ellis Act evictions, owner move-ins, and increased actions by landlords to vigorously pursue other types of evictions against tenants in rent-

controlled units. There are over 8,000 homeless San Franciscans, and new affordable housing alone cannot keep pace with the needs of low-income tenants. Keeping people housed stems the tide.

Finally, **legal services preserve rent-controlled, affordable units.** Each time a tenant is evicted from their rent-controlled home, the city loses yet another affordable unit. But for the work of eviction defense attorneys, hundreds more rent-controlled affordable housing units would be lost in San Francisco, and countless San Franciscans would be added to the ranks of the city's homeless population. Protecting private rent-controlled tenancies is a critically important affordable housing strategy.

- 1 Stanford Law School - John and Terry Center for Public Service and Public Interest– San Francisco Right to Civil Counsel Pilot Program Documentation Report p. 14.
- 2 Community Services Analysis LLC Social Return on Investment Analysis of JDC for year ended December 31, 2013.

### **Part 3: Emergency Services**

#### **Background**

It is unacceptable that anyone would have to sleep on the street, and yet the 2017 Point-in-Time count revealed that 4,353 San Franciscans are unsheltered on a given night. The city's outreach, drop-in center, and emergency shelter system is the safety net that individuals rely on to catch them before they reach the street, yet the system is overwhelmed, whole neighborhoods are grossly underserved, and the result is a persistent street homelessness crisis that is inhumane. The response must be multifaceted and targeted in order to fill gaps and make a measurable difference in street homelessness. HESPA's budget request reflects the diversity of needs to fill, including street-based outreach, flexible emergency housing funds, hotel vouchers, adult and family shelter funding, housing navigation services, and expanded bathroom access.

#### **Summary of Initiatives and Outcomes**

Initiative	Amount requested	Department	Number of people served and outcome
Replace Adult Shelter in Bayview	FY 2018/19: \$2,628,498 FY 2019/20: \$2,628,498	DHSH	Emergency shelter for 100 people at any one time
Expand funds for Emergency Shelter for Families	FY 2018/19: \$1,932,506 FY 2019/20: \$1,932,506	DHSH	Emergency shelter for 100 people or 33 families at any one time
Restore Hotel Vouchers for Turn Away Families	FY 2018/19: \$101,194 FY 2019/20: \$101,194	DHSH	Five hotel nights a month for families seeking emergency shelter who are turned away because First Friendship and Providence shelters are full

New Housing Navigators in the Single Adult Shelter & Resource Centers	FY 2018/19: \$1,009,967 FY 2019/20: \$1,009,967	DHSH	Housing Navigation Services for 400 people in drop-ins and shelters
Expand Emergency Housing Assistance Fund for TAY	FY 2018/19: \$1,106,603 FY 2019/20: \$1,105,603	DHSH	50 TAY experiencing homelessness or at imminent risk of homelessness
Maintain and Backfill Street Outreach Services for TAY	FY 2018/19: \$321,255 FY 2019/20: \$321,255 (partially funded)	DHSH	450 TAY experiencing street-based homelessness
Expand Pit Stops	FY 2018/19: \$500,000 FY 2019/20: \$500,000	DPW	1,500 additional visits per day

### **Replace Adult Shelter in Bayview**

Homelessness and racism are deeply and inextricably linked. African Americans are dramatically over-represented in the homeless population – they make up 40 to 50% of people experiencing homelessness in San Francisco even though they represent only 3 – 6% of the city’s population. A legacy of racism, lack of accumulated wealth, real estate speculation, wholesale destruction of public housing, and mass incarceration have all led to this reality. Unfortunately, our homeless service infrastructure reflects these same racial disparities.

The Department of Homelessness and Supportive Housing is part of the Center for Social Innovation’s SPARC Initiative to address the intersection of racism and homelessness. One of the key goals is to address the disparate funding of organizations centered in communities of color. The allocation of shelter funding is an especially egregious example in San Francisco, with programs serving neighborhoods historically dominated by people of color grossly under-resourced. The Bayview, for example, has 40% of our city’s homeless population but only 7% of homeless services.

