


**CITY AND COUNTY OF SAN FRANCISCO**  
**BOARD OF SUPERVISORS**

**BUDGET AND LEGISLATIVE ANALYST**

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June 15, 2016

**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 2016-2017 to Fiscal Year 2017-2018 Budget.

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**YEAR ONE: FY 2016-17**

Budget Changes

The Department’s proposed \$15,845,306 budget for FY 2016-17 is \$320,625 or 2.1% more than the original FY 2015-16 budget of \$15,524,681.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2016-17 are 30.75 FTEs, which are 2.26 FTEs more than the 28.49 FTEs in the original FY 2015-16 budget. This represents a 7.9% increase in FTEs from the original FY 2015-16 budget.

Revenue Changes

The Department’s revenues of \$6,404,525 in FY 2016-17, are \$118,187 or 1.9% more than FY 2015-16 revenues of \$6,286,338.

**YEAR TWO: FY 2017-18**

Budget Changes

The Department’s proposed \$17,638,102 budget for FY 2017-18 is \$1,792,796 or 11.3% more than the Mayor’s proposed FY 2016-17 budget of \$15,845,306.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2017-18 are 30.97 FTEs, which are 0.22 FTEs more than the 30.75 FTEs in the Mayor’s proposed FY 2016-17 budget. This represents a 0.7% increase in FTEs from the Mayor’s proposed FY 2016-17 budget.

Revenue Changes

The Department’s revenues of \$6,417,713 in FY 2017-18, are \$13,188 or 0.2% more than FY 2016-17 estimated revenues of \$6,404,525.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2016-17 AND FY 2017-18**

**DEPARTMENT:** ART – ARTS COMMISSION

**RECOMMENDATIONS**

**YEAR ONE: FY 2016-17**

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$106,371 in FY 2016-17, which are one-time savings. These reductions would still allow an increase of \$214,254 or 1.4% in the Department’s FY 2016-17 budget.

In addition, the Budget and Legislative Analyst recommends placing \$62,000 on Budget and Finance Committee reserve pending cost estimates of acoustic mitigation improvements.

The Department has requested 1.00 FTE 1823 Senior Administrative Analyst position as an interim exception to continue strategic and analytical work. The Budget and Legislative Analyst recommends approval of the position as an interim exception.

**YEAR TWO: FY 2017-18**

The Budget and Legislative Analyst has no recommended reductions to the proposed budget of \$17,638,102 for FY 2017-18, which allows for an increase of \$1,792,796, or 11.3% in the Department’s FY 2017-18 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**

**ART - Arts Commission**

Object Title	FY 2016-17						FY 2017-18					
	FTE		Amount		GF	IT	FTE		Amount		GF	IT
	From	To	From	To			From	To	From	To		
<b>EEJ - Arts Commission Administration</b>												
Other Current Expenses			\$140,000	\$110,000	X	X						
	Reduce budgeted amount for other current expenses due to estimated acoustic mitigation costs.											
Other Materials & Supplies			\$60,000	\$15,000	X	X						
	Reduce budgeted amount for other materials and supplies due to inadequate justification.											
Management Assistant	0.77	0.50	\$65,692	\$42,656	X	X						
Mandatory Fringe Benefits			\$27,658	\$19,323	X	X						
			<i>Total Savings</i>	<i>\$31,371</i>								
	Reduce proposed new 0.77 FTE 1842 Management Assistant to 0.50 FTE to reflect hiring date.											

**FY 2016-17**

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund	\$0	\$106,371
Non-General Fund	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$106,371</b>

**FY 2017-18**

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

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

**ART - Arts Commission**

Object Title	FY 2016-17					FY 2017-18				
	FTE		Amount		Savings	FTE		Amount		Savings
	From	To	From	To		From	To	From	To	
<b>Reserve Recommendations</b>										
EEJ - Arts Commission Administration										
Other current expenses					\$62,000	X	X			
<i>Total</i> <span style="float:right">\$62,000</span>										
Reserve \$62,000 of budgeted amount for other current expenses pending detailed cost estimates for acoustic mitigation expenses.										
One-time reserve.										

**FY 2016-17**

Total Reserve Recommendations			
General Fund	Non-General Fund	One-Time	Ongoing
\$62,000	\$0	\$0	\$62,000
\$0	\$0	\$0	\$0
<b>Total</b>	<b>\$62,000</b>	<b>\$0</b>	<b>\$62,000</b>

**FY 2017-18**

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

**YEAR ONE: FY 2016-17**

Budget Changes

The Department's proposed \$25,670,014 budget for FY 2016-17 is \$1,281,471 or 5.3% more than the original FY 2015-16 budget of \$24,388,543.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2016-17 are 68.93 FTEs, which are 4.23 FTEs more than the 64.70 FTEs in the original FY 2015-16 budget. This represents a 6.5% increase in FTEs from the original FY 2015-16 budget.

Revenue Changes

The Department's revenues of \$16,573,556 in FY 2016-17, are \$7,814,987 or 32.0% less than FY 2015-16 revenues of \$24,388,543.

**YEAR TWO: FY 2017-18**

Budget Changes

The Department's proposed \$26,922,951 budget for FY 2017-18 is \$1,252,937 or 4.9% more than the Mayor's proposed FY 2016-17 budget of \$25,670,014.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2017-18 are 69.86 FTEs, which are 0.93 FTEs more than the 68.93 FTEs in the Mayor's proposed FY 2016-17 budget. This represents a 1.3% increase in FTEs from the Mayor's proposed FY 2016-17 budget.

Revenue Changes

The Department's revenues of \$17,657,761 in FY 2017-18, are \$1,084,205 or 6.5% more than FY 2016-17 estimated revenues of \$16,573,556.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2016-17 AND FY 2017-18**

**DEPARTMENT:** WAR – WAR MEMORIAL

**RECOMMENDATIONS**

**YEAR ONE: FY 2016-17**

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$57,000 in FY 2016-17, which are ongoing savings. These reductions would still allow an increase of \$1,224,471 or 5.0% in the Department’s FY 2016-17 budget.

**YEAR TWO: FY 2017-18**

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$48,644 in FY 2017-18, which are ongoing savings. These reductions would still allow an increase of \$1,204,293 or 4.7% in the Department’s FY 2017-18 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**

**WAR - War Memorial**

Object Title	FY 2016-17						FY 2017-18							
	FTE		Amount		Savings	GF 1T	FTE		Amount		Savings	GF 1T		
	From	To	From	To			From	To	From	To				
<b>EED - Operations &amp; Maintenance</b>														
Attrition Savings			(\$258,072)		\$40,000	X			(\$258,072)		(\$298,072)		\$40,000	X
Mandatory Fringe Benefits			(\$110,333)		\$17,000	X			(\$118,689)		(\$127,333)		\$8,644	X
			<i>Total Savings</i>	\$57,000					<i>Total Savings</i>	\$48,644				
Increase Attrition Savings to reflect historical salary savings. The Controller has projected salary savings between \$63,000 and \$136,000 and associated benefits savings of \$85,000 to \$106,000 in the current year, and prior years have also shown salary surpluses upward of \$200,000.														
Ongoing savings.														

**FY 2016-17**

**Total Recommended Reductions**

	One-Time	Ongoing	Total
General Fund	\$0	\$57,000	\$57,000
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$57,000</b>	<b>\$57,000</b>

**FY 2017-18**

**Total Recommended Reductions**

	One-Time	Ongoing	Total
General Fund	\$0	\$48,644	\$48,644
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$48,644</b>	<b>\$48,644</b>



**YEAR ONE: FY 2016-17**

Budget Changes

The Department’s proposed \$33,674,839 budget for FY 2016-17 is \$1,713,328 or 5.4% more than the original FY 2015-16 budget of \$31,961,511.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2016-17 are 166.65 FTEs, which are 4.46 FTEs more than the 162.19 FTEs in the original FY 2015-16 budget. This represents a 2.7% increase in FTEs from the original FY 2015-16 budget.

Revenue Changes

The Department's revenues of \$721,670 in FY 2016-17, are \$25,176 or 3.6% more than FY 2015-16 revenues of \$696,494.

**YEAR TWO: FY 2017-18**

Budget Changes

The Department’s proposed \$34,223,446 budget for FY 2017-18 is \$548,607 or 1.6% more than the Mayor’s proposed FY 2016-17 budget of \$33,674,839.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2017-18 are 167.52 FTEs, which are 0.87 FTEs more than the 166.65 FTEs in the Mayor’s proposed FY 2016-17 budget. This represents a 0.5% increase in FTEs from the Mayor’s proposed FY 2016-17 budget.

Revenue Changes

The Department's revenues of \$649,670 in FY 2017-18, are \$72,000 or 10.0% less than FY 2016-17 estimated revenues of \$721,670.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2016-17 AND FY 2017-18**

**DEPARTMENT:** PDR – PUBLIC DEFENDER

**RECOMMENDATIONS**

**YEAR ONE: FY 2016-17**

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$152,777 in FY 2016-17, which are ongoing savings. These reductions would still allow an increase of \$1,560,551 or 4.9% in the Department’s FY 2016-17 budget.

**YEAR TWO: FY 2017-18**

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$162,453 in FY 2017-18, which are ongoing savings. These reductions would still allow an increase of \$386,154 or 1.1% in the Department’s FY 2017-18 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**

**PDR - Public Defender**

Object Title	FY 2016-17						FY 2017-18					
	FTE		Amount		GF	1T	FTE		Amount		GF	1T
	From	To	From	To			From	To	From	To		
<b>AIB - Criminal and Special Defense</b>												
Attrition Savings	(5.20)	(5.86)	(\$787,607)	(\$887,607)	x	x	(5.20)	(5.86)	(\$787,607)	(\$887,607)	x	x
Mandatory Fringe Benefits			(\$265,339)	(\$299,028)	x	x			(\$288,418)	(\$325,038)	x	x
			<i>Total Savings</i>		\$133,689				<i>Total Savings</i>		\$136,620	
<p>Increase Attrition Savings to reflect actual personnel expenditures. The Controller is projecting a salary surplus of over \$500,000 in the current year and the Department has historically had salary surpluses of at least \$300,000.</p>												
IS Administrator III	0.77	0.00	\$86,941	\$0	\$86,941	x	1.00	0.00	\$112,910	\$0	\$112,910	x
Mandatory Fringe Benefits			\$33,226	\$0	\$33,226	x			\$47,118	\$0	\$47,118	x
IT Operations Support												
Administrator III	0.00	0.77	\$0	\$71,520	(\$71,520)	x	0.00	1.00	\$0	\$92,884	(\$92,884)	x
Mandatory Fringe Benefits			\$0	\$29,559	(\$29,559)	x			\$0	\$41,311	(\$41,311)	x
			<i>Total Savings</i>		\$19,088				<i>Total Savings</i>		\$25,833	
<p>Downward substitute the proposed new 0.77 FTE 1023 IS Administrator III to 0.77 FTE 1093 IT Operations Support Administrator III. The IT Operations Support Administrator III classification is more appropriate for the responsibilities and duties of the position.</p>												

**FY 2016-17**

**Total Recommended Reductions**

<b>One-Time</b>	\$0	<b>Total</b>	\$152,777
<b>Ongoing</b>	\$152,777		\$152,777
<b>General Fund</b>	\$0		\$0
<b>Non-General Fund</b>	\$0		\$0
<b>Total</b>	<b>\$0</b>	<b>Total</b>	<b>\$152,777</b>

**FY 2017-18**

**Total Recommended Reductions**

<b>One-Time</b>	\$0	<b>Total</b>	\$162,453
<b>Ongoing</b>	\$162,453		\$162,453
<b>General Fund</b>	\$0		\$0
<b>Non-General Fund</b>	\$0		\$0
<b>Total</b>	<b>\$0</b>	<b>Total</b>	<b>\$162,453</b>

**YEAR ONE: FY 2016-17**

Budget Changes

The Department's proposed \$33,785,324 budget for FY 2016-17 is \$979,293 or 2.8% less than the original FY 2015-16 budget of \$34,764,617.

Revenue Changes

The Department's revenues of \$3,071,567 in FY 2016-17, are \$21,869 or 0.7% more than FY 2015-16 revenues of \$3,049,698.

**YEAR TWO: FY 2017-18**

Budget Changes

The Department's proposed \$33,800,684 budget for FY 2017-18 is \$15,360 or 0.1% more than the Mayor's proposed FY 2016-17 budget of \$33,785,324.

Revenue Changes

The Department's revenues of \$3,086,927 in FY 2017-18, are \$15,360 or 0.5% more than FY 2016-17 estimated revenues of \$3,071,567.

**RECOMMENDATIONS**

**YEAR ONE: FY 2016-17**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$100,000 in FY 2016-17, which are ongoing savings.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended encumbrances of \$7,000, for total General Fund savings of \$107,000.

**YEAR TWO: FY 2017-18**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$100,000 in FY 2017-18, which are ongoing savings.

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

**CRT - Superior Court**

Object Title	FY 2016-17						FY 2017-18					
	FTE		Amount		Savings	GF 1T	FTE		Amount		Savings	GF 1T
	From	To	From	To			From	To	From	To		
AML - Indigent Defense/Grand Jury			\$6,756,072	\$6,656,072	\$100,000	x			\$6,756,072	\$6,656,072	\$100,000	x
Court Fees and Other Compensation												
Decrease funding for the Indigent Defense program to reflect recent decreases in annual case filings.												
On-going savings.												

**FY 2016-17**

**Total Recommended Reductions**

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

**FY 2017-18**

**Total Recommended Reductions**

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

Year	Department Code	Subfund Code	Vendor No	Vendor Name	Index Code	Remaining Balance
15	CRT	1GAGFAAA	C01150	City & County of San Francisco	115038	\$7,000.00
<b>Total</b>						<b>\$7,000.00</b>

**YEAR ONE: FY 2016-17**

Budget Changes

The Department's proposed \$34,702,628 budget for FY 2016-17 is \$1,156,597 or 3.4% more than the original FY 2015-16 budget of \$33,546,031.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2016-17 are 149.49 FTEs, which are 0.97 FTEs more than the 148.52 FTEs in the original FY 2015-16 budget. This represents a 0.7% increase in FTEs from the original FY 2015-16 budget.

Revenue Changes

The Department's revenues of \$18,117,782 in FY 2016-17, are \$2,227,709 or 14.0% more than FY 2015-16 revenues of \$15,890,073.

**YEAR TWO: FY 2017-18**

Budget Changes

The Department's proposed \$34,810,393 budget for FY 2017-18 is \$107,765 or 0.3% more than the Mayor's proposed FY 2016-17 budget of \$34,702,628.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2017-18 are 148.68 FTEs, which are 0.81 FTEs less than the 149.49 FTEs in the Mayor's proposed FY 2016-17 budget. This represents a 0.5% decrease in FTEs from the Mayor's proposed FY 2016-17 budget.

Revenue Changes

The Department's revenues of \$18,810,782 in FY 2017-18, are \$693,000 or 3.8% more than FY 2016-17 estimated revenues of \$18,117,782.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2016-17 AND FY 2017-18**

**DEPARTMENT:** ADP – ADULT PROBATION

**RECOMMENDATIONS**

**YEAR ONE: FY 2016-17**

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$682,721 in FY 2016-17. Of the \$682,721 in recommended reductions, \$268,000 are ongoing savings and \$414,721 are one-time savings. These reductions would still allow an increase of \$473,876 or 1.4% in the Department’s FY 2016-17 budget.

The Budget and Legislative Analyst also recommends closing out prior year unexpended encumbrances of \$136,541, for total General Fund savings of \$819,262.

In addition, the Budget and Legislative Analyst recommends placing \$876,948 on Budget & Finance Committee Reserve for a contract to develop a new client management database until a detailed plan for the database has been completed and a report is submitted to the Budget and Finance Committee.

**YEAR TWO: FY 2017-18**

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$471,577 in FY 2017-18, which are ongoing savings.



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

**ADP - Adult Probation**

Object Title	FY 2016-17				FY 2017-18					
	FTE		Amount		FTE		Amount			
	From	To	From	To	From	To	From	To		
<b>ARS - Realignment</b>										
Training			\$50,000	\$10,000	\$40,000	x	\$50,000	\$20,000	\$30,000	x
	Reduce training budget to reflect historical expenditures. Department has underspent this line item in each of the last three years. The recommended budget of \$10,000 in this line item will allow for a total budget of \$248,320 for the department's training needs.									
Professional & Specialized Services			\$3,278,550	\$3,178,550	\$100,000	x	\$3,278,550	\$3,178,550	\$100,000	x
	Reduce to reflect availability of carryforward funds and historical spending. The department plans to carry forward \$263,396 in unspent funds from FY 2015-16 for these purposes. The proposed budget level of \$3,078,550 and carry forwards of \$263,396 are sufficient to provide services for FY 2016-17.									
	<b>AOS - One Stop Reentry Services</b>									
Other Current Expenses			\$131,000	\$101,000	\$30,000	x	\$131,000	\$101,000	\$30,000	x
	Reduce to reflect historical expenditures. The Department has underspent this line item in each of the last three years. The proposed reduction to \$101,000 will allow the department sufficient flexibility to maintain services for the upcoming years.									
Attrition Savings	(0.14)	(0.79)	(\$16,177)	(\$91,177)	\$75,000	x				
Mandatory Fringe Benefits			(\$6,212)	(\$35,012)	\$28,800	x				
			<i>Total Savings</i>		\$103,800					
	The proposed increase to attrition savings reflects the departments anticipated hires for existing positions in FY 2016-17. The department plans to fill one 1824 Principal Administrative Analyst in October 2016 and one 9774 Community Development Specialist in January 2017.									

