

File No. 110387

Committee Item No. 1
Board Item No. 7

COMMITTEE/BOARD OF SUPERVISORS
AGENDA PACKET CONTENTS LIST

Committee: Budget and Finance Committee

Date: June 29, 2011

Board of Supervisors Meeting

Date July 26, 2011

Cmte Board

- | | | |
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| <input type="checkbox"/> | <input type="checkbox"/> | Motion |
| <input type="checkbox"/> | <input type="checkbox"/> | Resolution |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Ordinance |
| <input type="checkbox"/> | <input type="checkbox"/> | Legislative Digest |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Budget & Legislative Analyst Report (Copies located online at www.sfbos.org and in File NO. 110387) |
| <input type="checkbox"/> | <input type="checkbox"/> | Ethics Form 126 |
| <input type="checkbox"/> | <input type="checkbox"/> | Introduction Form (for hearings) |
| <input type="checkbox"/> | <input type="checkbox"/> | Department/Agency Cover Letter and/or Report |
| <input type="checkbox"/> | <input type="checkbox"/> | MOU |
| <input type="checkbox"/> | <input type="checkbox"/> | Grant Information Form |
| <input type="checkbox"/> | <input type="checkbox"/> | Grant Budget |
| <input type="checkbox"/> | <input type="checkbox"/> | Subcontract Budget |
| <input type="checkbox"/> | <input type="checkbox"/> | Contract/Agreement |
| <input type="checkbox"/> | <input type="checkbox"/> | Award Letter |
| <input type="checkbox"/> | <input type="checkbox"/> | Application |

OTHER

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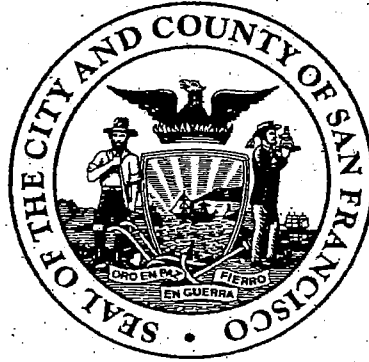
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Completed by: Victor Young
Completed by: Victor Young

Date: June 24, 2011
Date: 7-7-11

An asterisked item represents the cover sheet to a document that exceeds 25 pages. The complete document is in the file.

*Complete copy of document located
in File No. 110387.



City and County of San Francisco

Consolidated Budget

and

Annual Appropriation Ordinance

As Proposed by the Budget and Finance Committee

FISCAL YEAR ENDING JUNE 30, 2012 and
FISCAL YEAR ENDING JUNE 30, 2013 for the

AIRPORT COMMISSION, PORT COMMISSION, and PUBLIC
UTILITIES COMMISSION

File No. 110387 Ordinance _____

Edwin M. Lee, Mayor



Ben Rosenfield
Controller

Monique Zmuda
Deputy Controller

CONSOLIDATED BUDGET AND ANNUAL APPROPRIATION
AS PROPOSED BY THE BUDGET AND FINANCE COMMITTEE
ORDINANCE FOR
FISCAL YEAR ENDING JUNE 30, 2012
and
FISCAL YEAR ENDING JUNE 30, 2013 FOR THE AIRPORT
COMMISSION, PORT COMMISSION and PUBLIC UTILITIES
COMMISSION

The Consolidated Budget and Annual Appropriation Ordinance and its accompanying schedules are produced by the Controller's Budget Office. Upon approval, this is the document that is the legal authority for the City to spend funds during the fiscal year.

This document contains information on the sources and uses of selected City funds detailed by department and by program. Additional schedules summarize selected City revenues and expenditures by service area, department and fund. Please see the table of contents for a complete list of the information contained in this document.

Copies of this document are distributed to all city libraries and on the City's Controller website (<http://www.sfgov.org/site/controller>). They may also be viewed at the following City Hall offices:

Mayor's Office of Public Policy and Finance
1 Dr. Carlton B. Goodlett Place, Room 288

Controller's Office
1 Dr. Carlton B. Goodlett Place, Room 316

Clerk of the Board of Supervisors
1 Dr. Carlton B. Goodlett Place, Room 244

If you would like additional copies or need further information, please call the Controller's Budget Office at (415) 554-7500.

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FILE NO. _____ ORDINANCE NO. _____

**AN ORDINANCE APPROPRIATING ALL ESTIMATED RECEIPTS
AND ALL ESTIMATED EXPENDITURES FOR THE
CITY AND COUNTY OF SAN FRANCISCO
FOR THE FISCAL YEAR ENDING JUNE 30, 2012**

and

**FOR FISCAL YEARS ENDING JUNE 30, 2012 AND JUNE 30, 2013 FOR THE AIRPORT,
PORT COMMISSION, and PUBLIC UTILITIES COMMISSION**

BE IT ORDAINED BY THE PEOPLE OF THE CITY AND COUNTY OF SAN FRANCISCO

SECTION 1. The several amounts of estimated receipts, income, prior-year fund balance, prior-year reserves, de-appropriations, and revenue enumerated herein are hereby appropriated to the several funds and departments indicated in this ordinance for the purpose of meeting appropriations herein provided.

SECTION 2. The several amounts of proposed expenditures are hereby appropriated to the several funds and departments as enumerated herein. Each department for which an expenditure appropriation is herein made is hereby authorized to use, in the manner provided by the law, the amounts so appropriated for the purposes specified in this appropriation ordinance.

**RECOMMENDATIONS OF THE
BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS**

2011-2012

July 2011

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**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

AAM - Asian Arts Museum

| Object Title | FY 2011-2012 | | | | | |
|---------------------------|--------------|-------|----------------------|-------------|----------|-------|
| | FTE | | Amount | | Savings | GF IT |
| | From | To | From | To | | |
| 9993-M Attrition Savings | -2.78 | -3.37 | (\$177,965) | (\$215,656) | \$37,691 | x |
| Mandatory Fringe Benefits | | | (\$81,733) | (\$97,507) | \$15,774 | x |
| | | | <i>Total Savings</i> | \$53,465 | | |

Increase Attrition Savings by \$37,691 in FY 2011-12. The recommended increase in Attrition Savings reflects a projected salary savings in FY 2010-11. While the Department currently has 6 vacant positions, this increase in Attrition Savings should still provide sufficient salary funds for FY 2011-12.

FY 2011-2012

Total Recommended Reductions*

| | One-Time | Ongoing | Total |
|-------------------------|------------|-----------------|-----------------|
| General Fund Impact | | \$57,403 | \$57,403 |
| Non-General Fund Impact | \$0 | \$0 | \$0 |
| Total | \$0 | \$57,403 | \$57,403 |

* Adjusted for budget system reconciliation, reduced expenditure and work order recoveries, reduced revenues, or other adjustments

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

ADM - General Services Agency - City Administrator

| FY 2011-2012 | | | | | | |
|--|------|------|----------------------|------------|-----------------|-------|
| Object Title | FTE | | Amount | | Savings | GF IT |
| | From | To | From | To | | |
| AME - County Clerk Services (1G AGF AAA) | | | \$83,130 | \$61,130 | \$22,000 | x |
| Professional and Specialized Services | | | | | | |
| <p>The proposed reduction of \$22,000 reflects historical spending and projected expenditures in FY 2011-12. The Department has not expended funds for services due to reported problems with an existing vendor but has not signed a contract with a new vendor for these services.</p> | | | | | | |
| BK6 - Treasure Island (1G AGF WOF) | | | | | | |
| 9993M Attrition Savings | 0.0 | -0.3 | \$0 | (\$42,356) | \$42,356 | |
| Mandatory Fringe Benefits | | | \$0 | (\$3,385) | \$3,385 | |
| | | | <i>Total Savings</i> | | <i>\$45,741</i> | |
| Adjust attrition savings to reflect projected expenditures. | | | | | | |

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

ADM - General Services Agency - City Administrator

| Object Title | FY 2011-2012 | | | | | |
|--|--------------|-----------|----------------------|-----------------|----------|-------|
| | FTE From | FTE To | Amount From | Amount To | Savings | GF IT |
| FAC - City Administrator (1G AGF AAA) | | | | | | |
| 9993M Attrition Savings | -1.37 | -1.45 | (\$128,708) | (\$136,266) | \$7,558 | x |
| Mandatory Fringe Benefits | | | (\$51,399) | (\$54,405) | \$3,012 | x |
| | | | <i>Total Savings</i> | <i>\$10,570</i> | | |
| Adjust attrition savings to reflect projected expenditures. | | | | | | |
| Materials and Supplies | | | \$45,038 | \$35,038 | \$10,000 | x |
| Reduce to reflect historical spending and projected expenditures. According to the Department, these funds are used for IT replacement. However, the Budget and Legislative Analyst reviewed the IT expenditure plan and believes that the recommended budget of \$35,038 is sufficient for FY 2011-12 projected expenditures. | | | | | | |
| FCT - Risk Management / General (1G AGF WOF) | | | | | | |
| 1820 Junior Administrative Analyst | 0.77 | 0.0 | \$45,423 | \$0 | \$45,423 | |
| Mandatory Fringe Benefits | | | \$21,423 | \$0 | \$21,423 | |
| | | | <i>Total Savings</i> | <i>\$66,846</i> | | |
| Delete a new 1820 Junior Administrative Analyst position that was inadvertently included in the budget. | | | | | | |

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

ADM - General Services Agency - City Administrator

| FY 2011-2012 | | | | | | |
|--|---|-------|-------------------------------|-------------|----------|-------|
| Object Title | FTE | | Amount | | Savings | GF 1T |
| | From | To | From | To | | |
| FFH - Facilities Management and Operations (1G AGF AAA) | | | | | | |
| Premium Pay | | | \$15,000 | \$5,000 | \$10,000 | x |
| Mandatory Fringe Benefits | | | \$1,193 | \$398 | \$795 | x |
| | | | <i>Total Savings</i> \$10,795 | | | |
| | According to the Department of Administrative Services, 1777 Media and Security System Specialists and 1781 Media and Security System Supervisors are assigned to standby during special events, news conferences, or hearings. The Department of Administrative Services plans to eliminate this standby coverage in FY 2011-12. | | | | | |
| FFI - Real Estate Services (2S RPF SRZ) | | | | | | |
| 9993M Attrition Savings | -6.69 | -6.77 | (\$396,095) | (\$400,935) | \$4,840 | |
| Mandatory Fringe Benefits | | | (\$188,156) | (\$192,535) | \$4,379 | |
| | | | <i>Total Savings</i> \$9,219 | | | |
| | Adjust attrition savings to reflect projected expenditures. | | | | | |

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

ADM - General Services Agency - City Administrator

| Object Title | FY 2011-2012 | | | | | | | | | | | | | | | | | | | | | | | |
|---|--------------|------------------|-------------|-----------|----------|-------|-------------------------------|--|--|----------|---------|-------|---------------------|-----------|-----------|-------------------------|------------|------------|-------------------------|---------|---------|--------------|------------|------------------|
| | FTE From | FTE To | Amount From | Amount To | Savings | GF IT | | | | | | | | | | | | | | | | | | |
| FFO - 311 Call Center (1G AGF AAA) | | | | | | | | | | | | | | | | | | | | | | | | |
| Other Current Expenses | | | \$390,500 | \$382,500 | \$8,000 | x | | | | | | | | | | | | | | | | | | |
| <p>The Budget and Legislative Analyst's recommended budget of \$382,500 would allow for (a) \$262,500 for software and licensing and (b) \$120,000 for professional services approved by COIT.</p> | | | | | | | | | | | | | | | | | | | | | | | | |
| Materials and Supplies | | | \$134,000 | \$112,000 | \$22,000 | x | | | | | | | | | | | | | | | | | | |
| <p>The Budget and Legislative Analyst's recommended budget of \$112,000 would allow for expenditures, including (a) \$70,000 for server replacement costs (b) \$35,000 for the replacement of computers and equipment, and (c) \$7,000 for other office supplies. Further, the Budget and Legislative Analyst's recommended budget of \$112,000 is \$92,000, or 460 percent greater than the FY 2010-11 budget of \$20,000.</p> | | | | | | | | | | | | | | | | | | | | | | | | |
| <p align="center">FY 2011-2012</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 Impact</td> <td>\$196,325</td> <td>\$196,325</td> </tr> <tr> <td>General Fund Adjustment</td> <td>(\$71,268)</td> <td>(\$71,268)</td> </tr> <tr> <td>Non-General Fund Impact</td> <td>\$7,415</td> <td>\$7,415</td> </tr> <tr> <td>Total</td> <td>\$0</td> <td>\$132,472</td> </tr> </tbody> </table> <p>* Adjusted for budget system reconciliation, reduced expenditure and work order recoveries, reduced revenues, or other adjustments</p> | | | | | | | Total Recommended Reductions* | | | One-Time | Ongoing | Total | General Fund Impact | \$196,325 | \$196,325 | General Fund Adjustment | (\$71,268) | (\$71,268) | Non-General Fund Impact | \$7,415 | \$7,415 | Total | \$0 | \$132,472 |
| Total Recommended Reductions* | | | | | | | | | | | | | | | | | | | | | | | | |
| One-Time | Ongoing | Total | | | | | | | | | | | | | | | | | | | | | | |
| General Fund Impact | \$196,325 | \$196,325 | | | | | | | | | | | | | | | | | | | | | | |
| General Fund Adjustment | (\$71,268) | (\$71,268) | | | | | | | | | | | | | | | | | | | | | | |
| Non-General Fund Impact | \$7,415 | \$7,415 | | | | | | | | | | | | | | | | | | | | | | |
| Total | \$0 | \$132,472 | | | | | | | | | | | | | | | | | | | | | | |

GF = General Fund
IT = One Time

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

ADM - City Administrator

| Vendor Name | Subject Title | General Fund Savings | Year of Appropriation | Date of Last Recorded Transaction | Original Amount | Unexpended Balance in Financial and Management Information System (FAMIS) |
|--------------------------------------|--|----------------------|-----------------------|-----------------------------------|------------------|---|
| CORPORATE EXPRESS | OTHER OFFICE SUPPLIES | Yes | 2007 | 11/12/2008 | 557.69 | 278.89 |
| EXPRESS OVERNITE | FREIGHT/DELIVERY | Yes | 2010 | 6/30/2009 | 100.00 | 100.00 |
| GRM INFORMATION MANAGEMENT SERVICES | OTHER CURRENT EXPENSES | Yes | 2010 | 5/17/2010 | 120.00 | 88.52 |
| FITZGERALD ELECTRO-MECHANICAL CO INC | OTHER EQUIP MAINT | Yes | 2010 | 9/2/2009 | 200.00 | 75.20 |
| THE LIGATURE | PRINTING | Yes | 2010 | 6/30/2009 | 128.35 | 128.35 |
| LANGUAGE LINE SERVICES | INTERPRETERS | Yes | 2010 | 2/24/2010 | 500.00 | 3,447.61 |
| EXPRESS OVERNITE | FREIGHT/DELIVERY | Yes | 2010 | 8/31/2009 | 100.00 | 100.00 |
| BAY AREA VIDEO COALITION | COMMUNITY BASED ORGANIZATION SERVICES | Yes | 2010 | 6/11/2010 | 4,200.00 | 24.00 |
| CROWDED FIRE THEATRE CO | COMMUNITY BASED ORGANIZATION SERVICES | Yes | 2010 | 5/26/2010 | 10,600.00 | 2.00 |
| H R D Q | BOOKS - NON LIBRARY ONLY | Yes | 2010 | 9/9/2009 | 192.64 | 192.64 |
| INTERNATIONAL EFFECTIVENESS CENTERS | INTERPRETERS | Yes | 2010 | 10/9/2009 | 200.00 | 200.00 |
| ROBERT MOSES' KIN | COMMUNITY BASED ORGANIZATION SERVICES | Yes | 2010 | 2/10/2010 | 22,500.00 | 8.00 |
| SAN FRANCISCO FILM SOCIETY | COMMUNITY BASED ORGANIZATION SERVICES | Yes | 2010 | 6/16/2010 | 109,900.00 | 900.00 |
| USO OF NORTHERN CALIFORNIA, INC. | COMMUNITY BASED ORGANIZATION SERVICES | Yes | 2010 | 9/15/2009 | 16,200.00 | 16,200.00 |
| VIETNAMESE COMM CTR SF | COMMUNITY BASED ORGANIZATION SERVICES | Yes | 2010 | 4/6/2010 | 2,500.00 | 250.00 |
| COLE HARDWARE | OTHER BLDG MAINT SUPPLIES | Yes | 2010 | 9/11/2009 | 130.85 | 130.85 |
| COLE HARDWARE | OTHER BLDG MAINT SUPPLIES | Yes | 2010 | 9/17/2009 | 303.07 | 303.07 |
| OFFICE DEPOT | MINOR FURNISHINGS | Yes | 2010 | 11/4/2009 | 345.36 | 345.36 |
| CITY ADMINISTRATOR - RISK MANAGEMENT | GF-RISK MANAGEMENT SERVICES (AAO) | Yes | 2010 | 3/2/2010 | 475.00 | 95.00 |
| DEPARTMENT OF PUBLIC WORKS | SR-DPW-ARCHITECTURE | Yes | 2010 | 5/28/2010 | 80,000.00 | 1,726.58 |
| | Total Amount Return to Fund Balance | | | | 80,000.00 | \$24,596.07 |

Note: The above encumbrance balances are from budget years prior to FY 2010-11. The Department has indicated that the balances of these encumbrances are no longer needed, therefore the balance can be returned to the General Fund.

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

ADP - Adult Probation

| Object Title | FY 2011-2012 | | | | | |
|---|--------------|------|----------------------|----------|----------|-------|
| | FTE | | Amount | | Savings | GF IT |
| | From | To | From | To | | |
| ASH-Administration - Adult Probation (1G AGF AAA) | | | | | | |
| 0923 C Manager II | 0.77 | 0.77 | \$86,674 | \$83,844 | \$2,830 | x |
| Mandatory Fringe Benefits | | | \$35,043 | \$33,899 | \$1,144 | x |
| | | | <i>Total Savings</i> | | \$3,974 | |
| Disapprove of the hiring of a 0923 Manager II, but allow for the hiring of a 0922 Manager I to over see the Reentry One Stop Program. The Department has proposed the establishment of a Reentry Division, but this is not yet approved. | | | | | | |
| Management Consulting Services | | | \$125,000 | \$75,000 | \$50,000 | x |
| ADP is requesting funding for Policy Writing to update its departmental policy for the implementation for Evidence Based Supervision. Total cost of the project to be contracted (sole source) with the Berkeley Center for Criminal Justice is \$250,000, of which ADP has identified \$125,000 from existing sources. Following a review of the project plan, the Budget and Legislative Analyst recommends a total contract cost of \$200,000 due to a \$50,000 reduction. | | | | | | |
| Building Repair | | | \$25,000 | \$15,000 | \$10,000 | x |
| Reduce funding due to \$10,900 of unexpended encumbered funds appropriated in FY 2009-10. | | | | | | |

GF = General Fund
IT = One Time

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

ADP - Adult Probation

| Object Title | FY 2011-2012 | | | | | |
|---|--|--------|----------------------|-------------|------------|-------|
| | FTE | | Amount | | Savings | GF IT |
| | From | To | From | To | | |
| AKB - Community Services (1G AGF AAA) | | | | | | |
| 8444_C Deputy Probation Officer | 0.77 | 0.00 | \$63,110 | \$0 | \$63,110 | x |
| Mandatory Fringe Benefits | | | \$29,914 | \$0 | \$29,914 | x |
| 9993M - Attrition Savings - Misc | (4.57) | (4.09) | (\$389,066) | (\$348,085) | (\$40,981) | x |
| Mandatory Fringe Benefits | | | (\$184,417) | (\$164,992) | (\$19,425) | x |
| | | | <i>Total Savings</i> | | \$32,618 | |
| <p>Disapprove of the hiring of a new Deputy Probation Officer as the Department currently has 5 vacant Deputy Probation Officers that are being held vacant for salary savings. To offset disapproving this position and to allow the Department to fill a vacant 8444 for the Child Abuse Intervention Program, the B&LA recommends a decrease in attrition savings that considers the current \$32,000 surplus in salaries.</p> | | | | | | |
| IS-TIS-ISD SERVICES | | | \$69,062 | \$55,062 | \$14,000 | x |
| | Reduce funding due to \$14,085 of unexpended funds appropriated in FY 2009-10. | | | | | |

FY 2011-2012

Total Recommended Reductions*

| | One-Time | Ongoing | Total |
|--------------------------------|-----------------|-----------------|------------------|
| General Fund Impact | \$74,000 | \$42,618 | \$116,618 |
| Non-General Fund Impact | \$0 | \$0 | \$0 |
| Total | \$74,000 | \$42,618 | \$116,618 |

* Adjusted for budget system reconciliation, reduced expenditure and work order recoveries, reduced revenues, or other adjustments

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

ADP - Adult Probation

| Vendor Name | Subobject Title | General Fund Savings | Year of Appropriation | Date of Last Recorded Transaction | Original Amount | Unexpended Balance in Financial and Management Information System (FAMIS) |
|---|-----------------------------------|----------------------|-----------------------|-----------------------------------|-----------------|---|
| RICOH-REPRODUCTION STORE | REPRODUCTION COPIER STORE PROGRAM | Yes | 2010 | 4/27/2011 | 2500 \$ | 114 |
| RICOH-REPRODUCTION STORE | REPRODUCTION COPIER STORE PROGRAM | Yes | 2010 | 7/29/2010 | 2500 \$ | 397 |
| RICOH-REPRODUCTION STORE | REPRODUCTION COPIER STORE PROGRAM | Yes | 2010 | 4/27/2011 | 2500 \$ | 26 |
| RICOH-REPRODUCTION STORE | REPRODUCTION COPIER STORE PROGRAM | Yes | 2010 | 3/23/2011 | 2700 \$ | 373 |
| RICOH-REPRODUCTION STORE | REPRODUCTION COPIER STORE PROGRAM | Yes | 2010 | 8/23/2010 | 6500 \$ | 298 |
| Total Amount Return to General Fund Balance. | | | | | | \$ 1,208 |

Note: The above encumbrance balances are from budget years prior to FY 2010-11. The Department has indicated that the balances of these encumbrances are no longer needed, therefore the balance can be returned to the General Fund.

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS
2011-2012 and 2012-2013**

AIR - Airport

| Object Title | FY 2011-2012 | | | | FY 2012-2013 | | | | | |
|--|--|-----|----------------------|-------------|--------------|----|-------------|----------------------|-------------|-------------|
| | FTE | | Amount | | FTE | | Amount | | Savings | GF 1T |
| | From | To | From | To | From | To | From | To | | |
| BG1 - Administration (5A AAA AAA) | | | | | | | | | | |
| 0931 Manager III | 1.0 | 0.0 | \$121,485 | \$0 | | | \$121,485 | \$0 | \$128,569 | |
| 1824 Principal Administrative Analyst | 0.0 | 1.0 | \$0 | \$105,520 | | | (\$105,520) | \$0 | \$110,725 | (\$110,725) |
| Mandatory Fringe Benefits | | | \$47,280 | \$40,447 | | | \$6,833 | \$53,476 | \$45,816 | \$7,660 |
| | | | <i>Total Savings</i> | \$22,798 | | | | <i>Total Savings</i> | \$25,504 | |
| | Disapprove the upward substitution of an 1824 Principal Administrative Analyst to a 0931 Manager III. The program currently has one Deputy Director V and one Manager III in a program with nine total employees. The proposed upward substitution would result in three high level managers to supervise six staff. | | | | | | | | | |
| 1044 IS Engineer Principal | 1.0 | 0.0 | \$0 | \$0 | | | \$0 | \$0 | \$0 | \$0 |
| Mandatory Fringe Benefits | | | \$0 | \$0 | | | \$0 | \$0 | \$0 | \$0 |
| | | | <i>Total Savings</i> | \$0 | | | | <i>Total Savings</i> | \$0 | |
| | Delete one 1044 IS Engineer-Principal position, which was included in the FY 2010-11 budget for the first time but was never hired. This position is off-budget. | | | | | | | | | |
| Other Materials and Supplies | | | | | | | | \$19,000 | \$4,000 | \$15,000 |
| Equipment Purchases | | | \$29,300 | \$29,076 | | | \$224 | x | | \$0 |
| | Based on vendor quote | | | | | | | | | |
| BG2 - Business and Finance (5A AAA AAA) | | | | | | | | | | |
| Other Professional Services | | | \$2,338,747 | \$2,303,747 | | | \$35,000 | | \$2,338,747 | \$35,000 |
| | Reduce the contract with Smart Carte by \$35,000, from \$2,338,747 to \$2,303,747, to reflect projected actual expenditures for these services. | | | | | | | | | |
| | | | | | | | | | | |
| | Ongoing reduction | | | | | | | | | |

GF = General Fund

1T = One Time

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS
2011-2012 and 2012-2013**

AIR - Airport

| Object Title | FY 2011-2012 | | | | FY 2012-2013 | | | | | |
|---|--------------|----|--------------|--------------|--------------|----|--------------|--------------|-----------|--|
| | FTE | | Amount | | FTE | | Amount | | | |
| | From | To | From | To | From | To | From | To | | |
| Other Professional Services | | | \$18,384,746 | \$18,109,746 | | | \$18,384,746 | \$18,109,746 | \$275,000 | |
| The Airport's contract with New South Parking provides parking management services. The Airport has increased the contract amount by \$630,391, from \$17,619,955 in FY 2010-11 to \$18,250,346 in FY 2011-12. The proposed reduction of \$275,000 reflects projected expenditures in FY 2011-12. | | | | | | | | | | |
| Other Professional Services | | | \$742,000 | \$700,000 | | | \$742,000 | \$700,000 | \$42,000 | |
| The Airport has a contract with AVAir Professionals to provide liaison services between the Airport Commission and the airlines. The Airport has not fully expended on the contract in FY 2010-11. | | | | | | | | | | |
| Maintenance Services - Equipment | | | \$525,768 | \$475,768 | | | \$525,768 | \$475,768 | \$50,000 | |
| Reduce to reflect actual expenditures in prior fiscal years. | | | | | | | | | | |
| BG 3 - Communications and Marketing (SA AAA AAA) | | | | | | | | | | |
| Air Travel | | | \$78,860 | \$50,000 | | | \$78,860 | \$50,000 | \$28,860 | |
| Reduce to reflect actual expenditures in prior fiscal years. | | | | | | | | | | |
| Non Air Travel | | | \$34,700 | \$30,000 | | | \$34,700 | \$30,000 | \$4,700 | |
| Reduce to reflect actual expenditures in prior fiscal years. | | | | | | | | | | |
| Other Professional Services | | | \$1,718,805 | \$1,684,000 | | | \$1,718,805 | \$1,684,000 | \$34,805 | |
| The Airport has increased 027 Professional Services for the Public Affairs unit by \$34,805 from \$1,684,000 in FY 2010-11 to \$1,718,805 in FY 2011-12 to pay for proposed consulting services for (1) promotional events for new services, and (2) analyses and surveys of current and future issues. | | | | | | | | | | |
| Ongoing reduction | | | | | | | | | | |

GF = General Fund
IT = One Time

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS
2011-2012 and 2012-2013**

AIR - Airport

| Object Title | FY 2011-2012 | | | | FY 2012-2013 | | | | | | | | | | | | | | |
|--|--------------|-----|-----------|-----------|--------------|----|--------|-----------|-----------|-------------|--|--|--|--|--|--|--|--|-----------|
| | FTE | | Amount | | FTE | | Amount | | | | | | | | | | | | |
| | From | To | From | To | From | To | From | To | | | | | | | | | | | |
| BG4 - Chief Operating Officer (5A AAA AAA) | | | | | | | | | | | | | | | | | | | |
| Other Professional Services | | | \$187,746 | \$107,746 | \$80,000 | | | \$187,746 | \$107,746 | \$80,000 | | | | | | | | | |
| <p>The Airport has proposed \$187,746 for various consulting contracts to provide management consulting services to "achieve the goals in the new strategic plan for the Airport". Reduce the total amount for consulting services to FY 2010-11 expenditure levels, which are sufficient to provide the requested services.</p> <p align="center">Ongoing reduction</p> | | | | | | | | | | | | | | | | | | | |
| BG5 - Director's Office (5A AAA AAA) | | | | | | | | | | | | | | | | | | | |
| 0932 Manager IV | 1.0 | 0.0 | \$130,306 | \$0 | \$130,306 | | | \$137,904 | \$0 | \$137,904 | | | | | | | | | \$137,904 |
| 0931 Manager III | 0.0 | 1.0 | \$0 | \$121,485 | (\$121,485) | | | \$0 | \$128,569 | (\$128,569) | | | | | | | | | |
| Mandatory Fringe Benefits | | | \$49,029 | \$47,280 | \$1,749 | | | \$55,598 | \$53,476 | \$2,122 | | | | | | | | | |
| <p align="center"><i>Total Savings \$10,570</i></p> | | | | | | | | | | | | | | | | | | | |
| <p>Disapprove the upward substitution of a 0922 Manager I to a 0932 Manager IV in the Equal Employment Opportunity Office (EEO); rather, approve upward substitution of a 0922 Manager I to a 0931 Manager III. This is a more appropriate classification for the responsibilities of the position.</p> <p align="center">Ongoing reduction</p> | | | | | | | | | | | | | | | | | | | |
| Air Travel | | | \$25,500 | \$17,000 | \$8,500 | | | \$25,500 | \$17,000 | \$8,500 | | | | | | | | | |
| <p align="center">Reduce to reflect actual expenditures in prior fiscal years.</p> | | | | | | | | | | | | | | | | | | | |
| Non Air Travel | | | \$26,500 | \$18,000 | \$8,500 | | | \$26,500 | \$18,000 | \$8,500 | | | | | | | | | |
| <p align="center">Reduce to reflect actual expenditures in prior fiscal years.</p> | | | | | | | | | | | | | | | | | | | |
| Training | | | \$581,832 | \$550,000 | \$31,832 | | | \$581,832 | \$550,000 | \$31,832 | | | | | | | | | |
| <p align="center">Reduce to reflect actual expenditures in prior-fiscal years.</p> | | | | | | | | | | | | | | | | | | | |
| Training | | | \$3,500 | \$1,500 | \$2,000 | | | \$3,500 | \$1,500 | \$2,000 | | | | | | | | | |
| <p align="center">Reduce training expenditures to reflect actual projected expenditures in FY 2010-11.</p> | | | | | | | | | | | | | | | | | | | |

