

File No. 110387

Committee Item No. 1

Board Item No. 8

### COMMITTEE/BOARD OF SUPERVISORS AGENDA PACKET CONTENTS LIST

Committee: Budget and Finance Committee

Date: June 29, 2011

Board of Supervisors Meeting

Date 7/19/11

#### Cmte Board

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| <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 <a href="http://www.sfbos.org">www.sfbos.org</a> 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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Completed by: Victor Young

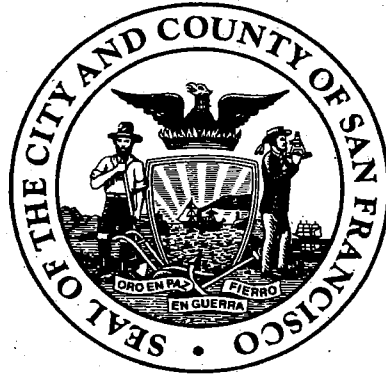
Date: June 24, 2011

Completed by: Victor Young

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	\$57,403	\$57,403
<b>Total</b>	<b>\$0</b>	<b>\$57,403</b>	<b>\$57,403</b>

\* 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		
<b>AME - County Clerk Services (1G AGF AAA)</b>						
Professional and Specialized Services			\$83,130	\$61,130	\$22,000	x
<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>						
<b>BK6 - Treasure Island (1G AGF WOF)</b>						
9993M Attrition Savings	0.0	-0.3	\$0	(\$42,356)	\$42,356	
Mandatory Fringe Benefits			\$0	(\$3,385)	\$3,385	
<i>Total Savings</i>					\$45,741	
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		Savings	GF IT
			From	To		
<b>FAC - City Administrator (IG AGF AAA)</b>						
9993M Attrition Savings	-1.37	-1.45	(\$128,708)	(\$136,266)	\$7,558	x
Mandatory Fringe Benefits			(\$51,393)	(\$54,405)	\$3,012	x
			<i>Total Savings</i>	<i>\$10,570</i>		
Adjust attrition savings to reflect projected expenditures.						
<b>Materials and Supplies</b>			\$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.						
<b>FCT - Risk Management / General (IG AGF WOF)</b>						
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		
<b>FFH - Facilities Management and Operations (1G AGF AAA)</b>						
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.						
<b>FFI - Real Estate Services (2S RPF SRZ)</b>						
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		Amount		Savings	GF IT																		
	From	To	From	To																				
<b>FPO - 311 Call Center (1G AGF AAA)</b>																								
<b>Other Current Expenses</b>			\$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>																								
<b>Materials and Supplies</b>			\$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"><b>FY 2011-2012</b></p> <table border="1"> <thead> <tr> <th colspan="3">Total Recommended Reductions*</th> </tr> <tr> <th>One-Time</th> <th>Ongoing</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>General Fund 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><b>Total</b></td> <td><b>\$0</b></td> <td><b>\$132,472</b></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	<b>Total</b>	<b>\$0</b>	<b>\$132,472</b>
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																						
<b>Total</b>	<b>\$0</b>	<b>\$132,472</b>																						

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

ADM - City Administrator

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)
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
<b>Total Amount Return to Fund Balance</b>					<b>80,000.00</b>	<b>\$24,596.07</b>

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		
<b>ASH - Administration - Adult Probation (1G AGF AAA)</b>						
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 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 x
	Reduce funding due to \$10,900 of unexpended encumbered funds appropriated in FY 2009-10.					

**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 From	FTE To	Amount From	Amount To	Savings	GF
<b>AKB - Community Services (1G AGF AAA)</b>							
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>		<i>\$32,618</i>		
<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&amp;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	x
<p>Reduce funding due to \$14,085 of unexpended funds appropriated in FY 2009-10.</p>							

**FY 2011-2012**

**Total Recommended Reductions\***

	One-Time	Ongoing	Total
<b>General Fund Impact</b>	\$74,000	\$42,618	<b>\$116,618</b>
<b>Non-General Fund Impact</b>	\$0	\$0	<b>\$0</b>
<b>Total</b>	<b>\$74,000</b>	<b>\$42,618</b>	<b>\$116,618</b>

\* 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
<b>Total Amount Return to General Fund Balance</b>					<b>\$</b>	<b>1,208</b>

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		GF IT	
	From	To	From	To	From	To	From	To		
<b>BG1 - Administration (5A AAA AAA)</b>										
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			\$0
	Based on vendor quote									
<b>BG2 - Business and Finance (5A AAA AAA)</b>										
Other Professional Services			\$2,338,747	\$2,303,747			\$35,000	\$2,338,747	\$2,303,747	\$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  
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 IT	FTE		Amount		Savings	GF IT
	From	To	From	To			From	To	From	To		
Other Professional Services			\$18,384,746	\$18,109,746	\$275,000				\$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	\$42,000				\$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	\$50,000				\$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	\$28,860				\$78,860	\$50,000	\$28,860	
	Reduce to reflect actual expenditures in prior fiscal years.											
Non Air Travel			\$34,700	\$30,000	\$4,700				\$34,700	\$30,000	\$4,700	
	Reduce to reflect actual expenditures in prior fiscal years.											
Other Professional Services			\$1,718,805	\$1,684,000	\$34,805				\$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											



**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			\$187,746	\$107,746	\$80,000
	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.								
BG5 - Director's Office (5A AAA AAA)									
0932 Manager IV	1.0	0.0	\$130,306	\$0			\$137,904	\$0	\$137,904
0931 Manager III	0.0	1.0	\$0	\$121,485			\$0	\$128,569	(\$128,569)
Mandatory Fringe Benefits			\$49,029	\$47,280			\$55,598	\$53,476	\$2,122
			<i>Total Savings</i>	<i>\$10,570</i>			<i>Total Savings</i>	<i>\$11,457</i>	
	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.								
Air Travel			\$25,500	\$17,000			\$25,500	\$17,000	\$8,500
	Reduce to reflect actual expenditures in prior fiscal years.								
Non Air Travel			\$26,500	\$18,000			\$26,500	\$18,000	\$8,500
	Reduce to reflect actual expenditures in prior fiscal years.								
Training			\$581,832	\$550,000			\$581,832	\$550,000	\$31,832
	Reduce to reflect actual expenditures in prior fiscal years.								
Training			\$3,500	\$1,500			\$3,500	\$1,500	\$2,000
	Reduce training expenditures to reflect actual projected expenditures in FY 2010-11.								

