

File No. 170653

Committee Item No. 1

Board Item No. _____

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: Budget & Finance Committee

Date June 21, 2017

Board of Supervisors Meeting

Date _____

Cmte Board

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| <input type="checkbox"/> | <input type="checkbox"/> | Form 126 – Ethics Commission |
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Completed by: Linda Wong Date June 16, 2017
 Completed by: Linda Wong Date _____

To view this document in its entirety, please visit the following link: <https://sfgov.legistar.com/LegislationDetail.aspx?ID=3064404&GUID=31CFA0A7-A7C6-44A7-9C54-6E21D126D088&Options=ID|Text|&Search=170653>

CITY AND COUNTY OF SAN FRANCISCO

MAYOR'S PROPOSED BUDGET

AND

APPROPRIATION ORDINANCE

AS OF JUNE 1, 2017



File No. 170653 Ordinance _____

**FISCAL YEAR ENDING JUNE 30, 2018 and
FISCAL YEAR ENDING JUNE 30, 2019**

To view this document in its entirety, please visit the following link: <https://sfgov.legistar.com/LegislationDetail.aspx?ID=3064404&GUID=31CFA0A7-A7C6-44A7-9C54-6E21D126D088&Options=ID|Text|&Search=170653>

City & County of San Francisco, California

MAYOR'S 2017-2018 & 2018-2019

PROPOSED BUDGET

MAYOR EDWIN M. LEE



MAYOR'S OFFICE OF PUBLIC POLICY AND FINANCE

Melissa Whitehouse, Director of Mayor's Office of
Public Policy and Finance

Kelly Kirkpatrick, Deputy Budget Director

Laura Busch, Senior Fiscal and Policy Analyst

Theodore Conrad, Senior Fiscal and Policy Analyst

Ashley Groffenberger, Fiscal and Policy Analyst

Carlo Manaois, Fiscal and Policy Analyst

Christopher Muyo, Fiscal and Policy Analyst

Nereida Heller, Fiscal and Policy Analyst

Raven Anderson, Fiscal and Policy Analyst

Marie Valdez, Fiscal and Policy Assistant

OFFICE OF THE MAYOR
SAN FRANCISCO



EDWIN M. LEE
MAYOR

To: Angela Calvillo, Clerk of the Board of Supervisors
From: Melissa Whitehouse, Mayor's Acting Budget Director
Date: June 1, 2017
Re: Mayor's FY 2017-18 and FY 2018-19 Budget Submission

Madam Clerk,

In accordance with City and County of San Francisco Charter, Article IX, Section 9.100, the Mayor's Office hereby submits the Mayor's proposed budget by June 1st, corresponding legislation, and related materials for Fiscal Year 2017-18 and Fiscal Year 2018-19.

In addition to the Annual Appropriation Ordinance, Annual Salary Ordinance, and Mayor's Proposed FY 2017-18 and FY 2018-19 Budget Book, the following items are included in the Mayor's submission:

- The budget for the Treasure Island Development Authority for FY 2017-18 and FY 2018-19
- The budget for the Office of Community Investment and Infrastructure for FY 2017-18
- 21 separate pieces of legislation (see list attached)
- A Transfer of Function letter detailing the transfer of 3.0 positions from the City Administrator's Office to the Public Utilities Commission
- An Interim Exception letter
- A letter addressing funding levels for consumer price index increases for nonprofit corporations or public entities for the coming two fiscal years

If you have any questions, please contact me at (415) 554-6253.

Best Regards,

A handwritten signature in black ink, appearing to read "Melissa Whitehouse".

Melissa Whitehouse
Mayor's Budget Director

cc: Members of the Board of Supervisors
Harvey Rose
Controller

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DEPT	Budget & Finance Committee Calendar Date	Description or Title of Local Legislation	Type of Legislation
PAB	June 8 - Thursday	Administrative Code - Board of Appeals Surcharges on Permit Fees	Ordinance
MTA	June 15 -Thursday	Re-Appropriation -- 2014 Transportation and Road Improvements General Obligation Bonds Series 2015B Projects - \$26,200,000 - FY2017-18	Ordinance
ADM	June 15 -Thursday	Administrative Code - Cannabis Regulation	Ordinance
AIR	June 15 -Thursday	Appropriation - Airport Hotel Project of \$70,060,000 and Re-Appropriation - Hotel Special Facility Revenue Bond of \$25,000,000 - Airport Commission - FY2016-2017	Ordinance
CON	June 15 -Thursday	Neighborhood Beautification and Graffiti Clean-up Fund Tax Designation Ceiling	Ordinance
CON	June 15 -Thursday	Resolution Adjusting the Access Line Tax with the Consumer Price Index of 2017	Resolution
CON	June 15 -Thursday	Authorization the Examination of Prepaid Mobile Telephony Service Surcharge and Local Charge Records.	Resolution
CON	June 15 -Thursday	Proposition J Contract Certification--Security Guard Services	Resolution
CON	June 15 -Thursday	Proposition J Contract Certification Specified Contracted-Out Services Previously Approved	Resolution
MOHCD	June 15 -Thursday	Planning Code - Establish Fee for Monitoring of Student Housing by Mayor's Office of Housing and Community Development	Ordinance
PUC	June 15 -Thursday	Appropriation -- Proceeds from Waster Enterprise Fund Balance Revenue Bonds - Property Purchase Located at Rollins Road - FY 2017-2018 - \$9,132,962	Ordinance
PUC	June 15 -Thursday	Amending Ordinance 112-16---Public Utilities Commission Water Revenue Bond Issuance---Not to Exceed \$274,130,430	Ordinance
ART	June 16 -Friday	Administrative Code - Arts Commission Contracting Authority	Ordinance
DPH	June 16 -Friday	Business and Tax Regulations Code - Emergency Medical Services Fees	Ordinance
DPH	June 16 -Friday	Health Code - Patient Rates 2017-2019	Ordinance
DPH	June 16 -Friday	Accept and Expend Grants- Recurring State Grant Funds - Department of Public Health- FY2017-2018	Resolution
DPH	June 16 -Friday	Agreement -- Department of Public Health -- Proposition 47 Grant Program	Resolution
DPH	June 16 -Friday	Agreement -- Department of Public Health -- LEAD SF Pilot Program	Resolution
FIR	June 16 -Friday	Fire Code - Fire Department Fees	Ordinance
HOM	June 16 -Friday	Homelessness and Supportive Housing Fund - FYs 2017-2018 and 2018-2019 Expenditure Plans	Resolution
LIB	June 16 -Friday	Accept and Expend Grant - Friends of San Francisco Public Library - Annual Grant Award, FY2017-2018 - Up to \$753,851 of In-Kind Gifts, Services, and Cash Monies	Resolution

OFFICE OF THE MAYOR
SAN FRANCISCO



EDWIN M. LEE
MAYOR

To: Angela Calvillo, Clerk of the Board of Supervisors
From: Melissa Whitehouse, Mayor's Budget Director, Acting
Date: June 1, 2017
Re: Minimum Compensation Ordinance and the Mayor's FY 2017-18 and FY 2018-19
Proposed Budget

Madam Clerk,

Pursuant to Proposition J, the Minimum Wage Ordinance, passed by the voters of San Francisco in November 2014, the minimum wage now exceeds the value of minimum compensation as defined in San Francisco Administrative Code, SEC 12P.3. This letter provides notice to the Board of Supervisors that the Mayor's Proposed Budget for Fiscal Years (FY) 2017-18 and FY 2018-19 contains funding to support minimum wage for nonprofit corporations and public entities in FY 2017-18 and FY 2018-19.

If you have any questions, please contact my office.

Sincerely,

A handwritten signature in black ink, appearing to read "Melissa Whitehouse".

Melissa Whitehouse
Mayor's Budget Director

cc: Members of the Board of Supervisors
Harvey Rose
Controller

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2017 JUN -1 AM 11:55
BY [initials]

OFFICE OF THE MAYOR
SAN FRANCISCO



EDWIN M. LEE
MAYOR
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To: Angela Calvillo, Clerk of the Board of Supervisors
From: Melissa Whitehouse, Mayor's Acting Budget Director
Date: June 1, 2017
Re: Interim Exceptions to the Annual Salary Ordinance

I herein present exceptions to the Annual Salary Ordinance (ASO) for consideration by the Budget and Finance Committee of the Board of Supervisors. The City's standard practice is to budget new positions at 0.77 FTE. Where there is justification for expedited hiring however, the Board may authorize exceptions to the Interim ASO, which allow new positions to be filled in the first quarter of the fiscal year, prior to final adoption of the budget.

Exceptions are being requested for the following positions:

General Fund Positions (18.2 FTE)

• **City Administrator (6.0 FTE)**

1324 Customer Service Agent (2.0 FTE) and 1326 Customer Service Agent Supervisor (1.0 FTE) are not new positions. These positions are at 311 and are currently filled as temporary exempt. Now that the pilot work order from the Treasurer-Tax Collector will continue indefinitely, this staff must be transferred to permanent positions. 2992 Contract Compliance Officer I (1.0 FTE) is not a new position. This position was filled in the current year as temporary, as it is funded by a mid-year work order from the Mayor's Office of Housing and Community Development. When the work order is formalized in the upcoming budget, the staffer will move to the newly created position on July 1. 1822 Administrative Analyst (1.0 FTE) will staff the Office of Civic Engagement & Immigrant Affairs in order to do Sanctuary city training to city departments. This new position is funded as part of the Mayor's Rebalancing Plan from December 2016. Finally, a Manager III 0931 (1.0 FTE) will be the Director of the Office; an interim exception is needed because the person in this role will need to establish an entire office and develop policies and procedures around recreational cannabis by January 1, 2018, on which date recreational cannabis sales will become legal in San Francisco.

• **Public Defender (5.0 FTE)**

8106 Legal Process Clerk (1.0 FTE), 8173 Legal Assistant (1.0 FTE), and 8177 Attorney (3.0 FTE). One full time 8173 Legal Assistant and three full time 8177 Attorneys are not new positions. They support the newly formed Immigration Defense Unit at the Public Defender's Office, established in April 2017; these positions were initially hired and funded with temporary salary dollars in FY 2016-17, and will be transferred from temporary to a three-year, limited term positions beginning in July 2017. One new full time 8106 Legal Process Clerk will support the newly formed Immigration Defense Unit at the Public Defender's Office, established in April 2017.

