

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

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August 19, 2020

TO: Budget and Appropriations Committee

FROM: Budget and Legislative Analyst



SUBJECT: Recommendations of the Budget and Legislative Analyst for Amendment of the Mayor's Fiscal Year 2020-2021 to Fiscal Year 2021-2022 Budget.

Page

Descriptions for Departmental Budget Hearing, August 21, 2020 Meeting, 10:00 a.m.

DPH	Public Health, Department of	1
HSA	Human Services Agency	15
AIR	Airport	21
PRT	Port.....	31
PUC	Public Utilities Commission	38

YEAR ONE: FY 2020-21

Budget Changes

The Department’s proposed \$2,771,316,203 budget for FY 2020-21 is \$344,287,161 or 14.2% more than the original FY 2019-20 budget of \$2,427,029,042.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2020-21 are 7,176.39 FTEs, which are 290.39 FTEs more than the 6,886.00 FTEs in the original FY 2019-20 budget. This represents a 4.2% increase in FTEs from the original FY 2019-20 budget.

Revenue Changes

The Department's revenues of \$1,887,930,403 in FY 2020-21, are \$191,733,341 or 11.3% more than FY 2019-20 revenues of \$1,696,197,062.

YEAR TWO: FY 2021-22

Budget Changes

The Department’s proposed \$2,576,413,180 budget for FY 2021-22 is \$194,903,023 or 7.0% less than the Mayor’s proposed FY 2020-21 budget of \$2,771,316,203.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2021-22 are 7,083.26 FTEs, which are 93.13 FTEs less than the 7,176.39 FTEs in the Mayor’s proposed FY 2020-21 budget. This represents a 1.3% decrease in FTEs from the Mayor’s proposed FY 2020-21 budget.

Revenue Changes

The Department's revenues of \$1,647,816,827 in FY 2021-22, are \$240,113,576 or 12.7% less than FY 2020-21 estimated revenues of \$1,887,930,403.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2020-21 AND FY 2021-22**

DEPARTMENT: DPH – DEPARTMENT OF PUBLIC HEALTH

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

	FY 2016-17 Budget	FY 2017-18 Budget	FY 2018-19 Budget	FY 2019-20 Budget	FY 2020-21 Proposed
Public Health	\$2,058,876,439	\$2,198,181,187	\$2,369,898,228	\$2,427,029,042	\$2,771,316,203
FTE Count	6,806.30	6,857.24	6,866.17	6,886.00	7,176.39

The Department’s budget increased by \$712,439,764 or 34.6% from the adopted budget in FY 2016-17 to the proposed budget in FY 2020-21. The Department’s FTE count increased by 370.09 or 5.4% from the adopted budget in FY 2016-17 to the proposed budget in FY 2020-21.

FY 2020-21

The Department’s proposed FY 2020-21 budget is \$344,287,161 more than the FY 2019-20 original budget. This increase is largely due to over \$200 million in one-time expenditures related to the COVID-19 response as well as funding to implement Mental Health SF, a comprehensive overhaul of San Francisco’s mental health system that guarantees mental health care to all San Franciscans who lack insurance or who are experiencing homelessness.

To support Mental Health SF, the proposed budget includes \$28.1 million in FY 2020-21 (and \$38.4 million in ongoing funding beginning in FY 2021-22) from the business tax reform measure on the November ballot plus an additional \$22.3 million in annual General Fund support to continue or expand mental health services. Funding from the business tax reform measures is contingent on voter approval and would support the establishment of the Office of Coordinated Care, crisis response, increased behavioral health bed capacity, and expanded services at the Behavioral Health Access Center to weekends and evenings. Additional General Fund support would provide for continued funding for treatment beds previously funded with one-time sources, creation of a new psychiatrist job class, expansion of clinical support for additional permanent supportive housing, and the continuation or expansion of other mental health services.

In addition, the measure would release one-time funding of \$69.4 million in 2020-21 and \$46.9 million in FY 2021-22. However, use of these funds will be limited to one-time uses and require Controller’s Office authorization within strict limitations due to ongoing legal issues. Due to these limitations, the Department has not identified specific uses of the one-time funds.

DPH’s budget also includes \$36 million of the total \$120 million in funding redirected from the City’s public safety departments towards efforts to repair the legacy of racially disparate policies on health, housing, and economic outcomes for African Americans. Based on priorities identified through a process led by the Human Right Commission, these funds will be allocated to strengthen education and youth development programs to reduce involvement in the criminal justice system. These funds are ongoing and continue in FY 2021-22.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2020-21 AND FY 2021-22**

DEPARTMENT: _____ **DPH – DEPARTMENT OF PUBLIC HEALTH**

FY 2021-22

The Department's proposed FY 2021-22 budget is \$194,903,023 less than the FY 2020-21 proposed budget but still includes an increase of \$149,384,138 compared to FY 2019-20 due to the expiration of one-year COVID-19 response expenditures.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2020-21 AND FY 2021-22**

DEPARTMENT: DPH – DEPARTMENT OF PUBLIC HEALTH

RECOMMENDATIONS

YEAR ONE: FY 2020-21

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$4,360,520 in FY 2020-21. Of the \$4,360,520 in recommended reductions, \$1,692,622 are ongoing savings and \$2,667,898 are one-time savings. These reductions would still allow an increase of \$339,926,641 or 14.0% in the Department’s FY 2020-21 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended encumbrances of \$323,264, for total General Fund savings of \$4,683,784.

Our reserve recommendations total \$105,400,000 in FY 2020-21, all of which are ongoing.

YEAR TWO: FY 2021-22

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$1,915,285 in FY 2021-22. Of the \$1,915,285 in recommended reductions, \$1,715,285 are ongoing savings and \$200,000 are one-time savings.

Our reserve recommendations total \$82,900,000 in FY 2021-22, all of which are ongoing.

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2020-21 and FY 2021-22 Two-Year Budget**

DPH - Department of Public Health

Rec #	Account Title	FY 2020-21						FY 2021-22							
		FTE		Amount		GF	1T	FTE		Amount		GF	1T		
		From	To	From	To			From	To	From	To				
	HAD Public Health Admin														
	0923 Manager II	0.77	0.62	\$114,374	\$92,093	\$22,281	x						\$0		
	Mandatory Fringe Benefits			\$50,294	\$40,496	\$9,798	x						\$0		
	1204 Senior Personnel Clerk	3.08	2.48	\$251,051	\$202,145	\$48,906	x						\$0		
	Mandatory Fringe Benefits			\$123,659	\$99,570	\$24,089	x						\$0		
	1220 Payroll and Personnel Cl	1.54	1.24	\$124,604	\$100,330	\$24,274	x						\$0		
	Mandatory Fringe Benefits			\$61,547	\$49,557	\$11,990	x						\$0		
	1241 Human Resources Analy	1.54	1.24	\$165,266	\$133,071	\$32,195	x						\$0		
	Mandatory Fringe Benefits			\$73,663	\$59,313	\$14,350	x						\$0		
	1244 Senior Human Resources	0.77	0.62	\$96,416	\$77,634	\$18,782	x						\$0		
	Mandatory Fringe Benefits			\$41,087	\$33,083	\$8,004	x						\$0		
	1244 Senior Human Resources	4.62	3.72	\$578,493	\$465,800	\$112,693	x						\$0		
	Mandatory Fringe Benefits			\$246,525	\$198,501	\$48,024	x						\$0		
	1246 Principal Human Resourc	3.08	2.48	\$457,531	\$368,402	\$89,129	x						\$0		
	Mandatory Fringe Benefits			\$182,643	\$147,063	\$35,580	x						\$0		
	1824 Principal Administrative	0.77	0.62	\$106,286	\$85,581	\$20,705	x						\$0		
	Mandatory Fringe Benefits			\$44,354	\$35,714	\$8,640	x						\$0		
	2112 Medical Record Technici	0.77	0.62	\$64,484	\$51,922	\$12,562	x						\$0		
	Mandatory Fringe Benefits			\$31,447	\$25,321	\$6,126	x						\$0		
	2589 Health Program Coordin	0.77	0.62	\$71,732	\$57,758	\$13,974	x						\$0		
	Mandatory Fringe Benefits			\$34,204	\$27,541	\$6,663	x						\$0		
	9924 Public Service Aide - Hea	0.50	0.31	\$22,373	\$13,871	\$8,502	x						\$0		
	Mandatory Fringe Benefits			\$15,155	\$9,396	\$5,759	x						\$0		
	0931 Manager III	0.77	0.62	\$123,303	\$99,283	\$24,020	x						\$0		
	Mandatory Fringe Benefits			\$52,420	\$42,208	\$10,212	x						\$0		
				Total Savings	\$617,257					Total Savings	\$0				
		Reduce new positions budgeted at 0.77 FTE to 0.62 FTE to reflect actual hiring timelimes.													
	1406 Senior Clerk	1.00	0.00	\$65,650	\$0	\$65,650	x			1.00	0.00	\$65,650	\$0	\$65,650	x
	Mandatory Fringe Benefits			\$35,250	\$0	\$35,250	x					\$36,324	\$0	\$36,324	x
				Total Savings	\$100,900					Total Savings	\$101,974				
DPH-2		Delete 1.0 FTE 1406 Senior Clerk position to address long-standing vacancies in the Department.													
	Attrition Savings - Miscellaneous			(\$993,512)	(\$931,255)	(\$62,257)	x					(\$997,393)	(\$935,690)	(\$61,703)	x
	Mandatory Fringe Benefits			(\$439,484)	(\$411,944)	(\$27,540)	x					(\$454,129)	(\$426,035)	(\$28,094)	x
				Total Savings	(\$89,797)					Total Savings	(\$89,797)				
DPH-3		Reduce attrition savings by \$89,797 to partially offset deletion of 4.0 FTE vacant positions in the Department for net savings of \$359,187.													
		Ongoing savings													

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2020-21 and FY 2021-22 Two-Year Budget**

DPH - Department of Public Health

Rec #	Account Title	FY 2020-21						FY 2021-22					
		FTE		Amount		GF	1T	FTE		Amount		GF	1T
		From	To	From	To			From	To	From	To		
	Programmatic Projects-Budget		\$3,565,414	\$3,077,414	\$488,000	x	x						\$0
DPH-4	Reduce the Programmatic Project Budget for Centralized IT by \$488,000 to reflect program budget.												
	Non-Air Travel - Employees		\$1,700	\$170	\$1,530	x	x						\$0
	Non-Air Travel - Employees		\$3,922	\$392	\$3,530	x	x						\$0
	Non-Air Travel - Employees		\$1,275	\$128	\$1,148	x	x						\$0
	Non-Air Travel - Employees		\$246	\$25	\$221	x	x						\$0
DPH-5	<i>Total Savings</i>		\$6,429										\$0
	Reduce the amount budgeted for travel to reflect decreased need during the COVID-19 health pandemic.												
	HBH Behavioral Health												
	2242 Senior Psychiatric Physic	1.00	0.00	\$340,678	\$0	\$340,678	x	1.00	0.00	\$340,678	\$0	\$340,678	x
	Mandatory Fringe Benefits			\$106,868	\$0	\$106,868	x			\$109,687	\$0	\$109,687	x
	0942 Manager VII	(1.00)	0.00	(\$214,020)	\$0	(\$214,020)	x	(1.00)	0.00	(\$214,020)	\$0	(\$214,020)	x
	Mandatory Fringe Benefits			(\$80,945)	\$0	(\$80,945)	x			(\$83,375)	\$0	(\$83,375)	x
DPH-6	<i>Total Savings</i>		\$152,581							<i>Total Savings</i>	\$152,970		
	Reduce the amount budgeted for travel to reflect decreased need during the COVID-19 health pandemic.												
	Deny proposed reclassification of 0942 Manager VII to 2242 Senior Psychiatric Physician. The Department does not need the proposed 2242 Senior Psychiatric Physician position.												
	Prof & Specialized Svcs-Bdgt		\$64,006,516	\$63,706,516	\$300,000	x				\$64,006,516	\$63,706,516	\$300,000	x
	Prof & Specialized Svcs-Bdgt		\$46,402,604	\$46,052,604	\$350,000	x				\$46,999,576	\$46,649,576	\$350,000	x
	Prof & Specialized Svcs-Bdgt		\$36,556,562	\$36,406,562	\$150,000	x				\$36,556,562	\$36,406,562	\$150,000	x
DPH-7	<i>Total Savings</i>		\$800,000							<i>Total Savings</i>	\$800,000		
	Reduce the budget allocated for professional and specialized services in the Behavioral Health Division by \$800,000 to reflect projected underspending.												
	Step Adjustments, Miscellaneous		(\$588,876)	(\$739,026)	\$150,150	x				(\$588,876)	(\$739,026)	\$150,150	x
	Mandatory Fringe Benefits		(\$173,925)	(\$218,775)	\$44,850	x				(\$177,224)	(\$222,074)	\$44,850	x
	Step Adjustments, Miscellaneous		(\$184,193)	(\$199,593)	\$15,400	x				(\$184,280)	(\$199,680)	\$15,400	x
	Mandatory Fringe Benefits		(\$54,066)	(\$58,666)	\$4,600	x				(\$55,434)	(\$60,034)	\$4,600	x
	Step Adjustments, Miscellaneous		(\$165,375)	(\$192,325)	\$26,950	x				(\$165,375)	(\$192,325)	\$26,950	x
	Mandatory Fringe Benefits		(\$50,256)	(\$58,306)	\$8,050	x				(\$51,203)	(\$59,253)	\$8,050	x
DPH-8	<i>Total Savings</i>		\$250,000							<i>Total Savings</i>	\$250,000		
	Increase step adjustments savings in the Behavioral Health Division due to the reclassification of psychiatrist positions. The Department converted 59 FTE positions from the physician series to a new psychiatric series for a net increase of \$4.9 million of additional salary and benefit costs.												
													Ongoing savings

