


CITY AND COUNTY OF SAN FRANCISCO
BOARD OF SUPERVISORS

BUDGET AND LEGISLATIVE ANALYST

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June 13, 2017

TO: Budget and Finance Committee

FROM: Budget and Legislative Analyst 

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

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DEPARTMENT: ASR – ASSESSOR-RECORDER

YEAR ONE: FY 2017-18

Budget Changes

The Department's proposed \$40,165,106 budget for FY 2017-18 is \$8,984,837 or 28.8% more than the original FY 2016-17 budget of \$31,180,269.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2017-18 are 175.23 FTEs, which are 3.35 FTEs more than the 171.88 FTEs in the original FY 2016-17 budget. This represents a 1.9% increase in FTEs from the original FY 2016-17 budget.

Revenue Changes

The Department's revenues of \$8,449,802 in FY 2017-18, are \$295,307 or 3.4% less than FY 2016-17 revenues of \$8,745,109.

YEAR TWO: FY 2018-19

Budget Changes

The Department's proposed \$41,348,630 budget for FY 2018-19 is \$1,183,524 or 2.9% more than the Mayor's proposed FY 2017-18 budget of \$40,165,106.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2018-19 are 175.56 FTEs, which is 0.33 FTE more than the 175.23 FTEs in the Mayor's proposed FY 2017-18 budget. This represents a 0.2% increase in FTEs from the Mayor's proposed FY 2017-18 budget.

Revenue Changes

The Department's revenues of \$8,876,243 in FY 2018-19, are \$426,441 or 5% more than FY 2017-18 estimated revenues of \$8,449,802.

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

DEPARTMENT: ASR – ASSESSOR-RECORDER

RECOMMENDATIONS

YEAR ONE: FY 2017-18

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$843,789 in FY 2017-18. Of the \$843,789 in recommended reductions, \$522,832 are ongoing savings and \$320,957 are one-time savings. These reductions would still allow an increase of \$8,141,048 or 26.1% in the Department's FY 2017-18 budget.

YEAR TWO: FY 2018-19

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$494,847 in FY 2018-19. Of the \$494,847 in recommended reductions, all are ongoing savings. These reductions would still allow an increase of \$688,677 or 1.7% in the Department's FY 2018-19 budget.

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

ASR - Assessor-Recorder

Object Title	FY 2017-18						FY 2018-19					
	FTE		Amount		GF	1T	FTE		Amount		GF	1T
	From	To	From	To			From	To	From	To		
Training - Budget			\$28,445	\$10,800	\$17,645	x			\$30,945	\$20,945	\$10,000	x
	Reduce training budget to FY 2016-17 budget amount. The Department increased the total training budget by \$25,745 departmentwide from \$42,357 in FY 2016-17 to \$68,102 in FY 2018-19, but has spent approximately \$11,000 in FY 2014-15, \$8,000 in FY 2015-16 and \$7,250 in FY 2016-17. This recommendation gives the Department sufficient budgeted funds to meet the Department's proposed training program in FY 2017-18.											
	FDJ - Real Property											
Senior Administrative Analyst							1.00	0.00	\$114,609	\$0	\$114,609	x
Mandatory Fringe Benefits									\$47,313	\$0	\$47,313	x
Administrative Analyst							2.00	3.00	\$196,725	\$295,087	(\$98,362)	x
Mandatory Fringe Benefits									\$84,589	\$126,883	(\$42,294)	x
							Total Savings		\$21,266			
	Deny proposed upward substitution of 1.00 FTE 1822 Administrative Analyst to 1.00 FTE 1823 Senior Administrative Analyst due to insufficient justification. The Department is implementing new processes and the actual work requirements for this position in FY 2018-19 are not yet known.											
Attrition Savings	(6.44)	(8.44)	(\$659,658)	(\$864,521)	\$204,863	x						
Mandatory Fringe Benefits			(\$273,341)	(\$358,230)	\$84,889	x						
			Total Savings		\$289,751							
	Increase Attrition Savings due to delay of hiring 5 FTE Senior Real Property Appraisers. This would allow for hire in October and November 2017, accounting for time to recruit, interview, and bring new staff on board. The Department currently has 23 vacant positions. Total Department General Fund salaries are increasing by 8.8 percent in FY 2017-18. In addition, the Department had salary surpluses of approximately \$900,000 - \$1 million over the past three years.											
	FDL - Technical Services											
Real Property Appraiser	1.00	0.00	\$0	\$0	\$0	x						
Mandatory Fringe Benefits			\$0	\$0	\$0	x						
			Total Savings		\$0							
	Delete 1.00 FTE Real Property Appraiser, which is unfunded.											

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

ASR - Assessor-Recorder

Object Title	FY 2017-18						FY 2018-19							
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To	From	To			
Senior Real Property Appraiser	1.00	0.00	\$0	\$0	\$0	x								
Mandatory Fringe Benefits			\$0	\$0	\$0	x								
			<i>Total Savings</i>		\$0					<i>Total Savings</i>				
Delete 1.00 FTE Senior Real Property Appraiser, which is unfunded.														
F10 - Public Service														
Management Assistant	0.77	0.00	\$67,677	\$0	\$67,677	x		1.00	0.00	\$90,529	\$0	\$90,529	x	
Mandatory Fringe Benefits			\$29,306	\$0	\$29,306	x				\$40,102	\$0	\$40,102	x	
			<i>Total Savings</i>		\$96,983					<i>Total Savings</i>		\$130,631		
Deny new 0.77 FTE 1842 Management Assistant position. The Department states that this position is necessary to provide management oversight and prepare staff performance evaluations. However, the Budget and Legislative Analyst considers the current staffing level in the program to be sufficient. The program is overseen by one new Manager III and currently has 10 administrative support positions, two of which are 4215 Senior Office Specialist positions that serve as lead positions, directing and monitoring the work of subordinate employees. The Department has requested 3 new General Fund positions in FY 2017-18, of which we are recommending approval of two positions.														
FDK - Personal Property														
Professional & Specialized Services			\$50,000	\$40,000	\$10,000	x				\$50,000	\$40,000	\$10,000	x	
Reduce Auditing & Accounting budget by \$10,000. There were \$10,026 expenditures in FY16-17 leaving a \$39,974 surplus in this subobject. In addition, the Department has increased the 021 Non Personnel Services budget by \$58,063 or 10.6 percent, from \$549,025 in FY 2016-17 to \$604,288 in FY 2017-18.														
Attrition Savings	(0.61)	(0.84)	(\$58,078)	(\$79,976)	\$21,898	x	x							
Mandatory Fringe Benefits			(\$24,684)	(\$33,991)	\$9,307	x	x							
			<i>Total Savings</i>		\$31,205					<i>Total Savings</i>				
Increase Attrition Savings due to delay of hiring 1.00 FTE Senior Personal Property Auditor by 0.23 FTE. The Department has a projected salary surplus of approximately \$1.2 million in FY2016-17. The salary budget has increased by approximately 9 percent in FY2017-18. The Department had salary surpluses of approximately \$900,000 - \$1 million over the past three years.														

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

ASR - Assessor-Recorder

Object Title	FY 2017-18						FY 2018-19					
	FTE		Amount		GF	1T	FTE		Amount		GF	1T
	From	To	From	To			From	To	From	To		
Departmentwide												
Attrition Savings			(\$659,658)	(\$941,200)	\$281,542	x			(\$714,380)	(\$941,200)	\$226,820	x
Mandatory Fringe Benefits			(\$273,341)	(\$390,003)	\$116,662	x			(\$302,765)	(\$398,895)	\$96,130	x
			<i>Total Savings</i>	\$398,204					<i>Total Savings</i>	\$322,950		
Increase attrition savings to FY 2016-17 budget amount. The Department had salary surpluses of approximately \$900,000 to \$1 million over the past three fiscal years.												

FY 2017-18

Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	\$320,957	\$522,832	\$843,789
Non-General Fund	\$0	\$0	\$0
Total	\$320,957	\$522,832	\$843,789

FY 2018-19

Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	\$0	\$494,847	\$494,847
Non-General Fund	\$0	\$0	\$0
Total	\$0	\$494,847	\$494,847

DEPARTMENT: CONTROLLER – CON

YEAR ONE: FY 2017-18

Budget Changes

The Department's proposed \$67,410,297 budget for FY 2017-18 is \$1,813,105 or 2.6% less than the original FY 2016-17 budget of \$69,223,402.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2017-18 are 257.11 FTEs, which are 6.33 FTEs less than the 263.44 FTEs in the original FY 2016-17 budget. This represents a 2.4% decrease in FTEs from the original FY 2016-17 budget.

Revenue Changes

The Department's revenues of \$57,073,962 in FY 2017-18 are \$1,349,409 or 2.3% less than FY 2016-17 revenues of \$58,423,371.

YEAR TWO: FY 2018-19

Budget Changes

The Department's proposed \$65,544,373 budget for FY 2018-19 is \$1,865,924 or 2.8% less than the Mayor's proposed FY 2017-18 budget of \$67,410,297.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2018-19 are 249.59 FTEs, which are 7.52 FTEs less than the 257.11 FTEs in the Mayor's proposed FY 2017-18 budget. This represents a 2.9% decrease in FTEs from the Mayor's proposed FY 2017-18 budget.

Revenue Changes

The Department's revenues of \$54,805,012 in FY 2018-19, are \$2,268,950 or 4.0% less than FY 2017-18 estimated revenues of \$57,073,962.

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

DEPARTMENT: CONTROLLER - CON

RECOMMENDATIONS

YEAR ONE: FY 2017-18

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$126,010 in FY 2017-18. Of the \$126,010 in recommended reductions, \$101,010 are ongoing savings and \$25,000 are one-time savings.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended encumbrances of \$104,810, for total General Fund savings of \$230,820.

YEAR TWO: FY 2018-19

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$101,010 in FY 2018-19, all of which are ongoing savings.

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

CON - Controller

Object Title	FY 2017-18						FY 2018-19					
	FTE		Amount		GF	1T	FTE		Amount		GF	1T
	From	To	From	To			From	To	From	To		
FEB - Management, Budget and Analysis												
Legal Services		\$60,000	\$45,000	\$15,000	x			\$60,000	\$45,000	\$15,000	x	
	Reduce budgeted amount for Legal Services, given historical underspending.											
Data Processing Supplies		\$111,000	\$85,000	\$26,000	x			\$111,000	\$85,000	\$26,000	x	
	Reduce Data Processing Supplies due to historical underspending.											
FDG - Accounting												
Software Licensing Fees		\$332,010	\$282,000	\$50,010	x			\$332,010	\$282,000	\$50,010	x	
	Reduce to reflect projected reduction in software licensing fees.											
Forms		\$30,000	\$20,000	\$10,000	x			\$30,000	\$20,000	\$10,000	x	
	Reduce budgeted amount for required costs for forms as more accounting functions are moved online.											
FDC - Payroll & Personnel Services												
Programmatic Projects		\$150,000	\$125,000	\$25,000	x	x						
	Reduction of one-time funding for anticipated tenant improvements.											

FY 2017-18

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund	\$25,000	\$101,010
Non-General Fund	\$0	\$0
Total	\$25,000	\$126,010

FY 2018-19

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund	\$0	\$101,010
Non-General Fund	\$0	\$0
Total	\$0	\$101,010

DEPARTMENT: CONTROLLER – CON

Year	Department Code	Subfund Code	Vendor No	Vendor Name	Index Code	Remaining Balance
10	CON	1GAGFAAA	66943	COTCHETT PITRE & MCCARTHY	CON314005	\$81,756.44
15	CON	1GAGFAAA	87284	ESTHER REYES	CON314005	481.25
16	CON	1GAGFAAA	46005	EXPRESS OVERNITE	CON314005	1,000.00
15	CON	1GAGFAAA	95930	MARGARET J FUJIOKA	CON314005	1,125.00
16	CON	1GAGFAAA	48427	ERGO WORKS INC	CONAOSD-GFNP	29.40
16	CON	1GAGFAAA	48427	ERGO WORKS INC	CONAOSD-GFNP	418.31
16	CON	1GAGFAAA	47748	TOWERS WATSON DELAWARE INC	CONAOSD-GFNP	20,000.00
					TOTAL	\$104,810.40

DEPARTMENT: GEN– GENERAL CITY RESPONSIBILITY

YEAR ONE: FY 2017-18

Budget Changes

The Department's proposed \$1,289,155,969 budget for FY 2017-18 is \$54,360,224 or 4.4% more than the original FY 2016-17 budget of \$1,234,795,745.