- **Department of Public Works (3.0 FTE)**
0922 Manager I (1.0 FTE), 1823 Senior Administrative Analyst, (1.0 FTE), and 1842 Management Assistant (1.0 FTE) are not new positions. Rather, they were filled as temporary exempt positions in FY 2016-17. These positions are part of the Fix-It team.
- **Fire Department (2.0 FTE)**
H022 Lt, Bureau Of Fire Prevention & Public Safety (1.0 FTE) and H040 Battalion Chief, (Fire Department) (1.0 FTE) are not new positions. Rather, they are existing employees continuing on a work order with the Department of Building Inspection for public information and outreach projects. These positions represent a continuation of a successful program that began one year ago and is expected to continue through both budget years.
- **Adult Probation Department (1.5 FTE)**
8434 Supervising Adult Probation (0.5 FTE) and 8529 Probation Assistant (1.0 FTE) are not new positions. Rather, these positions were budgeted and filled in Fiscal Year 2016-17, and they were not annualized. A lapse in funding would result in a disruption to operations; therefore, these positions must continue through this technical budget correction.
- **Department of Children, Youth, and Families (0.7 FTE)**
9770 Community Development Assistant (0.7 FTE) is not a new position. Rather, the current employee will become partially grant-funded beginning in FY 2017-18. Since draw down on the grant will begin in July, this position shows as an interim exception. This 0.7 FTE is the DCYF-funded portion of the position which is partially funded by the grant.

Non-General Fund Positions (23.21 FTE)

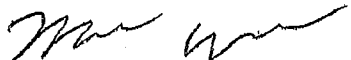
- **Assessor (7.0 FTE)**
1820 Junior Administrative Analyst (3.0 FTE), 4213 Assessor-Recorder Office Assistant (1.0 FTE), and 4215 Assessor-Recorder Senior Office Specialist (1.0 FTE) are not new positions. The 4265 Senior Real Property Appraisers (2.0 FTE) are new off-budget grant-funded positions. The Assessor-Recorder wishes to extend three existing 1820 grant positions, one 4213, and one 4215, for one year with grant funding carryover generated by delayed hiring. There will be no General Fund Impact. The two 4265 Senior Real Property Appraisers are requested for the renewal of State-County Partnership Agreement Grant Program. The Assessor's Department wishes to add as interim exception to avoid delay in hiring once the grant comes through. There will be no General Fund Impact.
- **City Administrator (7.0 FTE)**
2708 Custodian (7.0 FTE) are not new positions. The current budget action makes permanent these existing temporary positions in the Real Estate Division that work as curators at a Human Services Agency office building that began using the Real Estate Division for custodial service. Interim exceptions are needed because the positions are already filled.
- **Department of Technology (3.0 FTE)**
1044 IS Engineer-Principal (3.0 FTE) are not new positions. These positions are existing project-funded positions that will renew in FY 2017-18 due to continued project funding.
- **Human Services Agency (3.0 FTE)**
0941 Manager VI (1.0 FTE) and 2917 Program Support Analyst (2.0 FTE) are not new positions. The 2917s were transferred from General Fund to Dignity Fund in the Base budget

and appear as Interim Exceptions due to technical budget correction. The 0941 is a fully grant-funded position that was added in last year's budget. The current budget moves the position from an old grant detail (SSCCRL16) to new grant detail (SSCCRL18), but the position is continuing and not new.

- **Public Library (2.0 FTE)**
1222 Senior Payroll and Personnel Clerk (1.0 FTE) and 1244 Senior Personnel Analyst (1.0 FTE) are not new positions. Both 1222 and 1244 were hired TEX, temporary salaries. The Library will need both positions at 1.00 FTE so as to continue to provide recruitment and processing support system-wide. Both positions are crucial to ensure timely hiring and onboarding process for Branch expanded hours in June.
- **Adult Probation Department (0.91 FTE)**
8444 Deputy Probation Officer (0.67 FTE) and 9920 Public Service Aide (0.24 FTE) are not new positions. Rather, these positions are grant-funded with current staffing in place. These ongoing grants fund the Domestic Violence Specialized probation program and the Drug Elimination Team in cooperation with the Department of Children, Youth and Their Families. These positions are filled and funded, and must continue, since a lapse in staffing will result in a disruption to program operations.
- **Department of Department of Children, Youth & Their Families (0.3 FTE)**
9770 Community Development Assistant (0.3 FTE) is not a new position. Rather, the current employee will become partially grant-funded beginning in FY 2017-18. Since draw down on the grant will begin in July, this position shows as an interim exception.

Please do not hesitate to contact me if you have any questions regarding the requested interim exceptions to the Annual Salary Ordinance.

Sincerely,



Melissa Whitehouse
Mayor's Budget Director

cc: Members of the Budget and Finance Committee
Harvey Rose
Controller

OFFICE OF THE MAYOR
SAN FRANCISCO



EDWIN M. LEE
MAYOR

205-11
COP, Leg Dep
Aides, Leg Clerk

To: Angela Calvillo, Clerk of the Board of Supervisors
From: Melissa Whitehouse, Mayor's Acting Budget Director
Date: June 1, 2017
Re: Notice of Transfer of Functions under Charter Section 4.132

This memorandum constitutes notice to the Board of Supervisors under Charter Section 4.132 of transfers of functions between departments within the Executive Branch. All positions are regular positions unless otherwise specified. The positions include the following:

Three positions (3.0 FTE 7332) of Maintenance Machinists to be transferred from City Administrator's General Services Administration (GSA) Fleet Machine Shop to the Public Utilities Commission's Water Enterprise City Distribution Division Machine Shop. This will not increase net FTEs. Currently, the GSA Fleet Machine Shop provides fabrication and repair services for SFFD's Auxiliary Water Supply System (AWSS) through a work order. This work order will be shifted from ADM to PUC with this transfer of function. PUC is already managing and maintaining AWSS for SFFD, so this would move AWSS work under one roof.

If you have any questions please feel free to contact my office.

Sincerely,

A handwritten signature in black ink, appearing to read "Melissa Whitehouse".

Melissa Whitehouse
Mayor's Budget Director

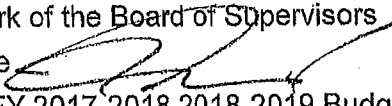
cc: Members of the Budget and Finance Committee
Harvey Rose
Controller

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SAN FRANCISCO



EDWIN M. LEE
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TO: Angela Calvillo, Clerk of the Board of Supervisors
FROM: *Ed* Mayor Edwin M. Lee 
RE: Mayor's Proposed FY 2017-2018 2018-2019 Budget Trailing Legislation
DATE: June 1, 2017

Attached for introduction to the Board of Supervisors is Mayor's FY 2017-2018 2018-2019 Proposed Budget Trailing legislation.

June 8, 2017 Budget & Finance Committee

- Resolution approving the Interim Budget of the Treasure Island Development Authority for FY2017-2018 and FY2018-2019.
- ✓ - Resolution approving the Budget of the Treasure Island Development Authority for FY2017-2018 and FY2018-2019.
- Ordinance amending the Administrative Code to adjust existing surcharges on permit fees, license fees, permit review fees, and permit and license renewal fees for permits and licenses issued by the Planning Department, Department of Building Inspection, Department of Public Health and Police Department that may be appealed to the Board of Appeals.
- Resolution approving the Fiscal Year (FY) 2017-2018 Budget of the Office of Community Investment and Infrastructure (OCII), operating as the Successor Agency to the San Francisco Redevelopment Agency.

June 15, 2017 Budget & Finance Committee

- Ordinance amending the Administrative Code to establish an Office of Cannabis; to authorize the Director of the Office of Cannabis to issue permits to cannabis-related businesses; and to delegate to the Director of the Office of Cannabis the authority to establish permit application and annual license fees, subject to approval by the Controller.
- Ordinance adopting the Neighborhood Beautification and Graffiti Clean-up Fund Tax designation ceiling for tax year 2017.
- Resolution concurring with the Controller's establishment of the Consumer Price Index for 2017, and adjusting the Access Line Tax by the same rate.
- Resolution authorizing the Controller's Office and Office of the Treasurer and Tax Collector to examine the prepaid mobile telephony services surcharge and local charges collected by the State Board of Equalization.

- Resolution concurring with the Controller's certification that services previously approved can be performed by private contractor for a lower cost than similar work performed by City and County employees, for the following services: budget analyst (Board of Supervisors); citywide custodial services (excluding City Hall), citywide security services, central shops security, convention facilities management (General Services Agency—City Administrator); mainframe system support (General Services Agency—Technology); security services (Human Services Agency); food services for jail inmates (Sheriff); assembly of vote-by-mail envelopes (Department of Elections)
- Resolution concurring with the Controller's certification that security services at the new Medical Examiner facility at 1 Newhall St. can be performed by a private contractor for a lower cost than similar work performed by City and County employees at the General Services Agency—City Administrator.
- Ordinance amending the Planning Code to establish a fee for the Mayor's Office of Housing and Community Development to monitor Student Housing, affirming the Planning Department's determination under the California Environmental Quality Act; and making findings of public convenience, necessity, and welfare under Planning Code Section 302.
- Ordinance amending Ordinance No. 112-16 to authorize an increase of the issuance and sale of tax-exempt or taxable Water Revenue Bonds and other forms of indebtedness (as described below) by the San Francisco Public Utilities Commission (Commission) in an aggregate principal amount not to exceed \$274,130,430 to finance the costs of various capital water projects benefitting the Water Enterprise, including in addition the Rollins Road Property (as described below) pursuant to amendments to the Charter of the City and County of San Francisco enacted by the voters on November 5, 2002 as Proposition E; authorizing the issuance of Water Revenue Refunding Bonds; declaring the Official Intent of the Commission to Reimburse Itself with one or more issues of tax-exempt or taxable bonds or other forms of indebtedness; and ratifying previous actions taken in connection therewith.
- Ordinance appropriating \$9,132,962 of proceeds from Water Enterprise Revenue Bonds to purchase the property located at 1657-1663 Rollins Road, Burlingame that has been served as the primary work location for SFPUC staff from the Water Quality Division, the Natural Resources & Land Management Division, and the Water Supply & Treatment Division in FY 2017-2018; and placing \$9,132,962 of proceeds on Controller's Reserve pending receipt of proceeds of indebtedness.
- Ordinance appropriating \$70,060,000, consisting of \$35,000,000 of proceeds from the sale of Airport Capital Plan Bonds and \$60,000 from fund balance, and \$35,000,000 of proceeds transfer from Hotel Special Facility Revenue Bonds to support San Francisco International Airport Hotel Project and placing \$70,000,000 on Controller's Reserve pending receipt of proceeds of indebtedness; de-appropriating and re-appropriating \$25,000,000 of Hotel Special Facility Revenue Bonds.