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2020-21 and FY 2021-22 Two-Year Budget**

DPH - Department of Public Health

Rec #	Account Title	FY 2020-21						FY 2021-22						
		FTE		Amount		GF	1T	FTE		Amount		GF	1T	
		From	To	From	To			From	To	From	To			Savings
	Programmatic Projects-Budget		\$920,184	\$420,184	\$500,000	x	x						\$0	
DPH-9	Reduce the Programmatic Project Budget for Mental Health Reform by \$500,000. The proposed budget includes \$1.0 million to initiate planning and implementation of programming funded by the proposed business tax reform measure prior to November, but the Department will have a limited time to spend these funds.													
	2593 Health Program Coordin	0.77	0.62	\$91,411	\$73,604	\$17,807	x	x					\$0	
	Mandatory Fringe Benefits			\$40,278	\$32,432	\$7,846	x	x					\$0	
	2930 Behavioral Health Clinici	0.77	0.62	\$83,944	\$67,591	\$16,353	x	x					\$0	
	Mandatory Fringe Benefits			\$37,459	\$30,162	\$7,297	x	x					\$0	
				<i>Total Savings</i>	<i>\$49,304</i>								<i>\$0</i>	
	Reduce new positions budgeted at 0.77 FTE to 0.62 FTE to reflect actual hiring timelines.													
	Non-Air Travel - Employees			\$13,474	\$1,347	\$12,127	x	x					\$0	
	Non-Air Travel - Employees			\$1,594	\$159	\$1,435	x	x					\$0	
				<i>Total Savings</i>	<i>\$13,561</i>								<i>\$0</i>	
DPH-11	Reduce the amount budgeted for travel to reflect decreased need during the COVID-19 health pandemic.													
	HGH Zuckerberg SF General													
	2119 Health Care Analyst	1.54	0.62	\$160,240	\$64,512	\$95,728	x	x	2.00	1.00	\$208,104	\$104,052	\$104,052	x
	Mandatory Fringe Benefits			\$73,586	\$29,626	\$43,960	x	x			\$98,152	\$49,076	\$49,076	x
	2450 Pharmacist	1.54	0.70	\$271,271	\$123,305	\$147,966	x	x					\$0	
	Mandatory Fringe Benefits			\$102,060	\$46,391	\$55,669	x	x					\$0	
	2409 Pharmacy Technician	1.54	1.24	\$148,869	\$119,869	\$29,000	x	x					\$0	
	Mandatory Fringe Benefits			\$70,583	\$56,833	\$13,750	x	x					\$0	
	2454 Clinical Pharmacist	0.77	0.62	\$149,549	\$120,416	\$29,133	x	x					\$0	
	Mandatory Fringe Benefits			\$54,398	\$43,801	\$10,597	x	x					\$0	
				<i>Total Savings</i>	<i>\$425,804</i>								<i>Total Savings</i>	<i>\$153,128</i>
DPH-12	Deny the request for 1.0 FTE 2119 Health Care Analyst and reduce budgeted FTE for remaining new positions at Zuckerberg SF General Pharmacy to reflect actual hiring timelines. One 2119 Health Care Analyst will be sufficient to support the Division's specialty pharmacy initiative. This reduction still allows for an increase of 15.0 FTE positions to support the Department's pharmacy initiative, including 7.0 FTE positions at Zuckerberg SF General Pharmacy.													
														Ongoing savings

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2020-21 and FY 2021-22 Two-Year Budget**

DPH - Department of Public Health

Rec #	Account Title	FY 2020-21						FY 2021-22					
		FTE		Amount		GF	1T	FTE		Amount		GF	1T
		From	To	From	To			From	To	From	To		
DPH-13	0942 Manager VII	0.77	0.62	\$164,164	\$132,184	x	x						
	Mandatory Fringe Benefits			\$62,153	\$50,045	x	x					\$0	\$0
	2593 Health Program Coordin	0.77	0.62	\$91,411	\$73,604	x	x					\$0	\$0
	Mandatory Fringe Benefits			\$40,278	\$32,432	x	x					\$0	\$0
				<i>Total Savings</i>	<i>\$69,741</i>					<i>Total Savings</i>	<i>\$0</i>		
		Reduce new positions budgeted at 0.77 FTE to 0.62 FTE to reflect actual hiring timelines.											
DPH-14	Equipment Purchase-Budget				\$0					\$2,000,000	\$1,800,000	x	x
DPH-15	Air Travel - Employees			\$1,000	\$0	x	x						\$0
	Non-Air Travel - Employees			\$7,850	\$785	x	x						\$0
	Travel-Budget			\$3,000	\$300	x	x						\$0
					<i>Total Savings</i>	<i>\$10,765</i>					<i>Total Savings</i>	<i>\$0</i>	
		Reduce the amount budgeted for travel to reflect decreased need during the COVID-19 health pandemic.											
DPH-16		HJH Jail Health											
	2409 Pharmacy Technician	0.77	0.62	\$74,434	\$59,934	x	x						\$0
	Mandatory Fringe Benefits			\$35,292	\$28,417	x	x						\$0
	2450 Pharmacist	0.77	0.62	\$135,636	\$109,213	x	x						\$0
	Mandatory Fringe Benefits			\$51,030	\$41,089	x	x						\$0
				<i>Total Savings</i>	<i>\$57,739</i>					<i>Total Savings</i>	<i>\$0</i>		
		Reduce the amount budgeted at 0.77 FTE to 0.62 FTE to reflect actual hiring timelines.											
DPH-17		HLH Laguna Honda Hospital											
	2320 Registered Nurse	2.69	2.17	\$468,878	\$378,240	x	x						\$0
	Mandatory Fringe Benefits			\$183,331	\$147,892	x	x						\$0
	2591 Health Program Coordin	3.85	3.10	\$408,308	\$328,767	x	x						\$0
	Mandatory Fringe Benefits			\$186,344	\$150,043	x	x						\$0
	2409 Pharmacy Technician	3.08	2.48	\$297,737	\$239,736	x	x						\$0
	Mandatory Fringe Benefits			\$141,170	\$113,669	x	x						\$0
2450 Pharmacist	2.31	1.86	\$406,907	\$271,271	x	x						\$0	
Mandatory Fringe Benefits			\$153,088	\$102,059	x	x						\$0	
				<i>Total Savings</i>	<i>\$514,085</i>					<i>Total Savings</i>	<i>\$0</i>		
		Reduce new positions budgeted at 0.77 FTE to 0.62 FTE to reflect actual hiring timelines.											

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2020-21 and FY 2021-22 Two-Year Budget**

DPH - Department of Public Health

Rec #	Account Title	FY 2020-21						FY 2021-22						
		FTE		Amount		GF 1T	Savings	FTE		Amount		GF 1T	Savings	
		From	To	From	To			From	To	From	To			
DPH-18	7355 Truck Driver	1.00	0.00	\$95,784	\$0	x	\$95,784	1.00	0.00	\$95,784	\$0	x	\$95,784	
	Mandatory Fringe Benefits			\$46,806	\$0	x	\$46,806			\$48,136	\$0	x	\$48,136	
				<i>Total Savings</i>	<i>\$142,590</i>					<i>Total Savings</i>	<i>\$143,920</i>			
	Delete 1.0 FTE 7355 Truck Driver position to address long-standing vacancies in the Department.													
DPH-19	Air Travel - Employees			\$3,000	\$300	x	\$2,700						\$0	
	Air Travel - Non-Employees			\$500	\$0	x	\$500						\$0	
	Non-Air Travel - Employees			\$3,000	\$300	x	\$2,700						\$0	
					<i>Total Savings</i>	<i>\$5,900</i>					<i>Total Savings</i>	<i>\$0</i>		
	Reduce the amount budgeted for travel to reflect decreased need during the COVID-19 health pandemic.													
DPH-20	HNS Health Network Services													
	1404 Clerk	1.00	0.00	\$63,232	\$0	x	\$63,232	1.00	0.00	\$63,232	\$0	x	\$63,232	
	Mandatory Fringe Benefits			\$34,501	\$0	x	\$34,501			\$37,699	\$0	x	\$37,699	
					<i>Total Savings</i>	<i>\$97,733</i>					<i>Total Savings</i>	<i>\$100,931</i>		
		Delete 1.0 FTE 1404 Clerk position to address long-standing vacancies in the Department.												
DPH-21	Non-Air Travel - Employees			\$3,385	\$339	x	\$3,047						\$0	
	Non-Air Travel - Employees			\$2,834	\$283	x	\$2,551						\$0	
	Non-Air Travel - Employees			\$2,550	\$255	x	\$2,295						\$0	
	Travel-Budget			\$11,000	\$1,100	x	\$9,900						\$0	
	Travel-Budget			\$3,587	\$359	x	\$3,228						\$0	
				<i>Total Savings</i>	<i>\$21,020</i>					<i>Total Savings</i>	<i>\$0</i>			
	Reduce the amount budgeted for travel to reflect decreased need during the COVID-19 health pandemic.													
DPH-22	HPC Primary Care													
	Air Travel - Employees			\$500	\$0	x	\$500						\$0	
	Reduce the amount budgeted for travel to reflect decreased need during the COVID-19 health pandemic.													
DPH-23	HPH Population Health													
	2585 Health Worker I	1.00	0.00	\$64,142	\$0	x	\$64,142	1.00	0.00	\$64,142	\$0	x	\$64,142	
	Mandatory Fringe Benefits			\$34,785	\$0	x	\$34,785			\$38,018	\$0	x	\$38,018	
					<i>Total Savings</i>	<i>\$98,927</i>					<i>Total Savings</i>	<i>\$102,160</i>		
	Delete 1.0 FTE 2585 Health Worker I position to address long-standing vacancies in the Department.													
	Ongoing savings													

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2020-21 and FY 2021-22 Two-Year Budget**

DPH - Department of Public Health

Rec #	Account Title	FY 2020-21						FY 2021-22							
		FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
		From	To	From	To				From	To	From	To			
	Air Travel - Employees			\$500	\$0	\$500	x	x							
	Air Travel - Employees			\$1,900	\$0	\$1,900	x	x							
	Non-Air Travel - Employees			\$3,400	\$340	\$3,060	x	x							
	Non-Air Travel - Employees			\$1,000	\$100	\$900	x	x							
	Non-Air Travel - Employees			\$425	\$43	\$383	x	x							
	Non-Air Travel - Employees			\$755	\$76	\$680	x	x							
	Non-Air Travel - Employees			\$1,100	\$110	\$990	x	x							
	Travel-Budget			\$7,000	\$700	\$6,300	x	x							
	Travel-Budget			\$5,000	\$500	\$4,500	x	x							
	Travel-Budget			\$9,188	\$919	\$8,269	x	x							
				<i>Total Savings</i>		\$27,481					<i>Total Savings</i>		\$0		
		Reduce the amount budgeted for travel to reflect decreased need during the COVID-19 health pandemic.													

FY 2020-21

Total Recommended Reductions			
	One-Time	Ongoing	Total
General Fund	\$2,667,898	\$1,692,622	\$4,360,520
Non-General Fund	\$0	\$0	\$0
Total	\$2,667,898	\$1,692,622	\$4,360,520

FY 2021-22

Total Recommended Reductions			
	One-Time	Ongoing	Total
General Fund	\$200,000	\$1,715,285	\$1,915,285
Non-General Fund	\$0	\$0	\$0
Total	\$200,000	\$1,715,285	\$1,915,285

Reserve Recommendations

DPH-25	HAD Public Health Admin															
	Programmatic Projects-Budget		\$36,000,000	\$0	\$36,000,000	x					\$36,000,000	\$0	\$36,000,000	x		
	Place all reinvestment initiatives expenditures on Budget and Finance Committee Reserve, pending a detailed budget that shows specific allocations.															
DPH-26	HBH Behavioral Health															
	Programmatic Projects-Budget		\$92,696,012	\$23,296,012	\$69,400,000						\$73,826,957	\$26,926,957	\$46,900,000			
	Place \$69.4 million in FY 2020-21 and \$46.9 million in FY 2021-22 for behavioral health services from the proposed business tax reform measure on Budget and Finance Committee Reserve, pending submission of a detailed budget that shows specific allocations. The business tax reform measure (if approved by the voters) would release these one-time funds, but the proposed budget does not identify specific uses of these funds. The remaining budget for this programmatic project (\$23,296,012 in FY 2020-21 and \$26,926,957 in FY 2021-22) will be placed on Controllers reserve, pending receipt of funds.															