Homeless and at-risk individuals in the Bayview must access shelter, emergency housing, and related support services outside of the district, putting many at an insurmountable disadvantage if they have mobility issues, lack of resources for transportation, or other circumstances that create barriers to accessing shelter services. The only current shelter is operated out of Providence Church – a site that was meant to be temporary and needs to be replaced. The need for a 100-bed full-service shelter in the Bayview District is critical, as currently the community has only one emergency shelter, which is closed during the day, lacks adequate shower access, and is comprised of mats on the floor. There is also a drop-in center in the neighborhood, and each night elderly homeless people, mostly African Americans, are forced to sit in chairs all night, while their legs swell and they suffer from sleep deprivation.

The proposed 100-bed shelter will be open 24-hours, and provide support services similar to those currently provided at the Next Door and Sanctuary shelter operated by Episcopal Community Services. These support services shall include but not be limited to case management, mental health counseling, life skills training, housing workshops, information and referral, and triage medical services.

According to community-based service providers in the Bayview District, while there is an absence of shelter beds, there are ample collateral services in the area inclusive of medical services through the Southeast Health Center and SFGH, as well as meals, food distribution, and other support services provided by Mother Brown's. The primary gaps that a new full-service adult shelter will fill are:

- **Health Concerns:** Many homeless Bayview residents present with severe and chronic health issues inclusive of hypertension, diabetes, respiratory disorders, and mobility issues. There is also a significant presence of severe and persistent mental illnesses as well as substance use disorders.
- **Seniors:** It has been suggested by Bayview providers that of the proposed 100 beds, 40% should be dedicated to seniors, as there are an overwhelming number of homeless seniors residing the Bayview District; these individuals are most likely to present with complex medical and mobility issues. This fragile population is also most vulnerable to severe weather conditions. Bayview providers have also stated that this population includes frequent and historic users of available services, and are likely to qualify as Priority I for Coordinated Entry housing services.
- **Laundry:** Accessibility to laundry services for homeless people in the Bayview area is a critical need for both health and hygienic purposes.

We suggest using Voter Supported Capitol funds for the securing and rehabbing of an appropriate building.

### **Baseline Emergency Shelter for Families**

The City and County of San Francisco operates emergency shelters for families in two different churches. If the first church is full, families are sent to another church that also shelters single men and women with overflow beds. Families sleep in a relatively small space, on mats on the floor. There are no showers, and not enough bathrooms; babies in diapers have no access to baths. Furthermore, the facility is closed during the day forcing families to rise early, find a place to shower, often times across town at a women's drop-in center, and then get their children to school. They show up night after night, and must bring their belongings with them. This is an untenable situation for families in crisis and provides no foundation for stability. The City of San Francisco passed a bond in 2016 that creates capital funds for shelter. Last year, the Board of Supervisors allocated three months of services funding for a shelter for homeless families in order to give the city enough time to secure a facility. Now, ongoing funding is needed for years 1, 2 and beyond. The facility would serve 100 people or 33 families at one time.

### **Restore Hotel Vouchers for Family Access Points**

When the access points for family shelter were reconfigured, a vital resource was lost. In the past, the City funded program budgets at each shelter access point that could be used for hotel vouchers in extreme situations. There are a variety of extreme cases that this flexible funding was used for in the past, including medical emergencies or a mother about to give birth with nowhere. In addition, the vouchers could be used when families were turned away with nowhere

to go. We propose a small amount of funds for five hotel nights a month be used for families seeking emergency shelter who are in inappropriate placements or unable to be placed in congregate shelters, given out by access points. They would stay in a moderately-priced hotel for one night and then return to the emergency system. This was funded last year and was used for hotel rooms for pregnant women instead, also a critical need. We are asking for it again.

### **New Housing Navigators in the SF Single Adult Shelters and Resource Centers**

Currently, nearly 1,200 homeless people are languishing in San Francisco's single adult shelter system with little hope of a housing exit. Furthermore, other City systems of care such as hospitals frequently use shelters as a "catch-all" for those needing a higher level of care because they have nowhere else to go. The existing SF Single Adult Shelter System and Resource Centers do not currently have the tools, resources or housing opportunities to move people out of shelters into housing, and there is a huge problem of long-term shelter residents who, through no fault of their own, are caught having to stay in shelter for months to years without a housing exit. Homeless shelters were originally planned as a short-term, emergency housing intervention, and are not an appropriate, healthy long-term living environment for anyone. Yet, the shelter system as it currently exists cannot possibly meet housing outcomes without additional resources from HSH.