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

**ADP - Adult Probation**

Object Title	FY 2016-17						FY 2017-18						
	FTE		Amount		Savings	GF 1T	FTE		Amount		Savings	GF 1T	
	From	To	From	To			From	To					
City Grant Programs			\$451,000	\$368,000	\$83,000	x			\$451,000	\$368,000	\$83,000	x	
Reduce to reflect actual need. The Department plans to carry forward \$304,118 in unspent funds from FY 2015-16 for these purposes. The proposed budget level of \$251,000 and carry forwards of \$304,118 are sufficient to provide services for FY 2016-17.													
<b>AKB - Community Services</b>													
Attrition Savings	(5.65)	(7.06)	(\$601,432)	(\$751,432)	\$150,000	x	x	(6.05)	(7.46)	(\$643,974)	(\$793,974)	\$150,000	x
Mandatory Fringe Benefits			(\$239,500)	(\$299,232)	\$59,732	x	x			(\$272,945)	(\$336,522)	\$63,577	x
			<i>Total Savings</i>		\$209,732				<i>Total Savings</i>		\$213,577		
Increase attrition savings by \$150,000. The proposed increase to attrition savings accounts for a projected salary savings of \$1,042,535 in the current year.													
<b>ASH - Administration</b>													
Attrition Savings	(1.45)	(2.15)	(\$149,642)	(\$222,231)	\$72,589	x	x						
Mandatory Fringe Benefits			(\$58,948)	(\$87,543)	\$28,600	x	x						
			<i>Total Savings</i>		\$101,189								
Increase attrition savings to account for hiring a 8438 Chief Deputy Adult Probation Officer in January 2017. The department is developing a recruitment strategy for this position which will increase the length of time it normally takes to fill positions.													
Materials & Supplies			\$250,000	\$235,000	\$15,000	x	x			\$250,000	\$235,000	\$15,000	x
Reduce to reflect actual need. The department has underspent in Materials & Supplies for each of the last two years. The proposed reduction to \$235,000 in this category will continue the same funding levels from the current year.													

**FY 2016-17**

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund	\$414,721	\$682,721
Non-General Fund	\$0	\$0
<b>Total</b>	<b>\$414,721</b>	<b>\$682,721</b>

**FY 2017-18**

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund	\$0	\$471,577
Non-General Fund	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$471,577</b>

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

**ADP - Adult Probation**

Object Title	FY 2016-17					FY 2017-18				
	FTE		Amount		Savings	FTE		Amount		Savings
	From	To	From	To		From	To	From	To	
<b>Reserve Recommendations</b>										
Professional & Specialized Services			\$3,278,550	\$2,401,602	\$876,948	x				
<p>For the last several years, the Department has contracted with North pointe, Inc. to design new client management database in order to track probationers through its programs. In the last year, the Department terminated its contract with North pointe because North pointe could not complete its deliverables for the database. Currently the Department is working with the Office of Contract Administration to secure a new vendor to provide consulting services to build out the database. The Department is proposing to carry forward \$423,052 from the North pointe contract into FY 2016-17 to continue to provide consulting services with the new vendor. The Budget and Legislative Analyst proposes to place \$876,948 in the proposed budget for these consulting services on Budget &amp; Finance Committee Reserve until a detailed plan for the final development of the database has been completed and a report has been submitted to the Budget &amp; Finance Committee.</p>										
Ongoing savings										

**FY 2016-17**

Total Reserve Recommendations		
One-Time	Ongoing	Total
General Fund	\$0	\$876,948
Non-General Fund	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$876,948</b>

**FY 2017-18**

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

Year	Department Code	Subfund Code	Vendor No	Vendor Name	Index Code Code	Remaining Balance
13	ADP	1GAGFAAA	38694	REDWOOD TOXICOLOGY LABORATORY INC	135002	40,624
13	ADP	1GAGFAAA	38694	REDWOOD TOXICOLOGY LABORATORY INC	135005	74,972
13	ADP	1GAGFAAA	38694	REDWOOD TOXICOLOGY LABORATORY INC	135109	20,945
<b>Total</b>						<b>136,541</b>

**YEAR ONE: FY 2016-17**

Budget Changes

The Department’s proposed \$42,190,300 budget for FY 2016-17 is \$30,670 or 0.1% more than the original FY 2015-16 budget of \$42,159,630.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2016-17 are 241.75 FTEs, which are 0.80 FTEs more than the 240.95 FTEs in the original FY 2015-16 budget. This represents a 0.3% increase in FTEs from the original FY 2015-16 budget.

Revenue Changes

The Department's revenues of \$8,013,455 in FY 2016-17, are \$169,491 or 2.1% less than FY 2015-16 revenues of \$8,182,946.

**YEAR TWO: FY 2017-18**

Budget Changes

The Department’s proposed \$42,922,818 budget for FY 2017-18 is \$732,518 or 1.7% more than the Mayor’s proposed FY 2016-17 budget of \$42,190,300.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2017-18 are 240.47 FTEs, which are 1.28 FTEs less than the FTEs in the Mayor’s proposed FY 2016-17 budget. This represents a 0.5% decrease in FTEs from the Mayor’s proposed FY 2016-17 budget.

Revenue Changes

The Department's revenues of \$8,013,455 in FY 2017-18, are \$8,013,455, which is unchanged from the Mayor’s proposed FY 2016-17 budget.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2016-17 AND FY 2017-18**

**DEPARTMENT:** JUV – JUVENILE PROBATION

**RECOMMENDATIONS**

**YEAR ONE: FY 2016-17**

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$373,261 in FY 2016-17. Of the \$373,261 in recommended reductions, \$289,745 are ongoing savings and \$83,516 are one-time savings.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended encumbrances of \$972.91, for total General Fund savings of \$374,233.91.

**YEAR TWO: FY 2017-18**

The Budget and Legislative Analyst does not recommend any reductions to the proposed budget in FY 2017-18.

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

**JUV - Juvenile Probation**

Object Title	FY 2016-17						FY 2017-18							
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To	From	To			
	<b>AKE - Juvenile Hall</b>													
Counselor II	8.00	7.00	\$707,634	\$619,180	\$88,454	x		8.00	7.00	\$707,634	\$619,180	\$88,454	x	
Mandatory Fringe Benefits			\$298,247	\$260,966	\$37,281	x				\$316,835	\$277,231	\$39,604	x	
Attrition Savings	(17.42)	(18.08)	(\$1,328,000)	(\$1,378,000)	\$50,000	x		(18.49)	(19.15)	(\$1,410,000)	(\$1,321,546)	(\$88,454)	x	
Mandatory Fringe Benefits			(\$583,196)	(\$605,154)	\$21,958	x				(\$660,129)	(\$620,525)	(\$39,604)	x	
			<i>Total Savings</i>	<i>\$197,693</i>						<i>Total Savings</i>	<i>\$0</i>			
	Delete 1.00 FTE vacant 8318 Counselor II position. This Counselor II position has been vacant since November 2012. Since that time the number of bookings at Juvenile Hall has decreased by 191, or 20 percent.													
	Increase Attrition Savings by \$50,000 and related Mandatory Fringe Benefits by \$21,958. The Controller projects salary savings between \$424,000 and \$509,000 for the current year.													
	<b>AKF - Log Cabin Ranch</b>													
Food			\$360,000	\$345,000	\$15,000	x	x							
	Reduce the Department's food budget in this line by \$15,000. The Department's budget for food was underspent by \$89,646 in FY 2013-14 and \$45,028 in FY 2014-15. The food budget is estimated to be underspent by \$154,956 in the current year. The reduced amount still allows for sufficient resources beyond historical and current year projected expenditures.													
	Ongoing savings from reduction to 1.00 FTE Counselor II. Reduce attrition savings to offset reduction to permanent salaries.													
	One-time savings.													

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

**JUV - Juvenile Probation**

Object Title	FY 2016-17						FY 2017-18					
	FTE		Amount		Savings	GF 1T	FTE		Amount		Savings	GF 1T
	From	To	From	To			From	To				
<b>AKC - Probation Services</b>												
Secretary I	1.00	0.00	\$62,253	\$0	\$62,253	x	1.00	0.00	\$62,253	\$0	\$62,253	x
Mandatory Fringe Benefits			\$29,799	\$0	\$29,799	x			\$31,947	\$0	\$31,947	x
Attrition Savings							(4.65)	(4.04)	(\$472,391)	(\$410,138)	(\$62,253)	x
Mandatory Fringe Benefits									(\$201,611)	(\$169,664)	(\$31,947)	x
			<i>Total Savings</i>	\$92,052					<i>Total Savings</i>	\$0		
Delete 1.00 FTE 1444 Secretary I position that has been vacant since 2013. The Department will be able to absorb the deletion of this position without diminishing service levels.												
<b>FAL - Children's Baseline</b>												
Senior Management Assistant	1.00	0.50	\$97,796	\$48,898	\$48,898	x						
Mandatory Fringe Benefits			\$39,235	\$19,618	\$19,618	x						
			<i>Total Savings</i>	\$68,516								
Reduce 1.00 FTE 1844 Senior Management Assistant to 0.50 FTE to reflect a January 2017 start date.												

**FY 2016-17**

**Total Recommended Reductions**

	One-Time	Ongoing	Total
General Fund	\$83,516	\$289,745	\$373,261
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$83,516</b>	<b>\$289,745</b>	<b>\$373,261</b>

**FY 2017-18**

**Total Recommended Reductions**

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



Year	Department Code	Subfund Code	Vendor No	Vendor Name	Index Code Code	Remaining Balance
15	JUV	1GAGFAAA	10001	IRVINE & JACHENS INC	125009	30.45
15	JUV	1GAGFAAA	27478	GIVE SOMETHING BACK INC	125009	453.23
15	JUV	1GAGFAAA	70619	COMCAST CABLE COMMUNICATIONS INC	125009	15.32
15	JUV	1GAGFAAP	05064	INTERNATIONAL FIRE INC	120033	80.22
15	JUV	1GAGFAAP	05064	INTERNATIONAL FIRE INC	120033	23.38
15	JUV	1GAGFAAP	10001	IRVINE & JACHENS INC	121130	16.31
15	JUV	1GAGFAAP	27478	GIVE SOMETHING BACK INC	121130	71.55
15	JUV	1GAGFAAP	66077	AFFINITY RESOURCES CO INC	120033	12.45
15	JUV	1GAGFAAP	66077	AFFINITY RESOURCES CO INC	120033	175.00
15	JUV	2SPPGNC	86383	TIMEKEEPING SYSTEMS INC	125064	95.00
<b>Total</b>						<b>972.91</b>

**YEAR ONE: FY 2016-17**

Budget Changes

The Department’s proposed \$42,362,531 budget for FY 2016-17 is \$3,119,464 or 7.9% more than the original FY 2015-16 budget of \$39,243,067.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2016-17 are 219.64 FTEs, which are 0.83 FTEs more than the 218.81 FTEs in the original FY 2015-16 budget. This represents a 0.4% increase in FTEs from the original FY 2015-16 budget.

Revenue Changes

The Department's revenues of \$16,653,752 in FY 2016-17, are \$1,961,831 or 13.4% more than FY 2015-16 revenues of \$14,691,921.

**YEAR TWO: FY 2017-18**

Budget Changes

The Department’s proposed \$16,716,687 budget for FY 2017-18 is \$62,935 or 0.4% more than the Mayor’s proposed FY 2016-17 budget of \$16,653,752.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2017-18 are 216.75 FTEs, which are 2.89 FTEs less than the 219.64 FTEs in the Mayor’s proposed FY 2016-17 budget. This represents a 2.89% decrease in FTEs from the Mayor’s proposed FY 2016-17 budget.

Revenue Changes

The Department's revenues of \$16,716,687 in FY 2017-18, are \$62,395 or 0.4% more than FY 2016-17 estimated revenues of \$16,653,752.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2016-17 AND FY 2017-18**

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

**RECOMMENDATIONS**

**YEAR ONE: FY 2016-17**

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$155,117 in FY 2016-17. Of the \$155,117 in recommended reductions, all are ongoing savings. These reductions would still allow an increase of \$2,964,347 or 7.6% in the Department’s FY 2016-17 budget.

In addition, the Budget and Legislative Analyst recommends closing out \$500,000 in prior year unexpended General Fund monies which otherwise would be carried forward to FY 2016-17, which would allow the return of \$500,000 to the General Fund. Together, these recommendations equal \$655,117 in General Fund savings in FY 2016-17.

**YEAR TWO: FY 2017-18**

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$158,016 in FY 2017-18, all of which are ongoing savings.

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

<b>TTX - Treasurer-Tax Collector</b>																					
Object Title	FY 2016-17					FY 2017-18															
	FTE		Amount		GF 1T	Savings		FTE		Amount											
	From	To	From	To		From	To	From	To	Savings	GF 1T										
<b>FCO-Business Tax</b>																					
Materials & Supplies			\$20,000	\$10,000	x	\$10,000				\$20,000	\$10,000	\$10,000	x								
Reduce the Materials & Supplies budget to reflect historical underspending and projected surplus in FY 2015-16.																					
Personal Property Auditor	10.00	9.00	\$919,710	\$827,739	x	\$91,971			10.00	9.00	\$919,710	\$827,739	\$91,971	x							
Mandatory Fringe Benefits			\$381,460	\$343,314	x	\$38,146					\$410,454	\$369,409	\$41,045	x							
			<i>Total Savings</i>	<i>\$130,117</i>							<i>\$133,016</i>										
Delete 1.00 FTE vacant 4220 Personal Property Auditor position which has been vacant since 2011.																					
<b>FCS- Delinquent Revenue</b>																					
Materials & Supplies			\$10,258	\$5,258	x	\$5,000					\$10,258	\$5,258	\$5,000	x							
Reduce Materials & Supplies budget to reflect historical underspending and projected surplus in FY 2015-16.																					
Materials & Supplies			\$20,000	\$15,000	x	\$5,000					\$20,000	\$15,000	\$5,000	x							
Reduce Materials & Supplies budget in continuing projects to reflect historical underspending and projected surplus in FY 2015-16.																					
<b>FCL- Treasury</b>																					
Materials & Supplies			\$16,500	\$11,500	x	\$5,000					\$16,500	\$11,500	\$5,000	x							
Reduce Materials & Supplies budget to reflect historical underspending and projected surplus in FY 2015-16.																					
										<b>FY 2016-17</b>				<b>FY 2017-18</b>							
										<b>Total Recommended Reductions</b>				<b>Total Recommended Reductions</b>							
										<b>One-Time</b>		<b>Ongoing</b>		<b>Total</b>		<b>One-Time</b>		<b>Ongoing</b>		<b>Total</b>	
										General Fund		Non-General Fund		Total		General Fund		Non-General Fund		Total	
										\$0		\$155,117		\$155,117		\$0		\$158,016		\$158,016	
										\$0		\$0		\$0		\$0		\$0		\$0	
										<b>\$0</b>		<b>\$155,117</b>		<b>\$155,117</b>		<b>\$0</b>		<b>\$158,016</b>		<b>\$158,016</b>	

**Recommended Reduction in Funds Carried Forward from FY 2015-16 to FY 2016-17**

<b>Department</b>	<b>Program</b>	<b>Program Title</b>	<b>Fund</b>	<b>Index Code</b>	<b>Project Title</b>	<b>Amount</b>
Treasurer-Tax Collector	FGR	Gross Receipts Implementation- Staffing	1GAGFACP	085062	Gross Receipts Tax Implementation	\$500,000
Explanation:	<p>Reduce the Department's proposed carryforward of unspent prior year appropriations by \$500,000 and return to the General Fund balance.</p> <p>The Department carried forward an average of \$1,591,638 over the past three fiscal years, including \$3,077,455 in FY 2015-16. The Department's FY 2016-17 budget for this program is \$3,684,789 which is \$351,845 less than FY 2015-16.</p> <p>Average annual spending in the program in FY 2013-14, FY 2014-15, and FY 2015-16 is \$2,113,100.</p>					

**YEAR ONE: FY 2016-17**

Budget Changes

The Department's proposed \$51,569,787 budget for FY 2016-17 is \$10,310,663 or 25.0% more than the original FY 2015-16 budget of \$41,259,124.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2016-17 are 215.35 FTEs, which are 33.57 FTEs more than the 181.78 FTEs in the original FY 2015-16 budget. This represents an 18.5% increase in FTEs from the original FY 2015-16 budget.

Revenue Changes

The Department's revenues of \$49,292,234 in FY 2016-17, are \$10,508,597 or 27.1% more than FY 2015-16 revenues of \$38,783,637.

**YEAR TWO: FY 2017-18**

Budget Changes

The Department's proposed \$49,056,852 budget for FY 2017-18 is \$2,512,935 or 4.9% less than the Mayor's proposed FY 2016-17 budget of \$51,569,787.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2017-18 are 220.51 FTEs, which are 5.16 FTEs more than the 215.25 FTEs in the Mayor's proposed FY 2016-17 budget. This represents a 2.4% increase in FTEs from the Mayor's proposed FY 2016-17 budget.

Revenue Changes

The Department's revenues of \$47,105,813 in FY 2017-18, are \$2,186,421 or 4.4% less than FY 2016-17 estimated revenues of \$49,292,234.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2016-17 AND FY 2017-18**

**DEPARTMENT:** CPC– CITY PLANNING

**RECOMMENDATIONS**

**YEAR ONE: FY 2016-17**

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$713,596 in FY 2016-17. Of the \$713,596 in recommended reductions, \$313,244 are ongoing savings and \$400,352 are one-time savings. These reductions would still allow an increase of \$9,597,067 or 23.3% in the Department’s FY 2016-17 budget.

The Mayor’s Budget Office is proposing an interim exception to authorize the Department for a Planner III at 0.58 FTE in FY 2016-17 and FY 2017-18. We recommend approving the interim exception.

**YEAR TWO: FY 2017-18**

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$635,626 in FY 2017-18, all of which are ongoing savings.