- Ordinance Re-appropriating \$26,200,000 of 2014 Transportation and Road Improvements General Obligation Bonds Series 2015B funded Better Market Street projects and Muni Forward and Pedestrian Safety Improvements Projects to Transit projects including Muni Facility Upgrades in FY2017-18. (8th or 15th?)

June 16, 2017 Budget & Finance Committee

- Ordinance amending the Administrative Code to authorize the Arts Commission to contract for the development, fabrication, maintenance, conservation, removal, or installation of art work.
- Ordinance amending the Business and Tax Regulations Code to require that payment of emergency medical services fees be made to the Department of Public Health rather than the Department of Emergency Management.
- Ordinance amending the Health Code to set patient rates and other services provided by the Department of Public Health for patient and other services rendered, starting July 1, 2017, and continuing through June 30, 2019.
- Resolution authorizing the acceptance and expenditure of State grant funds by the San Francisco Department of Public Health of FY2017-2018.
- Resolution authorizing the Director of Health to sign an agreement, on behalf of the City and County of San Francisco, with the California Board of State and Community Corrections for participation in the Law Enforcement Assisted Diversion Pilot Program for the period of July 1, 2017 to June 30, 2019.
- Ordinance amending the Fire Code to increase the fees for certain Fire Department services, and affirming the Planning Department's determination under the California Environmental Quality Act.
- Resolution approving the FYs 2017-2018 and 2018-2019 Expenditure Plans for the Department of Homelessness and Supportive Housing Fund.
- Resolution authorizing the San Francisco Public Library to accept and expend a grant in the amount of up to \$753,851 of in-kind gifts, services, and cash monies from the Friends of the San Francisco Public Library for direct support for a variety of public programs and services in FY2017-2018.
- Resolution authorizing the Director of Health to sign an agreement, on behalf of the City and County of San Francisco, with the California Board of State and Community Corrections for participation in the Proposition 47 Grant Program for the period of July 1, 2017 to August 15, 2020.

Should you have any questions, please contact Mawuli Tugbenyoh (415) 554-5168.

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

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

June 7, 2017


TO: Budget and Finance Committee
FROM: Budget and Legislative Analyst 
SUBJECT: June 8, 2017 Budget and Finance Committee Meeting

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	17-0654	Proposed Annual Salary Ordinance – FYs 2017-2018 and 2018-2019	1

Items 13 and 14 Files 17-0653 and 17-0654	Controller
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MANDATE STATEMENT/ DETAILS OF PROPOSED LEGISLATION

The proposed legislation would approve the FY 2017-18 and FY 2018-19 Annual Appropriation Ordinance (File 17-0653) and Annual Salary Ordinance (File 17-0654). The proposed ordinances contain the administrative provisions governing the Annual Appropriation Ordinance and Annual Salary Ordinance.

Administrative Provisions of the Annual Appropriation Ordinance

Major revisions recommended by the Controller to the Administrative Provisions of the Annual Appropriation Ordinance (AAO) are as follows:

- Section 26.1: This is a new provision authorizing the Controller to apply operational savings in the budgets of the Tax Collector, Assessor, and Controller to the Property Tax System Replacement Project, in order to minimize new appropriations. We recommend that the Controller report to the Budget and Legislative Analyst's Office and Budget and Finance Committee, no later than June 1, 2018 for the FY 2018-19 budget review, the specific amount of operational savings, including details on the source of such savings, in the budgets of Tax Collector, Assessor, and Controller that are re-allocated to the Property Tax System Replacement Project.
- Section 32: The FY 2016-17 AAO allocated \$60,000,000 to a budget contingency reserve for the purpose of managing cost and revenue uncertainty in the FY 2017-18 (the second year of the two-year FY 2016-17 and FY 2017-18 budget). This provision is revised to reduce the budget contingency reserve in FY 2017-18 to \$50,000,000 and specify that the budget contingency reserve is designated for the Zuckerberg San Francisco General Hospital Operating Fund for the purpose of managing cost and revenue uncertainty related to federal and state changes to the administration and funding of the Affordable Care Act during the term of proposed budget.
- Section 33: This is a new provision allocating \$10,000,000 of unassigned fund balance from FY 2016-17 to a budget contingency reserve in FY 2018-19 (the second year of the two-year FY 2017-18 and FY 2018-19 budget) for the purpose of managing state and federal revenue uncertainty. This assignment shall not be included in the calculations of deposits to the Budget Stabilization Reserve as required in Administrative Code Section 10.60 (c).
- Section 35: This is a new provision covering allocation of funding from the general purpose tax on the distribution of sugar-sweetened beverages effective January 1, 2018 to programs to reduce the consumption of sugar-sweetened beverages in San Francisco. Under this provision, the Controller shall allocate program funds according to

the recommendations of the Sugary Drinks Distributor Tax Advisory Committee (as established by the voters in Proposition V in November 2016), subject to approval of the Mayor's Budget Director and Chair of the Board of Supervisors Budget Committee. The Budget and Legislative Analyst recommends revising the proposed provision to require Board of Supervisors approval of funding allocations.

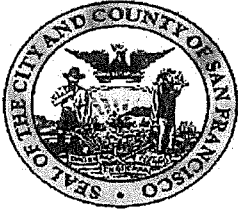
Administrative Provisions of the Annual Salary Ordinance

The Annual Salary Ordinance (ASO) administrative provisions have the following revisions:

- Section 2.1 increases the stipend paid to Public Utilities Commission and Recreation and Park Department employees who live outside of the areas served by Health Service System plans other than the City Health Plan. The stipend for (a) such Public Utilities Commission and Recreation and Park Department employees increases from \$191.14 to \$982.44 per month for family coverage; and (b) Public Utilities Commission employees increases \$66.79 to \$700.73 per month for employee plus one dependent. In FY 2016-17 the Health Service System Board approved subsidizing the City Health Plan rates, using claims reserve funds. Such subsidies are not available in FY 2017-18, resulting in an increase in the stipend.

Recommendations

- Amend File 17-0653 to (a) revise Section 26.1 for the Controller to report to the Budget and Legislative Analyst's Office and Budget and Finance Committee no later than June 1, 2018 for the FY 2018-19 budget review on the specific amount of operational savings, including details on the source of such savings, in the budgets of Tax Collector, Assessor, and Controller that are re-allocated to the Property Tax System Replacement Project; and (b) revise Section 35 to require Board of Supervisors approval of allocation of funding from the general purpose tax on the distribution of sugar-sweetened beverages to programs to reduce the consumption of sugar-sweetened beverages in San Francisco.
- The Board of Supervisors will be considering the first reading of the FY 2017-18 Interim Annual Appropriation Ordinance (AAO) (File 17-0651) and Interim Annual Salary Ordinance (ASO) (File 17-0652) on June 13, 2017, which contain these administrative provisions. The Budget and Legislative Analyst recommends approving the administrative provisions to the Interim AAO and Interim ASO, as amended.



San Francisco Department of Public Health
Community Behavioral Health

Edwin M. Lee
Mayor

June 13, 2017

Angela Calvillo
Clerk of the Board
San Francisco Board of Supervisors
1 Dr. Carlton B. Goodlett Place, Room 244
San Francisco, CA 94102-4689

RE: Treatment on Demand Assessment

Dear Ms. Calvillo:

As required by Section 19A.30 of the San Francisco Administrative Code, the Department of Public Health reports annually to the Board of Supervisors an assessment of the demand for substance abuse treatment.

Please accept and file this report, as enclosed. If you have any questions, please call me at 415 596-5750.

Sincerely,


Jim Stillwell.

Substance Use Disorders
Community Behavioral Health Services
1380 Howard Street #403
San Francisco, CA 94103

Department of Public Health – Behavioral Health Services

Jim Stillwell, Principle Administrative Analyst – james.stillwell@sfdph.org – (415) 255-3717

•Behavioral Health Services: Mental Health & Substance Use Disorders•

1380 Howard St., 4th Floor, San Francisco, CA 94103 Phone: (415) 255-3500 Fax: (415) 255-3529



City and County of San Francisco
Department of Public Health
 BEHAVIORAL HEALTH SERVICE
 SUBSTANCE USE DISORDER SERVICES

June 13, 2017

AVAILABILITY OF SUBSTANCE ABUSE TREATMENT IN SAN FRANCISCO

The Department of Public Health, Behavioral Health Service, funds, supports and oversees a broad network of approximately 45 community-based substance abuse treatment programs. The funded capacity for FY 2016-2017 listed below indicates changes in funding and slots since 2015-16.

Modality	FY15-16 Beds	FY16-17 Beds	Increase/ (Decrease)	FY15-16 Funding	FY16-17 Funding	Increase/ (Decrease)
Residential	373	377	4	\$ 13,981,814	\$ 15,781,835	\$ 1,800,021
Residential Detox	62	51	(11)	\$ 4,869,908	\$ 4,592,344	\$ (277,564)

Modality	FY15-16 UDC	FY16-17 UDC	Increase/ (Decrease)	FY15-16 Funding	FY16-17 Funding	Increase/ (Decrease)
Outpatient, Day Trea	9,510	8,970	(540)	\$ 9,000,591	\$ 8,329,172	\$ (671,419)
Narcotic Replacement	4,047	4,091	44	\$ 16,083,248	\$ 18,211,248	\$ 2,128,000

Currently the access to substance abuse treatment in San Francisco is better than at any time in the past.