The existing shelter system for single adults is in need of housing placement services as many shelter users are unable to navigate systems of care on their own. Housing Navigator services are needed in shelter to move people with the most acute needs currently in shelter to appropriate placements. Housing Navigators will ensure HSH's goal of a streamlined Homelessness Response System that effectively identifies and houses those shelter-users with the highest need, opening up new shelter beds for those living out on the streets by providing the following:

- Standardized Assessments and prioritization tools
- Determination of a housing path based on the HSH-designated assessment tool
- Immediate, intensive, onsite Housing Navigator services to those assessed as the highest need, including:
  - Housing-focused case management with development of an individualized housing plan tailored for each participant.
  - Valid IDs, income documentation, benefits advocacy and documentation, credit repair, legal aid, IHSS enrollment, money management, and any other services and documentation required to move a participant into housing
  - Assistance with completing housing applications
  - Assistance with outstanding warrants and criminal records
  - Transportation to property management meetings
  - Advocacy and barrier removal related to prior evictions
  - Move-in assistance (security deposits; furniture; household items, etc.)
  - Follow-up services through leasing process
  - Warm hand-offs to supportive housing case managers
  - Linkages to external mental health, treatment, and primary health providers
  - Input into the ONE system.



### **Expanded Emergency Housing Fund for TAY**

San Francisco currently funds one TAY-specific shelter with a capacity of 40 beds; the Lark-Inn for Youth operates at or near capacity nightly, and a small emergency housing fund has provided for 1 – 2 month stays in SROs for TAY when the shelter is full or when the shelter is not a viable option. Moreover, the Board of Supervisors funded a small flexible housing fund for LGBTQ TAY experiencing street homelessness last year; this fund is extremely flexible and can be used for rental assistance, utility assistance, or other costs that would either help retain housing or quickly obtain housing. This expansion would make this flexible funding pool available to TAY citywide.

### **Maintain and Backfill Street Outreach Services for TAY**

Among youth experiencing homelessness, those who identify as LGBTQ are dramatically over-represented, accounting for a full 50% of unsheltered homeless TAY in the most recent PIT count. This request would extend and baseline expanded street outreach services funded last year to target LGBTQ TAY experiencing street homelessness and link them quickly with housing resources (including the emergency housing fund described above) and other developmentally appropriate support services. It would also backfill cuts to TAY outreach made through DCYF. [Update: Funding to maintain outreach activities for LGBTQ youth has been baselined; cuts made through DCYF remain to be backfilled].

### **Expanded Bathroom Accessibility at Pit Stops**

There is a bathroom accessibility crisis in San Francisco. It is felt by tourists, shoppers, residents out for the day, and most acutely, those living on our streets. The last homeless Point-in-Time count recorded that 4,353 of our homeless neighbors are unsheltered. Assuming on average that each person needs to go to the bathroom 4 times a day, that means that those who are unsheltered need access to a bathroom 17,412 times a day. If we include those who are using shelters but need to leave during the day, and assume they need to use the bathroom twice while they are out, this number surpasses 20,000.

Pit Stops have provided a much-needed response to San Francisco's bathroom access issue felt most significantly by those who are homeless and unsheltered. The Department of Public Works estimates that the 17 Pit Stop facilities are getting 1,700 uses a day. A preliminary survey of one-third of HESPA member agencies estimates that our combined bathroom usage is about 1,300 uses a day for both clients and the public. There remains a deficit of 17,000 bathroom uses every day. Libraries, unmanned JCDecaux toilets, and private institutions cannot make up for that deficit, and thus, people are using the street. This is a public health and humanitarian issue that has drawn attention, including a website on the homeless crisis by Jennifer Wong, which tracks human waste based on 311 calls, [mochimachine.org/wasteland/#](http://mochimachine.org/wasteland/#). Adding more staff coverage to select Pit Stops to increase daily access, we would expect to see a ten-fold increase in their usage. By the Department of Public Works estimation, adding more staff coverage to select Pit Stops we would expect to see up to a ten-fold increase in their usage.