Revenue Changes

The Department's revenues of \$299,859,064 in FY 2017-18, are \$36,573,163 or 13.9% more than FY 2016-17 revenues of \$263,285,901.

YEAR TWO: FY 2018-19

Budget Changes

The Department's proposed \$1,260,468,331 budget for FY 2018-19 is \$28,687,638 or 2.2% less than the Mayor's proposed FY 2017-18 budget of \$ 1,289,155,969.

Revenue Changes

The Department's revenues of \$234,710,430 in FY 2018-19, are \$65,148,634 or 21.7% less than FY 2017-18 estimated revenues of \$299,859,064.

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

DEPARTMENT: GEN– GENERAL CITY RESPONSIBILITY

RECOMMENDATIONS

YEAR ONE: FY 2017-18

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$202,401 in FY 2017-18. All of the \$202,401 in recommended reductions are ongoing savings. These reductions would still allow an increase of \$54,157,823 or 4.4% in the Department’s FY 2017-18 budget.

YEAR TWO: FY 2018-19

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$202,401 in FY 2018-19. All of the \$202,401 in recommended reductions are ongoing savings.

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

GEN- General City Responsibility

Object Title	FY 2017-18						FY 2018-19							
	FTE		Amount		Savings		GF 1T		FTE		Amount		Savings	
	From	To	From	To	From	To	From	To	From	To	From	To	From	To
Other Current Expenses- Budget			\$5,352,401	\$5,200,000	\$152,401	X					\$5,352,401	\$5,200,000	\$152,401	X
Reduce Other Current Expenses- Budget to reflect actual need in the City's audit reserve.														
			\$450,000	\$400,000	\$50,000	X					\$450,000	\$400,000	\$50,000	X
Court Fees and Other Compensation														
Reduce Court Fees and Other Compensation to reflect historical expenditures and actual need.														

FY 2017-18

Total Recommended Reductions			
One-Time	Ongoing	Total	
General Fund	\$0	\$202,401	\$202,401
Non-General Fund	\$0	\$0	\$0
Total	\$0	\$202,401	\$202,401

FY 2018-19

Total Recommended Reductions			
One-Time	Ongoing	Total	
General Fund	\$0	\$202,401	\$202,401
Non-General Fund	\$0	\$0	\$0
Total	\$0	\$202,401	\$202,401

YEAR ONE: FY 2017-18

Budget Changes

The Department's proposed \$82,656,688 budget for FY 2017-18 is \$3,875,907 or 4.9% more than the original FY 2016-17 budget of \$78,780,781.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2017-18 are 310.29 FTEs, which are 3.47 FTEs more than the 306.82 FTEs in the original FY 2016-17 budget. This represents a 1.1% increase in FTEs from the original FY 2016-17 budget.

Revenue Changes

The Department's revenues of \$65,532,566 in FY 2017-18, are \$199,898 or 0.3% more than FY 2016-17 revenues of \$65,332,668.

YEAR TWO: FY 2018-19

Budget Changes

The Department's proposed \$86,241,821 budget for FY 2018-19 is \$3,585,133 or 4.3% more than the Mayor's proposed FY 2017-18 budget of \$82,656,688.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2018-19 are 310.69 FTEs, which are 0.40 FTEs more than the 310.29 FTEs in the Mayor's proposed FY 2017-18 budget. This represents a 0.1% increase in FTEs from the Mayor's proposed FY 2017-18 budget.

Revenue Changes

The Department's revenues of \$66,286,162 in FY 2018-19, are \$753,596 or 1.1% more than FY 2017-18 estimated revenues of \$65,532,566.

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

DEPARTMENT: CAT-CITY ATTORNEY

RECOMMENDATIONS

YEAR ONE: FY 2017-18

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$301,300 in FY 2017-18, all of which are one-time savings. These reductions would still allow an increase of \$3,574,607 or 4.5% in the Department's FY 2017-18 budget.

YEAR TWO: FY 2018-19

The Budget and Legislative Analyst does not have recommended reductions for FY 2018-19.

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

DEP - Department

Object Title	FY 2017-18						FY 2018-19					
	FTE		Amount		Savings	GF 1T	FTE		Amount		Savings	GF 1T
	From	To	From	To			From	To	From	To		
LEGAL SERVICE												
Attrition Savings			(\$3,229,716)	(\$3,459,716)	\$230,000	X	X					\$0
Mandatory Fringe Benefits			(\$1,106,168)	(\$1,177,468)	\$71,300	X	X					\$0
			<i>Total Savings</i>	<i>\$301,300</i>						<i>Total Savings</i>		<i>\$0</i>
Increase attrition savings to account for increased vacancies. The Department has a projected General Fund salary surplus of \$1.8 million in FY 16-17 and had a General Fund salary surplus of \$1.2 million in FY 15-16.												

FY 2017-18

Total Recommended Reductions			
One-Time	Ongoing	Total	
General Fund	\$301,300	\$0	\$301,300
Non-General Fund	\$0	\$0	\$0
Total	\$301,300	\$0	\$301,300

FY 2018-19

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

DEPARTMENT: RET: RETIREMENT

YEAR ONE: FY 2017-18

Budget Changes

The Department's proposed \$97,642,827 budget for FY 2017-18 is \$69,233,897 or 243.7% more than the original FY 2016-17 budget of \$28,408,930.¹

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2017-18 are 107.93 FTEs, which is 1.42 FTEs more than the 106.51 FTEs in the original FY 2016-17 budget. This represents a 1.3% increase in FTEs from the original FY 2016-17 budget.

Revenue Changes

The Department's revenues of \$97,642,827 budget for FY 2017-18 are \$69,233,897 or 243.7% more than the original FY 2016-17 budget of \$28,408,930.

YEAR TWO: FY 2018-19

Budget Changes

The Department's proposed \$113,768,184 budget for FY 2018-19 is \$16,125,357 or 16.5% more than the Mayor's proposed FY 2017-18 budget of \$97,642,827.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2018-19 are 107.85 FTEs, which are 0.08 FTEs less than the 107.93 FTEs in the Mayor's proposed FY 2017-18 budget.

Revenue Changes

The Department's revenues of \$113,768,184 in FY 2018-19, are \$16,125,357 or 16.5% more than the Mayor's proposed FY 2017-18 budget of \$97,642,827.

¹ This increase is due to the shift of the Retirement Health Care Trust Fund from General City Responsibility to the Retirement System. This change is budget neutral on a city-wide basis.

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

DEPARTMENT: RET- RETIREMENT

RECOMMENDATIONS

YEAR ONE: FY 2017-18

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$302,139 in FY 2017-18. Of the \$302,139 in recommended reductions, \$20,000 are ongoing savings and \$282,139 are one-time savings. These reductions would still allow an increase of \$68,931,758 or 242.6% in the Department's FY 2017-18 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended encumbrances of \$8,132,902.34 for a total savings of \$8,435,041.

YEAR TWO: FY 2018-19

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$20,000 in FY 2018-19. All of the \$20,000 in recommended reductions are ongoing savings. These reductions would still allow an increase of \$16,105,357 or 16.5% in the Department's FY 2018-19 budget.

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

RET- Retirement System	FY 2017-18						FY 2018-19					
	FTE		Amount		Savings	GF 1T	FTE		Amount		Savings	GF 1T
	From	To	From	To			From	To	From	To		
Professional and Specialized Services			\$220,000	\$200,000	\$20,000				\$220,000	\$200,000	\$20,000	
	Reduce the Professional and Specialized Services to reflect historical underspending and actual need.											
	FDD- Retirement Services Division											
Assistant Retirement Analyst	20.00	19.00	\$1,757,839	\$1,669,947	\$87,892						\$0	
Mandatory Fringe Benefits			\$761,157	\$723,099	\$38,058	X					\$0	
			<i>Total Savings</i>	<i>\$125,950</i>						<i>Total Savings</i>	<i>\$0</i>	
	Reduce 1812 Assistant Retirement Analyst from 20.00 FTEs to 19.00 FTEs to reflect the expected hiring timeline for four vacancies. The position was announced on Jobsaps on June 9, 2017. The Department is projected to have at least a \$2.4 million salary and benefits surplus in FY 2016-17.											
Management Assistant	1.00	0.77	\$87,892	\$67,677	\$20,215	X					\$0	
Mandatory Fringe Benefits			\$38,057	\$29,304	\$29,304	X					\$0	
			<i>Total Savings</i>	<i>\$49,519</i>						<i>Total Savings</i>	<i>\$0</i>	
	Reduce 1842 Management Assistant from 1.00 FTE to 0.77 FTE to reflect the expected hiring timeline for one vacancy of October 1, 2017. The Department is projected to have at least a \$2.4 million salary and benefits surplus in FY 2016-17.											
	FDI- Investment Division											
Management Assistant	1.00	0.77	\$87,892	\$67,677	\$20,215	X					\$0	
Mandatory Fringe Benefits			\$38,057	\$29,304	\$8,753	X					\$0	
			<i>Total Savings</i>	<i>\$28,968</i>						<i>Total Savings</i>	<i>\$0</i>	
	Reduce 1842 Management Assistant from 1.00 FTE to 0.77 FTE to reflect the expected hiring timeline for one vacancy of October 1, 2017. The Department is projected to have at least a \$2.4 million salary and benefits surplus in FY 2016-17.											
	FED- Administration Division											
Senior Personnel Analyst	1.00	0.50	\$112,910	\$56,455	\$56,455	X					\$0	
Mandatory Fringe Benefits			\$42,494	\$21,247	\$21,247	X					\$0	
			<i>Total Savings</i>	<i>\$77,702</i>						<i>Total Savings</i>	<i>\$0</i>	
	Reduce 1244 Senior Personnel Analyst from 1.00 FTE to 0.50 FTE to reflect the expected hiring timeline of January 1, 2018. The Department is projected to have at least a \$2.4 million salary and benefits surplus in FY 2016-17.											