GF = General Fund
IT = One Time

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS
2011-2012 and 2012-2013**

AIR - Airport

| Object Title | FY 2011-2012 | | | | FY 2012-2013 | | | | | | |
|---|--------------|----|----------------------|----|--------------|----|----------------------|----------|----------|----|----|
| | FTE | | Amount | | FTE | | Amount | | Savings | GF | IT |
| | From | To | From | To | From | To | From | To | | | |
| BG6 - Facilities (5A AAA AAA) | | | | | | | | | | | |
| Premium Pay | | | | | | | \$168,000 | \$84,000 | \$84,000 | | |
| Miscellaneous | | | | | | | \$13,356 | \$6,678 | \$6,678 | | |
| Mandatory Fringe Benefits | | | | | | | | | | | |
| | | | <i>Total Savings</i> | | | | <i>Total Savings</i> | | \$90,678 | | |
| <p>Employees covered by the Memoranda of Understanding (MOUs) between the City and the labor unions for the Consolidated Crafts, Electrical Workers, Plumbers and Steamfitters, Laborers, and other employee unions receive lead worker premium pay if (1) the employee is assigned to be lead in a crew of at least two employees of the same classification, or (2) plans, designs, sketches, lays out, details, estimates, or orders materials. In the Budget and Legislative Analyst's pending performance audit of City Departments' Management of Lead Worker Premium Pay and Standby Pay, the Budget and Legislative Analyst found that City departments lack effective management oversight of lead worker assignments. Many lead worker assignments are rotated among all or most of the employees in a classification without adequate distinction between the lead worker and other employees within the classification. Also, City departments may pay lead worker premiums to employees who supervise no other employees but are considered to "plan, design, sketch, lay out, detail, estimate, or order materials".</p> <p>The Budget and Legislative Analyst recommends that the Department of Human Resources meet and confer with the respective labor unions prior to the expiration of the subject MOUs on June 30, 2012 to (1) define the responsibilities and span of control of a lead worker assignment and qualifications of lead workers, and (2) negotiate revised MOU provisions. A reduction in lead worker premium pay would result in an estimated savings of \$84,000, or 50 percent, from \$168,000 in FY 2011-12 to \$84,000 in FY 2012-13.</p> | | | | | | | | | | | |

GF = General Fund
IT = One Time

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS
2011-2012 and 2012-2013**

AIR - Airport

| Object Title | FY 2011-2012 | | | | FY 2012-2013 | | | | | |
|--|--------------|-----------|--------------------------------|---------------|--------------|-----------|--------|--------------------------------|-------|-----------|
| | FTE From | FTE To | Amount | | GF 1T | Savings | Amount | | GF 1T | |
| | | | From | To | | | From | To | | Savings |
| 9993 M Attrition Savings | | | (\$436,843) | (\$536,843) | | \$100,000 | | (\$446,264) | | \$100,000 |
| Mandatory Fringe Benefits | | | (\$204,679) | (\$251,533) | | \$46,854 | | (\$255,188) | | \$57,183 |
| | | | <i>Total Savings \$146,854</i> | | | | | <i>Total Savings \$157,183</i> | | |
| <p>The Airport has reduced Attrition Savings by \$221,909 from -\$658,755 in FY 2010-11 to -\$436,846 in FY 2011-12. The proposed increase in Attrition Savings reflects projected salary savings and should provide sufficient funds for salaries.</p> | | | | | | | | | | |
| 9993 M Attrition Savings | | | (\$69,131) | (\$144,131) | | \$75,000 | | (\$70,622) | | \$75,000 |
| Mandatory Fringe Benefits | | | (\$32,389) | (\$67,528) | | \$35,139 | | (\$35,635) | | \$37,844 |
| | | | <i>Total Savings \$110,139</i> | | | | | <i>Total Savings \$112,844</i> | | |
| <p>The Airport has reduced Attrition Savings by \$163,136, from -\$232,267 in FY 2010-11 to -\$69,131 in FY 2011-12. The proposed increase in Attrition Savings reflects projected salary savings and should provide sufficient funds for salaries.</p> | | | | | | | | | | |
| 9993 M Attrition Savings | | | (\$2,287,400) | (\$2,437,400) | | \$150,000 | | (\$2,336,732) | | \$150,000 |
| Mandatory Fringe Benefits | | | (\$1,071,748) | (\$1,142,030) | | \$70,282 | | (\$1,179,124) | | \$75,691 |
| | | | <i>Total Savings \$220,282</i> | | | | | <i>Total Savings \$225,691</i> | | |
| <p>Increase Attrition Savings to reflect projected salary savings. The proposed increase in Attrition Savings should provide sufficient funds for salaries.</p> | | | | | | | | | | |
| Other Equipment Maintenance | | | \$4,752,560 | \$4,702,560 | | \$50,000 | | \$4,752,560 | | \$50,000 |
| <p>The budget for 02999 Other Equipment Maintenance has increased by \$452,292, from \$4,300,268 in FY 2010-11 to \$4,752,560 in FY 2011-12 and FY 2012-13. Reduce by \$50,000 to reflect projected expenditures in FY 2010-11 and actual expenditures in prior years. The Budget and Legislative Analyst's recommendation would still provide an increase of \$402,292 to pay for expected increases in elevator and escalator maintenance contracts.</p> | | | | | | | | | | |
| <p>Ongoing reduction</p> | | | | | | | | | | |

GF = General Fund
1T = One Time

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS
2011-2012 and 2012-2013**

AIR - Airport

| Object Title | FY 2011-2012 | | | | FY 2012-2013 | | | | |
|---|---|----|-------------|-------------|--------------|----|--------|-------------|-------------|
| | FTE | | Amount | | FTE | | Amount | | |
| | From | To | From | To | From | To | From | To | |
| Equipment Purchases | | | \$50,000 | \$48,907 | \$1,093 | x | | | \$0 |
| | Based on vendor quotes. | | | | | | | | |
| Equipment Purchases | | | \$51,000 | \$49,837 | \$1,163 | x | | | \$0 |
| | Based on vendor quote | | | | | | | | |
| Equipment Purchases | | | \$76,000 | \$72,816 | \$3,184 | x | | | \$0 |
| | Based on vendor quote | | | | | | | | |
| Equipment Purchases | | | \$158,000 | \$153,837 | \$4,163 | x | | | \$0 |
| | Based on vendor quote | | | | | | | | |
| Equipment Purchases | | | \$30,000 | \$23,710 | \$6,290 | x | | | \$0 |
| | Based on vendor quote | | | | | | | | |
| Automotive & Other Vehicles | | | \$930,002 | \$923,301 | \$6,701 | x | | | \$0 |
| | Based on vendor quote | | | | | | | | |
| BG7 - Operations & Security (5A AAA AAA) | | | | | | | | | |
| Other Professional Services | | | \$1,372,604 | \$1,272,604 | \$100,000 | | | \$1,372,604 | \$1,272,604 |
| | Airport has requested \$1,372,604 in new expenditures for maintenance of passenger processing, baggage handling, and other passenger systems in FY 2011-12. Reduce Other Professional Services by \$100,000 to reflect the actual expected expenditures for common use systems maintenance. | | | | | | | | |
| BG8 - Facilities (5A AAA AAA) | | | | | | | | | |
| Equipment Purchases | | | \$30,000 | \$26,303 | \$3,697 | x | | | \$0 |
| | Based on vendor quote | | | | | | | | |
| | Based on vendor quote | | | | | | | | |

GF = General Fund.
IT = One Time

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS
2011-2012 and 2012-2013**

AIR - Airport

| Object Title | FY 2011-2012 | | | | | | FY 2012-2013 | | | | | | | |
|---|--|----|-------------|-------------|-----------|----|--------------|------|----|-------------|-------------|-----------|----|-----|
| | FTE | | Amount | | Savings | GF | 1T | FTE | | Amount | | Savings | GF | 1T |
| | From | To | From | To | | | | From | To | From | To | | | |
| BG9 - Planning and Environmental Affairs (5A AAA AAA) | | | \$11,290 | \$6,290 | \$5,000 | | | | | \$11,290 | \$6,290 | \$5,000 | | |
| Non Air Travel | | | | | | | | | | | | | | |
| | Reduce to reflect actual expenditures in prior fiscal years. | | | | | | | | | | | | | |
| Professional and Specialized Services | | | \$1,201,837 | \$1,101,837 | \$100,000 | | | | | \$1,201,837 | \$1,101,837 | \$100,000 | | |
| | Decrease in services associated with consulting fees. Beginning in FY2011-12, Airport will move more services in-house, reducing the need for the current level of outside consulting. | | | | | | | | | | | | | |
| BGQ - Fire Airport Bureau (5A AAA AAA) | | | \$23,000 | \$20,829 | \$2,171 | | | | | | | | | \$0 |
| Equipment Purchases | | | | | | | | | | | | | | |
| | Based on vendor quote | | | | | | | | | | | | | |
| BGR - Police Airport Bureau (5A AAA AAA) | | | \$36,600 | \$35,083 | \$1,517 | | | | | | | | | \$0 |
| Equipment Purchases | | | | | | | | | | | | | | |
| | Based on vendor quote | | | | | | | | | | | | | |
| Automotive & Other Vehicles | | | \$290,000 | \$275,539 | \$14,461 | | | | | | | | | \$0 |
| | Based on vendor quote | | | | | | | | | | | | | |
| Equipment Purchases | | | \$13,075 | \$13,037 | \$38 | | | | | | | | | \$0 |
| | Based on vendor quote | | | | | | | | | | | | | |
| Animal Purchase | | | \$20,000 | \$11,471 | \$8,529 | | | | | | | | | \$0 |
| | Based on vendor quote | | | | | | | | | | | | | |

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS
2011-2012 and 2012-2013**

AIR - Airport

| Object Title | FY 2011-2012 | | | | FY 2012-2013 | | | | | | |
|--------------|--------------|----|--------|----|--------------|----|--------|----|---------|----|----|
| | FTE | | Amount | | FTE | | Amount | | Savings | GF | IT |
| | From | To | From | To | From | To | From | To | | | |

FY 2011-2012

Total Recommended Reductions*

One-Time Ongoing Total

| | | | |
|--------------------------------|-----------------|--------------------|--------------------|
| General Fund Impact | \$0 | \$0 | \$0 |
| Non-General Fund Impact | \$53,231 | \$1,366,955 | \$1,420,186 |
| Total | \$53,231 | \$1,366,955 | \$1,420,186 |

* Adjusted for budget system reconciliation, reduced expenditure and work order recoveries, reduced revenues, or other adjustments

FY 2012-2013

Total Recommended Reductions*

One-Time Ongoing Total

| | | | |
|--|------------|--------------------|--------------------|
| | \$0 | \$0 | \$0 |
| | \$0 | \$1,494,556 | \$1,494,556 |
| | \$0 | \$1,494,556 | \$1,494,556 |

GF = General Fund
IT = One Time

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

ASR - Assessor-Recorder

| Object Title | FY 2011-2012 | | | | | |
|---|--------------|------|----------------------|----------|----------|-------|
| | FTE | | Amount | | Savings | GF IT |
| | From | To | From | To | | |
| FDL - Technical Services (IG AGF ACP) | | | | | | |
| 4267 Principal Real Property Appraiser | 1.0 | 0.77 | \$103,937 | \$80,032 | \$23,905 | x x |
| 4205 Senior Assessment Services Specialist | 1.0 | 0.77 | \$61,998 | \$47,738 | \$14,260 | x x |
| Mandatory Fringe Benefits | | | \$68,291 | \$52,584 | \$15,707 | x x |
| | | | <i>Total Savings</i> | \$53,871 | | x x |
| <p>The Assessor-Recorder's Office requested 17 new limited tenure positions in the Real Property Division. The Budget and Finance Committee recommended five new positions as interim exceptions and reserving 12 new positions pending detailed information on workload and productivity. This recommendation would adjust the hire date for two of the 17 new positions from July 1, 2011 to October 1, 2011.</p> | | | | | | |

FY 2011-2012

Total Recommended Reserves

| | One-Time | Ongoing | Total |
|--------------------------------|----------|---------|----------|
| General Fund Impact | \$53,871 | \$0 | \$53,871 |
| Non-General Fund Impact | \$0 | \$0 | \$0 |
| Total | \$53,871 | \$0 | \$53,871 |

GF = General Fund
IT = One Time

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

ASR - Assessor-Recorder

| Object Title | FTE | | Amount | | Savings | GF | IT |
|---|--|------|----------------------|-----------|---------|----|----|
| | From | To | From | To | | | |
| Reserve Recommendations | | | | | | | |
| FDJ - Real Property (IG AGF AAA) | | | | | | | |
| Temporary Salaries | 4.08 | 1.09 | \$220,000 | \$220,000 | \$0 | x | |
| Mandatory Fringe Benefits | | | \$17,491 | \$17,491 | \$0 | x | |
| | | | <i>Total Savings</i> | | \$0 | | |
| | Reserve \$237,491 in temporary salaries and fringe benefits, pending a report to the Budget and Finance Committee on productivity measures and workload. This recommendation would still provide \$80,000 in temporary salaries and \$6,360 in fringe benefits, totaling \$86,360, to pay for temporary staff in the Real Property Division. | | | | | | |
| 4267 Principal Real Property Appraiser | 0.77 | 0.77 | \$80,032 | \$80,032 | \$0 | x | |
| 4261 Real Property Appraisers | 0.77 | 0.77 | \$77,551 | \$77,551 | \$0 | x | |
| Mandatory Fringe Benefits | | | \$61,640 | \$61,640 | \$0 | x | |
| | | | <i>Total Savings</i> | | \$0 | | |
| | Reserve \$219,223 in salaries and fringe benefits for one new limited tenure 4267 Principal Real Property Appraiser and one new limited tenure 4261 Real Property Appraiser, pending a report to the Budget and Finance Committee on productivity measures and workload. | | | | | | |

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

ASR - Assessor-Recorder

| Object Title | FY 2011-2012 | | | | | |
|--|----------------------|------|----------|----------|---------|-------|
| | FTE | | Amount | | Savings | GF IT |
| | From | To | From | To | | |
| FDK - Personal Property (1G ACF AAA) | | | | | | |
| 4222 Senior Personal Property Auditor | 0.77 | 0.77 | \$69,124 | \$69,124 | \$0 | x |
| Mandatory Fringe Benefits | | | \$27,927 | \$27,927 | \$0 | x |
| | <i>Total Savings</i> | | | | \$0 | |
| Reserve \$97,051 in salaries and fringe benefits for one new limited tenure 4222 Senior Personal Property Auditor in the Personal Property Division, pending a report to the Budget and Finance Committee on productivity measures and workload. | | | | | | |

FY 2011-2012

Total Recommended Reserves

| | One-Time | Ongoing | Total |
|--------------------------------|------------------|------------|------------------|
| General Fund Impact | \$550,339 | \$0 | \$550,339 |
| Non-General Fund Impact | \$0 | \$0 | \$0 |
| Total | \$550,339 | \$0 | \$550,339 |

* Adjusted for budget system reconciliation.

GF = General Fund
IT = One Time

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

BOS - Board of Supervisors

| Object Title | FY 2011-2012 | | | | | |
|--|--------------|----|----------|----------|----------|----------|
| | FTE | | Amount | | Savings | GF IT |
| | From | To | From | To | | |
| FAE - Clerk of the Board (1G AGF AAA) | | | | | | |
| Advertising | | | \$81,583 | \$48,000 | \$33,583 | x |
| <i>Total Savings</i> | | | | | | \$33,583 |

On March 29, 2011, the Board of Supervisors approved an ordinance (File 11-0117; Ordinance 59-11) amending the City's Administrative Code to permit summary public notices to be published in official newspapers to direct the public to the Department's website for further details. Based on this recently approved change in public noticing requirements, the average monthly advertising costs will be significantly reduced in FY 2011-12.

FY 2011-2012

Total Recommended Reductions

| | One-Time | Ongoing | Total |
|-------------------------|------------|-----------------|-----------------|
| General Fund Impact | \$0 | \$33,583 | \$33,583 |
| Non-General Fund Impact | \$0 | \$0 | \$0 |
| Total | \$0 | \$33,583 | \$33,583 |

GF = General Fund
IT = One-Time

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

BOS - Board of Supervisors

Unexpended
Balance in
Financial and
Management
Information
System
(FAMIS)

| Vendor Name | Subject Title | General Fund Savings | Year of Appropriation | Date of Last Transaction Recorded | Original Amount | Unexpended Balance in Financial and Management Information System (FAMIS) |
|---|--------------------------|----------------------|-----------------------|-----------------------------------|-----------------|---|
| DEPARTMENT OF TECHNOLOGY | IS-TIS-ISD SERVICES | Yes | 2007 | 8/20/2010 | \$3,000.00 | \$6,933.40 |
| MILLER OWEN & TROST | LEGAL SERVICES | Yes | 2009 | 4/6/2011 | 100,000.00 | 3,914.75 |
| DEPARTMENT OF PUBLIC WORKS | SR-DPW-BUILDING REPAIR | Yes | 2010 | 4/6/2011 | 40,000.00 | 20,000.00 |
| DEPARTMENT OF TECHNOLOGY | TIS-SFGTV SERVICES (AAO) | Yes | 2010 | 6/24/2010 | 6,429.00 | 14.65 |
| XTECH | DP/WP EQUIPMENT MAINT. | Yes | 2010 | 7/23/2010 | 3,000.00 | 1,095.14 |
| CALIFORNIA NEWSPAPER SERVICE BUREAU INC ADVERTISING | | Yes | 2010 | 4/15/2011 | 150,000.00 | -562.87 |
| STAPLES INC & SUBSIDIARIES | OTHER OFFICE SUPPLIES | Yes | 2010 | 5/25/2010 | 500.00 | 254.00 |

Total Amount to be Returned to the General Fund \$31,649.07

The above unexpended encumbrance balances are from budget years prior to FY 2010-11. The Department has indicated that these unexpended encumbrances are no longer needed. Therefore the balance can be returned to the General Fund.

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

CAT- City Attorney

| Object Title | FY 2011-2012 | | | | | |
|---|--------------|----|----------------------|-------------|----------|-------|
| | FTE | | Amount | | Savings | GF IT |
| | From | To | From | To | | |
| FC2 -Claims (1G AGF AAA) | | | | | | |
| Overtime | | | \$39,000 | \$11,000 | \$28,000 | x |
| Mandatory Fringe Benefits | | | \$3,101 | \$875 | \$2,226 | x |
| | | | <i>Total Savings</i> | | \$30,226 | |
| Reduce Overtime based on prior year actual expenditures. | | | | | | |
| Consumer Protection Fines | | | \$1,500,000 | \$1,575,000 | \$75,000 | x x |
| | | | <i>Total Savings</i> | | \$75,000 | |
| <p>The proposed FY 2011-12 budget includes anticipated revenues of \$1,500,000 from Consumer Protection Fines. This one-time revenue source is from penalties which the City Attorney's Office anticipates recovering from the National Arbitration Forum case in August of 2011. Based on ongoing negotiations and more current estimates, the City Attorney's Office anticipates actually recovering \$1,575,000 of penalty revenues, or an additional \$75,000 more than included in the FY 2011-12 budget. The proposed recommendation would therefore offset an additional \$75,000 of General Fund revenues currently budgeted in the City Attorney's budget.</p> | | | | | | |

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

CAT- City Attorney

| Object Title | FY 2011-2012 | | | | | |
|------------------------|--------------|----|----------------------|--------------------|-------------|-------|
| | FTE | | Amount | | Savings | GF IT |
| | From | To | From | To | | |
| Land America Judgement | | | \$0 | \$1,025,000 | \$1,025,000 | x x |
| | | | <i>Total Savings</i> | <i>\$1,025,000</i> | | x x |

The State Attorney General, City Attorney and San Francisco District Attorney have been litigating for several years with Land America Title Company, arising out of outlawful business practices. Based on recent renegotiation of a prior judgement in this case, Land America will be required to pay a total of \$4,100,000, to be split 50% or \$2,050,000 to the State Attorney General, 25% or \$1,025,000 to the City Attorney and 25% or \$1,025,000 to the District Attorney. According to the City Attorney's Office, this judgement is anticipated to be received within the next month. These revenues of \$1,025,000 were not included in the Mayor's recommended FY 2011-12 budget. Therefore, the proposed recommendation reflects recovering \$1,025,000 of additional revenues in the FY 2011-12 City Attorney's budget, which can be credited to the City's General Fund.

FY 2011-2012

| | Total Recommended Reductions | | |
|-------------------------|------------------------------|-----------------|--------------------|
| | One-Time | Ongoing | Total |
| General Fund Impact | \$1,100,000 | \$30,226 | \$1,130,226 |
| Non-General Fund Impact | | \$0 | \$0 |
| Total | \$1,100,000 | \$30,226 | \$1,130,226 |

GF = General Fund
IT = One Time

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

CAT - City Attorney

| Vendor Name | Subobject Title | General Fund Savings | Year of Appropriation | Date of Last Recorded Transaction | Original Amount | Unexpended Balance in Financial and Management Information System (FAMIS) |
|--|--------------------------|----------------------|-----------------------|-----------------------------------|-------------------|---|
| DEPARTMENT OF TECHNOLOGY | TIS-SFGTV SERVICES (AAO) | Yes | 2010 | 8/11/2010 | \$6,900.00 | \$3,876.18 |
| Total Amount to be Returned to the General Fund | | | | | \$3,876.18 | \$3,876.18 |

The above unexpended encumbrance balances are from budget years prior to FY 2010-11.
The Department has indicated that these unexpended encumbrances are no longer needed. Therefore the balance can be returned to the General Fund.

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

CFC- Children and Families Commission

| | | FY 2011-2012 | | | | | |
|---|------|--------------|----------------------|------------|-----------------|----|----|
| Object Title | FTE | | Amount | | Savings | GF | IT |
| | From | To | From | To | | | |
| CPH- Public Education Fund Prop H (2SCFCACP) | | | | | | | |
| Temporary Salaries | | | \$19,760 | \$0 | \$19,760 | | |
| Mandatory Fringe Benefits | | | \$1,571 | \$0 | \$1,571 | | |
| | | | <i>Total Savings</i> | | <i>\$21,331</i> | | |
| Disapprove based on inadequate justification from the Department regarding the need for temporary salaries. | | | | | | | |
| Attrition Savings - Miscellaneous | 0 | -0.26 | \$0 | (\$16,648) | \$16,648 | | |
| Mandatory Fringe Benefits | | | \$0 | (\$7,287) | \$7,287 | | |
| | | | <i>Total Savings</i> | | <i>\$23,935</i> | | |
| First 5 has not budgeted any Attrition Savings. The recommended increase would adjust Attrition Savings to reflect projected savings for vacancies. | | | | | | | |
| Other Office Supplies | | | \$3,726 | \$0 | \$3,726 | | |
| Deny increase in materials and supplies budget to be funded by the Public Education Enrichment Fund- Proposition H based on inadequate justification from the Department. | | | | | | | |

FY 2011-2012

| Total Recommended Reductions | | | |
|------------------------------|------------|-----------------|-----------------|
| | One-Time | Ongoing | Total |
| General Fund Impact | \$0 | \$0 | \$0 |
| Non-General Fund Impact | \$0 | \$48,992 | \$48,992 |
| Total | \$0 | \$48,992 | \$48,992 |

GF = General Fund
= One Time

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

CHF - Children, Youth and Their Families

| Object Title | FTE | | Amount | | Savings | GF | IT |
|-----------------------------------|-------|-------|--|----------|---|----------|----|
| | From | To | From | To | | | |
| Attrition Savings - Miscellaneous | -2.81 | -3.06 | | | | | |
| | | | | | (\$226,889) | | |
| | | | | | (\$95,343) | | |
| Mandatory Fringe Benefits | | | | | (\$103,825) | \$20,186 | |
| | | | | | | \$8,482 | |
| | | | | | <i>Total Savings</i> | \$28,668 | |
| | | | | | Increase attrition savings to reflect an estimated three additional months during which a 9774 Senior Community Development position will remain vacant during the Department hiring process. | | |
| Temporary - Miscellaneous | | | | | | | |
| Mandatory Fringe Benefits | | | \$70,000 | \$50,000 | | \$20,000 | |
| | | | \$5,565 | \$3,951 | | \$1,614 | |
| | | | | | <i>Total Savings</i> | \$21,614 | |
| | | | Reduce new Temporary salaries due to insufficient justification that workload cannot be completed in part by existing staff. | | | | |
| Other Current Expenses | | | \$120,000 | \$50,000 | | \$70,000 | |
| | | | Reduce based on historic and projected spending. | | | | |

FY 2011-2012

Total Recommended Reductions*

| | One-Time | Ongoing | Total |
|--------------------------------|----------|-----------|-----------|
| General Fund Impact | | | \$0 |
| Non-General Fund Impact | | \$121,165 | \$121,165 |
| Total | \$0 | \$121,165 | \$121,165 |

* Adjusted for budget system reconciliation, reduced expenditure and work order recoveries, reduced revenues, or other adjustments

GF = General Fund
IT = One Time

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

CHR-Children, Youth and Their Families

| Vendor Name | Subject Title | General Fund Savings | Year of Appropriation | Date of Last Recorded Transaction | Original Amount | System (FAMIS) | Unexpended Balance in Financial and Management Information |
|--|---------------------------------------|----------------------|-----------------------|-----------------------------------|-----------------|----------------|--|
| FIRST FIVE COMMISSION | SR-CFC-FIRST 5 COMMISSION | Yes | 2010 | 9/21/2010 | 198,289.00 | 11,219.67 | |
| URBAN RESOURCE SYSTEMS INC | COMMUNITY BASED ORGANIZATION SERVICES | Yes | 2010 | 8/16/2010 | 40,000.00 | 7,928.99 | |
| JUMPSTART FOR YOUNG CHILDREN INC | COMMUNITY BASED ORGANIZATION SERVICES | Yes | 2010 | 8/24/2010 | 46,000.00 | 604.82 | |
| HUMAN SERVICES AGENCY | SERVICES OF OTHER DEPTS- HAS | Yes | 2010 | | 150,000.00 | 150,000.00 | |
| Total Amount Return to Fund Balance | | | | | | | \$169,753.48 |

Note: The Department has indicated that the balances of these encumbrances are no longer needed. Therefore, the balance can be returned to the General Fund.

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

CON - Controller

| Object Title | FTE | | Amount | | Savings | GF | IT |
|---|--------|--------|-----------|-------------|----------|----|----|
| | From | To | From | To | | | |
| FDC - Payroll and Personnel Services (1G AGF AAA) | | | | | | | |
| Attrition Savings | (3.81) | (6.12) | (469,614) | (\$494,614) | \$25,000 | x | |
| Mandatory Fringe Benefits | | | (196,911) | (\$207,288) | \$10,377 | x | |
| <i>Total Savings</i> | | | | \$35,377 | | | |
| <p>Increase Attrition Savings in the Payroll and Personnel Services Division in the Controller's Office, given the current levels of Attrition Savings realized in FY 2010-11, the number of existing vacancies and anticipated hiring plan.</p> | | | | | | | |
| FDC - Payroll and Personnel Services (1G AGF ACP) | | | | | | | |
| 1054 IS Principal Business Analyst | 1.0 | 0.5 | \$0 | \$0 | \$0 | x | x |
| Mandatory Fringe Benefits | | | \$0 | \$0 | \$0 | x | x |
| <i>Total Savings</i> | | | \$0 | \$0 | \$0 | x | x |
| <p>As of July 1, 2011, ten Project eMerge positions would be deleted, resulting in three layoffs. The proposed FY 2011-12 budget would retain three Project eMerge positions, at 0.5 FTE each, to continue for six months through December 31, 2011. No additional funding is included in the FY 2011-12 budget for these three positions, based on estimated sufficient existing project funding. However, based on updated funding estimates, there is not sufficient funds to continue all three positions, such that this recommendation would delete one of the two 0.5 FTEs. 1054 IS Principal Business Analyst positions with no offsetting savings. This recommendation is not anticipated to result in a layoff, due to an expected vacancy.</p> | | | | | | | |
| Equipment Purchase | | | 648,000 | \$638,748 | \$9,252 | x | x |
| Based on actual cost of equipment. | | | | | | | |

GF = General Fund
IT = One Time

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

CON - Controller

| Object Title | FY 2011-2012 | | | | | | |
|---|--|------|----------------------|----------------|------------|----|----|
| | FTE | | Amount | | Savings | GF | IT |
| | From | To | From | To | | | |
| FDO - City Services Auditor (IG AGF AAP) | | | | | | | |
| Beginning Fund Balance | | | \$500,000 | \$570,000 | | x | x |
| Expenditure Recoveries | | | (\$11,626,014) | (\$11,556,014) | | x | x |
| | <p>The City Services Auditor Division is projected to have an additional \$70,000 of remaining General Fund balance at the end of FY 2010-11, which is not included in the Mayor's proposed FY 2011-12 budget, which will be closed out to the City's General Fund. The \$70,000 was previously funded as Expenditure Recoveries in Salaries, as part of the Human Services workorder.</p> | | | | | | |
| FDX - Systems (IG AGF ACP) | | | | | | | |
| Principal Administrative Analyst - 1824 | 1.00 | 0.92 | \$105,520 | \$96,727 | \$8,793 | x | x |
| Mandatory Fringe Benefits | | | \$40,447 | \$37,076 | \$3,371 | x | x |
| Expenditure Recoveries | | | (\$145,967) | (\$133,803) | (\$12,164) | x | x |
| | | | <i>Total Savings</i> | | \$0 | | |
| | <p>Reduction and offsetting recovery due to Budget and Legislative Analyst's proposed Department of Technology workorder reduction. A \$12,164 savings would be realized in the Department of Technology budget.</p> | | | | | | |

| Total Recommended Reductions* | | | | |
|--------------------------------------|-----------------|-----------------|------------------|--|
| | One-Time | Ongoing | Total | |
| General Fund Impact | \$79,252 | \$36,706 | \$115,958 | |
| Non-General Fund Impact | \$0 | \$0 | \$0 | |
| Total | \$79,252 | \$36,706 | \$115,958 | |

* Adjusted for budget system reconciliation, reduced expenditure and work order recoveries, reduced revenues, or other adjustments

GF = General Fund
= One Time

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

CON - Controller's Office

| Vendor Name | Subobject Title | General Fund Savings | Year of Appropriation | Date of Last Recorded Transaction | Original Amount | Unexpended Balance in Financial and Management Information System (FAMIS) |
|--|-----------------------------|----------------------|-----------------------|-----------------------------------|--------------------|---|
| DEPARTMENT OF TECHNOLOGY | IS-TIS-ISD SERVICES | Yes | 2009 | 8/16/2010 | \$106,514.00 | \$25,978.00 |
| ANACOMP INC | SYSTEMS CONSULTING SERVICES | Yes | 2010 | 8/20/2010 | 120,000.00 | 33,625.55 |
| DEPARTMENT OF TECHNOLOGY | IS-PURCH-REPRODUCTION | Yes | 2010 | 8/24/2010 | 1,385.37 | 1,385.37 |
| DEPARTMENT OF TECHNOLOGY | GP-TIS-TELEPHONE(AAO) | Yes | 2010 | 8/24/2010 | 9,967.56 | 9,967.56 |
| DEPARTMENT OF TECHNOLOGY | IS-TIS-ISD SERVICES | Yes | 2010 | 8/24/2010 | 12,816.57 | 12,816.57 |
| DEPARTMENT OF TECHNOLOGY | IS-PURCH-REPRODUCTION | Yes | 2010 | 10/8/2010 | 1,000.00 | 259.88 |
| Total Amount to be Returned to the General Fund | | | | | \$84,032.93 | |

236

The above unexpended encumbrance balances are from budget years prior to FY 2010-11. The Department has indicated that these unexpended encumbrances are no longer needed. Therefore the balance can be returned to the General Fund.