## Part 4: Employment Services

### Background

In alignment with the City's framework for preventing and ending homelessness, homeless job seekers require a continuum of employment supports that enables re-entry into the workforce at a living wage. Cuts to this HSA program will leave 75 job seekers without the support they need to secure employment, contribute to housing stability, and reduce street homelessness.

### Summary of Initiatives and Outcomes

Initiative	Amount requested	Department	Number of people served and outcome
Restore Homeless Employment Collaborative	FY 2018/19: \$140,200 FY 2019/20: \$140,200	HSA	75 individuals will have access to an array of employment services

### Restore Homeless Employment Funds

Homeless Employment Collaborative funding supports a range of employment and workforce development activities specifically targeted for homeless job seekers. For 20 years, the Homeless Employment Collaborative has provided a continuum of employment services, barrier remediation, resume and cover letter writing, interview preparation, employer matching, job coaching, and job placement. Job seekers have access to one-on-one support, barrier remediation such as obtaining documentation/birth certificates, transportation assistance, work-related fees and dues, work tools/supplies, etc. Funds support hiring fairs with a range of employers and assist homeless job seekers with employer outreach, job application, access to computers for tailored job search, mock interviews, interview clothing, composing resumes and cover letters. Funding will restore 1.75 FTE to provide barrier remediation and job seeking support.

## Part 5: Critical Mental Health Services

### Background

Mental Health Services Act (MHSA) funding is a State funding source that supports a wide variety of services for people experiencing homelessness with behavioral health needs. Unfortunately, the funding is unstable and fluctuates depending on the State economy. This year, cuts to San Francisco's MHSA allocation translated to the end of critical prevention and early intervention services to adults who are homeless, and cut 10 units of housing and support services for TAY. In year's past, mental health services for families residing in shelter were also lost.

## Summary of Initiatives and Outcomes

Initiative	Amount requested	Department	Number of people served and outcome
Backfill mental health prevention and early intervention services for adults	FY 2018/19: \$83,500 FY 2019/20: \$167,000	DPH	75 adults experiencing homelessness will access low-threshold, peer-based mental health support
Restore housing and support services for TAY with mental illness	FY 2018/19: \$354,813 FY 2019/20: \$354,813	HSH	10 TAY with mental illness will receive housing and support services
Restoration of Mental Health Services for Families Experiencing Homelessness	FY 2018/19: \$887,375 FY 2019/20: \$887,375	DPH	5 FTE Clinical Director to serve 450 Households / Families at 5 agencies

### Backfill Prevention and Early Intervention Services for Adults

MHSA funding supports a range of prevention and early intervention services that are part of Hospitality House's low-threshold, peer-based, drop-in model. Unless restored, 75 people would lose access to case management, housing and benefits advocacy, individual and group therapy, wellness groups, and ancillary client services.

Hospitality House's approach combines harm reduction interventions with structured case management, individual and group therapy, support groups, civic engagement activities and strengths-based wellness recovery plans. All activities promote individual resilience, recovery from psychological trauma, and holistic wellness that reduces need for restrictive instructive and more expensive interventions. Funding would restore 2.5 FTE to provide these critical services.

### Restore Ten Units of Supportive Housing for TAY with Mental Illness

MHSA funding supports ten scattered site, master leased units for TAY with mental illness. We know that 50% of all individuals who are homeless in San Francisco first experienced homelessness before they were 25. Moreover, TAY with mental illness are among those most at risk of becoming chronically homeless adults if they do not engage early and deeply in housing and support services that are developmentally appropriate to their needs. Unless this funding is restored, these ten units will be lost to San Francisco's housing stock for TAY with mental illness.

## Restoration of Mental Health Services for Families Experiencing Homelessness

Increasing evidence shows that homelessness has a lasting and pervasive impact on all aspects of children's development – even after they transition to stable housing. Homeless children are twice as likely to experience hunger as other children, and they are sick four times more often.<sup>1</sup> They are three times more likely than their peers to develop emotional behavioral problems, and four times more likely to show delayed development.<sup>2</sup> Stress from frequent moves and housing instability has a deleterious effect on school attendance and academic outcomes: children who are homeless are more than twice as likely to repeat a school grade, be expelled or suspended, or drop out of school.<sup>3</sup> Across the board, the stress of homelessness profoundly affects all dimensions of childhood development. Homeless mothers are also extremely likely to be impacted by major depressive episodes (50%), Post-Traumatic Stress Disorder (36%, or triple the rate of the general population) and substance abuse disorders (41%, or double the rate of the general population).