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

RET- Retirement System

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

FY 2017-18

Total Recommended Reductions			
One-Time	Ongoing	Total	
General Fund	\$0	\$0	\$0
Non-General Fund	\$282,139	\$20,000	\$302,139
Total	\$282,139	\$20,000	\$302,139

FY 2018-19

Total Recommended Reductions			
One-Time	Ongoing	Total	
General Fund	\$0	\$0	\$0
Non-General Fund	\$0	\$20,000	\$20,000
Total	\$0	\$20,000	\$20,000

DEPARTMENT: RET: RETIREMENT

Year	Department Code	Subfund Code	Vendor No	Vendor Name	Index Code	Remaining Balance
17	RET	7PRETERT	61603	FIS AVANTGARD LLC	445001	\$ 961.66
17	RET	7PRETERT	50592	ROOMIAN & ASSOCIATES	445001	\$ 45,361.00
17	RET	7PRETERT	85592	REVELS M CAYTON MD	445001	\$ 5,000.00
17	RET	7PRETERT	C01142	LEONARD GORDON M.D.	445001	\$ 5,000.00
17	RET	7PRETERT	56208	THE HAND CENTER OF SF INC	445001	\$ 5,000.00
17	RET	7PRETERT	52878	DAVID L KNEAPLER MD	445001	\$ 5,000.00
17	RET	7PRETERT	56098	GERALD B LEVINE MD	445001	\$ 5,000.00
17	RET	7PRETERT	13931	ORTHOPAEDIC GROUP OF SAN FRANCISCO	445001	\$ 100,000.00
17	RET	7PRETERT	84397	DAVID K PANG	445001	\$ 5,000.00
17	RET	7PRETERT	86903	POST ST ORTHOPAEDICS & SPORTS MED INC	445001	\$ 5,000.00
17	RET	7PRETERT	53053	PSYCHSERV MEDICAL CORP	445001	\$ 75,000.00
17	RET	7PRETERT	C09115	SAN FRANCISCO OTOLARYNGOLOGY MED GROUP	445001	\$ 5,000.00
17	RET	7PRETERT	17339	JAMES Y. SOONG, M.D. APC	445001	\$ 5,125.00
17	RET	7PRETERT	84398	KARA L WINTER	445001	\$ 5,000.00
17	RET	7PRETERT	86101	A ALAN WEBER	445001	\$ 125.00
17	RET	7PRETERT	C02745	JAMES M GLICK MD	445001	\$ 5,000.00
17	RET	7PRETERT	14123	CALIFORNIA PACIFIC MEDICAL CENTER	445001	\$ 1,000.00
17	RET	7PRETERT	CO4772	DATALINK I T S	445001	\$ 500.00
17	RET	7PRETERT	58915	CHARLES E SKOMER MD	445001	\$ 6,450.00
17	RET	7PRETERT	78846	MARK PERL MD	445001	\$ 7,825.00
17	RET	7PRETERT	84393	THOMAS S ALLEMS MD MPH	445001	\$ 13,130.00
17	RET	7PRETERT	86772	LESLEY J ANDERSON MD PC	445001	\$ 4,523.00
17	RET	7PRETERT	57178	WILLIAM E TALMAGE MD	445001	\$ 18,085.00
17	RET	7PRETERT	53035	ECHELON FINE PRINTING	445001	\$ 9.83
17	RET	7PRETERT	11436	LOOMIS ARMORED US LLC	445001	\$ 883.60

DEPARTMENT: RET: RETIREMENT

17	RET	7PRETERT	71434	AQR CAPITAL MANAGEMENT LLC	445002	\$ 672,737.51
17	RET	7PRETERT	04430	CAPITAL GUARDIAN TRUST CO	445002	\$ 1,848,862.61
17	RET	7PRETERT	62556	CAUSEWAY CAPITAL MANAGEMENT LLC	445002	\$ 281,126.84
17	RET	7PRETERT	83205	DIMENSIONAL FUND ADVISORS LP	445002	\$ 392,834.41
17	RET	7PRETERT	62384	LS V ASSET MANAGEMENT	445002	\$ 535,845.00
17	RET	7PRETERT	70374	MONDRIAN INVESTMENT PARTNERS LIMITED	445002	\$ 173,614.35
17	RET	7PRETERT	74510	OAKTREE CAPITAL MANAGEMENT LP	445002	\$ 201,267.05
17	RET	7PRETERT	62537	PRIMA CAPITAL ADVISORS LLC	445002	\$ 931,453.35
17	RET	7PRETERT	C01943	THE NORTHERN TRUST COMPANY	445002	\$ 13,953.98
17	RET	7PRETERT	C01943	THE NORTHERN TRUST COMPANY	445002	\$ 26,684.26
17	RET	7PRETERT	48701	BLACKROCK INSTITUTIONAL TRUST CO NA	445002	\$ 55,887.08
17	RET	7PRETERT	48701	BLACKROCK INSTITUTIONAL TRUST CO NA	445002	\$ 6,052.76
17	RET	7PRETERT	63839	WELLINGTON MANAGEMENT CO LLP	445002	\$ 883,106.45
17	RET	7PRETERT	75337	HOLLAND PARK RISK MANAGEMENT INC	445002	\$ 25,000.00
17	RET	7PRETERT	75127	QUANTITATIVE MANAGEMENT ASSOCIATES LLC	445002	\$ 107,727.65
17	RET	7PRETERT	97240	ARROWSTREET CAPITAL LP	445002	\$ 1,592,542.09
17	RET	7PRETERT	97870	JOHN O MISSIRIAN MD INC	445001	\$ 10,575.00
17	RET	7PRETERT	98317	FINANCIAL RECOVERY TECHNOLOGIES LLC	445002	\$ 44,652.86
					TOTAL	\$ 8,132,902.34

DEPARTMENT: MYR– MAYOR’S

YEAR ONE: FY 2017-18

Budget Changes

The Department’s proposed \$123,004,619 budget for FY 2017-18 is \$43,840,879 or 26.3% less than the original FY 2016-17 budget of \$166,845,498.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2017-18 are 58.01 FTEs, which are 2.01 FTEs more than the 56.00 FTEs in the original FY 2016-17 budget. This represents a 3.6% increase in FTEs from the original FY 2016-17 budget.

Revenue Changes

The Department's revenues of \$93,747,249 in FY 2017-18, are \$49,084,310 or 34.4% less than FY 2016-17 revenues of \$142,831,559.

YEAR TWO: FY 2018-19

Budget Changes

The Department’s proposed \$114,502,131 budget for FY 2018-19 is \$8,502,488 or 6.9% less than the Mayor’s proposed FY 2017-18 budget of \$123,004,619.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2018-19 are 58.71 FTEs, which are 0.70 FTEs more than the 58.01 FTEs in the Mayor’s proposed FY 2017-18 budget. This represents a 1.2% increase in FTEs from the Mayor’s proposed FY 2017-18 budget.

Revenue Changes

The Department's revenues of \$85,120,770 in FY 2018-19, are \$8,626,479 or 9.2% less than FY 2017-18 estimated revenues of \$93,747,249.

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

DEPARTMENT: MYR – MAYOR’S

RECOMMENDATIONS

YEAR ONE: FY 2017-18

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$20,000 in FY 2017-18. Of the \$20,000 in recommended reductions, \$20,000 are ongoing savings.

In addition, the Budget and Legislative Analyst recommends closing out \$260,000 of unexpended FY 2016-17 appropriations that were not assumed as part of the Mayor’s fund balance, for a total General Fund savings of \$280,000.

YEAR TWO: FY 2018-19

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$112,941 in FY 2018-19. Of the \$112,941 in recommended reductions, \$112,941 are ongoing savings.

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

IMYR - Mayor's Office	FY 2017-18										FY 2018-19									
	FTE		Amount		Savings		GF	IT	FTE		Amount		Savings		GF	IT				
	From	To	From	To	From	To			From	To	From	To								
Materials and Supplies			\$65,000	\$45,000	\$20,000	x					\$70,000	\$38,000	\$32,000	x						
Temporary - Misc Mandatory Fringe Benefits											\$75,000	\$0	\$75,000	x						
			<i>Total Savings</i>								<i>Total Savings</i>	\$80,941								
Department has historically underspent on this object code. Reduce to reflect historical need. Ongoing reduction Reduce based on Department need.																				

FY 2017-18

Total Recommended Reductions			
One-Time	Ongoing	Total	
General Fund	\$0	\$20,000	\$20,000
Non-General Fund	\$0	\$0	\$0
Total	\$0	\$20,000	\$20,000

FY 2018-19

Total Recommended Reductions			
One-Time	Ongoing	Total	
General Fund	\$0	\$112,941	\$112,941
Non-General Fund	\$0	\$0	\$0
Total	\$0	\$112,941	\$112,941

DEPARTMENT: MYR– MAYOR’S

Recommended Reduction in Funds from FY 2016-17

Department	Program	Program Title	Fund	Index Code	Project Title	Amount
Mayor	FAB	Community Investment	1GAGFAAP	MYR171GAAP	Community Based Organizations	\$260,000

Explanation: Reduce the Department’s proposed unspent current year appropriations by \$260,000 and return to the General Fund balance.

The Department will have \$260,000 of unspent FY 2016-17 appropriations previously allocated to nonprofit organizations. The savings resulted because the contracts for services with each of the nonprofit providers were delayed in beginning, resulting in the projected one-time savings. This amount was not assumed as part of the fund balance in the Mayor’s budget. The Department has budgeted additional General Fund monies for these purposes in the FY 2017-18 budget.

DEPARTMENT: REG – DEPARTMENT OF ELECTIONS

YEAR ONE: FY 2017-18

Budget Changes

The Department's proposed \$14,932,232 budget for FY 2017-18 is \$518,239 or 3.6% more than the original FY 2016-17 budget of \$14,413,993.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2017-18 are 47.50 FTEs, which is 0.40 FTE less than the 47.90 FTEs in the original FY 2016-17 budget. This represents a decrease of 0.8% from the original FY 2016-17 budget.

Revenue Changes

The Department's revenues of \$146,825 in FY 2017-18, are \$605,864 or 80.5% less than FY 2016-17 revenues of \$752,689.

YEAR TWO: FY 2018-19

Budget Changes

The Department's proposed \$15,238,360 budget for FY 2018-19 is \$306,128 or 2.1% more than the Mayor's proposed FY 2017-18 budget of \$14,932,232.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2018-19 are 47.13 FTEs, which is 0.37 FTE less than the 47.50 FTEs in the Mayor's proposed FY 2017-18 budget. This represents a 0.8% decrease in FTEs from the Mayor's proposed FY 2017-18 budget.

Revenue Changes

The Department's revenues of \$882,737 in FY 2018-19, are \$735,912 or 501.2% more than FY 2017-18 estimated revenues of \$146,825.

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

DEPARTMENT: REG – DEPARTMENT OF ELECTIONS

RECOMMENDATIONS

YEAR ONE: FY 2017-18

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$85,000 in FY 2017-18. Of the \$85,000 in recommended reductions, \$85,000 are ongoing savings and none are one-time savings. These reductions would still allow an increase of \$433,239 or 3% in the Department’s FY 2017-18 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended encumbrances of \$103,300, for total General Fund savings of \$188,300.

YEAR TWO: FY 2018-19

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$200,000 in FY 2018-19. Of the \$200,000 in recommended reductions, \$100,000 are ongoing savings and \$100,000 are one-time savings. These reductions would still allow an increase of \$106,128 or 0.7% in the Department’s FY 2018-19 budget.

REG - Department of Elections

Object Title	FY 2017-18						FY 2018-19					
	FTE		Amount		GF	1T	FTE		Amount		GF	1T
	From	To	From	To			From	To				
	FCH - Elections											
Systems Consulting Services		\$221,688	\$206,688	\$15,000	x			\$219,382	\$199,382	\$20,000	x	
	Reduce to reflect historical spending.											
Miscellaneous Facilities Rental		\$1,163,695	\$1,143,695	\$20,000	x			\$1,205,640	\$1,185,640	\$20,000	x	
	Reduce to reflect historical spending.											
Postage		\$807,017	\$757,017	\$50,000	x			\$851,002	\$791,002	\$60,000	x	
	Reduce to reflect the number of voters who require election materials to be mailed in various languages.											
Other Current Expenses								\$160,000	\$60,000	\$100,000	x	
	Reduce to reflect actual need.											

FY 2017-18

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund	\$0	\$85,000
Non-General Fund	\$0	\$0
Total	\$0	\$85,000

FY 2018-19

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund	\$100,000	\$200,000
Non-General Fund	\$0	\$0
Total	\$100,000	\$200,000

DEPARTMENT: REG – DEPARTMENT OF ELECTIONS

Year	Department Code	Subfund Code	Vendor No	Vendor Name	Index Code	Remaining Balance
17	REG ELECTIONS	1GAGFAAA	17929	RECOLOGY SUNSET SCAVENGER COMPANY	805002	5,425
17	REG ELECTIONS	1GAGFAAA	N/A	No Vendor	805002	97,875
					TOTAL	\$103,300

DEPARTMENT: HSS – HEALTH SERVICE SYSTEM

YEAR ONE: FY 2017-18

Budget Changes

The Department's proposed \$11,501,095 budget for FY 2017-18 is \$582,430 or 5.3% more than the original FY 2016-17 budget of \$10,918,665.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2017-18 are 51.00 FTEs, which is equal to the 51.00 FTEs in the original FY 2016-17 budget.