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

CPC - City Planning

| Object Title | FY 2011-2012 | | | | | | |
|---|--------------|--------|-------------|------------|------------|----|----|
| | FTE | | Amount | | Savings | GF | IT |
| | From | To | From | To | | | |
| FAH - Long Range Planning (1G AGF AAA) | | | | | | | |
| 5277C - Planner I | 1.00 | 0.0 | \$65,720 | \$0 | \$65,720 | | |
| Mandatory Fringe Benefits | | | \$29,888 | \$0 | \$29,888 | | |
| <i>Total Savings</i> | | | | | \$95,608 | | |
| Delete one Planner I Position, which has been vacant since 2008. | | | | | | | |
| FAH - Long Range Planning (1G AGF ACP) | | | | | | | |
| Materials and Supplies | | | \$11,200 | \$6,200 | \$5,000 | | |
| <i>Total Savings</i> | | | | | \$5,000 | | |
| Reduce based on historical expenditures. | | | | | | | |
| PEF - Administration/Planning (1G AGF AAA) | | | | | | | |
| 1404C - Clerk | 1.00 | 0.0 | \$47,966 | \$0 | \$47,966 | | |
| Mandatory Fringe Benefits | | | \$24,889 | \$0 | \$24,889 | | |
| 9993M - Attrition Savings - Misc | (1.22) | (0.64) | (\$109,950) | (\$58,027) | (\$51,923) | | |
| Mandatory Fringe Benefits | | | (\$44,324) | (\$23,392) | (\$20,932) | | |
| <i>Total Savings</i> | | | | | \$0 | | |
| Delete one Clerk position, which has been vacant since 2007. This position was being held vacant for salary savings by the Department. The BLA recommends a decrease in attrition savings to offset this position deletion. | | | | | | | |

GF = General Fund
= One Time

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

CPC - City Planning

| Object Title | FY 2011-2012 | | | | |
|---|--------------|----|----------|----------|---------|
| | FTE | | Amount | | Savings |
| Training-Budget | From | To | From | To | |
| | | | | | 1T |
| | | | \$13,702 | \$10,202 | \$3,500 |
| Reduction based on historical expenditures | | | | | |
| Training Costs Paid to Vendors | | | \$5,500 | \$4,000 | \$1,500 |
| Reduction based on historical expenditures | | | | | |
| Materials and Supplies | | | \$67,600 | \$59,600 | \$8,000 |
| Reduction based on historical expenditures. Will still allow for an increase of \$9,600 for Materials and Supplies in FY 2011-12. | | | | | |

FY 2011-2012

Total Recommended Reductions*

| | One-Time | Ongoing | Total |
|-------------------------|------------|------------|-------------|
| General Fund Impact | | | \$0 |
| Non-General Fund Impact | | | \$113,928 |
| Balancing | | | (\$113,928) |
| Total | \$0 | \$0 | \$0 |

* Adjusted for budget system reconciliation, reduced expenditure and work order recoveries, reduced revenues, or other adjustments

GF = General Fund
IT = One Time

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

CRT - Superior Court

| Object Title | FY 2011-2012 | | | | | |
|--|--------------|----|-------------|-------------|-----------|----|
| | FTE | | Amount | | Savings | GF |
| | From | To | From | To | | |
| Indigent Defense/ Grand Jury (IG AGF AAA) | | | | | | |
| Court Fees | | | \$8,758,072 | \$8,658,072 | \$100,000 | x |

The Indigent Defense Program's FY 2011-12 budget of \$8,758,072 is unchanged from the FY 2010-11 budget. Projected expenditures in FY 2010-11 are expected to be approximately \$8.2 million, based on actual bills paid through June 17, 2011 plus expected increases in year-end billings. The Budget and Legislative Analyst's recommended reduction would still provide over \$8.6 million. Also, due to increased staffing in the Public Defender's Office in FY 2010-11, Indigent Defense program referrals in FY 2010-11 have decreased, with an expected corresponding decrease in billings in FY 2011-12 as these referred cases are closed.

In addition to Indigent Defense Program funding in the Superior Court's budget, the General City Responsibility budget contains funding for appeals of indigent criminal cases, which had an unexpended balance of \$1.2 million as of June 2011.

FY 2011-2012

Total Recommended Reductions

| | One-Time | Ongoing | Total |
|-------------------------|------------|------------------|------------------|
| General Fund Impact | \$0 | \$100,000 | \$100,000 |
| Non-General Fund Impact | \$0 | \$0 | \$0 |
| Total | \$0 | \$100,000 | \$100,000 |

GF = General Fund
IT = One Time

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENTS OF BUDGET ITEMS, FISCAL YEAR 2011-12**

DAT - District Attorney

| Object Title AIA - Felony Prosecution (1GAGFAAA) | FY 2011-2012 | | | | | | |
|---|--------------|------|----------------------|---------------|------------|-----------|--|
| | FTE | | Amount | | Savings | GF IT | |
| | From | To | From | To | | | |
| 8177 Attorney (Civil/Criminal) STEP_M Step Adjustments, Miscellaneous | 2.31 | 1.54 | \$380,348 | \$253,565 | \$126,783 | x | |
| 8132 Investigative Assistant | 1.54 | 0.77 | (\$2,308,711) | (\$2,257,961) | (\$50,750) | x | |
| Mandatory Fringe Benefits | | | \$106,043 | \$53,022 | \$53,022 | x | |
| | | | \$174,485 | \$108,438 | \$66,047 | x | |
| | | | <i>Total Savings</i> | | | \$195,101 | |
| All - Family Violence Program (1GAGFACP) | | | \$863,342 | \$763,342 | \$100,000 | x | |
| | | | | | \$100,000 | x | |

The Department has requested five new permanent positions to handle the temporary work related to the alleged police misconduct cases. These five new positions are in addition to five new positions added in FY 2010-11 for the Trial Integrity/Brady Compliance Unit. According to the Department, the backlog in these cases has been reduced, allowing existing staff to process current cases. To handle this temporary work to retroactively review the alleged police misconduct cases, the Budget Analyst recommends approval of two limited tenure 8177 Attorneys and one limited tenure 8132 Investigative Assistant.

The Department anticipates carry forward funding in the amount of approximately \$300,000 in its Family Violence project. This project funds reimbursement costs for victims and witnesses not handled by the State funded victim reimbursement funds or the State funded Witness Relocation Program. Although the Department anticipates an increase in local claims being paid out due to the State becoming stricter in applying its guidelines, the Budget and Legislative Analyst's recommendation for a one-time reduction of \$100,000 would still allow the Department sufficient funds.

GF = General Fund
IT = One Time

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

DAT - District Attorney

| Object Title | FY 2011-2012 | | | | | |
|------------------------|--------------|----|--------|-------------|-------------|-----|
| | FTE | | Amount | | Savings | GF |
| | From | To | From | To | | |
| Land America Judgement | | | \$0 | \$1,025,000 | \$1,025,000 | x x |

The State Attorney General, City Attorney and San Francisco District Attorney have been litigating for several years with Land America Title Company, arising out of unlawful business practices. Based on recent renegotiation of a prior judgement in this case, Land America will be required to pay a total of \$4,100,000, to be split 50% or \$2,050,000 to the State Attorney General, 25% or \$1,025,000 to the City Attorney and 25% or \$1,025,000 to the District Attorney. According to the City Attorney's Office, this judgement is anticipated to be received within the next month. These revenues of \$1,025,000 were not included in the Mayor's recommended FY 2011-12 budget. Therefore, the proposed recommendation reflects recovering \$1,025,000 of additional revenues in the FY 2011-12 City Attorney's budget, which can be credited to the City's General Fund.

FY 2011-2012

| Total Recommended Reductions | | | |
|------------------------------|--------------------|------------------|--------------------|
| | One-Time | Ongoing | Total |
| General Fund Impact | \$1,125,000 | \$195,103 | \$1,320,103 |
| Non-General Fund Impact | \$0 | \$0 | \$0 |
| Total | \$1,125,000 | \$195,101 | \$1,320,103 |

GF = General Fund
OT = One Time

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

| DBI - Building Inspection | | FY 2011-2012 | | | | | |
|--|--------|--------------|----------------------|------------|-------------|---------|-------|
| | | FTE | | Amount | | Savings | GF 1T |
| Object Title | From | To | From | To | | | |
| BAN - Administration/Support Services (2S BIF ANP) | | | | | | | |
| 0941C - Manager VI | 1.0 | 0.0 | \$150,829 | \$0 | \$150,829 | | |
| Mandatory Fringe Benefits | | | \$53,101 | \$0 | \$53,101 | | |
| | | | <i>Total Savings</i> | | \$203,930 | | |
| Delete one vacant Manager VI position that is currently being held vacant for salary savings based on agreement with Department. | | | | | | | |
| 9993M - Attrition Savings - Misc | -0.54 | 0.00 | (\$45,482) | \$0 | (\$45,482) | | |
| Mandatory Fringe Benefits | | | (\$18,711) | \$0 | (\$18,711) | | |
| | | | <i>Total Savings</i> | | (\$64,193) | | |
| Decrease attrition savings to offset reduction in positions. | | | | | | | |
| 1004C - IS Operator Analyst | 1.0 | 0.0 | \$69,015 | \$0 | \$69,015 | | |
| Mandatory Fringe Benefits | | | \$30,764 | \$0 | \$30,764 | | |
| | | | <i>Total Savings</i> | | \$99,779 | | |
| Delete one IS Operator Analyst position that has been vacant since 2008. | | | | | | | |
| 1033C - IS Business Analyst - Senior | 4.0 | 3.0 | \$399,871 | \$299,903 | \$99,968 | | |
| Mandatory Fringe Benefits | | | \$155,895 | \$116,921 | \$38,974 | | |
| | | | <i>Total Savings</i> | | \$138,942 | | |
| Delete one IS Business Analyst position that has been vacant since 2008. | | | | | | | |
| 9993M - Attrition Savings - Misc | (1.61) | (1.00) | (\$136,448) | (\$51,448) | (\$85,000) | | |
| Mandatory Fringe Benefits | | | (\$56,136) | (\$21,166) | (\$34,970) | | |
| | | | <i>Total Savings</i> | | (\$119,970) | | |

GF = General Fund
IT = One Time

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

| DBI - Building Inspection | | FY 2011-2012 | | | | GF | IT |
|--|------|--------------|----------------------|-----------|-----------|----|----|
| | | FTE | Amount | | Savings | | |
| Object Title | From | To | From | To | | | |
| Decrease attrition savings to offset reduction in positions. | | | | | | | |
| Temporary Salaries | | | | | | | |
| Miscellaneous | | | \$74,779 | \$24,779 | \$50,000 | | |
| Mandatory Fringe Benefits | | | \$5,944 | \$1,970 | \$3,974 | | |
| | | | <i>Total Savings</i> | | \$53,974 | | |
| Reduce to reflect actual expenditures in prior fiscal years. | | | | | | | |
| Materials and Supplies | | | \$671,550 | \$400,000 | \$271,550 | | |
| Reduce to reflect actual expenditures in prior fiscal years. | | | | | | | |
| BAN - | | | | | | | |
| Administration/Support Services (2S BIF CPR) | | | | | | | |
| Professional/Specialized Services | | | \$600,000 | \$200,000 | \$400,000 | | |
| | | | | | | x | |
| This proposed contract increase for the Records Management Project, is not sufficiently justified based on historical expenditures. The existing contract amount of \$200,000 is sufficient to accomplish the intended task. | | | | | | | |

Total Recommended Reductions*

| | One-Time | Ongoing | Total |
|-------------------------|------------------|------------------|------------------|
| General Fund Impact | \$0 | \$0 | \$0 |
| Non-General Fund Impact | \$400,000 | \$582,078 | \$982,078 |
| Total | \$400,000 | \$582,078 | \$982,078 |

* Adjusted for budget system reconciliation, reduced expenditure and work order recoveries, reduced revenues, or other adjustments

GF = General Fund
IT = One Time

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

DBI - Building Inspection

| Vendor Name | Subobject Title | General Fund Savings | Year of Appropriation | Date of Last Recorded Transaction | Original Amount | Unexpended Balance in Financial and Management System (FAMS) |
|--|---------------------------------------|----------------------|-----------------------|-----------------------------------|-----------------|--|
| HEWLETT-PACKARD FINANCIAL SERVICES | DATA PROCESSING EQUIP RENTAL | No | 2009 | 8/12/2010 | 69,918.08 | 347.02 |
| TENDERLOIN HOUSING CLINIC INC | COMMUNITY BASED ORGANIZATION SERVICES | No | 2010 | 8/12/2010 | 80,000.00 | 4,530.07 |
| CHINATOWN COMMUNITY DEVELOPMENT CENTER | COMMUNITY BASED ORGANIZATION SERVICES | No | 2010 | 8/18/2010 | 71,436.00 | 361.44 |
| SAN FRANCISCO APARTMENT ASSOC | COMMUNITY BASED ORGANIZATION SERVICES | No | 2010 | 8/17/2010 | 50,000.00 | 1,001.59 |
| SHOE DEPOT INC | OTHER SAFETY EXPENSES | No | 2010 | 7/17/2009 | 837.68 | 837.68 |
| SHOE DEPOT INC | OTHER SAFETY EXPENSES | No | 2010 | 7/28/2010 | 837.68 | 64.77 |
| SHOE DEPOT INC | OTHER SAFETY EXPENSES | No | 2010 | 7/13/2010 | 837.68 | 106.20 |
| GALLS/LONG BEACH UNIFORM | OTHER SAFETY EXPENSES | No | 2010 | 8/24/2010 | 401.50 | 256.97 |
| GALLS/LONG BEACH UNIFORM | OTHER SAFETY EXPENSES | No | 2010 | 8/3/2010 | 401.50 | 7.33 |
| GALLS/LONG BEACH UNIFORM | OTHER SAFETY EXPENSES | No | 2010 | 7/20/2009 | 401.49 | 401.49 |
| GRM/INFORMATION MANAGEMENT SERVICES | MISCELLANEOUS FACILITIES RENTAL | No | 2010 | 9/24/2010 | 38,000.00 | 660.97 |
| PELLICAN DELIVERY INC | REIGHT/DELIVERY | No | 2010 | 8/3/2010 | 1,216.00 | 12.60 |
| STAR REPORTING SERVICE INC | COURT REPORTERS | No | 2010 | 8/17/2010 | 3,000.00 | 275.00 |
| LINDA KITTLITZ & ASSOC | OFFICE SUPPLIES-CITYWIDE CONTRACT | No | 2010 | 7/19/2010 | 243.34 | 10.87 |
| LINDA KITTLITZ & ASSOC | OFFICE SUPPLIES-CITYWIDE CONTRACT | No | 2010 | 8/11/2009 | 93.34 | 93.34 |
| LINDA KITTLITZ & ASSOC | OFFICE SUPPLIES-CITYWIDE CONTRACT | No | 2010 | 8/11/2009 | 93.33 | 93.33 |
| LINDA KITTLITZ & ASSOC | OFFICE SUPPLIES-CITYWIDE CONTRACT | No | 2010 | 8/11/2009 | 93.33 | 93.33 |
| LINDA KITTLITZ & ASSOC | OFFICE SUPPLIES-CITYWIDE CONTRACT | No | 2010 | 8/11/2009 | 93.33 | 93.33 |
| LINDA KITTLITZ & ASSOC | OFFICE SUPPLIES-CITYWIDE CONTRACT | No | 2010 | 10/20/2009 | 93.33 | 94.91 |
| LINDA KITTLITZ & ASSOC | OFFICE SUPPLIES-CITYWIDE CONTRACT | No | 2010 | 8/11/2009 | 93.33 | 93.33 |
| LINDA KITTLITZ & ASSOC | OFFICE SUPPLIES-CITYWIDE CONTRACT | No | 2010 | 4/12/2010 | 93.33 | 48.16 |
| LINDA KITTLITZ & ASSOC | OFFICE SUPPLIES-CITYWIDE CONTRACT | No | 2010 | 12/16/2009 | 93.33 | 48.16 |
| LINDA KITTLITZ & ASSOC | OFFICE SUPPLIES-CITYWIDE CONTRACT | No | 2010 | 8/11/2009 | 93.33 | 93.33 |
| LINDA KITTLITZ & ASSOC | OFFICE SUPPLIES-CITYWIDE CONTRACT | No | 2010 | 7/15/2010 | 243.33 | 140.9 |
| LINDA KITTLITZ & ASSOC | OFFICE SUPPLIES-CITYWIDE CONTRACT | No | 2010 | 8/11/2009 | 93.34 | 93.34 |
| LINDA KITTLITZ & ASSOC | OFFICE SUPPLIES-CITYWIDE CONTRACT | No | 2010 | 8/11/2009 | 93.34 | 93.34 |
| LINDA KITTLITZ & ASSOC | OFFICE SUPPLIES-CITYWIDE CONTRACT | No | 2010 | 7/19/2010 | 199.99 | 41.76 |
| LINDA KITTLITZ & ASSOC | OFFICE SUPPLIES-CITYWIDE CONTRACT | No | 2010 | 6/1/2010 | 199.99 | 56.64 |
| LINDA KITTLITZ & ASSOC | OFFICE SUPPLIES-CITYWIDE CONTRACT | No | 2010 | 7/14/2010 | 199.99 | 46.62 |
| LINDA KITTLITZ & ASSOC | OFFICE SUPPLIES-CITYWIDE CONTRACT | No | 2010 | 5/17/2010 | 199.99 | 56.64 |
| LINDA KITTLITZ & ASSOC | OFFICE SUPPLIES-CITYWIDE CONTRACT | No | 2010 | 3/25/2010 | 199.99 | 72.89 |
| LINDA KITTLITZ & ASSOC | OFFICE SUPPLIES-CITYWIDE CONTRACT | No | 2010 | 11/10/2009 | 200.00 | 101.45 |
| LINDA KITTLITZ & ASSOC | OFFICE SUPPLIES-CITYWIDE CONTRACT | No | 2010 | 7/19/2010 | 200.00 | 433.12 |

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

DBI - Building Inspection

| Vendor Name | Subobject Title | General Fund | Year of Appropriation | Date of Last Recorded Transaction | Original Amount | System (EAMS) Information Management | Unexpended Balance in Financial and Management |
|-------------------------------------|-----------------------------------|--------------|-----------------------|-----------------------------------|-----------------|--------------------------------------|--|
| | | Savings | | | | | |
| GIVE SOMETHING BACK LLC | OFFICE SUPPLIES-CITYWIDE CONTRAC1 | No | 2010 | 7/19/2010 | 200.00 | | 103.02 |
| GIVE SOMETHING BACK LLC | OFFICE SUPPLIES-CITYWIDE CONTRAC1 | No | 2010 | 6/23/2010 | 200.00 | | 42.62 |
| GIVE SOMETHING BACK LLC | OFFICE SUPPLIES-CITYWIDE CONTRAC1 | No | 2010 | 7/19/2010 | 200.01 | | 47.45 |
| GIVE SOMETHING BACK LLC | OFFICE SUPPLIES-CITYWIDE CONTRAC1 | No | 2010 | 8/12/2010 | 200.01 | | 627.72 |
| GIVE SOMETHING BACK LLC | OFFICE SUPPLIES-CITYWIDE CONTRAC1 | No | 2010 | 7/13/2010 | 200.01 | | 572.21 |
| GIVE SOMETHING BACK LLC | OFFICE SUPPLIES-CITYWIDE CONTRAC1 | No | 2010 | 8/11/2009 | 200.01 | | 278.5 |
| GIVE SOMETHING BACK LLC | OFFICE SUPPLIES-CITYWIDE CONTRAC1 | No | 2010 | 11/10/2009 | 200.01 | | 101.46 |
| SELECTRON TECHNOLOGIES INC | TRAVEL COSTS PAID TO VENDORS | No | 2010 | 12/24/2010 | 5,000.00 | | 3,593.25 |
| STAPLES INC & SUBSIDIARIES | OFFICE SUPPLIES-CITYWIDE CONTRAC1 | No | 2010 | 5/12/2010 | 219.00 | | 52.00 |
| STAPLES INC & SUBSIDIARIES | OFFICE SUPPLIES-CITYWIDE CONTRAC1 | No | 2010 | 8/25/2010 | 219.00 | | 142.56 |
| STAPLES INC & SUBSIDIARIES | OFFICE SUPPLIES-CITYWIDE CONTRAC1 | No | 2010 | 1/15/2010 | 219.00 | | 89.01 |
| STAPLES INC & SUBSIDIARIES | OFFICE SUPPLIES-CITYWIDE CONTRAC1 | No | 2010 | 7/28/2010 | 547.50 | | 161.07 |
| STAPLES INC & SUBSIDIARIES | OFFICE SUPPLIES-CITYWIDE CONTRAC1 | No | 2010 | 7/28/2010 | 547.50 | | 380.88 |
| STAPLES INC & SUBSIDIARIES | OFFICE SUPPLIES-CITYWIDE CONTRAC1 | No | 2010 | 8/25/2010 | 547.50 | | 217.82 |
| STAPLES INC & SUBSIDIARIES | OFFICE SUPPLIES-CITYWIDE CONTRAC1 | No | 2010 | 8/24/2010 | 3,832.50 | | 1,576.90 |
| STAPLES INC & SUBSIDIARIES | OFFICE SUPPLIES-CITYWIDE CONTRAC1 | No | 2010 | 8/25/2010 | 2,190.00 | | 1,530.66 |
| STAPLES INC & SUBSIDIARIES | OFFICE SUPPLIES-CITYWIDE CONTRAC1 | No | 2010 | 6/1/2010 | 547.50 | | 166.76 |
| STAPLES INC & SUBSIDIARIES | OFFICE SUPPLIES-CITYWIDE CONTRAC1 | No | 2010 | 8/25/2010 | 547.50 | | 667.45 |
| STAPLES INC & SUBSIDIARIES | OFFICE SUPPLIES-CITYWIDE CONTRAC1 | No | 2010 | 5/11/2010 | 219.00 | | 154.73 |
| STAPLES INC & SUBSIDIARIES | OFFICE SUPPLIES-CITYWIDE CONTRAC1 | No | 2010 | 7/30/2010 | 219.00 | | 143.42 |
| STAPLES INC & SUBSIDIARIES | OFFICE SUPPLIES-CITYWIDE CONTRAC1 | No | 2010 | 8/25/2010 | 547.50 | | 34.39 |
| STAPLES INC & SUBSIDIARIES | OFFICE SUPPLIES-CITYWIDE CONTRAC1 | No | 2010 | 1/28/2010 | 500.00 | | 94.96 |
| INTERNATIONAL CODE COUNCIL INC | TRAINING COSTS PAID TO VENDORS | No | 2010 | 12/30/2009 | 1,500.00 | | 500.00 |
| INTERNATIONAL CODE COUNCIL INC | BOOKS - NON LIBRARY ONLY | No | 2010 | 10/29/2010 | 500.00 | | 493.81 |
| INTERNATIONAL CODE COUNCIL INC | FREIGHT/DELIVERY | No | 2011 | 10/29/2010 | 200.00 | | 190.00 |
| FORD GRAPHICS | PRINTING | No | 2010 | 7/14/2010 | 5000.61 | | 4,873.47 |
| Total Amount Return to Fund Balance | | | | | | | \$27,720.86 |
| General Fund | | | | | | | \$0.00 |
| Non-General Fund | | | | | | | \$27,720.86 |

Note: The above encumbrance balances are from budget years prior to FY 2010-11. The Department has indicated that the balances of these encumbrances are no longer needed.

DPH - Public Health

RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12

| Object Title | FY 2011-2012 | | | | Savings | GF | IT |
|---|--------------|------|----------------------|-----------|-----------|----|----|
| | FTE | | Amount | | | | |
| | From | To | From | To | | | |
| DIF-SFGH-Acute Care-Forensics (SH AAA AAA) | | | | | | | |
| Materials and Supplies | | | \$90,500 | \$80,000 | \$10,500 | x | |
| Reduce 040 Materials and Supplies Budget Only to reflect historical spending pattern and projected FY 2011-12 expenditures. | | | | | | | |
| 0922-C Manager I | 1.00 | 0.00 | \$104,946 | \$0 | \$104,946 | x | |
| Mandatory Fringe Benefits | | | \$43,909 | \$0 | \$43,909 | x | |
| | | | <i>Total Savings</i> | | \$148,855 | | |
| Delete one 0922 Manager I position, which is vacant. The Department has indicated it no longer needs the position. | | | | | | | |
| 1406-C Senior Clerk | 3.25 | 2.50 | \$161,637 | \$124,337 | \$37,300 | x | x |
| Mandatory Fringe Benefits | | | \$82,419 | \$63,400 | \$19,019 | x | x |
| | | | <i>Total Savings</i> | | \$56,319 | | |
| Reduce the FTE allocation from 3.25 to 2.50 FTE for the new Senior Clerk positions to reflect actual hiring dates in FY 2011-12. | | | | | | | |
| 2556-C Physical Therapist | 6.30 | 6.16 | \$629,469 | \$615,481 | \$13,988 | x | x |
| Mandatory Fringe Benefits | | | \$245,447 | \$239,993 | \$5,454 | x | x |
| | | | <i>Total Savings</i> | | \$19,442 | | |
| Reduce the FTE allocation from 6.3 to 6.16 FTE for the eight new Physical Therapist positions to reflect actual hiring dates in FY 2011-12. | | | | | | | |

GF = General Fund
IT = One Time

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

DPH - Public Health

| Object Title | FY 2011-2012 | | | | | | |
|---|--|------|----------------------|-------------|----------|----|----|
| | FTE | | Amount | | Savings | GF | IT |
| | From | To | From | To | | | |
| 1404-C Clerk | 1.00 | 0.77 | \$47,966 | \$36,934 | \$11,032 | X | X |
| Mandatory Fringe Benefits | | | \$24,889 | \$19,165 | \$5,724 | X | X |
| | | | <i>Total Savings</i> | | \$16,756 | | |
| | Reduce the FTE allocation from 1.0 to 0.77 FTE for the new Clerk position to reflect actual hiring date in FY 2011-12. | | | | | | |
| 2430-C Medical Evaluations Assistant | 3.43 | 3.08 | \$190,871 | \$171,395 | \$19,476 | X | X |
| Mandatory Fringe Benefits | | | \$94,355 | \$84,727 | \$9,628 | X | X |
| | | | <i>Total Savings</i> | | \$29,104 | | |
| | Reduce the FTE allocation from 3.43 to 3.08 FTE for the four new Medical Evaluations Assistant positions to reflect actual hiring dates in FY 2011-12. | | | | | | |
| Equipment Purchase | | | \$213,525 | \$210,000 | \$3,525 | X | X |
| Equipment Purchase | | | \$400,260 | \$370,608 | \$29,652 | X | X |
| | | | <i>Total Savings</i> | | \$33,177 | | |
| | Reduce 060 Equipment Purchase to reflect the actual prices listed in the quotes. | | | | | | |
| Services of Other Departments (AAO Funds) | | | \$3,218,630 | \$3,205,028 | \$13,602 | X | X |
| | Reduce workorder with Sheriff Department based on actual expenses to be incurred in FY 2011-12. | | | | | | |

GF = General Fund
One Time

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

DPH - Public Health

| Object Title | FY 2011-2012 | | | | | |
|--|--------------|------|----------------------|-------------|-------------|----------|
| | FTE | | Amount | | Savings | GF IT |
| | From | To | From | To | | |
| D30-SFQH- Ambulatory Care- Occupational Health (SH AAA AAA) | | | \$191,695 | \$180,000 | \$11,695 | x |
| | | | | | | |
| Professional and Specialized Services | | | | | | |
| D55-SFQH- Emergency-Psychiatric Services (SH AAA AAA) | | | \$2,747,871 | \$2,740,000 | \$7,871 | x |
| | | | | | | |
| Professional and Specialized Services | | | | | | |
| DHH - Health at Home (IG AGF AAA) | | | | | | |
| | | | | | | |
| Materials and Supplies | | | \$135,556 | \$130,000 | \$5,556 | x |
| DA5- Laguna Honda- Long Term Care (SL AAA AAA) | | | | | | |
| | | | | | | |
| 0931-C Manager III | 1.00 | 0.00 | \$121,485 | \$0 | \$121,485 | x |
| 0923-C Manager II | 0.00 | 1.00 | \$0 | \$112,564 | (\$112,564) | x |
| Mandatory Fringe Benefits | | | \$47,280 | \$45,510 | \$1,770 | x |
| | | | <i>Total Savings</i> | | \$10,691 | |
| Reduce 040 Materials and Supplies Budget Only to reflect historical spending pattern and projected FY 2011-12 expenditures. | | | | | | |
| Disapprove the upward substitution of a 0923 Manager II to a 0931 Manager III. The Department has a Manager III vacancy in this program. | | | | | | |