However, research suggests that early intervention can minimize or even reverse the effects of trauma in homeless children and parents. A recent study from the University of Minnesota's Center for Urban and Regional Affairs demonstrated that homeless children's academic success correlates with parental closeness, quality relationships with teachers, and relationships with caring adults.<sup>4</sup> Furthermore, early childhood mental health consultation in shelter settings has been found to be a central contributor to positive change in caregiver's behavior and children's experience. Mental health services help adult caregivers to attend to the needs of children experiencing homelessness and reduce the traumatic impact of the experience on both adult and child.<sup>5</sup> Further, recommendations from Child Trends include ensuring mental health support for children, as well as incorporating play-based strategies to encourage healthy development.

This new body of research represents hope for children recovering from the experience of homelessness. With the necessary support and tools in place, children will be more likely to succeed in school, less likely to experience homelessness as adults, and the entire family will be more likely to recover from the traumatic impacts of homelessness.

Agencies serving families experiencing homelessness in San Francisco have seen funding that supports childhood and family mental health services cut severely during the past five years – including cuts in funding from First 5, and DPH. With the growth in family homelessness due to the current housing crisis in San Francisco, families are finding it harder and taking longer to end the experience of homelessness in their lives – resulting in deeper effects on the mental health of children and their caregivers. The restoration of this funding will support approximately 450 households with on-site direct mental health support in family shelters, transitional housing, and housing subsidy programs - as well as mental health consultation and training for staff working within those programs.

---

<sup>1</sup> National Center on Family Homelessness. [<http://www.familyhomelessness.org/children.php?p=ts>]

<sup>2</sup> Ibid.

<sup>3</sup> Child Trends. [<http://www.childtrends.org/?indicators=homeless-children-and-youth>]

<sup>4</sup> Family Housing Fund. [[http://www.fhfund.org/\\_dnld/reports/SupportiveChildren.pdf](http://www.fhfund.org/_dnld/reports/SupportiveChildren.pdf)]

<sup>5</sup> Charles F. Brinamen, Adriana N. Taranta and Kadija Johnston, *Expanding Early Childhood Mental Health Consultation to New Venues: Serving Infants and Young Children in Domestic Violence and Homeless Shelters* (Infant Mental Health Journal, Vol 33(3), 2012), 283- 292.

HESPA Funding Proposal Summary - 2018 – 2020

Keep San Franciscans Housed and House San Franciscans

	Expand Portable Subsidies for TAY	Baseline and Maintain Need-based Subsidies for Families	Expand Need-based flexible subsidies for Elderly or Disabled Adults	New Tenant Right to Counsel	Replace Adult Shelter in Bayview	Baseline Family Emergency Shelter	Restore Hotel Vouchers for Families	New Housing Navigation in Adult Access Points	Expand Emergency Housing Fund for TAY	Maintain Outreach for LGBTQ TAY and backfill cuts	Expand Pit Stops	Backfill Homeless Employment	Backfill MHSA Prevention & Early Intervention Funds	Backfill MHSA funding for TAY with Mental Illness	Restore Mental Health Services for Families Experiencing Homelessness	TOTAL
Request Fiscal Year 18/19	\$389,843	\$450,104	\$2,999,999	\$2,000,000	\$2,628,498	\$1,932,506	\$101,194	\$1,009,967	\$1,105,603	\$321,255	\$500,000	\$140,200	\$83,500	\$354,813	\$887,375	
Funded by Mayor 18/19	\$1,000,000	\$0	\$0	\$0	\$300,000	\$300,000	\$0	\$0	\$0	\$160,000	\$500,000	\$0	\$0	\$0	\$0	\$2,260,000
Funded by BOS 18/19																
Total Funded 18/19																
Request Fiscal Year 19/20	\$389,843	\$450,104	\$3,771,674	\$2,000,000	\$2,628,498	\$1,932,506	\$101,194	\$1,009,967	\$1,105,603	\$321,255	\$500,000	\$140,200	\$167,000	\$354,813	\$887,375	\$14,467,844
Funded by Mayor 19/20	\$2,100,000	\$0	\$0	\$0	\$550,000	\$550,000	\$0	\$0	\$0	\$160,000	\$500,000	\$0	\$0	\$0	\$0	\$3,860,000
Funded by BOS 19/20																
Total Funded 19/20																
Total Funded over 2 years	\$3,100,000	\$0	\$0	\$0	\$850,000	\$850,000	\$0	\$0	\$0	\$320,000	\$1,000,000	\$0	\$0	\$0	\$0	\$6,120,000
Not Funded	-\$2,420,314	\$900,208	\$6,771,673	\$4,000,000	\$4,406,996	\$3,015,012	\$202,388		\$2,211,206	\$322,510	\$0	\$280,400	\$250,500	\$709,626	\$1,774,750	\$22,424,955
Not Yet Funded Year 1	-\$660,157	\$450,104	\$2,999,999	\$2,000,000	\$2,328,498	\$1,632,506	\$101,194		\$1,105,603	\$161,255	\$0	\$140,200	\$83,500	\$354,813	\$887,375	\$11,584,890
Not Yet Funded Year 2	-\$1,760,157	\$450,104	\$3,771,674	\$2,000,000	\$2,078,498	\$1,382,506	\$101,194		\$1,105,603	\$161,255	\$0	\$140,200	\$167,000	\$354,813	\$887,375	\$10,840,065