Revenue Changes

The Department's revenues of \$11,501,095 in FY 2017-18, are \$546,965 or 5.0% more than FY 2016-17 revenues of \$10,954,130.

YEAR TWO: FY 2018-19

Budget Changes

The Department's proposed \$11,786,820 budget for FY 2018-19 is \$285,725 or 2.5% more than the Mayor's proposed FY 2017-18 budget of \$11,501,095.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2018-19 are 51.00 FTEs, which is equal to the 51.00 FTEs in the Mayor's proposed FY 2017-18 budget.

Revenue Changes

The Department's revenues of \$11,786,820 in FY 2018-19, are \$285,725 or 2.5% more than FY 2017-18 estimated revenues of \$11,501,095.

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

DEPARTMENT: HSS – HEALTH SERVICE SYSTEM

RECOMMENDATIONS

YEAR ONE: FY 2017-18

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$56,840 in FY 2017-18. All of the \$56,840 in recommended reductions are one-time savings. These reductions would still allow an increase of \$525,590 or 4.8% in the Department’s FY 2017-18 budget.

YEAR TWO: FY 2018-19

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

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

HSS - Health Service System

Object Title	FY 2017-18				FY 2018-19				
	FTE		Amount		FTE		Amount		
	From	To	From	To	From	To	From	To	
FEE- Health Service System									
Attrition Savings	(1.61)	(2.00)	(\$166,159)	(\$206,408)			\$40,249	X	X
Mandatory Fringe Benefits			(\$68,492)	(\$85,083)			\$16,591	X	X
			<i>Total Savings</i>	\$56,840					
<p>Increase attrition savings to reflect projected and historical salary savings due to turnover and delays in hiring. The Department had salary surpluses in FY 2014-15, FY 2015-16, and the Controller is projecting a salary and benefit surplus of at least \$200,000 in FY 2016-17.</p>									

FY 2017-18

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund	\$0	\$28,988
Non-General Fund	\$0	\$27,852
Total	\$0	\$56,840

FY 2018-19

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

DEPARTMENT: HRD– HUMAN RESOURCES

YEAR ONE: FY 2017-18

Budget Changes

The Department's proposed \$93,596,222 budget for FY 2017-18 is \$1,419,942 or 1.5% less than the original FY 2016-17 budget of \$95,016,164.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2017-18 are 149.16 FTEs, which are 5.72 FTEs less than the 155.88 FTEs in the original FY 2016-17 budget. This represents a 3.7% decrease in FTEs from the original FY 2016-17 budget.

Revenue Changes

The Department's revenues of \$77,694,685 in FY 2017-18, are \$1,580,671 or 2.0% less than FY 2016-17 revenues of \$79,275,356.

YEAR TWO: FY 2018-19

Budget Changes

The Department's proposed \$96,350,809 budget for FY 2018-19 is \$2,754,587 or 2.9% more than the Mayor's proposed FY 2017-18 budget of \$93,596,222.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2018-19 are 157.24 FTEs, which are 8.08 FTEs more than the 149.16 FTEs in the Mayor's proposed FY 2017-18 budget. This represents a 5.4% increase in FTEs from the Mayor's proposed FY 2017-18 budget.

Revenue Changes

The Department's revenues of \$78,922,355 in FY 2018-19, are \$1,227,670 or 1.6% more than FY 2017-18 estimated revenues of \$77,694,685.

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

DEPARTMENT: HRD- HUMAN RESOURCES

RECOMMENDATIONS

YEAR ONE: FY 2017-18

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$200,000 in FY 2017-18. All of the \$200,000 in recommended reductions are one-time savings.

YEAR TWO: FY 2018-19

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$175,000 in FY 2018-19. All of the \$175,000 in recommended reductions are one-time savings. These reductions would still allow an increase of \$2,579,587 or 2.8% in the Department's FY 2018-19 budget.

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

HRD- Human Resources

Object Title	FY 2017-18								FY 2018-19								
	FTE				Amount				FTE				Amount				
	From	To	From	To	Savings	GF	IT	Savings	From	To	From	To	Savings	GF	IT		
Programmatic Projects- Budget													\$300,000	\$125,000	\$175,000	X	X
	<i>Total Savings</i> \$175,000																
	Reduce Programmatic Project Budget by \$175,000 for one-time savings to the Application Tracking System Replacement Project to reflect actual needs.																
Attrition Savings	(2.14)	(3.46)			(\$153,201)												
Mandatory Fringe Benefits																	
	<i>Total Savings</i> \$132,175																
	Increase Attrition Savings to reflect actual anticipated hiring date for 1.00 FTE 1241 Personnel Analyst and 1.00 FTE 1202 Personnel Clerk to 0.77 FTE for each position. Additional attrition savings anticipated as a result of position vacancies in FY18.																
Administrative Analyst	1.00	0.50			\$95,497												
Mandatory Fringe																	
	<i>Total Savings</i> \$67,826																
	Increase Attrition Savings due to delayed hiring of 1.00 FTE 1822 Administrative Analyst position by 0.5 FTE.																

FY 2017-18

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

FY 2018-19

Total Recommended Reductions			
One-Time	Ongoing	Total	
General Fund	\$175,000	\$0	\$175,000
Non-General Fund	\$0	\$0	\$0
Total	\$0	\$0	\$175,000

GF = General Fund
IT = One Time

DEPARTMENT: FAM – FINE ARTS MUSEUMS

YEAR ONE: FY 2017-18

Budget Changes

The Department's proposed \$21,792,116 budget for FY 2017-18 is \$2,430,694 or 12.6% more than the original FY 2016-17 budget of \$19,361,422.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2017-18 are 107.82 FTEs, which are 0.88 FTEs less than the 108.70 FTEs in the original FY 2016-17 budget. This represents a 0.8% decrease in FTEs from the original FY 2016-17 budget.

Revenue Changes

The Department's revenues of \$4,827,500 in FY 2017-18, are \$1,244,549 or 34.7% more than FY 2016-17 revenues of \$3,582,951.

YEAR TWO: FY 2018-19

Budget Changes

The Department's proposed \$22,907,354 budget for FY 2018-19 is \$1,115,238 or 5.1% more than the Mayor's proposed FY 2017-18 budget of \$21,792,116.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2018-19 are 107.67 FTEs, which are 0.15 FTEs less than the 107.82 FTEs in the Mayor's proposed FY 2017-18 budget. This represents a 0.1% decrease in FTEs from the Mayor's proposed FY 2017-18 budget.

Revenue Changes

The Department's revenues of \$4,827,500 in FY 2018-19, are equal to the FY 2017-18 estimated revenues of \$4,827,500.

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

DEPARTMENT: FAM – FINE ARTS MUSEUMS

RECOMMENDATIONS

YEAR ONE: FY 2017-18

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$81,585 in FY 2017-18. All of the \$81,585 in recommended reductions are one-time savings. These reductions would still allow an increase of \$2,349,109 or 12.1% in the Department’s FY 2017-18 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended encumbrances of \$2,809, for total General Fund savings of \$84,394.

YEAR TWO: FY 2018-19

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$30,000 in FY 2018-19. All of the \$30,000 in recommended reductions are one-time savings. These reductions would still allow an increase of \$1,085,238 or 5.0% in the Department’s FY 2018-19 budget.

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

FAM - Fine Arts Museum

Object Title	FY 2017-18						FY 2018-19						
	FTE		Amount		GF	1T	FTE		Amount		GF	1T	
	From	To	From	To			From	To	From	To			
Bldg; Structures & Improvements													
	EEC - Oper & Maint of Museums												
Attrition Savings	(6.64)		(\$496,191)	(\$539,551)		X							
Mandatory Fringe Benefits			(\$233,433)	(\$252,299)		X							
			<i>Total Savings</i>						\$30,000	\$0			\$30,000
	Deny budgeted amount as the Department did not provide justification for funding.												
	Increase Attrition Savings to reflect delayed hiring of the following vacant positions: Increase Attrition Savings by 0.08 FTE for 7334 Stationary Engineer as DHR has not yet posted an eligible list. Increase Attrition Savings by 0.15 FTE for 0923 Manager II as the Department is in the process of creating an eligible list. Increase Attrition Savings by 0.22 FTE for 8226 Museum Guard as DHR has not yet posted an eligible list. Note: Full time museum guards are at .875 FTE.												
Attrition Savings	(6.92)	(7.36)	(\$517,257)	(\$529,718)		X							
Mandatory Fringe Benefits			(\$243,319)	(\$250,217)		X							
			<i>Total Savings</i>										
	Increase Attrition Savings by 0.22 FTE to reflect the delayed hiring of a vacant 8202 Security Guard position. Note: Full time museum guards are at .875 FTE.												

FY 2017-18

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund	\$81,585	\$0
Non-General Fund	\$0	\$0
Total	\$81,585	\$81,585

FY 2018-19

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund	\$30,000	\$0
Non-General Fund	\$0	\$0
Total	\$0	\$30,000

DEPARTMENT: FAM – FINE ARTS MUSEUMS

Year	Department Code	Subfund Code	Vendor No	Vendor Name	Index Code	Remaining Balance
15	FAM	1GAGFAAP	15928	ROSENDIN ELECTRIC INC	612140	23.97
16	FAM	1GAGFAAA	17929	RECOLOGY SUNSET SCAVENGER COMPANY	615003	662.79
16	FAM	1GAGFAAA	17929	RECOLOGY SUNSET SCAVENGER COMPANY	615006	1,455.86
16	FAM	1GAGFAAA	C02900	HILL'S POOL SERVICE, INC.	615003	666.60
					TOTAL	\$2,809.22

DEPARTMENT: AAM – ASIAN ART MUSEUM

YEAR ONE: FY 2017-18

Budget Changes

The Department's proposed \$10,855,304 budget for FY 2017-18 is \$1,182 or 0.01% less than the original FY 2016-17 budget of \$10,856,486.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2017-18 are 56.94 FTEs, which are 0.2 FTEs less than the 57.14 FTEs in the original FY 2016-17 budget. This represents a 0.4% decrease in FTEs from the original FY 2016-17 budget.

Revenue Changes

The Department's revenues of \$695,000 in FY 2017-18, are \$67,666 or 8.9% less than FY 2016-17 revenues of \$762,666.

YEAR TWO: FY 2018-19

Budget Changes

The Department's proposed \$10,864,103 budget for FY 2018-19 is \$8,799 or .1% more than the Mayor's proposed FY 2017-18 budget of \$ 10,855,304.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2018-19 are 56.83 FTEs, which are 0.11 FTEs less than the 56.94 FTEs in the Mayor's proposed FY 2017-18 budget. This represents a 0.2% decrease in FTEs from the Mayor's proposed FY 2017-18 budget.

Revenue Changes

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

RECOMMENDATIONS

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

DEPARTMENT: AAM – ASIAN ART MUSEUM

YEAR ONE: FY 2017-18

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$30,758 in FY 2017-18. Of the \$30,758 in recommended reductions, \$0 are ongoing savings and \$30,758 are one-time savings.

YEAR TWO: FY 2018-19

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$0 in FY 2018-19. Of the \$0 in recommended reductions, \$0 are ongoing savings and \$0 are one-time savings. This would allow an increase of \$8,799 or 0.1% in the Department's FY 2018-19 budget.

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2016-17 and FY 2017-18 Two-Year Budget**

AAM - Asian Art Museum

Object Title	FY 2017-18						FY 2018-19							
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To	From	To			
EEI - Asian Arts Museum														
Attrition Savings	(3.64)	(3.87)	(\$302,619)	(\$323,955)	\$21,336	X	X	(3.64)	(3.64)	(\$311,698)	(\$311,698)	\$0	X	
Mandatory Fringe Benefits			(\$144,694)	(\$154,116)	\$9,422	X	X			(\$142,651)	(\$142,651)	\$0	X	
			<i>Total Savings</i>		\$30,758					<i>Total Savings</i>		\$0		
Increase Attrition Savings to reflect delayed hiring of vacant 1.0 FTE 7334 Stationary Engineer position. The Department just requested a new list from DHR. One-time savings.														