GF = General Fund
IT = One Time

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

DPH - Public Health

| Object Title | FY 2011-2012 | | | | | |
|--|--|------|---------------|-------------|-----------|-----|
| | FTE | | Amount | | Savings | GF |
| | From | To | From | To | | |
| Professional and Specialized Services | | | | | \$115,000 | x x |
| | Close out current year savings of \$115,000 to the General Fund fund balance. This will result in one-time General Fund monies available to the Board of Supervisors for appropriation in FY 2011-12. Note: This amount moved to encumbrance work sheet and not calculated in totals below | | | | | |
| Services of Other Departments (AAO Funds) | | | \$1,160,078 | \$1,156,015 | \$4,063 | x x |
| | Reduce workerorder with Sheriff Department based on actual expenses to be incurred in FY 2011-12. | | | | | |
| DLT - Mental Health- Long Term Care (IG AGF AAA) | | | | | | |
| Professional and Specialized Services | | | | | \$13,000 | x x |
| | Close out current year savings of \$13,000 to the General Fund fund balance. This will result in one-time General Fund monies available to the Board of Supervisors for appropriation in FY 2011-12. Note: This amount moved to encumbrance work sheet and not calculated in totals below | | | | | |
| DMM - Mental Health- Community Care (IG AGF AAA) | | | | | | |
| 2586-C Health Worker II | 3.00 | 2.31 | \$163,294 | \$125,737 | \$37,557 | x x |
| Mandatory Fringe Benefits | | | \$79,828 | \$61,468 | \$18,360 | x x |
| | | | Total Savings | | \$55,917 | |
| | Reduce the FTE allocation from 3.0 to 2.31 FTE for the three new Health Worker II positions to reflect actual hiring dates in FY 2011-12. | | | | | |

GF = General Fund
1 = One Time

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

DPH - Public Health

| Object Title | FY 2011-2012 | | | | | |
|---|--------------|------|-------------|-------------|----------|-------|
| | FTE | | Amount | | Savings | GF IT |
| | From | To | From | To | | |
| Materials and Supplies | | | \$5,112,172 | \$5,037,172 | \$75,000 | x |
| Reduce 040 Materials and Supplies Budget Only to reflect historical spending pattern and projected FY 2011-12 expenditures. | | | | | | |
| DHP - Primary Care- Ambulatory Care- Health Centers (1G AGF AAA) | | | | | | |
| 1404-C Clerk | 2.75 | 2.31 | \$131,907 | \$110,802 | \$21,105 | x x |
| Mandatory Fringe Benefits | | | \$68,445 | \$57,494 | \$10,951 | x x |
| <i>Total Savings \$32,056</i> | | | | | | |
| Reduce the FTE allocation from 2.75 to 2.31 FTE for the three new Clerk positions to reflect actual hiring dates in FY 2011-12. | | | | | | |
| 2430-C Medical Evaluations Assistant | | | | | | |
| Assistant | 5.50 | 5.39 | \$306,060 | \$299,939 | \$6,121 | x x |
| Mandatory Fringe Benefits | | | \$151,301 | \$148,275 | \$3,026 | x x |
| <i>Total Savings \$9,147</i> | | | | | | |
| Reduce the FTE allocation from 5.5 to 5.39 FTE for the seven new Medical Evaluations Assistant positions to reflect actual hiring dates in FY 2011-12 | | | | | | |
| 2586-C Health Worker II | | | | | | |
| Health Worker II | 2.00 | 1.54 | \$108,863 | \$83,825 | \$25,038 | x x |
| Mandatory Fringe Benefits | | | \$53,220 | \$40,980 | \$12,240 | x x |
| <i>Total Savings \$37,278</i> | | | | | | |
| Reduce the FTE allocation from 2.0 to 1.54 FTE for the three new Health Worker II positions to reflect actual hiring dates in FY 2011-12. | | | | | | |

GF = General Fund
IT = One Time

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

DPH - Public Health

| Object Title | FY 2011-2012 | | | | | |
|---|---|------|----------------------|-----------|-------------|-------|
| | FTE | | Amount | | Savings | GF IT |
| | From | To | From | To | | |
| 2908-C Hospital Eligibility Worker | 2.50 | 2.31 | \$170,755 | \$157,778 | \$12,977 | x x |
| Mandatory Fringe Benefits | | | \$76,128 | \$70,343 | \$5,785 | x x |
| | | | <i>Total Savings</i> | | \$18,762 | |
| | Reduce the FTE allocation from 2.5 to 2.31 FTE for the three new Hospital Eligibility Worker positions to reflect actual hiring dates in FY 2011-12. | | | | | |
| FAL - Children's Baseline (IG AGF AAA) | | | | | | |
| 0933-C Manager V | 1.00 | 0.00 | \$140,630 | \$0 | \$140,630 | x |
| 0932-C Manager IV | 0.00 | 1.00 | \$0 | \$130,306 | (\$130,306) | x |
| Mandatory Fringe Benefits | | | \$51,078 | \$49,029 | \$2,049 | x |
| | | | <i>Total Savings</i> | | \$12,373 | |
| | Disapprove the upward substitution of a 0932 Manager IV to a 0933 Manager V. The Department has five Manager V vacancies, three of which have been vacant for more than one year. | | | | | |
| Materials and Supplies | | | \$71,882 | \$66,882 | \$5,000 | x |
| | Reduce 040 Materials and Supplies Budget Only to reflect historical spending pattern and projected FY 2011-12 expenditures. | | | | | |
| DPP - Environmental Health Services (IG AGF AAA) | | | | | | |
| Professional and Specialized Services | | | \$309,511 | \$290,000 | \$19,511 | x |
| | Reduce 027 Professional and Specialized Services to reflect historical spending patterns and projected FY 2011-12 expenditures. | | | | | |

GF = General Fund
IT = One Time

DPH - Public Health

RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12

| Object Title | FY 2011-2012 | | | | | |
|--|---|----|-------------|-------------|-----------|----------|
| | FTE | | Amount | | Savings | GF IT |
| | From | To | From | To | | |
| DPPD - Community Health- Prevention- Disease Control (1G AGF AAA) | | | | | | |
| Materials and Supplies | | | \$2,074,403 | \$2,050,000 | \$24,403 | x |
| | Reduce 040 Materials and Supplies Budget Only to reflect historical spending pattern and projected FY 2011-12 expenditures. | | | | | |
| Prevention- Health Education (1G AGF AAA) | | | | | | |
| Travel | | | \$7,225 | \$3,000 | \$4,225 | x |
| | Reduce 021 Travel to reflect historical spending pattern and projected FY 2011-12 expenditures. | | | | | |
| DPM- Community Health- Prevention- Maternal & Child Health (1G AGF AAA) | | | | | | |
| Professional and Specialized Services | | | \$1,810,399 | \$1,510,399 | \$300,000 | x |
| | Make a one-time reduction of 027 Professional and Specialized Services to reflect historical spending pattern and projected FY 2011-12 expenditures. The funding for this object would revert to the original FY 2011-12 amount in FY 2012-13. The Department states that some funds are used as a match for grant funding and other funds are supplemented by state revenues. \$90,000 of this recommended reduction would result in General Fund savings. | | | | | |

GF = General Fund
IT = One Time

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

DPH - Public Health

| Object Title | FY 2011-2012 | | | | | |
|---|--------------|----|----------|----------|---------|----|
| | FTE | | Amount | | Savings | GF |
| | From | To | From | To | | |
| DMS - Substance Abuse-Community Care (GG AGF AAA) | | | \$81,537 | \$72,000 | \$9,537 | X |
| Materials and Supplies | | | | | | |
| Reduce 040 Materials and Supplies Budget Only to reflect historical spending pattern and projected FY 2011-12 expenditures. | | | | | | |

FY 2011-2012

| | Total Recommended Reductions* | | |
|------------------------------|-------------------------------|------------------|------------------|
| | One-Time | Ongoing | Total |
| General Fund Impact | \$418,959 | \$345,883 | \$764,842 |
| Non-General Fund Impact | \$210,000 | | \$210,000 |
| Non-General Fund Adjustments | (\$210,000) | | (\$210,000) |
| Total | \$418,959 | \$345,883 | \$764,842 |

* Adjusted for budget system reconciliation, reduced expenditure and work order recoveries, reduced revenues, or other adjustments

GF = General Fund
X = One Time

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

| Vendor Name | Subobject Title | General Fund Savings | Year of Appropriation | Date of Last Recorded Transaction | Original Amount | Unexpended Balance in Financial and Management Information System (FAMIS) |
|---|--|----------------------|-----------------------|-----------------------------------|-----------------|---|
| SIERRA ELECTRIC CO | OTHER BLDG MAINT SVCS | Yes | 2009 | 5/27/2009 | 20,000.00 | 8,960.00 |
| RAS ENGINEERING INC | OTHER BLDG MAINT SVCS | Yes | 2009 | 6/5/2009 | 1361 | 21140 |
| NICELL TECHNOLOGIES INC | OTHER HOSP., CLINICS & LAB. SUPPLIES | Yes | 2010 | 7/1/2009 | 500 | 500 |
| CONTROL CO | PLUMBING SUPPLIES | Yes | 2010 | 7/6/2009 | 2331.7 | 2331.7 |
| RUBICON GENERAL CONTRACTING INC | OTHER BLDG MAINT SVCS | Yes | 2010 | 9/3/2009 | 9536 | 9536 |
| WAXIE SANITARY SUPPLY | OTHER EQUIP MAINT | Yes | 2010 | 2/8/2010 | 428.9 | 428.9 |
| A T & T | MINOR DATA PROCESSING EQUIPMENT | Yes | 2010 | 2/11/2010 | 23.27 | 23.27 |
| CONTROL CO | PLUMBING SUPPLIES | Yes | 2010 | 3/8/2010 | 1732.46 | 1732.46 |
| MEDLINE INDUSTRIES INC | INSTITUTIONAL LINEN | Yes | 2010 | 3/17/2010 | 65000 | 8015.98 |
| A T & T | MINOR DATA PROCESSING EQUIPMENT | Yes | 2010 | 4/26/2010 | 196.32 | 196.32 |
| RAS ENGINEERING INC | OTHER BLDG MAINT SVCS | Yes | 2010 | 4/26/2010 | 1,875.00 | 1875 |
| KONICA MINOLTA BUSINESS SOLUTIONS USA INC | OFFICE MACHINE RENTAL | Yes | 2010 | 7/1/2010 | 1,300.00 | 672.11 |
| S & S WORLDWIDE INC | RECREATION & ATHLETIC SUPPLIES | Yes | 2011 | 7/1/2010 | 2,000.00 | 2,000.00 |
| SYSCO SAN FRANCISCO INC | FOOD | Yes | 2010 | 7/1/2010 | 10,000.00 | 2,000.00 |
| RECOLOGY GOLDEN GATE | SCAVENGER SERVICES | Yes | 2010 | 7/1/2010 | 10,000.00 | 4,103.84 |
| EXPRESS OVERNITE | FREIGHT/DELIVERY | Yes | 2010 | 7/1/2010 | 3,000.00 | 1,193.80 |
| | Total Amount Return to Fund Balance | | | | | \$64,709.38 |
| Object Title | | | | | | \$64,709.38 |
| Professional and Specialized Services | | | | | | \$115,000 |

Close out current year savings of \$115,000 to the General Fund fund balance. This will result in one-time General Fund monies available to the Board of Supervisors for appropriation in FY 2011-12.

Close out current year savings of \$115,000 to the General Fund fund balance. This will result in one-time General Fund monies available to the Board of Supervisors for appropriation in FY 2011-12.

| | |
|-----------------------|--------------|
| Subtotal General Fund | \$13,000 |
| Total General Fund | \$128,000.00 |
| | \$192,709.38 |

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

DPW - General Services Agency - Department of Public Works

| Object Title | FTE | | Amount | | Savings | GF | IT |
|--|--|----|----------------------|-----------|-----------|----|----|
| | From | To | From | To | | | |
| BAA - Engineering (1G AGF PWF) | | | | | | | |
| Temp- Regular -Miscellaneous | | | \$264,221 | \$239,221 | \$25,000 | | |
| Mandatory Fringe Benefits | | | \$20,874 | \$18,899 | \$1,975 | | |
| | | | <i>Total Savings</i> | | \$26,975 | | |
| | Reduce based on historical expenditures. | | | | | | |
| BAA - Engineering (2S PWF OHF) | | | | | | | |
| Overtime -Miscellaneous | | | \$7,111 | \$3,111 | \$4,000 | | |
| Mandatory Fringe Benefits | | | \$565 | \$247 | \$318 | | |
| | | | <i>Total Savings</i> | | \$4,318 | | |
| | Reduce based on historical expenditures. | | | | | | |
| BAG - Construction Management Services (1G AGF PWF) | | | | | | | |
| Overtime -Miscellaneous | | | \$153,160 | \$30,000 | \$123,160 | | |
| Mandatory Fringe Benefits | | | \$12,176 | \$2,385 | \$9,791 | | |
| | | | <i>Total Savings</i> | | \$132,951 | | |
| | Reduce based on historical expenditures. | | | | | | |

GF = General Fund
IT = One Time

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

DPW - General Services Agency - Department of Public Works

| Object Title | FY 2011-2012 | | | | | |
|--|---------------------------|-----|--------|-----------|----------|----------|
| | FTE | | Amount | | Savings | GF IT |
| | From | To | From | To | | |
| BAM - Bureau of Architecture (1G AGF PWF) | | | | | | |
| | Overtime -Miscellaneous | | | \$124,634 | \$50,634 | \$74,000 |
| | Mandatory Fringe Benefits | | | \$9,908 | \$4,025 | \$5,883 |
| | <i>Total Savings</i> | | | | \$79,883 | |
| Reduce based on historical expenditures. | | | | | | |
| I823C - Senior Administrative Analyst | 2.0 | 1.8 | \$0 | \$0 | \$0 | x |
| The Department has requested 2 off-budget positions as interim exceptions. The B&LA recommends disapproval of the interim exceptions because these positions are not revenue generating or performing functions critical to the Department's programmatic needs. The BLA recommends a hire date of August 1, 2011 instead of July 1, 2011. | | | | | | |
| BAM - Bureau of Architecture (2S PWF OHR) | | | | | | |
| | Overtime -Miscellaneous | | | \$4,962 | \$2,962 | \$2,000 |
| | Mandatory Fringe Benefits | | | \$395 | \$236 | \$159 |
| | <i>Total Savings</i> | | | | \$2,159 | |
| Reduce based on historical expenditures. | | | | | | |

GF = General Fund
IT = One Time

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

DPW - General Services Agency - Department of Public Works

| Object Title | FY 2011-2012 | | | | | |
|---|---|----|----------------------|-----------|-----------------|----|
| | FTE | | Amount | | Savings | GF |
| | From | To | From | To | | |
| Air Travel-Employees | | | \$2,645 | \$1,000 | \$1,645 | |
| | Reduce based on historical expenditures. | | | | | |
| Non-Air Travel-Employees | | | \$4,587 | \$3,232 | \$1,355 | |
| | Reduce based on historical expenditures. | | | | | |
| BAR - Building Repair and Maintenance (1G AGF AAA) | | | | | | |
| Services of Other Departments | | | \$203,332 | \$185,732 | \$17,600 | x |
| | Reduce budget for PUC Sewer Service Charges to reflect actual need of Department. | | | | | |
| BAR - Building Repair and Maintenance (1G AGF PWF) | | | | | | |
| Overtime -Miscellaneous | | | \$238,619 | \$200,619 | \$38,000 | |
| Mandatory Fringe Benefits | | | \$18,970 | \$15,949 | \$3,021 | |
| | | | <i>Total Savings</i> | | <i>\$41,021</i> | |
| | Reduce based on historical expenditures. | | | | | |

GF = General Fund
IT = One Time

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

DPW - General Services Agency - Department of Public Works

| Object Title | FTE | | Amount | | Savings | GF | IT |
|--|------|-----|----------------------|-----------|----------|----|----|
| | From | To | From | To | | | |
| 0922C - Manager I | 1.0 | 0.9 | \$104,946 | \$94,451 | \$10,495 | X | |
| Mandatory Fringe Benefits | | | \$43,909 | \$39,518 | \$4,391 | X | |
| 7344C - Carpenter | 1.0 | 0.9 | \$77,539 | \$69,785 | \$7,754 | X | |
| Mandatory Fringe Benefits | | | \$33,801 | \$30,421 | \$3,380 | X | |
| 7347C - Plumber | 1.0 | 0.9 | \$90,115 | \$81,104 | \$9,012 | X | |
| Mandatory Fringe Benefits | | | \$37,981 | \$34,183 | \$3,798 | X | |
| 7378C - Tile Setter | 2.0 | 1.8 | \$142,577 | \$128,319 | \$14,258 | X | |
| Mandatory Fringe Benefits | | | \$64,482 | \$58,034 | \$6,448 | X | |
| | | | <i>Total Savings</i> | | \$59,535 | | |
| <p>The Department has requested 6 off-budget positions as interim exceptions. The B&LA recommends disapproval of the interim exceptions because these positions are not revenue generating or performing functions critical to the Department's programmatic needs. The B&LA recommends a hire date of August 1, 2011 instead of July 1, 2011.</p> | | | | | | | |
| BAR - Building Repair and Maintenance | | | | | | | |
| (2S PWF OHR) | | | | | | | |
| Equipment Purchase | | | \$20,805 | \$14,060 | \$6,745 | X | X |
| <p>Reduce amount budgeted for purchase of one Pipe Bender from \$20,805 to \$14,060 based on Department-supplied quote.</p> | | | | | | | |
| Equipment Purchase | | | \$17,520 | \$15,035 | \$2,485 | X | X |
| <p>Reduce amount budgeted for purchase of one Cleat Former from \$17,520 to \$15,035 based on Department-supplied quote.</p> | | | | | | | |

GF = General Fund
IT = One Time

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

DPW - General Services Agency - Department of Public Works

| Object Title | FY 2011-2012 | | | | | |
|--|--------------|----|-------------------------------|-----------|----------|----|
| | FTE | | Amount | | Savings | GF |
| | From | To | From | To | | |
| Equipment Purchase | | | \$10,403 | \$9,070 | \$1,333 | x |
| Reduce amount budgeted for purchase of one Radius Notcher from \$10,403 to \$9,070 based on Department-supplied quote. | | | | | | |
| BAT - Street Use Management (IG AGF PWR) | | | | | | |
| Overtime -Miscellaneous | | | \$52,692 | \$12,692 | \$40,000 | |
| Mandatory Fringe Benefits | | | \$4,189 | \$1,009 | \$3,180 | |
| | | | <i>Total Savings</i> \$43,180 | | | |
| Reduce based on historical expenditures. | | | | | | |
| BAZ - Street Environmental Services (IG AGF AAA) | | | | | | |
| Professional and Specialized Services | | | \$380,510 | \$355,510 | \$25,000 | x |
| Reduce Professional and Specialized Services by \$25,000 to remove funding for Neighborhood Greening Initiatives, because no contractor has been chosen and funding from FY 2010-11 has not been expended. | | | | | | |

GF = General Fund
* = One Time

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

DPW - General Services Agency - Department of Public Works

| Object Title | FY 2011-2012 | | | | | |
|---|--------------|----|-----------|-----------|-----------|-------|
| | FTE | | Amount | | Savings | GF IT |
| | From | To | From | To | | |
| DP/WP Equipment Maintenance | | | \$17,000 | \$12,000 | \$5,000 | X |
| Reduce based on historical expenditures. | | | | | | |
| BAZ - Street Environmental Services (GG AGF AAA) | | | | | | |
| Services of Other Departments | | | \$600,000 | \$400,000 | \$200,000 | X |
| \$200,000 of General Fund monies for the Community Corridors Apprenticeship Program will be replaced by \$200,000 in Solid Waste Impound Account monies, resulting in a savings to the General Fund of \$200,000. | | | | | | |

GF = General Fund
IT = One Time

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

DPW - General Services Agency - Department of Public Works

| Object Title | FY 2011-2012 | | | | GF | IT |
|--|-------------------|----------------------|-----------|-----------|----|----|
| | FTE From To | Amount From | To | Savings | | |
| BAZ - Street Environmental Services (2S PWF OHH) | | | | | | |
| Services of Other Departments | | \$1,085,600 | \$950,000 | \$135,600 | x | |
| Reduce Services of Other Departments by \$135,600 to match funding for Workers Compensation with need of Department. | | | | | | |
| BAI - Urban Forestry (1G AGF PWF) | | | | | | |
| Overtime - Miscellaneous | | \$127,342 | \$77,342 | \$50,000 | | |
| Mandatory Fringe Benefits | | \$10,123 | \$6,148 | \$3,975 | | |
| | | <i>Total Savings</i> | | \$53,975 | | |
| Reduce based on historical expenditures. | | | | | | |
| BAI - Urban Forestry (2S GTF GTN) | | | | | | |
| Services of Other Departments | | \$568,600 | \$539,000 | \$29,600 | x | |
| Reduce PUC Water Charges to accurately reflect need of the Department. | | | | | | |

GF = General Fund
x = One Time

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

DPW - General Services Agency - Department of Public Works

| Object Title | FY 2011-2012 | | | | | | |
|--|--------------|----|---------|---------|---------|----|----|
| | FTE | | Amount | | Savings | GF | IT |
| | From | To | From | To | | | |
| BA2 - Street and Sewer Repair (2S PWF OHF) | | | | | | | |
| Training | | | \$8,000 | \$5,000 | \$3,000 | x | |
| Reduce based on historical expenditures. | | | | | | | |

FY 2011-2012

Total Recommended Reductions

| | One-Time | Ongoing | Total |
|--------------------------|-----------------|------------------|------------------|
| General Fund Impact* | \$71,755 | \$630,005 | \$701,760 |
| Non-General Fund Impact* | \$10,563 | \$148,077 | \$158,640 |
| Total | \$82,318 | \$778,082 | \$860,400 |

* Adjusted for budget system reconciliation, reduced expenditure and work order recoveries, reduced revenues, or other adjustments

GF = General Fund
IT = One Time

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

DPW - General Services Agency - Public Works

| Vendor Name | Subject Title | General Fund Savings | Year of Appropriation | Date of Last Recorded Transaction | Original Amount | Unexpended Balance in Financial and Management Information System (FAMIS) |
|--|---|----------------------|-----------------------|-----------------------------------|-------------------|---|
| PAULETT TAGGART ARCHITECTS | ARCHITECTURAL SERVICES | No | 2007 | 2/20/2008 | 57,350.00 | 4,188.02 |
| NBA ENGINEERING INC/DON TODD ASSOC INC J | ARCHITECTURAL SERVICES | No | 2007 | 8/28/2007 | 9,050.00 | 2,894.53 |
| TOM ELIOT FISCH | ARCHITECTURAL SERVICES | No | 2007 | 10/23/2007 | 20,000.00 | 2.50 |
| SYNERGY ENTERPRISES INC | ENVIRONMENTAL CONTRACTOR/CONSULTING SVC | No | 2008 | 6/26/2008 | 2,800.00 | 2,800.00 |
| Total Amount Return to Non-General Fund Balance | | | | | \$9,885.05 | |

Note: The above encumbrance balances are from budget years prior to FY 2010-11. The Department has indicated that the balances of these encumbrances are no longer needed, therefore the balance can be returned to the 1G AGF PWF fund.

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

ECD - Department of Emergency Management

| Object Title BIR - Emergency Communications (GG AGF AAA) | FY 2011-2012 | | | | | |
|---|--|---------|----------------------|---------------|-------------|----------|
| | RTE | | Amount | | Savings | GF IT |
| | From | To | From | To | | |
| Public Safety Communications Dispatcher - 8238 | 182.0 | 175.0 | \$14,849,740 | \$14,278,596 | \$571,144 | x |
| Mandatory Fringe Benefits | | | \$6,157,831 | \$5,920,991 | \$236,840 | x |
| Attrition Savings | (47.57) | (41.36) | (\$3,763,878) | (\$3,272,734) | (\$491,144) | x |
| Mandatory Fringe Benefits | | | (\$1,579,454) | (\$1,373,353) | (\$206,101) | x |
| | | | <i>Total Savings</i> | | | |
| | | | | \$110,739 | | |
| | <p>The Department has 27 vacancies at the 8238 Public Safety Communications Dispatcher level, including nine positions that have been vacant since 2008 or earlier. Furthermore, the Department's hiring plan only accommodates 10 recruits per year, meaning that at least 17 of these vacant positions are unlikely to be filled in FY 2011-12. Eliminating seven of the nine positions that have been vacant since 2008 or earlier will still allow the Department to recruit a full Academy class in FY 2011-12 and will therefore not have a programmatic impact.</p> | | | | | |
| | <p>Because these 8238 Public Safety Communications Dispatchers were factored into the Department's Attrition Savings calculation, offset Attrition by \$491,144 of the salary reduction, for a net reduction of \$110,739, including fringe benefits. This attrition adjustment will allow the Department to proceed with plans to fill vacancies in the first quarter of FY 2011-12.</p> | | | | | |
| Central Shops (workorder) | | | \$5,587 | \$4,889 | \$698 | x |
| Vehicle Leasing (workorder) | | | \$9,908 | \$8,670 | \$1,238 | x |
| Fuel Stock (workorder) | | | \$7,587 | \$6,639 | \$948 | x |
| | | | <i>Total Savings</i> | | | |
| | | | | \$2,884 | | |
| | <p>Department's budget includes three workorders for the leasing, maintenance, and fueling of its 8 vehicles. The Department has indicated it does not need</p> | | | | | |

GF = General Fund
IT = One Time

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

ECD - Department of Emergency Management

| Object Title | FY 2011-2012 | | | | GF | IT |
|--|--------------|----|-------------|-------------|----------|----|
| | PTE Amount | | Savings | | | |
| | From | To | From | To | | |
| | | | | | | |
| GF-Sheriff (workorder) | | | \$1,688,952 | \$1,653,251 | \$35,701 | x |
| Salary and fringe projection for workorder overbudgeted for salary and fringe amounts for six 8304 positions and one 8306, 8308, and 8310, for a total combined overbudgeted amount of \$35,701. | | | | | | |
| BIV - Emergency Services (IG AGF AAA) | | | | | | |
| Other Current Expenses | | | \$31,709 | \$26,709 | \$5,000 | x |
| As of June 20, 2011, the Department had only expended or encumbered \$23,333. A reduction of \$5,000 will allow for sufficient funding in Other Current Expenses in FY 2011-12. | | | | | | |

FY 2011-2012

| | Total Recommended Reductions | | |
|-------------------------|------------------------------|------------------|------------------|
| | One-Time | Ongoing | Total |
| General Fund Impact | | \$157,104 | \$157,104 |
| Non-General Fund Impact | | \$0 | \$0 |
| Total | \$0 | \$157,104 | \$157,104 |

* Adjusted for budget system reconciliation,
reduced expenditure and work order recoveries,
reduced revenues, or other adjustments

GF = General Fund
IT = One Time

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

ECD - Department of Emergency Management

| Vendor Name | Subobject Title | General Fund Savings | Year of Appropriation | Date of Last Recorded Transaction | Original Amount | Unexpended Balance in Financial and Management Information System (FAMIS) |
|--|---------------------------|----------------------|-----------------------|-----------------------------------|-----------------|---|
| Department of Information Technology | IS Purchase-Reproductions | Yes | 2010 | 6/28/2010 | \$31,267 | \$28,209 |
| BPS REPROGRAPHIC SERVICES | Printing | Yes | 2010 | 11/5/2010 | \$1,612 | 1,378 |
| Total amount to be returned to the General Fund | | | | | | \$29,587 |

The above encumbrance balances are from budget years prior to FY 2010-11. The Department has indicated that the balances of these encumbrances are no longer needed. Therefore the balance can be returned to the General Fund.

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

ECN - Economic and Workforce Development

| Object Title | FY 2011-2012 | | | | | |
|---|--------------|------|----------------------|----------|----------|----|
| | FTE | | Amount | | Savings | GF |
| | From | To | From | To | | |
| BKS - Economic Development (IGAGF ACP) | | | | | | |
| Temporary Salaries - Miscellaneous | 1.26 | 0.61 | \$45,000 | \$15,000 | \$30,000 | x |
| Mandatory Fringe Benefits | | | \$3,578 | \$1,193 | \$2,385 | x |
| | | | <i>Total Savings</i> | | \$32,385 | |
| Reduction based on historical expenditures. | | | | | | |

GF = General Fund
IT = One Time

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

ECN - Economic and Workforce Development

| Object Title | FY 2011-2012 | | | | | | |
|---------------------------|--------------|-----|----------------------|-------------|-------------|----|----|
| | FTE | | Amount | | Savings | GF | IT |
| | From | To | From | To | | | |
| Programmatic Projects | | | | | | | |
| 0943 - Manager VIII | 1.0 | 0.0 | \$9,819,360 | \$9,819,360 | \$0 | x | |
| 0942 - Manager VII | 0.0 | 1.0 | \$189,878 | \$0 | \$189,878 | | |
| 0931 - Manager III | 1.0 | 0.0 | \$0 | \$161,529 | (\$161,529) | | |
| 0923 - Manager II | 0.0 | 1.0 | \$126,048 | \$0 | \$126,048 | | |
| 0922 - Manager I | 1.0 | 0.0 | \$0 | \$116,792 | (\$116,792) | | |
| 1824 - Principal Analyst | 1.0 | 0.0 | \$108,888 | \$0 | \$108,888 | | |
| Mandatory Fringe Benefits | 0.0 | 1.0 | \$0 | \$105,742 | (\$105,742) | | |
| | | | \$145,201 | \$131,273 | \$13,929 | | |
| | | | <i>Total Savings</i> | | \$54,680 | | |

The Department requested four new positions for the America's Cup project, including one new Manager VII, one new Manager VI, one new Manager III and one new Manager I. The Budget and Legislative Analyst recommends:

Downward substitution of the Manager VIII to a Manager VII, which is consistent with the executive level duties of the position and organizational, in which this position reports to the Department Head II, which has lower salary range than the Manager VIII.

Downward substitution of the Manager III to an 0923 Manager I, which is consistent with the executive level duties of the position and

Downward substitution of the Manager I to an 1824 Principal Analyst. This position does not have management responsibility.

Instead of taking a savings, the Budget and Legislative Analyst recommends reprogramming \$54,680, which are reimbursed by America's Cup revenues, for America's Cup program purposes, and placing these funds on Controller's Reserve, as noted below.