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

**CPC - City Planning**

Object Title	FY 2016-17						FY 2017-18					
	FTE		Amount		GF	1T	FTE		Amount		GF	1T
	From	To	From	To			From	To	From	To		
<b>FEF - Administration/Planning</b>												
EQUIPMENT PURCHASE		\$26,100	\$0	\$26,100	x	x						
	Disapprove the request for one replacement vehicle. The Prius to be replaced has only 25,645 miles.											
OTHER MATERIALS & SUPPLIES		\$205,000	\$115,000	\$90,000	x	x		\$211,871	\$30,750	\$181,121	x	x
	Reduce requested purchases for minor furnishings and other supplies for new staff by \$90,000. The recommended reduction provides the Department with sufficient funds for the new positions.											
EQUIPMENT PURCHASE		\$84,252	\$0	\$84,252	x	x						
	Disapprove request for one X-IO SAN Upgrade (ISE2400 SAN upgrade). Department states this was entered as duplicate of CP1701N and is an error.											
Planner III	0.77	0.00	\$86,569	\$0	\$86,569	x	1.00	0.00	\$112,427	\$0	\$112,427	x
Mandatory Fringe Benefits		\$33,130	\$0	\$33,130	x	x		\$46,979	\$0.00	\$46,979	x	x
			<i>Total Savings</i>	\$119,699					<i>Total Savings</i>	\$159,406		
	Disapprove one new 5291 Planner III position. Department requested three Planner III positions for their Administration and Planning program. Two of the positions would "address rapidly evolving needs related to community outreach and engagement on development projects." Our recommendation to approve two new Planner III positions provides the Department with sufficient staff.											
	Ongoing savings											



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

**CPC - City Planning**

Object Title	FY 2016-17						FY 2017-18					
	FTE		Amount		GF	1T	FTE		Amount		GF	1T
	From	To	From	To			From	To	From	To		
Temporary - Miscellaneous	1.89	1.06	\$178,058	\$100,000	\$78,058	x	1.89	1.06	\$183,400	\$100,000	\$83,400	x
Mandatory Fringe Benefits			\$14,102	\$7,920	\$6,182	x			\$14,526	\$7,920	\$6,606	x
			<i>Total Savings</i>	<i>\$84,240</i>					<i>Total Savings</i>	<i>\$90,006</i>		
	Reduce temporary salaries in Administration and Planning to \$100,000. The Department uses these temporary salaries for the summer internship program, and the recommended amount leaves sufficient funds for the program.											
	<b>FDP - Current Planning</b>											
MATERIALS & SUPPLIES-									\$60,000	\$0	\$60,000	x
	The Department included additional funds in the FY 2016-17 budget for materials and supplies. These funds are not needed in FY 2017-18 because the Department is not adding positions in FY 2017-18.											
	<b>FAH - CITYWIDE PLANNING</b>											
Senior Community Devl Specialist I	0.77	0.00	\$78,301	\$0	\$78,301	x	1.00	0.00	\$101,689	\$0	\$101,689	x
Mandatory Fringe Benefits			\$31,004	\$0	\$31,004	x			\$43,404	\$0.00	\$43,404	x
			<i>Total Savings</i>	<i>\$109,305</i>					<i>Total Savings</i>	<i>\$145,093</i>		
	Disapprove new 9774 Senior Community Devl Specialist I. Department has existing staff working on the project and a \$450,000 consulting contract requested in the budget year. Citywide Planning currently has 4 existing Community Development Specialists and a total of 51 positions in the program. Existing resources are sufficient to complete the final phases of the project.											
	Ongoing savings											

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

**CPC - City Planning**

Object Title	FY 2016-17						FY 2017-18					
	FTE		Amount		Savings	GF 1T	FTE		Amount		Savings	GF 1T
	From	To	From	To			From	To	From	To		
<b>FPP - ENVIRONMENTAL PLANNING</b>												
PROFESSIONAL & SPECIALIZED SVCS-BUDGET			\$638,000	\$438,000	\$200,000	x						
Reduce professional services amount by \$200,000 to reflect expected lower spending rate in Budget Year.												

**Total Recommended Reductions**

	One-Time	Ongoing	Total
General Fund	\$400,352	\$313,244	\$713,596
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$400,352</b>	<b>\$313,244</b>	<b>\$713,596</b>

**Total Recommended Reductions**

	One-Time	Ongoing	Total
General Fund	\$181,121	\$454,505	\$635,626
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$181,121</b>	<b>\$454,505</b>	<b>\$635,626</b>

**YEAR ONE: FY 2016-17**

Budget Changes

The Department’s proposed \$56,828,793 budget for FY 2016-17 is \$4,984,012 or 9.6% more than the original FY 2015-16 budget of \$51,844,781.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2016-17 are 274.26 FTEs, which are 6.91 FTEs more than the 267.35 FTEs in the original FY 2015-16 budget. This represents a 2.6% increase in FTEs from the original FY 2015-16 budget.

Revenue Changes

The Department's revenues of \$7,705,641 in FY 2016-17, are \$1,175,673 or 18.0% more than FY 2015-16 revenues of \$6,529,968.

**YEAR TWO: FY 2017-18**

Budget Changes

The Department’s proposed \$57,753,086 budget for FY 2017-18 is \$924,293 or 1.6% more than the Mayor’s proposed FY 2016-17 budget of \$56,828,793.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2017-18 are 276.94 FTEs, which are 2.68 FTEs more than the 274.26 FTEs in the Mayor’s proposed FY 2016-17 budget. This represents a 1.0% increase in FTEs from the Mayor’s proposed FY 2016-17 budget.

Revenue Changes

The Department's revenues of \$7,750,265 in FY 2017-18, are \$44,624 or 0.6% more than FY 2016-17 estimated revenues of \$7,705,641.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2016-17 AND FY 2017-18**

**DEPARTMENT:** DAT – DISTRICT ATTORNEY

**RECOMMENDATIONS**

**YEAR ONE: FY 2016-17**

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$215,938 in FY 2016-17, which are one-time savings. These reductions would still allow an increase of \$4,768,074 or 9.2% in the Department’s FY 2016-17 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended encumbrances of \$2,495.69, for total General Fund savings of \$218,433.69.

**YEAR TWO: FY 2017-18**

The Budget and Legislative Analyst does not recommend reductions to the proposed budget in FY 2017-18.

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

**DAT - District Attorney**

Object Title	FY 2016-17						FY 2017-18										
	FTE		Amount		Savings		GF 1T		FTE		Amount		Savings		GF 1T		
	From	To	From	To	From	To	From	To	From	To	From	To	From	To	From	To	
Permanent Salaries-Misc.			\$779,315	\$773,820	\$5,495	x	x										
Carry forward existing surplus of \$5,495 from the Child Abduction budget from FY 2015-16 to FY 2016-17.																	
Permanent Salaries-Misc.			\$1,210,571	\$1,035,571	\$175,000	x	x										
Carry forward existing surplus of \$175,000 from the Family Violence budget from FY 2015-16 to FY 2016-17.																	
<b>All - Support Services</b>																	
IT Operations Support Administrator III	0.77	0.50	\$71,520	\$46,442	\$25,078	x	x										
Mandatory Fringe Benefits			\$29,559	\$19,194	\$10,365	x	x										
<i>Total Savings \$35,443</i>																	
Reduce 0.77 FTE new 1093 IT Operations Support Administrator III position to 0.50 FTE to reflect realistic hiring date.																	

**FY 2016-17**

<b>Total Recommended Reductions</b>		
<b>One-Time</b>	<b>Ongoing</b>	<b>Total</b>
General Fund \$215,938	\$0	\$215,938
Non-General Fund \$0	\$0	\$0
<b>Total</b>	<b>\$215,938</b>	<b>\$215,938</b>

**FY 2017-18**

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

Year	Department Code	Subfund Code	Vendor No	Vendor Name	Index Code	Remaining Balance
15	DAT	1GAGFAAA	03224	LexisNexis Matthew Bender	045007	\$0.12
15	DAT	1GAGFAAA	19738	Thomson Reuters/Barclays	045007	1,251.31
15	DAT	1GAGFAAA	93482	Banner Uniform Center	045007	337.90
15	DAT	2SPPDAF	03224	LexisNexis Matthew Bender	040112	906.36
<b>Total</b>						<b>\$2,495.69</b>

**YEAR ONE: FY 2016-17**

Budget Changes

The Department's proposed \$59,449,534 budget for FY 2016-17 is \$18,476,622 or 45.0% more than the original FY 2015-16 budget of \$41,022,912.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2016-17 are 106.13 FTEs, which are 8.19 FTEs more than the 97.94 FTEs in the original FY 2015-16 budget. This represents an 8.4% increase in FTEs from the original FY 2015-16 budget.

Revenue Changes

The Department's revenues of \$30,541,262 in FY 2016-17, are \$16,540,216 or 118.1% more than FY 2015-16 revenues of \$14,001,046.

**YEAR TWO: FY 2017-18**

Budget Changes

The Department's proposed \$42,212,526 budget for FY 2017-18 is \$17,287,008 or 29.1% less than the Mayor's proposed FY 2016-17 budget of \$59,449,534.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2017-18 are 103.39 FTEs, which are 2.74 FTEs less than the 106.13 FTEs in the Mayor's proposed FY 2016-17 budget. This represents a 2.6% decrease in FTEs from the Mayor's proposed FY 2016-17 budget.

Revenue Changes

The Department's revenues of \$14,054,249 in FY 2017-18, are \$16,487,013 or 54.0% less than FY 2016-17 estimated revenues of \$30,491,262.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2016-17 AND FY 2017-18**

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

**RECOMMENDATIONS**

**YEAR ONE: FY 2016-17**

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$1,106,666 in FY 2016-17, which are one-time savings to the General Fund. These reductions would still allow an increase of \$17,369,956 or 42.3% in the Department’s FY 2016-17 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended encumbrances of \$78,650, for total General Fund savings of \$1,185,316.

**YEAR TWO: FY 2017-18**

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$300,000 in FY 2017-18, which are one-time savings to the General Fund.



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

**ECN - Economic and Workforce Development**

Object Title	FY 2016-17						FY 2017-18							
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To	From	To			
<b>BK5 -- Economic Development</b>														
Community Based Organization Services - Budget			\$ 6,336,500	\$ 5,586,500	\$ 750,000	X	X			\$ 5,943,500	\$ 5,743,500	\$200,000	X	X
			<i>Total Savings</i>	\$ 750,000						<i>Total Savings</i>	\$200,000			
	Reduce the proposed Community Based Organization Services Budget by \$750,000 in FY 2016-17. We anticipate that the Department will underspend on Community Based Organization Services by an estimated \$3.1 million in the current year. This recommendation reflects the Department's historical spending in this area and its reasonable ability to spend appropriated funds within the fiscal year. The Department carried forward \$840,000 across all City Grants Programs from FY 2014-15.													
	Reduce the Community Based Organization Services Budget by \$200,000 in FY 2017-18 to reflect historical expenditures.													
<b>BL2 -- Finance and Administration</b>														
Attrition Savings			\$ -	(\$24,966)	\$24,966	X	X							
Mandatory Fringe Benefits			\$ -	(\$9,783)	\$9,783	X	X							
			<i>Total Savings</i>	\$34,749										
	Increase attrition savings to reflect the hiring date of a vacant 1.00 FTE 1823 Senior Administrative Analyst position from July 1, 2016 to October 1, 2016.													
	One-time savings.													

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

**ECN - Economic and Workforce Development**

Object Title	FY 2016-17						FY 2017-18							
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To	From	To			
Workforce Development -- Children's Baseline			\$ 321,917	\$ -	\$ 321,917	X	X			\$ 321,917	\$ 221,917	\$ 100,000	X	X
			<i>Total Savings</i>	\$ 321,917						<i>Total Savings</i>	\$ 100,000			
Reduce the Children's Baseline for Workforce Development grants by \$321,917 based on actual spending. The Department is also receiving an increase of \$983,261 for children's grant programs in FY 2016-17, with a current plan to spend \$975,409 of that total.														
Reduce the Children's Baseline for Workforce Development grants by \$100,000 in FY 2017-18 based on the Department's anticipated need.														

**FY 2016-17**

**Total Recommended Reductions**

	One-Time	Ongoing	Total
General Fund	\$1,106,666	\$0	\$1,106,666
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$1,106,666</b>	<b>\$0</b>	<b>\$1,106,666</b>

**FY 2017-18**

**Total Recommended Reductions**

	One-Time	Ongoing	Total
General Fund	\$300,000	\$0	\$300,000
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$300,000</b>	<b>\$0</b>	<b>\$300,000</b>

Year	Department Code	Subfund Code	Vendor No	Vendor Name	Index Code	Remaining Balance
13	MYR	1GAGFAAP	05052	CITY COLLEGE OF SAN FRANCISCO	ECNWDOPS	8,831.38
13	MYR	1GAGFAAP	64016	BAY AREA COMMUNITY RESOURCES	ECNEDOPS	631.81
14	MYR	1GAGFAAP	16276	SAN FRANCISCO BEAUTIFUL	ECNEDOPS	1,800.00
14	MYR	1GAGFAAP	30130	URBAN SOLUTIONS	ECNEDOPS	7,200.64
14	MYR	1GAGFAAP	59649	LOCAL INITIATIVES SUPPORT CORP	ECNEDOPS	4,975.00
14	MYR	1GAGFAAP	88439	THERESA FEELEY	ECNWDGF	11,970.00
14	MYR	1GAGFAAP	89804	FASHION INCUBATOR SAN FRANCISCO	ECNEDOPS	547.37
14	MYR	1GAGFAAP	94277	NORTH BEACH BUSINESS ASSOCIATION	ECNEDOPS	6,200.00
15	MYR	1GAGFAAP	03115	BAYVIEW OPERA HOUSE	ECNEDOPS	1.09
15	MYR	1GAGFAAP	05052	CITY COLLEGE OF SAN FRANCISCO	ECNWDOPS	21,346.52
15	MYR	1GAGFAAP	56540	S.F. CHRONICLE- DIV OF HEARST COMMCTN INC	ECNEDOPS	1,600.00
15	MYR	1GAGFAAP	57146	NORTH OF MARKET NEIGHBORHOOD IMPROV CORP	ECNEDOPS	8,145.80
15	MYR	1GAGFAAP	96864	WEST PORTAL MERCHANTS ASSOCIATION INC	ECNEDOPS	5,400.00
					<b>TOTAL</b>	<b>\$78,650</b>

**YEAR ONE: FY 2016-17**

Budget Changes

The Department’s proposed \$93,881,449 budget for FY 2016-17 is \$11,012,379 or 13.3% more than the original FY 2015-16 budget of \$82,869,070.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2016-17 are 252.60 FTEs, which are 5.50 FTEs less than the 258.10 FTEs in the original FY 2015-16 budget. This represents a 2.1% decrease in FTEs from the original FY 2015-16 budget.

Revenue Changes

The Department's revenues of \$27,545,553 in FY 2016-17, are \$584,091 or 2.2% more than FY 2015-16 revenues of \$26,961,462.

**YEAR TWO: FY 2017-18**

Budget Changes

The Department’s proposed \$84,224,867 budget for FY 2017-18 is \$9,656,582 or 10.3% less than the Mayor’s proposed FY 2016-17 budget of \$93,881,449.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2017-18 are 256.73 FTEs, which are 4.13 FTEs more than the 252.60 FTEs in the Mayor’s proposed FY 2016-17 budget. This represents a 1.6% increase in FTEs from the Mayor’s proposed FY 2016-17 budget.

Revenue Changes

The Department's revenues of \$26,747,438 in FY 2017-18, are \$798,115 or 2.9% less than FY 2016-17 estimated revenues of \$27,545,553.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2016-17 AND FY 2017-18**

**DEPARTMENT:** ECD – EMERGENCY MANAGEMENT

**RECOMMENDATIONS**

**YEAR ONE: FY 2016-17**

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$826,375 in FY 2016-17. Of the \$826,375 in recommended reductions, \$6,204 are ongoing savings and \$820,171 are one-time savings. These reductions would still allow an increase of \$10,186,004 or 12.3% in the Department’s FY 2016-17 budget.

**YEAR TWO: FY 2017-18**

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$17,971 in FY 2017-18, which are ongoing savings.

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

**ECD - Emergency Management**

Object Title	FY 2016-17				FY 2017-18			
	FTE	Amount		GF 1T	FTE	Amount		GF 1T
	From	To	Savings		From	To	Savings	
<b>BIR - Emergency Communications</b>			\$0	x				
Equipment Purchase			\$28,832	x				
Deny request for one of two new replacement vehicles due to low mileage of decommissioned vehicles and pursuant to City policy to reduce vehicle fleets.			\$28,832	x				
<b>Programmatic Projects</b>			\$14,478,235	x		\$7,800,000	\$7,782,029	x
Adjust 0.77 FTE 1043 IS Engineer - Senior embedded in the Programmatic Projects budget to 0.77 FTE 1042 IS Engineer - Journey. The 1042 IS Engineer - Journey classification is more appropriate than the 1043 IS Engineer - Senior class for the responsibilities and duties of the new position for the Public Safety Radio Replacement Project.			\$6,204	x				
IS Engineer - Senior	0.77	0.58	\$108,562	x				
Mandatory Fringe Benefits			\$37,757	x				
<i>Total Savings</i>			\$36,105					
Reduce 0.77 FTE new 1043 IS Engineer - Senior position to 0.58 FTE to reflect realistic hiring date. According to a Controller's Office analysis of hire times, the median hire time for IS Engineer - Senior is 5 months.			\$81,774	x				
One-time savings.			\$26,788	x				
On-going savings based on salary and benefits of 1042 IS Engineer-Journey job class instead of 1043 IS Engineer - Senior class.			\$9,317	x				
<b>Public Safety Communications</b>			\$762,995	x				
Dispatcher	7.69	2.25	\$223,243	x				
			\$304,606	x				
<i>Total Savings</i>			\$755,234					
Reduce proposed 7.69 FTE new 8238 Public Safety Communications Dispatchers to 2.25 FTE to reflect anticipated start date of April 10, 2017 for 10 new dispatchers. The Department currently has 28 vacant positions in this job class and is, on average, losing about 2.00 FTE per month due to turnover. Further, the Department's ability to hire for this job class is limited to 15.00 FTEs due to academy class capacity. This reduction still allows for the Department to implement its plan for three academies in FY 2016-17.			\$89,124	x				
One-time savings.			\$215,482	x				

FY 2016-17		FY 2017-18	
Total Recommended Reductions		Total Recommended Reductions	
One-Time	Ongoing	One-Time	Ongoing
General Fund	\$820,171	\$0	\$17,971
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$820,171</b>	<b>\$0</b>	<b>\$17,971</b>

**YEAR ONE: FY 2016-17**

Budget Changes

The Department's proposed \$189,753,978 budget for FY 2016-17 is \$19,048,691 or 11.2% more than the original FY 2015-16 budget of \$170,705,287.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2016-17 are 52.46 FTEs, which are 10.60 FTEs more than the 41.86 FTEs in the original FY 2015-16 budget. This represents a 25.3% increase in FTEs from the original FY 2015-16 budget.

