

BOARD of SUPERVISORS



City Hall
1 Dr. Carlton B. Goodlett Place, Room 244
San Francisco 94102-4689
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MEMORANDUM

TO: Harvey Rose, Budget Analyst, Budget and Legislative Analyst's Office

FROM: John Carroll, Assistant Clerk,
Government Audit and Oversight Committee, Board of Supervisors

DATE: February 13, 2017

SUBJECT: LEGISLATION INTRODUCED

The Board of Supervisors' Government Audit and Oversight Committee has received the following proposed legislation, introduced by Supervisor Kim on February 6, 2017:

File No. 180139

Motion approving the Budget and Legislative Analyst Services work plan for 2018, which allocates hours for calendar year 2018, authorizes the Budget and Legislative Analyst to reallocate up to 20% of the hours between service categories based on Board of Supervisors service needs, and requires Board of Supervisors approval of hours re-allocation greater than 20%; and establishes performance goals and sets a date for the 2018 annual performance evaluation of the Budget and Legislative Analyst Joint Venture Partnership.

If you have any comments or reports to be included with the file, please forward them to me at the Board of Supervisors, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102.

c: Severin Campbell, Budget and Legislative Analyst's Office
Debra Newman, Budget and Legislative Analyst's Office
Gabriela Loeza, Budget and Legislative Analyst's Office

1 [Setting the 2018 Budget and Legislative Analyst Services Work Plan]

2
3 **Motion approving the Budget and Legislative Analyst Services work plan for 2018,**
4 **which allocates hours for calendar year 2018, authorizes the Budget and Legislative**
5 **Analyst to reallocate up to 20% of the hours between service categories based on**
6 **Board of Supervisors service needs, and requires Board of Supervisors approval of**
7 **hours re-allocation greater than 20%; and establishes performance goals and sets a**
8 **date for the 2018 annual performance evaluation of the Budget and Legislative Analyst**
9 **Joint Venture Partnership.**

10
11 WHEREAS, The contract between the City and the Budget and Legislative Analyst
12 Joint Venture Partnership for Budget and Legislative Analyst services to the Board of
13 Supervisors was effective on January 1, 2014; and

14 WHEREAS, The contract for Budget and Legislative Analyst services defines the scope
15 of services to include: (1) detailed review of the Annual Appropriation Ordinance and Annual
16 Salary Ordinance from a financial and policy perspective, or Budget Analysis; (2) evaluation of
17 legislation pending before the Board and its committees, or Legislative Analysis; (3) policy
18 analysis and recommendations on legislative initiatives, or Policy Analysis; and (4)
19 performance and management audits and special projects pertaining to City and County
20 departments and programs; now, therefore, be it

21 MOVED, That the Board of Supervisors approves the proposed Budget and Legislative
22 Analyst work plan for calendar year 2018, which (a) allocates hours for Budget Analysis,
23 Legislative Analysis, Policy Analysis and Performance Audits and Special Projects, (b)
24 authorizes the Budget and Legislative Analyst to reallocate up to 20 percent of these hours
25

1 based on Board of Supervisors service needs, and (c) requires the Board of Supervisors
2 approval to reallocate greater than 20 percent of these hours; and, be it

3 FURTHER MOVED, That the Board of Supervisors establishes performance goals for
4 Budget and Legislative Analyst services and sets a date of no later than January 31, 2019, for
5 the Budget and Legislative Analyst to submit the 2018 annual performance evaluation of the
6 Budget and Legislative Analyst Joint Venture Partnership to the Board of Supervisors for
7 review and comment.

Introduction Form

By a Member of the Board of Supervisors or Mayor

RECEIVED
BOARD OF SUPERVISORS
SAN FRANCISCO
Time stamp
2018 FEB 14 10:02 AM

I hereby submit the following item for introduction (select only one):

- 1. For reference to Committee. (An Ordinance, Resolution, Motion or Charter Amendment).
- 2. Request for next printed agenda Without Reference to Committee.
- 3. Request for hearing on a subject matter at Committee.
- 4. Request for letter beginning : "Supervisor [redacted] inquiries"
- 5. City Attorney Request.
- 6. Call File No. [redacted] from Committee.
- 7. Budget Analyst request (attached written motion).
- 8. Substitute Legislation File No. [redacted]
- 9. Reactivate File No. [redacted]
- 10. Question(s) submitted for Mayoral Appearance before the BOS on [redacted]

Please check the appropriate boxes. The proposed legislation should be forwarded to the following:

- Small Business Commission
- Youth Commission
- Ethics Commission
- Planning Commission
- Building Inspection Commission

Note: For the Imperative Agenda (a resolution not on the printed agenda), use the Imperative Form.

Sponsor(s):

Kim

Subject:

Motion setting the 2018 Budget and Legislative Analyst Services Work Plan

The text is listed:

Attached

Signature of Sponsoring Supervisor:



For Clerk's Use Only