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										
Miscellaneous								\$168,000	\$84,000	\$84,000
Mandatory Fringe Benefits								\$13,356	\$6,678	\$6,678
			<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 IT	Savings	Amount		GF IT	
			From	To			From	To		
9993 M Attrition Savings			(\$436,843)	(\$536,843)		\$100,000	(\$446,264)	(\$546,264)	\$100,000	
Mandatory Fringe Benefits			(\$204,679)	(\$251,533)		\$46,854	(\$255,188)	(\$312,371)	\$57,183	
			<i>Total Savings</i>	<i>\$146,854</i>				<i>\$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)	(\$145,622)	\$75,000	
Mandatory Fringe Benefits			(\$32,389)	(\$67,528)		\$35,139	(\$35,635)	(\$73,479)	\$37,844	
			<i>Total Savings</i>	<i>\$110,139</i>				<i>\$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)	(\$2,486,732)	\$150,000	
Mandatory Fringe Benefits			(\$1,071,748)	(\$1,142,030)		\$70,282	(\$1,179,124)	(\$1,254,815)	\$75,691	
			<i>Total Savings</i>	<i>\$220,282</i>				<i>\$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	\$4,702,560	\$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>										

**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											
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																		
<b>BG7 - Operations &amp; Security (5A AAA AAA)</b>																			
Other Professional Services			\$1,372,604	\$1,272,604					\$100,000										\$100,000
	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.																		
<b>BG8 - Facilities (5A AAA AAA)</b>																			
Equipment Purchases			\$30,000	\$26,303					\$3,697	x									\$0
	Based on vendor quote																		
	Based on vendor quote																		

GF = General Fund  
1T = One Time

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

Object Title	FY 2011-2012						FY 2012-2013							
	FTE		Amount		Savings	GF	IT	FTE		Amount		Savings	GF	IT
	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
<b>Total</b>	<b>\$53,231</b>	<b>\$1,366,955</b>	<b>\$1,420,186</b>

\* 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
<b>Total</b>	<b>\$0</b>	<b>\$1,494,556</b>	<b>\$1,494,556</b>

**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		
<b>FDL - Technical Services (1G AGF ACP)</b>						
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
<b>General Fund Impact</b>	\$53,871	\$0	\$53,871
<b>Non-General Fund Impact</b>	\$0	\$0	\$0
<b>Total</b>	\$53,871	\$0	\$53,871

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

**ASR - Assessor-Recorder**

Object Title	FY 2011-2012				Savings	GF	IT
	FTE From	To	Amount From	To			
<b>Reserve Recommendations</b>							
<b>FDJ - Real Property (1G AGF AAA)</b>							
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 AGF 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
<b>Total</b>	<b>\$550,339</b>	<b>\$0</b>	<b>\$550,339</b>

\* Adjusted for budget system reconciliation.

**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		
F&E - 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
<b>Total</b>	<b>\$0</b>	<b>\$33,583</b>	<b>\$33,583</b>

**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 Recorded Transaction	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 From	To	Amount		Savings	GF
			From	To		
<b>FC2 -Claims (1G AGF AAA)</b>						
Overtime			\$39,000	\$11,000	\$28,000	x
Mandatory Fringe Benefits			\$3,101	\$875	\$2,226	x
			<i>Total Savings</i>	<i>\$30,226</i>		
Reduce Overtime based on prior year actual expenditures.						
Consumer Protection Fines			\$1,500,000	\$1,575,000	\$75,000	x
			<i>Total Savings</i>	<i>\$75,000</i>		
<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**

FY 2011-2012						
Object Title	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
<p>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.</p>						

**FY 2011-2012**

**Total Recommended Reductions**

	One-Time	Ongoing	Total
<b>General Fund Impact</b>	\$1,100,000	\$30,226	\$1,130,226
<b>Non-General Fund Impact</b>	\$0	\$0	\$0
<b>Total</b>	<b>\$1,100,000</b>	<b>\$30,226</b>	<b>\$1,130,226</b>

**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
<b>Total Amount to be Returned to the General Fund</b>					<b>\$3,876.18</b>	

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
<b>Total</b>	<b>\$0</b>	<b>\$48,992</b>	<b>\$48,992</b>

GF = General Fund  
IT = 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	FY 2011-2012					
	FTE		Amount		Savings	GF IT
	From	To	From	To		
Attrition Savings - Miscellaneous	-2.81	-3.06	(\$226,889)	(\$247,075)	\$20,186	
Mandatory Fringe Benefits			(\$95,343)	(\$103,825)	\$8,482	
			<i>Total Savings</i>	<i>\$28,668</i>		
	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			\$70,000	\$50,000	\$20,000	
Mandatory Fringe Benefits			\$5,565	\$3,951	\$1,614	
			<i>Total Savings</i>	<i>\$21,614</i>		
	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
<b>General Fund Impact</b>			\$0
<b>Non-General Fund Impact</b>	\$121,165	\$121,165	\$121,165
<b>Total</b>	\$0	\$121,165	\$121,165

\* 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**

CHF-Children, Youth and Their Families

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)
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
<b>Total Amount Return to Fund Balance</b>						<b>\$169,753.48</b>

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	FY 2011-2012					
	FTE		Amount		Savings	GF
	From	To	From	To		
<b>FDC - Payroll and Personnel Services (1G AGF AAA)</b>						
Attrition Savings	(5.81)	(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>						
<b>FDC - Payroll and Personnel Services (1G AGF ACP)</b>						
1054 IS Principal Business Analyst	1.0	0.5	\$0	\$0	\$0	X
Mandatory Fringe Benefits			\$0	\$0	\$0	X
			<i>Total Savings</i>		\$0	
<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>						
<b>Equipment Purchase</b>			648,000	\$638,748	\$9,252	X
<p>Based on actual cost of equipment.</p>						