Revenue Changes

The Department's revenues of \$153,317,983 in FY 2016-17, are \$18,026,403 or 13.3% more than FY 2015-16 revenues of \$135,291,580.

**YEAR TWO: FY 2017-18**

Budget Changes

The Department's proposed \$196,294,015 budget for FY 2017-18 is \$6,540,037 or 3.4% more than the Mayor's proposed FY 2016-17 budget of \$189,753,978.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2017-18 are 55.09 FTEs, which are 2.63 FTEs more than the 52.46 FTEs in the Mayor's proposed FY 2016-17 budget. This represents a 5.0% increase in FTEs from the Mayor's proposed FY 2016-17 budget.

Revenue Changes

The Department's revenues of \$160,428,189 in FY 2017-18, are \$7,110,206 or 4.6% more than FY 2016-17 estimated revenues of \$153,317,983.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2016-17 AND FY 2017-18**

**DEPARTMENT:** CHF –CHILDREN, YOUTH, AND THEIR FAMILIES

**RECOMMENDATIONS**

**YEAR ONE: FY 2016-17**

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$214,452 in FY 2016-17. Of the \$206,064 in recommended reductions, \$150,000 are ongoing savings and \$64,452 are one-time savings. These reductions would still allow an increase of \$18,834,239 or 11.0% in the Department’s FY 2016-17 budget.

**YEAR TWO: FY 2017-18**

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$200,000 in FY 2017-18, which are ongoing savings. These reductions would still allow an increase of \$6,340,037 or 3.3% in the Department’s FY 2017-18 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**

**CHF - Children, Youth and Their Families**

Object Title	FY 2016-17						FY 2017-18							
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To	From	To			
<b>FAL -- Children's Baseline</b>														
Manager II	0.77	0.50	\$ 103,725	\$ 67,354	\$36,371	X	X							
Mandatory Fringe Benefits			\$ 56,163	\$ 28,082	\$28,081	X	X							
			<i>Total Savings</i>		<i>\$64,452</i>									
	Reduce the proposed new 0923 Manager II position from a 0.77 FTE to 0.50 FTE to reflect the hiring timeline.													
City Grant Programs			\$ 5,649,394	\$ 5,499,394	\$ 150,000	X				\$ 7,136,354	\$ 6,936,354	\$ 200,000	X	
	Reduce the 038 City Grant program by \$150,000 in FY 2016-17. The Department is receiving an increase of \$1.4 million for City Grant programs in the Children's Baseline and an increase of \$541,639 in particular for the Mayor's Children's Baseline.													
	Ongoing savings. The Department is receiving an increase of approximately \$1.5 million in FY 2017-18, above FY 2016-17 spending levels.													

**FY 2016-17**

Total Recommended Reductions			
One-Time	Ongoing	Total	
General Fund	\$64,452	\$150,000	\$214,452
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$64,452</b>	<b>\$150,000</b>	<b>\$214,452</b>

**FY 2017-18**

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

**YEAR ONE: FY 2016-17**

Budget Changes

The Department's proposed \$221,688,311 budget for FY 2016-17 is \$15,713,106 or 7.6% more than the original FY 2015-16 budget of \$205,975,205.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2016-17 are 1,059.67 FTEs, which are 53.91 FTEs more than the 1,005.76 FTEs in the original FY 2015-16 budget. This represents a 5.4% increase in FTEs from the original FY 2015-16 budget.

Revenue Changes

The Department's revenues of \$53,310,519 in FY 2016-17, are \$3,950,068 or 8.0% more than FY 2015-16 revenues of \$49,360,451.

**YEAR TWO: FY 2017-18**

Budget Changes

The Department's proposed \$232,999,366 budget for FY 2017-18 is \$11,311,055 or 5.1% more than the Mayor's proposed FY 2016-17 budget of \$221,688,311.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2017-18 are 1,061.45 FTEs, which are 1.78 FTEs more than the 1,059.67 FTEs in the Mayor's proposed FY 2016-17 budget. This represents a 0.2% increase in FTEs from the Mayor's proposed FY 2016-17 budget.

Revenue Changes

The Department's revenues of \$54,943,443 in FY 2017-18, are \$1,632,924 or 3.1% more than FY 2016-17 estimated revenues of \$53,310,519.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2016-17 AND FY 2017-18**

**DEPARTMENT:** SHF – SHERIFF’S DEPARTMENT

**RECOMMENDATIONS**

**YEAR ONE: FY 2016-17**

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$701,289 in FY 2016-17, which are one-time savings. These reductions would still allow an increase of \$15,011,817 or 7.3% in the Department’s FY 2016-17 budget.

The Budget and Legislative Analyst also recommends closing out prior year unexpended encumbrances of \$53,421 for total General Fund savings of \$754,710.

In addition the Budget and Legislative Analyst recommends placing \$135,000 on Budget and Finance Committee Reserve for the purchase of 90 body worn cameras to be used in the jails pending submission of a report to the Board of Supervisors regarding the approval of a final plan for the use of the body worn cameras.

The Mayor’s Office has requested approval of 38.5 FTEs in the FY 2016-17 budget as interim exceptions for the opening of San Francisco General Hospital, security at Public Utilities Commission headquarters, and Fingerprint Technicians. The Budget and Legislative Analyst recommends approval of the 38.5 FTEs as interim exceptions.

**YEAR TWO: FY 2017-18**

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$75,000 in FY 2017-18. Of the \$75,000 in recommended reductions, \$0 are ongoing savings and \$75,000 are one-time savings. These reductions would still allow an increase of \$11,236,055 or 5.1% in the Department’s FY 2017-18 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**

**SHF - Sheriff's Department**

Object Title	FY 2016-17						FY 2017-18							
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To	From	To			
ASP - Facilities & Equipment			\$75,000	\$25,000	\$50,000	x	x							
Other Current Expenses	Reduce to \$25,000 to reflect projected spending in FY 2016-17.													
Materials and Supplies	<b>AKR - Recruitment &amp; Training</b>													
										\$104,654	\$29,654	\$75,000	x	x
	Reduce expenditures in FY 2017-18 to historical level of spending. The Department plans to purchase new materials & supplies in FY 2016-17. These purchases will be one-time in nature and the proposed reduction will reduce their budget in FY 2017-18 back to current levels once these materials & supplies have been purchased.													
	<b>AFP - Sheriff Programs</b>													
City Grant Programs			\$1,187,049	\$1,152,049	\$35,000	x	x							
	The Department is projected to underspend on two community-based grants contracts by a total of \$342,884. The proposed reduction of \$35,000 will allow for sufficient budget authority for the next year.													
City Grant Programs			\$2,901,475	\$2,866,475	\$35,000	x	x							
	The Department is projected to underspend on a community-based grant contract in this line item by \$144,485 this year. The proposed reduction of \$35,000 will allow for sufficient budget authority for the next year.													
Attrition Savings	(0.18)	(1.18)	(\$18,075)	(\$118,075)	\$100,000	x	x							
Mandatory Fringe Benefits			(\$7,272)	(\$47,504)	\$40,232	x	x							
			<i>Total Savings</i>		\$140,232			One time reduction						
	Increase attrition savings to adjust for hiring dates.													
	<b>AFS - Field Services</b>													
Attrition Savings	(1.11)	(2.07)	(\$74,982)	(\$109,982)	\$35,000	x	x							
Mandatory Fringe Benefits			(\$34,676)	(\$50,862)	\$16,186	x	x							
Attrition Savings	(0.80)	(1.32)	(\$54,262)	(\$89,262)	\$35,000	x	x							
Mandatory Fringe Benefits			(\$25,050)	(\$41,208)	\$16,158	x	x							
			<i>Total Savings</i>		\$102,344			One time reduction						
	Increase attrition savings to adjust for hiring dates.													

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

**SHF - Sheriff's Department**

Object Title	FY 2016-17						FY 2017-18							
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To	From	To			
AFC - Custody														
Food			\$1,443,237	\$1,393,237	\$50,000	x	x							
			\$1,013,313	\$963,313	\$50,000	x	x							
			\$782,302	\$732,302	\$50,000	x	x							
			<i>Total Savings</i>	<i>\$150,000</i>										
	The Department underspent its food budget by \$663,485 two years ago and \$428,810 last year. The Department is also on track to underspend by \$646,559 in the current year. The recommended reduction will allow for a sufficient budget for necessary operations.													
Attrition Savings	(2.49)	(4.15)	(\$225,440)	(\$335,440)	\$110,000	x	x							
Mandatory Fringe Benefits			(\$86,511)	(\$128,723)	\$42,212	x	x							
			<i>Total Savings</i>	<i>\$152,212</i>										
	Increase attrition savings to adjust for hiring dates.													
Rehabilitation Services Coordinator	0.77	0.50	\$74,184	\$48,171	\$26,013	x	x							
Mandatory Fringe Benefits			\$29,912	\$19,423	\$10,489	x	x							
			<i>Total Savings</i>	<i>\$36,501</i>										
	The proposed new Rehabilitation Services Coordinator is a placeholder for a new Ombudsman position that will serve as a liaison with prisoners regarding conditions in the jails. The Department is currently working with the Department of Human Resources to create the job description and duties for the position. Because of the length of time it will take to finish the job description and hire the position, the FTE count is being adjusted from 0.77 to 0.50 FTEs.													

**FY 2016-17**

**Total Recommended Reductions**

	One-Time	Ongoing	Total
General Fund	\$701,289	\$0	\$701,289
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$701,289</b>	<b>\$0</b>	<b>\$701,289</b>

**FY 2017-18**

**Total Recommended Reductions**

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

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

**SHF - Sheriff's Department**

Object Title	FY 2016-17						FY 2017-18														
	FTE		Amount		Savings		GF		1T		FTE		Amount		Savings		GF		1T		
	From	To	From	To	From	To	From	To	From	To	From	To	From	To	From	To	From	To	From	To	
<b>Reserve Recommendations</b>																					
<b>ASB - Administration</b>																					
Equipment Purchase			\$135,000	\$0	\$135,000			x													\$0
The proposed purchases are for approximately 90 body worn cameras to be used in the jails. Policies regarding the implementation and use of the body worn cameras are still being developed. Further, the purchase of the cameras was not included in the COIT Information and Communication Technology Plan. Funding for the body worn cameras should be placed on Budget & Finance Committee reserve pending submission of a report to the Board of Supervisors regarding the approval of a final plan for their use.																					

**FY 2016-17**

**Total Reserve Recommendations**

	One-Time	Ongoing	Total
General Fund	\$135,000	\$0	\$135,000
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$135,000</b>	<b>\$0</b>	<b>\$135,000</b>

**FY 2017-18**

**Total Reserve Recommendations**

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

Year	Department Code	Subfund Code	Vendor No.	Vendor Name	Index Code	Remaining Balance
14	SHF	1GAGFAAA	01352	ADAMSON POLICE PRODUCTS	062610	5,397.40
14	SHF	1GAGFAAA	64607	XTECH	062421	675.34
14	SHF	1GAGFAAP	24971	CENTER ON JUVENILE & CRIMINAL JUSTICE	062085	383.14
15	SHF	1GAGFAAA	02818	BAMBOO REEF ENTERPRISES	062100	2,200.00
15	SHF	1GAGFAAA	07633	FITZGERALD ELECTRO-MECHANICAL CO INC	062510	172.91
15	SHF	1GAGFAAA	07633	FITZGERALD ELECTRO-MECHANICAL CO INC	062510	160.00
15	SHF	1GAGFAAA	08549	GRAINGER	062812	1,134.95
15	SHF	1GAGFAAA	08549	GRAINGER	062814	76.81
15	SHF	1GAGFAAA	08549	GRAINGER	062100	128.02
15	SHF	1GAGFAAA	11026	LAW ENFORCEMENT PSYCHOLOGICAL SERVS INC	062601	4,160.00
15	SHF	1GAGFAAA	11026	LAW ENFORCEMENT PSYCHOLOGICAL SERVS INC	062601	1,250.00
15	SHF	1GAGFAAA	18978	UNITED PARCEL SERVICE INC	062500	3,612.42
15	SHF	1GAGFAAA	19816	WESTERN STATE DESIGN	062813	2,000.00
15	SHF	1GAGFAAA	19816	WESTERN STATE DESIGN	062813	545.00
15	SHF	1GAGFAAA	19816	WESTERN STATE DESIGN	062814	2,570.25
15	SHF	1GAGFAAA	19816	WESTERN STATE DESIGN	062814	2,792.66
15	SHF	1GAGFAAA	19816	WESTERN STATE DESIGN	062812	1,847.00
15	SHF	1GAGFAAA	19816	WESTERN STATE DESIGN	062812	2,347.59
15	SHF	1GAGFAAA	19816	WESTERN STATE DESIGN	062810	846.23
15	SHF	1GAGFAAA	30886	A B C LOCKSMITH COMPANY	062203	87.35
15	SHF	1GAGFAAA	32721	SOURCE 1 ERGONOMICS	062501	253.39
15	SHF	1GAGFAAA	46552	PATRICIA LUNA-MASSEY MA PT	062501	500.00
15	SHF	1GAGFAAA	50009	SIEMENS INDUSTRY INC	062812	450.00
15	SHF	1GAGFAAA	66132	INDUSTRIAL H2O INC	062814	104.40
15	SHF	1GAGFAAA	67096	SHANNON LAYER	062602	2,382.50
15	SHF	1GAGFAAA	68373	G B PRODUCTS	062500	278.27
15	SHF	1GAGFAAA	74461	CALSTEAM A WOLSELEY CO	062814	538.32
15	SHF	1GAGFAAA	74511	ROBERT WHIRRY	062420	7,000.00
15	SHF	1GAGFAAA	82196	STAPLES BUSINESS ADVANTAGE	062501	262.08
15	SHF	1GAGFAAA	82316	SPEEDY'S HARDWARE	062812	551.31
15	SHF	1GAGFAAA	83293	AMERICAN MECHANICAL INC	062810	645.00
15	SHF	1GAGFAAA	90744	GOODWILL INDUST OF S F SAN MATEO & MARIN	062CJ1	660.00
15	SHF	1GAGFAAA	95217	INGRAIN HEALTH INC	062100	1,575.00
15	SHF	1GAGFAAA	96264	INTERNATIONAL ASSN FOR HUMAN VALUES	062430	4,802.40
15	SHF	1GAGFAAA	97076	JK SERVICES	062100	451.45
15	SHF	1GAGFAAA	97076	JK SERVICES	062100	580.00
<b>Total</b>						<b>\$53,421.19</b>

**YEAR ONE: FY 2016-17**

Budget Changes

The Department's proposed \$373,597,768 budget for FY 2016-17 is \$17,796,866 or 5.0% more than the original FY 2015-16 budget of \$355,800,902.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2016-17 are 1,622.35 FTEs, which are 46.96 FTEs more than the 1,575.39 FTEs in the original FY 2015-16 budget. This represents a 3.0% increase in FTEs from the original FY 2015-16 budget.

Revenue Changes

The Department's revenues of \$133,080,039 in FY 2016-17, are \$10,037,984 or 8.2% more than FY 2015-16 revenues of \$123,042,055.

**YEAR TWO: FY 2017-18**

Budget Changes

The Department's proposed \$380,476,841 budget for FY 2017-18 is \$6,879,073 or 1.8% more than the Mayor's proposed FY 2016-17 budget of \$373,597,768.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2017-18 are 1,658.60 FTEs, which are 36.25 FTEs more than the 1,622.35 FTEs in the Mayor's proposed FY 2016-17 budget. This represents a 2.2% increase in FTEs from the Mayor's proposed FY 2016-17 budget.

Revenue Changes

The Department's revenues of \$136,338,210 in FY 2017-18, are \$3,258,171 or 2.4% more than FY 2016-17 estimated revenues of \$133,080,039.



**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2016-17 AND FY 2017-18**

**DEPARTMENT:**

**FIR – FIRE**

**RECOMMENDATIONS**

**YEAR ONE: FY 2016-17**

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$589,956 in FY 2016-17, which are one-time savings. These reductions would still allow an increase of \$ \$17,206,910 or 4.8% in the Department’s FY 2016-17 budget.

The Mayor’s Budget Office has requested approval of 20 new H3 EMT / Paramedic / Firefighter positions in the FY 2016-17 budget as interim exemptions. The Budget and Legislative Analyst recommends approval of the 20 new positions as interim exemptions.

**YEAR TWO: FY 2017-18**

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$259,496 in FY 2017-18, which are one-time savings. These reductions would still allow an increase of \$6,619,577 or 1.8% in the Department’s FY 2017-18 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**

**FIR - Fire Department**

Object Title	FY 2016-17						FY 2017-18							
	FTE		Amount		GF	IT	Savings		FTE		Amount		GF	IT
	From	To	From	To			From	To	From	To	From	To		
<b>AAD - Administration &amp; Support Services</b>														
Attrition Savings - Miscellaneous	(1.98)	(3.75)	(\$218,231)	(\$413,316)	X	X	\$195,085							
Mandatory Fringe Benefits			(\$121,878)	(\$230,830)	X	X	\$108,952							
			<b>Total Savings</b>	<b>\$304,037</b>										
Increase attrition savings by \$304,037 to account for hiring delays for 7 vacant civilian positions.														
<b>AEC - Fire Suppression</b>														
Attrition Savings - Uniform	(237.18)	(238.89)	(\$30,066,362)	(\$30,283,132)	X	X	\$216,770							
Mandatory Fringe Benefits			(\$9,591,170)	(\$9,660,320)	X	X	\$69,150							
			<b>Total Savings</b>	<b>\$285,919</b>										
Increase attrition savings by \$253,532 to account for potential turnover and delays associated with additional hiring authority and new positions in the upcoming Fiscal Year.														
Attrition Savings - Uniform									(204.01)	(205.50)	(\$26,378,717)	(\$26,571,376)	X	X
Mandatory Fringe Benefits											(\$9,151,268)	(\$9,218,105)	X	X
											<b>Total Savings</b>	<b>\$259,496</b>		
Increase attrition savings by \$259,496 to account for potential turnover and delays associated with additional hiring authority and newly filled positions.														