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2020-21 and FY 2021-22 Two-Year Budget**

DPH - Department of Public Health

Rec #	Account Title	FY 2020-21						FY 2021-22					
		FTE		Amount		GF	1T	FTE		Amount		GF	1T
		From	To	From	To			From	To	From	To		

FY 2020-21

Total Reserve Recommendations

One-Time	Ongoing	Total
General Fund	\$0	\$36,000,000
Non-General Fund	\$0	\$69,400,000
Total	\$0	\$105,400,000

FY 2021-22

Total Reserve Recommendations

One-Time	Ongoing	Total
General Fund	\$0	\$36,000,000
Non-General Fund	\$0	\$46,900,000
Total	\$0	\$82,900,000

DEPARTMENT: DPH – DEPARTMENT OF PUBLIC HEALTH

Year	Department Code	Fund Code	Supplier No	Supplier Name	Project Code	Remaining Balance
2017	251899	10000	11803	S F DENTAL SUPPLY LLC	10001995	\$600
2017	251897	10000	11803	S F DENTAL SUPPLY LLC	10001993	318
2017	251897	10000	11803	S F DENTAL SUPPLY LLC	10001993	388
2017	251962	10060	26510	A BETTER WAY INC	10001803	106,362
2016	251984	10000	19315	GRAINGER	10001792	1,123
2017	251974	10000	12360	REGENTS OF THE UNIVERSITY OF CALIFORNIA	10001812	30,105
2017	251929	10000	12810	PROJECT OPEN HAND	10001677	24,274
2017	251973	10000	18954	HEALTH CARE LOGISTICS INC	10026702	1,923
2017	251973	10000	18954	HEALTH CARE LOGISTICS INC	10026702	1,154
2017	251973	10000	18954	HEALTH CARE LOGISTICS INC	10026702	1,923
2017	251921	10000	8765	VAN GELDER ENTERPRISES INC	10001783	765
2017	251984	10000	11014	SIERRA ELECTRIC CO	10001792	791
2017	251892	10000	3012	WAXIE SANITARY SUPPLY	10001992	1,796
2017	251892	10000	3012	WAXIE SANITARY SUPPLY	10001992	498
2018	251905	10000	3356	CARDINALHEALTH MEDICAL PRODUCTS & SVCS	10001993	701
2018	251905	10000	3356	CARDINALHEALTH MEDICAL PRODUCTS & SVCS	10001993	1,401
2018	251892	10000	3356	CARDINALHEALTH MEDICAL PRODUCTS & SVCS	10001992	1,760
2018	251973	10000	3356	CARDINALHEALTH MEDICAL PRODUCTS & SVCS	10026702	303
2018	251973	10000	3356	CARDINALHEALTH MEDICAL PRODUCTS & SVCS	10026702	303
2018	251973	10000	3356	CARDINALHEALTH MEDICAL PRODUCTS & SVCS	10026702	954
2018	251896	10000	3355	CARDINALHEALTH MEDICAL PRODUCTS & SVCS	10001993	434
2018	251894	10000	3355	CARDINALHEALTH MEDICAL PRODUCTS & SVCS	10001993	359
2018	251903	10000	3356	CARDINALHEALTH MEDICAL PRODUCTS & SVCS	10001993	625
2018	251901	10000	3192	MEDLINE INDUSTRIES INC	10001993	1,420
2018	251901	10000	3192	MEDLINE INDUSTRIES INC	10001993	441
2018	251974	10000	23105	CEPHEID	10001809	5,545
2018	251867	10000	13973	OFFICE DEPOT	10001993	3,255
2017	251859	21490	10909	SIZEWISE RENTALS LLC	10001952	96
2017	251859	21490	19315	GRAINGER	10001952	5,000
2018	137652	21490	13783	OSNOVATIVE SYSTEMS INC	10001949	1,000

DEPARTMENT: DPH – DEPARTMENT OF PUBLIC HEALTH

Year	Department Code	Fund Code	Supplier No	Supplier Name	Project Code	Remaining Balance
2018	137652	21490	13783	OSNOVATIVE SYSTEMS INC	10001949	\$2,200
2018	251715	21490	3079	STERIS CORPORATION	10001950	440
2018	251859	21490	3192	MEDLINE INDUSTRIES INC	10001952	67
2018	251859	21490	17065	KCI USA INC	10001952	362
2018	251859	21490	3192	MEDLINE INDUSTRIES INC	10001952	214
2018	251859	21490	3192	MEDLINE INDUSTRIES INC	10001952	117
2017	251668	21080	25102	ARROW INTERNATIONAL INC	0	2,493
2017	207681	21080	22642	CME	10001843	478
2017	251667	21080	8576	VOLCANO CORPORATION	10001840	1,420
2017	251667	21080	8576	VOLCANO CORPORATION	10001840	1,420
2017	251667	21080	8576	VOLCANO CORPORATION	10001840	1,550
2017	251667	21080	8375	WERFEN USA LLC	10001840	466
2017	251663	21080	3355	CARDINALHEALTH MEDICAL PRODUCTS & SVCS	10001840	6,260
2017	251646	21080	18066	IWHOLESOURCE	10001840	860
2017	207677	21080	3356	CARDINALHEALTH MEDICAL PRODUCTS & SVCS	10001840	44,805
2017	251668	21080	13973	OFFICE DEPOT	10001843	387
2017	251659	21080	23105	CEPHEID	10001840	951
2017	251651	21080	9836	TERUMO MEDICAL CORP	10001840	420
2017	251651	21080	9836	TERUMO MEDICAL CORP	10001840	605
2017	251651	21080	9836	TERUMO MEDICAL CORP	10001840	312
2017	251646	21080	8506	CooperSurgical, Inc	10001840	1,290
2018	251659	21080	3356	CARDINALHEALTH MEDICAL PRODUCTS & SVCS	10001840	1,121
2018	251646	21080	18477	IMD INC	10001840	370
2018	251659	21080	3355	CARDINALHEALTH MEDICAL PRODUCTS & SVCS	10001840	1,560
2018	251649	21080	3355	CARDINALHEALTH MEDICAL PRODUCTS & SVCS	10001854	490
2018	251659	21080	3355	CARDINALHEALTH MEDICAL PRODUCTS & SVCS	10001840	1,681
2018	251649	21080	3355	CARDINALHEALTH MEDICAL PRODUCTS & SVCS	10001854	490
2018	251663	21080	3356	CARDINALHEALTH MEDICAL PRODUCTS & SVCS	10001840	342
2018	251646	21080	3356	CARDINALHEALTH MEDICAL PRODUCTS & SVCS	10001840	810
2018	251663	21080	9836	TERUMO MEDICAL CORP	10001840	930
2018	251663	21080	9836	TERUMO MEDICAL CORP	10001840	828

DEPARTMENT: DPH – DEPARTMENT OF PUBLIC HEALTH

Year	Department Code	Fund Code	Supplier No	Supplier Name	Project Code	Remaining Balance
2018	251663	21080	9836	TERUMO MEDICAL CORP	10001840	\$766
2018	251663	21080	9836	TERUMO MEDICAL CORP	10001840	620
2018	251663	21080	9836	TERUMO MEDICAL CORP	10001840	2,800
2018	251663	21080	9836	TERUMO MEDICAL CORP	10001840	1,650
2018	251659	21080	3356	CARDINALHEALTH MEDICAL PRODUCTS & SVCS	10001840	1,682
2018	251663	21080	13106	PIVOT INTERIORS INC	10001840	479
2018	251663	21080	13106	PIVOT INTERIORS INC	10001840	362
2018	251663	21080	13106	PIVOT INTERIORS INC	10001840	366
2018	251663	21080	13106	PIVOT INTERIORS INC	10001840	415
2018	251663	21080	13106	PIVOT INTERIORS INC	10001840	505
2018	251663	21080	13106	PIVOT INTERIORS INC	10001840	2,184
2018	251663	21080	13106	PIVOT INTERIORS INC	10001840	546
2018	251663	21080	13106	PIVOT INTERIORS INC	10001840	566
2018	251663	21080	13106	PIVOT INTERIORS INC	10001840	436
2018	251663	21080	13106	PIVOT INTERIORS INC	10001840	356
2018	251663	21080	13106	PIVOT INTERIORS INC	10001840	2,086
2018	251663	21080	11026	SIEMENS FINANCIAL SERVICES INC	10001840	33,434
2018	251677	21080	16820	KONICA MINOLTA BUSINESS SOLUTNS USA INC	10001865	2,661
Total						\$323,264

YEAR ONE: FY 2020-21

Budget Changes

The Department’s proposed \$1,409,489,369 budget for FY 2020-21 is \$334,152,191 or 31.1% more than the original FY 2019-20 budget of \$1,075,337,178.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2020-21 are 2,161.72 FTEs, which are 20.36 FTEs more than the 2,141.36 FTEs in the original FY 2019-20 budget. This represents a 1.0% increase in FTEs from the original FY 2019-20 budget.

Revenue Changes

The Department's revenues of \$1,034,546,391 in FY 2020-21 are \$279,130,032 or 37.0% more than FY 2019-20 revenues of \$755,416,359.

YEAR TWO: FY 2021-22

Budget Changes

The Department’s proposed \$1,283,666,062 budget for FY 2021-22 is \$125,823,307 or 8.9% less than the Mayor’s proposed FY 2020-21 budget of \$1,409,489,369.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2021-22 are 2,163.36 FTEs, which are 1.64 FTEs more than the 2,161.72 FTEs in the Mayor’s proposed FY 2020-21 budget. This represents a 0.1% increase in FTEs from the Mayor’s proposed FY 2020-21 budget.

Revenue Changes

The Department's revenues of \$904,381,011 in FY 2021-22 are \$130,165,380 or 12.6% less than FY 2020-21 estimated revenues of \$1,034,546,391.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2020-21 AND FY 2021-22**

DEPARTMENT: HSA – HUMAN SERVICES AGENCY

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

	FY 2016-17 Budget	FY 2017-18 Budget	FY 2018-19 Budget	FY 2019-20 Budget	FY 2020-21 Proposed
Human Services Agency	862,944,407	913,783,257	971,834,727	1,075,337,178	1,409,489,369
FTE Count	2,067.89	2,099.36	2,093.79	2,141.36	2,161.72

The Department’s budget increased by \$546,544,962 or 63.3% from the adopted budget in FY 2016-17 to the proposed budget in FY 2020-21. The Department’s FTE count increased by 93.83 or 4.5% from the adopted budget in FY 2016-17 to the proposed budget in FY 2020-21.

FY 2020-21

The Department’s proposed FY 2020-21 budget has increased by \$334,152,191 largely due to increases in expenses related to responding COVID-19, including funding for food security and aid assistance programs. In addition, the Department’s budget includes increased funding for early care and education programs, which is contingent on the passage of the November 2020 business tax ballot measure.

FY 2021-22

The Department’s proposed FY 2021-22 budget has decreased by \$125,823,307 largely due to the removal of one-time funding for the COVID-19 response and tax measure.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2020-21 AND FY 2021-22**

DEPARTMENT: HSA – HUMAN SERVICES AGENCY

RECOMMENDATIONS

YEAR ONE: FY 2020-21

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$1,415,000 in FY 2020-21. All of the \$1,415,000 in recommended reductions are one-time savings. These reductions would still allow an increase of \$332,737,191 or 30.9% in the Department’s FY 2020-21 budget.

Our reserve recommendations total \$15,382,351 in FY 2020-21, all of which are one-time.

YEAR TWO: FY 2021-22

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$100,000 in FY 2021-22. Of the \$100,000 in recommended reductions, all are one-time savings.

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2020-21 and FY 2021-22 Two-Year Budget**

HSA - Human Services Agency

Rec #	Account Title	FY 2020-21						FY 2021-22					
		FTE		Amount		GF	1T	FTE		Amount		GF	1T
		From	To	From	To			From	To	From	To		
	HSA - Admin Support												
	Social Services Contracts		\$277,500	\$227,500	\$50,000	X	X				\$0		
HSA-1		Reduce the proposed amount for Non-Personnel Services due to historical underspending in this account. Projections for FY 2019-20 estimate \$150,000 in underspending.											
	Maintenance Services - Buildings & Improvements Budget												
HSA-2		Reduce amount proposed for Maintenance Services- Buildings & Improvements due to uncertainty and inadequately justified budget estimate for the planned 170 Otis move. The Department currently has \$5 million budgeted for this move in FY 2021-22 but the new lease, moving, and fixture costs have yet to be confirmed.											
	Other Current Expenses - Budget		\$3,161,705	\$2,961,705	\$200,000	X	X				\$0		
HSA-3		Reduce amount proposed for Other Current Expenses due to historical underspending in this account. The Department is projected to have \$1.5 million in unspent funding from FY 2019-20 in this account. Further, Non-Personnel Services overall are historically underspent. When accounting for carried forward funding the available balance at the end of FY 2018-19 was over \$11 million and is projected to be over \$27 million in FY 2019-20.											
	Systems Consulting Services		\$1,412,773	\$1,312,773	\$100,000	X	X				\$0		
HSA-4		Reduce the amount for System Consulting Services due to historical underspending in this account. The Department projects to leave \$1.2 million unspent in this account in FY 2019-20 and left \$2.8 million unspent in FY 2018-19. Further, Non-Personnel Services overall are historically underspent. When accounting for carried forward funding the available balance at the end of FY 2018-19 was over \$11 million and is projected to be over \$27 million in FY 2019-20.											
	Rent Assist-Behalf of Clients		\$2,073,000	\$1,823,000	\$250,000	X	X				\$0		
HSA-5		Reduce the amount for the HS Fire Victim Assistance Fund due to historical underspending and funding carried over from prior years. In FY 2019-20 the Department is projected to spend \$1.7 million with a balance of over \$700,000 remaining. With this reduction and carried forward funding the Department will still have more available funds than the budgeted amount for FY 2020-21.											
	Travel		\$15,000	\$0	\$15,000	X	X				\$0		
HSA-6		Reduce the amount for travel due to historical underspending in this account and underspending in Non-Personnel Services. This is a one-time reduction due to the COVID-19 health crisis and lack of travel in the coming fiscal year.											