FY 2017-18

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund	\$0	\$30,758
Non-General Fund	\$0	\$0
Total	\$0	\$30,758

FY 2018-19

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

DEPARTMENT: ENV– ENVIRONMENT

YEAR ONE: FY 2017-18

Budget Changes

The Department’s proposed \$22,687,143 budget for FY 2017-18 is \$4,088,896 or 22.0% more than the original FY 2016-17 budget of \$18,598,247.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2017-18 are 66.86 FTEs, which are 0.94 FTEs more than the 65.92 FTEs in the original FY 2016-17 budget. This represents a 1.4% increase in FTEs from the original FY 2016-17 budget.

Revenue Changes

The Department's revenues of \$22,687,143 in FY 2017-18, are \$4,088,896 or 22.0% more than FY 2016-17 revenues of \$18,598,247.

YEAR TWO: FY 2018-19

Budget Changes

The Department’s proposed \$21,418,181 budget for FY 2018-19 is \$1,268,962 or 5.6% less than the Mayor’s proposed FY 2017-18 budget of \$22,687,143.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2018-19 are 66.67 FTEs, which are 0.19 FTEs less than the 66.86 FTEs in the Mayor’s proposed FY 2017-18 budget. This represents a 0.3% decrease in FTEs from the Mayor’s proposed FY 2017-18 budget.

Revenue Changes

The Department's revenues of \$21,418,181 in FY 2018-19, are \$1,268,962 or 5.6% less than FY 2017-18 estimated revenues of \$22,687,143.

RECOMMENDATIONS

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

DEPARTMENT: ENV - ENVIRONMENT

YEAR ONE: FY 2017-18

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$137,125 in FY 2017-18. Of the \$137,125 in recommended reductions, \$10,319 are ongoing savings and \$126,806 are one-time savings. These reductions would still allow an increase of \$3,951,771 or 21.2% in the Department's FY 2017-18 budget.

YEAR TWO: FY 2018-19

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$10,319 in FY 2018-19. Of the \$10,319 in recommended reductions, \$10,319 are ongoing savings.

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

ENV - Department of Environment														
Object Title	FY 2017-18					FY 2018-19								
	FTE		Amount		GF	1T		Savings		GF	Amount			
	From	To	From	To		From	To	From	To		From	To		
AIR TRAVEL CARBON OFFSET PROGRAM			\$ 164,158	\$ 153,839				\$ 10,319				\$ 164,158	\$ 153,839	\$ 10,319
Reduce to FY 16-17 budget of \$153,839. Department has not spent this down.														
CIS - Recycling														
Attrition Savings	-0.62	(1.12)	\$ (52,355)	\$ (94,577)				\$ 42,222		x				\$ -
Mandatory Fringe Benefits			\$ (23,410)	\$ (42,289)				\$ 18,879		x				\$ -
			Total Savings	\$ 61,101								Total Savings	\$ -	
Increase attrition savings for delayed hiring of 1.00 FTE vacant 9922 position. Job posting was listed on May 30, 2017. Furthermore, the Controller's high level monthly projections show salary surplus of \$211k in current fiscal year.														
CIO - Clean Air														
Attrition Savings	-3.68	(4.18)	\$ (337,930)	\$ (383,844)				\$ 45,914		x				\$ -
Mandatory Fringe Benefits			\$ (145,659)	\$ (165,450)				\$ 19,791		x				\$ -
			Total Savings	\$ 65,705								Total Savings	\$ -	
Increase attrition savings by for delayed hiring of 2 FTE 5638 Environmental Assistant by 0.25 FTE (0.5 FTE total) each. Controller's high level monthly report shows salary surplus of \$142k in current fiscal year														

FY 2017-18

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund \$ -	\$ -	\$ -
Non-General Fund \$ 126,806	\$ 10,319	\$ 137,125
Total \$ 126,806	\$ 10,319	\$ 137,125

FY 2018-19

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund \$ -	\$ -	\$ -
Non-General Fund \$ -	\$ 10,319	\$ 10,319
Total \$ -	\$ 10,319	\$ 10,319

DEPARTMENT: ADM-CITY ADMINISTRATOR

YEAR ONE: FY 2017-18

Budget Changes

The Department's proposed \$389,488,946 budget for FY 2017-18 is \$24,675,766 or 6.8% more than the original FY 2016-17 budget of \$364,813,180.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2017-18 are 846.38 FTEs, which are 16.86 FTEs more than the 829.52 FTEs in the original FY 2016-17 budget. This represents a 2.0% increase in FTEs from the original FY 2016-17 budget.

Revenue Changes

The Department's revenues of \$324,662,067 in FY 2017-18, are \$10,968,073 or 3.5% more than FY 2016-17 revenues of \$313,693,994.

YEAR TWO: FY 2018-19

Budget Changes

The Department's proposed \$397,692,530 budget for FY 2018-19 is \$8,203,584 or 2.1% more than the Mayor's proposed FY 2017-18 budget of \$389,488,946.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2018-19 are 847.18 FTEs, which are 0.80 FTEs more than the 846.38 FTEs in the Mayor's proposed FY 2017-18 budget. This represents a 0.1% increase in FTEs from the Mayor's proposed FY 2017-18 budget.

Revenue Changes

The Department's revenues of \$333,291,687 in FY 2018-19, are \$8,629,620 or 2.7% more than FY 2017-18 estimated revenues of \$324,662,067.

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

DEPARTMENT: ADM-CITY ADMINISTRATOR

RECOMMENDATIONS

YEAR ONE: FY 2017-18

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$780,508 in FY 2017-18, all of which are one-time savings. These reductions would still allow an increase of \$23,895,258 or 6.5% in the Department's FY 2017-18 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended encumbrances of \$42,309, for total General Fund savings of \$822,817.

YEAR TWO: FY 2018-19

The Budget and Legislative Analyst's recommended reduction of three positions in FY 2018-19 that are funded by fee revenues results in a corresponding reduction in fee revenues.

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

ADM - City Administrator's Office

Object Title	FY 2017-18						FY 2018-19					
	FTE		Amount		GF	1T	FTE		Amount		GF	1T
	From	To	From	To			From	To	From	To		
311 CALL CENTER												
OTHER CURRENT EXPENSES			\$382,500	\$262,500	X	X			\$120,000			
	Reduce other current expenses to reflect departmental spending plans.											
LIVING WAGE / LIVING HEALTH (MCO/HCAO)												
PROFESSIONAL & SPECIALIZED SERVICES			\$1,446,051	\$1,421,658	X	X			\$24,393			
	Reduce professional and specialized services to reflect departmental spending plans.											
PROCUREMENT SERVICES												
OTHER CURRENT EXPENSES			\$101,650	\$15,000	X	X			\$86,650			
	Reduce other current expenses to reflect departmental spending plans.											
CITY ADMINISTRATOR - ADMINISTRATION												
Attrition Savings			(\$478,723)	(\$635,353)	X	X			\$156,630			
Mandatory Fringe Benefits			(\$187,743)	(\$258,113)	X	X			\$70,370			
			<i>Total Savings</i>						\$227,000			
	Increase attrition savings to account for historical salary savings. Overall in this fund, the Department has 52 vacant positions and is adding 8.85 FTEs in this fund in the proposed budget. The Department has only hired seven of the twelve positions created last fiscal year. The Department has a projected General Fund salary savings of \$4.4 million in the current fiscal year and had a General Fund salary savings of \$2.7 million in FY 15-16.											

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

ADM - City Administrator's Office

Object Title	FY 2017-18						FY 2018-19					
	FTE		Amount		Savings	GF 1T	FTE		Amount		Savings	GF 1T
	From	To	From	To			From	To	From	To		
CANNABIS OVERSIGHT			\$700,000	\$377,535	\$322,465	X			\$575,000	\$57,751	**	
PROGRAMMATIC PROJECTS-BUDGET	<p>Delete three positions (detailed below) from this programmatic budget and reallocate a portion of the salary savings to hire a temporary consultant at a cost of \$150,000. The Department proposes to add three new permanent positions to develop rules for non-medical cannabis and set up a website. Rather than hiring three permanent staff to develop these rules, the Department should enter into a one-time consulting agreement with an expert.</p> <p>The City has been able to regulate medical cannabis without the need for additional management staff. Rather, the Department of Public Health has dedicated resources for health inspections and is increasing that budget in preparation for non-medical cannabis inspections. The Police, Fire, and Building Inspection departments are expected to also have additional work related to non-medical cannabis but are absorbing such work without additional budget allocations.</p> <p>The Department intends to collect permit fees for non-medical marijuana businesses to offset the costs of this new office. In December 2016, the City had 36 medical cannabis dispensaries. If 36 non-medical cannabis dispensaries open and pay permit fees, the average cost for each of these businesses to support these three positions would be \$13,124 in FY 2017-18 and \$14,368 in FY 2018-19.</p> <p>The City will still generate sales tax revenue from non-medical marijuana sales without the addition of these three permanent positions.</p>											
Manager III	1.00	0.00	\$0	\$0	\$0	X			1.00	0.00		
Principal Administrative	1.00	0.00	\$0	\$0	\$0	X			1.00	0.00		
Junior Management Assistant	0.77	0.00	\$0	\$0	\$0	X			1.00	0.00		
	Delete three proposed positions for the Office of Cannabis. The recommended savings are in the programmatic budget above.											

FY 2017-18

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund	\$780,508	\$0
Non-General Fund	\$0	\$0
Total	\$780,508	\$780,508

FY 2018-19

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

GF = General Fund
1T = One Time

DEPARTMENT: ADM-CITY ADMINISTRATOR

Year	Department Code	Subfund Code	Vendor No	Vendor Name	Index Code	Remaining Balance
16	ADM	1GAGFAAA	86441	AIRGAS USA LLC AIRGAS NAT'L CARBONATION	745008	3,421.63
16	ADM	1GAGFAAA	4678	CENTER HARDWARE CO INC	745008	141.2
16	ADM	1GAGFAAA	33128	EVERGREEN CEMETERY ASSOCIATION	745008	4,260.00
16	ADM	1GAGFAAA	85575	RANOX LABORATORIES-US LTD	745008	32,886.00
16	ADM	1GAGFAAA	34111	STERICYCLE INC	745008	1,600.15
Total						42,308.98

DEPARTMENT: TIS– TECHNOLOGY

YEAR ONE: FY 2017-18

Budget Changes

The Department’s proposed \$114,968,148 budget for FY 2017-18 is \$1,776,635 or 1.6% more than the original FY 2016-17 budget of \$113,191,513.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2017-18 are 232.16 FTEs, which are 4.36 FTEs more than the 227.80 FTEs in the original FY 2016-17 budget. This represents a 1.9% increase in FTEs from the original FY 2016-17 budget.

Revenue Changes

The Department's revenues of \$111,411,846 in FY 2017-18, are \$3,905,914 or 3.6% more than FY 2016-17 revenues of \$107,505,932.

YEAR TWO: FY 2018-19

Budget Changes

The Department’s proposed \$120,991,483 budget for FY 2018-19 is \$6,023,335 or 5.2% more than the Mayor’s proposed FY 2017-18 budget of \$114,968,148.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2018-19 are 231.75 FTEs, which are 0.41 FTEs less than the 232.16 FTEs in the Mayor’s proposed FY 2017-18 budget. This represents a 0.2% decrease in FTEs from the Mayor’s proposed FY 2017-18 budget.

Revenue Changes

The Department's revenues of \$117,451,651 in FY 2018-19, are \$6,039,805 or 5.4% more than FY 2017-18 estimated revenues of \$111,411,846.

RECOMMENDATIONS

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

DEPARTMENT: TIS– TECHNOLOGY

YEAR ONE: FY 2017-18

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$727,070 in FY 2017-18, all of which are ongoing savings. These reductions would still allow an increase of \$1,049,565 or 0.9% in the Department’s FY 2017-18 budget.