**FY 2016-17**

Total Recommended Reductions			
General Fund	Non-General Fund	One-Time	Ongoing
\$589,956	\$0	\$0	\$589,956
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$589,956</b>

**FY 2017-18**

Total Recommended Reductions			
General Fund	Non-General Fund	One-Time	Ongoing
\$0	\$0	\$259,496	\$259,496
<b>Total</b>	<b>\$0</b>	<b>\$259,496</b>	<b>\$259,496</b>

**YEAR ONE: FY 2016-17**

Budget Changes

The Department’s proposed \$577,022,419 budget for FY 2016-17 is \$32,300,870 or 5.9% more than the original FY 2015-16 budget of \$544,721,549.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2016-17 are 3,013 FTEs, which are 142 FTEs more than the 2,817 FTEs in the original FY 2015-16 budget. This represents a 4.9% increase in FTEs from the original FY 2015-16 budget.

Revenue Changes

The Department's revenues of \$125,939,729 in FY 2016-17 are \$4,279,926 or 3.5% more than FY 2015-16 revenues of \$121,659,803.

**YEAR TWO: FY 2017-18**

Budget Changes

The Department’s proposed \$591,379,985 budget for FY 2017-18 is \$14,357,566 or 2.5% more than the Mayor’s proposed FY 2016-17 budget of \$577,022,419.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2017-18 are 3,015 FTEs, which are 2 FTEs more than the 3,013 FTEs in the Mayor’s proposed FY 2016-17 budget. This represents a 0.1% increase in FTEs from the Mayor’s proposed FY 2016-17 budget.

Revenue Changes

The Department's revenues of \$129,712,392 in FY 2017-18 are \$3,772,663 or 3.0% more/less than FY 2016-17 estimated revenues of \$125,939,729.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2016-17 AND FY 2017-18**

**DEPARTMENT:** POL – POLICE DEPARTMENT

**RECOMMENDATIONS**

**YEAR ONE: FY 2016-17**

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$2,390,209 in FY 2016-17. Of the \$2,390,209 in recommended reductions, \$1,698,298 are ongoing savings and \$691,911 are one-time savings. These reductions would still allow an increase of \$29,910,661 or 5.5% in the Department’s FY 2016-17 budget.

Reserves

In addition, the Budget and Legislative Analyst recommends placing \$1,410,930 on Budget and Finance Committee Reserve. These costs are associated with equipment and contracts to implement reforms related to the Department’s pending Use of Force Policy. Because the Department has not yet received the recommended reforms from the U.S. Department of Justice, scheduled to be released in September 2016, these funds should be reserved until the Department’s Use of Force Policy has been finalized and approved by the Police Commission and a report has been submitted to the Board of Supervisors.

Interim Exceptions

The Department has requested approval of 5.0 positions as an interim exception. The Budget and Legislative Analyst recommends approval of 5.0 positions as an interim exception.

**YEAR TWO: FY 2017-18**

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$1,698,298 in FY 2017-18, of which all are ongoing savings. These reductions would still allow an increase of \$12,659,268 or 2.2% in the Department’s FY 2017-18 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**

**POL - Police**

Object Title	FY 2016-17						FY 2017-18					
	FTE		Amount		Savings	GF 1T	FTE		Amount		Savings	GF 1T
	From	To	From	To			From	To	From	To		
	<b>ACX - Patrol</b>											
Overtime - Uniform			\$12,059,932	\$10,390,351	\$1,669,581	X			\$12,309,290	\$10,639,709	\$1,669,581	X
Mandatory Fringe Benefits			\$207,431	\$178,714	\$28,717	X			\$211,720	\$183,003	\$28,717	
			<i>Total Savings</i>	<i>\$1,698,298</i>								
	<p>Reduce overtime budget by \$1,698,298, including \$1,669,581 in salaries and \$28,717 in mandatory fringe benefits. The requested amount for FY 2016-17 represents a 43 percent increase over the amount approved for FY 2016-17 last year, and a 59 percent increase over the FY 2015-16 budget. The Department states that this adjustment simply reflects a shifting in pay categories, and reflects actual expenditures for FY 2015-16. According to the Department, total overtime expenditures for uniform employees for FY 2015-16 will be \$17,600,000, which includes one-time adjustments for Court Pay overtime (\$3,600,000) and the Super Bowl 50 overtime (\$2,900,000). When these one-time adjustments are accounted for, total overtime expenditures for uniform employees for FY 16-17 should be \$14,700,000, which is \$1,669,581 or 10 percent less than the FY 2016-17 overtime budget in Patrol of \$16,369,581.</p> <p>In addition, the Department is increasing the number of full-duty officers, with 9 percent or 160 more full-duty officers on the streets by the end of FY 2016-17. With the additional 160 officers on the streets, the Department's need for overtime should decline. Even with the additional Super Bowl 50 costs of nearly \$3 million, the Department is still projected to have \$2.5 million in surplus salary savings for FY 2015-16.</p>											
	Ongoing savings											

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

**POL - Police**

Object Title	FY 2016-17						FY 2017-18					
	FTE		Amount		Savings	GF 1T	FTE		Amount		Savings	GF 1T
	From	To	From	To			From	To	From	To		
Attrition Savings - Miscellaneous	(8.75)	(8.95)	(\$591,641)	(\$605,317)	\$13,676	X						
Mandatory Fringe Benefits			(\$274,854)	(\$281,538)	\$6,684	X						
			<i>Total Savings</i>	<i>\$20,360</i>								
	Increase attrition savings to account for delays in hiring timelines for vacant positions that the department expects to hire in September.											
	<b>ACM - Operations and Administration</b>											
Programmatic Projects			\$3,273,423	\$2,905,221	\$368,202	X						
	Reduce budgeted amount to reflect actual expenditures and the projected carryforward amount in unexpended 06P programmatic funds in FY 2015-16. The Department states that this carryforward will be needed for additional unbudgeted costs for electrical work related to the Body Camera Program, estimated at \$242,000. However, the Department is also carrying forward \$983,197 in unexpended funds for FF&E (furniture, fixtures and equipment) for the Public Safety Building, which opened in 2015.											
Attrition Savings - Miscellaneous	(22.00)	(23.44)	(\$1,993,276)	(\$2,123,907)	\$130,631	X						
Mandatory Fringe Benefits			(\$816,702)	(\$869,585)	\$52,883	X						
			<i>Total Savings</i>	<i>\$183,514</i>								
	Increase attrition savings to account for delays in hiring timelines for six vacant positions that the department expects to hire in October.											
	One time reduction											

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

**POL - Police**

Object Title	FY 2016-17						FY 2017-18					
	FTE		Amount		Savings	GF 1T	FTE		Amount		Savings	GF 1T
	From	To	From	To			From	To	From	To		
<b>ACB - Investigations</b>												
Attrition Savings -	(7.35)	(8.25)	(\$674,212)	(\$756,763)	\$82,551	X	X					
Mandatory Fringe Benefits			(\$274,927)	(\$312,211)	\$37,284	X	X					
			<i>Total Savings</i>	\$119,835								
Increase attrition savings to account for delays in hiring timelines for five vacant positions that the department expects to hire in September or October.												
One time reduction												

**FY 2016-17**

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund	\$691,911	\$1,698,298
Non-General Fund	\$0	\$0
<b>Total</b>	<b>\$691,911</b>	<b>\$1,698,298</b>

**FY 2017-18**

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund	\$0	\$1,669,581
Non-General Fund	\$0	\$28,717
<b>Total</b>	<b>\$0</b>	<b>\$1,698,298</b>

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

**POL - Police**

Object Title	FY 2016-17						FY 2017-18					
	FTE		Amount		Savings	GF 1T	FTE		Amount		Savings	GF 1T
	From	To	From	To			From	To	From	To		
<b>Reserve Recommendations</b>												
<b>ACM - Operations and Administration</b>												
Digital FireArm Simulator - Force			\$147,832	\$0	\$147,832	X	X					
Digital FireArm Simulator - Force			\$266,098	\$0	\$266,098	X	X					
			<i>Total Reserve</i>	<i>\$413,930</i>								
	Place \$413,930 in Equipment Budget on Budget and Finance Committee Reserve. This line item refers to costs for two new video simulators related to the Department's Use of Force training reforms. These costs have been estimated from research conducted by the SFPD staff. However, the Department will have to solicit bids through an RFP which has not yet been created. In addition, because the Department has not yet received the recommended reforms from the U.S. Department of Justice, scheduled to be released in September 2016, these funds should be reserved until the Department's Use of Force Policy has been finalized and approved by the Police Commission and a report has been submitted to the Board of Supervisors.											
Other Current Expenses			\$850,000	\$50,000	\$800,000	X	X					
			<i>Total Reserve</i>	<i>\$800,000</i>								
	Place \$800,000 in Other Current Expenses on Budget and Finance Committee Reserve. This line item is for outsourcing the investigation of officer-involved shootings to the California Department of Justice. However, the Department does not yet have an MOU or agreement in place with the California Department of Justice for this service, nor a clear timeline or cost estimate. The Budget and Legislative Analyst recommends the full amount be placed on reserve pending Police Commission approval of an MOU with the California Department of Justice .											



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

**POL - Police**

Object Title	FY 2016-17						FY 2017-18					
	FTE		Amount		Savings	GF 1T	FTE		Amount		Savings	GF 1T
	From	To	From	To			From	To	From	To		
Materials and Supplies - Budget		\$507,000	\$410,000	\$97,000	X							
	<i>Total Savings</i>		\$97,000									
Professional & Specialized Services	Place \$97,000 in Materials and Supplies on Budget and Finance Committee Reserve. This line item is for the purchase of Small Equipment (including bean bags, net guns and defensive shields) to implement pending DOJ Recommended Reforms. Because the Department has not yet received the recommended reforms from the U.S. Department of Justice, scheduled to be released in September 2016, these funds should be reserved until the Department's Use of Force Policy has been finalized and approved by the Police Commission and a report has been submitted to the Board of Supervisors.											
		\$700,000	\$600,000	\$100,000	X	X						
<i>Total Savings</i>		\$100,000										
Place \$100,000 in Professional Services on Budget and Finance Committee Reserve. This line item is for Evaluations/Consulting to implement pending DOJ Recommended Reforms. Because the Department has not yet received the recommended reforms from the U.S. Department of Justice, scheduled to be released in September 2016, these funds should be reserved until the Department's Use of Force Policy has been finalized and approved by the Police Commission and a report has been submitted to the Board of Supervisors.												

**FY 2016-17**

**Total Reserve Recommendations**

	One-Time	Ongoing	Total
General Fund	\$1,410,930	\$0	\$1,410,930
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$1,410,930</b>	<b>\$0</b>	<b>\$1,410,930</b>

**FY 2017-18**

**Total Reserve Recommendations**

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

**YEAR ONE: FY 2016-17**

Budget Changes

The Department’s proposed \$2,043,323,775 budget for FY 2016-17 is \$9,326,386 or 0.5% more than the original FY 2015-16 budget of \$2,033,997,389.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2016-17 are 6,817.84 FTEs, which are 215.85 FTEs more than the 6,601.99 FTEs in the original FY 2015-16 budget. This represents a 3.3% increase in FTEs from the original FY 2015-16 budget.

Revenue Changes

The Department's revenues of \$1,437,039,605 in FY 2016-17, are \$39,997,120 or 2.9% more than FY 2015-16 revenues of \$1,397,042,485.

**YEAR TWO: FY 2017-18**

Budget Changes

The Department’s proposed \$2,081,421,793 budget for FY 2017-18 is \$38,098,018 or 1.9% more than the Mayor’s proposed FY 2016-17 budget of \$2,043,323,775.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2017-18 are 6,869.68 FTEs, which are 51.84 FTEs more than the 6,817.84 FTEs in the Mayor’s proposed FY 2016-17 budget. This represents a 0.8% increase in FTEs from the Mayor’s proposed FY 2016-17 budget.

Revenue Changes

The Department's revenues of \$1,383,690,771 in FY 2017-18, are \$53,348,834 or 3.7% less than FY 2016-17 estimated revenues of \$1,437,039,605.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2016-17 AND FY 2017-18**

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

**RECOMMENDATIONS**

**YEAR ONE: FY 2016-17**

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$3,116,282 in FY 2016-17. Of the \$3,116,282 in recommended reductions, \$2,083,272 are ongoing savings and \$1,033,010 are one-time savings. These reductions would still allow an increase of \$6,210,104 or 0.3% in the Department’s FY 2016-17 budget.

Interim Exceptions

The Mayor’s Office proposed interim exceptions to the Annual Salary Ordinance for 38.00 FTE positions at the Department of Public Health, including 35 new off-budget and limited term 2320 Registered Nurses at the San Francisco General Hospital, 2.00 FTE 9924 Public Service Aide Health Services positions, and 1.00 FTE 1657 Accountant position. The Budget and Legislative Analyst recommends approval of the proposed interim exceptions.

Carry Forwards

The Budget and Legislative Analyst recommended reductions to the proposed budget total \$33,627, all of which are ongoing savings.

Encumbrances

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended General Fund encumbrances, which would allow the return of \$847,013 to the General Fund.

Together, these recommendations equal \$3,996,922 in General Fund savings in FY 2016-17.

**YEAR TWO: FY 2017-18**

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$2,054,011 in FY 2017-18, all of which are ongoing savings. These reductions would still allow an increase of \$36,044,007 or 1.8% in the Department’s FY 2017-18 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**

DPH - Department of Public Health	FY 2016-17										FY 2017-18					
	FTE		Amount		Savings		GF 1T		FTE		Amount		Savings		GF 1T	
	From	To	From	To	From	To	From	To	From	To	From	To	From	To	From	To
	<b>DA5 - Laguna Honda Long-Term Care</b>															
Attrition Savings	(0.20)	(0.86)	(\$15,194)	(\$65,194)	\$50,000	x			(0.20)	(0.86)	(\$15,194)	(\$90,194)	\$75,000	x		
Mandatory Fringe Benefits			(\$6,782)	(\$29,100)	\$22,318	x					(\$7,298)	(\$43,322)	\$36,024	x		
			<i>Total Savings</i>		\$72,318						<i>Total Savings</i>		\$111,024			
	Increase attrition savings to reflect anticipated delays in filling 0.77 FTE new and 0.80 FTE vacant 2903 Hospital Eligibility Worker positions at Laguna Honda. The Department is projected to have salary savings of \$837,696 at Laguna Honda during FY2015-16.															
Materials and Supplies Budget Only											\$447,673	\$417,673	\$30,000	x		
	Reduce the budgeted allocation for materials and supplies at Laguna Honda. Budget allocation is consistently underspent by at least \$30,000.															
Other Current Expenses											\$1,498,037	\$1,448,037	\$50,000	x		
	Reduce the budgeted allocation for other current expenses at Laguna Honda. Budget allocation is consistently underspent by at least \$50,000.															
	<b>DPM - Community Health - Prevention and Maternal and Child Health</b>															
1406 Senior Clerk	8.80	7.80	\$523,263	\$463,801	\$59,462	x			8.80	7.80	\$523,263	\$463,801	\$59,462	x		
Mandatory Fringe Benefits			\$255,719	\$226,599	\$29,120	x					\$274,008	\$242,871	\$31,137	x		
			<i>Total Savings</i>		\$88,581						<i>Total Savings</i>		\$90,599			
	Delete 1.00 FTE 1406 Senior Clerk position that has been vacant since December 2012 (3.5 years). The Department has not initiated the hiring process to fill this position. In total, the Department has 76.75 FTE other existing positions in this classification, of which an additional 6.50 FTE are vacant and are not being recommended for deletion. The Department is projected to have salary savings of \$12,207,285 during FY 2015-16 under 1GAGFAAA.															
	Ongoing savings.															

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

DPH - Department of Public Health		FY 2016-17						FY 2017-18						
		FTE		Amount		GF 1T	Savings	FTE		Amount		GF 1T	Savings	
Object Title	From	To	From	To	From			To	From	To	From			To
<b>DMM - Mental Health and Community Care</b>														
Professional and Specialized Services			\$60,561,966	\$60,561,966		\$100,000	x				\$60,649,413	\$60,549,413	\$100,000	x
Reduce the budget allocation for professional and specialized services under 1GAGFAAA. The Department has consistently underspent the budget allocation by at least \$100,000 each year.														
1662 Patient Accounts Assistant Supervisor	1.00	2.00	\$81,260	\$162,520		(\$81,260)	x	1.00	2.00		\$81,260	\$162,520	(\$81,260)	x
Mandatory Fringe Benefits			\$34,927	\$69,854		(\$34,927)	x				\$37,469	\$74,938	(\$37,469)	x
1663 Patient Accounts Supervisor	3.00	2.00	\$278,088	\$185,392		\$92,696	x	3.00	2.00		\$278,088	\$185,392	\$92,696	x
Mandatory Fringe Benefits			\$113,922	\$75,948		\$37,974	x				\$122,372	\$81,581	\$40,791	x
			<i>Total Savings</i>			\$14,483		<i>Total Savings</i>						\$14,758
Deny the request for an upward substitution of a 1.00 FTE 1662 Patient Accounts Assistant Supervisor to a 1663 Patient Accounts Supervisor.														
<b>DHP - Primary Care - Ambulatory Care and Health Centers</b>														
2230 Physician Specialist	5.50	5.00	\$1,235,663	\$1,123,330		\$112,333	x	5.50	5.00		\$1,235,663	\$1,123,330	\$112,333	x
Mandatory Fringe Benefits			\$184,381	\$167,619		\$16,762	x				\$201,589	\$183,263	\$18,326	x
			<i>Total Savings</i>			\$129,095		<i>Total Savings</i>						\$130,659
Delete 0.50 FTE 2230 Physician Specialist position that has been vacant since December 2013. The Department has an additional 10.50 FTE vacant positions in this classification that are not being recommended for deletion. In total, the Department has an existing 45.40 FTE positions in this classification. The Department is projected to have salary savings of \$12,207,285 during FY 2015-16 under 1GAGFAAA.														
Ongoing savings.														
Ongoing savings.														