GF = General Fund
IT = One Time

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

ECN - Economic and Workforce Development

| Object Title | FTE | | Amount | | Savings | GF | IT |
|--|------|------|----------------------|------------|----------|----|----|
| | From | To | From | To | | | |
| Professional & Specialized Services | | | \$400,000 | \$375,000 | \$25,000 | x | x |
| Reduction based on historical expenditures. | | | | | | | |
| BL1 - Workforce Training (IG AGF AAP) | | | | | | | |
| Attrition Savings - Miscellaneous | 0.10 | 0.12 | (\$56,206) | (\$68,706) | \$12,500 | x | |
| Mandatory Fringe Benefits | | | (\$21,847) | (\$26,706) | \$4,859 | x | |
| | | | <i>Total Savings</i> | | \$17,359 | | |
| Increase attrition savings based upon agreement with the Department. | | | | | | | |

FY 2011-2012

Total Recommended Reductions*

| | One-Time | Ongoing | Total |
|--------------------------------|----------|----------|----------|
| General Fund Impact | \$25,000 | \$50,005 | \$75,005 |
| Non-General Fund Impact | \$0 | \$0 | \$0 |
| Total | \$25,000 | \$50,005 | \$75,005 |

* Adjusted for budget system reconciliation, reduced expenditure and work order recoveries, reduced revenues, or other adjustments

GF = General Fund
IT = One Time

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

ECN - Economic and Workforce Development

| Object Title | FY 2011-2012 | | | | | | |
|---|--------------|----|-------------|--------------|---------|----|----|
| | FTE | | Amount | | Savings | GF | IT |
| | From | To | From | To | | | |
| Reserve Recommendations | | | | | | | |
| BK5 - Economic Development (1G AGF AAA) | | | | | | | |
| Programmatic Projects - Budget | | | \$9,819,360 | \$9,819,360* | | | |
| <p>The Budget and Legislative Analyst recommends that \$3,166,530, equal to \$3,111,850 in funds for work orders with other City departments to prepare for America's Cup events, plus \$54,680 in Budget and Legislative Analyst recommended reductions for America's Cup positions, be placed on Controller's Reserve pending completed work order agreements or memoranda of understanding for use of these funds.</p> | | | | | | | |

FY 2011-2012

| Total Reserve Recommendations | | | |
|-------------------------------|-------------|------------|--------------------|
| | One-Time | Ongoing | Total |
| General Fund Impact | \$0 | \$0 | \$0 |
| Non-General Fund Impact | \$3,166,530 | \$0 | \$3,166,530 |
| Total | \$0 | \$0 | \$3,166,530 |

GF = General Fund
IT = One Time

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

ECN - Economic and Workforce Development

| Vendor Name | Subobject Title | General Fund Savings | Year of Appropriation | Date of Last Recorded Transaction | Original Amount | Unexpended Balance in Financial and Management Information System (FAMIS) |
|---|---------------------------------------|----------------------|-----------------------|-----------------------------------|-------------------|---|
| NORTH OF MARKET NEIGHBORHOOD IMPROV CORP | COMMUNITY BASED ORGANIZATION SERVICES | Yes | 2009 | 9/21/2010 | 50,000.00 | 0.55 |
| COLE HARDWARE | OTHER SAFETY EXPENSES | Yes | 2009 | 9/24/2009 | \$4,340 | \$2,558.69 |
| NORTHERN CALIFORNIA COMMUNITY LOAN FUND | COMMUNITY BASED ORGANIZATION SERVICES | Yes | 2010 | 2/16/2011 | 10,000 | 0.32 |
| PATRICK & CO | OTHER MATERIALS & SUPPLIES | Yes | 2009 | 8/2/2010 | 1814.42 | 1452.2 |
| Total Amount to Return to General Fund | | | | | \$4,011.76 | |

Note: The above encumbrance balances are from budget years prior to FY 2010-11. The Department has indicated that the balances of these encumbrances are no longer needed, therefore the balance can be returned to the General Fund.

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS
2011-2012 and 2012-2013**

ENV - Environment

FY 2011-2012

ENV - Environment (2S-PWF-SVN)

| Object Title | FTE | | Amount | | Savings | GF | IT |
|----------------------------------|------|----|---------|---------|---------|----|----|
| | From | To | From | To | | | |
| Training Costs Paid to Employees | | | \$3,168 | \$1,584 | \$1,584 | | |

Reduction based on historical spending.

| | | | | | | | |
|--------------------------------|--|--|---------|---------|---------|--|--|
| Training Costs Paid to Vendors | | | \$7,500 | \$3,750 | \$3,750 | | |
|--------------------------------|--|--|---------|---------|---------|--|--|

Reduction based on historical spending.

| | | | | | | | |
|---------------------------------|--|--|------------|------------|----------|--|--|
| Attrition Savings Miscellaneous | | | (\$70,812) | (\$80,812) | \$10,000 | | |
|---------------------------------|--|--|------------|------------|----------|--|--|

Increase Attrition Savings to offset a projected salary surplus in FY 2010-11.

| | | | | | | | |
|---------------------------|--|--|------------|------------|---------|--|--|
| Mandatory Fringe Benefits | | | (\$28,845) | (\$32,919) | \$4,074 | | |
|---------------------------|--|--|------------|------------|---------|--|--|

Corresponds to reduction in Attrition Savings, above.

| | | | | | | | |
|----------------------|--|--|---------|---------|---------|--|--|
| Air Travel Employees | | | \$4,478 | \$2,978 | \$1,500 | | |
|----------------------|--|--|---------|---------|---------|--|--|

The Department has requested an increase in Air Travel of \$3,544, from \$934 in FY 2010-11 to \$4,478 in FY 2011-12. A reduction of \$1,500 would provide the Department sufficient funds for Air Travel in FY 2011-12.

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS
2011-2012 and 2012-2013**

ENV - Environment

FY 2011-2012

ENV - Environment (2S-PWF-SWN)

| Object Title | FTE | | Amount | | Savings | GF | IT |
|--------------------------|------|----|---------|---------|---------|----|----|
| | From | To | From | To | | | |
| Non-Air Travel Employees | | | \$4,941 | \$3,441 | \$1,500 | | |

The Department has requested an increase in Non-Air Travel of \$3,685, from \$1,256 in FY 2010-11 to \$4,941 in FY 2011-12. A reduction of \$1,500 would provide the Department sufficient funds for Non-Air Travel in FY 2011-12.

ENV - Green Building (2S-PWF-SWN)

| | | | | | | | |
|-------------------------------------|--|--|----------|----------|----------|--|--|
| Professional & Specialized Services | | | \$92,463 | \$73,970 | \$18,493 | | |
|-------------------------------------|--|--|----------|----------|----------|--|--|

Reduction based on historical spending.

ENV - Recycling (2S-PWF-SWN)

| | | | | | | | |
|-------------------------------------|--|--|-----------|-----------|----------|--|--|
| Professional & Specialized Services | | | \$636,000 | \$623,280 | \$12,720 | | |
|-------------------------------------|--|--|-----------|-----------|----------|--|--|

Reduction based on historical spending.

| | | | | | | | |
|---------------------|--|--|-----------|-----------|-----------|--|--|
| Programmatic Budget | | | \$962,225 | \$762,225 | \$200,000 | | |
|---------------------|--|--|-----------|-----------|-----------|--|--|

The Department has included \$962,225 for expansion of the Environment Now program to provide education, outreach, and workforce development in order to increase City residents' participation in the City's waste diversion program. The Department has not sufficiently justified expenditures of \$962,225, including a detailed spending plan for FY 2011-12. A reduction of \$200,000 will provide the Department sufficient funding for implementing the program in FY 2011-12.

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS
2011-2012 and 2012-2013**

ENV - Environment

FY 2011-2012

ENV - Environment (2S-PWF-SWN)

| Object Title | FTE | | Amount | | Savings | GF | IT |
|---|------|----|----------|----------|---------|----|----|
| | From | To | From | To | | | |
| ENV - Environmental Justice/Youth Employment (2S-PWF-SWN) | | | | | | | |
| Temporary Salaries | | | \$29,525 | \$20,000 | \$9,525 | | |
| Miscellaneous | | | | | | | |

The Department has allocated Temporary Salaries to the Environmental Justice/Youth Employment program for the first time. A reduction of \$9,525 will allow the Department sufficient funding for Temporary Salaries in FY 2011-12.

| | | | | | | | |
|---------------------------|---------|---------|-------|--|--|--|--|
| Mandatory Fringe Benefits | \$2,348 | \$1,591 | \$757 | | | | |
|---------------------------|---------|---------|-------|--|--|--|--|

Corresponds to reduction in Temporary Salaries, above.

| FY 2011-2012 | | | |
|------------------------------|------------|-----------------|-----------------|
| Total Recommended Reductions | | | |
| | One-Time | Ongoing | Subtotal |
| General Fund Impact | | | \$0 |
| Non-General Fund Impact | | | \$263,903 |
| Non General Fund Adjustment | | | (\$200,000) |
| Subtotal | \$0 | \$63,903 | \$63,903 |

* Adjusted for budget system reconciliation, reduced expenditure and work order recoveries, reduced revenues, or other adjustments

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

FAM - Fine Arts Museum

| Object Title | FY 2011-2012 | | | | | | |
|---|---|------|----------------------|-------------|----------|----|----|
| | FTE: | | Amount | | Savings | GF | IT |
| | From | To | From | To | | | |
| EBB - OPER & MAINT OF MUSEUMS (GG AGF AAA) | | | | | | | |
| MATERIALS AND SUPPLIES | | | \$34,000 | \$29,000 | \$5,000 | x | |
| | Reduction to reflect actual current expenditures. | | | | | | |
| 9993M Attrition Savings | -6.0 | -6.5 | (\$351,008) | (\$376,008) | \$25,000 | x | |
| Mandatory Fringe Benefits | 0.0 | 0.0 | (\$167,508) | (\$179,438) | \$11,930 | x | |
| | | | <i>Total Savings</i> | | \$36,930 | | |
| Increase Attrition Savings by \$25,000 in FY 2011-12. The recommended increase in Attrition Savings reflects current vacancies in the Department and should still provide sufficient salary funds for FY 2011-12. | | | | | | | |

FY 2011-2012

Total Recommended Reductions*

| | One-Time | Ongoing | Total |
|-------------------------|------------|-----------------|-----------------|
| General Fund Impact | \$0 | \$41,909 | \$41,909 |
| Non-General Fund Impact | \$0 | \$0 | \$0 |
| Total | \$0 | \$41,909 | \$41,909 |

* Adjusted for budget system reconciliation, reduced expenditure and work order recoveries, reduced revenues, or other adjustments

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

FIR - Fire Department

| Object Title | FY 2011-2012 | | | | | |
|--|--------------|----|----------------------|--------------|-----------|--------|
| | FTE | | Amount | | Savings | GF* IT |
| | From | To | From | To | | |
| AAD - Administration (GGAGF AAA) | | | | | | |
| Maintenance Services - Equipment | | | \$381,585 | \$321,585 | \$60,000 | x |
| The Department's Administration division has historically underexpended on Maintenance Services - Equipment. A reduction of \$60,000 will allow for sufficient funding in FY 2011-12. | | | | | | |
| Taxes, Licenses, and Permits | | | \$152,875 | \$117,180 | \$35,695 | x |
| As of June 17, 2011, the Administration program had expended or encumbered \$117,180. A reduction of \$35,695 will allow for sufficient Taxes, Licenses, and Permits funding in FY 2011-12. | | | | | | |
| AEC - Fire Suppression (GGAGF AAA) | | | | | | |
| Overtime - Uniform | | | \$21,901,223 | \$21,501,223 | \$400,000 | x |
| Mandatory Fringe Benefits | | | \$383,271 | \$376,271 | \$7,000 | x |
| | | | <i>Total Savings</i> | | \$407,000 | |
| Overtime has increased in FY 2011-12 by \$3.2 million, offset by increases in Attrition Savings of \$3.1 million. With the addition of 36 new firefighters, completing academy training in August 2011, the Fire Department demonstrated to the Budget and Legislative Analyst Office that it can save approximately \$400,000 in Overtime with the additional firefighter capacity. A reduction of \$400,000 will still allow a budgeted increase of \$2.6 million in Overtime in FY 2011-12 over FY 2010-11. | | | | | | |

GF = General Fund
IT = One Time

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

FIR - Fire Department

| Object Title | FY 2011-2012 | | Savings | GF* | IT |
|---|--------------|----------------------|--------------|-----------|----|
| | FTE From To | Amount From To | | | |
| Premium Pay - Uniform | | \$18,422,558 | \$18,294,013 | \$128,545 | x |
| Mandatory Fringe Benefits | | \$322,394 | \$320,144 | \$2,250 | x |
| | | <i>Total Savings</i> | | \$130,794 | |
| According to the Department, a reduction in Premium Pay of \$130,794, including Mandatory Fringe Benefits, will allow sufficient funding for Premium Pay in FY 2011-12. | | | | | |
| Utilities | | \$36,000 | \$20,000 | \$16,000 | x |
| As of June 19, 2011, the Department had only expended 48 percent of its Utilities budget. Historically, the Department has not expended more than \$19,000 on Utilities for Fire Suppression. A reduction of \$16,000 will allow for sufficient funding for Utilities. | | | | | |
| ATR - Training (IG AGF AAA) | | | | | |
| Materials and Supplies | | \$36,796 | \$24,543 | \$12,253 | x |
| Materials and Supplies | | \$95,037 | \$63,390 | \$31,647 | x |
| | | <i>Total Savings</i> | | \$43,900 | |
| In FY 2009-10 and FY 2010-11, the Training program only expended half its Materials and Supplies appropriation. As of May 31, the Training program had expended 61% of its Materials and Supplies appropriation. A reduction of \$43,900 or 33.3% will allow for sufficient Materials and Supplies funding in FY 2011-12. | | | | | |

GF = General Fund
IT = One Time

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

FIR - Fire Department

| Object Title | FY 2011-2012 | | | | | |
|--|--------------|----|----------|----------|----------|--------|
| | FTE | | Amount | | Savings | GF* 1T |
| | From | To | From | To | | |
| Taxes, Licenses, and Permits | | | \$40,000 | \$20,000 | \$20,000 | x |
| <p>In FY 2009-10 and FY 2010-11, the Training program only expended approximately half of its Taxes, Licenses, and Permits appropriation. As of May 31, 2011, the Training program had only expended \$10,966 of its \$40,000 appropriation. A total reduction of \$20,000 will allow for sufficient Taxes, Licenses, and Permits funding in FY 2011-12.</p> | | | | | | |

FY 2011-2012

Total Recommended Reductions*

| | One-Time | Ongoing | Total |
|-------------------------|------------|------------------|------------------|
| General Fund Impact | \$0 | \$713,390 | \$713,390 |
| Non-General Fund Impact | \$0 | \$0 | \$0 |
| Total | \$0 | \$713,390 | \$713,390 |

* Adjusted for budget system reconciliation, reduced expenditure and work order recoveries, reduced revenues, or other adjustments

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

GEN - General City Responsibility

| Object Title FCZ - General City Responsibility | FY 2011-2012 | | | | | | |
|--|--|----|--------------|-------------|-----------|----|----|
| | FTE | | Amount | | Savings | GF | IT |
| | From | To | From | To | | | |
| Audit Reserve | | | \$ 5,606,153 | \$5,106,153 | \$500,000 | x | x |
| | <p>The Audit Reserve, used to pay claims from prior years' audits, has increased from \$5,486,135 in FY 2010-11 to \$5,606,153 in FY 2011-12. Use of funds includes not only payment of claims from prior years' audits but also to meet shortfalls in internal service funds, work order recoveries, and other uses. Actual use of funds varies from year to year, with \$5.1 million expended in FY 2009-10 and \$1.3 million expended in FY 2010-11.</p> | | | | | | |
| | <p>According to the City's Financial and Management Information System (FAMIS), as of June 11, 2011, the Audit Reserve, including FY 2010-11 appropriations and carry forward funds, had an unexpended balance of \$14.5 million. This amount exceeds the estimated Audit Reserve claims in FY 2010-11 of \$7.3 million, which includes actual claims of \$1.3 million and potential claims of \$6 million. \$6 million in potential claims are: \$2 million to Recreation and Park Department to cover prior years' projects' negative balances, \$1 million to the City Attorney to cover shortfalls in work order recoveries, and \$3 million to replenish the loss reserve for settlement payments to the 49ers.</p> | | | | | | |
| Court Facility Payment | | | \$1,719,746 | \$1,697,716 | \$22,030 | x | x |
| | <p>Reduction equals actual required payment in FY 2011-12.</p> | | | | | | |
| Mayor's Transition Plan | | | \$325,000 | \$300,000 | \$25,000 | x | x |
| | <p>According to Mr. Greg Wagner, Mayor's Budget Director, these funds are one-time and do not have an expenditure plan. Based on a discussion with the Mayor's Office, a reduction of \$25,000 will allow sufficient funding for the Mayor's Transition Plan.</p> | | | | | | |

GF = General Fund
IT = One Time

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

GEN - General City Responsibility

| Object Title | FY 2011-2012 | | | | | |
|---|--------------|----|------------|-----------|-----------|--------------------|
| | FTE | | Amount | | Savings | GF ¹ IT |
| | From | To | From | To | | |
| AML - Court Mandated Legal Services | | | | | | |
| Indigent Defense | | | \$ 750,000 | \$250,000 | \$500,000 | X X |
| <p>continuing project funds for legal appeals for indigent defendants in criminal court cases. Originally, indigent defense appeals funds were included in the General City Responsibility budget to capture State reimbursements for these appeals costs. However, the State no longer reimburses San Francisco for these costs, so that the costs of indigent defense appeals is paid entirely by the City's General Fund.</p> <p>As of June 15, 2011, General City Responsibility budget had an unexpended balance of \$1,308,300 in this fund. FY 2009-10 expenditures from this fund were \$113,431 and FY 2010-11 expenditures as of June 15, 2011 were \$681,700. The Budget and Legislative Analyst recommends reducing the proposed FY 2011-12 budget by \$500,000 and carrying forward the \$1,308,300 in unexpended funds from FY 2010-11 to be used for FY 2011-12.</p> | | | | | | |

FY 2011-2012

Total Recommended Reductions

| | One-Time | Ongoing | Total |
|-------------------------|--------------------|------------|--------------------|
| General Fund Impact | \$1,047,030 | \$0 | \$1,047,030 |
| Non-General Fund Impact | \$0 | \$0 | \$0 |
| Total | \$1,047,030 | \$0 | \$1,047,030 |

GF = General Fund
IT = One Time

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

HRC - Human Rights Commission

FY 2011-2012

| Object Title | From | | To | | Savings | GF | IT |
|--|--|----|----------|----------|----------|----|----|
| | From | To | From | To | | | |
| IGAGF WOF - Work Order Fund Court Fees and Other Compensation | | | | | | | |
| | | | \$7,000 | \$1,000 | \$6,000 | | |
| | Reduce to reflect expenditures in prior fiscal years. Department has only expended \$650 and not encumbered any funds for this work order. | | | | | | |
| Employee Expenses | | | \$10,000 | \$6,000 | \$4,000 | | |
| | Reduce to reflect expenditures in prior fiscal years. Department has only expended \$4,571. | | | | | | |
| Maintenance SYCS-Equipment | | | \$2,000 | \$1,800 | \$200 | | |
| | Reduce to reflect expenditures in prior fiscal years. Department has made no expenditures to date and has no encumbrances | | | | | | |
| Other Current Expenses - Budget | | | \$13,921 | \$3,000 | \$10,921 | | |
| | Reduce to reflect expenditures in prior fiscal years. Department has spent approximately \$2,900 to date and has not encumbered funds. | | | | | | |
| Rents and Leases Equipment | | | \$14,914 | \$13,000 | \$1,914 | | |
| | Reduce to reflect actual expenditures in prior fiscal years. | | | | | | |
| Travel | | | \$4,500 | \$1,000 | \$3,500 | | |
| | Reduce to reflect actual expenditures in prior fiscal years. | | | | | | |

GF = General Fund
= One Time

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

HRC - Human Rights Commission

| Object Title | FY 2011-2012 | | | | | |
|---|--------------|----|-----------|-----------|-----------|----|
| | From | To | From | To | Savings | GF |
| IG AGF ACP - Continuing Projects Professional and Specialized Services | | | \$424,039 | \$310,000 | \$114,039 | x |
| Reduce to reflect actual expenditures in prior fiscal years | | | | | | |

FY 2011-2012
Total Recommended Reductions*

| | One-Time | Ongoing | Total |
|-------------------------|----------|-------------|-------------|
| General Fund Impact | \$0 | \$140,574 | \$140,574 |
| General Fund Adjustment | \$0 | (\$140,574) | (\$140,574) |
| Non-General Fund Impact | \$0 | \$0 | \$0 |
| Total | \$0 | \$0 | \$0 |

* Adjusted for budget system reconciliation,
reduced expenditure and work order recoveries,
reduced revenues, or other adjustments

GF = General Fund
1T = One Time

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

HRD - Department of Human Resources

| Object Title | FY 2011-2012 | | | | | | |
|--|--|----|-----------|-----------|----------|----|----|
| | FTE | | Amount | | Savings | GF | IT |
| | From | To | From | To | | | |
| FCA - Employee Relations (IG AGF AAP) | | | | | | | |
| Temporary Salaries | | | \$370,529 | \$335,529 | \$35,000 | x | x |
| | The Department has increased Temporary Salaries from \$55,058 in FY 2010-11 to \$370,529 in FY 2011-12 to pay for staff to support labor contract negotiations. In addition the Department is proposing three new limited tenure positions to support labor contract negotiations. The Budget and Legislative Analyst's recommended reduction is consistent with the Department's staffing plan and will provide sufficient resources for labor contract negotiations in FY 2011-12. | | | | | | |
| FCS - Recruitment/ Assessment/ Client Services (IG AGF AAA) | | | | | | | |
| Air Travel - Non-Employees | | | \$28,913 | \$26,413 | \$2,500 | x | |
| | Reduce to reflect actual expenditures in prior fiscal years. | | | | | | |
| Materials & Supplies - Budget | | | | | | | |
| | | | \$5,790 | \$3,790 | \$2,000 | x | |
| | Reduce to reflect actual expenditures in prior fiscal years. | | | | | | |
| Materials & Supplies - Budget | | | | | | | |
| | | | \$33,737 | \$28,737 | \$5,000 | x | |
| | Reduce to reflect actual expenditures in prior fiscal years. | | | | | | |

GF = General Fund
IT = One Time

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

HRD - Department of Human Resources

| Object Title | FY 2011-2012 | | | | | | Savings | GF | IT |
|---|--|----|----------|----------|------|----|----------|----|----|
| | FTE | | Amount | | From | To | | | |
| | From | To | From | To | | | | | |
| PAR - Workforce Development (IG AGF AAA) | | | | | | | | | |
| Professional & Specialized Services - Budget | | | \$50,825 | \$45,825 | | | \$5,000 | x | |
| | The proposed reduction of \$5,000 reflects projected expenditures in FY 2011-12 and actual expenditures in prior fiscal years. | | | | | | | | |
| FCW - Administration (IG AGF AAA) | | | | | | | | | |
| Employee Recognition | | | \$6,500 | \$1,500 | | | \$5,000 | x | |
| | The proposed reduction of \$5,000 reflects projected expenditures in FY 2011-12 and actual expenditures in prior fiscal years. | | | | | | | | |
| Professional & Specialized Services - Budget | | | \$50,367 | \$43,367 | | | \$7,000 | x | |
| | Reduce to reflect actual expenditures in prior fiscal years. | | | | | | | | |
| EF-SF General Hospital - Others | | | \$86,132 | \$66,132 | | | \$20,000 | x | x |
| | Reduce funding due to \$20,000 of unexpended encumbered funds allocated in FY 2008-09. | | | | | | | | |
| GF-Purchasing - Mail Services | | | \$20,956 | \$10,956 | | | \$10,000 | x | x |
| | Reduce funding due to \$10,388.0 of unexpended encumbered funds allocated in FY 2009-10. | | | | | | | | |

GF = General Fund
IT = One Time

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

HRD - Department of Human Resources

| Object Title | FY 2011-2012 | | | | | | |
|--------------|--------------|----|--------|----|---------|----|----|
| | FTE | | Amount | | Savings | GF | IT |
| | From | To | From | To | | | |

FY 2011-2012

Total Recommended Reductions*

| | One-Time | Ongoing | Total |
|-------------------------|-----------------|-----------------|-----------------|
| General Fund Impact | \$67,783 | \$26,500 | \$94,283 |
| Non-General Fund Impact | | | \$0 |
| Total | \$67,783 | \$26,500 | \$94,283 |

* Adjusted for budget system reconciliation,
reduced expenditure and work order recoveries,
reduced revenues, or other adjustments

GF = General Fund
IT = One Time

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

BRD - Human Resources

| Vendor Name | Subsubject Title | General Fund Savings | Appropriation | Year of | Date of Last Transaction Recorded | Original Amount | Unexpended Balance in Financial Management Information System (FAMIS) |
|--|--|----------------------|---------------|---------|-----------------------------------|-----------------|---|
| C P S HUMAN RESOURCE SERVICES | TRAINING COSTS PAID TO VENDORS | Yes | 2008 | 2008 | 9/15/2010 | 79,790.00 | \$17,125 |
| BUDGET SIGNS INC | OTHER MATERIALS & SUPPLIES | Yes | 2009 | 2009 | 5/14/2009 | 540.94 | \$541 |
| HEWLETT-PACKARD EXPRESS SUPPORT OPERATIO | DP/WP EQUIPMENT MAINT | Yes | 2009 | 2009 | 4/19/2010 | 10,458.19 | \$35 |
| BUDGET SIGNS INC | PRINTING | Yes | 2009 | 2009 | 4/26/2011 | 2,005.79 | \$898 |
| BUDGET SIGNS INC | PRINTING | Yes | 2009 | 2009 | 4/26/2011 | 1,981.51 | \$378 |
| PERSONNEL DCSNS INTL DBA PDI NINTH HOUSE | TRAINING COSTS PAID TO VENDORS | Yes | 2010 | 2010 | 7/2/2009 | 1,563.66 | \$1,564 |
| GRM INFORMATION MANAGEMENT SERVICES | MISCELLANEOUS FACILITIES RENTAL | Yes | 2010 | 2010 | 7/2/2010 | 3,000.00 | \$357 |
| SHRED WORKS | OTHER CURRENT EXPENSES | Yes | 2010 | 2010 | 9/30/2010 | 4,000.00 | \$2,621 |
| PERSONNEL DCSNS INTL DBA PDI NINTH HOUSE | TRAINING COSTS PAID TO VENDORS | Yes | 2010 | 2010 | 1/21/2010 | 2,175.01 | \$1,432 |
| STAPLES INC & SUBSIDIARIES | OTHER OFFICE SUPPLIES | Yes | 2010 | 2010 | 10/8/2010 | 4,000.00 | \$900 |
| PERSONNEL DCSNS INTL DBA PDI NINTH HOUSE | TRAINING COSTS PAID TO VENDORS | Yes | 2010 | 2010 | 12/28/2009 | 977.22 | \$977 |
| PERSONNEL DCSNS INTL DBA PDI NINTH HOUSE | TRAINING COSTS PAID TO VENDORS | Yes | 2010 | 2010 | 3/10/2010 | 1,936.30 | \$1,936 |
| BAUERS LIMOUSINE SERVICE | VEHICLE RENTAL | Yes | 2010 | 2010 | 9/10/2010 | 4,740.00 | \$1,302 |
| PERSONNEL DCSNS INTL DBA PDI NINTH HOUSE | TRAINING COSTS PAID TO VENDORS | Yes | 2010 | 2010 | 3/30/2010 | 1,873.51 | \$1,874 |
| C K R INTERACTIVE | MISCELLANEOUS FACILITIES RENTAL | Yes | 2010 | 2010 | 7/26/2010 | 2,452.95 | \$2,050 |
| C K R INTERACTIVE | MISCELLANEOUS FACILITIES RENTAL | Yes | 2010 | 2010 | 10/8/2010 | 1,100.00 | \$815 |
| HOLIDAY INN GOLDEN GATEWAY | MISCELLANEOUS FACILITIES RENTAL | Yes | 2010 | 2010 | 12/3/2010 | 24,171.84 | \$3,140 |
| HOLIDAY INN GOLDEN GATEWAY | MISCELLANEOUS FACILITIES RENTAL | Yes | 2010 | 2010 | 9/13/2010 | 33,821.20 | \$846 |
| KANTOLA PRODUCTIONS LLC | AUDIO/VISUAL EQUIPT & SUPPLIES(5K & LBSS | Yes | 2010 | 2010 | 7/2/2010 | 468.22 | \$468 |
| PERSONNEL DCSNS INTL DBA PDI NINTH HOUSE | TRAINING COSTS PAID TO VENDORS | Yes | 2010 | 2010 | 7/2/2010 | 2,241.99 | \$2,242 |
| CITY COLLEGE OF SAN FRANCISCO | TRAINING COSTS PAID TO VENDORS | Yes | 2010 | 2010 | 12/22/2010 | 37,235.00 | \$624 |
| RICOH-REPRODUCTION STORE | REPRODUCTION COPIER STORE PROGRAM | Yes | 2010 | 2010 | 8/25/2010 | 200,000.13 | \$175,000 |
| | | | | | 9/13/2010 | 30,500.00 | \$473 |
| | | | | | | | \$217,618 |
| | | | | | | | \$217,618 |
| | | | | | | | \$0 |

Note: The above encumbrance balances are from budget years prior to FY 2010-11. The Department has indicated that the balances of these encumbrances are no longer needed, therefore the balance can be returned to the General Fund.