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2020-21 and FY 2021-22 Two-Year Budget**

HSA - Human Services Agency

Rec #	Account Title	FY 2020-21						FY 2021-22					
		FTE		Amount		GF	1T	FTE		Amount		GF	1T
		From	To	From	To			From	To	From	To		
	Community Based Organization Services		\$7,932,092	\$7,732,092	\$200,000	X	X						\$0
HSA-7	Reduce the amount of funding for Community Based Organization Services under DAS Community Programs City Grant Program due to historical underspending. With funds carried forward from previous years, the Department left over \$6 million available in this account in FY 2018-19 and is projected to leave approximately \$1 million available in FY 2019-20. This account also received a \$1.4 million increase over FY 2019-20 levels. According to the Department these additional funds will cover the cost of doing business and minimum compensation ordinance increases. Accounting for underspending and carried forward funds this account is still funded at \$1.2 million over its FY 2019-20 level.												
	DAS - Disability and Aging Services												
	DHS - Human Services												
	Social Services Contracts		\$3,069,837	\$2,819,837	\$250,000	X	X						\$0
HSA-8	Support & Self-Sufficiency Non-Personnel Services. Due to historical underspending and remaining carried forward funding. There is projected to be over \$2 million in unspent funding in FY 2019-20 similar to what was unspent in FY 2018-19. In addition, the Department received an increase in funding in FY 2020-21 of over \$390,000. Non-Personnel Services have also historically been underspent. When accounting for carried forward funding the available balance at the end of FY 2018-19 was over \$11 million and is projected to be over \$27 million in FY 2019-20.												
	Temp Miscellaneous Regular Salaries		\$734,480	\$534,480	\$200,000	X	X						
HSA-9	Interrupt, Predict, and Organize (IPO) project due to historic underspending in the account. Projected spending on this account for FY 2019-20 is \$363,971 and for FY 2018-19 it was \$429,129. The Department already decreased the budgeted amount from \$1,625,979 in FY 2019-20 with the plan to spend down carried forward funding. With \$2,784,341 in remaining funding from FY 2019-20 the Department still has significant funding available for this project with this proposed reduction.												
	Step Adjustments, Miscellaneous		\$1,850,203	\$1,700,203	\$150,000	X	X						\$0
HSA-10	Reduce Step Adjustments due to historical underspending in the Continuing Projects Fund. In FY 2018-19 the Department left over \$5.5 million in available salary funding for Continuing Projects and is projected to leave over \$4.9 million available in FY 2019-20.												

FY 2020-21

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund	\$0	\$1,296,450
Non-General Fund	\$0	\$118,550
Total	\$0	\$1,415,000

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund	\$73,000	\$73,000
Non-General Fund	\$0	\$27,000
Total	\$73,000	\$100,000

FY 2021-22

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund	\$0	\$0
Non-General Fund	\$0	\$27,000
Total	\$0	\$27,000

GF = General Fund
1T = One Time

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2020-21 and FY 2021-22 Two-Year Budget**

HSA - Human Services Agency

Rec #	Account Title	FY 2020-21						FY 2021-22												
		FTE		Amount		Savings		FTE		Amount		Savings								
		From	To	From	To	From	To	From	To	From	To	From	To							

Reserve Recommendations

Rec #	Account Title	FY 2020-21		FY 2021-22		GF	1T
		From	To	From	To		
	DAS - Disability & Aging Services						
	COVID Operations - CBOs		\$30,764,702	\$15,382,351	\$15,382,351	X	X
			<i>Total Savings</i>	\$15,382,351			
HSA-11	Place \$15,382,351 (50 percent) of the \$30,764,702 for the COVID Operations Community Based Organization funding on Budget and Finance Committee Reserve to allow the Department to present to the Board of Supervisors an update on the efficacy and spending of the program prior to accessing these funds.						

FY 2020-21

Total Reserve Recommendations

	One-Time	Ongoing	Total
General Fund	\$15,382,351	\$0	\$15,382,351
Non-General Fund	\$0	\$0	\$0
Total	\$15,382,351	\$0	\$15,382,351

FY 2021-22

Total Reserve Recommendations

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

YEAR ONE: FY 2020-21

Budget Changes

The Department’s proposed \$1,465,583,462 budget for FY 2020-21 is \$246,209,944 or 20.2% more than the original FY 2019-20 budget of \$1,219,373,518.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2020-21 are 1,614.80 FTEs, which are 22.87 FTEs more than the 1,591.93 FTEs in the original FY 2019-20 budget. This represents a 1.4% increase in FTEs from the original FY 2019-20 budget.

Revenue Changes

The Department's revenues of \$1,465,583,462 in FY 2020-21 are \$246,209,944 or 20.2% more than FY 2019-20 revenues of \$1,219,373,518.

YEAR TWO: FY 2021-22

Budget Changes

The Department’s proposed \$1,434,969,818 budget for FY 2021-22 is \$30,613,644 or 2.1% less than the Mayor’s proposed FY 2020-21 budget of \$1,465,583,462.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2021-22 are 1,653.46 FTEs, which are 38.66 FTEs more than the 1,614.80 FTEs in the Mayor’s proposed FY 2020-21 budget. This represents a 2.4% increase in FTEs from the Mayor’s proposed FY 2020-21 budget.

Revenue Changes

The Department's revenues of \$1,434,969,818 in FY 2021-22 are \$30,613,644 or 2.1% less than FY 2020-21 estimated revenues of \$1,465,583,462.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2020-21 AND FY 2021-22**

DEPARTMENT: AIR – AIRPORT

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

	FY 2016-17 Budget	FY 2017-18 Budget	FY 2018-19 Budget	FY 2019-20 Budget	FY 2020-21 Proposed
Airport	964,158,240	987,785,877	1,108,572,997	1,219,373,518	1,465,583,462
FTE Count	1,540.77	1,585.95	1,587.04	1,591.93	1,614.80

The Department’s budget increased by \$501,425,222 or 52.0% from the adopted budget in FY 2016-17 to the proposed budget in FY 2020-21. The Department’s FTE count increased by 74.03 or 4.8% from the adopted budget in FY 2016-17 to the proposed budget in FY 2020-21.

FY 2020-21

The Department’s proposed FY 2020-21 budget has increased by \$246,209,944 largely due to an increase of \$297,780,499 in federal funding, primarily for COVID-19 relief.

As an enterprise fund, the Airport has adjusted the proposed FY 2020-21 budget to balance the decline in revenue from the COVID-19 pandemic. According to Airport staff, the Airport’s goals are to remain competitive with other major gateway airports, retain future financial flexibility, protect Commission jobs, and be well positioned for the recovery.

The Airport is proposing a \$63.5 million or 5% decrease in operating expenditure compared to the original FY 2019-20 Budget. Reductions of \$85 million or 10% were proposed to Debt Service, Annual Service Payments, Facilities Maintenance, Equipment, Materials & Supplies, and Services of other Departments. These reductions offset the increase of \$21.5 million or 5% to Contractual Services and Personnel expenditure. According to Airport staff, much of the increase is necessary to address expanded maintenance services for aging elevators, escalators and walkways and for the maintenance of new Harvey Milk Terminal 1 systems, such as the baggage handling system, passenger processing systems, and passenger boarding bridges. The personnel increase of \$1.5 million or 1% is due to the annualization of the FY 2019-20 COLA and two new essential positions. These new positions are needed to support the City’s Surveillance Technology Ordinance and wayfinding solutions related to COVID-19 safety and health.

FY 2021-22

The Department’s proposed FY 2021-22 budget has decreased by \$30,613,644 largely due a decrease of \$275,780,499 in federal funding, due to one-time COVID-19 relief in FY 2020-21 that does not continue in FY 2021-22.

The Airport is proposing a \$242.6M or 20% increase in operating expenditure compared to the proposed FY 2020-21 Budget. The increase is primarily driven by annual service payment, debt service, and operation and maintenance growth. The FY 2021-22 budget is subject to revision to reflect the rate of air traffic and revenue recovery.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2020-21 AND FY 2021-22**

DEPARTMENT: AIR – AIRPORT

RECOMMENDATIONS

YEAR ONE: FY 2020-21

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$1,351,409 in FY 2020-21. Of the \$1,351,409 in recommended reductions, \$430,246 are ongoing savings and \$921,163 are one-time savings. These reductions would still allow an increase of \$244,858,535 or 20.1% in the Department’s FY 2020-21 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended encumbrances of \$1,923,465.

YEAR TWO: FY 2021-22

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$4,741,570 in FY 2021-22. Of the \$4,741,570 in recommended reductions, \$2,721,097 are ongoing savings and \$2,020,473 are one-time savings.

Our reserve recommendations total \$5,100,000 in FY 2020-21, all of which are one-time.

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2020-21 and FY 2021-22 Two-Year Budget**

AIR - Airport

Rec #	Account Title	FY 2020-21						FY 2021-22					
		FTE		Amount		GF	1T	FTE		Amount		GF	1T
		From	To	From	To			From	To	From	To		
AIR-1	AIR Business & Finance												
	1654 Accountant III				\$0			0.77	0.42	\$88,348	\$48,375		\$39,973
	Mandatory Fringe Benefits				\$0					\$40,367	\$21,511		\$18,856
								<i>Total Savings</i>					\$58,829
		Reduce FTE authority for new 1654 Accountant III position to reflect a more realistic hiring timeline. The recommended FTE count of 0.42 reflects an estimated start date of February 1, 2022 rather than October 1, 2021.											
		AIR Chief Operating Officer											
AIR-2	9993 Attrition Savings				(\$1,412,873)		X						\$0
	Mandatory Fringe Benefits				(\$573,244)		X						\$0
								<i>Total Savings</i>					\$213,702
		Increase Attrition Savings to reflect a more realistic hiring timeline for 2.00 FTE vacant 1054 IS Business Analyst-Principal positions. This Attrition Savings reflects an estimated start date of January 1, 2021 rather than July 1, 2020.											
AIR-3	1044 IS Engineer-Principal	0.77	0.33	\$128,929	\$55,468	\$73,461	X						\$0
	Mandatory Fringe Benefits			\$49,449	\$21,449	\$28,000	X						\$0
								<i>Total Savings</i>					\$101,461
		Reduce FTE count for new 1044 IS Engineer-Principal position to reflect hiring timeline. FTE count of 0.33 reflects an estimated start date of March 1, 2021 rather than October 1, 2020.											
AIR-4	3542 Curator II					\$0			0.77	0.00	\$70,691	\$0	\$70,691
	Mandatory Fringe Benefits					\$0					\$33,472	\$0	\$33,472
								<i>Total Savings</i>					\$104,163
		Deny 0.77 FTE new 3542 Curator II position due to insufficient justification. The SFO Museum already has 36.00 FTE positions, including 15 Curators, and can carry out the duties of this position with existing staff.											
AIR-5	1041 IS Engineer-Assistant					\$0		1.54	0.42	\$195,275	\$53,462		\$141,813
	Mandatory Fringe Benefits					\$0				\$86,554	\$22,822		\$63,732
								<i>Total Savings</i>					\$205,545
		Deny 1.12 FTE new 1041 IS Engineer-Assistant position due to insufficient justification. The Department is requesting two 1041 IS Engineer-Assistant positions to support the new DevOps function. Denying one position still allows the Department to add a new 1041 IS Engineer-Assistant position for this function. Reduce the FTE count for the second position to reflect an estimated start date of February 1, 2022 rather than October 1, 2021. The Department should reassess its needs after the first 1041 IS Engineer-Assistant position is filled.											

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2020-21 and FY 2021-22 Two-Year Budget**

AIR - Airport

Rec #	Account Title	FY 2020-21						FY 2021-22					
		FTE		Amount		GF	1T	FTE		Amount		GF	1T
		From	To	From	To			From	To	From	To		
	1053 IS Business Analyst-Senior Mandatory Fringe Benefits				\$0			0.77	0.00	\$101,021	\$0	\$101,021	
					\$0					\$43,850	\$0	\$43,850	
					\$0					<i>Total Savings</i>	\$144,871		
AIR-6													
		Deny 0.77 FTE new 1053 IS Business Analyst-Senior position due to insufficient justification. Denying this position still allows the Department to add 1.00 FTE new 1054 IS Business Analyst-Principal position to assist in implementing the Surveillance Technology Ordinance. The Department should reassess the its needs after the 1054 IS Business Analyst-Principal position is filled.											
	1054 IS Business Analyst-Principal				\$0			0.77	0.42	\$116,957	\$64,040	\$52,917	X
	Mandatory Fringe Benefits				\$0					\$48,421	\$25,715	\$22,706	X
					\$0					<i>Total Savings</i>	\$75,623		
AIR-7													
		Reduce FTE count for new 0.77 FTE 1054 IS Business Analyst-Principal position to reflect a more realistic hiring timeline. The recommended FTE count of 0.42 reflects an estimated start date of February 1, 2022 rather than October 1, 2021.											
	Dp-Wp Equipment Maint		\$5,810,000	\$5,600,000	\$210,000					\$5,810,000	\$5,600,000	\$210,000	
AIR-8		Reduce the budget for Data Processing and Word Processing Equipment Maintenance to reflect historical underspending in this area.											
	Air Travel - Employees		\$46,000	\$26,000	\$20,000	X						\$0	
AIR-9		Reduce the Air Travel budget to reflect the impact of COVID-19. The Department will be able to conduct business virtually.											
	AIR Facilities												
	Automotive & Other Vehicles		\$2,554,736	\$2,297,936	\$256,800	X						\$0	
AIR-10		Eliminate three Fuel Cell Sedans and one Heavy Duty Truck. These are all replacement vehicles. The existing vehicles have only been driven between 31,785 and 63,707 miles since the 1990s, or averages of approximately 1,346 to 2,770 miles per year. The Department does not need these vehicles and the City is trying to "right-size" its fleet. Elimination of these vehicles still allows the Airport Facilities Division to purchase 33 vehicles in FY 2020-21.											