There is generally no wait for:
 Narcotic Replacement Treatment,
 Outpatient Treatment,
 Residential Detox,
 Perinatal Residential Treatment.

for Residential Treatment placement the average wait during the last several months has been approximately two weeks. During the waiting time, all clients are offered counseling and outpatient group treatment. In San Francisco's large Residential Treatment system there are generally open beds every day. The department exercises immediate priority placement for acute and sensitive cases.

As of July 1, 2017, Residential Treatment and Residential Detox will become Drug Medi-Cal (federal Medicaid) reimbursable for the first time. The Department anticipates that the additional Drug Medi-Cal revenue should result in the elimination of all waiting lists over the next several years.

CITY AND COUNTY OF SAN FRANCISCO


BOARD OF SUPERVISORS

BUDGET AND LEGISLATIVE ANALYST

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

June 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		Savings	GF 1T	FTE		Amount		Savings	GF 1T	
	From	To	From	To			From	To	From	To			
FD6 - Administration													
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	
									<i>Total Savings</i> \$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	(5.44)	(8.44)	(\$659,658)	(\$864,521)	\$204,863	x							
Mandatory Fringe Benefits			(\$273,341)	(\$358,230)	\$84,889	x							
					<i>Total Savings</i> \$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							
					<i>Total Savings</i> \$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	FY 2017-18										FY 2018-19									
	FTE		Amount		Savings	GF	IT	FTE		Amount		Savings	GF	IT						
	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																			
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																			
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																			
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		Savings	GF 1T	FTE		Amount		Savings	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		FTE		Amount												
	From	To	From	To	From	To	From	To											
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.																		
			\$111,000	\$85,000	\$26,000	x								\$111,000	\$85,000	\$26,000	x		
	Ongoing projected savings.																		
	Reduce Data Processing Supplies due to historical underspending.																		
			\$332,010	\$282,000	\$50,010	x								\$332,010	\$282,000	\$50,010	x		
	Ongoing projected savings.																		
	Reduce to reflect projected reduction in software licensing fees.																		
			\$30,000	\$20,000	\$10,000	x								\$30,000	\$20,000	\$10,000	x		
	Ongoing projected savings.																		
	Reduce budgeted amount for required costs for forms as more accounting functions are moved online.																		
			\$150,000	\$125,000	\$25,000	x	x												
	Ongoing projected savings.																		
	Reduction of one-time funding for anticipated tenant improvements.																		

FY 2018-19

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

FY 2017-18

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

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**

Object Title	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	From	To	From	To	From	To	From	To	From	To	
FCZ- General City Responsibilities			\$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.																					Ongoing savings
AML- Indigent Defense/Grand Jury			\$450,000		\$400,000		\$50,000	X					\$450,000		\$400,000		\$50,000	X			
Court Fees and Other Compensation																					Ongoing savings

FY 2017-18

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

FY 2018-19

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

DEPARTMENT: CAT – CITY ATTORNEY

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>	\$301,300										\$0
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**

Object Title	FY 2017-18						FY 2018-19					
	FTE		Amount		Savings	GF	FTE		Amount		Savings	GF
	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						\$0	
			<i>Total Savings</i>	<i>\$125,950</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						\$0	
Mandatory Fringe Benefits			\$38,057	\$29,304	\$8,753						\$0	
			<i>Total Savings</i>	<i>\$49,519</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						\$0	
Mandatory Fringe Benefits			\$38,057	\$29,304	\$8,753						\$0	
			<i>Total Savings</i>	<i>\$28,968</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						\$0	
Mandatory Fringe Benefits			\$42,494	\$21,247	\$21,247						\$0	
			<i>Total Savings</i>	<i>\$77,702</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.											

GF = General Fund
IT = 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**

RET - Retirement System

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

FY 2017-18

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

FY 2018-19

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund	\$0	\$0
Non-General Fund	\$20,000	\$20,000
Total	\$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	C04772	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	L S 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**

Object Title	FY 2017-18						FY 2018-19					
	FTE		Amount		GF	1T	FTE		Amount		GF	1T
	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							0.74	0.00	\$75,000	\$0	\$75,000	x
			Total Savings				0.00	0.00	\$5,941	\$0	\$5,941	x
									Total Savings	\$80,941		
			Reduce based on Department need.									

FY 2017-18

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

FY 2018-19

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund	\$0	\$112,941
Non-General Fund	\$0	\$0
Total	\$0	\$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		Savings	GF 1T	FTE		Amount		Savings	GF 1T
	From	To	From	To			From	To	From	To		
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	\$100,000
Non-General Fund	\$0	\$0
Total	\$100,000	\$100,000

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	\$28,988	\$0
Non-General Fund	\$27,852	\$0
Total	\$56,840	\$0

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.

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													
Attrition Savings	(6.64)	(8.08)	(\$496,191)	(\$539,551)	X	X							
Mandatory Fringe Benefits			(\$233,433)	(\$252,299)	X	X							
			Total Savings	-\$62,226					\$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	X							
Mandatory Fringe Benefits			(\$243,319)	(\$250,217)	X	X							
			Total Savings	-\$19,359									
	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	\$30,000	\$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			
EEL - 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	\$30,758	\$0	\$30,758
Non-General Fund	\$0	\$0	\$0
Total	\$30,758	\$0	\$30,758

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: 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	FY 2017-18										FY 2018-19					
	FTE		Amount		GF	IT	Savings	FTE		Amount		Savings	GF	IT		
	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							\$	-
Mandatory Fringe Benefits			\$	(23,410)	\$	(42,289)	\$	18,879							\$	-
				<i>Total Savings</i>	\$	61,101									\$	-
	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							\$	-
Mandatory Fringe Benefits			\$	(145,659)	\$	(165,450)	\$	19,791							\$	-
				<i>Total Savings</i>	\$	65,705									\$	-
	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
Total	\$ 126,806	\$ 137,125

FY 2018-19

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

GF = General Fund
1T = One Time

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		Savings	GF 1T	FTE		Amount		Savings	GF 1T
	From	To	From	To			From	To	From	To		
311 CALL CENTER			\$382,500	\$262,500	\$120,000	X	X					
OTHER CURRENT EXPENSES												
	Reduce other current expenses to reflect departmental spending plans.											
	LIVING WAGE / LIVING HEALTH (MCO/HCAO)											
PROFESSIONAL & SPECIALIZED SERVICES			\$1,446,051	\$1,421,658	\$24,393	X	X					
	Reduce professional and specialized services to reflect departmental spending plans.											
	PROCUREMENT SERVICES											
OTHER CURRENT EXPENSES			\$101,650	\$15,000	\$86,650	X	X					
	Reduce other current expenses to reflect departmental spending plans.											
	CITY ADMINISTRATOR - ADMINISTRATION											
Attrition Savings			(\$478,723)	(\$635,353)	\$156,630	X	X					
Mandatory Fringe Benefits			(\$187,743)	(\$258,113)	\$70,370	X	X					
			<i>Total Savings</i>	<i>\$227,000</i>								
	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	IT	FTE		Amount		Savings	GF	IT
	From	To	From	To				From	To	From	To			
PROGRAMMATIC PROJECTS- BUDGET														
CANNABIS OVERSIGHT														
			\$700,000	\$377,535	\$322,465	X	X			\$575,000	\$57,751	**		
<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	X	1.00	0.00					
Principal Administrative	1.00	0.00	\$0	\$0	\$0	X	X	1.00	0.00					
Junior Management Assistant	0.77	0.00	\$0	\$0	\$0	X	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
IT = 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	RANDOX 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	IT	FTE		Amount		Savings	GF	IT
	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		Savings	GF 1T	FTE		Amount		Savings	GF 1T
	From	To	From	To			From	To	From	To		
ADMINISTRATION												
SERVICES OF OTHER DEPTS (AAO FUNDS)			\$294,543	\$194,543	\$100,000				\$303,401	\$203,401	\$100,000	
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.												

FY 2017-18

Total Recommended Reductions			
One-Time	Ongoing	Total	
General Fund	\$0	\$487,278	\$487,278
Non-General Fund	\$0	\$239,792	\$239,792
Total	\$0	\$727,070	\$727,070

FY 2018-19

Total Recommended Reductions			
One-Time	Ongoing	Total	
General Fund	\$0	\$487,278	\$487,278
Non-General Fund	\$0	\$239,792	\$239,792
Total	\$0	\$727,070	\$727,070

Object Title	Policy Recommendations					
	From	To	Savings	GF 1T	FTE	Amount
EQUIPMENT PURCHASE			\$33,713	X	X	\$0
EQUIPMENT PURCHASE			\$32,081	X	X	\$0
Total Savings			\$65,794			\$0
GOVERNANCE AND OUTREACH 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.						

FY 2017-18

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

FY 2018-19

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

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	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	
<i>Total Savings \$114,940</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.												
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
<i>Total Savings \$182,809</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.												
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**

Policy Recommendations													
Object Title	FY 2017-18						FY 2018-19						
	FTE		Amount		GF	IT	FTE		Amount		GF	IT	
	From	To	From	To			From	To	From	To			Savings
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>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>													
BAT - Street Use Management													
Hybrid vehicles (8)			\$222,355	\$0	\$222,355		X			\$31,765		\$0	\$31,765
<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
\$222,355	\$0	\$222,355
General Fund	\$96,399	\$0
Non-General Fund	\$0	\$96,399
Total	\$318,754	\$0
		\$318,754

FY 2018-19

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

GF = General Fund
IT = One Time

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	Lyngso 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		Savings	GF 1T	FTE		Amount		Savings	GF 1T
	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>	<i>\$60,199</i>								
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>	<i>\$231,702</i>								
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>	<i>\$518,828</i>								
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	x	2.00	1.00	\$115,023	\$57,512	x
Mandatory Fringe Benefits			\$61,874	\$23,821	\$38,053	x	x			\$65,240	\$32,620	x
			<i>Total Savings</i>	<i>\$106,731</i>						<i>Total Savings</i>	<i>\$90,132</i>	
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		Savings	GF 1T
	From	To	From	To			From	To	From	To		
Attrition Savings	(20.37)	(21.39)	(\$1,979,479)	(\$2,078,541)	\$99,062	x						
Mandatory Fringe Benefits			(\$868,276)	(\$911,729)	\$43,453	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						
Mandatory Fringe Benefits			(\$122,570)	(\$160,658)	\$38,088	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	\$106,731	\$1,180,117
Non-General Fund	\$0	\$0	\$0
Total	\$1,073,386	\$106,731	\$1,180,117