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

| HSA - Human Services Agency | | FY 2011-2012 | | | | | | |
|-----------------------------|--|--------------|--------------|--------------|-----------|--|----|----|
| | | FTE | | Amount | | Savings | GF | IT |
| Object Title | From | To | From | To | | | | |
| | | | | | | CAI - County Adult Assistance Program (1G AGF AAA) | | |
| | | | \$995,202 | \$950,202 | \$45,000 | | X | |
| Aid Assistance | The proposed reduction of \$45,000 reflects historical spending and projected expenditures in FY 2011-12. | | | | | | | |
| Aid Payments | | | \$17,935,687 | \$17,685,687 | \$250,000 | X | | |
| | The proposed reduction of \$250,000 reflects historical spending and projected expenditures in FY 2011-12, given the Department's existing capacity. | | | | | | | |
| Aid Payments | | | \$8,350,603 | \$8,270,603 | \$80,000 | X | | |
| | The proposed reduction of \$80,000 reflects historical spending and projected expenditures in FY 2011-12, given the Department's existing capacity. | | | | | | | |

GF = General Fund
T = One Time

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

| HSA - Human Services Agency | | | | | | |
|--|--------------|--------|---------------|----------------------|-----------------|----|
| Object Title | FY 2011-2012 | | | | | |
| | FTE | | Amount | | Savings | GF |
| | From | To | From | To | | |
| CAL - Family and Children's Services (1G AGF AAA) | | | | | | |
| Professional and Specialized Services | | | \$225,000 | \$178,750 | \$46,250 | X |
| The proposed reduction of \$46,250 reflects historical spending and projected expenditures in FY 2011-12. | | | | | | |
| 9993M Attrition | -35.21 | -35.54 | (\$2,675,663) | (\$2,701,305) | \$25,642 | X |
| Mandatory Fringe Benefits | | | (\$1,147,327) | (\$1,166,667) | \$19,340 | X |
| | | | | <i>Total Savings</i> | <i>\$44,982</i> | X |
| Adjust attrition savings to reflect actual hiring plans for vacant positions. | | | | | | |
| CGU - DSS Childcare (1G AGF AAA) | | | | | | |
| Aid Assistance | | | \$12,500,000 | \$12,150,000 | \$350,000 | |
| Reduce to reflect historical spending and projected expenditures. The Budget and Legislative Analysts recommended FY 2011-12 amount of \$12,150,000 for 036 aid assistance is still \$3,262,885, or a 36.7 percent increase from the \$8,887,115 budgeted in FY 2010-11. | | | | | | |

FY 2011-2012

Total Recommended Reductions*

| | One-Time | Ongoing | Total |
|-------------------------|-----------------|------------------|------------------|
| General Fund Impact | \$38,802 | \$390,843 | \$429,645 |
| Non-General Fund Impact | \$0 | \$0 | \$0 |
| Total | \$38,802 | \$390,843 | \$429,645 |

* Adjusted for budget system reconciliation, reduced expenditure and work order recoveries, reduced revenues, or other adjustments

GF = General Fund
IT = One Time

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

HSA - Human Services Agency

| Vendor Name | Subject Title | General Fund Savings | Year of Appropriation | Date of Last Recorded Transaction | Original Amount | System (FAMIS) | Unexpended Balance in Financial and Management Information |
|--|---|----------------------|-----------------------|-----------------------------------|-----------------|---------------------|--|
| CENTRO LATINO DE SAN FRANCISCO INC | COMMUNITY BASED ORGANIZATION SERVICES | Yes | 2010 | 8/24/2010 | 61,271.00 | 650.00 | |
| INSTITUTE ON AGING | COMMUNITY BASED ORGANIZATION SERVICES | No | 2010 | 1/18/2011 | 45,840.00 | 1.72 | |
| ASIAN NEIGHBORHOOD DESIGN | COMMUNITY BASED ORGANIZATION SERVICES | No | 2010 | 9/9/2010 | 39,759.00 | 22,352.00 | |
| GOODWILL INDUST OF S F SAN MATEO & MARIN | COMMUNITY BASED ORGANIZATION SERVICES | No | 2010 | 9/13/2010 | 16,404.00 | 1,836.00 | |
| INTERNATIONAL EFFECTIVENESS CENTERS | COMMUNITY BASED ORGANIZATION SERVICES | Yes | 2010 | 1/31/2011 | 85,000.00 | 111.51 | |
| ACE LEGAL ASSISTANCE | INTERPRETERS | Yes | 2010 | 8/26/2010 | 18,000.00 | 3,422.77 | |
| SENECA CENTER | SOCIAL SERVICES CONTRACTS | No | 2010 | 9/15/2010 | 100,000.00 | 2,842.80 | |
| BROADVIEW SECURITY INC | COMMUNITY BASED ORGANIZATION SERVICES | Yes | 2010 | 1/11/2011 | 4,800.00 | 404.93 | |
| STAPLES INC & SUBSIDIARIES | OTHER OFFICE SUPPLIES | Yes | 2010 | 4/13/2011 | 5,000.00 | 1,748.00 | |
| SAN FRANCISCO STATE UNIVERSITY | COMMUNITY BASED ORGANIZATION SERVICES | Yes | 2010 | 8/6/2010 | 232,108.93 | 31,533.06 | |
| SAN FRANCISCO STATE UNIVERSITY | COMMUNITY BASED ORGANIZATION SERVICES | Yes | 2010 | 10/12/2010 | 63,792.43 | 40,586.78 | |
| SAN FRANCISCO STATE UNIVERSITY | COMMUNITY BASED ORGANIZATION SERVICES | Yes | 2010 | 10/12/2010 | 40,000.00 | 23,838.05 | |
| RICOH-REPRODUCTION STORE | REPRODUCTION COPIER STORE PROGRAM | Yes | 2010 | 7/13/2010 | 2,600.00 | 67.04 | |
| RICOH-REPRODUCTION STORE | REPRODUCTION COPIER STORE PROGRAM | Yes | 2010 | 3/29/2010 | 3,400.00 | 1,079.94 | |
| RICOH-REPRODUCTION STORE | REPRODUCTION COPIER STORE PROGRAM | Yes | 2010 | 7/13/2010 | 2,000.00 | 68.11 | |
| RICOH-REPRODUCTION STORE | REPRODUCTION COPIER STORE PROGRAM | Yes | 2010 | 3/23/2011 | 2,000.00 | 313.49 | |
| RICOH-REPRODUCTION STORE | REPRODUCTION COPIER STORE PROGRAM | Yes | 2010 | 3/23/2011 | 2,200.00 | 103.55 | |
| RICOH-REPRODUCTION STORE | REPRODUCTION COPIER STORE PROGRAM | Yes | 2010 | 4/27/2011 | 30,000.00 | 15,628.00 | |
| | <i>Subtotal Amount of Savings</i> | | | | | <i>\$146,587.75</i> | |
| | <i>Less Negative Balances</i> | | | | | <i>(12,532.41)</i> | |
| | Total Amount of Savings | | | | | \$134,055.34 | |
| | Total Amount to Return to General Fund Balance | | | | | \$52,384.65 | |

Note: The above encumbrance balances are from budget years prior to FY 2010-11. The Department has indicated that the balances of these encumbrances are no longer needed, therefore the balance can be returned to the General Fund.

**RECOMMENDATIONS OF THE BUDGET AND LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

HSS - Health Service System

| Object Title | FY 2011-2012 | | | | Savings | GF | IT |
|---|--------------|----|-----------------------|-------------|----------|----|----|
| | FTE | | Amount | | | | |
| | From | To | From | To | | | |
| HSS - Administration (IGAGFAAA) | | | | | | | |
| Step Adjustments, Miscellaneous | | | \$5,912 | (\$20,000) | \$25,912 | X | |
| Mandatory Fringe Benefits | | | \$1,550 | (\$7,000) | \$8,550 | X | |
| | | | <i>Total Savings*</i> | | \$34,462 | | |
| Reduce step adjustments to reflect budgeting at the highest step. This reflects the turnover and/or downward substitution of three positions from the previous year | | | | | | | |
| Copy Machine | | | \$6,000 | \$5,000 | \$1,000 | X | |
| Reduce to reflect department's lease cost. | | | | | | | |
| Professional and Specialized Services | | | | | | | |
| | | | \$1,090,395 | \$1,073,395 | \$17,000 | X | |
| Reduce to reflect historical and projected spending. This would still allow an increase of \$216,000 to prior year's total professional service budget. | | | | | | | |

FY 2011-2012

Total Recommended Reductions*

| | One-Time | Ongoing | Total |
|-------------------------|------------|------------|------------|
| General Fund Impact | \$0 | \$51,889 | \$51,889 |
| General Fund Adjustment | | (\$51,889) | (\$51,889) |
| Non-General Fund Impact | \$0 | \$0 | \$0 |
| Total | \$0 | \$0 | \$0 |

* Adjusted for budget system reconciliation, reduced expenditure and work order recoveries, reduced revenues, or other adjustments

GF = General Fund
IT = One Time

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

JUV - Juvenile Probation

| Object Title | FY 2011-2012 | | | | Savings | GF | IT |
|--|--------------|--------|-------------|-----------|-----------|----|----|
| | FTE From | FTE To | Amount From | Amount To | | | |
| Juvenile Hall (1G AGF AAA) | | | | | | | |
| Overtime | | | \$917,952 | \$817,952 | \$100,000 | | x |
| Mandatory Fringe Benefits | | | \$72,977 | \$65,028 | \$7,949 | | x |
| Juvenile Probation has a projected salary surplus of approximately \$400,000 in FY 2010-11 due to delays in hiring permanent positions and a surplus in Overtime. A reduction of \$100,000 in Overtime will still allow sufficient funds to meet the Department's projected Overtime requirements in FY 2011-12. | | | | | | | |

FY 2011-2012

Total Recommended Reductions*

| | One-Time | Ongoing | Total |
|-------------------------|------------|------------------|------------------|
| General Fund Impact | \$0 | \$107,950 | \$107,950 |
| Non-General Fund Impact | \$0 | \$0 | \$0 |
| Total | \$0 | \$107,950 | \$107,950 |

* Adjusted for budget system reconciliation, reduced expenditure and work order recoveries, reduced revenues, or other adjustments

GF = General Fund
IT = One Time

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

LIB - Public Library

| Object Title | FY 2011-2012 | | | | | |
|---|--------------|--------|----------------------|------------------|-----------|----|
| | FTE | | Amount | | Savings | GF |
| | From | To | From | To | | |
| EEG - Branch Program (2SLIBNPR) | | | | | | |
| 9993M Attrition Savings | -21.17 | -21.67 | (\$1,231,756) | (\$1,266,999) | \$35,243 | X |
| Mandatory Fringe Benefits | | | \$1,378,392 | \$1,362,364 | \$16,028 | X |
| | | | <i>Total Savings</i> | <i>\$51,271</i> | | |
| <p>Increase attrition savings for two part-time positions that have been vacant since June 2000. The savings assumes vacancy for six months.</p> | | | | | | |
| EGH - Facilities (2SLIBNPR) | | | | | | |
| Step Adjustments, Miscellaneous | | | \$103,414 | \$0 | \$103,414 | |
| | | | <i>Total Savings</i> | <i>\$103,414</i> | | |
| <p>Delete step adjustment that was established in a prior year but is not needed in FY 2011-12</p> | | | | | | |
| 9993M Attrition Savings | -5.85 | -6.10 | (\$328,616) | (\$341,766) | \$13,150 | X |
| Mandatory Fringe Benefits | | | \$364,487 | \$357,737 | \$6,750 | X |
| | | | <i>Total Savings</i> | <i>\$19,899</i> | | |
| <p>Increase attrition savings for one part-time position that has been vacant since January 2008. The savings assumes vacancy for six months.</p> | | | | | | |

GF = General Fund
IT = One Time

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

| Object Title | | FY 2011-2012 | | | | | | |
|--|------|--------------|-----------|----------------------|----------|---------|----|----|
| | | FTE | | Amount | | Savings | GF | IT |
| From | To | From | To | | | | | |
| EGG - Information Technology (2SLB NPR) | | | | | | | | |
| 3616 Library Technical Assistant I | 6.50 | 5.50 | \$418,819 | \$358,187 | \$60,632 | | | |
| Mandatory Fring Benefits | | | \$190,257 | \$160,987 | \$29,270 | | | |
| | | | | <i>Total Savings</i> | \$89,902 | | | |
| Delete position that has been vacant since April 2009. | | | | | | | | |

FY 2011-2012

| Total Recommended Reductions* | | | |
|-------------------------------|-----------------|------------------|------------------|
| | One-Time | Ongoing | Total |
| General Fund Impact | \$0 | \$0 | \$0 |
| Non-General Fund Impact | \$71,203 | \$197,399 | \$268,602 |
| Total | \$71,203 | \$197,399 | \$268,602 |

* Adjusted for budget system reconciliation, reduced expenditure and work order recoveries, reduced revenues, or other adjustments

GF = General Fund
= One Time

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

MYR - Mayor

| Object Title FEA - City Administration (IG AGF WOF) | FY 2011-2012 | | | | | |
|--|--------------|----|----------------------|-------------|-----------------|----|
| | FTE | | Amount | | Savings | GF |
| | From | To | From | To | | |
| Salaries - Misc. | | | \$666,793 | \$626,793 | \$40,000 | |
| Mandatory Fringe Benefits | | | 274,483 | 258,017 | 16,466 | |
| Expenditure Recoveries - | | | | | | |
| Jnallocated | | | (\$366,773) | (\$310,307) | (\$56,466) | |
| | | | Total Savings | | \$56,466 | |
| Savings in workorder funds due to projected vacancies and anticipated hiring of new staff after election of a new Mayor. | | | | | | |

FY 2011-2012

| | Total Recommended Reductions | | |
|-----------------------------|------------------------------|------------|------------|
| | One-Time | Ongoing | Total |
| General Fund Impact | \$0 | \$0 | \$0 |
| Non-General Fund Impact | \$0 | \$56,466 | \$56,466 |
| Non-General Fund Adjustment | \$0 | (\$56,466) | (\$56,466) |
| Total | \$0 | \$0 | \$0 |

* Adjusted for budget system reconciliation, reduced expenditure and work order recoveries, reduced revenues, or other adjustments

GF = General Fund
IT = One Time

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-122**

MYR - Mayor

| Vendor Name | Subject Title | General Fund Savings | Year of Appropriation | Date of Last Recorded Transaction | Original Amount | Unexpended Balance in Financial and Management Information System (FAMIS) |
|--|----------------------------|----------------------|-----------------------|-----------------------------------|-----------------|---|
| XEROX CORPORATION | COPY MACHINE | Yes | 2003 | 3/28/2003 | \$696.00 | \$360.00 |
| REGENCY | OTHER CURRENT EXPENSES | Yes | 2003 | 6/25/2003 | 4,000.00 | 1,410.39 |
| OFFICE DEPOT | OTHER MATERIALS & SUPPLIES | Yes | 2007 | 10/4/2006 | 1,419.18 | 0.18 |
| PUBLIC UTILITIES COMMISSION | EF-PUC-WATER | Yes | 2010 | 8/12/2010 | 5,000.00 | 1.00 |
| DEPARTMENT OF TECHNOLOGY | TIS-SFGTV SERVICES (AAO) | Yes | 2010 | 8/12/2010 | 10,000.00 | 2,371.25 |
| PATRICK & CO | OTHER OFFICE SUPPLIES | Yes | 2010 | 9/16/2010 | 280.00 | 34.86 |
| PATRICK & CO | OTHER OFFICE SUPPLIES | Yes | 2010 | 9/16/2010 | 520.00 | 8.37 |
| GRAM INFORMATION MANAGEMENT SERVICES | OTHER CURRENT EXPENSES | Yes | 2010 | 9/9/2010 | 300.00 | 424.16 |
| Total Amount to be Returned to the General Fund | | | | | | \$4,610.21 |

The above unexpended encumbrance balances are from budget years prior to FY 2010-11.

0

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

PDR - Public Defender

| Object Title | FY 2011-2012 | | | | | |
|--|--|----|-----------|-----------|----------|----|
| | FTE | | Amount | | Savings | GF |
| | From | To | From | To | | |
| AIB - Criminal and Special Defense (GGAFAAA) | | | | | | |
| Temporary -Miscellaneous | | | \$426,291 | \$414,539 | \$11,752 | x |
| | Reduce Step Level from 16 to 14 for the temporary Attorney that will be hired to handle a large number of alleged police misconduct cases. | | | | | |
| Professional & Specialized Services | | | \$25,000 | \$0 | \$25,000 | x |
| | End contract with Mr. Goldrosen because the <i>People v. Bottom</i> case settled in May 2010. | | | | | |

FY 2011-2012

Total Recommended Reductions*

| | One-Time | Ongoing | Total |
|-------------------------|------------|-----------------|-----------------|
| General Fund Impact | \$0 | \$37,686 | \$37,686 |
| Non-General Fund Impact | \$0 | \$0 | \$0 |
| Total | \$0 | \$37,686 | \$37,686 |

* Adjusted for budget system reconciliation, reduced expenditure and work order recoveries, reduced revenues, or other adjustments

GF = General Fund
IT = One Time

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

PDR - Public Defender

| Vendor Name | Subobject Title | General Fund Savings | Year of Appropriation | Date of Last Recorded Transaction | Original Amount | Unexpended Balance in Financial and Management Information System (FAMIS) |
|------------------------------|-----------------------------|----------------------|-----------------------|-----------------------------------|-----------------|---|
| LAW OFFICE OF MARK GOLDROSEN | OTHER PROFESSIONAL SERVICES | Yes | 2010 | 2/19/2010 | 150,000 | 142,478 |

Total Amount Return to Fund Balance \$142,478
 General Fund \$142,478
 Non-General Fund \$0

Note: The above encumbrance balances are from budget years prior to FY 2010-11. The Department has indicated that the balances of these encumbrances are no longer needed, therefore the balance can be returned to the General Fund.

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

POL - Police Department

| Object Title | FY 2011-2012 | | | | | |
|---|--|--------|---------------|---------------|-----------|-------|
| | FTE | | Amount | | Savings | GF IT |
| | From | To | From | To | | |
| ACX - Patrol (1G AGF AAA) | | | | | | |
| 8274 C Police Cadet | 14.0 | 14.0 | \$504,417 | \$0 | \$504,417 | x |
| Mandatory Fringe Benefits | | | \$232,032 | \$0 | \$232,032 | x |
| <i>Total Savings</i> | | | | | \$736,449 | |
| | Defund fourteen vacant 8274 Police Cadet positions, which are not essential to the Department's functions and have not been used in the past two years. | | | | | |
| 1054C IS Business Analyst- Principal | 1.0 | 1.0 | \$115,768 | \$0 | \$115,768 | x |
| Mandatory Fringe Benefits | | | \$42,585 | \$0 | \$42,585 | x |
| <i>Total Savings</i> | | | | | \$158,353 | |
| | Defund one vacant 1054C IS Business Analyst-Principal while keeping the position for future use. The Department has created five new civilian IT positions in FY 2011-12 through substitution of uniform positions, but has not yet completed the full IT organization plan that identifies the use of these positions. | | | | | |
| 9993M Attrition Savings | -76.72 | -78.51 | (\$8,553,303) | (\$8,753,303) | \$200,000 | x |
| Mandatory Fringe Benefits | | | (\$2,737,057) | (\$2,801,057) | \$64,000 | x |
| <i>Total Savings</i> | | | | | \$264,000 | |
| | The Police Department has decreased General Fund Attrition Savings by \$23,968,775 from -\$37,516,923 in FY 2010-11 to -\$13,548,148 in FY 2011-12. This was partially offset by salary reductions of \$22,936,361 due to the deletion of Police Officer and Inspector positions. An increase in Attrition Savings of \$200,000 will allow the Department to meet its minimum staffing requirements in FY 2011-12. | | | | | |
| ACM - Operations and Administration (1G AGF AAA) | | | | | | |
| Substance | | | \$100,000 | \$0 | \$100,000 | x |
| | Based on historical spending, this category is outdated with no expenditures in FY 2010-11. SFPD had no need for those specific funds and thus they should be reduced to zero. | | | | | |

GF = General Fund

IT = One Time

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

POL - Police Department

| Object Title | FY 2011-2012 | | | | Savings | GF | IT |
|-------------------------------------|---|--------|----------------------|-------------|-----------|----|----|
| | FTE | Amount | | | | | |
| | From | To | From | To | | | |
| Professional Services | | | \$1,185,795 | \$1,159,140 | \$26,655 | x | x |
| | Reduce to reflect unexpended prior years' encumbrances for the two following contracts with new appropriations in FY 2011-12: | | | | | | |
| | 1. Level II - FY 2009-10 unexpended balance of \$24,525 | | | | | | |
| | 2. Ray Sagaria Horshoeing - FY 2009-10 unexpended balance of \$2,130. | | | | | | |
| Other Materials and Supplies | | | \$1,886,424 | \$1,786,424 | \$100,000 | x | |
| | Reduce to reflect historical expenditures. | | | | | | |
| AAP - Patrol (IGAGF AAP) | | | | | | | |
| Overtime (Project) | 0.0 | 0.0 | \$189,501 | \$69,501 | \$120,000 | x | |
| Mandatory Fringe Benefits | | | \$3,317 | \$1,217 | \$2,100 | x | |
| | | | <i>Total Savings</i> | | \$122,100 | | |
| | Reduce to reflect historical expenditures. | | | | | | |

FY 2011-2012

Total Recommended Reductions

| | One-Time | Ongoing | Total |
|-------------------------|-----------------|--------------------|--------------------|
| General Fund Impact | \$26,655 | \$1,480,901 | \$1,507,556 |
| Non-General Fund Impact | | | \$0 |
| Total | \$26,655 | \$1,480,901 | \$1,507,556 |

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS
2011-2012 and 2012-2013**

PRT - Port

| Object Title | FY 2011-2012 | | | | FY 2012-2013 | | | | | | |
|--|--------------|--------|-------------|-------------|--------------|--------|-------------|-------------|-----------|----|----|
| | FTE From | FTE To | Amount From | Amount To | FTE From | FTE To | Amount From | Amount To | Savings | GF | IT |
| BKZ - Real Estate & Management | | | | | | | | | | | |
| Rents & Leases- Bldgs & Structures | | | \$2,995,000 | \$2,845,000 | | | \$3,017,000 | \$2,867,000 | \$150,000 | | |
| Reduce rents by \$150,000 to reflect actual rent and lease rates. | | | | | | | | | | | |
| BKO - Administration | | | | | | | | | | | |
| Materials and Supplies | | | \$151,295 | \$101,295 | | | \$133,313 | \$108,313 | \$25,000 | | x |
| Reduce to reflect reductions in Information Technology (IT) materials and supplies which are proposed for increase. | | | | | | | | | | | |
| Professional & Specialized Services | | | \$10,000 | \$0 | | | | | \$10,000 | | x |
| Eliminate \$10,000 for consultant services to update Nexus studies and provide economic feasibility analysis to evaluate effectiveness of new projects which will not occur in FY 2011-2012. | | | | | | | | | | | |
| Reduce to reflect reductions in IT materials and supplies budget. | | | | | | | | | | | |

Ongoing rent reduction.

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS
2011-2012 and 2012-2013**

PRT - Port

| Object Title | FY 2011-2012 | | | | FY 2012-2013 | | | | | | |
|---|--------------|--------|-------------|-----------|--------------|--------|-------------|-----------|----------|----|----|
| | FTE From | FTE To | Amount From | Amount To | FTE From | FTE To | Amount From | Amount To | Savings | GF | IT |
| BKY - Maintenance | | | | | | | | | | | |
| Premium Pay - Miscellaneous | | | | | | | \$163,274 | \$125,774 | \$37,500 | | |
| <p>Employees covered by the Memoranda of Understanding (MOUs) between the City and the labor unions for the Consolidated Crafts, Electrical Workers, Plumbers and Steamfitters, Laborers, and other employee unions receive lead worker premium pay if (1) the employee is assigned to be lead in a crew of at least two employees of the same classification, or (2) plans, designs, sketches, lays out details, estimates, or orders materials. In the Budget and Legislative Analyst's pending performance audit of City Departments' Management of Lead Worker Premium Pay and Standby Pay, the Budget and Legislative Analyst found that City departments lack effective management oversight of lead worker assignments. Many lead worker assignments are rotated among all or most of the employees in a classification without adequate distinction between the lead worker and other employees within the classification. Also, City departments may pay lead worker premiums to employees who supervise no other employees but are considered to "plan, design, sketch, lay out, detail, estimate, or order materials".</p> <p>The Budget and Legislative Analyst recommends that the Department of Human Resources meet and confer with the respective labor unions prior to the expiration of the subject MOUs on June 30, 2012 to (1) define the responsibilities and span of control of a lead worker assignment and qualifications of lead workers, and (2) negotiate revised MOU provisions. In FY 2010-11, the Port's projected expenditures for lead worker premium pay is \$75,000. Assuming comparable expenditures in future fiscal years, a 50 percent reduction in lead worker premium pay would result in an estimated savings of \$37,500 from \$75,000 in FY 2011-12 to \$37,500 in FY 2012-13.</p> | | | | | | | | | | | |
| Mandatory Fringe Benefits | | | \$12,981 | \$10,000 | | | \$2,981 | | | | |
| <p>Corresponds to recommended reduction in Lead Worker Premium Pay.</p> | | | | | | | | | | | |

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS
2011-2012 and 2012-2013**

PRT - Port

| Object Title | FY 2011-2012 | | | | FY 2012-2013 | | | | |
|---|--------------|--------|-------------|-----------|--------------|--------|-------------|-----------|----|
| | FTE From | FTE To | Amount From | Amount To | FTE From | FTE To | Amount From | Amount To | |
| | | | Savings | GF | IT | | Savings | GF | IT |
| Equipment Purchase | | | \$594,999 | \$414,999 | \$180,000 | | x | | |
| <p>The Department budgeted to purchase 8 medium replacement F250/350 Trucks for the Maintenance Division at a cost of \$45,000 per truck or a total of \$360,000. However, the Department did not purchase the 4 Trucks budgeted in the current fiscal year, such that those funds will be carried forward for purchase in FY 2011-2012. Therefore, the proposed above reduction would enable the Maintenance Division to purchase 4 medium F250/350 Trucks at a cost of \$45,000 per vehicle for the Maintenance Division in FY 2011-2012.</p> | | | | | | | | | |
| Equipment Purchase | | | \$414,999 | \$374,999 | \$40,000 | | x | | |
| <p>The Department budgeted to purchase 8 medium replacement F250/350 Trucks at a cost of \$45,000 per truck or a total of \$360,000. The previous recommendation reduced this purchase from 8 Trucks to 4 Trucks at a cost of \$45,000 per truck, or a total savings of \$180,000. However, the actual cost for each truck based on vendor quotes is \$35,000 or \$10,000 less per vehicle than is budgeted. Therefore, the proposed recommendation would reduce each of the 4 recommended Trucks by \$10,000 each, or a further reduction of \$40,000.</p> | | | | | | | | | |
| Facilities Maintenance and Capital Projects | | | | | | | | | |
| <p>The Department budgeted to purchase 9 medium replacement F250/350 Trucks at a cost of \$45,000 per truck or a total of \$405,000. The previous recommendation reduced this purchase from 9 Trucks to 5 Trucks at a cost of \$45,000 per truck or a total savings of \$180,000. However, the actual cost for each truck based on vendor quotes is \$35,000 or \$10,000 less per vehicle than is budgeted. Therefore, the proposed recommendation would reduce each of the 5 recommended Trucks by \$10,000 each, or a further reduction of \$50,000.</p> | | | | | | | | | |
| Facilities Maintenance and Capital Projects | | | \$50,000 | \$0 | \$50,000 | | x | | |
| <p>The Department has requested \$50,000 in FY 2011-2012 and an additional \$250,000 in FY 2012-2013 to upgrade the Port's Oracle software for internal finances and other future functions. This recommendation will delete the \$50,000 in FY 2011-2012 but maintain the budgeted \$250,000 in FY 2012-2013 in order to delay the implementation of this project, given all of the other computer-related enhancements budgeted in FY 2011-2012.</p> | | | | | | | | | |
| <p>Reduce the proposed Disaster Recovery Project by \$50,000 from \$150,000 to \$100,000 as the detailed explanation identifies a specific need for \$100,000.</p> | | | | | | | | | |

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS
2011-2012 and 2012-2013**

PRT - Port

| Object Title | FY 2011-2012 | | | | FY 2012-2013 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|--|------------------|------------------|------------------|-----------|------------------|------------------|------------------|-----------|----------|----|----|--|----------|---------|-------|--|----------|---------|-------|---------------------|-----|-----|-----|--|-----|-----|-----|-------------------------|-----------|-----------|-----------|--|-----------|-----------|-----------|--------------|------------------|------------------|------------------|--|------------------|------------------|------------------|
| | FTE From | FTE To | Amount From | Amount To | FTE From | FTE To | Amount From | Amount To | Savings | GF | IT | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Facilities Maintenance and Capital Projects | | | \$475,000 | \$450,000 | | | \$475,000 | \$450,000 | \$25,000 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| The Department, based on revised estimates, only requires \$450,000 for Architectural and Engineering Consulting Services Project (GPO511). | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Facilities Maintenance and Capital Projects | | | \$205,000 | \$190,000 | | | \$205,000 | \$190,000 | \$15,000 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| The Department, based on revised estimates, only requires \$190,000 for the Storm Water Pollution Control Project (GPO228). | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Facilities Maintenance and Capital Projects | | | \$100,000 | \$90,000 | | | \$100,000 | \$90,000 | \$10,000 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| The Department, based on revised estimates, only requires \$90,000 for Sanitary Sewer Management Plan Project (GPO565). | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th>One-Time</th> <th>Ongoing</th> <th>Total</th> <th></th> <th>One-Time</th> <th>Ongoing</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>General Fund Impact</td> <td>\$0</td> <td>\$0</td> <td>\$0</td> <td></td> <td>\$0</td> <td>\$0</td> <td>\$0</td> </tr> <tr> <td>Non-General Fund Impact</td> <td>\$330,000</td> <td>\$200,000</td> <td>\$530,000</td> <td></td> <td>\$305,000</td> <td>\$240,482</td> <td>\$545,482</td> </tr> <tr> <td>Total</td> <td>\$330,000</td> <td>\$200,000</td> <td>\$530,000</td> <td></td> <td>\$305,000</td> <td>\$240,482</td> <td>\$545,482</td> </tr> </tbody> </table> | | | | | | | | | | | | | One-Time | Ongoing | Total | | One-Time | Ongoing | Total | General Fund Impact | \$0 | \$0 | \$0 | | \$0 | \$0 | \$0 | Non-General Fund Impact | \$330,000 | \$200,000 | \$530,000 | | \$305,000 | \$240,482 | \$545,482 | Total | \$330,000 | \$200,000 | \$530,000 | | \$305,000 | \$240,482 | \$545,482 |
| | One-Time | Ongoing | Total | | One-Time | Ongoing | Total | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| General Fund Impact | \$0 | \$0 | \$0 | | \$0 | \$0 | \$0 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Non-General Fund Impact | \$330,000 | \$200,000 | \$530,000 | | \$305,000 | \$240,482 | \$545,482 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Total | \$330,000 | \$200,000 | \$530,000 | | \$305,000 | \$240,482 | \$545,482 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS
2011-2012 and 2012-2013**