2018 - 2019 Request

	Housing Subsidies			Prevention	Emergency Services Needs							Job Training	Mental Health Services			Total
	Expand Portable Subsidies for TAY	Baseline and Maintain Need-based Subsidies for Families	Expand On-going Flexible Subsidies Primarily for Elderly or Disabled Adults	New Tenant Right to Counsel	New Adult Shelter in Bayview	Baseline Family Emergency Shelter	Restore Hotel Vouchers for Families	New Housing Navigation in Adult Shelters/Drop Ins	Expand Emergency Housing Fund for TAY	Maintain Outreach for LGBTQ TAY and Restore Cuts [Partially Funded]	Expand Pit Stops	Backfill Homeless Employment	Backfill MHA Prevention & Early Intervention Funds	Backfill MHA funding for TAY with Mental Illness	Restore Mental Health Services for Families Experiencing Homelessness	TOTAL
<b>Personnel</b>																
Program Directors		\$0	\$54,000		\$243,000	\$222,000	\$0	\$0	\$45,000	25,000	\$40,000	\$7,200				\$636,200
Services Staff	\$42,000	\$30,566	\$150,000		\$741,650	\$707,600	\$56,250	\$484,744	\$150,000	204,400	\$44,000	\$40,000	\$100,000	\$425,000		\$3,260,210
Staff Attorney				\$1,200,000												\$1,200,000
Eligibility Worker	\$0	\$0	\$0		\$0	\$0	\$0	\$118,192	\$0	\$0	\$0	\$0	\$0	\$0		\$118,192
Tenant Counselor/Outreach Workers	\$0	\$0	\$35,000		\$0	\$0	\$0	\$0	\$63,000	\$0	\$0	\$0	\$0	\$0		\$98,000
Total Personnel	\$42,000	\$30,566	\$239,000	\$1,200,000	\$984,650	\$929,600	\$56,250	\$602,936	\$258,000	\$229,400	\$84,000	\$47,200	\$100,000	\$425,000		\$5,312,602
Payroll Taxes and Benefits	\$10,332	\$5,394	\$71,700	\$300,000	\$381,360	\$371,840	\$16,875	\$200,979	\$26,568	45,880	\$23,000	\$12,800	\$24,600	\$150,000		\$1,661,992
<b>Total Personnel and Benefits</b>	<b>\$52,332</b>	<b>\$35,960</b>	<b>\$310,700</b>	<b>\$1,500,000</b>	<b>\$1,366,010</b>	<b>\$1,301,440</b>	<b>\$73,125</b>	<b>\$803,915</b>	<b>\$284,568</b>	<b>\$275,280</b>	<b>\$107,000</b>	<b>\$60,000</b>	<b>\$124,600</b>	<b>\$575,000</b>		<b>\$6,974,594</b>