FY 2018-19

Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	\$0	\$90,132	\$90,132
Non-General Fund	\$0	\$0	\$0
Total	\$0	\$90,132	\$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		GF 1T	Savings	FTE		Amount		GF 1T	Savings
	From	To	From	To			From	To	From	To		
FAE- Clerk of the Board												
Attrition Savings			(\$40,549)		\$12,814	x			(\$41,765)			\$6,407
Mandatory Fringe Benefits			(\$16,546)		\$5,279	x			(\$17,439)			\$2,697
			Total Savings		\$18,093				Total Savings			\$9,104
Increase Attrition Savings due to prior year surplus salaries and projected current year vacancies.												
Commission Member Stipends			\$122,973		\$107,000	x			\$122,973			\$15,973
Mandatory Fringe Benefits			\$9,739		\$8,453	x			\$9,739			\$1,286
			Total Savings		\$17,259				Total Savings			\$17,259
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	x						
					\$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)	x						
Mandatory Fringe Benefits			\$0		(\$3,879)	x						
			Total Savings		\$12,256							
Increase Attrition Savings due to projected vacancy in FY 2017-18.												
FAA - Board of Supervisors												
Premium Pay			\$79,369		\$69,369	x			\$79,369			\$10,000
Mandatory Fringe Benefits			\$6,286		\$5,494	x			\$6,286			\$792
			Total Savings		\$10,792				Total Savings			\$10,792
Reduce Premium Pay because cost of longevity premiums for legislative aides has been reduced.												

FY 2017-18			FY 2018-19		
General Fund	Non-General Fund	Total	General Fund	Non-General Fund	Total
\$15,256	\$0	\$15,256	\$0	\$0	\$0
\$46,144	\$0	\$46,144	\$37,155	\$0	\$37,155
\$15,256	\$0	\$15,256	\$0	\$0	\$0
\$46,144	\$0	\$46,144	\$37,155	\$0	\$37,155

FY 2017-18			FY 2018-19		
General Fund	Non-General Fund	Total	General Fund	Non-General Fund	Total
\$15,256	\$0	\$15,256	\$0	\$0	\$0
\$46,144	\$0	\$46,144	\$37,155	\$0	\$37,155
\$15,256	\$0	\$15,256	\$0	\$0	\$0
\$46,144	\$0	\$46,144	\$37,155	\$0	\$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


CITY AND COUNTY OF SAN FRANCISCO

BOARD OF SUPERVISORS

BUDGET AND LEGISLATIVE ANALYST

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

June 14, 2017

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

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DEPARTMENT: LIB – LIBRARY

YEAR ONE: FY 2017-18

Budget Changes

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

Personnel Changes

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

Revenue Changes

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

YEAR TWO: FY 2018-19

Budget Changes

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

Personnel Changes

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

Revenue Changes

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

RECOMMENDATIONS

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

DEPARTMENT: LIB – LIBRARY

YEAR ONE: FY 2017-18

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

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

YEAR TWO: FY 2018-19

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

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

LIB - Public Library

Object Title	FY 2017-18				FY 2018-19				GF	IT
	FTE From	FTE To	Amount From	Amount To	FTE From	FTE To	Amount From	Amount To		
Bids, Structures & Improvements							\$6,754,323	\$6,499,323	\$255,000	x
	Reduce budgeted amount for branch renovation projects. Public Works needs to complete its scope and design work prior to determination of needed funds.									
Other Current Expenses			\$319,000	\$269,000			\$50,000		\$0	
	EGG - Information Technology									
	Reduce budgeted amount for Copy Smart copy machine to reflect actual costs for equipment maintenance.									
Maintenance Services - Equipment			\$266,001	\$251,001			\$15,000		\$0	x
	Reduce budgeted amount for AV and 3M equipment to reflect actual costs for equipment maintenance.									
Maintenance Services - Equipment			\$16,000	\$6,000			\$10,000		\$0	x
	EEF - Main Program									
	Reduce budgeted amount for microfilm and microfiche equipment to reflect actual costs for equipment maintenance.									
Other Current Expenses			\$201,900	\$191,900			\$10,000		\$0	x
	EGD - Collection Technical Services									
	Reduce budgeted amount for software for cataloging services to reflect actual costs.									
Attrition Savings			(\$4,486,852)	(\$4,636,852)			\$150,000		\$150,000	
Mandatory Fringe Benefits			(\$2,045,440)	(\$2,113,821)			\$68,381		\$69,984	
			Total Savings	\$218,381			\$219,984		\$219,984	
	Increase attrition savings departmentwide based on projected need.									

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

DEPARTMENT: LIB – LIBRARY

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

DEPARTMENT: FIR – FIRE

YEAR ONE: FY 2017-18

Budget Changes

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

Personnel Changes

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

Revenue Changes

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

YEAR TWO: FY 2018-19

Budget Changes

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

Personnel Changes

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

Revenue Changes

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

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

DEPARTMENT: FIR – FIRE

RECOMMENDATIONS

YEAR ONE: FY 2017-18

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

YEAR TWO: FY 2018-19

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

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

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

FY 2017-18			FY 2018-19		
General Fund	Non-General Fund	Total	One-Time	Ongoing	Total
\$533,377	\$0	\$533,377	\$0	\$0	\$0
\$194,855	\$0	\$194,855	\$71,855	\$0	\$71,855

DEPARTMENT: ECD- EMERGENCY MANAGEMENT

YEAR ONE: FY 2017-18

Budget Changes

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

Personnel Changes

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

Revenue Changes

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

YEAR TWO: FY 2018-19

Budget Changes

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

Personnel Changes

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

Revenue Changes

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

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

DEPARTMENT: ECD – EMERGENCY MANAGEMENT

RECOMMENDATIONS

YEAR ONE: FY 2017-18

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

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

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

YEAR TWO: FY 2018-19

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

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

ECD - Emergency Management

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

FY 2017-18

Total Recommended Reductions

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

FY 2018-19

Total Recommended Reductions

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

DEPARTMENT: ECD- EMERGENCY MANAGEMENT

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

DEPARTMENT: POL – POLICE

YEAR ONE: FY 2017-18

Budget Changes

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

Personnel Changes

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

Revenue Changes

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

YEAR TWO: FY 2018-19

Budget Changes

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

Personnel Changes

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

Revenue Changes

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

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

DEPARTMENT: POL – POLICE

RECOMMENDATIONS

YEAR ONE: FY 2017-18

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

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

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

YEAR TWO: FY 2018-19

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

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

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

POL - Police

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

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

POL - Police

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

FY 2017-18

	Total Recommended Reductions		Total
	One-Time	Ongoing	
General Fund	\$235,441	\$2,500,000	\$2,735,441
Non-General Fund	\$0	\$0	\$0
Total	\$235,441	\$2,500,000	\$2,735,441

FY 2018-19

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

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

POL - Police

Object Title	FY 2017-18						FY 2018-19																																																																																																										
	FTE		Amount		Savings		GF		IT		Amount		Savings		GF		IT																																																																																																
	From	To	From	To	From	To	From	To	From	To	From	To	From	To	From	To	From	To																																																																																															
Reserve Recommendations																																																																																																																	
ACM - Operations and Administration																																																																																																																	
Programmatic Projects - Budget			\$3,477,973	\$2,977,973	\$500,000		X	X							\$3,477,973	\$2,977,973	\$500,000	X	X																																																																																														
	Place \$500,000 in Programmatic Projects budget for the Body Camera Initiative budget on Budget & Finance Committee Reserve in FY 2017-18 to account for ongoing carryforward funds. Because the Taser contract was not signed until May 2016, the initial allocation for contract expenditures in FY 2015-16 was underspent and carried forward. Currently, the Department is carrying forward approximately \$1 million for this program. The Budget and Legislative Analyst recommends that \$500,000 of this amount be placed on reserve in each of the next two fiscal years in order to align budgeted program amounts with actual annual expenditures. With this recommendation, the Department will have sufficient funding to cover the anticipated \$3.5 million in program costs for FY 2017-18 and FY 2018-19.																																																																																																																
Programmatic Projects - Budget															\$6,500,000	\$0	\$6,500,000	X	X																																																																																														
	Place \$6,500,000 in Programmatic Projects budget for Public Safety Building furniture, fixtures, and equipment on Budget & Finance Committee Reserve in FY 2018-19. The Department of Public Works acknowledges that the estimates provided require further vetting, which will be forthcoming. According to the Department of Public Works, there are no City standards of benchmarks to reference in regard to some of these purchases for lab equipment. The Budget and Legislative Analyst recommends the full amount be placed on reserve pending finalization of cost estimates.																																																																																																																
<table border="0" style="width:100%"> <tr> <td colspan="9" style="text-align:center">FY 2017-18</td> <td colspan="9" style="text-align:center">FY 2018-19</td> </tr> <tr> <td colspan="9" style="text-align:center">Total Reserve Recommendations</td> <td colspan="9" style="text-align:center">Total Reserve Recommendations</td> </tr> <tr> <td colspan="3"></td> <td style="text-align:center">One-Time</td> <td style="text-align:center">Ongoing</td> <td colspan="2" style="text-align:center">Total</td> <td colspan="3"></td> <td style="text-align:center">One-Time</td> <td style="text-align:center">Ongoing</td> <td colspan="2" style="text-align:center">Total</td> </tr> <tr> <td style="text-align:center">General Fund</td> <td style="text-align:center">\$500,000</td> <td style="text-align:center">\$0</td> <td style="text-align:center">\$0</td> <td style="text-align:center">\$0</td> <td style="text-align:center">\$500,000</td> <td style="text-align:center">\$0</td> <td style="text-align:center">\$0</td> <td style="text-align:center">\$0</td> <td style="text-align:center">\$0</td> <td style="text-align:center">\$0</td> <td style="text-align:center">\$0</td> <td style="text-align:center">\$0</td> <td style="text-align:center">\$0</td> <td style="text-align:center">\$7,000,000</td> </tr> <tr> <td style="text-align:center">Non-General Fund</td> <td style="text-align:center">\$0</td> <td style="text-align:center">\$0</td> <td style="text-align:center">\$0</td> <td style="text-align:center">\$0</td> <td style="text-align:center">\$0</td> <td style="text-align:center">\$0</td> <td style="text-align:center">\$0</td> <td style="text-align:center">\$0</td> <td style="text-align:center">\$0</td> <td style="text-align:center">\$0</td> <td style="text-align:center">\$0</td> <td style="text-align:center">\$0</td> <td style="text-align:center">\$0</td> <td style="text-align:center">\$0</td> </tr> <tr> <td style="text-align:center">Total</td> <td style="text-align:center">\$500,000</td> <td style="text-align:center">\$0</td> <td style="text-align:center">\$0</td> <td style="text-align:center">\$0</td> <td style="text-align:center">\$500,000</td> <td style="text-align:center">\$0</td> <td style="text-align:center">\$0</td> <td style="text-align:center">\$0</td> <td style="text-align:center">\$0</td> <td style="text-align:center">\$0</td> <td style="text-align:center">\$0</td> <td style="text-align:center">\$0</td> <td style="text-align:center">\$0</td> <td style="text-align:center">\$7,000,000</td> </tr> </table>																			FY 2017-18									FY 2018-19									Total Reserve Recommendations									Total Reserve Recommendations												One-Time	Ongoing	Total					One-Time	Ongoing	Total		General Fund	\$500,000	\$0	\$0	\$0	\$500,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,000,000	Non-General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	Total	\$500,000	\$0	\$0	\$0	\$500,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,000,000
FY 2017-18									FY 2018-19																																																																																																								
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General Fund	\$500,000	\$0	\$0	\$0	\$500,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,000,000																																																																																																			
Non-General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0																																																																																																			
Total	\$500,000	\$0	\$0	\$0	\$500,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,000,000																																																																																																			