PUC - Public Utilities Commission

| Object Title | FY 2011-2012 | | | | FY 2012-2013 | | | | | | |
|--|--------------|--------|----------------|-------------|--------------|----|----------------|----|---------|----|----|
| | FTEs From | To | Amount From | To | FTEs From | To | Amount From | To | Savings | GF | IT |
| BCS - Administration (SW-PUC-OPP) | | | | | | | | | | | |
| 9993M - Attrition Savings - Misc | (5.11) | (7.28) | (\$589,039) | (\$839,039) | \$250,000 | | | | | | |
| The Controller projects that the PUC Bureaus will have a salary surplus of between \$1.9 and \$2.2 million at the end of FY 2010-2011. The PUC Bureaus have also under expended permanent salaries by more than \$1 million in each of the previous two years. An increase in Attrition Savings of \$250,000 will allow for sufficient staffing in FY 2011-2012. | | | | | | | | | | | |
| Mandatory Fringe Benefits | | | (\$217,133) | (\$309,289) | \$92,156 | | | | | | |
| Corresponds to reduction in Attrition Savings, above. | | | | | | | | | | | |
| BCV - Strategic Planning/Compliance (SW-PUC-OPP) | | | | | | | | | | | |
| Professional & Specialized Services | | | \$265,000 | \$200,000 | \$65,000 | | | | | | X |
| The Department has requested \$265,000 for a contractor to assist the PUC in developing an evaluation, monitoring, and reporting framework for the newly created Community Benefits Program, described in the narrative to this report. In addition professional services expenditures will be incurred to bring on additional support to assist external affairs in programming PUC operated community centers in San Francisco, Alameda, and in the San Joaquin Valley and Tuolumne County. The Department will not be staffing the Program until the Second Quarter of FY 2011-12 and has not identified a contractor. A one-time reduction of \$65,000 will allow for sufficient contracting services in FY 2011-12. | | | | | | | | | | | |

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS
2011-2012 and 2012-2013**

PUC - Public Utilities Commission

| Object Title | FY 2011-2012 | | | | FY 2012-2013 | | | | |
|--|--------------|----|----------------|-------------|--------------|----|----------------|----|----|
| | FTEs From | To | Amount From | To | FTE From | To | Amount From | To | |
| | | | Savings | GF | IT | | Savings | GF | IT |
| BDA - Wastewater Administration (SC-AAA-AAA) | | | | | | | | | |
| Other Safety Expenses | | | \$279,489 | \$100,000 | | | \$179,489 | | |
| Wastewater Administration has only expended or encumbered \$35,470 of its FY 2010-11 Other Safety Expenses budget of \$279,489, and has expended less than \$90,000 in this expense in each of the previous two fiscal years, despite a consistent funding level of \$279,489. A reduction of \$179,489 will allow for sufficient Other Safety Expenses funding in FY 2011-12. | | | | | | | | | |
| Ongoing reduction. | | | | | | | | | |
| BDA - Hetch Hetchy Administration (ST-AAA-AAA) | | | | | | | | | |
| Air Travel | | | \$17,700 | \$13,200 | | | \$4,500 | | |
| Reduce to reflect projected expenditures in FY 2010-11. | | | | | | | | | |
| Ongoing reduction. | | | | | | | | | |
| Non Air Travel | | | \$26,922 | \$21,422 | | | \$5,500 | | |
| Reduce to reflect projected expenditures in FY 2010-11. | | | | | | | | | |
| Ongoing reduction. | | | | | | | | | |
| BDC - Wastewater Treatment (SC-AAA-AAA) | | | | | | | | | |
| Premium Pay | | | \$1,112,078 | \$1,012,078 | | | \$100,000 | | x |
| The Department is underexpending Premium Pay due to numerous vacancies in FY 2010-11. A one-time reduction of \$100,000 will allow for sufficient funding for Premium Pay in FY 2011-12. | | | | | | | | | |
| Mandatory Fringe Benefits | | | \$88,410 | \$80,460 | | | \$7,950 | | x |
| Corresponds to reduction in Premium Pay. | | | | | | | | | |

GF = General Fund
IT = One-time Reductions

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS
2011-2012 and 2012-2013**

PUC - Public Utilities Commission

| Object Title | FY 2011-2012 | | FY 2012-2013 | | Savings | GF | IT |
|--|--------------|-----------|--------------|-------------|----------|----|----|
| | FTEs From | To | Amount From | To | | | |
| Premium Pay | | | \$1,112,078 | \$1,093,328 | \$18,750 | | |
| <p>Employees covered by the Memoranda of Understanding (MOUs) between the City and the labor unions for the Consolidated Crafts, Electrical Workers, Plumbers and Steamfitters, Laborers, and other employee unions receive lead worker premium pay if (1) the employee is assigned to be lead in a crew of at least two employees of the same classification, or (2) plans, designs, sketches, lays out, details, estimates, or orders materials. In the Budget and Legislative Analyst's pending performance audit of City Departments' Management of Lead Worker Premium Pay and Standby Pay, the Budget and Legislative Analyst found that City departments lack effective management oversight of lead worker assignments. Many lead worker assignments are rotated among all or most of the employees in a classification without adequate distinction between the lead worker and other employees within the classification. Also, City departments may pay lead worker premiums to employees who supervise no other employees but are considered to "plan, design, sketch, lay out, detail, estimate, or order materials."</p> <p>The Budget and Legislative Analyst recommends that the Department of Human Resources meet and confer with the respective labor unions prior to the expiration of the subject MOUs on June 30, 2012 to (1) define the responsibilities and span of control of a lead worker assignment and qualifications of lead workers, and (2) negotiate revised MOU provisions. A reduction in lead worker premium pay would result in an estimated savings of \$18,750, or 50 percent, from \$37,500 in FY 2011-12 to \$18,750 in FY 2012-13.</p> | | | | | | | |
| Mandatory Fringe Benefits | | \$0 | \$88,410 | \$86,920 | \$1,490 | | |
| Corresponds to recommended decrease in Premium Pay | | | | | | | |
| Overtime - Misc | | \$281,755 | \$181,755 | \$100,000 | | | |
| <p>According to the Department, numerous vacancies drove up Overtime payments in FY 2010-11 in the Wastewater Enterprise Operations and Treatment Division. The Department reports that these vacancies are being filled in late FY 2010-11 and early 2011-12. A reduction of \$100,000 would allow for a sufficient level of Overtime funding in FY 2011-2012.</p> <p>Ongoing reduction.</p> | | | | | | | |

GF = General Fund
IT = One-time Reductions

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS
2011-2012 and 2012-2013**

PUC - Public Utilities Commission

| Object Title | FY 2011-2012 | | | | | FY 2012-2013 | | | | |
|---|--------------|---------|-------------|-----------|----------|--------------|--------|-------------|-----------|----------|
| | FTEs From | FTEs To | Amount From | Amount To | Savings | FTE From | FTE To | Amount From | Amount To | Savings |
| Mandatory Fringe Benefits | | | \$22,399 | \$14,449 | \$7,950 | | | \$22,399 | \$14,449 | \$7,950 |
| Corresponds to reduction in Overtime | | | | | | | | | | |
| Overtime - Misc | | | \$216,988 | \$124,143 | \$92,845 | | | \$216,988 | \$124,143 | \$92,845 |
| According to the Department, numerous vacancies drove up Overtime payments in FY 2010-11 in the Wastewater Enterprise Operations Division. The Department reports that these vacancies are being filled in late FY 2010-2011 and early 2011-12. A reduction of \$92,845 would allow for a sufficient level of Overtime funding in FY 2011-12. | | | | | | | | | | |
| Mandatory Fringe Benefits | | | \$17,250 | \$9,869 | \$7,381 | | | \$17,250 | \$9,869 | \$7,381 |
| Corresponds to reduction in Overtime. | | | | | | | | | | |
| Automotive and Other Vehicles - #WP1211R | | | \$312,027 | \$279,177 | \$32,850 | | | | | |
| The Department is requesting six electric carts to replace four electric carts that are old and difficult to maintain. Reducing the number of replacement carts from six to four will allow for sufficient equipment continuity, resulting in a savings of \$32,850. | | | | | | | | | | |
| Other Equipment | | | | | | | | \$414,551 | \$381,701 | \$32,850 |
| Reduce FY 2012-2013 funding for Other Equipment to reflect recommended equipment expenditure level for FY 2011-2012. | | | | | | | | | | |

GF = General Fund
1* = One-time Reductions

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS
2011-2012 and 2012-2013**

PUC - Public Utilities Commission

| Object Title | FY 2011-2012 | | | | FY 2012-2013 | | | | | | |
|--|--------------|------|--------------|--------------|--------------|----|--------|--------------|--------------|-----------|--|
| | FTEs | | Amount | | FTEs | | Amount | | | | |
| | From | To | From | To | From | To | From | To | | | |
| | | | | | | | | | | | |
| | | | | Savings | GF | IT | | Savings | GF | IT | |
| BDG - Power Purchasing/Scheduling (ST-AAA-AAA) | | | | | | | | | | | |
| Power for Resale | | | \$11,906,986 | \$11,656,986 | \$250,000 | | | \$11,906,986 | \$11,656,986 | \$250,000 | |
| Reduce to reflect projected underspending in FY 2010-11 for Power for Resale. A reduction of \$250,000 will allow for sufficient Power for Resale funding for FY 2011-12. | | | | | | | | | | | |
| Ongoing reduction. | | | | | | | | | | | |
| BDD - Power Infrastructure Development (ST-AAA-AAA) | | | | | | | | | | | |
| Maintenance Services - Buildings & Structures | | | \$19,108 | \$9,108 | \$10,000 | | | \$19,108 | \$9,108 | \$10,000 | |
| Reduce to reflect projected underspending in FY 2010-11 for Maintenance Services - Buildings & Structures. A reduction of \$10,000 will allow for sufficient Maintenance Services - Buildings & Structures, LHP Administration funding for FY 2011-12. | | | | | | | | | | | |
| Ongoing reduction. | | | | | | | | | | | |
| Maintenance Services - Buildings & Structures | | | \$35,000 | \$15,000 | \$20,000 | | | \$35,000 | \$15,000 | \$20,000 | |
| Reduce to reflect projected underspending in FY 2010-11 for Maintenance Services - Buildings & Structures. A reduction of \$20,000 will allow for sufficient Maintenance Services - Buildings & Structures, Long Range Planning for FY 2011-12. | | | | | | | | | | | |
| Ongoing reduction. | | | | | | | | | | | |
| BDDK - Water Transmission/Distribution (SW-AAA-AAA) | | | | | | | | | | | |
| 7388 Utility Plumber | 40.0 | 37.0 | \$3,604,604 | \$3,334,259 | \$270,345 | | | \$3,778,321 | \$3,494,947 | \$283,374 | |
| Mandatory Fringe Benefits | | | \$1,519,217 | \$1,405,276 | \$113,941 | | | \$1,710,094 | \$1,581,837 | \$128,257 | |
| Corresponds to reduction in positions. | | | | | | | | | | | |
| Ongoing reduction. | | | | | | | | | | | |

GF = General Fund
IT = One-time Reductions

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS
2011-2012 and 2012-2013**

PUC - Public Utilities Commission

| Object Title | FY 2011-2012 | | | | FY 2012-2013 | | | | |
|---|--------------|-----|---------------|---------------|--------------|----|---------------|---------------|-----------|
| | FTEs | | Amount | | FTE | | Amount | | |
| | From | To | From | To | From | To | From | To | |
| Overtime | | | \$789,408 | \$619,408 | \$170,000 | | \$789,408 | \$619,408 | \$170,000 |
| Reduce Overtime to reflect projected surplus in FY 2010-11. | | | | | | | | | |
| Mandatory Fringe Benefits | | | \$62,757 | \$49,242 | \$13,515 | | \$62,757 | \$49,242 | \$13,515 |
| Corresponds to reduction in Overtime. | | | | | | | | | |
| 9993M Attrition Savings | | | (\$1,574,945) | (\$1,750,000) | \$175,055 | | (\$1,643,081) | (\$1,750,000) | \$106,919 |
| Increase Attrition Savings to reflect projected surplus in FY 2010-11. | | | | | | | | | |
| Mandatory Fringe Benefits | | | (\$678,755) | (\$754,199) | \$75,444 | | (\$72,135) | (\$822,380) | \$50,245 |
| Corresponds to reduction in Attrition Savings. | | | | | | | | | |
| 7215 General Laborer Supervisor I | 7.0 | 6.0 | \$438,769 | \$376,088 | \$62,681 | | \$459,915 | \$394,213 | \$65,702 |
| Delete one vacant 7215 General Laborer Supervisor I position that has been vacant since 2009. | | | | | | | | | |
| Mandatory Fringe Benefits | | | \$203,278 | \$174,238 | \$29,040 | | \$227,673 | \$195,148 | \$32,525 |
| Corresponds to reduction in position. | | | | | | | | | |

GF = General Fund
IT = One-time Reductions

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS
2011-2012 and 2012-2013**

PTC - Public Utilities Commission

| Object Title | FTEs | | FY 2011-2012 Amount | | Savings | GF | IT | FY 2012-2013 Amount | | Savings | GF | IT |
|---|------|----|------------------------|-----------|----------|----|----|------------------------|-----------|----------|----|----|
| | From | To | From | To | | | | From | To | | | |
| Overtime | | | \$354,735 | \$269,735 | \$85,000 | | | \$354,735 | \$269,735 | \$85,000 | | |
| Reduce Overtime to reflect projected surplus in FY 2010-11. | | | | | | | | | | | | |
| Ongoing reduction. | | | | | | | | | | | | |
| Mandatory Fringe Benefits | | | \$28,202 | \$21,444 | \$6,758 | | | \$28,202 | \$21,444 | \$6,758 | | |
| Corresponds to Reduction in Overtime. | | | | | | | | | | | | |
| Ongoing reduction. | | | | | | | | | | | | |

GF = General Fund
IT = One-time Reductions

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS
2011-2012 and 2012-2013**

PUC - Public Utilities Commission

| Object Title | FY 2011-2012 | | | | | FY 2012-2013 | | | | |
|---|--------------|---------|-------------|-------------|----------|--------------|---------|-------------|-------------|----------|
| | FTEs From | FTEs To | Amount From | Amount To | Savings | FTEs From | FTEs To | Amount From | Amount To | Savings |
| Mandatory Fringe Benefits | | | | | | | | \$47,420 | \$42,234 | \$5,186 |
| | | | | | | | | | | |
| | | | | | | | | | | |
| Maintenance Services-Buildings and Structures | | | \$1,173,081 | \$1,100,000 | \$73,081 | | | \$1,173,081 | \$1,100,000 | \$73,081 |
| | | | | | | | | | | X |
| Reduce to reflect projected expenditures in FY 2010-11. | | | | | | | | | | |
| Air Control with radio and headset | | | \$10,280 | \$7,736 | \$2,544 | | | | | |
| | | | | | | | | | | X |
| Based on vendor quote. | | | | | | | | | | |
| Ford Ranger XLT, 4X2, Reg Cab, Short Bed | | | \$66,808 | \$57,367 | \$9,441 | | | | | |
| | | | | | | | | | | X |
| Based on vendor quote. | | | | | | | | | | |
| Ford F350 SRW | | | \$69,699 | \$54,860 | \$14,839 | | | | | |
| | | | | | | | | | | X |
| Based on vendor quote. | | | | | | | | | | |
| Instrument Communicator | | | \$46,000 | \$30,817 | \$15,183 | | | | | |
| | | | | | | | | | | X |
| Based on vendor quote. | | | | | | | | | | |

GF = General Fund
IT = One-time Reductions

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS
2011-2012 and 2012-2013**

PUC - Public Utilities Commission

| Object Title | FTEs | | Amount | | Savings | GF | IT | FTE | | Amount | | Savings | GF | IT |
|--|------|----|--------|----|---------|----|----|------|----|--------|----|---------|----|----|
| | From | To | From | To | | | | From | To | From | To | | | |
| Equipment Purchases | | | | | | | | | | | | | | |
| <p>The Department has requested \$360,881 for purchases of Equipment in FY 2012-13. The Budget and Legislative Analyst recommends a reduction of \$1,776 to reflect the recommended expenditure level for equipment in FY 2011-2012.</p> | | | | | | | | | | | | | | |

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS**

2011-2012 and 2012-2013

PUC - Public Utilities Commission

| Object Title | FY 2011-2012 | | FY 2012-2013 | | | | | |
|---|-----------------|-------------------|------------------|-----------------|-------------------|------------------|----------|--|
| | FTEs From To | Amount From To | Savings GF IT | FTEs From To | Amount From To | Savings GF IT | | |
| BDO - Hetchy Water Operations (ST-AAA-AAA) | | | | | | | | |
| Premium Pay- Miscellaneous | | | | | \$656,722 | \$644,222 | \$12,500 | |

Employees covered by the Memoranda of Understanding (MOUs) between the City and the labor unions for the Consolidated Crafts, Electrical Workers, Plumbers and Steamfitters, Laborers, and other employee unions receive lead worker premium pay if (1) the employee is assigned to be lead in a crew of at least two employees of the same classification, or (2) plans, designs, sketches, lays out, details, estimates, or orders materials. In the Budget and Legislative Analyst's pending performance audit of City Departments' Management of Lead Worker Premium Pay and Standby Pay, the Budget and Legislative Analyst found that City departments lack effective management oversight of lead worker assignments. Many lead worker assignments are rotated among all or most of the employees in a classification without adequate distinction between the lead worker and other employees within the classification. Also, City departments may pay lead worker premiums to employees who supervise no other employees but are considered to "plan, design, sketch, lay out, detail, estimate, or order materials".

The Budget and Legislative Analyst recommends that the Department of Human Resources meet and confer with the respective labor unions prior to the expiration of the subject MOUs on June 30, 2012 to (1) define the responsibilities and span of control of a lead worker assignment and qualifications of lead workers, and (2) negotiate revised MOU provisions. A reduction in lead worker premium pay would result in an estimated savings of \$12,500 or 50 percent, from \$25,000 in FY 2011-12 to \$12,500 in FY 2012-13.

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS
2011-2012 and 2012-2013**

PUC - Public Utilities Commission

| Object Title | FY 2011-2012 | | | | FY 2012-2013 | | | | |
|---|--------------|----|-------------|-------------|--------------|----|-------------|-------------|-----------|
| | FTEs | | Amount | | FTE | | Amount | | |
| | From | To | From | To | From | To | From | To | |
| | | | | | | | Savings | GF | IT |
| Mandatory Fringe Benefits | | | | | | | \$52,209 | \$51,215 | \$994 |
| Corresponds to recommended reduction in Premium Pay. | | | | | | | | | |
| Non Air Travel | | | \$62,827 | \$32,827 | | | \$62,827 | \$32,827 | \$30,000 |
| Reduce to reflect projected expenditures in FY 2010-11. | | | | | | | | | |
| Training | | | \$202,443 | \$179,443 | | | \$202,443 | \$179,443 | \$23,000 |
| Reduce to reflect projected expenditures in FY 2010-11. | | | | | | | | | |
| Employee Field Expenses | | | \$14,000 | \$8,000 | | | \$14,000 | \$8,000 | \$6,000 |
| Reduce to reflect projected expenditures in FY 2010-11. | | | | | | | | | |
| Professional & Specialized Services | | | \$1,799,860 | \$1,749,860 | | | \$1,799,860 | \$1,749,860 | \$50,000 |
| The Department has requested \$50,000 for a contractor to analyze Powerhouse operations staffing schedules, recommend a reduction of \$50,000 for the contract as the Department has not identified a contractor. | | | | | | | | | |
| Maintenance Services - Buildings & Structures | | | \$298,000 | \$198,000 | | | \$298,000 | \$198,000 | \$100,000 |
| Reduce to reflect projected expenditures in FY 2010-11. | | | | | | | | | |

GF = General Fund
IT = One-time Reductions

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

REC- Recreation and Park Department

| Object Title | FTE | | FY 2011-2012 | | Savings | GF | IT |
|---|--------|--------|----------------------|-----------------|----------|----|----|
| | From | To | Amount | | | | |
| | | | From | To | | | |
| EAA- Golden Gate Park (IGAGF AAA) | | | | | | | |
| City Grant Programs | | | \$283,480 | \$204,836 | \$78,644 | x | |
| Reduce to reflect program budget for fee collection at the San Francisco Botanical Gardens. | | | | | | | |
| Attrition Savings - Miscellaneous | (14.6) | (15.4) | (\$854,490) | (\$902,558) | \$48,068 | x | |
| Mandatory Fringe Benefits | | | (\$408,504) | (\$431,380) | \$22,876 | x | |
| | | | <i>Total Savings</i> | <i>\$70,944</i> | | | |
| Adjust attrition savings to reflect Department's projected salary expenditures. | | | | | | | |
| EAP- Parks (IGAGF AAA) | | | | | | | |
| Attrition Savings - Miscellaneous | (6.1) | (6.3) | (\$414,440) | (\$425,117) | \$10,677 | x | |
| Mandatory Fringe Benefits | | | (\$179,120) | (\$183,598) | \$4,478 | x | |
| | | | <i>Total Savings</i> | <i>\$15,155</i> | | | |
| Adjust attrition savings to reflect Department's projected salary expenditures. | | | | | | | |
| EAP-Parks (SSGOLNPR) | | | | | | | |
| Materials and Supplies | | | \$353,375 | \$278,375 | \$75,000 | | |
| Reduce the requested increase in materials and supplies for the Harding and Fleming Golf Courses from \$150,000 to \$75,000 based on historic and projected spending. | | | | | | | |

GF = General Fund
IT = One Time

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

REC- Recreation and Park Department

| Object Title | FY 2011-2012 | | | | | |
|---|--|-------|----------------------|------------------|------------|----|
| | FTE | | Amount | | Savings | GF |
| | From | To | From | To | | |
| ECS- Capital Projects (2SOSP/PPR and IGOH/REC) | | | | | | |
| 1824 Principal Administrative Analyst | 1.0 | 0.0 | \$105,520 | \$0 | \$105,520 | |
| 1823 Senior Administrative Analyst | 0.0 | 1.0 | \$0 | \$91,146 | (\$91,146) | |
| Mandatory Fringe Benefits | | | \$40,447 | \$36,634 | \$3,813 | |
| | | | <i>Total Savings</i> | <i>\$18,187</i> | | |
| | Disapprove the upward substitution of an 1823 Senior Administrative Analyst to an 1824 Principal Administrative Analyst due to lack of justification of the need for a more highly compensated analyst position. | | | | | |
| EIA- Recreation and Park Administration (IGOH/REC) | | | | | | |
| Attrition Savings - Miscellaneous | 0.02 | -1.12 | \$1,424 | (\$105,745) | \$107,169 | |
| Mandatory Fringe Benefits | | | \$576 | (\$38,700) | \$39,276 | |
| | | | <i>Total Savings</i> | <i>\$146,445</i> | | |
| The Department has reduced Attrition Savings in the Administration and Finance division by \$107,169, from -\$105,745 in FY 2010-11 to \$1,424 in FY 2011-12. The proposed increase in Attrition Savings reflects a return to the former level of Attrition Savings | | | | | | |

FY 2011-2012

Total Recommended Reductions*

| | One-Time | Ongoing | Total |
|-------------------------|------------|------------------|------------------|
| General Fund Impact | \$0 | \$412,744 | \$412,744 |
| General Fund Adjustment | | (\$205,033) | (\$205,033) |
| Non-General Fund Impact | | | \$0 |
| Total | \$0 | \$207,711 | \$207,711 |

* Adjusted for budget system reconciliation, reduced expenditure and work order recoveries, reduced revenues, or other adjustments

GF = General Fund
IT = One Time

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

REC-Recreation and Park

| Vendor Name | Subject Title | General Fund Savings | Year of Appropriation | Date of Last Recorded Transaction | Original Amount | Unexpended Balance in Financial and Management Information System (FAMIS) |
|--|--------------------------------|----------------------|-----------------------|-----------------------------------|---------------------|---|
| COSTELLO'S TREE SERVICE | OTHER PROFESSIONAL SERVICES | Yes | 2007 | 2/25/2008 | 9,950 | 7,960 |
| COSTELLO'S TREE SERVICE | OTHER PROFESSIONAL SERVICES | Yes | 2007 | 4/23/2007 | 1,300 | 1,300 |
| COSTELLO'S TREE SERVICE | CONSTRUCTION CONTRACTS | Yes | 2008 | 9/28/2007 | 98,700 | 7,700 |
| GRINDLINE SKATEPARKS | ENGINEERING SERVICES | Yes | 2008 | 7/23/2008 | 10,135.00 | 3,150.00 |
| PARK PACIFIC INC | OTHER MATERIALS & SUPPLIES | Yes | 2008 | 4/17/2008 | 2,756.53 | 2,756.53 |
| VALUE FIRE PROTECTION INC | OTHER EQUIP MAINT | Yes | 2009 | 6/30/2009 | 5,150.00 | 2,111.50 |
| FLUORESCO LIGHTING-SIGN MAINTENANCE CO | OTHER BLDG MAINT SUPPLIES | Yes | 2010 | 9/22/2010 | 2,141.00 | 367.62 |
| CONTROL CO | OTHER BLDG MAINT SUPPLIES | Yes | 2010 | 7/15/2010 | 2,500.00 | 245.17 |
| SAN FRANCISCO GRAVEL CO | OTHER CONSTRUCTION MATERIALS | Yes | 2010 | 7/20/2010 | 8,000.00 | 322.18 |
| R & H WHOLESAL SUPPLY INC | HARDWARE | Yes | 2010 | 7/19/2010 | 5,000.00 | 167.02 |
| PLYWOOD & LUMBER SALES INC | LUMBER | Yes | 2010 | 7/1/2010 | 10,000.00 | 331.37 |
| ALLIED ROPES CO | HARDWARE | Yes | 2010 | 7/1/2010 | 2,737.50 | 230.10 |
| BROWNE'S HARDWARE | AGRICULTURAL SUPPLIES | Yes | 2010 | 8/10/2010 | 1,500.00 | 129.67 |
| BROWNE'S HARDWARE | HARDWARE | Yes | 2010 | 8/13/2010 | 500.00 | 149.65 |
| T M T ENTERPRISES INC | AGRICULTURAL SUPPLIES | Yes | 2010 | 7/19/2010 | 1,187.53 | 464.97 |
| WEST COAST CONTRACTORS SERVICES | AGRICULTURAL SUPPLIES | Yes | 2010 | 11/23/2010 | 1,000.00 | 258.47 |
| LYNGSO GARDEN MATERIALS | AGRICULTURAL SUPPLIES | Yes | 2010 | 7/8/2010 | 2,387.11 | 301.68 |
| T M T ENTERPRISES INC | AGRICULTURAL SUPPLIES | Yes | 2010 | 5/27/2010 | 1,238.72 | 1,238.72 |
| HORTSCIENCE INC | OTHER PROFESSIONAL SERVICES | Yes | 2005 | 10/14/2005 | 2,000.00 | 645.82 |
| ARTS COMMISSION | GF-ARTS COMMISSION | Yes | 2009 | 9/25/2009 | 28,000.00 | 5,449.05 |
| DEPARTMENT OF TECHNOLOGY | IS-TIS-ISD SERVICES | Yes | 2010 | 10/18/2010 | 630.72 | 63.07 |
| | OPEN SPACE-CONTINUING PROJECTS | Yes | 2010 | | \$87,536 | \$87,536.24 |
| Total Amount Return to Fund Balance | | | | | \$122,878.83 | |

Note: The Department has indicated that the balances of these encumbrances are no longer needed. Therefore, the balance can be returned to the Recreation and Park Savings Incentive Reserve.

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

RED - Redevelopment Agency

| Object Title | FY 2011-2012 | | | | |
|--------------|--------------|----|--------|----|---------|
| | FTE | | Amount | | Savings |
| | From | To | From | To | |

Development Services

| | | | | | | | |
|-------------------------------|-----|-----|----------|-----|----------|---|--|
| Facilities Maintenance Worker | 1.0 | 0.0 | \$57,327 | \$0 | \$57,327 | X | |
| Mandatory Fringe Benefits | | | \$30,383 | \$0 | \$30,383 | X | |
| <i>Total Savings</i> | | | | | \$87,710 | | |

Position has been vacant six months, with workload redistributed to remaining staff.

Contract Compliance

| | | | | | | | |
|----------------------------------|-----|-----|----------|-----|----------|---|--|
| Contract Compliance Specialist I | 0.5 | 0.0 | \$43,290 | \$0 | \$43,290 | X | |
| Mandatory Fringe Benefits | | | \$22,944 | \$0 | \$22,944 | X | |
| <i>Total Savings</i> | | | | | \$66,234 | | |

Position has been vacant six months, with workload redistributed to remaining staff.