<b>Client Financial Assistance</b>																
Client Support/Housing Barriers	\$0	\$0	\$0	\$0	\$0	\$0	\$10,200	\$18,540	\$0	\$0	\$0	\$8,700	\$6,900	\$0	\$0	\$44,340
Furniture Grants	\$0	\$3,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,000
Move-in Assistance Grants	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Subsidies	\$254,160	\$400,000	\$2,585,000	\$0	\$0	\$0	\$0	\$0	\$960,000	\$0	\$0	\$0	\$0	\$0	\$0	\$4,199,160
<b>Total Client Financial Assistance</b>	<b>\$254,160</b>	<b>\$403,000</b>	<b>\$2,585,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$10,200</b>	<b>\$18,540</b>	<b>\$960,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$8,700</b>	<b>\$6,900</b>	<b>\$0</b>	<b>\$0</b>	<b>\$4,246,500</b>
<b>Operating Expenses</b>																
Program Costs	\$22,500	\$5,000	\$50,169	285714	\$919,640	\$379,000	\$6,000	\$58,195	\$22,500	\$15,000	224,720	\$14,500	\$4,300	\$185,280	\$200,000	\$2,392,518
Construction Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Operating Expenses</b>	<b>\$22,500</b>	<b>\$5,000</b>	<b>\$50,169</b>	<b>\$285,714</b>	<b>\$919,640</b>	<b>\$379,000</b>	<b>\$6,000</b>	<b>\$58,195</b>	<b>\$22,500</b>	<b>\$15,000</b>	<b>\$224,720</b>	<b>\$14,500</b>	<b>\$4,300</b>	<b>\$185,280</b>	<b>\$200,000</b>	<b>\$2,392,518</b>
<b>Indirect Costs</b>	\$10,851	\$6,144	\$54,130	\$214,286	\$342,848	\$252,066	\$11,869	\$129,317	\$18,439	\$21,687	\$0	\$10,000	\$12,300	\$44,933	\$112,375	\$1,241,244
<b>Total Expenses</b>	<b>\$339,843</b>	<b>\$450,104</b>	<b>\$2,999,999</b>	<b>\$2,000,000</b>	<b>\$2,628,498</b>	<b>\$1,932,506</b>	<b>\$101,194</b>	<b>\$1,009,967</b>	<b>\$1,105,603</b>	<b>\$321,255</b>	<b>\$500,000</b>	<b>\$140,200</b>	<b>\$83,500</b>	<b>\$354,813</b>	<b>\$887,375</b>	<b>\$14,854,856</b>
Cost/household:	\$16,992	\$37,509	\$13,333	\$3,333	\$26,285	\$19,325	\$1,687	\$2,525	\$22,112	\$714	\$1,667	\$1,869	\$1,113	\$35,481	\$1,972	
Households Served:	20	12	225	600	100	100	60	400	50	450	300	75	75	10	450	2,927