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

DPH - Department of Public Health	FY 2016-17										FY 2017-18				
	FTE		Amount			GF 1T		Savings		FTE		Amount		GF 1T	
	From	To	From	To	Savings	From	To	From	To	From	To	From	To	Savings	GF 1T
Attrition Savings	(1.12)	(2.02)	(\$190,505)	(\$343,489)	\$152,984	x			(1.12)	(1.27)	(\$190,505)	(\$215,505)	\$25,000	x	
Mandatory Fringe Benefits			(\$63,820)	(\$115,070)	\$51,250	x					(\$69,358)	(\$78,460)	\$9,102	x	
			<i>Total Savings</i>		\$204,234					<i>Total Savings</i>		\$34,102			
Increase attrition savings to reflect the anticipated delays in filling a new 1.00 FTE 2320 Registered Nurse position and the 18.79 FTE vacant positions in this classification, including 3.00 FTE that have all been vacant for over 2.4 years (1GAGFAAA). The Department is projected to have salary savings of \$12,207,285 during FY 2015-16 under 1GAGFAAA.															
2587 Health Worker III	2.10	0.00	\$149,618	\$0	\$149,618	x			2.10	0.00	\$149,618	\$0	\$149,618	x	
Mandatory Fringe Benefits			\$67,745	\$0	\$67,745	x					\$72,577	\$0	\$72,577	x	
			<i>Total Savings</i>		\$217,363					<i>Total Savings</i>		\$222,195			
Delete 2.10 FTE 2587 Health Worker III long-term vacant positions (1GAGFAAA). The Department has 8.06 FTE other vacant positions in this classification that are not being recommended for deletion. In total, the Department has 84.33 FTE existing positions in this classification. The Department is projected to have salary savings of \$12,207,285 during FY 2015-16 under 1GAGFAAA.															
<b>D1H - Acute Care Hospital</b>															
2736 Porter	186.97	185.97	\$11,192,837	\$11,132,973	\$59,864	x			186.97	184.97	\$11,192,837	\$11,132,742	\$60,095	x	
Mandatory Fringe Benefits			\$5,603,863	\$5,573,891	\$29,972	x					\$5,989,031	\$5,956,875	\$32,155	x	
			<i>Total Savings</i>		\$89,836					<i>Total Savings</i>		\$92,250			
Delete 1.00 FTE 2736 Porter position that has been vacant since July 2014 at the San Francisco General Hospital. The Department has 17.80 FTE other vacant positions in this classification that are not being recommended for deletion. The Department is projected to have salary savings of \$5,211,222 during FY 2015-16 at San Francisco General Hospital.															

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

DPH - Department of Public Health		FY 2016-17						FY 2017-18					
		FTE		Amount		GF 1T	Savings	FTE		Amount		GF 1T	Savings
From	To	From	To	From	To			From	To	From	To		
2561 Optometrist	1.00	0.00	\$125,661	\$0	\$125,661	x	\$0	1.00	0.00	\$125,661	\$0	\$125,661	x
Mandatory Fringe Benefits			\$43,853	\$0	\$43,853	x	\$0			\$47,417	\$0	\$47,417	x
			<i>Total Savings</i>	<i>\$169,514</i>						<i>Total Savings</i>	<i>\$173,078</i>		
Delete 1.00 FTE 2561 Optometrist long-term vacant position at the San Francisco General Hospital. The Department is projected to have salary savings of \$5,211,222 during FY 2015-16 at San Francisco General Hospital.													
2218 Physician Assistant	0.30	0.00	\$63,260	\$0	\$63,260	x	\$0	0.30	0.00	\$63,260	\$0	\$63,260	x
Mandatory Fringe Benefits			\$18,921	\$0	\$18,921	x	\$0			\$20,638	\$0	\$20,638	x
			<i>Total Savings</i>	<i>\$82,181</i>						<i>Total Savings</i>	<i>\$83,898</i>		
Delete 0.30 FTE 2218 Physician Assistant long-term vacant position at the San Francisco General Hospital. The Department is projected to have salary savings of \$5,211,222 during FY 2015-16 at San Francisco General Hospital.													
Materials and Supplies Budget Only			\$60,090,681	\$59,890,681	\$200,000	x	\$200,000			\$60,276,516	\$60,076,516	\$200,000	x
Reduce the budget allocation for materials and supplies at the San Francisco General Hospital. The Department has consistently underspent the budget allocation for materials and supplies by at least \$200,000 each year.													
Professional and Specialized Services			\$125,023,006	\$124,673,006	\$350,000	x	\$350,000			\$129,694,037	\$129,344,037	\$350,000	x
Reduce the budget allocation for professional and specialized services at San Francisco General Hospital. The Department has consistently underspent the budget allocation by at least \$350,000 each year.													
<b>DHA - Central Administration</b>													
Attrition Savings	(1.27)	(1.51)	(\$144,506)	(\$171,539)	\$27,033	x	(\$171,883)	(1.27)	(1.51)	(\$144,850)	(\$171,883)	\$27,033	x
Mandatory Fringe Benefits			(\$54,980)	(\$65,265)	\$10,285	x	(\$70,670)			(\$59,555)	(\$70,670)	\$11,115	x
			<i>Total Savings</i>	<i>\$37,318</i>						<i>Total Savings</i>	<i>\$38,148</i>		
Increase attrition savings to reflect the anticipated delay in filling the 0.25 FTE 1823 Senior Administrative Analyst position that has been vacant since January 2014 (1GAGFAAA). The Department is projected to have salary savings of \$12,207,285 during FY 2015-16 under 1GAGFAAA.													

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

DPH - Department of Public Health		FY 2016-17						FY 2017-18							
		FTE		Amount		GF 1T	Savings	FTE		Amount		GF 1T	Savings		
Object Title	From	To	From	To	From			To	From	To	From			To	From
<b>D1P - Acute Care Hospital</b>															
2574 Clinical Psychologist	1.00	0.00	\$114,306	\$0	\$114,306	x	\$114,306	\$0	1.00	0.00	\$114,306	\$0	\$114,306	x	
Mandatory Fringe Benefits			\$43,178	\$0	\$43,178	x	\$46,517	\$0			\$46,517	\$0	\$46,517	x	
		<i>Total Savings</i>		\$157,484						<i>Total Savings</i>		\$160,823			
Delete 1.00 FTE 2574 Clinical Psychologist long-term vacant position at the San Francisco General Hospital.															
<b>D3A - Ambulatory Care, Adult Medical Health Center</b>															
1406 Senior Clerk	10.80	10.00	\$642,186	\$594,617	\$47,569	x	\$642,186	\$594,617	10.80	10.00	\$642,186	\$594,617	\$47,569	x	
Mandatory Fringe Benefits			\$314,493	\$291,197	\$23,296	x	\$336,280	\$311,371			\$336,280	\$311,371	\$24,910	x	
		<i>Total Savings</i>		\$70,865						<i>Total Savings</i>		\$72,479			
Delete 0.80 FTE 1406 Senior Clerk position that has been vacant since December 2014. The Department currently has 68.42 FTE existing positions in this classification for the San Francisco General Hospital, of which 8.80 FTE are vacant. The Department is projected to have salary savings of \$5,211,222 during FY2015-16 at San Francisco General Hospital (5HAAAAA).															
<b>DHM - SFHN Managed Care</b>															
Professional and Specialized Services			\$352,248	\$252,248	\$100,000	x	\$352,248	\$252,248			\$352,248	\$252,248	\$100,000	x	
Reduce the budgeted allocation for professional and specialized services (1GAGFAAA). The Department underspends the budget allocation by at least \$100,000.															
<b>D6P - Long-Term Care &amp; San Francisco Psychiatry</b>															
Attrition Savings	(196.35)	(198.19)	(\$16,136,582)	(\$16,287,876)	\$151,294	x									
Mandatory Fringe Benefits			(\$6,942,685)	(\$7,007,778)	\$65,093	x									
		<i>Total Savings</i>		\$216,387											
Increase attrition savings to account for the anticipated delays in hiring 12.31 FTE new positions until January 2017 at the San Francisco General Hospital. Human Resources has advised that there is no eligible list of applicants for these candidates, which will lengthen the hiring process. The Budget and Legislative Analyst has provided the Department with a list of the relevant new positions.															
One time reduction.															



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

<b>DPH - Department of Public Health</b>																													
Object Title	FY 2016-17						FY 2017-18																						
	FTE		Amount		Savings	GF 1T	FTE		Amount		Savings	GF 1T																	
	From	To	From	To			From	To	From	To																			
Attrition Savings	(251.94)	(257.50)	(\$26,692,430)	(\$27,282,022)	\$589,592	x																							
Mandatory Fringe Benefits			(\$10,278,270)	(\$10,505,300)	\$227,030	x																							
			<i>Total Savings</i>		\$816,622																								
<p>Increase attrition savings to account for the anticipated delay in hiring 28.02 FTE new positions until January 2017, under 1GAGFAAA. Human Resources advised that there is no eligible list of applicants for these candidates, which will lengthen the hiring process. The Budget and Legislative Analyst provided the Department with a list of the relevant positions.</p> <p align="center">One time reduction.</p>																													
<p align="center"><b>FY 2016-17</b></p> <table border="1"> <thead> <tr> <th colspan="3">Total Recommended Reductions</th> </tr> <tr> <th>One-Time</th> <th>Ongoing</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>General Fund</td> <td>\$1,033,010</td> <td>\$2,083,272</td> <td>\$3,116,282</td> </tr> <tr> <td>Non-General Fund</td> <td>\$0</td> <td>\$0</td> <td>\$0</td> </tr> <tr> <td><b>Total</b></td> <td><b>\$1,033,010</b></td> <td><b>\$2,083,272</b></td> <td><b>\$3,116,282</b></td> </tr> </tbody> </table>												Total Recommended Reductions			One-Time	Ongoing	Total	General Fund	\$1,033,010	\$2,083,272	\$3,116,282	Non-General Fund	\$0	\$0	\$0	<b>Total</b>	<b>\$1,033,010</b>	<b>\$2,083,272</b>	<b>\$3,116,282</b>
Total Recommended Reductions																													
One-Time	Ongoing	Total																											
General Fund	\$1,033,010	\$2,083,272	\$3,116,282																										
Non-General Fund	\$0	\$0	\$0																										
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Total Recommended Reductions																													
One-Time	Ongoing	Total																											
General Fund	\$0	\$2,054,011	\$2,054,011																										
Non-General Fund	\$0	\$0	\$0																										
<b>Total</b>	<b>\$0</b>	<b>\$2,054,011</b>	<b>\$2,054,011</b>																										

Year	Department Code	Subfund Code	Vendor No.	Vendor Name	Index Code	Remaining Balance
2015	DPH	1GAGFAAA	03011	SONALI HOLDINGS LLC	HCHSHHOUSSGGF	\$2,593.27
2015	DPH	1GAGFAAA	02799	P H F E MANAGEMENT SOLUTIONS	HCHIVPHADMGF	3,666.65
2015	DPH	1GAGFAAA	02799	P H F E MANAGEMENT SOLUTIONS	HCHPDLABORGF	9,008.40
2015	DPH	1GAGFAAA	03521	VP & RB CORP DBA UPS STORE 0361	HCHPBADMINGF	1,845.83
2015	DPH	1GAGFAAA	02789	REGENTS OF THE UNIVERSITY OF CALIFORNIA	HCHIVHSVCSGF	32,508.98
2015	DPH	1GAGFAAA	02789	REGENTS OF THE UNIVERSITY OF CALIFORNIA	HCHIVHSVCSGF	9,398.28
2015	DPH	1GAGFAAA	02761	CERNER HEALTH SERVICES INC	HCHAAMISCHGF	20,000.00
2015	DPH	1GAGFAAA	02799	HEALTHRIGHT 360	HCHAPADMINGF	81,272.73
2015	DPH	5HAAAAAA	02799	SHANTI PROJECT	HGHMAMMOGVAN	4,906.80
2015	DPH	5HAAAAAA	03141	OLYMPUS FINANCIAL SERVICES	HGH1HME40081	5,251.45
2015	DPH	5HAAAAAA	03141	KCI USA INC	HGH1HPO40011	131,857.73
2015	DPH	1GAGFAAA	02789	NORTH OF MARKET SENIOR SVC DBA CURRY SEN	HCHAPADMINGF	103,262.00
2015	DPH	5HAAAAAA	02761	GENISYS DECISION CORP	HGH1HRM40051	4,500.00
2015	DPH	5HAAAAAA	03596	PHILIPS HEALTHCARE	HGH1HCC40011	251,344.40
2015	DPH	5HAAAAAA	02999	PACIFIC COAST TRANE CONTROLS	HGH1HFM40001	21,578.16
2015	DPH	1GAGFAAA	02799	HEALTHRIGHT 360	HCHAPADMINGF	33,823.39
2015	DPH	5LAAAAAA	04921	MOREDIRECT INC	HLH448688	14,093.12
2015	DPH	5LAAAAAA	02722	TOYON ASSOCIATES INC	HLH448662	2,714.68
2015	DPH	1GAGFAAA	02722	TOYON ASSOCIATES INC	HCHAPHOMEHGF	183.58
2015	DPH	5LAAAAAA	02999	HOBART SERVICE	HLH448811	14,219.69
2015	DPH	5LAAAAAA	04451	CITYWHEELCHAIRS INC	HLH449470	4,540.32
2015	DPH	5LAAAAAA	02202	WEST-COM & TV INC	HLH449470	1,000.00
2015	DPH	5LAAAAAP	02899	INTERNATIONAL FIRE EQUIPMENT CO INC	HLH448092	2,450.00
2015	DPH	5LAAAAAA	02201	LEARN IT	HLH448662	6,750.00
2015	DPH	1GAGFAAA	02801	STERICYCLE INC	HMHMCC730515	6,225.48
2015	DPH	1GAGFAAA	02789	AMERICHoice	HCHAPROP99GF	20,894.28
2015	DPH	1GAGFAAP	03596	XTECH	HCHACMISPJGF	55,434.00
2015	DPH	5LAAAAAA	02703	LOOMIS ARMORED US LLC	HLH449603	1,690.23
<b>Total</b>						<b>\$847,013.45</b>

<b>Department</b>	<b>Program</b>	<b>Program Title</b>	<b>Fund</b>	<b>Index Code</b>	<b>Project Title</b>	<b>Amount</b>
Department of Public Health	DHA	Central Administration	1GAGFACP	HCHACMISPACP	DPH IT Miscellaneous Projects	\$33,267
<p>Explanation: Reduce the Department’s proposed carryforward of unspent prior year appropriations by \$33,267 and return to the General Fund balance.</p> <p>The Department proposes to carry forward \$33,267 in unspent prior year appropriations to FY 2016-17. Average annual spending in the program in FY 2013-14, FY 2014-15, and FY 2015-16 is \$0.</p>						

**YEAR ONE: FY 2016-17**

Budget Changes

The Department’s proposed \$862,116,382 budget for FY 2016-17 is \$75,815,588 or 8.1% less than the original FY 2015-16 budget of \$937,931,970.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2016-17 are 2,103 FTEs, which are 57 FTEs more than the 2,046 FTEs in the original FY 2015-16 budget. This represents a 2.8% increase in FTEs from the original FY 2015-16 budget.

Revenue Changes

The Department's revenues of \$642,887,919 in FY 2016-17, are \$42,382,326 or 6.2% less than FY 2015-16 revenues of \$685,270,245.

**YEAR TWO: FY 2017-18**

Budget Changes

The Department’s proposed \$869,011,631 budget for FY 2017-18 is \$6,895,249 or 0.8% more than the Mayor’s proposed FY 2016-17 budget of \$862,116,382.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2017-18 are 2,123 FTEs, which are 20 FTEs more than the 2,103 FTEs in the Mayor’s proposed FY 2016-17 budget. This represents a 1.0% increase in FTEs from the Mayor’s proposed FY 2016-17 budget.

Revenue Changes

The Department's revenues of \$639,989,108 in FY 2017-18, are \$2,898,811 or 0.5% less than FY 2016-17 estimated revenues of \$642,887,919.

**RECOMMENDATIONS**

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2016-17 AND FY 2017-18**

**DEPARTMENT:** DSS – HUMAN SERVICES AGENCY

**YEAR ONE: FY 2016-17**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$7,242,623 in FY 2016-17. Of the \$7,242,623 in recommended reductions, \$770,718 are ongoing savings and \$6,471,905 are one-time savings.

In addition, the Budget and Legislative Analyst recommends placing \$423,562 on Budget and Finance Committee pending approval by voters of the proposed Dignity Fund on the November 2016 ballot and submission of budget details.

**YEAR TWO: FY 2017-18**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$1,291,534 in FY 2017-18, all of which are ongoing savings. These reductions would still allow an increase of \$5,603,715 or 0.6% in the Department's FY 2017-18 budget.

In addition, the Budget and Legislative Analyst recommends placing \$6,173,562 on Budget and Finance Committee pending approval by voters of the proposed Dignity Fund on the November 2016 ballot and submission of budget details.

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

**DSS - Human Services Agency**

Object Title	FY 2016-17						FY 2017-18					
	FTE		Amount		GF	1T	FTE		Amount		GF	1T
	From	To	From	To			From	To	From	To		
<b>CAO - ADMINISTRATIVE SUPPORT</b>												
IS Business Analyst-Assistant	3.00	2.00	\$266,007	\$177,338	\$88,669	x			\$266,007	\$177,338	\$88,669	x
Mandatory Fringe Benefits			\$111,813	\$74,542	\$37,271	x			\$120,261	\$80,174	\$40,087	x
			<i>Total Savings</i>	<i>\$125,940</i>					<i>Total Savings</i>	<i>\$128,756</i>		
	Delete 1 IS Business Analyst-Assistant position. Position has been vacant for 3.8 years and is no longer needed by department. The Department has a projected salary surplus in General Fund programs in FY 2015-16 of \$6.6 million.											
MATERIALS & SUPPLIES- BUDGET									\$32,606	\$20,606	\$12,000	x
	Reduce material and supplies request to current year amount. Department does not need an additional \$12,000 annually to provide materials and supplies to the 6 new position's they've requested.											
MATERIALS & SUPPLIES- BUDGET			\$88,026	\$73,435	\$14,591	x	x		\$88,026	\$58,016	\$30,010	x
			<i>Total Savings</i>	<i>\$14,591</i>					<i>Total Savings</i>	<i>\$30,010</i>		
	Reduce material and supplies request to Department by \$14,591. Department does not need an additional \$14,591 to provide materials and supplies to the 6 new position's they've requested.											