In addition, we have identified two proposed vehicle purchases totaling \$65,794 in FY 2017-18 for which approval is a policy decision for the Board of Supervisors.

YEAR TWO: FY 2018-19

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$727,070 in FY 2018-19, all of which are ongoing savings. These reductions would still allow an increase of \$5,296,265 or 4.6% in the Department’s FY 2018-19 budget.

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

TIS - Technology

Object Title	FY 2017-18						FY 2018-19							
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To	From	To			
OPERATIONS														
MAINTENANCE SVCS-EQUIPMENT			\$273,000	\$128,000	\$145,000					\$273,000	\$128,000	\$145,000		
MAINTENANCE SVCS-EQUIPMENT			\$298,700	\$138,700	\$160,000					\$303,000	\$143,000	\$160,000		
MAINTENANCE SVCS-EQUIPMENT			\$200,500	\$150,500	\$50,000					\$200,500	\$150,500	\$50,000		
			<i>Total Savings</i>		<i>\$305,000</i>			<i>Total Savings</i>		<i>\$305,000</i>				
	Reduce equipment maintenance services by \$305,000 to reflect historical underspending.													
MATERIALS & SUPPLIES-BUDGET			\$172,070	\$0	\$172,070					\$172,070	\$0	\$172,070		
MATERIALS & SUPPLIES-BUDGET			\$202,084	\$152,084	\$50,000					\$202,084	\$152,084	\$50,000		
MATERIALS & SUPPLIES-BUDGET			\$334,730	\$284,730	\$50,000					\$334,730	\$284,730	\$50,000		
			<i>Total Savings</i>		<i>\$272,070</i>			<i>Total Savings</i>		<i>\$272,070</i>				
	Reduce materials and supplies by \$272,070 to reflect historical underspending.													
	Ongoing savings													

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

TIS - Technology

Object Title	FY 2017-18				FY 2018-19				
	FTE		Amount		FTE		Amount		
	From	To	From	To	From	To	From	To	
SERVICES OF OTHER DEPTS (AAO FUNDS)			\$294,543	\$194,543			\$303,401	\$203,401	\$100,000
<p>ADMINISTRATION</p> <p>Reduce Services to Other Departments by \$100,000 to reflect historical underspending. According to the Department, this reduction does not require an offsetting adjustment in another work order.</p>									

FY 2017-18

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund	\$487,278	\$487,278
Non-General Fund	\$239,792	\$239,792
Total	\$727,070	\$727,070

FY 2018-19

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund	\$487,278	\$487,278
Non-General Fund	\$239,792	\$239,792
Total	\$727,070	\$727,070

Policy Recommendations	
GOVERNANCE AND OUTREACH	
EQUIPMENT PURCHASE	\$33,713 X X \$33,713 X X
EQUIPMENT PURCHASE	\$32,081 X X \$32,081 X X
<i>Total Savings</i>	\$65,794
<p>The City recently approved an ordinance (File 17-0210) to transition the City's passenger vehicles to Zero Emission Vehicles. As part of the ordinance, the City plans to use the opportunity to "right-size" (down-size underutilized vehicles) the overall fleet. Therefore, the recommended reduction is consistent with this policy to "right-size" the City's fleet. If these replacement vehicles are allowed, place the funds on Controller's Reserve pending the finalization of the new Vehicle Selector List to include approved zero emissions vehicles by the Office of Contract Administration.</p>	

FY 2017-18

Total Policy Recommendations		
One-Time	Ongoing	Total
General Fund	\$65,794	\$65,794
Non-General Fund	\$0	\$0
Total	\$65,794	\$65,794

FY 2018-19

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

GF = General Fund
1T = One Time

DEPARTMENT: DPW– PUBLIC WORKS

YEAR ONE: FY 2017-18

Budget Changes

The Department's proposed \$354,546,289 budget for FY 2017-18 is \$64,301,649 or 22.2% more than the original FY 2016-17 budget of \$290,244,640.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2017-18 are 1,032.18 FTEs, which are 50.74 FTEs more than the 981.44 FTEs in the original FY 2016-17 budget. This represents a 5.2% increase in FTEs from the original FY 2016-17 budget.

Revenue Changes

The Department's revenues of \$232,471,643 in FY 2017-18, are \$65,420,790 or 39.2% more than FY 2016-17 revenues of \$167,050,853.

YEAR TWO: FY 2018-19

Budget Changes

The Department's proposed \$272,122,184 budget for FY 2018-19 is \$82,424,105 or 23.2% less than the Mayor's proposed FY 2017-18 budget of \$ 354,546,289.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2018-19 are 1,052.13 FTEs, which are 19.95 FTEs more than the 1,032.18 FTEs in the Mayor's proposed FY 2017-18 budget. This represents a 1.9% increase in FTEs from the Mayor's proposed FY 2017-18 budget.

Revenue Changes

The Department's revenues of \$163,145,015 in FY 2018-19, are \$69,326,628 or 29.8% less than FY 2017-18 estimated revenues of \$232,471,643.

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

DEPARTMENT: DPW – PUBLIC WORKS

RECOMMENDATIONS

YEAR ONE: FY 2017-18

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$1,012,415 in FY 2017-18. Of the \$1,012,415 in recommended reductions, \$867,008 are ongoing savings and \$145,407 are one-time savings. These reductions would still allow an increase of \$63,289,234 or 21.8% in the Department’s FY 2017-18 budget.

In addition, we have identified 11 proposed vehicle purchases totaling \$318,754 in FY 2017-18 for which approval is a policy decision for the Board of Supervisors.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended encumbrances of \$145,700.

YEAR TWO: FY 2018-19

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$856,161 in FY 2018-19. Of the \$856,161 in recommended reductions, \$747,180 are ongoing savings and \$108,981 are one-time savings.

In addition, we have identified one proposed vehicle purchase totaling \$31,765 in FY 2017-18 for which approval is a policy decision for the Board of Supervisors.

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

Object Title	FY 2017-18						FY 2018-19					
	FTE		Amount		Savings	GF 1T	FTE		Amount		Savings	GF 1T
	From	To	From	To			From	To				
BAR- Building Repair and Maintenance												
Chevy Colorado Pick-up Truck			\$45,882	\$0	\$45,882	X					\$0	
	Deny request for one new Chevy Colorado Pick-up Truck. The City recently approved an ordinance (File 17-0210) to transition the City's passenger vehicles to Zero Emission Vehicles. As part of the ordinance, the City plans to use the opportunity to "right-size" (down-size underutilized vehicles) the overall fleet. Therefore, the recommended reduction is consistent with this policy to downsize the fleet. If approved, the additional new vehicle would increase the current size of the City's fleet.											
1 Ton Cargo Van					\$0				\$62,270	\$48,946	\$13,324	X
	Reduce amount budgeted for 1 Ton Cargo Van to reflect cost provided on vendor quote.											
	BAM- Architecture											
Attrition Savings- Misc.	(7.75)	(8.50)	(\$849,505)	(\$931,715)	\$82,210		(7.63)	(8.50)	(\$860,510)	(\$958,628)	\$98,118	
Mandatory Fringe Benefits			(\$338,212)	(\$370,942)	\$32,730				(\$350,734)	(\$390,726)	\$39,992	
			Total Savings	\$114,940					Total Savings	\$138,110		
	Increase attrition savings to reflect actual needs within the Department's Overhead Fund (25PWFOHF). The Department is projected to end the current year with at least \$2.3 million in salary and benefit savings within this subfund.											
Universal Testing Machine			\$582,000	\$580,475	\$1,525	X					\$0	
	Reduce amount budgeted for a Universal Testing Machine to reflect the vendor quote.											
Other Current Expenses			\$1,209,706	\$1,109,706	\$100,000				\$1,067,943	\$1,009,706	\$58,237	
	Reduce 035 Other Current Expenses to reflect historic spending and actual need.											
	BAZ- Street Environmental Services											
Attrition Savings- Misc.	(0.30)	(1.00)	(\$21,975)	(\$148,493)	\$126,518	X	(0.30)	(1.00)	(\$22,683)	(\$131,230)	\$108,547	X
Mandatory Fringe Benefits			(\$10,223)	(\$66,514)	\$56,291	X			(\$10,796)	(\$60,141)	\$49,345	X
			Total Savings	\$182,809					Total Savings	\$157,892		
	Increase attrition savings to reflect actual needs within its General Fund operating funds (1GAGFAAA). The Department is projected to end the current year with at least \$1.8 million in salary and benefit savings within this subfund.											
Materials and Supplies			\$1,540,690	\$1,500,000	\$40,690	X			\$1,540,690	\$1,500,000	\$40,690	X
	Reduce 040 Materials and Supplies to reflect actual need. The Department has underspent in this area consistently in the last two budget years.											
Green Machine Sweeper									\$386,154	\$335,790	\$50,364	X
	Reduce to accurately reflect quote of \$111,930 each for three green machine sweepers.											

GF = General Fund
1T = One Time

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

BAT- Street Use Management											
Attrition Savings- Misc.	(1.37)	(\$127,814)	(\$197,312)	\$69,498	X	(1.33)	(2.00)	(\$127,388)	(\$198,763)	\$71,375	X
Mandatory Fringe Benefits		(\$54,616)	(\$84,401)	\$29,785	X			(\$55,750)	(\$86,986)	\$31,236	X
		<i>Total Savings</i>	<i>\$99,283</i>					<i>Total Savings</i>	<i>\$102,611</i>		
Increase attrition savings to reflect actual needs within its General Fund operating funds (1GAGFAAA). The Department is projected to end the current year with at least \$1.8 million in salary and benefit savings within this subfund.											
BAA- Engineering											
Compact crew cab pickup								\$45,293	\$0	\$45,293	X
Disapprove request for one new Compact Crew Cab Pickup as it is proposed to replace an equivalent vehicle with only 60,000 miles driven.											
Training		\$139,550	\$125,550	\$14,000				\$139,550	\$125,550	\$14,000	
Reduce 022 Training to reflect historic spending and actual need.											
Other Current Expenses		\$550,700	\$535,700	\$15,000				\$550,700	\$535,700	\$15,000	
Reduce 035 Other Current Expenses to reflect historic spending and actual need.											
BKJ- General Administration											
Attrition Savings- Misc.	(6.25)	(\$723,396)	(\$867,782)	\$144,386		(6.51)	(6.75)	(\$776,039)	(\$861,899)	\$85,860	
Mandatory Fringe Benefits		(\$286,877)	(\$344,135)	\$57,258				(\$314,878)	(\$349,452)	\$34,574	
		<i>Total Savings</i>	<i>\$201,644</i>					<i>Total Savings</i>	<i>\$120,434</i>		
Increase attrition savings to reflect actual needs within the Department's Overhead Fund (2SPWFOHF). The Department is projected to end the current year with at least \$2.3 million in salary and benefit savings within this subfund.											
Media Wall		\$98,000	\$0	\$98,000	X						
Disapprove funds requested for a media wall, which includes various TV's due to insufficient justification.											
Other Current Expenses		\$1,069,614	\$1,014,614	\$55,000				\$1,190,573	\$1,135,573	\$55,000	
Reduce 035 Other Current Expenses to reflect historic spending and actual need.											
BA1- Urban Forestry											
Attrition Savings- Misc.	(0.08)	(\$9,321)	(\$40,087)	\$30,766		(0.08)	(0.24)	(\$9,600)	(\$41,329)	\$31,729	
Mandatory Fringe Benefits		(\$3,840)	(\$16,716)	\$12,876				(\$4,054)	(\$17,531)	\$13,477	
		<i>Total Savings</i>	<i>\$43,642</i>					<i>Total Savings</i>	<i>\$45,206</i>		
Increase attrition savings to reflect actual needs within the Department's Overhead Fund (2SPWFOHF). The Department is projected to end the current year with at least \$2.3 million in salary and benefit savings within this subfund.											