2019- 2020 Request

	Housing Subsidies			Prevention	Emergency Services Needs							Job Training	Mental Health Services			Total
	Expand Portable Subsidies for TAY	Baseline and Maintain Need-based Subsidies for Families	Baseline On-going Flexible Subsidies Primarily for Elderly or Disabled Adults	Expanded Tenant Right to Counsel	New Adult Shelter in Bayview	Baseline Family Emergency Shelter	Feel	New Housing Navigation in Adult Access Points	Expand Emergency Housing Fund for TAY	Maintain Outreach for LGBTQ TAY and Restore Cuts [Partially Funded]	Expand Pit Stops	Backfill Homeless Employment Services	Backfill MHSA Prevention & Early Intervention Funds	Backfill MHSA funding for TAY with Mental Illness	Restore Mental Health Services for Families Experiencing Homelessness	TOTAL
<b>Personnel</b>																
Program Directors	\$0	\$0	\$54,000	\$0	\$243,000	\$222,000	\$0	\$0	\$45,000	\$25,000	\$40,000	\$14,400				\$643,400
Services Staff	\$42,000	\$30,566	\$315,000	\$0	\$741,650	\$707,600	\$56,250	\$484,744	\$84,000	\$150,000	\$204,400	\$44,000	\$92,300	\$100,000	\$425,000	\$3,677,510
Staff Attorney				\$1,200,000												\$1,200,000
Eligibility Worker	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$118,192	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$118,192
Tenant Counselor/Outreach Workers	\$0	\$0	\$35,000	\$0	\$0	\$0	\$0	\$0	\$63,000	\$0	\$0	\$0	\$0	\$0	\$0	\$98,000
Total Personnel	\$42,000	\$30,566	\$404,000	\$1,200,000	\$984,650	\$929,600	\$56,250	\$602,936	\$84,000	\$258,000	\$229,400	\$84,000	\$106,700	\$100,000	\$425,000	\$5,537,102
Payroll Taxes and Benefits	\$10,332	\$5,394	\$121,200	\$300,000	\$381,360	\$371,840	\$16,875	\$200,979	\$20,664	\$26,568	\$45,880	\$23,000	\$25,600	\$24,600	\$150,000	\$1,724,292
<b>Total Personnel and Benefits</b>	<b>\$52,332</b>	<b>\$35,960</b>	<b>\$525,200</b>	<b>\$1,500,000</b>	<b>\$1,366,010</b>	<b>\$1,301,440</b>	<b>\$73,125</b>	<b>\$803,915</b>	<b>\$104,664</b>	<b>\$284,568</b>	<b>\$275,280</b>	<b>\$107,000</b>	<b>\$132,300</b>	<b>\$124,600</b>	<b>\$575,000</b>	<b>\$6,561,794</b>
<b>Client Financial Assistance</b>																
Client Support/Housing Barriers		\$0	\$0	\$0	\$0	\$0	\$10,200	\$18,540	\$0	\$0	\$0	\$8,700	\$13,800	\$0	\$0	\$51,240
Furniture Grants		\$3,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,000
Move-in Assistance Grants		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Subsidies	\$254,160	\$400,000	\$3,110,000	\$0	\$0	\$0	\$0	\$0	\$960,000	\$0	\$0	\$0	\$0	\$0	\$0	\$4,724,160
<b>Total Client Financial Assistance</b>	<b>\$254,160</b>	<b>\$403,000</b>	<b>\$3,110,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$10,200</b>	<b>\$18,540</b>	<b>\$960,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$8,700</b>	<b>\$13,800</b>	<b>\$0</b>	<b>\$0</b>	<b>\$4,778,400</b>
<b>Operating Expenses</b>																
Program Costs	\$22,500	\$5,000	\$50,169	285714	\$919,640	\$379,000	\$6,000	\$58,195	\$22,500	\$15,000	\$224,720	\$14,500	\$8,600	\$185,280	\$200,000	\$2,396,818
Construction Costs		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Operating Expenses</b>	<b>\$22,500</b>	<b>\$5,000</b>	<b>\$50,169</b>	<b>\$285,714</b>	<b>\$919,640</b>	<b>\$379,000</b>	<b>\$6,000</b>	<b>\$58,195</b>	<b>\$22,500</b>	<b>\$15,000</b>	<b>\$224,720</b>	<b>\$14,500</b>	<b>\$8,600</b>	<b>\$185,280</b>	<b>\$200,000</b>	<b>\$2,396,818</b>
<b>Indirect Costs</b>																
	\$10,851	\$6,144	\$86,305	\$214,286	\$342,848	\$252,066	\$11,869	\$129,317	\$18,439	\$21,687	\$0	\$10,000	\$12,300	\$44,933	\$112,375	\$1,273,419
<b>Total Expenses</b>	<b>\$339,843</b>	<b>\$450,104</b>	<b>\$3,771,674</b>	<b>\$2,000,000</b>	<b>\$2,628,498</b>	<b>\$1,932,506</b>	<b>\$101,194</b>	<b>\$1,009,967</b>	<b>\$1,105,603</b>	<b>\$321,255</b>	<b>\$500,000</b>	<b>\$140,200</b>	<b>\$167,000</b>	<b>\$354,813</b>	<b>\$887,375</b>	<b>\$15,710,031</b>
Cost/household:	\$16,992	\$37,509	\$15,395	\$3,333	\$26,285	\$19,325	\$1,687	\$2,525	\$22,112	\$714	\$1,667	\$1,869	\$1,113	\$35,481	\$1,972	
Households Served	20	12	245	600	100	100	60	400	50	450	300	75	150	10	450	3,022