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
	From	To	From	To		
<b>FDO - City Services Auditor (IG AGF AAP)</b>						
Beginning Fund Balance			\$500,000	\$570,000	\$70,000	X X
Expenditure Recoveries						
						X X
			(\$11,626,014)	(\$11,556,014)		
<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>						
<b>FDX - Systems (IG AGF ACP)</b>						
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>						

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

\* 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**

CON - Controller's Office

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	8/16/2010	\$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	GF-TIS-TEL EPHONE(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
<b>Total Amount to be Returned to the General Fund</b>						<b>\$84,032.93</b>

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
	From	To	From	To		
<b>FAH - Long Range Planning (1G AGF AAA)</b>						
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.						
<b>FAH - Long Range Planning (1G AGF ACP)</b>						
Materials and Supplies			\$11,200	\$6,200	\$5,000	
<i>Total Savings</i>						\$5,000
Reduce based on historical expenditures.						
<b>PEF - Administration/Planning (1G AGF AAA)</b>						
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  
IT = 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	GF   IT
	From	To	From	To		
Training-Budget			\$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

**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 (GG AGF AAA)						
Court Fees			\$8,758,072	\$8,658,072	\$100,000	x
<p>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.</p> <p>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.</p>						

**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
<b>Total</b>	<b>\$0</b>	<b>\$100,000</b>	<b>\$100,000</b>

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 IT
	From	To	From	To		
<b>AIA - Felony Prosecution (GGAFAAA)</b>						
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		
<b>A10 - Family Violence Program (GAGFACP)</b>						
			\$863,342	\$763,342	\$100,000	X X
<p>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.</p>						

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
<p>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.</p>						

**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
<b>Total</b>	<b>\$1,125,000</b>	<b>\$195,101</b>	<b>\$1,320,103</b>

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**

Object Title	FTE		Amount		Savings	GF	IT
	From	To	From	To			
	FY 2011-2012						
BAN - Administration/Support Services (2S BIF ANP)	Delete one vacant Manager VI position that is currently being held vacant for salary savings based on agreement with Department.						
	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.							
1053C - 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**

Object Title		FY 2011-2012				Savings	GF	IT
		FTE		Amount				
		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.								
<b>BAN -</b>								
<b>Administration/Support Services (2S BIF CPR)</b>								
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*			
General Fund Impact	One-Time	Ongoing	Total
\$0	\$0	\$0	\$0
Non-General Fund Impact	\$400,000	\$582,078	\$982,078
<b>Total</b>	<b>\$400,000</b>	<b>\$582,078</b>	<b>\$982,078</b>

\* 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**

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 Information System (FAMIS)
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
PELICAN DELIVERY INC	FREIGHT/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 CONTRAC1	No	2010	7/19/2010	243.34	10.87
LINDA KITTLITZ & ASSOC	OFFICE SUPPLIES-CITYWIDE CONTRAC1	No	2010	8/11/2009	93.34	93.34
LINDA KITTLITZ & ASSOC	OFFICE SUPPLIES-CITYWIDE CONTRAC1	No	2010	4/21/2010	243.34	122.82
LINDA KITTLITZ & ASSOC	OFFICE SUPPLIES-CITYWIDE CONTRAC1	No	2010	8/11/2009	93.33	93.33
LINDA KITTLITZ & ASSOC	OFFICE SUPPLIES-CITYWIDE CONTRAC1	No	2010	8/11/2009	93.33	93.33
LINDA KITTLITZ & ASSOC	OFFICE SUPPLIES-CITYWIDE CONTRAC1	No	2010	8/11/2009	93.33	93.33
LINDA KITTLITZ & ASSOC	OFFICE SUPPLIES-CITYWIDE CONTRAC1	No	2010	10/20/2009	93.33	94.91
LINDA KITTLITZ & ASSOC	OFFICE SUPPLIES-CITYWIDE CONTRAC1	No	2010	8/11/2009	93.33	93.33
LINDA KITTLITZ & ASSOC	OFFICE SUPPLIES-CITYWIDE CONTRAC1	No	2010	4/12/2010	93.33	48.16
LINDA KITTLITZ & ASSOC	OFFICE SUPPLIES-CITYWIDE CONTRAC1	No	2010	12/16/2009	93.33	48.16
LINDA KITTLITZ & ASSOC	OFFICE SUPPLIES-CITYWIDE CONTRAC1	No	2010	8/11/2009	93.33	93.33
LINDA KITTLITZ & ASSOC	OFFICE SUPPLIES-CITYWIDE CONTRAC1	No	2010	7/15/2010	243.33	93.33
LINDA KITTLITZ & ASSOC	OFFICE SUPPLIES-CITYWIDE CONTRAC1	No	2010	8/11/2010	93.34	140.9
LINDA KITTLITZ & ASSOC	OFFICE SUPPLIES-CITYWIDE CONTRAC1	No	2010	8/11/2009	93.34	93.34
LINDA KITTLITZ & ASSOC	OFFICE SUPPLIES-CITYWIDE CONTRAC1	No	2010	8/11/2009	93.34	93.34
GIVE SOMETHING BACK LLC	OFFICE SUPPLIES-CITYWIDE CONTRAC1	No	2010	7/19/2010	199.99	41.76
GIVE SOMETHING BACK LLC	OFFICE SUPPLIES-CITYWIDE CONTRAC1	No	2010	6/1/2010	199.99	56.64
GIVE SOMETHING BACK LLC	OFFICE SUPPLIES-CITYWIDE CONTRAC1	No	2010	7/14/2010	199.99	56.64
GIVE SOMETHING BACK LLC	OFFICE SUPPLIES-CITYWIDE CONTRAC1	No	2010	5/17/2010	199.99	56.64
GIVE SOMETHING BACK LLC	OFFICE SUPPLIES-CITYWIDE CONTRAC1	No	2010	3/25/2010	199.99	72.89
GIVE SOMETHING BACK LLC	OFFICE SUPPLIES-CITYWIDE CONTRAC1	No	2010	11/10/2009	200.00	101.45
GIVE SOMETHING BACK LLC	OFFICE SUPPLIES-CITYWIDE CONTRAC1	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 Savings	Year of Appropriation	Date of Last Recorded Transaction	Original Amount	Unexpended Balance in Financial and Management Information System (FAMIS)
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
<b>Total Amount Return to Fund Balance</b>						<b>\$27,720.86</b>
<b>General Fund</b>						<b>\$0.00</b>
<b>Non-General Fund</b>						<b>\$27,720.86</b>