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

**DSS - Human Services Agency**

Object Title	FY 2016-17						FY 2017-18					
	FTE		Amount		GF	1T	FTE		Amount		GF	1T
	From	To	From	To			From	To	From	To		
MATERIALS & SUPPLIES- BUDGET			\$900,307	\$837,751	\$62,556	x			\$900,307	\$837,751	\$62,556	x
			<i>Total Savings</i>	\$62,556					<i>Total Savings</i>	\$62,556		
	Reduce material and supplies request to current year amount to reflect ongoing surplus in material and supplies spending.											
Attrition Savings			(\$586,844)	(\$769,424)	\$182,580	x						
Mandatory Fringe Benefits			(\$238,912)	(\$308,899)	\$69,987	x						
			<i>Total Savings</i>	\$252,567								
	Increase Attrition Savings to reflect salary savings from expected hire dates.											
Attrition Savings			(\$601,415)	(\$665,071)	\$63,656	x						
Mandatory Fringe Benefits			(\$244,916)	(\$268,506)	\$23,590	x						
			<i>Total Savings</i>	\$87,246								
	Increase Attrition Savings to reflect salary savings from expected hire dates.											
Attrition Savings			(\$517,542)	(\$975,300)	\$457,758	x						
Mandatory Fringe Benefits			(\$210,582)	(\$370,700)	\$160,118	x						
			<i>Total Savings</i>	\$617,876								
	Increase Attrition Savings to reflect salary savings from expected hire dates.											
	One-time reduction											

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

**DSS - Human Services Agency**

Object Title	FY 2016-17						FY 2017-18					
	FTE		Amount		GF	1T	FTE		Amount		GF	1T
	From	To	From	To			From	To	From	To		
IS Engineer-Senior	2.31	1.54	\$325,686	\$217,124	\$108,562	x	3.00	2.00	\$422,970	\$281,980	x	x
Mandatory Fringe Benefits			\$113,269	\$75,513	\$37,756	x			\$159,572	\$106,381		x
			<i>Total Savings</i>	<i>\$146,318</i>					<i>Total Savings</i>	<i>\$194,181</i>		
	<p>Disapprove one of three requested new Senior IS Engineer positions. The Department has requested 9 new information technology positions in Administration, including 3 Senior IS Engineers, 3 Principal IS Engineers and 3 Senior IS Business Analysts. The Budget and Legislative Analyst is recommending approval of 6 of the 9 new positions, which should provide sufficient resources to begin planning client-facing applications, business intelligence systems and process automation that the Department is considering.</p>											
IS Engineer-Principal	2.31	1.54	\$350,429	\$233,619	\$116,810	x	3.00	2.00	\$455,103	\$303,402	x	x
Mandatory Fringe Benefits			\$118,173	\$78,782	\$39,391	x			\$166,747	\$111,165		x
			<i>Total Savings</i>	<i>\$156,201</i>					<i>Total Savings</i>	<i>\$207,283</i>		
	<p>Disapprove one of three requested new Principal IS Engineer positions. The Department has requested 9 new information technology positions in Administration, including 3 Senior IS Engineers, 3 Principal IS Engineers and 3 Senior IS Business Analysts. The Budget and Legislative Analyst is recommending approval of 6 of the 9 new positions, which should provide sufficient resources to begin planning client-facing applications, business intelligence systems and process automation that the Department is considering.</p>											
	<p>Ongoing savings</p>											
	<p>Ongoing savings</p>											



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

**DSS - Human Services Agency**

Object Title	FY 2016-17						FY 2017-18					
	FTE		Amount		GF	1T	FTE		Amount		GF	1T
	From	To	From	To			From	To	From	To		
IS Business Analyst-Senior	2.31	1.54	\$274,589	\$183,059	\$91,530	x	3.00	2.00	\$356,609	\$237,739	\$118,870	x
Mandatory Fringe Benefits			\$103,143	\$68,762	\$34,381	x			\$144,756	\$96,504	\$48,252	x
			<i>Total Savings</i>	<i>\$125,911</i>					<i>Total Savings</i>	<i>\$167,122</i>		
	<p>Disapprove one of three requested new Senior IS Business Analyst positions. The Department has requested 9 new information technology positions in Administration, including 3 Senior IS Engineers, 3 Principal IS Engineers and 3 Senior IS Business Analysts. The Budget and Legislative Analyst is recommending approval of 6 of the 9 new positions, which should provide sufficient resources to begin planning client-facing applications, business intelligence systems and process automation that the Department is considering.</p>											
	Ongoing savings											
SYSTEMS CONSULTING			\$2,141,888	\$1,841,888	\$300,000	x	x					
	Reduce systems consulting by \$300,000 to reflect delayed project start.											
SYSTEMS CONSULTING			\$6,450,200	\$4,450,200	\$2,000,000	x	x					
	Reduce systems consulting by \$2,000,000 to reflect previous year's underspending in CAO continuing projects 021.											
Attrition Savings			(\$106,615)	(\$192,735)	\$86,120	x	x					
Mandatory Fringe Benefits			(\$43,381)	(\$77,616)	\$34,235	x	x					
			<i>Total Savings</i>	<i>\$120,355</i>								
	Increase Attrition Savings to reflect salary savings from expected hire dates.											
	One-time reduction											

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

**DSS - Human Services Agency**

Object Title	FY 2016-17						FY 2017-18					
	FTE		Amount		Savings	GF 1T	FTE		Amount		Savings	GF 1T
	From	To	From	To			From	To	From	To		
<b>CAG - CALWORKS</b>												
Attrition Savings			(\$2,069,873)	(\$2,175,391)	\$105,518	x						
Mandatory Fringe Benefits			(\$882,999)	(\$926,116)	\$43,117	x						
			<i>Total Savings</i>	\$148,635								
	Increase Attrition Savings to reflect salary savings from expected hire dates.											
<b>FAY - TRANSITIONAL-AGED YOUTH BASELINE</b>												
TEMP-REGULAR-MISC	19.05	14.00	\$1,794,326	\$1,318,665	\$475,661	x						
Mandatory Fringe Benefits			\$142,111	\$104,439	\$37,672	x						
			<i>Total Savings</i>	\$513,334								
	Reduce by \$513,334 to reflect historic underspending. In FY 15-16, Department only spent \$215,00 of temp. misc. salaries due to slow program implementation.											
	One-time											
<b>CGO - ADULT PROTECTIVE SERVICES</b>												
Attrition Savings			(\$406,287)	(642,559)	\$236,272	x						
Mandatory Fringe Benefits			(162,194)	(\$255,140)	\$92,946	x						
			<i>Total Savings</i>	\$329,219								
	Increase Attrition Savings to reflect salary savings from expected hire dates.											
	One-time reduction											
<b>CAI - COUNTY ADULT ASSISTANCE PROGRAM</b>												
Attrition Savings			(\$1,876,158)	(\$1,893,762)	\$17,604	x						
Mandatory Fringe Benefits			(\$786,838)	(\$795,089)	\$8,251	x						
			<i>Total Savings</i>	\$25,855								
	Increase Attrition Savings to reflect salary savings from expected hire dates.											
	One-time reduction											

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

**DSS - Human Services Agency**

Object Title	FY 2016-17						FY 2017-18					
	FTE		Amount		GF	1T	FTE		Amount		GF	1T
	From	To	From	To			From	To	From	To		
<b>CGU - DSS CHILDCARE</b>												
Attrition Savings			(\$183)	(105,947)		x						
Mandatory Fringe Benefits			(49)	(\$42,567)		x						
			<i>Total Savings</i>	\$148,282								
	Increase Attrition Savings to reflect salary savings from expected hire dates.											
<b>CAL - FAMILY AND CHILDREN'S SERVICE</b>												
Program Support Analyst	2.00	1.00	\$222,116	\$111,058		x	2.00	1.00	\$222,116	\$111,058		x
Mandatory Fringe Benefits			\$85,468	\$42,734		x			\$93,321	\$46,661		x
			<i>Total Savings</i>	\$153,792					<i>Total Savings</i>	\$157,719		
	Delete 1.0 Program Support Analyst position. Position has been vacant for 2.2 years and is no longer needed by department. The Department has a projected salary surplus in General Fund programs in FY 2015-16 of \$6.6 million.											
<b>MATERIALS &amp; SUPPLIES-</b>												
									\$168,038	\$116,969		\$51,069
	Reduce by \$51,069 to reflect ongoing material and supply needs after 1-time spending in the Budget Year.											
Attrition Savings			(\$4,653,312)	(\$4,698,863)		x						
Mandatory Fringe Benefits			(\$1,906,857)	(\$1,926,098)		x						
			<i>Total Savings</i>	\$64,791								
	Increase Attrition Savings to reflect salary savings from expected hire dates.											
<b>CIM - IN HOME SUPPORTIVE SERVICES</b>												
Attrition Savings			(\$1,272,786)	(1,685,742)		x						
Mandatory Fringe Benefits			(545,502)	(724,382)		x						
			<i>Total Savings</i>	\$591,835								
	Increase Attrition Savings to reflect salary savings from expected hire dates.											
	One-time reduction											

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

**DSS - Human Services Agency**

Object Title	FY 2016-17						FY 2017-18							
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To	From	To			
<b>CGQ - INTEGRATED INTAKE</b>														
Attrition Savings			(\$231,611)	(261,511)	\$29,900	x	x							
Mandatory Fringe Benefits			(93,369)	(\$105,005)	\$11,636	x	x							
			<i>Total Savings</i>	\$41,536										
Increase Attrition Savings to reflect salary savings from expected hire dates.														
<b>CIF - OFFICE ON AGING</b>														
OTHER OFFICE SUPPLIES			\$285,148	\$20,310	\$264,838	x	x			\$285,148	\$4,310	\$280,838	x	x
			<i>Total Savings</i>	\$264,838						<i>Total Savings</i>	\$280,838			
Reduce request for material and supplies to \$20,310.														
Attrition Savings			(\$184,967)	(233,808)	\$48,841	x	x							
Mandatory Fringe Benefits			(71,819)	(88,272)	\$16,453	x	x							
			<i>Total Savings</i>	\$65,294										
Reduce request for on-going material and supplies to \$4,310.														
Increase Attrition Savings to reflect salary savings from expected hire dates.														
Attrition Savings			(\$53,072)	(83,117)	\$30,045	x	x							
Mandatory Fringe Benefits			(20,618)	(32,165)	\$11,547	x	x							
			<i>Total Savings</i>	\$41,592										
Increase Attrition Savings to reflect salary savings from expected hire dates.														
One-time reduction														

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

**DSS - Human Services Agency**

Object Title	FY 2016-17						FY 2017-18							
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
	From	To	From	To				From	To	From	To			
<b>CGW - SF BENEFITS NET</b>														
Attrition Savings			(\$4,501,338)	(4,973,423)	\$472,085	x	x							
Mandatory Fringe Benefits			(1,958,892)	(2,159,366)	\$200,474	x	x							
			<i>Total Savings</i>	\$672,559										
	Increase Attrition Savings to reflect salary savings from expected hire dates.													
Attrition Savings			(\$1,213,459)	(1,334,409)	\$120,950	x	x							
Mandatory Fringe Benefits			(528,012)	(578,561)	\$50,549	x	x							
			<i>Total Savings</i>	\$171,500										
	Increase Attrition Savings to reflect salary savings from expected hire dates.													

**FY 2016-17**

**Total Recommended Reductions**

	One-Time	Ongoing	Total
General Fund	\$2,956,059	\$470,952	\$3,427,011
Non-General Fund	\$3,515,846	\$299,766	\$3,815,612
<b>Total</b>	<b>\$6,471,905</b>	<b>\$770,718</b>	<b>\$7,242,623</b>

**FY 2017-18**

**Total Recommended Reductions**

	One-Time	Ongoing	Total
General Fund	\$0	\$776,873	\$776,873
Non-General Fund	\$0	\$514,661	\$514,661
<b>Total</b>	<b>\$0</b>	<b>\$1,291,534</b>	<b>\$1,291,534</b>

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

**DSS - Human Services Agency**

Object Title	FY 2016-17						FY 2017-18					
	FTE		Amount		Savings	GF 1T	FTE		Amount		Savings	GF 1T
	From	To	From	To			From	To	From	To		
<b>Reserve Recommendations</b>												
<b>PGM - Program Name</b>												
PROGRAMMATIC PROJECTS- BUDGET			\$173,562	\$173,562		x			\$6,173,562	\$6,173,562		x
			<i>Total Savings</i>		\$0				<i>Total Savings</i>		\$0	
	Place \$173,562 of requested social service contract authorization on Budget and Finance Reserve, pending approval by the voters of the proposed Dignity Fund on the November 2016 ballot and submission of budget details. The Dignity Fund would establish a General Fund baseline for services to seniors and people with disabilities. Funds are requested for "consultants to assist with needs assessment."											
SOCIAL SERVICES CONTRACTS			\$250,000	\$250,000		x						
			<i>Total Savings</i>		\$0							
	Place \$250,000 of requested social service contract authorization on Budget and Finance Reserve, pending approval by the voters of the proposed Dignity Fund on the November 2016 ballot and submission of budget details. The Dignity Fund would establish a General Fund baseline for services to seniors and people with disabilities. Funds are requested to "conduct surveys, planning and focus groups for the Dignity Fund".											

**FY 2016-17**

Total Reserve Recommendations		
One-Time	Ongoing	Total
General Fund	\$250,000	\$423,562
Non-General Fund	\$0	\$0
<b>Total</b>	<b>\$250,000</b>	<b>\$423,562</b>

**FY 2017-18**

Total Reserve Recommendations		
One-Time	Ongoing	Total
General Fund	\$0	\$6,173,562
Non-General Fund	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$6,173,562</b>

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2016-17 AND FY 2017-18**

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

**YEAR ONE: FY 2016-17**

Budget Changes

The Department's proposed \$220,455,256 budget for FY 2016-17 is the first year budget for the new Department.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2016-17 are 105.30 FTEs.

Revenue Changes

The Department's revenues are \$61,429,657 in FY 2016-17.

**YEAR TWO: FY 2017-18**

Budget Changes

The Department's proposed \$235,993,667 budget for FY 2017-18 is \$15,538,411 or 7.0% more than the Mayor's proposed FY 2016-17 budget of \$220,455,256.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2017-18 are 107.91 FTEs, which are 2.61 FTEs more than the 105.30 FTEs in the Mayor's proposed FY 2016-17 budget. This represents a 2.5% increase in FTEs from the Mayor's proposed FY 2016-17 budget.

Revenue Changes

The Department's revenues of \$61,325,346 in FY 2017-18, are \$104,311 or 0.2% less than FY 2016-17 estimated revenues of \$61,429,657.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2016-17 AND FY 2017-18**

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

**RECOMMENDATIONS**

**YEAR ONE: FY 2016-17**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$838,593 in FY 2016-17. Of the \$838,593 in recommended reductions, \$418,161 are ongoing savings and \$420,432 are one-time savings.

The Budget and Legislative Analyst considers approval of \$9,000,000 for the purchase of 440 Turk Street to be a policy matter for the Board of Supervisors. If the Board of Supervisors approves \$9,000,000, the Budget and Legislative Analyst recommends placing \$4,000,000 for tenant improvements on Budget and Finance Committee Reserve pending submission of budget details.

In addition, the Budget and Legislative Analyst recommends placing \$11,530,933 on Budget and Finance Committee Reserve, pending approval by the voters of an increase to the Sales Tax of 0.75 cents and submission of expenditure details to the Budget and Finance Committee for the \$11,530,933.

The Mayor's Office has requested approval of six new positions in the FY 2016-17 budget as interim exceptions, including one Department Head III, one Deputy Director III, two Manager IIs, one Personnel Clerk, and one Management Assistant. The Budget and Legislative Analyst recommends approval of the six new positions as interim exceptions.

**YEAR TWO: FY 2017-18**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$474,721 in FY 2017-18, which are ongoing savings.

In addition, the Budget and Legislative Analyst recommends placing \$31,656,000 on Budget and Finance Committee Reserve, pending approval by the voters of an increase to the Sales Tax of 0.75 cents and submission of expenditure details to the Budget and Finance Committee for the \$31,656,000.