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2020-21 and FY 2021-22 Two-Year Budget**

AIR - Airport

Rec #	Account Title	FY 2020-21						FY 2021-22					
		FTE		Amount		GF	1T	FTE		Amount		GF	1T
		From	To	From	To			From	To	From	To		
	Automotive & Other Vehicles				\$0					\$4,358,441	\$2,962,723	\$1,395,718	X
AIR-11		Eliminate the following replacement vehicles: 14 Fuel Cell Sedans, four Heavy Duty Trucks, and four Pickup Trucks. The existing vehicles have only been driven between 20,807 and 75,552 miles, or averages of approximately 1,380 to 7,730 miles per year. The Department does not need these vehicles and the City is trying to "right-size" its fleet. Eliminate new Battery Electric Sedan and Fuel Cell Sedan due to insufficient justification. The new sedans, requested for ITT Techs and Construction Engineers, are not needed as staff can conduct their work with existing vehicles. The elimination of these vehicles still allows the Airport Facilities Division to purchase 47 vehicles in FY 2021-22.											
	Equipment Purchase-Budget				\$0					\$102,040	\$51,020	\$51,020	X
AIR-12		Eliminate one Standing Forklift due to insufficient justification. Eliminating this Standing Forklift still allows for the purchase of one Standing Forklift for the stockroom in Building 682. The Department should reassess its needs after the first Standing Forklift is purchased.											
	Equipment Purchase-Budget				\$0					\$40,750	\$0	\$40,750	X
AIR-13		Eliminate Pro-D Laminator due to insufficient justification. The Sign Shop already has one laminator, and materials can be switched out depending on the type of lamination materials needed. Current laminator is sufficient for the Sign Shop's workload.											
	2708 Custodian				\$0		13.85	0.00	\$915,014	\$0	\$915,014		
	Mandatory Fringe Benefits				\$0				\$504,898	\$0.00	\$504,898		
		Total Savings		\$0					Total Savings		\$1,419,912		
AIR-14		Deny 13.85 FTE new 2708 Custodian positions due to insufficient justification. The Department has proposed substituting 11.00 FTE vacant 2708 Custodian positions in FY 2020-21 for other positions rather than filling them. After performing these substitutions, the Department will still have 8.00 FTE vacant 2708 Custodian positions. The Department should reassess its needs after the 2708 Custodian classification is fully staffed.											
	2716 Custodial Assistant Supervisor	18.00	16.00	\$1,308,528	\$1,163,136	\$145,392				\$1,308,528	\$1,163,136	\$145,392	
	Mandatory Fringe Benefits			\$673,689	\$598,835	\$74,854				\$693,627	\$616,557	\$77,070	
		Total Savings		\$220,246					Total Savings		\$222,462		
AIR-15		Eliminate 2.00 FTE vacant 2716 Custodial Assistant Supervisor positions. The Airport does not intend to fill these positions. After eliminating these positions, the Airport will still have 3.00 FTE vacant 2716 Custodial Assistant Supervisor positions and 4.00 FTE vacant 2718 Custodial Supervisor positions.											
		Ongoing savings											

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2020-21 and FY 2021-22 Two-Year Budget**

AIR - Airport

Rec #	Account Title	FY 2020-21						FY 2021-22					
		FTE		Amount		GF	1T	FTE		Amount		GF	1T
		From	To	From	To			From	To	From	To		
AIR-16	9993 Attrition Savings			(\$352,399)	(\$512,748)	\$160,349	X						
	Mandatory Fringe Benefits			(\$163,352)	(\$239,504)	\$76,152	X						
				<i>Total Savings</i>	\$236,500								\$0
	Increase Attrition Savings to reflect the hiring timeline for 7.00 FTE vacant 9202 Airport Communications Dispatcher positions, 2.00 FTE vacant 9203 Senior Airport Communications Dispatcher positions, and 1.00 FTE vacant Airport Communications Supervisor position. This Attrition savings reflects estimated start dates of January 1, 2021 for these 10 vacant positions.												
AIR-17	7272 Carpenter Supervisor II					\$0		0.77	0.50	\$106,026	\$69,113		X
	Mandatory Fringe Benefits					\$0				\$46,677	\$29,625		X
				<i>Total Savings</i>	\$0						<i>Total Savings</i>	\$53,965	
	Reduce FTE count for 0.77 FTE new 7272 Carpenter Supervisor II position to reflect hiring timeline. FTE count of 0.50 reflects an estimated start date of January 1, 2022 rather than October 1, 2021.												
AIR-18	9212 Airport Safety Officer					\$0		0.77	0.33	\$79,960	\$34,400		X
	Mandatory Fringe Benefits					\$0				\$37,198	\$15,567		X
				<i>Total Savings</i>	\$0						<i>Total Savings</i>	\$67,191	
	Reduce FTE count for new 9212 Airport Safety Officer position to reflect a more realistic hiring timeline. The recommended FTE count of 0.33 reflects an estimated start date of March 1, 2022 rather than October 1, 2021.												
AIR-19	9144 Investigator, Taxi and Accessible Services					\$0		0.77	0.00	\$83,704	\$0		
	Mandatory Fringe Benefits					\$0				\$39,583	\$0		
				<i>Total Savings</i>	\$0						<i>Total Savings</i>	\$123,287	
	Deny 0.77 FTE new 9144 Investigator, Taxi and Accessible Services position due to insufficient justification. The Department already has 7.00 FTE 9144 Investigator, Taxi and Accessible Services positions, including one that has been vacant since July 2019. The Department should reassess its needs after the 9144 Investigator, Taxi and Accessible Services classification is fully staffed.												
	AIR Police Bureau												
	Automotive & Other Vehicles			\$145,400	\$72,700	\$72,700	X						\$0
AIR-20	Eliminate replacement K9 vehicle. The existing vehicle, 2014 Chevy Tahoe, is only six years old and not yet at the end of its useful life. According to the SFO Fleet Shop, the existing vehicle still has at least one more year of useful life. The Department does not need this vehicle at this time.												
	One-time savings												

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2020-21 and FY 2021-22 Two-Year Budget**

AIR - Airport

Rec #	Account Title	FY 2020-21						FY 2021-22						
		FTE		Amount		GF	1T	FTE		Amount		GF	1T	
		From	To	From	To			From	To	From	To			Savings
	AIR Bureau of Administration & Policy													
AIR-21	9772 Community Development Specialist Mandatory Fringe Benefits				\$0			0.77	0.25	\$74,615	\$24,319		\$50,296	X
					\$0					\$35,520	\$11,255		\$24,265	X
					\$0					<i>Total Savings</i>	\$74,561			
		Reduce FTE count for new 9772 Community Development Specialist position to reflect a more realistic hiring timeline. The recommended FTE count of 0.25 reflects an estimated start date of April 1, 2022 rather than October 1, 2021.												
AIR-22	1823 Senior Administrative Analyst Mandatory Fringe Benefits				\$0			0.77	0.25	\$91,792	\$29,917		\$61,875	X
					\$0					\$41,446	\$13,151		\$28,296	X
					\$0					<i>Total Savings</i>	\$90,170			
		Reduce FTE count for new 1823 Senior Administrative Analyst position to reflect a more realistic hiring timeline. The recommended FTE count of 0.25 reflects an estimated start date of April 1, 2022 rather than October 1, 2021.												
	AIR Communications & Marketing													
AIR-23	0923 Manager II Mandatory Fringe Benefits				\$0			0.77	0.25	\$114,374	\$37,277		\$77,097	X
					\$0					\$51,920	\$16,371		\$35,549	X
					\$0					<i>Total Savings</i>	\$112,646			
		Reduce FTE count for new 0923 Manager II position to reflect a more realistic hiring timeline. The recommended FTE count of 0.25 reflects an estimated start date of April 1, 2022 rather than October 1, 2021.												
AIR-24	Air Travel - Employees				\$20,000	X				\$69,500	\$49,500		\$0	
		Reduce the Air Travel budget to reflect the impact of COVID-19. The Department will be able to conduct more business virtually during the emergency.												
					\$0			0.77	0.00	\$132,372	\$0		\$132,372	
					\$0					\$56,294	\$0		\$56,294	
					\$0					<i>Total Savings</i>	\$188,666			
AIR-25		Deny 0.77 FTE new 0932 Manager IV position due to insufficient justification. The position duties are largely redundant with an additional new 0923 Manager II position requested in FY 2021-22. While the Airport must be able to respond to the COVID-19 pandemic in a timely and responsible manner, it is unknown at this time what the situation will be in spring 2022, when this position is anticipated to be filled. The Department should reassess its needs at that time after 0922 Manager II position is filled.												

GF = General Fund
1T = One Time

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2020-21 and FY 2021-22 Two-Year Budget**

AIR - Airport

Rec #	Account Title	FY 2020-21				FY 2021-22								
		FTE		Amount		FTE		Amount						
		From	To	From	To	From	To	From	To					
	1767 Media Programming Specialist													
	Mandatory Fringe Benefits													
		Total Savings		\$0	Total Savings		\$102,192							
AIR-26	Deny 0.77 FTE new 1767 Media Programming Specialist position due to insufficient justification. The position is requested to produce video and digital content to communicate with employees working remotely. However, the position is not scheduled to be filled until April 2022, and it is unknown at this time how long employees will be working remotely. The Department should reassess its needs at that time.													
Savings are in FY 2021-22														

FY 2020-21

Total Recommended Reductions			
	One-Time	Ongoing	Total
General Fund	\$0	\$0	\$0
Non-General Fund	\$921,163	\$430,246	\$1,351,409
Total	\$921,163	\$430,246	\$1,351,409

FY 2021-22

Total Recommended Reductions			
	One-Time	Ongoing	Total
General Fund	\$0	\$0	\$0
Non-General Fund	\$2,020,473	\$2,721,097	\$4,741,570
Total	\$2,020,473	\$2,721,097	\$4,741,570

Reserve Recommendations

Rec #	Account Title	FY 2020-21		FY 2021-22	
		One-Time	Ongoing	One-Time	Ongoing
	Other Current Expenses		\$0		\$5,100,000
AIR-27	Place Other Current Expenses on Budget and Finance Committee reserve in FY 2021-22. The Airport is requesting \$5,000,000 in FY 2020-21 and \$5,100,000 in FY 2021-22 to provide working capital to support the Grand Hyatt hotel to recover from the impact of COVID-19 on occupancy. Funds would support essential expenses, such as payroll. Allow the funding in FY 2020-21 and place funding for FY 2021-22 on Budget and Finance Committee reserve pending the hotel's financial outlook and needs at that time.				

FY 2020-21

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

FY 2021-22

Total Reserve Recommendations			
	One-Time	Ongoing	Total
General Fund	\$0	\$0	\$0
Non-General Fund	\$5,100,000	\$0	\$5,100,000
Total	\$5,100,000	\$0	\$5,100,000

DEPARTMENT: AIR – AIRPORT

Year	Department Code	Fund Code	Supplier No	Supplier Name	Project Code	Remaining Balance
2019	109704	17960	28335	Brock Solutions US Systems LLC	10026671	\$1,400,000
2019	109701	17960	11205	SF BAY AREA RAPID TRANSIT DISTRICT	10026671	297,000
2017	109661	17960	19814	FUSEIDEAS/EIS DESIGN	10026669	56,114
2019	109671	17960	13111	PITNEY BOWES GLOBAL FINANCIAL SVCS LLC	10026671	50,000
2019	109654	17960	28382	KRBon Consultants Inc.	10026671	45,000
2020	183647	17960	8003	XTECH	10026671	20,539
2020	109669	17960	25514	AMERITECH COMPUTER SERVICES INC	10026671	13,613
2020	109689	17960	9046	U S PURE WATER CORP	10026671	9,950
2019	109689	17960	8348	WEST COAST CONTRACTORS SERVICES	10026671	8,000
2019	109696	17960	8961	UNITED PARCEL SERVICE INC	10026671	7,000
2019	109730	17960	23277	CASCADE FIRE EQUIPMENT CO	10026671	6,000
2017	207658	17960	19773	G4S SECURE INTEGRATION LLC	10026671	5,250
2020	183647	17960	8003	XTECH	10026671	5,000
Total						\$1,923,465

YEAR ONE: FY 2020-21

Budget Changes

The Department's proposed \$124,942,747 budget for FY 2020-21 is \$21,905,074 or 14.9% less than the original FY 2019-20 budget of \$146,847,821.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2020-21 are 232.21 FTEs, which are 13.94 FTEs less than the 246.15 FTEs in the original FY 2019-20 budget. This represents a 5.7% decrease in FTEs from the original FY 2019-20 budget.

Revenue Changes

The Department's revenues of \$124,942,747 in FY 2020-21 (including \$55,257,197 of fund balance) are \$21,905,074 or 14.9% less than FY 2019-20 revenues of \$146,847,821.