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	FTE		Amount		Savings	GF	IT
	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
	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  
1T = 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		
<b>D30- SFGH- Ambulatory Care- Occupational Health (SH AAA AAA)</b>						
Professional and Specialized Services			\$191,695	\$180,000	\$11,695	x
	Reduce 027 Professional and Specialized Services to reflect historical spending pattern and projected FY 2011-12 expenditures.					
<b>D55- SFGH- Emergency-Psychiatric Services (SH AAA AAA)</b>						
Professional and Specialized Services			\$2,747,871	\$2,740,000	\$7,871	x
	Reduce 027 Professional and Specialized Services to reflect historical spending pattern and projected FY 2011-12 expenditures.					
<b>DHH - Health at Home (GG AGF AAA)</b>						
Materials and Supplies			\$135,556	\$130,000	\$5,556	x
	Reduce 040 Materials and Supplies Budget Only to reflect historical spending pattern and projected FY 2011-12 expenditures.					
<b>DAS- Laguna Honda- Long Term Care (SL AAA AAA)</b>						
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			
	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 IT
	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 workorder with Sheriff Department based on actual expenses to be incurred in FY 2011-12.					
<b>DLT - Mental Health- Long Term Care (IGAGF AAA)</b>						
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					
<b>DMM - Mental Health- Community Care (IGAGF AAA)</b>						
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
			<i>Total Savings</i>		\$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  
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			
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.						
<b>DHP- Primary Care- Ambulatory Care- Health Centers (IG AGF AAA)</b>							
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</i>		\$32,056		
	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	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</i>		\$9,147		
	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	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</i>		\$37,278		
	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
	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.					
<b>FAL - Children's Baseline (1G AGF AAA)</b>						
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.					
<b>DPP - Environmental Health Services (1G AGF AAA)</b>						
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.					

**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		
DPD - 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 (IG AGF AAA)						
Materials and Supplies			\$81,537	\$72,000	\$9,537	X
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)
<b>Total</b>	<b>\$418,959</b>	<b>\$345,883</b>	<b>\$764,842</b>

\* 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**

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	428.9	428.9
WAXIE SANITARY SUPPLY	OTHER EQUIP MAINT	Yes	2010	2/8/2010	23.27	23.27
A T & T	MINOR DATA PROCESSING EQUIPMENT	Yes	2010	2/11/2010	1732.46	1732.46
CONTROL CO	PLUMBING SUPPLIES	Yes	2010	3/8/2010	65000	8015.98
MEDLINE INDUSTRIES INC	INSTITUTIONAL LINEN	Yes	2010	3/17/2010	196.32	196.32
A T & T	MINOR DATA PROCESSING EQUIPMENT	Yes	2010	4/26/2010	1,875.00	1875
RAS ENGINEERING INC	OTHER BLDG MAINT SVCS	Yes	2010	7/1/2010	1,300.00	672.11
KONICA MINOLTA BUSINESS SOLUTIONS USA INC	OFFICE MACHINE RENTAL	Yes	2011	7/1/2010	2,000.00	2,000.00
S & S WORLDWIDE INC	RECREATION & ATHLETIC SUPPLIES	Yes	2011	7/1/2010	10,000.00	2,000.00
SYSCO SAN FRANCISCO INC	FOOD	Yes	2010	7/1/2010	10,000.00	4,103.84
RECOLOGY GOLDEN GATE	SCAVENGER SERVICES	Yes	2010	7/1/2010	3,000.00	1,193.80
EXPRESS OVERNITE	FREIGHT/DELIVERY	Yes	2010	7/1/2010		
<b>Total Amount Return to Fund Balance</b>					<b>\$64,709.38</b>	<b>\$64,709.38</b>
<b>Subtotal General Fund</b>					<b>\$64,709.38</b>	<b>\$64,709.38</b>

Object Title

Amount

Professional and Specialized Services  
 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. \$115,000

Professional and Specialized Services  
 Close out current year savings of \$113,000 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. \$113,000

Subtotal General Fund	<b>\$128,000.00</b>
Total General Fund	<b>\$192,709.38</b>

**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		
<b>BAA - Engineering (1G AGF PWF)</b>						
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.						
<b>BAA - Engineering (2S PWF OHF)</b>						
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.						
<b>BAG - Construction Management Services (1G AGF PWF)</b>						
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.						
1823C - 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 B&LA recommends a hire date of August 1, 2011 instead of July 1, 2011.						
BAM - Bureau of Architecture (2S PWF OHF)							
	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.					
<b>BAR - Building Repair and Maintenance (IGAGF AAA)</b>						
Services of Other Departments			\$203,332	\$185,732	\$17,600	x
	Reduce budget for PUC Sewer Service Charges to reflect actual need of Department.					
<b>BAR - Building Repair and Maintenance (IGAGF PWF)</b>						
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**

FY 2011-2012

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&amp;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.</p>							
<b>BAR - Building Repair and Maintenance</b>							
<b>(2S PWF OHR)</b>							
Equipment Purchase			\$20,805	\$14,060	\$6,745		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
<p>Reduce amount budgeted for purchase of one Clear 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**

		FY 2011-2012					
Object Title	FTE From To	Amount		Savings	GF	IT	
		From	To				
Equipment Purchase		\$10,403		\$9,070	\$1,333	X X	
Reduce amount budgeted for purchase of one Radius Notcher from \$10,403 to \$9,070 based on Department-supplied quote.							
<b>BAT - Street Use Management (1G AGF PWF)</b>							
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.							
<b>BAZ - Street Environmental Services (1G AGF AAA)</b>							
Professional and Specialized Services		\$380,510		\$355,510	\$25,000	X 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.							

**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.							
<b>BAZ - Street Environmental Services (1G AGF AAA)</b>							
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						
	FTE		Amount		Savings	GF	IT
	From	To	From	To			
<b>BAZ - Street Environmental Services (2S PWF OHE)</b>							
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.							
<b>BAI - Urban Forestry (1G AGF PWF)</b>							
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.							
<b>BAI - Urban Forestry (2S GTF GTN)</b>							
Services of Other Departments			\$568,600	\$539,000	\$29,600	x	
Reduce PUC Water Charges to accurately reflect need of the Department.							