FY 2017-18

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund	\$483,758	\$483,758
Non-General Fund	\$528,657	\$528,657
Total	\$1,012,415	\$1,012,415

FY 2018-19

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund	\$363,795	\$415,625
Non-General Fund	\$383,385	\$440,536
Total	\$747,180	\$856,161

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

Policy Recommendations												
Object Title	FY 2017-18						FY 2018-19					
	FTE		Amount		Savings	GF 1T	FTE		Amount		Savings	GF 1T
	From	To	From	To			From	To	From	To		
Toyota Prius (3)			\$96,399	\$0	\$96,399	X					\$0	
	<p>Deny request for three new Toyota Prius vehicles as replacement passenger vehicles. The City recently approved an ordinance (File 17-0210) to transition the City's passenger vehicles to Zero Emission Vehicles. The City recently approved an ordinance (File 17-0210) to transition the City's passenger vehicles to Zero Emission Vehicles. As part of the ordinance, the City plans to use the opportunity to "right-size" (down-size underutilized vehicles) the overall fleet. Therefore, the recommended reduction is consistent with this policy to "right-size" the City's fleet.</p> <p>One-time savings</p>											
	<p>If these replacement vehicles are allowed, place the funds on Controller's Reserve pending the finalization of the new Vehicle Selector List to include approved zero emissions vehicles by the Office of Contract Administration.</p>											
Hybrid vehicles (8)			\$222,355	\$0	\$222,355	X					\$0	X
	<p>BAT- Street Use Management</p> <p>Deny request for eight new hybrid vehicles as replacement passenger vehicles. The City recently approved an ordinance (File 17-0210) to transition the City's passenger vehicles to Zero Emission Vehicles. The City recently approved an ordinance (File 17-0210) to transition the City's passenger vehicles to Zero Emission Vehicles. As part of the ordinance, the City plans to use the opportunity to "right-size" (down-size underutilized vehicles) the overall fleet. Therefore, the recommended reduction is consistent with this policy to "right-size" the City's fleet.</p> <p>Deny request for one new hybrid vehicle in FY 2018-19 that is a replacement passenger vehicle. The City recently approved an ordinance (File 17-0210) to transition the City's passenger vehicles to Zero Emission Vehicles. The City recently approved an ordinance (File 17-0210) to transition the City's passenger vehicles to Zero Emission Vehicles. As part of the ordinance, the City plans to use the opportunity to "right-size" (down-size underutilized vehicles) the overall fleet. Therefore, the recommended reduction is consistent with this policy to "right-size" the City's fleet.</p> <p>If these replacement vehicles are allowed, place the funds on Controller's Reserve pending the finalization of the new Vehicle Selector List to include approved zero emissions vehicles by the Office of Contract Administration.</p>											

FY 2017-18

Total Policy Recommendations		
One-Time	Ongoing	Total
General Fund	\$222,355	\$0
Non-General Fund	\$96,399	\$0
Total	\$318,754	\$0

FY 2018-19

Total Policy Recommendations		
One-Time	Ongoing	Total
General Fund	\$31,765	\$0
Non-General Fund	\$0	\$0
Total	\$31,765	\$0

DEPARTMENT: DPW– PUBLIC WORKS

Year	Department Code	Subfund Code	Vendor Name	Index Code	Remaining Balance
14	DPW	1GAGFAAA	International Fire Inc	PWB281GGFAAA	381.00
14	DPW	1GAGFAAA	International Fire Inc	PWB281GGFAAA	1,473.00
15	DPW	1GAGFAAA	Agurto Corporation DBA PESTEC	PWB281GGFAAA	1,254.00
16	DPW	1GAGFAAA	Center Hardware Co Inc	PWB281GGFAAA	174.00
15	DPW	1GAGFAAA	Safetymax Corp	PWC361GGFAAA	130.00
15	DPW	1GAGFAAA	International Effectiveness Centers	PWC361GGFAAA	240.00
15	DPW	1GAGFAAA	Catmex Maintenance	PWC361GGFAAA	75.00
16	DPW	1GAGFAAA	Daly City Saw and Lawnmower	PWC361GGFAAA	400.00
16	DPW	1GAGFAAA	Daly City Saw and Lawnmower	PWC361GGFAAA	300.00
16	DPW	1GAGFAAA	Center Hardware Co Inc	PWC361GGFAAA	100.00
16	DPW	1GAGFAAA	Center Hardware Co Inc	PWC361GGFAAA	23.00
16	DPW	1GAGFAAA	Daly City Saw and Lawnmower	PWC361GGFAAA	300.00
16	DPW	1GAGFAAA	Quenvold's Safety Shoemobiles	PWC361GGFAAA	780.00
16	DPW	1GAGFAAA	Redback Boots USA	PWC361GGFAAA	119.00
15	DPW	1GAGFAAA	Margaret J Fujioka	PWC301GGFAAA	750.00
16	DPW	2SGTFGTN	Industrial Wiper	PWC362STFGTN	237.00
16	DPW	2SGTFGTN	Daly City Saw and Lawnmower	PWC092STFGTN	500.00
16	DPW	2SGTFGTN	Daly City Saw and Lawnmower	PWC092STFGTN	420.00
16	DPW	2SGTFGTN	Daly City Saw and Lawnmower	PWC092STFGTN	174.00
16	DPW	2SGTFGTN	Daly City Saw and Lawnmower	PWC092STFGTN	921.00
16	DPW	2SGTFGTN	Lynngo Garden Materials	PWC092STFGTN	69.00
11	DPW	2SPWFOHF	GRM Information Management Services	PWA552SWFOHF	223.00
14	DPW	2SPWFOHF	California Technology Agency	PWA552SWFOHF	5,291.00
14	DPW	2SPWFOHF	California Technology Agency	PWA552SWFOHF	111.00
14	DPW	2SPWFOHF	California Technology Agency	PWA552SWFOHF	74.00
14	DPW	2SPWFOHF	California Technology Agency	PWA552SWFOHF	7,740.00
16	DPW	2SPWFOHF	California Surveying & Drafting Supply Inc	PWA552SWFOHF	3,712.00
16	DPW	2SPWFOHF	Konica Minolta Business Solutions USA Inc	PWA552SWFOHF	20,032.00

DEPARTMENT: DPW– PUBLIC WORKS

Year	Department Code	Subfund Code	Vendor Name	Index Code	Remaining Balance
16	DPW	2SPWFOHF	Konica Minolta Business Solutions USA Inc	PWA552SWFOHF	6,784.00
16	DPW	2SPWFOHF	ARC	PWA552SWFOHF	9,217.00
16	DPW	2SPWFOHF	Decorative Plant SVC Inc	PWA552SWFOHF	1,263.00
14	DPW	2SPWFOHF	Konica Minolta Business Solutions USA Inc	PWA552SWFOHF	425.00
15	DPW	2SPWFOHF	Aramark Uniform Services	PWA552SWFOHF	520.00
15	DPW	2SPWFOHF	Konica Minolta Business Solutions USA Inc	PWA552SWFOHF	272.00
15	DPW	2SPWFOHF	USA Fleet Solutions	PWA552SWFOHF	421.00
15	DPW	2SPWFOHF	JMI Sourcing LLC	PWA552SWFOHF	65.00
15	DPW	2SPWFOHF	DELTA COMPUTER SOLUTIONS INC	PWG4803WFOHF	7,644.00
15	DPW	2SPWFOHF	ROBERT HALF INTERNATIONAL INC	PWF4808WFOHF	33,240.00
16	DPW	2SPWFOHF	KONICA MINOLTA BUSINESS SOLUTNS USA INC	PWG4801WFOHF	5,156.60
16	DPW	2SPWFOHF	STAPLES BUSINESS ADVANTAGE	PWG4801WFOHF	291.29
16	DPW	2SPWFOHF	RECOLOGY SUNSET SCAVENGER COMPANY	PWG4805WFOHF	6,808.25
16	DPW	2SPWFOHF	STAPLES BUSINESS ADVANTAGE	PWG4805WFOHF	511.15
16	DPW	2SPWFOHF	KONICA MINOLTA BUSINESS SOLUTNS USA INC	PWG4806WFOHF	2,600.86
16	DPW	2SPWFOHF	KONICA MINOLTA BUSINESS SOLUTNS USA INC	PWG4806WFOHF	645.8
16	DPW	2SPWFOHF	STAPLES BUSINESS ADVANTAGE	PWG4806WFOHF	1,079.19
14	DPW	2SPWFOHF	KONICA MINOLTA BUSINESS SOLUTNS USA INC	PWC552SWFOHF	528.92
15	DPW	2SPWFOHF	ARAMARK UNIFORM SERVICES	PWC552SWFOHF	942.92
15	DPW	2SPWFOHF	COLE CLEANERS TOO	PWC552SWFOHF	65.60
16	DPW	2SPWFOHF	ARAMARK UNIFORM SERVICES	PWC552SWFOHF	93.21
16	DPW	2SPWFOHF	OLE'S CARBURETOR & ELECTRIC INC	PWC552SWFOHF	1,000.00
16	DPW	2SPWFOHF	ARAMARK UNIFORM SERVICES	PWC552SWFOHF	885.45
16	DPW	2SPWFOHF	KONICA MINOLTA BUSINESS SOLUTNS USA INC	PWC552SWFOHF	1,659.01
15	DPW	2SPWFOHF	FARWEST SANITATION & STORAGE INC	PWC552SWFOHF	23.53
15	DPW	2SPWFOHF	KONICA MINOLTA BUSINESS SOLUTNS USA INC	PWC552SWFOHF	259.88
16	DPW	2SPWFOHF	DALY CITY SAW & LAWNMOWER	PWC552SWFOHF	100.00

DEPARTMENT: DPW– PUBLIC WORKS

Year	Department Code	Subfund Code	Vendor Name	Index Code	Remaining Balance
16	DPW	2SPWFOHF	WEST COAST CONTRACTORS SERVICES	PWC552SWFOHF	500.00
16	DPW	2SPWFOHF	FARWEST SANITATION & STORAGE INC	PWC552SWFOHF	159.59
16	DPW	2SPWFOHF	WEST COAST CONTRACTORS SERVICES	PWC552SWFOHF	3,000.00
16	DPW	2SPWFOHF	BAY TRUCK ACCESSORIES INC	PWC552SWFOHF	1498.87
16	DPW	2SPWFOHF	OLE'S CARBURETOR & ELECTRIC INC	PWC552SWFOHF	173.83
16	DPW	2SPWFOHF	DALY CITY SAW & LAWNMOWER	PWC552SWFOHF	22.79
16	DPW	2SPWFOHF	WEST COAST CONTRACTORS SERVICES	PWC552SWFOHF	804.50
16	DPW	2SPWFOHF	QUENVOLD'S SAFETY SHOEMOBILES	PWC552SWFOHF	194.35
16	DPW	2SPWFOHF	THE FRAME & EYE	PWC552SWFOHF	2,790.00
16	DPW	2SPWFOHF	THE FRAME & EYE	PWC552SWFOHF	935.00
16	DPW	2SPWFOHF	TRAVERSO'S WORK SHOE HEADQUARTERS	PWC552SWFOHF	358.62
15	DPW	1GAGFACP	LYNGSO GARDEN MATERIALS	PWF331GGFACP	4,033.65
15	DPW	1GAGFACP	CENTRAL CONCRETE SUPPLY CO INC	PWF331GGFACP	189.32
15	DPW	1GAGFACP	PACIFIC NURSERIES	PWF331GGFACP	2,530.91
16	DPW	1GAGFACP	WEST COAST CONTRACTORS SERVICES	PWF331GGFACP	3.26
				TOTAL	\$145,700.35

DEPARTMENT: REC– RECREATION AND PARK

YEAR ONE: FY 2017-18

Budget Changes

The Department's proposed \$220,434,470 budget for FY 2017-18 is \$11,627,742 or 5.6% more than the original FY 2016-17 budget of \$208,806,728.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2017-18 are 943.13 FTEs, which are 7.68 FTEs more than the 935.45 FTEs in the original FY 2016-17 budget. This represents a 0.8% increase in FTEs from the original FY 2016-17 budget.