GF = General Fund
IT = One Time

DEPARTMENT: POL – POLICE

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

DEPARTMENT: DPA – POLICE ACCOUNTABILITY

YEAR ONE: FY 2017-18

Budget Changes

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

Personnel Changes

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

Revenue Changes

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

YEAR TWO: FY 2018-19

Budget Changes

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

Personnel Changes

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

Revenue Changes

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

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

DEPARTMENT: DPA – POLICE ACCOUNTABILITY

RECOMMENDATIONS

YEAR ONE: FY 2017-18

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

YEAR TWO: FY 2018-19

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

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

Object Title	FY 2017-18						FY 2018-19					
	FTE		Amount		Savings	GF 1T	FTE		Amount		Savings	GF 1T
	From	To	From	To			From	To	From	To		
ACV - Office of Citizen Complaints												
Administrative Analyst	1.00	0.50	\$95,497	\$47,749	\$47,749	X	X					
Mandatory Fringe Benefits			\$40,154	\$20,077	\$20,077	X	X					
	<i>Total Savings</i>			\$67,826								
Reduce the 1822 Administrative Analyst position to 0.5 FTE to reflect historical delays in hiring. This position reclassification was approved after the FY 2016-17 budget was approved, but the Department has not filled the position.												
Attrition Savings			(\$87,688)	(\$167,688)	\$80,000	X	X		(\$90,319)	(\$140,319)		\$50,000
Mandatory Fringe Benefits			(\$35,015)	(\$66,960)	\$31,945	X	X		(\$36,887)	(\$57,307)		\$20,420
	<i>Total Savings</i>			\$111,945					<i>Total Savings</i>	\$70,420		
Increase attrition savings by \$80,000 to account for 5 vacant 8124 Investigator positions. The Department regularly underpays on salaries, and the current list for this position is expired.												

FY 2017-18

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

FY 2018-19

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

DEPARTMENT: CRT– SUPERIOR COURT

YEAR ONE: FY 2017-18

Budget Changes

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

Revenue Changes

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

YEAR TWO: FY 2018-19

Budget Changes

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

Revenue Changes

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

RECOMMENDATIONS

YEAR ONE: FY 2017-18

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

YEAR TWO: FY 2018-19

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

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

CRT - Superior Court

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

FY 2017-18

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

FY 2018-19

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

DEPARTMENT: ADP – ADULT PROBATION

YEAR ONE: FY 2017-18

Budget Changes

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

Personnel Changes

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

Revenue Changes

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

YEAR TWO: FY 2018-19

Budget Changes

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

Personnel Changes

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

Revenue Changes

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

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

DEPARTMENT: ADP – ADULT PROBATION

RECOMMENDATIONS

YEAR ONE: FY 2017-18

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

YEAR TWO: FY 2018-19

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

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

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

FY 2018-19

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

FY 2017-18

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

DEPARTMENT: JUV– JUVENILE PROBATION

YEAR ONE: FY 2017-18

Budget Changes

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

Personnel Changes

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

Revenue Changes

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

YEAR TWO: FY 2018-19

Budget Changes

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

Personnel Changes

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

Revenue Changes

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

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

DEPARTMENT: JUV – JUVENILE PROBATION

RECOMMENDATIONS

YEAR ONE: FY 2017-18

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

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

YEAR TWO: FY 2018-19

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

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

JUV - Juvenile Probation

Object Title	FY 2017-18						FY 2018-19					
	FTE		Amount		GF 1T	Savings	FTE		Amount		GF 1T	Savings
	From	To	From	To			From	To	From	To		
AKE - Juvenile Hall												
Attrition Savings - Miscellaneous	(17.37)	(18.61)	(\$1,362,418)	(\$1,459,990)	x	\$97,572	(17.37)	(18.61)	(\$1,362,418)	(\$1,459,990)	x	\$97,572
Mandatory Fringe Benefits			(\$637,446)	(\$682,951)	x	\$45,505			(\$637,446)	(\$682,951)	x	\$45,505
			<i>Total Savings</i>	<i>143,077</i>					<i>Total Savings</i>	<i>143,077</i>		
Increase attrition savings by \$97,572 and related Mandatory Fringe Benefits by \$45,505. The Controller projects salary savings of over \$1 million this year.												
FY 2017-18												
Total Recommended Reductions						Total Recommended Reductions						
One-Time						One-Time						
Ongoing						Ongoing						
Total						Total						
General Fund \$0						General Fund \$143,077						
Non-General Fund \$0						Non-General Fund \$0						
Total \$0						Total \$143,077						

FY 2018-19

Object Title	FY 2017-18						FY 2018-19					
	FTE		Amount		GF 1T	Savings	FTE		Amount		GF 1T	Savings
	From	To	From	To			From	To	From	To		
On-going Savings												
Increase attrition savings by \$97,572 and related Mandatory Fringe Benefits by \$45,505. The Controller projects salary savings of over \$1 million this year.												
FY 2017-18												
Total Recommended Reductions						Total Recommended Reductions						
One-Time						One-Time						
Ongoing						Ongoing						
Total						Total						
General Fund \$0						General Fund \$143,077						
Non-General Fund \$0						Non-General Fund \$0						
Total \$0						Total \$143,077						

DEPARTMENT: JUV- JUVENILE PROBATION

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

DEPARTMENT: PDR– PUBLIC DEFENDER

YEAR ONE: FY 2017-18

Budget Changes

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

Personnel Changes

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

Revenue Changes

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

YEAR TWO: FY 2018-19

Budget Changes

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

Personnel Changes

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

Revenue Changes

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

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

DEPARTMENT: PDR – PUBLIC DEFENDER

RECOMMENDATIONS

YEAR ONE: FY 2017-18

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

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

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

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

YEAR TWO: FY 2018-19

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

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

PDR - Public Defender

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

FY 2017-18

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

FY 2018-19

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

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

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

FY 2017-18

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

FY 2018-19

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

GF = General Fund
1T = One Time

DEPARTMENT: PDR-- PUBLIC DEFENDER

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

DEPARTMENT: DAT– DISTRICT ATTORNEY

YEAR ONE: FY 2017-18

Budget Changes

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

Personnel Changes

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

Revenue Changes

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

YEAR TWO: FY 2018-19

Budget Changes

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

Personnel Changes

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

Revenue Changes

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

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

DEPARTMENT: DAT – DISTRICT ATTORNEY

RECOMMENDATIONS

YEAR ONE: FY 2017-18

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

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

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

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

YEAR TWO: FY 2018-19

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

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

DAT - District Attorney

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

FY 2017-18

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

FY 2018-19

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

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

DAT - District Attorney

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

FY 2017-18

Total Policy Recommendations

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

FY 2018-19

Total Policy Recommendations

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

DEPARTMENT: SHF – SHERIFF’S DEPARTMENT

YEAR ONE: FY 2017-18

Budget Changes

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

Personnel Changes

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

Revenue Changes

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

YEAR TWO: FY 2018-19

Budget Changes

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

Personnel Changes

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

Revenue Changes

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

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

DEPARTMENT: SHF – SHERIFF’S DEPARTMENT

RECOMMENDATIONS

YEAR ONE: FY 2017-18

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

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

YEAR TWO: FY 2018-19

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

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

SHF - Sheriff

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

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

SHF - Sheriff

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

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

SHF - Sheriff

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

FY 2017-18

Total Recommended Reductions

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

FY 2018-19

Total Recommended Reductions

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

DEPARTMENT: SHF – SHERIFF’S DEPARTMENT

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

DEPARTMENT: SHF – SHERIFF'S DEPARTMENT

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

DEPARTMENT: SHF – SHERIFF’S DEPARTMENT

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

DEPARTMENT: TTX- TREASURER-TAX COLLECTOR

YEAR ONE: FY 2017-18

Budget Changes

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

Personnel Changes

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

Revenue Changes

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

YEAR TWO: FY 2018-19

Budget Changes

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

Personnel Changes

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

Revenue Changes

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

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

DEPARTMENT: TTX- TREASURER-TAX COLLECTOR

RECOMMENDATIONS

YEAR ONE: FY 2017-18

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

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

YEAR TWO: FY 2018-19

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

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

TTX- Treasurer/Tax Collector

Object Title	FY 2017-18						FY 2018-19					
	FTE		Amount		Savings	GF 1T	FTE		Amount		Savings	GF 1T
	From	To	From	To			From	To	From	To		
FCN- Property Tax												
Professional and Specialized Services			\$130,000	\$89,933	\$40,067	X						
	Reduce budgeted amount for Materials and Supplies. The Department has consistently underperspent on Materials and Supplies in this program.											
FCO- Business Tax			\$17,500	\$10,000	\$7,500	X			\$17,500	\$10,000	\$7,500	X
Materials and Supplies												
	Reduce budgeted amount for Materials and Supplies. The Department has consistently underperspent on Materials and Supplies in this program.											
FCS- Delinquent Revenue												
Commercial Division Assistant Supervisor	5.00	4.23	\$474,943	\$401,802	\$73,141	X						
Mandatory Fringe Benefits			\$ 226,427	\$191,557	\$34,870	X						
			<i>Total Savings</i>	<i>\$108,011</i>								
	Reduce 4310 Commercial Division Assistant Supervisor from 5.00 FTEs to 4.23 FTEs to reflect the expected hiring timeline for this vacant position. The Department does not plan to begin recruiting for this position until the Fall 2017, and it takes approximately six months to hire.											