**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			
BAA2 - Street and Sewer Repair (2S PWF OHP)							
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
<b>Total</b>	<b>\$82,318</b>	<b>\$778,082</b>	<b>\$860,400</b>

\* 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
	ENVIRONMENTAL CONTRACTOR/CONSULTING SVC	No	2008	6/26/2008	2,800.00	2,800.00
SYNERGY ENTERPRISES INC						
<b>Total Amount Return to Non-General Fund Balance</b>					<u>2,800.00</u>	<u>\$9,885.05</u>

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	FTE		Amount		Savings	GF	IT
	From	To	From	To			
<b>BIR - Emergency Communications (GG AGF AAA)</b>							
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					
	FTE		Amount		Savings	GF 1T
	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.					
<b>BIV - Emergency Services (IG AGF AAA)</b>						
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
<b>Total</b>	<b>\$0</b>	<b>\$157,104</b>	<b>\$157,104</b>

\* 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**

ECD - Department of Emergency Management

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 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
<b>Total amount to be returned to the General Fund</b>						<b>\$29,587</b>

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	IT
	From	To	From	To			
<b>BKS - Economic Development (IG AGF ACP)</b>							
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	FTE		Amount		Savings	GF	1T
	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	\$126,048	\$161,529	(\$161,529)		
0923 - Manager II	0.0	1.0	\$0	\$0	\$126,048		
0922 - Manager I	1.0	0.0	\$108,888	\$116,792	(\$116,792)		
1824 - Principal Analyst	0.0	1.0	\$0	\$105,742	\$108,888		
Mandatory Fringe Benefits			\$145,201	\$131,273	(\$105,742)		
			<i>Total Savings</i>		\$54,680	\$13,929	
<p>The Department requested four new positions for the America's Cup project, including one new Manager VIII, one new Manager VI, one new Manager III and one new Manager I. The Budget and Legislative Analyst recommends:</p> <p>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 III, which has lower salary range than the Manager VIII.</p> <p>Downward substitution of the Manager III to an 0923 Manager I, which is consistent with the executive level duties of the position and</p> <p>Downward substitution of the Manager I to an 1824 Principal Analyst. This position does not have management responsibility.</p> <p>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.</p>							

**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			
Professional & Specialized Services			\$400,000	\$375,000	\$25,000	x	x
Reduction based on historical expenditures:							
<b>BL1 - Workforce Training (G AGF AAP)</b>							
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
<b>Total</b>	<b>\$25,000</b>	<b>\$50,005</b>	<b>\$75,005</b>

\* 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**

**ECN - Economic and Workforce Development**

Object Title	FY 2011-2012						
	FTE		Amount		Savings	GF	IT
	From	To	From	To			
<b>Reserve Recommendations</b>							
<b>BK5 - Economic Development (IG AGF AAA)</b>							
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
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,166,530</b>

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

ECN - Economic and Workforce Development

Vendor Name	Subject Title	General Fund Savings	Year of Appropriation	Date of Last Recorded Transaction	Original Amount	System Information (FAMIS)	Unexpended Balance in Financial and Management Information
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	
<b>Total Amount to Return to General Fund</b>						<b>\$4,011.76</b>	

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		
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Reduction based on historical spending.

**ENV - Recycling (2S-PWF-SWN)**

Professional & Specialized Services			\$636,000	\$623,280	\$12,720		
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Reduction based on historical spending.

Programmatic Budget			\$962,225	\$762,225	\$200,000		
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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							
Miscellaneous			\$29,525	\$20,000	\$9,525		

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		
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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		\$263,903
Non General Fund Adjustment	(\$200,000)		(\$200,000)
<b>Subtotal</b>	<b>\$0</b>	<b>\$63,903</b>	<b>\$63,903</b>

\* 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
	From	To	From	To		
<b>EEB - OPER &amp; MAINT OF MUSEUMS (1G AGF AAA)</b>						
<b>MATERIALS AND SUPPLIES</b>			\$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
<b>Total</b>	<b>\$0</b>	<b>\$41,909</b>	<b>\$41,909</b>

\* 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		
<b>AAD - Administration (IG AGF AAA)</b>						
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.					
<b>AEC - Fire Suppression (IG AGF AAA)</b>						
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.					

**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		
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.					
<b>ATR - Training (GGAGF AAA)</b>						
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		
	From	To	From	To			
Taxes, Licenses, and Permits			\$40,000	\$20,000	\$20,000	GF*	1T
						x	

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.

**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
<b>Total</b>	<b>\$0</b>	<b>\$713,390</b>	<b>\$713,390</b>

\* 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**

**GEN - General City Responsibility**

Object Title	FY 2011-2012						
	FTE		Amount		Savings	GF	IT
	From	To	From	To			
<b>FCZ - General City Responsibility</b>							
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
	From	To	From	To		
AMML - 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
<b>Total</b>	<b>\$1,047,030</b>	<b>\$0</b>	<b>\$1,047,030</b>



**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 IT
IG AGF 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 SVCS-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.					

**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	IT
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
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

\* 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**

**HRD - Department of Human Resources**

Object Title	FY 2011-2012							
	FTE		Amount		Savings		GF	IT
	From	To	From	To				
<b>FCA - Employee Relations (1G AGF AAP)</b>								
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.							
<b>FCS - Recruitment/ Assessment/ Client Services (1G AGF AAA)</b>								
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.							