YEAR TWO: FY 2021-22

Budget Changes

The Department's proposed \$110,162,479 budget for FY 2021-22 is \$14,780,268 or 11.8% less than the Mayor's proposed FY 2020-21 budget of \$124,942,747.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2021-22 is 232.21 FTEs, which is equal to the 232.21 FTEs in the Mayor's proposed FY 2020-21 budget.

Revenue Changes

The Department's revenues of \$110,162,479 in FY 2021-22 (including \$8,540,482 from fund balance) are \$14,780,268 or 11.8% less than FY 2020-21 estimated revenues of \$124,942,747.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2020-21 AND FY 2021-22**

DEPARTMENT: PRT – PORT

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

	FY 2016-17 Budget	FY 2017-18 Budget	FY 2018-19 Budget	FY 2019-20 Budget	FY 2020-21 Proposed
Port	141,159,032	133,202,027	173,631,820	146,847,821	124,942,747
FTE Count	244.19	245.64	245.23	246.15	232.21

The Department’s budget decreased by \$16,216,285 or 11.5% from the adopted budget in FY 2016-17 to the proposed budget in FY 2020-21. The Department’s FTE count decreased by 11.98 or 4.9% from the adopted budget in FY 2016-17 to the proposed budget in FY 2020-21.

FY 2020-21

The Department’s proposed FY 2020-21 budget has decreased by \$21,905,074 largely due to a reduction of \$22,551,430 in one-time capital investments due to projected revenue loss as well as reductions of \$4,102,327 in capital outlay and \$3,991,257 in debt service. Deferred and reduced capital projects include the Mission Bay Ferry Landing, the Southern Waterfront Beautification Fund, and the Wood Pile Repair Crew. These reductions are partially offset by increases of \$7,825,672 in programmatic projects and \$3,410,067 in services of other departments.

FY 2021-22

The Department’s proposed FY 2021-22 budget has decreased by \$14,780,268 largely due to reductions of \$10,462,263 in programmatic projects and \$6,626,568 in capital outlay. Deferred and reduced capital and programmatic projects include Pier 33, Pier 35, Pier 45 Substructures, and Pier 80 grading. The Port Enterprise Technology Project has also been reduced. These reductions are partially offset by an increase of \$1,878,401 in services of other departments.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2020-21 AND FY 2021-22**

DEPARTMENT: PRT – PORT

RECOMMENDATIONS

YEAR ONE: FY 2020-21

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$240,415 in FY 2020-21. Of the \$240,415 in recommended reductions, \$11,077 are ongoing savings and \$229,338 are one-time savings.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended encumbrances of \$28,458.

Our reserve recommendations total \$10,000,000 in FY 2020-21, all of which are one-time.

YEAR TWO: FY 2021-22

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$11,102 in FY 2021-22. All of the \$11,102 in recommended reductions are ongoing savings.

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2020-21 and FY 2021-22 Two-Year Budget**

PRT - Port

Rec #	Account Title	FY 2020-21						FY 2021-22					
		FTE		Amount		GF	1T	FTE		Amount		GF	1T
		From	To	From	To			From	To	From	To		
	PRT Finance and Administration												
	Prof & Specialized Svcs-Bdgt			\$220,000	\$120,000	\$100,000	X					\$0	
PRT-1	Reduce Professional and Specialized Services in Accounting to better reflect the Department's needs.												
	Prof & Specialized Svcs-Bdgt			\$45,000	\$0	\$45,000	X					\$0	
PRT-2	Reduce Professional and Specialized Services in Finance to better reflect the Department's needs.												
	Prof & Specialized Svcs-Bdgt			\$15,000	\$0	\$15,000	X					\$0	
PRT-3	Reduce Professional and Specialized Services in Human Resources to better reflect the Department's needs.												

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2020-21 and FY 2021-22 Two-Year Budget**

PRT - Port

Rec #	Account Title	FY 2020-21						FY 2021-22							
		FTE		Amount		GF	1T	Savings		FTE		Amount		GF	1T
		From	To	From	To			From	To	From	To				
PRT-4	9993 Attrition Savings														
	Mandatory Fringe Benefits														
	<i>Total Savings</i>														
		Increase Attrition Savings to reflect a more realistic hiring timeline for 1.00 FTE vacant 0953 Deputy Director III position. This Attrition Savings reflects an estimated start date of October 1, 2020 rather than July 1, 2020.													
		1.00	0.00	\$95,290	\$0	\$95,290			1.00	0.00	\$95,290	\$0	\$95,290		
				\$44,117	\$0	\$44,117					\$45,317	\$0	\$45,317		
		0.00	1.00	\$0	\$86,606	(\$86,606)			0.00	1.00	\$0	\$86,606	(\$86,606)		
				\$0	\$41,724	(\$41,724)					\$0	\$42,899	(\$42,899)		
		<i>Total Savings</i> \$11,077													
PRT-5		Deny proposed upward substitution of 1.00 FTE 1450 Executive Secretary to 1.00 FTE 1452 Executive Secretary II due to inadequate justification. The responsibilities of this position can be carried out by the existing classification.													
		Ongoing savings													

FY 2020-21

Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	\$0	\$0	\$0
Non-General Fund	\$229,338	\$11,077	\$240,415
Total	\$229,338	\$11,077	\$240,415

FY 2021-22

Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	\$0	\$0	\$0
Non-General Fund	\$0	\$11,102	\$11,102
Total	\$0	\$11,102	\$11,102

Recommendations of the Budget and Legislative Analyst
 For Amendment of Budget Items in the FY 2020-21 and FY 2021-22 Two-Year Budget

PRT - Port

Rec #	Account Title	FY 2020-21				FY 2021-22				
		FTE		Amount		FTE		Amount		
		From	To	From	To	From	To	From	To	
										GF 1T
										Savings

Reserve Recommendations

PRT	Programmatic Projects-Budget	PRT Port Commission (Portwide)		GF	1T	Savings
		From	To			
PRT-6		\$10,000,000	\$0		X	\$0
Place the Port Economic Recovery Project on Budget and Finance Committee reserve pending a detailed project description, list of tasks, and expenditure plan. One-time reserve recommendation						

FY 2020-21

Total Reserve Recommendations

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

FY 2021-22

Total Reserve Recommendations

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

DEPARTMENT: PRT – PORT

Year	Department Code	Fund Code	Supplier No	Supplier Name	Project Code	Remaining Balance
2017	232116	23690	18607	HUNTERS POINT FAMILY	10025785	\$8,925
2017	109774	23700	26117	AFFINITY RESOURCES CO INC	10011263	4,960
2019	210649	23680	15621	MARTIN SIGN CO INC	10026770	4,000
2019	109762	23680	26022	AIRGAS USA LLC	10026769	3,255
2019	109773	23680	18515	IDN-WILCO INC	10026769	1,837
2019	210649	23680	26284	ACME SECURITY SYSTEMS	10026770	1,500
2017	109774	23700	26117	AFFINITY RESOURCES CO INC	10011263	1,470
2017	109774	23680	23300	CARPENTER RIGGING & SUPPLY CO INC	10026769	1,275
2019	109781	23680	15861	MALTBY ELECTRIC SUPPLY CO INC	10026769	1,234
Total						\$28,458

YEAR ONE: FY 2020-21

Budget Changes

The Department’s proposed \$1,434,126,743 budget for FY 2020-21 is \$22,434,601 or 1.6% more than the original FY 2019-20 budget of \$1,411,692,142.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2020-21 are 1,678.61 FTEs, which are 11.39 FTEs less than the 1,690.00 FTEs in the original FY 2019-20 budget. This represents a 0.7% decrease in FTEs from the original FY 2019-20 budget.

Revenue Changes

The Department's revenues of \$1,434,126,743 in FY 2020-21, are \$22,434,601 or 1.6% more than FY 2019-20 revenues of \$1,411,692,142.

YEAR TWO: FY 2021-22

Budget Changes

The Department’s proposed \$1,483,451,843 budget for FY 2021-22 is \$49,325,100 or 3.4% more than the Mayor’s proposed FY 2020-21 budget of \$1,434,126,743.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2021-22 are 1,696.19 FTEs, which are 17.58 FTEs more than the 1,678.61 FTEs in the Mayor’s proposed FY 2020-21 budget. This represents a 1.1% increase in FTEs from the Mayor’s proposed FY 2020-21 budget.

Revenue Changes

The Department's revenues of \$1,483,451,843 in FY 2021-22, are \$49,325,100 or 3.4% more than FY 2020-21 estimated revenues of \$1,434,126,743.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2020-21 AND FY 2021-22**

DEPARTMENT: PUC – PUBLIC UTILITIES COMMISSION

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

	FY 2016-17 Budget	FY 2017-18 Budget	FY 2018-19 Budget	FY 2019-20 Budget	FY 2020-21 Proposed
Public Utilities Commission	\$993,383,879	\$1,052,841,388	\$1,296,900,195	\$1,411,692,142	\$1,434,126,743
FTE Count	1,636.96	1,648.13	1,676.43	1,690.00	1,678.61

The Department’s budget increased by \$440,742,864 or 44.4% from the adopted budget in FY 2016-17 to the proposed budget in FY 2020-21. The Department’s FTE count increased by 41.65 or 2.5% from the adopted budget in FY 2016-17 to the proposed budget in FY 2020-21.

FY 2020-21

The Department’s proposed FY 2020-21 budget has increased by \$22,434,601 largely due to increases to debt service costs in the Wastewater Enterprise as well as a combined \$23.0 million in increased non-personnel services in the CleanPower and Hetch Hetchy Water and Power Enterprises and a \$9.5 million increase to facilities maintenance across all Enterprises. These increases are partially offset by an overall reduction of \$21.0 million in Hetchy Hetchy Water and Power Enterprise expenditures.

FY 2021-22

The Department’s proposed FY 2021-22 budget has increased by \$49,325,100 largely due to increased debt service costs of \$23.6 million in the Water and Wastewater Enterprises as well as a combined \$23.2 million increase in non-personnel services in the CleanPower and Hetch Hetchy Water and Power Enterprises.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2020-21 AND FY 2021-22**

DEPARTMENT: PUC – PUBLIC UTILITIES COMMISSION

RECOMMENDATIONS

YEAR ONE: FY 2020-21

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$5,259,343 in FY 2020-21. Of the \$5,259,343 in recommended reductions, \$3,549,623 are ongoing savings and \$1,709,720 are one-time savings. These reductions would still allow an increase of \$17,175,258 or 1.2% in the Department’s FY 2020-21 budget.

YEAR TWO: FY 2021-22

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$5,891,022 in FY 2021-22. Of the \$5,891,022 in recommended reductions, \$5,100,552 are ongoing savings and \$790,470 are one-time savings. These reductions would still allow an increase of \$43,434,078 or 3.0% in the Department’s FY 2021-22 budget.

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2020-21 and FY 2021-22 Two-Year Budget**

WWE - Wastewater Enterprise

Rec #	Account Title	FY 2020-21						FY 2021-22					
		FTE		Amount		GF	1T	FTE		Amount		GF	1T
		From	To	From	To			From	To	From	To		
WWE-1	Air Travel - Employees			\$44,930	\$16,965	\$27,965			\$44,930	\$16,965	\$27,965		
	Reduce Air Travel due to reduced City employee travel as a result of COVID-19.	Reduce Air Travel due to reduced City employee travel as a result of COVID-19.											
	Planning & Regulation												
	Attrition Savings	(0.99)	(1.39)	(\$113,975)	(\$159,333)	\$45,358		(0.99)	(1.45)	(\$113,975)	(\$166,431)	\$52,456	
	Mandatory Fringe Benefits			(\$50,559)	(\$70,679)	\$20,120				(\$52,063)	(\$76,024)	\$23,961	
		<i>Total Savings</i>		\$65,478				<i>Total Savings</i>		\$76,417			
WWE-2	Increase attrition savings due to significant vacancies in this division and a low attrition rate. As of August 2020, the Enterprise reported approximately 128 vacancies (24%), of which 24 were attributed to this division. The Enterprise has experienced approximately \$4.6 million in salary and fringe benefits savings over budgeted levels in FY 19-20 and \$5.2 million in FY 18-19.	Ongoing savings											
	Maintenance												
WWE-3	Maintenance Services - Bldgs. & Improvements			\$1,124,623	\$949,623	\$175,000				\$1,380,994	\$1,205,994	\$175,000	
	Reduce budget increase for personal gas detection meter maintenance to amount established by purchase orders.	Reduce budget increase for personal gas detection meter maintenance to amount established by purchase orders.											
	Automotive & Other Vehicles			\$30,245	\$0	\$30,245	X					\$0	
		<i>Total Savings</i>		\$30,245				<i>Total Savings</i>		\$0			
WWE-4	Eliminate purchase of one Toyota Tacoma Double Cab pickup truck. This request is only one of five trucks requested.												
	Automotive & Other Vehicles			\$29,536	\$0	\$29,536	X					\$0	
		<i>Total Savings</i>		\$29,536				<i>Total Savings</i>		\$0			
WWE-5	Eliminate purchase of one Toyota Prius. There are 18 Toyota Prius' in the Enterprise fleet.												
	Automotive & Other Vehicles					\$0				\$27,464	\$0	\$27,464	X
		<i>Total Savings</i>		\$0				<i>Total Savings</i>		\$27,464			
WWE-6	Eliminate purchase of a new, not replacement, Ford 7 passenger van as the City should not be increasing its vehicle fleet.	Eliminate purchase of a new, not replacement, Ford 7 passenger van as the City should not be increasing its vehicle fleet.											
	1446 Secretary II	2.00	1.00	\$159,068	\$79,534	\$79,534		2.00	1.00	\$159,068	\$79,534	\$79,534	
	Mandatory Fringe Benefits			\$79,080	\$39,540	\$39,540				\$81,362	\$40,681	\$40,681	
		<i>Total Savings</i>		\$119,074				<i>Total Savings</i>		\$120,215			
WWE-7	Eliminate 1.0 FTE 1446 Secretary II position vacant since 04/06/19. If this position has been vacant this long, no operational need is evident. Overall, the Enterprise has approximately 128 vacancies (24%), of which the Enterprise has noted 30 positions are being held for substitution. The Enterprise has experienced approximately \$4.6 million in salary and fringe benefits savings over budgeted levels in FY 19-20 and \$5.2 million in FY 18-19.	Ongoing savings											