Revenue Changes

The Department's revenues of \$147,348,218 in FY 2017-18, are \$7,425,005 or 5.3% more than FY 2016-17 revenues of \$139,923,213.

YEAR TWO: FY 2018-19

Budget Changes

The Department's proposed \$195,080,953 budget for FY 2018-19 is \$25,353,517 or 11.5% less than the Mayor's proposed FY 2017-18 budget of \$220,434,470.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2018-19 are 940.46 FTEs, which are 2.67 FTEs less than the 943.13 FTEs in the Mayor's proposed FY 2017-18 budget. This represents a 0.3% decrease in FTEs from the Mayor's proposed FY 2017-18 budget.

Revenue Changes

The Department's revenues of \$120,429,441 in FY 2018-19, are \$26,918,777 or 18.3% less than FY 2017-18 estimated revenues of \$147,348,218.

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

DEPARTMENT: REC – RECREATION AND PARK

RECOMMENDATIONS

YEAR ONE: FY 2017-18

Our recommended reductions to the proposed budget total \$1,180,117 in FY 2017-18. Of the \$1,180,117 in recommended reductions, \$106,731 are ongoing savings and \$1,073,386 are one-time savings. These reductions would still allow an increase of \$10,447,625 or 5.0% in the Department's FY 2017-18 budget.

We also recommend closing out prior year unexpended encumbrances of \$7,835 for total General Fund savings of \$1,187,912.

YEAR TWO: FY 2018-19

Our recommended reduction to the proposed budget totals \$90,132 in FY 2018-19, which is ongoing savings.

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

REC - Recreation and Parks

Object Title	FY 2017-18					FY 2018-19					
	FTE		Amount		GF 1T	Savings		FTE		Amount	
	From	To	From	To		From	To	From	To	From	To
EAP - Parks											
Attrition Savings	(0.14)	(0.69)	(\$10,426)	(\$51,609)	\$41,183	x	x				
Mandatory Fringe Benefits			(\$4,814)	(\$23,830)	\$19,016	x	x				
	<i>Total Savings</i>		\$60,199								
Increase attrition savings to reflect the Department's planned hiring date of October 2017 for 3.0 FTE vacant 3410 Apprentice Gardeners in FY 2017-18.											
Attrition Savings	(5.50)	(7.63)	(\$408,398)	(\$566,842)	\$158,444	x	x				
Mandatory Fringe Benefits			(\$188,826)	(\$262,084)	\$73,258	x	x				
	<i>Total Savings</i>		\$231,702								
Increase attrition savings to reflect the Department's planned hiring timeline for 3.00 FTE vacant 3434 Arborist Technicians, 1.00 FTE vacant 3436 Arborist Technician Supervisor I, and 1.00 FTE vacant 3438 Arborist Technician Supervisor II. The 3434 Arborist Technician positions should reflect a hiring date of October 2017. The 3436 Arborist Technician Supervisor I and 3438 Arborist Technician Supervisor II positions should reflect a hiring date of January 2018.											
Attrition Savings	(3.72)	(8.50)	(\$276,372)	(\$631,187)	\$354,815	x	x				
Mandatory Fringe Benefits			(\$127,753)	(\$291,766)	\$164,013	x	x				
	<i>Total Savings</i>		\$518,828								
Increase attrition savings to reflect the Department's planned January 2018 hiring date for 9.0 FTE vacant 8208 Park Patrol Officers and 1.0 FTE vacant 8210 Head Park Patrol Officer as the exam announcement is targeted for September 2017.											
Environmental Service Worker	2.00	0.77	\$111,673	\$42,994	\$68,679	x		2.00	1.00	\$115,023	\$57,512
Mandatory Fringe Benefits			\$61,874	\$23,821	\$38,053	x				\$65,240	\$32,620
	<i>Total Savings</i>		\$106,731					<i>Total Savings</i>		\$90,132	
Eliminate 1.00 FTE vacant 7501 Environmental Service Worker position. The position has been vacant for over three years and the Department does not have a plan to fill the position. Also increase attrition savings to reflect the Department's planned October 2017 hiring date for the remaining 1.0 FTE in FY 2017-18.											

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

REC - Recreation and Parks

Object Title	FY 2017-18					FY 2018-19								
	FTE		Amount		Savings	GF	1T	FTE		Amount				
	From	To	From	To				From	To	From	To	Savings	GF	1T
ECD - Structural Maintenance														
Attrition Savings	(20.37)	(21.39)	(\$1,979,479)	(\$2,078,541)	\$99,062	x	x							
Mandatory Fringe Benefits			(\$868,276)	(\$911,729)	\$43,453	x	x							
			<i>Total Savings</i>	<i>\$142,515</i>										
	Increase attrition savings to reflect the Department's planned hiring timeline for 2.00 FTE vacant 7334 Stationary Engineers and 1.00 FTE vacant 7108 Heavy Equipment Operations Assistant Supervisor. The 7334 Stationary Engineer positions should reflect a hiring date of October 2017. The 7108 Heavy Equipment Operations Assistant Supervisor position should reflect a hiring date of January 2018.													
	EAA - Golden Gate Park													
Attrition Savings	(3.59)	(4.71)	(\$264,051)	(\$346,105)	\$82,054	x	x							
Mandatory Fringe Benefits			(\$122,570)	(\$160,658)	\$38,088	x	x							
			<i>Total Savings</i>	<i>\$120,142</i>										
	Increase attrition savings to reflect the Department's planned hiring date of January 2018 for 2.0 FTE vacant 3428 Nursery Specialists in FY 2017-18 because the hiring manager has not yet requested to fill the positions.													

FY 2017-18

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund	\$1,073,386	\$1,180,117
Non-General Fund	\$0	\$0
Total	\$1,073,386	\$1,180,117

FY 2018-19

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund	\$0	\$90,132
Non-General Fund	\$0	\$0
Total	\$0	\$90,132

DEPARTMENT: REC- RECREATION AND PARK

Year	Department Code	Subfund Code	Vendor No	Vendor Name	Index Code	Remaining Balance
17	REC	1GAGFACP	52891	FARWEST SANITATION & STORAGE INC	REC367656	571.35
17	REC	1GAGFACP	38602	HORTSCIENCE INC	REC367656	837.50
17	REC	1GAGFACP	53805	THE GORDIAN GROUP INC	REC367656	47.94
17	REC	1GAGFACP	38602	HORTSCIENCE INC	REC367656	216.25
17	REC	1GAGFACP	84441	BAYLANDS SOIL PROCESSING LLC	REC367656	2,397.00
17	REC	1GAGFACP	61924	ART SIGN & BANNER SERVICE	REC367656	471.30
17	REC	1GAGFACP	61924	ART SIGN & BANNER SERVICE	REC367656	1,170.96
17	REC	1GAGFACP	66034	PRIORITY ARCHITECTURAL GRAPHICS	REC367656	1,350.00
17	REC	1GAGFACP	02325	ARCHITECTURAL RESOURCES GROUP	REC367656	2.72
17	REC	1GAGFACP	07901	SAN FRANCISCO PARKS ALLIANCE	REC367656	769.89
					TOTAL	\$7,835

DEPARTMENT: BOARD OF SUPERVISORS- BOS

YEAR ONE: FY 2017-18

Budget Changes

The Department's proposed \$15,739,186 budget for FY 2017-18 is \$1,091,203 or 7.4% more than the original FY 2016-17 budget of \$14,647,983.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2017-18 are 77.05 FTEs, which are .51 FTEs more than the 76.54 FTEs in the original FY 2016-17 budget. This represents a 0.7% increase in FTEs from the original FY 2016-17 budget.

Revenue Changes

The Department's revenues of \$382,156 in FY 2017-18, are \$20,807 or 5.2% less than FY 2016-17 revenues of \$402,963.

YEAR TWO: FY 2018-19

Budget Changes

The Department's proposed \$15,634,842 budget for FY 2018-19 is \$104,344 or 0.7% less than the Mayor's proposed FY 2017-18 budget of \$15,739,186.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2018-19 are 76.20 FTEs, which are 0.85 FTEs less than the 77.05 FTEs in the Mayor's proposed FY 2017-18 budget. This represents a 1.1% decrease in FTEs from the Mayor's proposed FY 2017-18 budget.

Revenue Changes

The Department's revenues of \$379,146 in FY 2018-19, are \$3,010 or 0.79% less than FY 2017-18 estimated revenues of \$382,156.

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

DEPARTMENT: BOS – BOARD OF SUPERVISORS

RECOMMENDATIONS

YEAR ONE: FY 2017-18

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$61,400 in FY 2017-18. Of the \$61,400 in recommended reductions, \$46,144 are ongoing savings and \$15,256 are one-time savings. These reductions would still allow an increase of \$1,029,803 or 7.0% in the Department’s FY 2017-18 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended encumbrances of \$17,529, for total General Fund savings of \$78,929.

YEAR TWO: FY 2018-19

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$37,155 in FY 2018-19. Of the \$37,155 in recommended reductions, all \$37,155 are ongoing savings.

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

BOS - Board of Supervisors

Object Title	FY 2017-18				FY 2018-19				
	FTE		Amount		FTE		Amount		
	From	To	From	To	From	To	From	To	
FAE- Clerk of the Board									
Attrition Savings			(\$40,549)	(\$53,363)			(\$41,765)	(\$48,172)	\$6,407 x
Mandatory Fringe Benefits			(\$16,546)	(\$21,825)			(\$17,439)	(\$20,136)	\$2,697 x
			<i>Total Savings</i>	<i>\$18,093</i>			<i>Total Savings</i>	<i>\$9,104</i>	
Increase Attrition Savings due to prior year surplus salaries and projected current year vacancies.									
Commission Member Stipends			\$122,973	\$107,000			\$122,973	\$107,000	\$15,973 x
Mandatory Fringe Benefits			\$9,739	\$8,453			\$9,739	\$8,453	\$1,286 x
			<i>Total Savings</i>	<i>\$17,259</i>			<i>Total Savings</i>	<i>\$17,259</i>	
Reduce total Assessment Appeals Board stipends needing to be paid based on reduced number of appeals being filed and hearings required to be held.									
Other Current Expenses			\$100,244	\$97,244			\$3,000	\$3,000	x
Reduce one time Other Current Expenses based on updated projected needs for FY 2017-18.									
FAL - Youth Commission									
Attrition Savings			\$0	(\$8,377)			\$8,377	x	x
Mandatory Fringe Benefits			\$0	(\$3,879)			\$3,879	x	x
			<i>Total Savings</i>	<i>\$12,256</i>					
Increase Attrition Savings due to projected vacancy in FY 2017-18.									
FAA - Board of Supervisors									
Premium Pay			\$79,369	\$69,369			\$79,369	\$69,369	\$10,000 x
Mandatory Fringe Benefits			\$6,286	\$5,494			\$6,286	\$5,494	\$792 x
			<i>Total Savings</i>	<i>\$10,792</i>			<i>Total Savings</i>	<i>\$10,792</i>	
Reduce Premium Pay because cost of longevity premiums for legislative aides has been reduced.									

FY 2017-18

Total Recommended Reductions			
	One-Time	Ongoing	Total
General Fund	\$15,256	\$46,144	\$61,400
Non-General Fund	\$0	\$0	\$0
Total	\$15,256	\$46,144	\$61,400

FY 2018-19

Total Recommended Reductions			
	One-Time	Ongoing	Total
General Fund	\$0	\$37,155	\$37,155
Non-General Fund	\$0	\$0	\$0
Total	\$0	\$37,155	\$37,155

DEPARTMENT: BOARD OF SUPERVISORS- BOS

Year	Department Code	Subfund Code	Vendor No	Vendor Name	Index Code	Remaining Balance
17	BOS	1GAGFAAA	51502	MACIAS GINI & O'CONNELL LLP	015013	\$17,529.00
					TOTAL	\$17,529.00