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

Object Title	FY 2016-17						FY 2017-18						
	FTE		Amount		GF 1T	Savings	FTE		Amount		GF 1T	Savings	
	From	To	From	To			From	To	From	To			
<b>CMIN - Administration and Management</b>													
Deputy Director III	1.00	0.00	\$180,533	\$0		\$180,533	x	1.00	0.00	\$180,533	\$0	\$180,533	x
Manager V	0.00	1.00	\$0	\$168,049		(\$168,049)	x	0.00	1.00	\$0	\$168,049	(\$168,049)	x
Mandatory Fringe Benefits			\$61,050	\$58,610		\$2,439	x			\$66,232	\$63,490	\$2,742	x
			<i>Total Savings</i>	<i>\$14,923</i>						<i>Total Savings</i>	<i>\$15,226</i>		
Training								1.00	0.00	\$30,000	\$15,000	\$15,000	x
	Downward substitute one Deputy Director III position with a salary of \$180,533 to a Manager V position with a salary of \$168,049. The Mayor's Office has requested three Deputy Director III positions in the new Department of Homelessness and Supportive Services, of which one is a new position and two are substitutions from existing positions. The proposed downward substitution is consistent with the function of the proposed position, which oversees the Communications and External Affairs unit and supervises 7 staff.												
	Reduce the training budget in Administration and Management. The Department requested \$30,000 in FY 2016-17 to allow for training of staff for new systems and procedures. The Department does not have an ongoing need for the \$30,000 in training expenditures; \$15,000 should be sufficient in FY 2017-18.												
Administrative Analyst	0.77	0.00	\$71,650	\$0		\$71,650	x	1.00	0.00	\$92,696	\$0	\$92,696	x
Mandatory Fringe Benefits			\$29,240	\$0		\$29,240	x			\$40,790	\$0	\$40,790	x
			<i>Total Savings</i>	<i>\$100,890</i>						<i>Total Savings</i>	<i>\$133,486</i>		
	Delete one new Administrative Analyst position assigned to policy and data analysis functions. The Department will still have two positions for policy and data analysis functions, including one new 1824 Principal Administrative Analyst and one existing 1823 Senior Administrative Analyst.												
	Ongoing savings												



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

**HOM - Department of Homelessness and Supportive Services**

Object Title	FY 2016-17						FY 2017-18					
	FTE		Amount		GF 1T	Savings	FTE		Amount		GF 1T	Savings
	From	To	From	To			From	To	From	To		
Attrition Savings			\$0	(\$100,000)	x	\$100,000			\$0	(\$100,000)	x	\$100,000
Attrition Savings			\$0	(\$100,000)	x	\$100,000			\$0	(\$100,000)	x	\$100,000
Mandatory Fringe Benefits			\$0	(\$81,618)	x	\$81,618			\$0	(\$88,008)	x	\$88,008
			<i>Total Savings</i>			\$281,618			<i>Total Savings</i>			\$288,008
	Add attrition savings to account for delays in hiring for new positions, vacancies and staff turnover.											
Professional and Specialized Services			\$500,000	\$150,000	x	\$350,000						
Manager II	1.00	0.00	\$134,708	\$0	x	\$134,708						
Temporary Salaries			\$0	\$111,485	x	(\$111,485)						
Mandatory Fringe Benefits			\$52,095	\$7,157	x	\$44,937						
			<i>Total Savings</i>			\$418,161						
	Reduce professional services contracts for strategic planning/needs assessment services. The Department requested \$500,000 in contractual services for strategic planning/needs assessment. The Budget and Legislative Analyst recommends \$150,000 for such outside consultant services.											
	Additionally, the Department has requested one limited term 0923 Manager II position, which the Mayor's Office will submit as a technical adjustment, to manage the strategic planning/needs assessment process. The Budget and Legislative Analyst considers managing the strategic planning/needs assessment process to be the responsibility of the Manager V position for which the Budget and Legislative Analyst is recommending approval. To support the strategic planning process, the Budget and Legislative Analyst recommends (1) deletion of the limited term 0923 Manager II position to be submitted by the Mayor's Office as a technical adjustment, and (2) approval of temporary salaries of \$111,485 to hire a temporary 2917 Program Support Analyst to provide technical, analytical and logistical support to the strategic planning/ needs assessment process.											
	One time reduction											

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

**HOM - Department of Homelessness and Supportive Services**

Object Title	FY 2016-17						FY 2017-18										
	FTE		Amount		Savings		GF 1T		FTE		Amount		Savings		GF 1T		
	From	To	From	To	From	To	From	To	From	To	From	To	From	To	From	To	
Employee Field Expenses			\$43,000	\$20,000	\$23,000	x					\$43,000	\$20,000	\$23,000	x			
<p><b>COT - Outreach and Prevention</b></p> <p>Reduce the employee field expense budget in Outreach and Prevention to \$20,000. Neither DPH nor HSA budgeted funds in FY 2015-16 for employee field expenses. The recommended reduction still allows an amount of \$20,000.</p>																	

**FY 2016-17**

**Total Recommended Reductions**

	One-Time	Ongoing	Total
General Fund	\$418,161	\$420,432	\$838,593
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$418,161</b>	<b>\$420,432</b>	<b>\$838,593</b>

**FY 2017-18**

**Total Recommended Reductions**

	One-Time	Ongoing	Total
General Fund	\$0	\$474,721	\$474,721
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$474,721</b>	<b>\$474,721</b>

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

Object Title	FY 2016-17				FY 2017-18				
	FTE		Amount		FTE		Amount		
	From	To	From	To	From	To	From	To	

**Policy/Reserve Recommendations**

Programmatic Budget	CMN - Administration and Management				GF 1T	Savings	GF 1T	To	From	Savings	GF 1T
		\$0	x	x							
		\$9,000,000									

The Mayor's Office is proposing to purchase an office building owned by the San Francisco Housing Authority at 440 Turk Street as administrative offices for the new Department of Homelessness and Supportive Housing. The estimated purchase price is \$5,000,000 and the estimated cost for tenant improvements is \$4,000,000, for a total cost of \$9,000,000. The Budget and Legislative Analyst considers the purchase of the building at 440 Turk Street to be a policy consideration for the Board of Supervisors. As noted in the Budget and Legislative Analyst's report to the June 17 Budget and Finance Committee (File 16-0652), 98 of the 109 positions in the new Department of Homelessness and Supportive Housing are existing City positions. The proposed increase in positions in FY 2016-17 is 11, not all of which may be approved by the Board of Supervisors. As an alternative to incurring \$9,000,000 in property purchase and tenant improvement costs that could otherwise be allocated to direct homeless services, such as navigation centers, the 98 existing City positions could remain in their current HSA and DPH locations; and the up to 11 new Department of Homelessness and Supportive Housing positions could locate to other City or new leased space. If the Board of Supervisors approves the purchase of 440 Turk Street, the Budget and Legislative Analyst recommends reserving \$4,000,000 for tenant improvements pending submission of budget details to the Budget and Finance Committee.

**FY 2016-17**

Total Policy Recommendations		
One-Time	Ongoing	Total
General Fund	\$0	\$9,000,000
Non-General Fund	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$9,000,000</b>

**FY 2017-18**

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

**FY 2016-17**

Total Reserve Recommendations		
One-Time	Ongoing	Total
General Fund	\$4,000,000	\$4,000,000
Non-General Fund	\$0	\$0
<b>Total</b>	<b>\$4,000,000</b>	<b>\$4,000,000</b>

**FY 2017-18**

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

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

**HOM - Department of Homelessness and Supportive Services**

Object Title	FY 2016-17				FY 2017-18				
	FTE		Amount		FTE		Amount		
	From	To	From	To	From	To	From	To	

Reserve Recommendations										
Object Title	FY 2016-17				FY 2017-18				Savings	GF IT
	From	To	From	To	From	To	From	To		
<b>CMN - Administration and Management</b>										
Other Professional Services		\$0	\$0	\$0			\$121,554	\$121,554		\$0
Permanent Salaries		\$193,474	\$193,474	\$0			\$250,302	\$250,302		
Mandatory Fringe Benefits		\$70,870	\$70,870	\$0			\$99,310	\$99,310		\$0
<b>COT - Outreach and Prevention</b>										
Professional & Specialized Services		\$0	\$0	\$0			\$2,200,000	\$2,200,000		\$0
<b>CSH - Shelter and Housing</b>										
Temporary Salaries		\$359,848	\$359,848	\$0			\$592,831	\$592,831		\$0
Permanent Salaries		\$0	\$0	\$0			\$333,173	\$333,173		\$0
Mandatory Fringe Benefits		\$28,499	\$28,499	\$0			\$186,933	\$186,933		\$0
Community Based Organizations		\$10,878,242	\$10,878,242	\$0			\$35,918,897	\$35,918,897		\$0
Services of Other Departments		\$0	\$0	\$0			\$8,047,000	(\$8,047,000)		\$0
			<i>Total Reserve</i>	<i>\$11,530,933</i>			<i>Total Reserve</i>	<i>\$31,656,000</i>		
Reserve \$11,530,933 in FY 2016-17 pending submission of expenditure details to the Budget and Finance Committee. These programs and services are funded based on the approval by the San Francisco voters in November 2016 of an increase in the sales and use tax by 0.75%.										
Reserve \$31,656,000 in FY 2017-18 pending submission of expenditure details to the Budget and Finance Committee. These programs and services are funded based on the approval by the San Francisco voters in November 2016 of an increase in the sales and use tax by 0.75%.										

**FY 2016-17**

Total Reserve Recommendations			Total
One-Time	Ongoing		
General Fund	\$11,530,933	\$0	\$11,530,933
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$11,530,933</b>	<b>\$0</b>	<b>\$11,530,933</b>

**FY 2017-18**

Total Reserve Recommendations			Total
One-Time	Ongoing		
General Fund	\$31,656,000	\$0	\$31,656,000
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$31,656,000</b>	<b>\$0</b>	<b>\$31,656,000</b>

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

Object Title	FY 2016-17						FY 2017-18						
	FTE		Amount		GF 1T	Savings	FTE		Amount		GF 1T	Savings	
	From	To	From	To			From	To	From	To			
<b>CMIN - Administration and Management</b>													
Deputy Director III	1.00	0.00	\$180,533	\$0		\$180,533	x	1.00	0.00	\$180,533	\$0	\$180,533	x
Manager V	0.00	1.00	\$0	\$168,049		(\$168,049)	x	0.00	1.00	\$0	\$168,049	(\$168,049)	x
Mandatory Fringe Benefits			\$61,050	\$58,610		\$2,439	x			\$66,232	\$63,490	\$2,742	x
			<i>Total Savings</i>	<i>\$14,923</i>						<i>Total Savings</i>	<i>\$15,226</i>		
Training								1.00	0.00	\$30,000	\$15,000	\$15,000	x
	Downward substitute one Deputy Director III position with a salary of \$180,533 to a Manager V position with a salary of \$168,049. The Mayor's Office has requested three Deputy Director III positions in the new Department of Homelessness and Supportive Services, of which one is a new position and two are substitutions from existing positions. The proposed downward substitution is consistent with the function of the proposed position, which oversees the Communications and External Affairs unit and supervises 7 staff.												
	Reduce the training budget in Administration and Management. The Department requested \$30,000 in FY 2016-17 to allow for training of staff for new systems and procedures. The Department does not have an ongoing need for the \$30,000 in training expenditures; \$15,000 should be sufficient in FY 2017-18.												
Administrative Analyst	0.77	0.00	\$71,650	\$0		\$71,650	x	1.00	0.00	\$92,696	\$0	\$92,696	x
Mandatory Fringe Benefits			\$29,240	\$0		\$29,240	x			\$40,790	\$0	\$40,790	x
			<i>Total Savings</i>	<i>\$100,890</i>						<i>Total Savings</i>	<i>\$133,486</i>		
	Delete one new Administrative Analyst position assigned to policy and data analysis functions. The Department will still have two positions for policy and data analysis functions, including one new 1824 Principal Administrative Analyst and one existing 1823 Senior Administrative Analyst.												
	Ongoing savings												

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

**HOM - Department of Homelessness and Supportive Services**

Object Title	FY 2016-17						FY 2017-18					
	FTE		Amount		GF 1T	Savings	FTE		Amount		GF 1T	Savings
	From	To	From	To			From	To	From	To		
Attrition Savings			\$0	(\$100,000)	x	\$100,000			\$0	(\$100,000)	x	\$100,000
Attrition Savings			\$0	(\$100,000)	x	\$100,000			\$0	(\$100,000)	x	\$100,000
Mandatory Fringe Benefits			\$0	(\$81,618)	x	\$81,618			\$0	(\$88,008)	x	\$88,008
			<i>Total Savings</i>			\$281,618			<i>Total Savings</i>			\$288,008
	Add attrition savings to account for delays in hiring for new positions, vacancies and staff turnover.											
Professional and Specialized Services			\$500,000	\$150,000	x	\$350,000						
Manager II	1.00	0.00	\$134,708	\$0	x	\$134,708						
Temporary Salaries			\$0	\$111,485	x	(\$111,485)						
Mandatory Fringe Benefits			\$52,095	\$7,157	x	\$44,937						
			<i>Total Savings</i>			\$418,161						
	Reduce professional services contracts for strategic planning/needs assessment services. The Department requested \$500,000 in contractual services for strategic planning/needs assessment. The Budget and Legislative Analyst recommends \$150,000 for such outside consultant services.											
	Additionally, the Department has requested one limited term 0923 Manager II position, which the Mayor's Office will submit as a technical adjustment, to manage the strategic planning/needs assessment process. The Budget and Legislative Analyst considers managing the strategic planning/needs assessment process to be the responsibility of the Manager V position for which the Budget and Legislative Analyst is recommending approval. To support the strategic planning process, the Budget and Legislative Analyst recommends (1) deletion of the limited term 0923 Manager II position to be submitted by the Mayor's Office as a technical adjustment, and (2) approval of temporary salaries of \$111,485 to hire a temporary 2917 Program Support Analyst to provide technical, analytical and logistical support to the strategic planning/ needs assessment process.											
	One time reduction											

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

Object Title	FY 2016-17						FY 2017-18										
	FTE		Amount		Savings		GF 1T		FTE		Amount		Savings		GF 1T		
	From	To	From	To	From	To	From	To	From	To	From	To	From	To	From	To	
Employee Field Expenses			\$43,000	\$20,000	\$23,000	x					\$43,000	\$20,000	\$23,000	x			
<p><b>COT - Outreach and Prevention</b></p> <p>Reduce the employee field expense budget in Outreach and Prevention to \$20,000. Neither DPH nor HSA budgeted funds in FY 2015-16 for employee field expenses. The recommended reduction still allows an amount of \$20,000.</p>																	

**FY 2016-17**

Total Recommended Reductions			
One-Time	Ongoing	Total	
General Fund	\$418,161	\$420,432	\$838,593
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$418,161</b>	<b>\$420,432</b>	<b>\$838,593</b>

**FY 2017-18**

Total Recommended Reductions			
One-Time	Ongoing	Total	
General Fund	\$0	\$474,721	\$474,721
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$474,721</b>	<b>\$474,721</b>



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

Object Title	FY 2016-17				FY 2017-18				
	FTE		Amount		FTE		Amount		
	From	To	From	To	From	To	From	To	

Policy/Reserve Recommendations										
Programmatic Budget	CMN - Administration and Management				GF 1T	Savings	GF 1T	From	To	GF 1T
			\$9,000,000	\$9,000,000		\$0				

The Mayor's Office is proposing to purchase an office building owned by the San Francisco Housing Authority at 440 Turk Street as administrative offices for the new Department of Homelessness and Supportive Housing. The estimated purchase price is \$5,000,000 and the estimated cost for tenant improvements is \$4,000,000, for a total cost of \$9,000,000. The Budget and Legislative Analyst considers the purchase of the building at 440 Turk Street to be a policy consideration for the Board of Supervisors. As noted in the Budget and Legislative Analyst's report to the June 17 Budget and Finance Committee (File 16-0652), 98 of the 109 positions in the new Department of Homelessness and Supportive Housing are existing City positions. The proposed increase in positions in FY 2016-17 is 11, not all of which may be approved by the Board of Supervisors. As an alternative to incurring \$9,000,000 in property purchase and tenant improvement costs that could otherwise be allocated to direct homeless services, such as navigation centers, the 98 existing City positions could remain in their current HSA and DPH locations; and the up to 11 new Department of Homelessness and Supportive Housing positions could locate to other City or new leased space. If the Board of Supervisors approves the purchase of 440 Turk Street, the Budget and Legislative Analyst recommends reserving \$4,000,000 for tenant improvements pending submission of budget details to the Budget and Finance Committee.

FY 2016-17			FY 2017-18		
Total Policy Recommendations			Total Policy/Reserve Recommendations		
One-Time	Ongoing	Total	One-Time	Ongoing	Total
General Fund	\$9,000,000	\$0	\$9,000,000	\$0	\$0
Non-General Fund	\$0	\$0	\$0	\$0	\$0
<b>Total</b>	<b>\$9,000,000</b>	<b>\$0</b>	<b>\$9,000,000</b>	<b>\$0</b>	<b>\$0</b>

FY 2016-17			FY 2017-18		
Total Reserve Recommendations			Total Reserve Recommendations		
One-Time	Ongoing	Total	One-Time	Ongoing	Total
General Fund	\$4,000,000	\$0	\$4,000,000	\$0	\$0
Non-General Fund	\$0	\$0	\$0	\$0	\$0
<b>Total</b>	<b>\$4,000,000</b>	<b>\$0</b>	<b>\$4,000,000</b>	<b>\$0</b>	<b>\$0</b>

GF = General Fund  
1T = One Time

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

**HOM - Department of Homelessness and Supportive Services**

Object Title	FY 2016-17				FY 2017-18				
	FTE		Amount		FTE		Amount		
	From	To	From	To	From	To	From	To	

**Reserve Recommendations**

	CMN - Administration and Management				COT - Outreach and Prevention				CSH - Shelter and Housing			
	From	To	Savings	GF 1T	From	To	Savings	GF 1T	From	To	Savings	GF 1T
Other Professional Services		\$0	\$0	\$0						\$121,554	\$121,554	\$0
Permanent Salaries		\$193,474	\$193,474	\$0						\$250,302	\$250,302	
Mandatory Fringe Benefits		\$70,870	\$70,870	\$0						\$99,310	\$99,310	\$0
Professional & Specialized Services		\$0	\$0	\$0						\$2,200,000	\$2,200,000	\$0
Temporary Salaries		\$359,848	\$359,848	\$0						\$592,831	\$592,831	\$0
Permanent Salaries		\$0	\$0	\$0						\$333,173	\$333,173	\$0
Mandatory Fringe Benefits		\$28,499	\$28,499	\$0						\$186,933	\$186,933	\$0
Community Based Organizations		\$10,878,242	\$10,878,242	\$0						\$35,918,897	\$35,918,897	\$0
Services of Other Departments		\$0	\$0	\$0						\$8,047,000	(\$8,047,000)	\$0
			<i>Total Reserve</i>	<i>\$11,530,933</i>						<i>Total Reserve</i>	<i>\$31,656,000</i>	
	Reserve \$11,530,933 in FY 2016-17 pending submission of expenditure details to the Budget and Finance Committee. These programs and services are funded based on the approval by the San Francisco voters in November 2016 of an increase in the sales and use tax by 0.75%.											
	Reserve \$31,656,000 in FY 2017-18 pending submission of expenditure details to the Budget and Finance Committee. These programs and services are funded based on the approval by the San Francisco voters in November 2016 of an increase in the sales and use tax by 0.75%.											

**FY 2016-17**

**Total Reserve Recommendations**

	One-Time	Ongoing	Total
General Fund	\$11,530,933	\$0	\$11,530,933
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$11,530,933</b>	<b>\$0</b>	<b>\$11,530,933</b>

**FY 2017-18**

**Total Reserve Recommendations**

	One-Time	Ongoing	Total
General Fund	\$31,656,000	\$0	\$31,656,000
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$31,656,000</b>	<b>\$0</b>	<b>\$31,656,000</b>