FY 2017-18

Total Recommended Reductions

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

FY 2018-19

Total Recommended Reductions

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

DEPARTMENT: TTX- TREASURER-TAX COLLECTOR

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

DEPARTMENT: ECN – ECONOMIC & WORKFORCE DEVELOPMENT

YEAR ONE: FY 2017-18

Budget Changes

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

Personnel Changes

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

Revenue Changes

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

YEAR TWO: FY 2018-19

Budget Changes

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

Personnel Changes

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

Revenue Changes

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

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

DEPARTMENT: ECN – ECONOMIC & WORKFORCE DEVELOPMENT

RECOMMENDATIONS

YEAR ONE: FY 2017-18

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

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

YEAR TWO: FY 2018-19

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

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

ECN - Office of Economic and Workforce Development

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

FY 2018-19

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

FY 2017-18

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund	\$801,980	\$100,000
Non-General Fund	\$0	\$0
Total	\$801,980	\$901,980

DEPARTMENT: ECN – ECONOMIC & WORKFORCE DEVELOPMENT

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

DEPARTMENT: CPC – CITY PLANNING

YEAR ONE: FY 2017-18

Budget Changes

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

Personnel Changes

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

Revenue Changes

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

YEAR TWO: FY 2018-19

Budget Changes

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

Personnel Changes

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

Revenue Changes

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

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

DEPARTMENT: CPC- CITY PLANNING

RECOMMENDATIONS

YEAR ONE: FY 2017-18

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

YEAR TWO: FY 2018-19

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

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

Object Title	FY 2017-18						FY 2018-19						
	FTE		Amount		GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To			From	To	From	To			
FEF- Information Technology and Operations													
Maintenance Services-Equipment			\$71,920	\$51,920	\$20,000	X			\$71,920	\$51,920	\$20,000	X	
Reduce budgeted amount for Object 029 Maintenance SVCS- Equipment. The Department has consistently underspent on Other Current Expenses in this program.													
Planner III	7.00	6.54	\$8,10,390	\$757,136	\$53,254	X	X						
Mandatory Fringe Benefits			\$3,19,363	\$298,376	\$20,987	X	X						
			<i>Total Savings</i>		\$74,241								
Increase Attrition Savings due to delay of hiring 2.00 FTE 5291 Planner III by 0.23 FTE each. The Department is projected to have \$470,000 in salary and benefits savings in FY 2016-17.													
Planner III	0.00	1.00	(\$115,770)	\$115,770	(\$115,770)	X		0.00	1.00	(\$119,243)	\$119,243	(\$119,243)	X
Mandatory Fringe Benefits			(\$45,625)	\$45,625	(\$45,625)	X				(\$48,034)	\$48,034	(\$48,034)	X
Principal Administrative Analyst	1.00	0.00	\$128,812	(\$128,812)	\$128,812	X		1.00	0.00	\$132,676	(\$132,676)	\$132,676	X
Mandatory Fringe Benefits			\$49,097	(\$49,097)	\$49,097	X				\$51,724	(\$51,724)	\$51,724	X
			<i>Total Savings</i>		\$16,514					<i>Total Savings</i>		\$17,123	
Deny proposed substitution of 5291 Planner III to a 1824 Principal Administrative Analyst based on Department's need.													
FAH- Citywide Planning													
Deputy Director III	1.00	0.85	\$185,746	\$157,884	\$27,862	X	X						
Mandatory Fringe Benefits			\$65,466	\$55,646	\$9,820	X	X						
			<i>Total Savings</i>		\$37,682								
Increase Attrition Savings due to delay of hiring 1.00 FTE 0953 Deputy Director III by 0.23 FTE. The Department is projected to have \$470,000 in salary and benefits savings in FY 2016-17.													
One-time savings.													
Ongoing savings.													

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

CPC- City Planning

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

FY 2017-18

Total Recommended Reductions

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

FY 2018-19

Total Recommended Reductions

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

DEPARTMENT: DBI– BUILDING INSPECTION

YEAR ONE: FY 2017-18

Budget Changes

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

Personnel Changes

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

Revenue Changes

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

YEAR TWO: FY 2018-19

Budget Changes

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

Personnel Changes

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

Revenue Changes

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

RECOMMENDATIONS

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

DEPARTMENT: DBI-BUILDING INSPECTION

YEAR ONE: FY 2017-18

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

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

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

YEAR TWO: FY 2018-19

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

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

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

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

DBI - Building Inspection

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

FY 2017-18

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

FY 2018-19

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

DEPARTMENT: DBI- BUILDING INSPECTION

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

DEPARTMENT: ART – ARTS COMMISSION

YEAR ONE: FY 2017-18

Budget Changes

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

Personnel Changes

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

Revenue Changes

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

YEAR TWO: FY 2018-19

Budget Changes

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

Personnel Changes

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

Revenue Changes

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

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

DEPARTMENT: ART – ARTS COMMISSION

RECOMMENDATIONS

YEAR ONE: FY 2017-18

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

YEAR TWO: FY 2018-19

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

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

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

FY 2017-18

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

FY 2018-19

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

DEPARTMENT: WAR – WAR MEMORIAL

YEAR ONE: FY 2017-18

Budget Changes

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

Personnel Changes

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

Revenue Changes

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

YEAR TWO: FY 2018-19

Budget Changes

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

Personnel Changes

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

Revenue Changes

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

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

DEPARTMENT: WAR – WAR MEMORIAL

RECOMMENDATIONS

YEAR ONE: FY 2017-18

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

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

YEAR TWO: FY 2018-19

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

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

WAR - War Memorial

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

FY 2017-18

Total Recommended Reductions

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

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: WAR – WAR MEMORIAL

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

DEPARTMENT: CHF – CHILDREN, YOUTH AND THEIR FAMILIES

YEAR ONE: FY 2017-18

Budget Changes

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

Personnel Changes

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

Revenue Changes

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

YEAR TWO: FY 2018-19

Budget Changes

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

Personnel Changes

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

Revenue Changes

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

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

DEPARTMENT: CHF – CHILDREN, YOUTH AND THEIR FAMILIES

RECOMMENDATIONS

YEAR ONE: FY 2017-18

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

YEAR TWO: FY 2018-19

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

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

CHF - Children, Youth and Their Families

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

FY 2017-18

Total Recommended Reductions

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

FY 2018-19

Total Recommended Reductions

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

DEPARTMENT: DPH– DEPARTMENT OF PUBLIC HEALTH

YEAR ONE: FY 2017-18

Budget Changes

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

Personnel Changes

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

Revenue Changes

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

YEAR TWO: FY 2018-19

Budget Changes

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

Personnel Changes

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

Revenue Changes

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

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

DEPARTMENT: DPH – DEPARTMENT OF PUBLIC HEALTH

RECOMMENDATIONS

YEAR ONE: FY 2017-18

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

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

YEAR TWO: FY 2018-19

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

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

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

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

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

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

DPH - Department of Public Health		FY 2017-18						FY 2018-19						
		FTE		Amount		GF	1T	FTE		Amount		GF	1T	
Equipment Purchase	From	To	From	To	Savings			From	To	From	To			Savings
FAM - Mental Health, Children's Program														
Step Adjustments, Miscellaneous			(\$8,724)		\$300,000	x				(\$8,986)		(\$158,986)	x	\$150,000
Mandatory Fringe Benefits			(\$2,361)		\$81,190	x				(\$2,469)		(\$43,683)	x	\$41,214
			<i>Total Savings</i>		<i>\$381,190</i>					<i>Total Savings</i>		<i>\$191,214</i>		
Reduce the budgeted step adjustments to account for hiring delays, staff turnover, and projected step adjustments in the Mental Health division. The Department is projected to have attrition savings of \$10,979,777 during FY 2016-17.														
DHA - Central Administration														
Professional and Specialized Services			\$181,000		\$31,000	x				\$2,428,085		\$2,278,085	x	\$150,000
Reduce the budget allocated for professional and specialized services. This budget allocation is consistently underspent by at least \$150,000 in this fund.														
Professional and Specialized Services			\$255,148		\$105,148	x				\$2,428,085		\$2,278,085	x	\$150,000
Reduce the budget allocated for professional and specialized services. This budget allocation is consistently underspent by at least \$150,000.														
Attrition Savings	(0.01)		(\$806)		\$75,000	x				(\$830)		(\$75,830)	x	\$75,000
Mandatory Fringe Benefits			(\$361)		\$7,253	x				(\$382)		(\$8,542)	x	\$8,160
			<i>Total Savings</i>		<i>\$82,253</i>					<i>Total Savings</i>		<i>\$83,160</i>		
Increase attrition savings to account for hiring delays and staff turnover in the Public Health division. The Department is projected to have attrition savings of \$10,979,777 during FY 2016-17.														
Attrition Savings	(0.98)		(\$78,308)		\$50,000	x				(\$80,657)		(\$130,657)	x	\$50,000
Mandatory Fringe Benefits			(\$35,275)		\$4,835	x				(\$37,202)		(\$42,642)	x	\$5,440
			<i>Total Savings</i>		<i>\$54,835</i>					<i>Total Savings</i>		<i>\$55,440</i>		
Increase attrition savings to account for hiring delays and staff turnover in the Public Health division. The Department is projected to have attrition savings of \$10,979,777 during FY 2016-17.														
Attrition Savings	(0.01)		(\$1,000)		\$200,000	x				(\$1,030)		\$500,000	x	\$100,000
Mandatory Fringe Benefits			(\$413)		\$19,340	x				(\$437)		(\$11,317)	x	\$10,880
			<i>Total Savings</i>		<i>\$219,340</i>					<i>Total Savings</i>		<i>\$110,880</i>		
Increase attrition savings to account for hiring delays and staff turnover in the Public Health division. The Department is projected to have attrition savings of \$10,979,777 during FY 2016-17.														