Administration

| | | | | | | | |
|--|--|--|----------|----------|----------|---|--|
| Payroll Services | | | \$68,000 | \$32,000 | \$36,000 | X | |
| Reduce based on historical expenditures. | | | | | | | |

| | | | | | | | |
|--|--|--|----------|----------|---------|---|--|
| Staff Training | | | \$39,600 | \$36,500 | \$3,100 | X | |
| Reduce based on historical expenditures. | | | | | | | |

GF = General Fund
IT = One Time

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

RED - Redevelopment Agency

| Object Title | FTE | | Amount | | Savings | GF | IT |
|--|--|----|-----------|-----------|----------|----|----|
| | From | To | From | To | | | |
| Postage and Express | | | \$70,890 | \$25,000 | \$45,890 | x | |
| | Reduce based on historical expenditures. | | | | | | |
| Purchase Machines/ Equipment/Furniture | | | \$60,900 | \$25,000 | \$35,900 | x | |
| | Reduce based on historical expenditures. | | | | | | |
| Maintenance for Machines/ Equipment/Furniture | | | \$269,718 | \$200,000 | \$69,718 | x | |
| | Reduce based on historical expenditures. | | | | | | |
| Travel-Local | | | \$18,060 | \$10,000 | \$8,060 | x | |
| | Reduce based on historical expenditures. | | | | | | |
| Travel-Out of Town | | | \$17,700 | \$14,000 | \$3,700 | x | |
| | Reduce based on historical expenditures. | | | | | | |
| Conference & etc. | | | \$30,750 | \$15,000 | \$15,750 | x | |
| | Reduce based on historical expenditures. | | | | | | |

GF = General Fund
IT = One Time

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

RED - Redevelopment Agency

| Object Title | FY 2011-2012 | | | | | |
|-----------------------------------|--|----|-----------|-----------|----------|----|
| | FTE | | Amount | | Savings | GF |
| | From | To | From | To | | |
| Miscellaneous Expenses | | | \$273,160 | \$230,000 | \$43,160 | x |
| | Reduce based on historical expenditures. | | | | | |
| Office Supplies | | | \$111,650 | \$70,000 | \$41,650 | x |
| | Reduce based on historical expenditures. | | | | | |
| Supplies- Mimeo/Printing/Photo | | | \$19,700 | \$17,000 | \$2,700 | x |
| | Reduce based on historical expenditures. | | | | | |

**FY 2011-2012
Total Recommended Reductions**

| | One-Time | Ongoing | Total |
|-------------------------|------------|------------------|------------------|
| General Fund Impact | \$0 | \$215,999 | \$215,999 |
| Non-General Fund Impact | \$0 | \$243,573 | \$243,573 |
| Total | \$0 | \$459,572 | \$459,572 |

GF = General Fund
IT = One Time

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

REG - Elections

| Object Title | FY 2011-2012 | | | | | | |
|---|---|----|----------------------|-----------|----------|-----|----------|
| | FTE | | Amount | | Savings | GF | |
| | From | To | From | To | | | IT |
| FCH - Elections (1G AGF AAA) | | | | | | | |
| Vehicle Rentals | | | \$117,826 | \$107,364 | \$10,462 | x x | |
| | | | <i>Total Savings</i> | | | | \$0 |
| | Department budgeted \$56,724 for rental of vehicles for one election with 576 polling locations in FY 2010-11. The recommended reduction will provide the Department with \$107,364 or \$50,640 more than in FY 2010-11 to conduct two elections in FY 2011-12. However one of the elections will only require 411 polling locations, such that the recommended reduction will provide sufficient funds. | | | | | | |
| Other Office Supplies | | | \$162,426 | \$122,426 | \$40,000 | x x | |
| | | | <i>Total Savings</i> | | | | \$40,000 |
| | Department budgeted \$53,969 for Other Office Supplies in FY 2010-11. The recommended reduction will provide the Department with \$122,426, which will allow for sufficient Other Office Supplies purchases for two elections in FY 2011-12. | | | | | | |
| Sheriff | | | \$434,000 | \$351,834 | \$82,166 | x x | |
| | The Department budgeted \$180,418 for the Sheriff to provide security services for one election in FY 2010-11. The recommended reduction will enable the Sheriff's Department to expend \$351,834 for security services for two elections. However, in FY 2011-12, one of the elections will have the same number of polling locations as in FY 2010-11 and one election will have 28 fewer polling locations, which will provide salary savings for the Sheriff and the Department of Elections. | | | | | | |

FY 2011-2012

Total Recommended Reductions

| | One-Time | Ongoing | Total |
|--------------------------------|-----------|---------|-----------|
| General Fund Impact | \$132,628 | \$0 | \$132,628 |
| Non-General Fund Impact | \$0 | \$0 | \$0 |
| Total | \$132,628 | \$0 | \$132,628 |

GF = General Fund
IT = One Time

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

REG - Elections

| Vendor Name | Subject Title | General Fund Savings | Year of Appropriation | Date of Last Recorded Transaction | Original Amount | Unexpended Balance in Financial and Management Information System (FAMIS) |
|--|-----------------------------------|----------------------|-----------------------|-----------------------------------|--------------------|---|
| DEPARTMENT OF TECHNOLOGY | IS-TIS-ISD SERVICES | Yes | 2009 | 8/5/2009 | 27,648.00 | 23,032.88 |
| RICOH-REPRODUCTION STORE | REPRODUCTION COPIER STORE PROGRAM | Yes | 2010 | 3/23/2011 | 5,482.87 | 542.58 |
| Total Amount to be Returned to the General Fund | | | | | \$23,575.46 | |

The above unexpended encumbrance balances are from budget years prior to FY 2010-11. The Department has indicated that these unexpended encumbrances are no longer needed, therefore the balance can be returned to the General Fund.

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

RET - Retirement System

| Object Title | FY 2011-2012 | | | | | | | | | |
|---|--|------|----------------------|-----------|-----------|--|----|----|--|---|
| | FTE | | Amount | | Savings | | GF | IT | | |
| | From | To | From | To | | | | | | |
| EDC - Employee Deferred Comp Plan (IG AGF ACP) | | | | | | | | | | |
| Non-Air Travel - Employees | | | \$5,500 | \$4,000 | \$1,500 | | | | | |
| | Reduce to reflect actual expenditures in prior fiscal years. | | | | | | | | | |
| PROFESSIONAL & SPECIALIZED SVCS- BUDGET | | | \$550,000 | \$335,000 | \$15,000 | | | | | x |
| | The Department proposes a \$200,000 one-time increase for anticipated additional legal services related to the development and implementation of the Target Date Funds and Roth 457 plan. However, the Department is currently underspending for Professional and Specialized Services and should have a carry forward budget of \$15,000. Reduce the request to reflect these additional funds. | | | | | | | | | |
| FDD -(7P RET ERT) | | | | | | | | | | |
| 4331-C Security Analyst | 0.77 | 0.00 | \$75,676 | \$0 | \$75,676 | | | | | |
| Mandatory Fringe Benefits | | | \$29,470 | \$0 | \$29,470 | | | | | |
| | | | <i>Total Savings</i> | | \$105,146 | | | | | |
| | Disapprove the addition of one new 4331 Security Analyst. Budget already includes 7 (FTE) Security Analyst positions, 5 of which are vacant. The Department has not sufficiently explained what additional responsibilities necessitate an additional Security Analyst position. | | | | | | | | | |

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

RET - Retirement System

| Object Title | FY 2011-2012 | | | | | | |
|--|--------------|-------|----------------------|-------------|-----------|-----------|----|
| | FTE | | Amount | | Savings | GF | 1T |
| | From | To | From | To | | | |
| 9993M Attrition Savings | -2.63 | -5.26 | (\$264,830) | (\$529,660) | \$264,830 | | |
| Mandatory Fringe Benefits | | | (\$102,424) | (\$204,848) | \$102,424 | | |
| | | | <i>Total Savings</i> | | | \$367,254 | |
| Increase Attrition Savings by \$264,830 in FY 2011-12. The recommended increase in Attrition Savings reflects a projected salary savings (a year-end surplus of approximately \$1,300,000 as of 5/27/11) and should provide sufficient salary funds. | | | | | | | |

FY 2011-2012

Total Recommended Reductions*

| | One-Time | Ongoing | Total |
|-----------------------------|--------------|----------------|----------------|
| General Fund Impact | \$15,000 | \$1,500 | \$16,500 |
| General Fund Adjustment | (\$14,538) | | (\$14,538) |
| Non-General Fund Impact | | \$496,519 | \$496,519 |
| Non General Fund Adjustment | | (\$496,519) | (\$496,519) |
| Total | \$462 | \$1,500 | \$1,962 |

* Adjusted for budget system reconciliation, reduced expenditure and work order recoveries, reduced revenues, or other adjustments

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

SCI - Academy of Sciences

| Object Title | FY 2011-2012 | | | | | | |
|--|--------------|----|-------------|-------------|-----------|----|----|
| | FTE | | Amount | | Savings | GF | IT |
| | From | To | From | To | | | |
| EEH - Academy of Sciences (IG AGF AAA) | | | | | | | |
| PROFESSIONAL AND SPECIALIZED SERVICES | | | \$2,226,801 | \$2,126,801 | \$100,000 | X | |
| Reduce expenditures to reflect projected labor cost savings (a year-end surplus of approximately \$100,000 as of 5/27/11). | | | | | | | |

FY 2011-2012

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

GF = General Fund
IT = One Time

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

SHF - Sheriff Department

| Object Title | FY 2011-2012 | | | | | | |
|--|---|-------|----------------------|---------------|-----------|----|----|
| | FTE | | Amount | | Savings | GF | IT |
| | From | To | From | To | | | |
| AFP - Sheriff's Programs (1G AGF AAA) | | | | | | | |
| Professional & Specialized Services - BUDGET | | | \$1,529,187 | \$1,429,187 | \$100,000 | x | |
| | Reduce to reflect actual expenditures in prior fiscal years. | | | | | | |
| AFC - Custody (1G AGF AAA) | | | | | | | |
| 9993M Attrition Savings | -5.24 | -9.63 | (\$656,132) | (\$1,206,132) | \$550,000 | x | |
| Mandatory Pringe Benefits | | | (\$183,977) | (\$338,196) | \$154,219 | x | |
| | | | <i>Total Savings</i> | | \$704,219 | | |
| | Increase attrition savings based on historical population analysis that will provide sufficient staff levels at jails and accommodate expected increases due to the State Realignment plan. | | | | | | |

GF = General Fund
IT = One Time

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

SHH - Sheriff Department

| Object Title (IG AGF WOP) | FY 2011-2012 | | | | | |
|--|---|----|----------------------|---------------|------------|-----|
| | FTE | | Amount | | Savings | |
| | From | To | From | To | | |
| | | | | | GF | IT |
| AFT - Security Services (IG AGF WOP) | | | | | | |
| Overtime - Uniform | | | \$422,604 | \$342,596 | \$80,008 | X X |
| Social Security - Medicare (HI ONLY) | | | \$6,128 | \$4,968 | \$1,160 | X X |
| Unemployment Insurance | | | \$1,267 | \$1,027 | \$239 | X X |
| Materials & Supplies - Budget | | | \$4,000 | \$3,243 | \$757 | X X |
| Expected Recoveries From Registrar of Voters (AAO) | | | (\$434,000) | (\$351,834) | (\$82,166) | X X |
| | | | <i>Total Savings</i> | | (\$7) | |
| | <p>The Elections Department budgeted \$180,418 for the Sheriff to provide security services for one election in FY 2010-11. The Budget and Legislative Analyst recommended reduction will enable the Sheriff's Department to expend \$351,834 for security services for two elections. However, in FY 2011-12, one of the elections will have the same number of polling locations as in FY 2010-11 and one election will have 28 fewer polling locations, which will provide salary savings for the Sheriff and the Department of Elections.</p> | | | | | |
| Salaries | | | \$13,053,739 | \$13,013,973 | \$39,766 | X X |
| Fringe Benefits | | | \$4,468,505 | \$4,454,905 | \$13,600 | |
| Expenditure Recovery from SF General Hospital | | | (\$3,536,408) | (\$3,522,806) | (\$13,602) | X X |
| Expenditure Recovery from Laguna Honda Hospital | | | (\$1,160,078) | (\$1,156,015) | (\$4,063) | X X |
| Expenditure Recovery from Emergency Management | | | (\$1,688,952) | (\$1,653,251) | (\$35,701) | X X |
| | | | <i>Total Savings</i> | | \$0 | |
| | <p>The actual work order amounts between the Sheriff's Department and the Departments of Public Health and Emergency Management are less than the budgeted amount. This reduction maintains the same level of work order services but reduces the budget to correspond to the actual work order amount.</p> | | | | | |

GF = General Fund

IT = One Time

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

SHF - Sheriff Department

| Object Title | FY 2011-2012 | | | | | |
|--------------|--------------|----|--------|----|---------|----|
| | FTE | | Amount | | Savings | GF |
| | From | To | From | To | | |

FY 2011-2012

Total Recommended Reductions

| | One-Time | Ongoing | Total |
|-------------------------|----------|-----------|-----------|
| General Fund Impact | | \$804,219 | \$804,219 |
| Non-General Fund Impact | | | \$0 |
| Total | \$0 | \$804,219 | \$804,219 |

GF = General Fund
IT = One Time

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

SHF - Sheriff Department

| Vendor Name | Subject Title | Year of Appropriation | Date of Last Transaction | Original Amount | Unexpended Balance in Financial and Management Information System (FAMIS) | General Fund | |
|--|--|-----------------------|--------------------------|-----------------|---|--------------|---------------|
| | | | | | | Savings | Appropriation |
| CENTER POINT INC | COMMUNITY BASED ORGANIZATION S | 2010 | 7/27/2010 | \$117,374 | \$35,907 | | |
| POSITIVE DIRECTIONS EQUALS CHANGE INC | COMMUNITY BASED ORGANIZATION S | 2010 | 7/15/2010 | \$45,000 | \$8,533 | | |
| CENTER POINT INC | COMMUNITY BASED ORGANIZATION S | 2010 | 8/2/2010 | \$50,000 | \$11,704 | | |
| CENTER POINT INC | COMMUNITY BASED ORGANIZATION S | 2010 | 7/27/2010 | \$260,000 | \$20,052 | | |
| SAN FRANCISCO PRETRIAL DIVERSION PROJECT | COMMUNITY BASED ORGANIZATION S | 2010 | 7/22/2010 | \$454,286 | \$62,609 | | |
| COMPUTERLAND SILICON VALLEY | MINOR DATA PROCESSING EQUIPMENT | 2010 | 4/22/2010 | \$152 | \$152 | | |
| COMPUTERLAND SILICON VALLEY | MINOR DATA PROCESSING EQUIPMENT | 2010 | 4/22/2010 | \$152 | \$152 | | |
| SCHNEIDER ELECTRIC BUILDINGS AMERICAS | OTHER EQUIPMENT MAINT SUPPLIES | 2010 | 6/24/2010 | \$5,384 | \$5,384 | | |
| CLEAN SOURCE | CLEANING SUPPLIES | 2010 | 8/9/2010 | \$2,420 | \$3 | | |
| WESTERN STATE DESIGN | OTHER EQUIPMENT MAINT SUPPLIES | 2010 | 7/16/2010 | \$1,095 | \$316 | | |
| GALLS - AN ARAMARK CO LLC | UNIFORMS | 2010 | 8/25/2010 | \$4,292 | \$1,621 | | |
| WESTERN STATES OIL | FUELS & LUBRICANTS | 2010 | 7/22/2010 | \$28,000 | \$1,526 | | |
| LASERLINK INTERNATIONAL INC | OTHER OFFICE SUPPLIES | 2010 | 2/3/2011 | \$10,000 | \$3,073 | | |
| GIVE SOMETHING BACK LLC | OTHER OFFICE SUPPLIES | 2010 | 8/12/2010 | \$50,000 | \$6,097 | | |
| | HF-PUC-WATER | 2008 | 5/8/2009 | \$182,000 | \$29,345 | | |
| | SR-DPW-BUILDING REPAIR | 2008 | 6/29/2009 | \$19,513 | \$6,937 | | |
| | SR-DPW-CONSTRUCTION MGMT | 2010 | 12/6/2010 | \$4,000 | \$920 | | |
| | IS-TIS-ISD SERVICES | 2010 | 11/29/2010 | \$46,434 | \$1,318 | | |
| | IS-TIS-ISD SERVICES | 2010 | 2/25/2011 | \$12,000 | \$6,580 | | |
| | Total Amount Return to Fund Balance | | | | \$202,229 | | |
| | General Fund | | | | \$202,229 | | |
| | Non-General Fund | | | | \$0 | | |

Note: The above encumbrance balances are from budget years prior to FY 2010-11. The Department has indicated that the balances of these encumbrances are no longer needed, therefore the balance can be returned to the General Fund.

**RECOMMENDATIONS OF THE BUDGET AND LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

TIS - Department of Technology

| Object Title | FTE | | Amount | | Savings | GF* | IT |
|---|--|------|----------------------|-----------|----------|-----|----|
| | From | To | From | To | | | |
| BK4 - Governance and Outreach (GG AGF AAA) | | | | | | | |
| Training | | | \$16,950 | \$4,000 | \$12,950 | x | |
| | Department spent less than \$2,000 on Training in FY 2009-10 and is projected to spend less than \$2,000 on Training in FY 2010-11, despite \$16,950 budgeted in current year. A reduction of \$12,950 will allow for sufficient Training funding in FY 2010-11. | | | | | | |
| Materials and Supplies | | | \$13,051 | \$11,051 | \$2,000 | x | |
| | Department spent less than \$9,000 on Materials and Supplies in FY 2009-10 and is projected to spend approximately \$10,551 on Materials and Supplies in FY 2010-11. A reduction of \$2,000 will allow for sufficient Training funding in FY 2010-11. | | | | | | |
| BAK - Operations (GI TIF AAP) | | | | | | | |
| Electrical Line Helper - 7432N | 2.0 | 1.75 | \$143,371 | \$125,450 | \$17,921 | x | x |
| Mandatory Fringe Benefits | | | \$65,523 | \$57,333 | \$8,190 | x | x |
| Electrical Line Worker - 7338N | 2.0 | 1.75 | \$168,473 | \$147,414 | \$21,059 | x | x |
| Mandatory Fringe Benefits | | | \$72,200 | \$63,175 | \$9,025 | x | x |
| | | | <i>Total Savings</i> | | \$56,195 | | |
| <p>The Department has requested an interim exception for 4.0 new FTES: 2.0 new 7432 Electrical Line Helper FTES and 2.0 new 7338 Electrical Line Worker FTES. According to the Department, these positions would ultimately be revenue generating, although this revenue is not assumed in the Department's budget. According to the Department, the four positions could be filled by mid-August. Therefore, reduce the 4.0 FTE to 3.50 FTE to reflect an expected hire date of August 15, 2011 instead of July 1, 2011.</p> | | | | | | | |

GF = General Fund
IT = One Time

**RECOMMENDATIONS OF THE BUDGET AND LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

TIS - Department of Technology

| Object Title | FY 2011-2012 | | | | | |
|----------------------------------|---|----|----------------------|-----------|-----------|--------|
| | FTE | | Amount | | Savings | GF* IT |
| | From | To | From | To | | |
| Premium Pay | | | \$60,593 | \$20,000 | \$40,593 | X |
| Mandatory Fringe Benefits | | | \$4,817 | \$1,590 | \$3,227 | X |
| Premium Pay | | | \$59,638 | \$20,000 | \$39,638 | X |
| Mandatory Fringe Benefits | | | \$4,742 | \$1,565 | \$3,177 | X |
| | | | <i>Total Savings</i> | | \$86,635 | |
| | <p>The Department has \$81,967 budgeted for Premium Pay in FY 2011-12 in this fund. However, the Department is projected to spend less than \$450,000 this year and spent less than \$500,000 in FY 2009-2010. A reduction of \$86,635, including Mandatory Fringe Benefits, will allow sufficient Premium Pay in FY 2011-12.</p> | | | | | |
| Maintenance Services - Equipment | | | \$320,140 | \$185,005 | \$135,135 | X |
| | <p>The Department has historically underexpended its allocation for Maintenance Services - Equipment by more than \$1,000,000. The Mayor's Office has proposed a reduction of \$588,000 for this line item in FY 2011-12. An additional reduction of \$135,135 will still allow for sufficient Maintenance Services - Equipment funding in FY 2011-12 based on historic spending.</p> | | | | | |
| Other Current Expenses | | | \$990,592 | \$495,296 | \$171,689 | X |
| | <p>The Department has historically underexpended its allocation for Other Current Expenses, sometimes by more than \$1,000,000. Although the Mayor's Office has proposed a reduction of \$183,000 for this line item in FY 2011-12, an additional reduction of \$171,689 will still allow for sufficient Other current Expenses funding in FY 2011-12 based on historic spending.</p> | | | | | |

**RECOMMENDATIONS OF THE BUDGET AND LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

TIS - Department of Technology

| Object Title | FTE | | Amount | | Savings | GF* | 1T |
|--|------|----|----------------------|-----------|-----------|-----|----|
| | From | To | From | To | | | |
| Controller's Management Services | | | \$145,967 | \$133,803 | \$12,164 | x | x |
| <p>The proposed workorder with the Controller's Office is budgeted at a full year of salary and fringe for an 1824 Senior Administrative Analyst. The position has been advertised but a selection has not yet occurred. The Department of Technology hopes to have the new hire begin at the end of July. A one-time, one-month salary savings would result in a net savings of \$12,164.</p> | | | | | | | |
| BFO - Technology Services: | | | | | | | |
| Public Safety (61 TIF AAP) | | | | | | | |
| Premium Pay | | | \$234,346 | \$84,346 | \$150,000 | x | |
| Mandatory Fringe Benefits | | | \$18,631 | \$6,706 | \$11,925 | x | |
| Premium Pay | | | \$195,928 | \$65,000 | \$130,928 | x | |
| Mandatory Fringe Benefits | | | \$15,577 | \$5,168 | \$10,409 | x | |
| | | | <i>Total Savings</i> | | \$303,262 | | |
| <p>The Department has \$811,967 budgeted for Premium Pay in FY 2011-12 in this fund. The Department is projected to spend less than \$450,000 in FY 2010-11 and spent less than \$500,000 in FY 2009-10. A reduction of \$303,262, including Mandatory Fringe Benefits, will allow sufficient Premium Pay in FY 2011-12.</p> | | | | | | | |
| BITU - Administration (61 TIF AAP) | | | | | | | |
| Air Travel | | | \$23,052 | \$13,052 | \$10,000 | x | |
| <p>The Department is projected to spend less than \$10,000 on Air Travel in FY 2010-11. A reduction of \$10,000 will allow for sufficient funding for Air Travel in FY 2011-12.</p> | | | | | | | |

GF = General Fund
1T = One Time

**RECOMMENDATIONS OF THE BUDGET AND LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

TIS - Department of Technology

| Object Title | FY 2011-2012 | | | | | | |
|---|--------------|----|-----------|-----------|----------|-----|----|
| | FTE | | Amount | | Savings | GF* | LT |
| | From | To | From | To | | | |
| Training | | | \$198,446 | \$194,932 | \$3,514 | x | |
| In FY 2008-09, 2009-10, and 2010-11, the Department has not spent more than \$111,193 for training, including less than \$60,000 in FY 2010-11. A reduction of \$3,514 will allow for sufficient funding for Training in FY 2011-12. | | | | | | | |
| Other Current Expenses | | | \$47,057 | \$27,057 | \$20,000 | x | |
| The Department is projected to spend less than \$19,000 on Other Current Expenses in FY 2010-11. A reduction of \$20,000 will allow for sufficient funding for Other Current Expenses in FY 2011-12. | | | | | | | |
| Materials and Supplies | | | \$89,839 | \$45,000 | \$44,839 | x | |
| The Department is projected to spend less than \$52,000 on Materials and Supplies in FY 2010-11. With ReproMail and Justis no longer the responsibilities of TIS, a reduction of \$44,839 will allow for sufficient funding for Materials and Supplies in FY 2011-12. | | | | | | | |

FY 2011-2012

Total Recommended Reductions*

| | One-Time | Ongoing | Total |
|-----------------------------|------------|-----------------|-----------------|
| General Fund Impact | | \$14,950 | \$14,950 |
| Non-General Fund Impact | \$51,876 | \$693,926 | \$745,802 |
| Non General Fund Adjustment | (\$51,876) | (\$693,926) | (\$745,802) |
| Total | \$0 | \$14,950 | \$14,950 |

GF = General Fund
LT = One Time

**RECOMMENDATIONS OF THE BUDGET AND LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

TIS - Encumbrances

| Vendor Name | Subject Title | General Fund Savings | Year of Appropriation | Date of Last Recorded Transaction | Original Amount | Unexpended Balance in Financial and Management Information System (FAMIS) |
|-----------------------------------|-----------------------------|----------------------|-----------------------|-----------------------------------|-----------------|---|
| VSA INC DBA CA MEDIA SOLUTIONS | COMMUNICATTON SUPPLIES | Yes | 2009 | 1/27/2010 | \$4,196 | \$709 |
| SPRINT NEXTEL | COMMUNICATTON SUPPLIES | Yes | 2010 | 6/4/2010 | \$700 | 503 |
| NATIONAL CAPTIONING INSTITUTE INC | OTHER PROFESSIONAL SERVICES | Yes | 2010 | 9/21/2010 | \$125,000 | 1,450 |
| (DATA CENTER PROJECT) | EQUIPMENT | Yes | 2009 | 6/30/2010 | \$1,188,433 | 288,443 |

Total amount to be returned to the General Fund \$291,105

The above encumbrance balances are from budget years prior to FY 2010-11. The Department has indicated that the balances of these encumbrances are no longer needed. Therefore the balance can be returned to the General Fund.

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

TTX - Treasurer Tax Collector

| Object Title | FTE | | FY 2011-2012 | | Savings | GF | IT |
|---|------|------|--------------|----------|----------|----|----|
| | From | To | From | To | | | |
| RCO - Business Tax (1G AGF AAA) | | | | | | | |
| Temporary Salaries | 0.82 | 0.34 | \$60,000 | \$25,000 | \$35,000 | x | |
| Mandatory Fringe Benefits | | | \$4,770 | \$1,988 | \$2,783 | x | |
| <i>Total Savings</i> | | | | | \$37,783 | | |
| Reduce Temporary Salaries by \$35,000. Although the Department requested increases to Temporary Salaries in FY 2011-12, the Controller's Office is projecting a total surplus of between \$119,335 and \$121,497 in FY 2010-11. A reduction of \$35,000 will provide sufficient funding for Temporary Salaries in FY 2011-12. | | | | | | | |
| FCN - Property Tax/ Licensing (1G AGF AAA) | | | | | | | |
| 1634 Principal Account Clerk | 1.00 | 0.92 | \$67,280 | \$61,898 | \$5,382 | x | x |
| Mandatory Fringe Benefits | | | \$30,027 | \$27,625 | \$2,402 | x | x |
| <i>Total Savings</i> | | | | | \$7,785 | | |
| The Department has requested interim exceptions for one Principal Account Clerk position that does not have functions that are revenue generating or critical to the Department's program. The Budget and Legislative Analyst recommends a hire date of August 1, 2011 instead of July 1, 2011 for this two position. | | | | | | | |
| Temporary Salaries | 1.17 | 0.69 | \$85,604 | \$50,604 | \$35,000 | x | |
| Mandatory Fringe Benefits | | | \$6,805 | \$4,023 | \$2,782 | x | |
| <i>Total Savings</i> | | | | | \$37,782 | | |
| Reduce Temporary Salaries by \$35,000. Although the Department requested increases to Temporary Salaries in FY 2011-12, the Controller's Office is projecting a total surplus of between \$119,335 and \$121,497 in FY 2010-11. A reduction of \$35,000 will provide sufficient funding for Temporary Salaries in FY 2011-12. | | | | | | | |

GF = General Fund
IT = One Time

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

TTX - Treasurer Tax Collector

| Object Title | FY 2011-2012 | | | | | | |
|---|--------------|------|----------------------|----------|----------|----|----|
| | FTE | | Amount | | Savings | GF | IT |
| | From | To | From | To | | | |
| FCS - Delinquent Revenue (GG AGF AAA) | | | | | | | |
| Temporary Salaries | 1.14 | 0.66 | \$83,658 | \$48,658 | \$35,000 | | x |
| Mandatory Fringe Benefits | | | \$6,651 | \$3,868 | \$2,783 | | x |
| | | | <i>Total Savings</i> | | \$37,783 | | |
| Reduce Temporary Salaries by \$30,000. Although the Department requested increases to Temporary Salaries in FY 2011-12, the Controller's Office is projecting a total surplus of between \$119,335 and \$121,497 in FY 2010-11. A reduction of \$30,000 will provide sufficient funding for Temporary Salaries in FY 2011-12. | | | | | | | |

FY 2011-2012

Total Recommended Reductions*

| | One-Time | Ongoing | Total |
|--------------------------------|----------|-----------|-----------|
| General Fund Impact | \$7,813 | \$113,349 | \$121,162 |
| Non-General Fund Impact | \$0 | \$0 | \$0 |
| Total | \$7,813 | \$113,349 | \$121,162 |

* Adjusted for budget system reconciliation, reduced expenditure and work order recoveries, reduced revenues, or other adjustments

GF = General Fund
IT = One Time

**RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

TTY - Treasurer-Tax Collector

| Vendor Name | Subobject Title | General Fund Savings | Year of Appropriation | Date of Last Recorded Transaction | Original Amount | Unexpended Balance in Financial and Management Information System (FAMIS) |
|--|----------------------------------|----------------------|-----------------------|-----------------------------------|-----------------|---|
| PIVOT INTERIORS INC | MINOR FURNISHINGS | yes | 2009 | 8/28/2008 | 9602.25 | 9,602 |
| PIVOT INTERIORS INC | OTHER OFFICE SUPPLIES | yes | 2009 | 5/29/2009 | 2915.14 | 2,915 |
| STAPLES INC & SUBSIDIARIES | OFFICE SUPPLIES-CITYWIDE CONTRAC | yes | 2010 | 3/10/2010 | 1000 | 774 |
| DS WATERS OF AMERICA INC DBA ALHAMBRA | OTHER OFFICE SUPPLIES | yes | 2008 | 3/26/2010 | 7800 | 2,511 |
| STAPLES INC & SUBSIDIARIES | OFFICE SUPPLIES-CITYWIDE CONTRAC | yes | 2010 | 5/25/2010 | 1000 | 705 |
| STAPLES INC & SUBSIDIARIES | OFFICE SUPPLIES-CITYWIDE CONTRAC | yes | 2010 | 5/25/2010 | 700 | 604 |
| Total Amount Return to Fund Balance | | | | | | \$17,111 |
| General Fund | | | | | | \$17,111 |
| Non-General Fund | | | | | | \$0 |

Note: The above encumbrance balances are from budget years prior to FY 2010-11. The Department has indicated that the balances of these encumbrances are no longer needed, therefore the balance can be returned to the General Fund.

WAR - War Memorial

RECOMMENDATIONS OF THE BUDGET AND FINANCE COMMITTEE
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12

| Object Title | FY 2011-2012 | | | | | | |
|---|--|-------|-------------|----|-------------|----------|----|
| | FTE | | Amount | | Savings | GF | IT |
| | From | To | From | To | | | |
| EED - Operations and Maintenance (2S WMF AAA) | | | | | | | |
| OTHER CURRENT EXPENSES | | | \$9,200 | | \$8,000 | \$1,200 | |
| SOFTWARE LICENSING FEES | | | \$5,000 | | \$2,500 | \$2,500 | |
| | <i>Total Savings \$3,700</i> | | | | | | |
| | Reduction to reflect current expenditures in FY 2010-11. | | | | | | |
| OTHER BLDG MAINT SVCS | | | \$334,269 | | \$322,269 | \$12,000 | |
| | Reduction to reflect current expenditures in FY 2010-11. | | | | | | |
| 9993M Attrition Savings Mandatory Fringe Benefits | -2.31 | -3.47 | (\$160,860) | | (\$241,290) | \$80,430 | |
| | 0.0 | 0.0 | (\$71,618) | | (\$107,427) | \$35,809 | |
| | <i>Total Savings \$116,239</i> | | | | | | |
| Increase Attrition Savings by \$80,430 in FY 2011-12. The recommended increase in Attrition Savings reflects a projected salary savings (a year-end surplus of approximately \$300,000 as of 5/27/11). This increase in Attrition Savings should still provide sufficient funds for salaries in FY 2011-12. | | | | | | | |

FY 2011-2012

Total Recommended Reductions
One-Time Ongoing Total

| | | | |
|-------------------------|------------|------------------|------------------|
| General Fund Impact | \$0 | \$0 | \$0 |
| Non-General Fund Impact | \$0 | \$131,939 | \$131,939 |
| Total | \$0 | \$131,939 | \$131,939 |