**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				
<b>FAR - Workforce Development (IG AGF AAA)</b>								
<b>Professional &amp; Specialized Services - Budget</b>			\$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.							
<b>FCW - Administration (IG AGF AAA)</b>								
<b>Employee Recognition</b>			\$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.							
<b>Professional &amp; Specialized Services - Budget</b>			\$50,367	\$43,367	\$7,000	x		
	Reduce to reflect actual expenditures in prior fiscal years.							
<b>HR-SF General Hospital - Others</b>			\$86,132	\$66,132	\$20,000	x	x	
	Reduce funding due to \$20,000 of unexpended encumbered funds allocated in FY 2008-09.							
<b>GF-Purchasing - Mail Services</b>			\$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
<b>Total</b>	<b>\$67,783</b>	<b>\$26,500</b>	<b>\$94,283</b>

\* 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**

HRD - Human Resources

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)
C P S HUMAN RESOURCE SERVICES	TRAINING COSTS PAID TO VENDORS	Yes	2008	9/15/2010	79,790.00	\$17,125
BUDGET SIGNS INC	OTHER MATERIALS & SUPPLIES	Yes	2009	5/14/2009	\$40.94	\$541
HEWLETT-PACKARD EXPRESS SUPPORT OPERATIO	DP/WP EQUIPMENT MAINT	Yes	2009	4/19/2010	10,458.19	\$35
BUDGET SIGNS INC	PRINTING	Yes	2009	4/26/2011	2,005.79	\$898
BUDGET SIGNS INC	PRINTING	Yes	2009	4/26/2011	1,981.31	\$378
PERSONNEL DCSNS INTL DBA PDI NINTH HOUSE	TRAINING COSTS PAID TO VENDORS	Yes	2010	7/2/2009	1,563.66	\$1,564
GRM INFORMATION MANAGEMENT SERVICES	MISCELLANEOUS FACILITIES RENTAL	Yes	2010	7/2/2010	3,000.00	\$357
SHRED WORKS	OTHER CURRENT EXPENSES	Yes	2010	9/30/2010	4,000.00	\$2,621
PERSONNEL DCSNS INTL DBA PDI NINTH HOUSE	TRAINING COSTS PAID TO VENDORS	Yes	2010	1/21/2010	2,175.01	\$1,452
STAPLES INC & SUBSIDIARIES	OTHER OFFICE SUPPLIES	Yes	2010	10/8/2010	4,000.00	\$900
PERSONNEL DCSNS INTL DBA PDI NINTH HOUSE	TRAINING COSTS PAID TO VENDORS	Yes	2010	12/28/2009	977.22	\$977
PERSONNEL DCSNS INTL DBA PDI NINTH HOUSE	TRAINING COSTS PAID TO VENDORS	Yes	2010	3/10/2010	1,936.30	\$1,936
BAUERS LIMOUSINE SERVICE	VEHICLE RENTAL	Yes	2010	9/10/2010	4,740.00	\$1,302
PERSONNEL DCSNS INTL DBA PDI NINTH HOUSE	TRAINING COSTS PAID TO VENDORS	Yes	2010	3/30/2010	1,873.51	\$1,874
C K R INTERACTIVE	MISCELLANEOUS FACILITIES RENTAL	Yes	2010	10/8/2010	2,452.95	\$2,050
C K R INTERACTIVE	MISCELLANEOUS FACILITIES RENTAL	Yes	2010	7/26/2010	1,100.00	\$815
HOLIDAY INN GOLDEN GATEWAY	MISCELLANEOUS FACILITIES RENTAL	Yes	2010	12/3/2010	24,171.84	\$3,140
HOLIDAY INN GOLDEN GATEWAY	MISCELLANEOUS FACILITIES RENTAL	Yes	2010	9/13/2010	33,821.20	\$846
KANTOLA PRODUCTIONS LLC	AUDIO/VISUAL EQUIPT & SUPPLIES/5K & LESS	Yes	2010	7/2/2010	468.22	\$468
PERSONNEL DCSNS INTL DBA PDI NINTH HOUSE	TRAINING COSTS PAID TO VENDORS	Yes	2010	7/2/2010	2,241.99	\$2,242
CITY COLLEGE OF SAN FRANCISCO	TRAINING COSTS PAID TO VENDORS	Yes	2010	12/22/2010	37,235.00	\$624
RIICOH-REPRODUCTION STORE	GF-HR-WORKERS' COMP CLAIMS	Yes	2010	8/25/2010	200,000.13	\$175,000
RIICOH-REPRODUCTION STORE	REPRODUCTION COPIER STORE PROGRAM	Yes	2010	9/13/2010	30,500.00	\$473
<b>Total Amount Return to Fund Balance</b>						<b>\$217,618</b>
<b>General Fund</b>						<b>\$217,618</b>
<b>Non-General Fund</b>						<b>\$0</b>

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**

Object Title		FY 2011-2012						
		FTE		Amount		Savings	GF	IT
CAI - County Adult Assistance Program (IG AGF AAA)		From	To	From	To			
Aid Assistance				\$995,202	\$950,202	\$45,000	X	
		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  
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					
CAL - Family and Children's Services (GG 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	x
Mandatory Fringe Benefits				(\$1,147,327)	(\$1,166,667)	\$19,340	x	x
				<i>Total Savings</i>		\$44,982		
		Adjust attrition savings to reflect actual hiring plans for vacant positions.						
CGU - DSS Childcare (GG AGF AAA)								
Aid Assistance				\$12,500,000	\$12,150,000	\$350,000		
		Reduce to reflect historical spending and projected expenditures. The Budget and Legislative Analyst's 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
<b>Total</b>	<b>\$38,802</b>	<b>\$390,843</b>	<b>\$429,645</b>

\* 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 Information (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	INTERPRETERS	Yes	2010	1/31/2011	85,000.00	111.51	
ACE LEGAL ASSISTANCE	SOCIAL SERVICES CONTRACTS	Yes	2010	8/26/2010	18,000.00	3,422.77	
SENECA CENTER	COMMUNITY BASED ORGANIZATION SERVICES	No	2010	9/15/2010	100,000.00	2,842.80	
BROADVIEW SECURITY INC	SECURITY	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>		
<b>Total Amount of Savings</b>					<b>\$134,055.34</b>		
<b>Total Amount to Return to General Fund Balance</b>					<b>\$52,384.65</b>		

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		
Copy Machine			\$6,000	\$5,000	\$1,000	x	
Professional and Specialized Services			\$1,090,395	\$1,073,395	\$17,000	x	
Reduce to reflect department's lease cost.							
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
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

\* 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				
	FTE		Amount		Savings
	From	To	From	To	
Juvenile Hall (IG AGF AAA)					
Overtime			\$917,952	\$817,952	\$100,000
Mandatory Fringe Benefits			\$72,977	\$65,028	\$7,949