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2020-21 and FY 2021-22 Two-Year Budget**

WWE - Wastewater Enterprise

Rec #	Account Title	FY 2020-21						FY 2021-22					
		FTE		Amount		GF	1T	FTE		Amount		GF	1T
		From	To	From	To			From	To	From	To		
	Bayside Operations												
WWE-8	Automotive & Other Vehicles			\$46,809	\$0	\$46,809	X						\$0
		<i>Total Savings</i>		\$46,809				<i>Total Savings</i>		\$0			
		Eliminate purchase of one of two Toyota Tacoma Double Cab pickup trucks.											
WWE-9	Automotive & Other Vehicles				\$0	\$0				\$49,719	\$0		\$49,719
		<i>Total Savings</i>		\$0				<i>Total Savings</i>		\$49,719			
		Eliminate purchase of one of two Toyota Tacoma Double Cab pickup trucks.											
	Environmental Engineering												
	Attrition Savings	(3.15)	(3.36)	(\$464,163)	(\$495,251)	\$31,088		(3.15)	(3.39)	(\$464,163)	(\$500,159)		\$35,996
	Mandatory Fringe Benefits			(\$187,584)	(\$200,148)	\$12,564				(\$192,753)	(\$207,701)		\$14,948
		<i>Total Savings</i>		\$43,652				<i>Total Savings</i>		\$50,944			
WWE-10		Increase attrition savings due to significant vacancies in this division and a low attrition rate. As of August 2020, the Enterprise reported approximately 128 vacancies (24%), of which 15 were attributed to this division. The Enterprise has experienced approximately \$4.6 million in salary and fringe benefits savings over budgeted levels in FY 19-20 and \$5.2 million in FY 18-19.											
	Sewer Operations												
	Other Building Maintenance Services			\$500,000	\$0	\$500,000	X						\$0
		Defer funding for the Sewer Lateral Grant Program until such time as the program is staffed and ready for implementation.											
	7355 Truck Driver	14.00	13.00	\$1,053,624	\$957,840	\$95,784		14.00	13.00	\$1,053,624	\$957,840		\$95,784
	Mandatory Fringe Benefits			\$514,871	\$468,064	\$46,807				\$529,501	\$481,364		\$48,137
		<i>Total Savings</i>		\$142,591				<i>Total Savings</i>		\$143,921			
WWE-11		Eliminate 1.0 FTE 7355 Truck Driver positions vacant since 08/26/17. This reduction leaves 13.0 FTE 7355 Truck Driver positions (10 on-budget and 3 off-budget) in the division of which 5 remain vacant. Overall, the Enterprise has approximately 128 vacancies (24%), of which the Enterprise has noted 30 positions are being held for substitution. The Enterprise has experienced approximately \$4.6 million in salary and fringe benefits savings over budgeted levels in FY 19-20 and \$5.2 million in FY 18-19.											
	Attrition Savings	(0.32)	(2.31)	(\$36,125)	(\$260,749)	\$224,624		(0.32)	(2.62)	(\$36,125)	(\$296,029)		\$259,904
	Mandatory Fringe Benefits			(\$16,527)	(\$119,292)	\$102,765				(\$16,982)	(\$139,160)		\$122,178
		<i>Total Savings</i>		\$327,389				<i>Total Savings</i>		\$382,082			

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2020-21 and FY 2021-22 Two-Year Budget**

WWE - Wastewater Enterprise

Rec #	Account Title	FY 2020-21						FY 2021-22					
		FTE		Amount		GF	1T	FTE		Amount		GF	1T
		From	To	From	To			From	To	From	To		
WWE-12	Increase attrition savings due to significant vacancies in this division and a low attrition rate. As of August 2020, the Enterprise reported approximately 128 vacancies (24%), of which 12 were attributed to this division. The Enterprise has experienced approximately \$4.6 million in salary and fringe benefits savings over budgeted levels in FY 19-20 and \$5.2 million in FY 18-19.												
	Source Control												
WWE-13	Automotive & Other Vehicles		\$0	\$0	\$0			\$53,709	\$0	\$53,709			X
			<i>Total Savings</i>	\$0				<i>Total Savings</i>	\$53,709				
		Eliminate purchase of a Ford cargo van.											

FY 2020-21

Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	\$0	\$0	\$0
Non-General Fund	\$606,590	\$901,149	\$1,507,739
Total	\$606,590	\$901,149	\$1,507,739

FY 2021-22

Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	\$0	\$0	\$0
Non-General Fund	\$130,892	\$976,544	\$1,107,436
Total	\$130,892	\$976,544	\$1,107,436

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2020-21 and FY 2021-22 Two-Year Budget**

WTR - Water Enterprise

Rec #	Account Title	FY 2020-21						FY 2021-22					
		FTE		Amount		GF	1T	FTE		Amount		GF	1T
		From	To	From	To			From	To	From	To		
WTR-1	Air Travel - Employees			\$66,330	\$33,140	\$33,190			\$61,680	\$33,140	\$28,540		
	Training			\$231,424	\$140,000	\$91,424			\$244,194	\$140,000	\$104,194		
WTR-2	Automotive & Other Vehicles			\$29,152	\$0	\$29,152	X				\$0		
WTR-3				Total Savings \$29,152					Total Savings \$0				
WTR-4				Eliminate the purchase of a new, non-replacement Ford Escape SUV. The City should not be increasing its vehicle fleet.					Total Savings \$0				
				CDD Shops									
	Automotive & Other Vehicles			\$47,285	\$0	\$47,285	X				\$0		
				Total Savings \$47,285					Total Savings \$0				
WTR-5	7238 Electrician Supervisor I	1.00	0.00	\$128,700	\$0	\$128,700		1.00	0.00	\$128,700	\$0	\$128,700	
	Mandatory Fringe Benefits			\$57,484	\$0	\$57,484				\$59,652	\$0	\$59,652	
				Total Savings \$186,184				Total Savings \$188,352					
WTR-6	7332 Maintenance Machinist	15.00	14.00	\$1,461,460	\$1,357,070	\$104,390		16.54	15.54	\$1,461,460	\$1,357,070	\$104,390	
	Mandatory Fringe Benefits			\$694,250	\$644,661	\$49,589				\$713,831	\$662,843	\$50,988	
				Total Savings \$153,979				Total Savings \$155,378					
WTR-7	Automotive & Other Vehicles			\$29,657	\$0	\$29,657	X				\$0		
				Total Savings \$29,657				Total Savings \$0					
				CDD Engineering									
				Eliminate 1.0 FTE 7332 Maintenance Machinist position vacant since 05/20/17. If this position has been vacant this long, no operational need is evident. Overall, the Enterprise has experienced 147 vacancies (18%). The Enterprise has experienced approximately \$5.2 million in salary and fringe benefits savings over budgeted levels in FY 19-20 and \$1.9 million in FY 18-19.				Ongoing savings					

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2020-21 and FY 2021-22 Two-Year Budget**

WTR - Water Enterprise

Rec #	Account Title	FY 2020-21						FY 2021-22					
		FTE		Amount		GF	1T	FTE		Amount		GF	1T
		From	To	From	To			From	To	From	To		
	Eliminate the purchase of one of two new, non-replacement, Ford F-250's. The City should not be increasing its vehicle fleet. The Water Enterprise has 402 Ford F series trucks in its fleet, 154 of which are assigned to CDD.			\$0	\$0					\$30,843	\$0	\$30,843	X
WTR-8	Automotive & Other Vehicles			\$0	\$0					\$30,843	\$0	\$30,843	X
		Total Savings		\$0	\$0			Total Savings		\$30,843	\$0	\$30,843	
WTR-9	Automotive & Other Vehicles			\$0	\$0					\$320,107	\$0	\$320,107	X
		Total Savings		\$0	\$0			Total Savings		\$320,107	\$0	\$320,107	
	Eliminate the purchase of one of two new, non-replacement, Ford F-250's. The City should not be increasing its vehicle fleet. The Water Enterprise has 402 Ford F series trucks in its fleet, 154 of which are assigned to CDD.												
	Eliminate the purchase of a new, non-replacement, Freightliner MainGang trucks. This reduction still allows the CDD to increase its MainGang truck fleet from 14 to 15 trucks with a new truck added in FY 20-21.												
	CDD Construction & Maintenance												
WTR-10	Automotive & Other Vehicles			\$94,566	\$0					\$94,566	\$0	\$0	
		Total Savings		\$94,566	\$0			Total Savings		\$94,566	\$0	\$0	
	Eliminate the purchase of two of three new, non-replacement, Ford F-350's. The City should not be increasing its vehicle fleet. The Water Enterprise has 402 Ford F series trucks in its fleet, 154 of which are assigned to CDD.												
		72.31	71.31	\$4,713,280	\$4,595,448			75.31	74.31	\$4,713,280	\$4,595,448	\$117,832	
	7388 Utility Plumber Mandatory Fringe Benefits			\$2,228,118	\$2,172,416					\$2,289,854	\$2,232,608	\$57,246	
		Total Savings		\$173,534	\$173,534			Total Savings		\$175,078	\$175,078		
WTR-11	Eliminate 1.0 FTE 7388 Utility Plumber position vacant since 05/18/19. Overall, the Enterprise has approximately 147 vacancies (18%). The Enterprise has experienced approximately \$5.2 million in salary and fringe benefits savings over budgeted levels in FY 19-20 and \$1.9 million in FY 18-19.												
	WST Operations & Maintenance												
WTR-12	Automotive & Other Vehicles			\$63,212	\$0					\$63,212	\$0	\$0	
		Total Savings		\$63,212	\$0			Total Savings		\$63,212	\$0	\$0	
	Eliminate the purchase of two new, non-replacement, Ford F-250's. The City should not be increasing its vehicle fleet. The Water Enterprise has 402 Ford F series trucks in its fleet, 102 of which are assigned to WST.												
				\$66,390	\$0					\$66,390	\$0	\$0	
		Total Savings		\$66,390	\$0			Total Savings		\$66,390	\$0	\$0	

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2020-21 and FY 2021-22 Two-Year Budget**

WTR - Water Enterprise

Rec #	Account Title	FY 2020-21						FY 2021-22							
		FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
		From	To	From	To				From	To					
		Eliminate the purchase of two of four new, non-replacement, Ford F-250's. The City should not be increasing its vehicle fleet. The Water Enterprise has 402 Ford F series trucks in its fleet, 102 of which are assigned to WST.													
	Natural Resources														
WTR-14	Automotive & Other Vehicles			\$0	\$0	\$0				\$30,318	\$30,318	\$30,318			X
				<i>Total Savings</i>	\$0					<i>Total Savings</i>	\$30,318				
		Eliminate the purchase of a new, non-replacement, Ford Escape SUV. The City should not be increasing its vehicle fleet.													
WTR-15	Automotive & Other Vehicles			\$0	\$0	\$0				\$24,007	\$24,007	\$24,007			X
				<i>Total Savings</i>	\$0					<i>Total Savings</i>	\$24,007				
		Eliminate the purchase of a new, non-replacement, Honda Pioneer UTV.													
WTR-16	Automotive & Other Vehicles			\$0	\$0	\$0				\$30,318	\$30,318	\$30,318			X
				<i>Total Savings</i>	\$0					<i>Total Savings</i>	\$30,318				
		Eliminate the purchase of a new, non-replacement, Ford Escape SUV. The City should not be increasing its vehicle fleet.													
	Water Resources Planning														
	7317 Senior Water Service Inspector	1.00	0.00	\$137,696	\$0	\$137,696			1.00	0.00	\$137,696	\$0	\$137,696		
	Mandatory Fringe Benefits			\$61,174	\$0	\$61,174					\$62,813	\$0	\$62,813		
				<i>Total Savings</i>	\$198,870					<i>Total Savings</i>	\$200,509				
WTR-17		Eliminate 1.0 FTE 7317 Senior Water Service Inspector position vacant since 02/13/16. If this position has been vacant this long, no operational need is evident. Overall, the Enterprise has approximately 147 vacancies (18%). The Enterprise has experienced approximately \$5.2 million in salary and fringe benefits savings over budgeted levels in FY 19-20 and \$1.9 million in FY 18-19.													
		Ongoing savings													

FY 2020-21

Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	\$0	\$0	\$0
Non-General Fund	\$330,262	\$837,181	\$1,167,443
Total	\$330,262	\$837,181	\$1,167,443

FY 2021-22

Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	\$0	\$0	\$0
Non-General Fund	\$435,593	\$852,051	\$1,287,644
Total	\$435,593	\$852,051	\$1,287,644