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

DPH - Department of Public Health	FY 2017-18						FY 2018-19													
	FTE		Amount		Savings		FTE		Amount		Savings									
	From	To	From	To	From	To	From	To	From	To	From	To								
Equipment Purchase																				
	DMM - Mental Health and Community Care																			
Materials & Supplies Budget Only			\$6,459,746	\$6,409,746	\$50,000	x			\$7,022,649	\$6,972,649	\$50,000	x								
	Reduce the budget allocated for materials and supplies. This budget allocation is consistently underspent by at least \$50,000.																			
Professional and Specialized Services			\$56,725,996	\$56,325,996	\$400,000	x			\$56,536,196	\$56,336,196	\$200,000	x								
	Reduce the budget allocated for professional and specialized services. This budget allocation is consistently underspent by at least \$200,000.																			
	DPE - Emergency Services Agency																			
Attrition Savings	(0.01)		(\$1,000)	(\$201,000)	\$200,000	x	(0.01)		(\$1,030)	(\$101,030)	\$100,000	x								
Mandatory Fringe Benefits			(\$409)	(\$19,749)	\$19,340	x			(\$432)	(\$11,312)	\$10,880	x								
			<i>Total Savings</i>		\$219,340				<i>Total Savings</i>		\$110,880									
	Increase attrition savings to account for hiring delays and staff turnover in the Public Health division. The Department is projected to have attrition savings of \$10,979,777 during FY 2016-17.																			
	DPB - Environmental Health Services																			
1406 Senior Clerk	0.77	0.00	\$47,160	\$0	\$47,160	x	1.00	0.00	\$63,083	\$0	\$63,083	x								
Mandatory Fringe Benefits			\$23,650	\$0	\$23,650	x			\$32,421	\$0	\$32,421	x								
			<i>Total Savings</i>		\$70,810				<i>Total Savings</i>		\$95,504									
	Delete new proposed 0.77 FTE 1406 Senior Clerk position. The Department has at least 6.51 FTE existing vacant positions in this job classification (254.90 FTE existing vacant positions across all funds), and at least 1.51 FTE that have been vacant for over four years. The Budget and Legislative Analyst recommends that the Department fill an existing vacant position in this classification instead of adding 0.77 FTE 1406 Senior Clerk position.																			

FY 2017-18			FY 2018-19		
Total Recommended Reductions		Total	Total Recommended Reductions		Total
One-Time	Ongoing		One-Time	Ongoing	
General Fund	\$32,732	\$3,230,402	\$23,464	\$2,115,725	\$2,139,189
Non-General Fund	\$0	\$0	\$0	\$0	\$0
Total	\$32,732	\$3,230,402	\$23,464	\$2,115,725	\$2,139,189

FY 2017-18			FY 2018-19		
Total Recommended Reductions		Total	Total Recommended Reductions		Total
One-Time	Ongoing		One-Time	Ongoing	
General Fund	\$32,732	\$3,230,402	\$23,464	\$2,115,725	\$2,139,189
Non-General Fund	\$0	\$0	\$0	\$0	\$0
Total	\$32,732	\$3,230,402	\$23,464	\$2,115,725	\$2,139,189

DEPARTMENT: DPH- DEPARTMENT OF PUBLIC HEALTH

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

DEPARTMENT: DPH- DEPARTMENT OF PUBLIC HEALTH

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

DEPARTMENT: DSS – HUMAN SERVICES AGENCY

YEAR ONE: FY 2017-18

Budget Changes

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

Personnel Changes

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

Revenue Changes

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

YEAR TWO: FY 2018-19

Budget Changes

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

Personnel Changes

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

Revenue Changes

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

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

DEPARTMENT: DSS – HUMAN SERVICES AGENCY

RECOMMENDATIONS

YEAR ONE: FY 2017-18

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

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

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

YEAR TWO: FY 2018-19

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

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

DSS - Human Services Agency

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

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

DSS - Human Services Agency

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

	FY 2017-18			FY 2018-19		
	One-Time	Ongoing	Total	One-Time	Ongoing	Total
General Fund	\$1,063,601	\$587,430	\$1,651,031	\$0	\$587,430	\$587,430
Non-General Fund	\$367,636	\$251,756	\$619,392	\$0	\$251,756	\$251,756
Total	\$1,431,237	\$839,186	\$2,270,423	\$0	\$839,186	\$839,186

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

DSS - Human Services Agency

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

FY 2017-18

Total Policy Recommendations

	One-Time	Ongoing	Total
General Fund	\$34,974	\$0	\$34,974
Non-General Fund	\$18,832	\$0	\$18,832
Total	\$53,806	\$0	\$53,806

FY 2018-19

Total Policy Recommendations

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

DEPARTMENT: DSS – HUMAN SERVICES AGENCY

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

DEPARTMENT: DSS – HUMAN SERVICES AGENCY

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

DEPARTMENT: HOM – HOMELESSNESS AND SUPPORTIVE HOUSING

YEAR ONE: FY 2017-18

Budget Changes

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

Personnel Changes

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

Revenue Changes

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

YEAR TWO: FY 2018-19

Budget Changes

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

Personnel Changes

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

Revenue Changes

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

RECOMMENDATIONS

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

DEPARTMENT: HOM – HOMELESSNESS AND SUPPORTIVE HOUSING

YEAR ONE: FY 2017-18

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

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

YEAR TWO: FY 2018-19

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

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

Object Title	FY 2017-18				FY 2018-19				
	FTE		Amount		FTE		Amount		
	From	To	From	To	From	To	From	To	
Temporary- Misc	2.80	1.80	\$273,537	\$145,000	2.71	1.71	\$273,537	\$145,000	
Mandatory Fringe			\$21,664	\$11,484			\$21,664	\$11,484	
			<i>Total Savings</i>	<i>\$138,717</i>			<i>Total Savings</i>	<i>\$138,717</i>	
<p>The Department's FY 2017-18 budget includes a new 0931 Manager III position, of which we are recommending approval; the functions of this new position are currently performed through temporary salaries, which can be reduced with the creation of the new position.</p>									
Attrition Savings	(0.37)		(\$36,020)	(\$154,461)			(\$37,114)	(\$137,114)	\$100,000
Mandatory Fringe Benefits			(\$15,238)	(\$65,344)			(\$16,064)	(\$59,347)	\$43,283
			<i>Total Savings</i>	<i>\$168,547</i>			<i>Total Savings</i>	<i>\$143,283</i>	
<p>Increase attrition savings to account for projected salary surpluses in FY 2016-17 and increased budgeted salaries in FY2017-18. The Department reduced General Fund attrition savings by \$481,799 from \$862,516 in FY 2016-17 to \$380,717 in FY 2017-18. The Department has projected General Fund salary savings of \$1.2 million in FY 2016-17, and 16 vacant General Fund positions. Of the 16 vacant positions, 8 were new in FY 2016-17 and never filled. According to the Department, the delay in filling positions in FY 2016-17 was due to the lack of sufficient office space for Department staff; the Department expects to increase hiring in FY 2017-18 when the Department moves into new office space.</p>									
<p>In addition, the Department has requested 6 new positions in FY 2017-18, for which we are recommending approval of 5.</p>									

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**

Object Title	FY 2017-18				FY 2018-19															
	FTE		Amount		FTE		Amount													
	From	To	From	To	From	To	From	To												
	CMN - Administration																			
Attrition Savings	(0.98)		(\$111,154)	(\$270,000)			\$158,846	x												
Mandatory Fringe Benefits			(\$44,501)	(\$108,096)			\$63,595	x												
Attrition Savings	(0.48)		(\$54,901)	(\$220,000)			\$165,099	x												
Mandatory Fringe Benefits			(\$21,918)	(\$87,830)			\$65,912	x												
			<i>Total Savings</i>	<i>\$453,452</i>																
	<p>Increase attrition savings to account for projected salary surpluses in FY 2016-17 and increased budgeted salaries in FY 2017-18. The Department reduced General Fund attrition savings by \$481,799 from \$862,516 in FY 2016-17 to \$380,717 in FY 2017-18. The Department has projected General Fund salary savings of \$1.2 million in FY 2016-17, and 16 vacant General Fund positions. Of the 16 vacant positions, 8 were new in FY 2016-17 and never filled. According to the Department, the delay in filling positions in FY 2016-17 was due to the lack of sufficient office space for Department staff; the Department expects to increase hiring in FY 2017-18 when the Department moves into new office space.</p> <p>In addition, the Department has requested 6 new positions in FY 2017-18, for which we are recommending approval of 5.</p>																			
Principal Administrative Analyst	1.00	0.00	\$128,812	\$0			\$128,812	x												
Mandatory Fringe Benefits			\$49,096	\$0			\$49,096	x												
Senior Administrative Analyst	0.00	1.00	\$0	\$111,271			(\$111,271)	x												
Mandatory Fringe Benefits			\$0	\$44,943			(\$44,943)	x												
			<i>Total Savings</i>	<i>\$21,694</i>																
	<p>The Department's FY 2017-18 budget includes the upward substitution of an Accountant III to Accountant IV to provide supervisory oversight. The Department previously had an 1824 Principal Administrative Analyst position filling this role, which is vacant and will be reassigned to the Grants and Contracts function. The reassigned 1824 position can appropriately be substituted to an 1823 Senior Administrative Analyst position in Contracts and Grants.</p>																			
			<i>Total Savings</i>	<i>\$22,477</i>																
			<i>Total Savings</i>	<i>\$21,694</i>																
			<i>Total Savings</i>	<i>\$22,477</i>																

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**

HOM - Homelessness and Supportive Housing

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

FY 2017-18

Total Recommended Reductions

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

FY 2018-19

Total Recommended Reductions

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

GF = General Fund
IT = One Time