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
<b>Total</b>	<b>\$0</b>	<b>\$107,950</b>	<b>\$107,950</b>

\* 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**

**LIB - Public Library**

Object Title	FY 2011-2012					
	FTE		Amount		Savings	GF IT
	From	To	From	To		
<b>EEG - Branch Program (2SLIBNPPR)</b>						
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>				\$51,271		
<p>Increase attrition savings for two part-time positions that have been vacant since June 2000. The savings assumes vacancy for six months.</p>						
<b>EGH - Facilities (2SLIBNPPR)</b>						
Step Adjustments, Miscellaneous			\$103,414	\$0	\$103,414	
<i>Total Savings</i>			\$103,414			
<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>				\$19,899		
<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**

**L1B - Public Library**

Object Title	FY 2011-2012					
	FTE		Amount		Savings	GF
	From	To	From	To		
<b>EGG - Information Technology (2SLIBNPR)</b>						
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
<b>Total</b>	<b>\$71,203</b>	<b>\$197,399</b>	<b>\$268,602</b>

\* 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**

**MYR - Mayor**

Object Title	FY 2011-2012				
	FTE		Amount		Savings
	From	To	From	To	
FEA - City Administration (IGAGF WOF)					
Salaries - Misc.			\$666,793	\$626,793	\$40,000
Mandatory Fringe Benefits			274,483	258,017	16,466
Expenditure Recoveries - Jnallocated				(\$310,307)	(\$56,466)
				<i>Total Savings</i>	<i>\$56,466</i>
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)
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

\* 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 2011-122**

MYR - Mayor

Vendor Name	Subobject Title	General Fund Savings	Year of Appropriation	Date of Last Recorded Transaction	Original Amount	System Information (FAMIS)	Unexpended Balance in Financial and Management Information
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	
GRM INFORMATION MANAGEMENT SERVICES	OTHER CURRENT EXPENSES	Yes	2010	9/9/2010	300.00	424.16	
<b>Total Amount to be Returned to the General Fund</b>						<b>\$4,610.21</b>	

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 (IGAGFAAA)						
Temporary - Miscellaneous			\$426,291	\$414,539	\$11,752	x
Professional & Specialized Services			\$25,000	\$0	\$25,000	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.  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
<b>Total</b>	<b>\$0</b>	<b>\$37,686</b>	<b>\$37,686</b>

\* 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**

PDR - Public Defender

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)
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		
<b>ACX - Patrol (IG AGF AAA)</b>						
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.					
<b>1054C IS Business Analyst-Principal</b>						
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.					
<b>9993M Attrition Savings</b>						
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.					
<b>ACM - Operations and Administration (IG AGF AAA)</b>						
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					
	FTE		Amount		Savings	GF
	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 Horseshoeing - 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.						
<b>AAP - Patrol (IG AGF AAP)</b>						
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
<b>Total</b>	<b>\$26,655</b>	<b>\$1,480,901</b>	<b>\$1,507,556</b>



**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		Amount		FTE		Amount			
	From	To	From	To	From	To	From	To		
							Savings	GF	IT	
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	Savings	GF	IT	FTE From	FTE To	Amount From	Amount To	Savings	GF	IT
Equipment Purchase			\$594,999	\$414,999	\$180,000		x			\$500,000	\$320,000	\$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			\$320,000	\$270,000	\$50,000		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										\$150,000	\$100,000	\$50,000		x
<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		Amount		Savings	GF	IT	FTE		Amount		Savings	GF	IT																														
	From	To	From	To				From	To	From	To																																	
Facilities Maintenance and Capital Projects			\$475,000	\$450,000	\$25,000					\$475,000	\$450,000	\$25,000																																
The Department, based on revised estimates, only requires \$450,000 for Architectural and Engineering Consulting Services Project (GPO551).																																												
Facilities Maintenance and Capital Projects			\$205,000	\$190,000	\$15,000					\$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	\$10,000					\$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 colspan="3">FY 2011-2012</th> <th colspan="3">FY 2012-2013</th> </tr> <tr> <th>One-Time</th> <th>Ongoing</th> <th>Total</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>\$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></td> </tr> <tr> <td><b>Total</b></td> <td><b>\$330,000</b></td> <td><b>\$200,000</b></td> <td><b>\$530,000</b></td> <td></td> <td></td> </tr> </tbody> </table>															FY 2011-2012			FY 2012-2013			One-Time	Ongoing	Total	One-Time	Ongoing	Total	General Fund Impact	\$0	\$0	\$0	\$0	\$0	Non-General Fund Impact	\$330,000	\$200,000	\$530,000			<b>Total</b>	<b>\$330,000</b>	<b>\$200,000</b>	<b>\$530,000</b>		
FY 2011-2012			FY 2012-2013																																									
One-Time	Ongoing	Total	One-Time	Ongoing	Total																																							
General Fund Impact	\$0	\$0	\$0	\$0	\$0																																							
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FY 2011-2012			FY 2012-2013																																									
One-Time	Ongoing	Total	One-Time	Ongoing	Total																																							
General Fund Impact	\$0	\$0	\$0	\$0	\$0																																							
Non-General Fund Impact	\$305,000	\$240,482	\$545,482																																									
<b>Total</b>	<b>\$305,000</b>	<b>\$240,482</b>	<b>\$545,482</b>																																									

**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		Savings	GF	IT
<b>BCS - Administration (SW-PUC-OPF)</b>									
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.									
<b>BCV - Strategic Planning/Compliance (SW-PUC-OPF)</b>									
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
<b>BDA - Wastewater Administration (5C-AAA-AAA)</b>									
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.									
<b>BDA - Hetch Hetchy Administration (5T-AAA-AAA)</b>									
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.									
<b>BDC - Wastewater Treatment (5C-AAA-AAA)</b>									
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	FTEs		Amount		Savings	GF	IT	From	To	From	To	Savings	GF	IT
	From	To	From	To										
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 - #WPI211R			\$312,027	\$279,177	\$32,850		x							
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		x
Reduce FY 2012-2013 funding for Other Equipment to reflect recommended equipment expenditure level for FY 2011-2012.														