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2020-21 and FY 2021-22 Two-Year Budget**

HHWP - Hetch Hetchy Water & Power

Rec #	Account Title	FY 2020-21						FY 2021-22					
		FTE		Amount		GF	1T	FTE		Amount		GF	1T
		From	To	From	To			From	To	From	To		
HHWP-1	Air-Travel - Employees			\$14,042	\$5,340	\$8,702				\$16,143	\$5,340	\$10,803	
		Hetchy Water											
		Reduce Air Travel due to reduced City employee travel as a result of COVID-19.											
	Professional & Specialized Services			\$4,414,328	\$4,064,328	\$350,000	X					\$0	
HHWP-2		Reduce Professional & Specialized Services by \$350,000 for LIDAR mapping that will not be required in year 1 of the Wildfire Mitigation Program and only every other year after that.											
	Professional & Specialized Services			\$4,414,328	\$4,169,621	\$244,707				\$4,414,328	\$4,064,328	\$350,000	
HHWP-3		Reduce Professional & Specialized Services for increases that were not sufficiently justified. Additionally, carryforwards for the last two years have exceeded \$1.5 million which is greater than the annual budget, providing sufficient expenditure authority. This reduction still provides for a \$2.1 million or 155% increase in professional & specialized services from FY 19-20.											
	Automotive & Other Vehicles									\$29,145	\$0	\$29,145	X
HHWP-4		Total Savings		\$0				Total Savings		\$29,145			
		Eliminate purchase of a new, non-replacement Ford Escape SUV 7-Passenger Vehicle.											
	Automotive & Other Vehicles	18	13	\$1,418,272	\$1,144,499	\$273,773	X	20	15	\$987,536	\$792,696	\$194,840	X
		Total Savings		\$273,773				Total Savings		\$194,840			
		Reduce vehicle purchases to be consistent with prior year. This reduction will still provide for an additional 13 replacement vehicles, mostly Ford work trucks, to be added to the fleet and several of the divisions requesting vehicles are receiving at least one.											
		Light Heat & Power											
	Air-Travel - Employees			\$22,350	\$8,675	\$13,675				\$17,350	\$8,675	\$8,675	
HHWP-6		Reduce Air Travel due to reduced City employee travel as a result of COVID-19.											

GF = General Fund
1T = One Time

Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2020-21 and FY 2021-22 Two-Year Budget

HHWP - Hetch Hetchy Water & Power

Rec #	Account Title	FY 2020-21						FY 2021-22							
		FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
		From	To	From	To				From	To	From	To			

FY 2020-21

Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	\$0	\$0	\$0
Non-General Fund	\$623,773	\$267,084	\$890,857
Total	\$623,773	\$267,084	\$890,857

FY 2021-22

Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	\$0	\$0	\$0
Non-General Fund	\$223,985	\$369,478	\$593,463
Total	\$223,985	\$369,478	\$593,463

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2020-21 and FY 2021-22 Two-Year Budget**

CLP - CleanPowerSF

Rec #	Account Title	FY 2020-21						FY 2021-22					
		FTE		Amount		GF	1T	FTE		Amount		GF	1T
		From	To	From	To			From	To	From	To		
	CleanPowerSF												
CLP-1	Air Travel - Employee			\$27,100	\$12,550	\$14,550				\$25,100	\$12,550	\$12,550	
		Reduce Air Travel due to reduced City employee travel as a result of COVID-19.											
CLP-2	Non-Air Travel - Employee			\$35,350	\$13,950	\$21,400				\$27,900	\$13,950	\$13,950	
		Reduce Non-Air Travel due to reduced City employee travel as a result of COVID-19.											
	Professional & Specialized Services			\$9,431,552	\$9,331,552	\$100,000				\$9,429,873	\$9,329,873	\$100,000	
		Reduce allowance for marketing-related contracts to FY 19-20 expenditure level. While expenditures decreased in FY 19-20, the FY 20-21 proposed budget increased by \$100,000. Funding remains for on-going Marketing and Community Programs.											
	Professional & Specialized Services			\$9,431,552	\$9,231,552	\$200,000				\$9,429,873	\$9,029,873	\$400,000	
		Reduce \$1,620,000 allowance for other professional services to \$1,420,000. Expenditures in FY 19-20 were less than \$800,000 and \$1,320,000 provides sufficient funds for financial services, integrated resource planning, and other miscellaneous professional services.											
CLP-4	Property Rent			\$575,000	\$475,000	\$100,000				\$575,000	\$475,000	\$100,000	
		Reduce Property Rent to actual expenditure levels, inclusive of maintenance costs.											
	Attrition Savings	(1.43)	(4.56)	(\$204,392)	(\$651,875)	\$447,483			(1.43)	(4.15)	(\$204,478)	(\$598,027)	\$393,549
	Mandatory Fringe Benefits			(\$85,311)	(\$272,093)	\$186,782					(\$87,862)	(\$249,617)	\$161,755
				<i>Total Savings</i>		\$634,265					<i>Total Savings</i>		\$555,304
CLP-6		Increase Attrition Savings due to significant vacancies. Of the CleanPowerSF's 22 positions (excluding Temporary salaries), 14 were vacant as of August 1, 2020. In FY 19-20, CleanPower had expended only 40% of its salaries and benefits budget, resulting in almost \$4 million in attrition savings. The recommendation brings the attrition savings rate to approximately 12%.											

FY 2020-21

Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	\$0	\$0	\$0
Non-General Fund	\$0	\$1,070,215	\$1,070,215
Total	\$0	\$1,070,215	\$1,070,215

FY 2021-22

Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	\$0	\$0	\$0
Non-General Fund	\$0	\$1,181,804	\$1,181,804
Total	\$0	\$1,181,804	\$1,181,804

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2020-21 and FY 2021-22 Two-Year Budget**

PUB - Public Utilities Bureau

Rec #	Account Title	FY 2020-21				FY 2021-22					
		FTE	Amount			FTE	Amount				
		From	To	Savings	GF	1T	From	To	Savings	GF	1T
PUB-1	Air Travel - Employees										
	General Manager										
		\$48,343	\$20,345	\$27,998			\$49,272	\$20,345	\$28,927		
PUB-2	Non-Air Travel - Employees										
		\$70,643	\$25,136	\$45,507			\$69,198	\$25,136	\$44,062		
PUB-3	Professional & Specialized Services										
		\$360,000	\$250,000	\$110,000			\$360,000	\$250,000	\$110,000		
PUB-4	Professional & Specialized Services										
		\$250,000	\$150,000	\$100,000			\$250,000	\$150,000	\$100,000		
PUB-5	Air Travel - Employees										
	Infrastructure										
		\$65,685	\$35,123	\$30,562			\$65,685	\$35,123	\$30,562		
PUB-6	Non-Air Travel - Employees										
		\$48,565	\$22,003	\$26,562			\$48,565	\$22,003	\$26,562		
PUB-7	Automotive & Other Vehicles										
		\$29,535	\$0	\$29,535	X				\$0		
	Total Savings		\$29,535				Total Savings	\$0			
PUB-8	Automotive & Other Vehicles										
		\$30,245	\$0	\$30,245	X				\$0		
	Total Savings		\$30,245				Total Savings	\$0			
PUB-9	Automotive & Other Vehicles										
		\$30,245	\$0	\$30,245	X				\$0		
	Total Savings		\$30,245				Total Savings	\$0			
PUB-10	Automotive & Other Vehicles										
		\$29,535	\$0	\$29,535	X				\$0		
	Total Savings		\$29,535				Total Savings	\$0			

PUB - Public Utilities Bureau

Rec #	Account Title	FY 2020-21						FY 2021-22							
		FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
		From	To	From	To				From	To					
PUB-11	Automotive & Other Vehicles			\$29,535	\$0	\$29,535								\$0	
		<i>Total Savings</i>		\$29,535				<i>Total Savings</i>		\$0					
	Deny the purchase of a new Toyota Prius to replace a Toyota Prius with 81,000 miles.														
	9775 Senior Community Development Specialist II	1.00	0.00	\$133,068	\$0	\$133,068					\$133,068	\$0	\$133,068		
	Mandatory Fringe Benefits			\$55,435	\$0	\$55,435					\$56,834	\$0.00	\$56,834		
	9772 Community Development Specialist	0.00	1.00	\$0	\$96,902	(\$96,902)					\$0	\$96,902	(\$96,902)		
PUB-12	Mandatory Fringe Benefits			\$0	\$44,905	(\$44,905)					\$0	\$46,129.00	(\$46,129)		
		<i>Total Savings</i>		\$46,696				<i>Total Savings</i>		\$46,871					
	Deny proposed upward substitution of 1.00 FTE 9772 Senior Community Development Specialist to 1.00 FTE 9775 Senior Community Development Specialist II due to inadequate justification. The responsibilities of this position as described can be carried out by the existing classification.														
	Business Services														
PUB-13	Air Travel - Employees			\$26,825	\$10,563	\$16,262					\$24,950	\$10,563	\$14,387		
		Reduce Air Travel due to reduced City employee travel as a result of COVID-19.													
PUB-14	Non-Air Travel - Employees			\$69,281	\$30,060	\$39,221					\$68,178	\$30,060	\$38,118		
		Reduce Non-Air Travel due to reduced City employee travel as a result of COVID-19.													
PUB-15	Professional & Specialized Services					\$0					\$3,803,862	\$2,553,862	\$1,250,000		
		Reduce professional and specialized services budget for Fiber WAN expansion that was erroneously added twice to the FY 21-22 budget.													
	External Affairs														
PUB-16	Air Travel - Employees			\$24,251	\$13,201	\$11,050					\$24,251	\$13,201	\$11,050		
		Reduce Air Travel due to reduced City employee travel as a result of COVID-19.													
PUB-17	Non-Air Travel - Employees			\$41,123	\$20,987	\$20,136					\$41,123	\$20,987	\$20,136		
		Reduce Non-Air Travel due to reduced City employee travel as a result of COVID-19.													

Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2020-21 and FY 2021-22 Two-Year Budget

PUB - Public Utilities Bureau

Rec #	Account Title	FY 2020-21					FY 2021-22								
		FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
		From	To	From	To				From	To	From	To			

FY 2020-21

Total Recommended Reductions			
	One-Time	Ongoing	Total
General Fund	\$0	\$0	\$0
Non-General Fund	\$149,095	\$473,994	\$623,089
Total	\$149,095	\$473,994	\$623,089

FY 2021-22

Total Recommended Reductions			
	One-Time	Ongoing	Total
General Fund	\$0	\$0	\$0
Non-General Fund	\$0	\$1,720,675	\$1,720,675
Total	\$0	\$1,720,675	\$1,720,675

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2020-21 and FY 2021-22 Two-Year Budget**

BUREAUS

		FY 2020-21			FY 2021-22		
Total Recommended Reductions		One-Time	Ongoing	Total	One-Time	Ongoing	Total
GF		\$0	\$0	\$0	\$0	\$0	\$0
NGF		\$149,095	\$473,994	\$623,089	\$0	\$1,720,675	\$1,720,675
Total		\$149,095	\$473,994	\$623,089	\$0	\$1,720,675	\$1,720,675

CLEAN POWER

		FY 2020-21			FY 2021-22		
Total Recommended Reductions		One-Time	Ongoing	Total	One-Time	Ongoing	Total
GF		\$0	\$0	\$0	\$0	\$0	\$0
NGF		\$0	\$1,070,215	\$1,070,215	\$0	\$1,181,804	\$1,181,804
Total		\$0	\$1,070,215	\$1,070,215	\$0	\$1,181,804	\$1,181,804

HETCH HETCHY

		FY 2020-21			FY 2021-22		
Total Recommended Reductions		One-Time	Ongoing	Total	One-Time	Ongoing	Total
GF		\$0	\$0	\$0	\$0	\$0	\$0
NGF		\$623,773	\$267,084	\$890,857	\$223,985	\$369,478	\$593,463
Total		\$623,773	\$267,084	\$890,857	\$223,985	\$369,478	\$593,463

WATER

		FY 2020-21			FY 2021-22		
Total Recommended Reductions		One-Time	Ongoing	Total	One-Time	Ongoing	Total
GF		\$0	\$0	\$0	\$0	\$0	\$0
NGF		\$330,262	\$837,181	\$1,167,443	\$435,593	\$852,051	\$1,287,644
Total		\$330,262	\$837,181	\$1,167,443	\$435,593	\$852,051	\$1,287,644

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2020-21 and FY 2021-22 Two-Year Budget**

WASTEWATER

		FY 2020-21			FY 2021-22		
		Total Recommended Reductions			Total Recommended Reductions		
		One-Time	Ongoing	Total	One-Time	Ongoing	Total
GF		\$0	\$0	\$0	\$0	\$0	\$0
NGF		\$606,590	\$901,149	\$1,507,739	\$130,892	\$976,544	\$1,107,436
Total		\$606,590	\$901,149	\$1,507,739	\$130,892	\$976,544	\$1,107,436

SUMMARY

		FY 2020-21			FY 2021-22		
		Total Recommended Reductions			Total Recommended Reductions		
		One-Time	Ongoing	Total	One-Time	Ongoing	Total
GF		\$0	\$0	\$0	\$0	\$0	\$0
NGF		\$1,709,720	\$3,549,623	\$5,259,343	\$790,470	\$5,100,552	\$5,891,022
Total		\$1,709,720	\$3,549,623	\$5,259,343	\$790,470	\$5,100,552	\$5,891,022