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
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			(\$772,135)	(\$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	7.0	6.0	\$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**

**PUC - Public Utilities Commission**

Object Title	FY 2011-2012				FY 2012-2013									
	FTEs From	FTEs To	Amount From	Amount To	Savings	GF	IT	FTE From	FTE To	Amount From	Amount To	Savings	GF	IT
Mandatory Fringe Benefits														
										\$47,420	\$42,234	\$5,186		
Corresponds to recommended reduction in Premium Pay.														
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 XL T, 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	FY 2011-2012				FY 2012-2013						
	FTEs From	To	Amount From	To	FTE From	To	Amount From	To			
Equipment Purchase							\$902,981	\$860,974	\$42,007		
The Department has requested \$902,981 for purchases of Equipment in FY 2012-13. The Budget and Legislative Analyst recommends a reduction of \$42,007 to reflect the recommended expenditure level for vehicles and equipment in FY 2011-2012.											
<b>BDM - Water Treatment (5W-AAA-AAA)</b>											
Maintenance Services-Buildings and Structures			\$237,090	\$165,000			\$237,090	\$165,000	\$72,090		
Reduce to reflect projected expenditures for FY 2010-11.											
9993M Attrition Savings			(\$1,065,567)	(\$1,165,567)			(\$1,110,866)	(\$1,210,866)	\$100,000		
Reduce Attrition Savings to reflect projected surplus in FY 2010-11.											
Mandatory Fringe Benefits			(\$405,825)	(\$443,910)			(\$466,349)	(\$508,330)	\$41,981		
Corresponds to reduction in Attrition Savings											
Gas Chromatography (GC) - Electron Capton			\$24,000	\$22,224					\$1,776	X	
Based on vendor quote.											

GF = General Fund  
IT = One-time Reductions

PUC - Public Utilities Commission

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

Object Title	FY 2011-2012				FY 2012-2013						
	FTEs From	FTEs To	Amount From	Amount To	FTE From	FTE To	Amount From	Amount To			
Equipment Purchases							\$360,881	\$359,105	\$1,776		
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.											



**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
Mandatory Fringe Benefits								
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.								

Corresponds to recommended reduction in Premium Pay.

**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
	From	To	From	To			
Equipment Purchase			\$101,975	\$51,975	\$50,000		
Reduce to reflect projected underspending in FY 2010-11 for Equipment Purchase. A reduction of \$50,000 will allow for sufficient Equipment Purchase for Other Equipment for FY 2011-12.							
				Ongoing reduction.			

**FY 2011-2012**

Total Recommended Reductions*			
One-Time	Ongoing	Subtotal	
General Fund Impact	\$0	\$0	\$0
Non-General Fund Impact	\$249,579	\$2,573,374	\$2,822,953
<b>Subtotal</b>	<b>\$249,579</b>	<b>\$2,573,374</b>	<b>\$2,822,953</b>

\* 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	Subtotal	
General Fund Impact	\$0	\$0	\$0
Non-General Fund Impact	\$76,633	\$2,637,674	\$2,714,307
<b>Subtotal</b>	<b>\$76,633</b>	<b>\$2,637,674</b>	<b>\$2,714,307</b>

\* 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**

**REC- Recreation and Park Department**

Object Title	FY 2011-2012						GF	IT
	FTE		Amount		Savings			
	From	To	From	To				
<b>EAA- Golden Gate Park (IG AGF AAA)</b>								
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.							
<b>EAP- Parks (IG AGF AAA)</b>								
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.							
<b>EAP-Parks (2SGOLNPR)</b>								
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 IT
	From	To	From	To		
<b>ECS- Capital Projects (2SOSP/PR and IGOH/FREC)</b>						
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.					
<b>EIA- Recreation and Park Administration (IGOH/FREC)</b>						
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
<b>Total</b>	<b>\$0</b>	<b>\$207,711</b>	<b>\$207,711</b>

\* 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**

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 WHOLESALE 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
BROWNIE'S HARDWARE	AGRICULTURAL SUPPLIES	Yes	2010	8/10/2010	1,500.00	129.67
BROWNIE'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
<b>Total Amount Return to Fund Balance</b>						<b>\$122,878.83</b>

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	GF
	From	To	From	To		
<b>Development Services</b>						
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>		<i>\$87,710</i>	
	Position has been vacant six months, with workload redistributed to remaining staff.					
<b>Contract Compliance</b>						
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>		<i>\$66,234</i>	
	Position has been vacant six months, with workload redistributed to remaining staff.					
<b>Administration</b>						
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	FY 2011-2012						GF	IT	
	FTE		Amount		Savings				
	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 IT
	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
<b>Total</b>	<b>\$0</b>	<b>\$459,572</b>	<b>\$459,572</b>

**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
<b>FCH - Elections (1G AGF AAA)</b>							
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.						
<b>Other Office Supplies</b>			\$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.						
<b>Sheriff</b>			\$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
<b>General Fund Impact</b>	\$132,628	\$0	\$132,628
<b>Non-General Fund Impact</b>	\$0	\$0	\$0
<b>Total</b>	\$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	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	8/5/2009	27,648.00	23,032.88
RICOH-REPRODUCTION STORE	REPRODUCTION COPIER STORE PROGRAM	Yes	2010	3/23/2011	5,482.87	542.58
<b>Total Amount to be Returned to the General Fund</b>						<b>\$23,575.46</b>

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
	From	To	From	To		
<b>EDC - Employee Deferred Comp Plan (GG AGF ACP)</b>						
Non-Air Travel - Employees			\$5,500	\$4,000	\$1,500	
	Reduce to reflect actual expenditures in prior fiscal years.					
<b>PROFESSIONAL &amp; SPECIALIZED SVCS- BUDGET</b>			\$350,000	\$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.					
<b>FDD - (7P RET ERT)</b>						
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	IT
	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)
<b>Total</b>	<b>\$462</b>	<b>\$1,500</b>	<b>\$1,962</b>

\* 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			
<b>EEH - Academy of Sciences (IGAGF AAA)</b>							
<b>PROFESSIONAL AND SPECIALIZED SERVICES</b>			\$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
<b>Total</b>	<b>\$0</b>	<b>\$100,000</b>	<b>\$100,000</b>



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

**SHE - Sheriff Department**

Object Title	FY 2011-2012				Savings	GF	IT
	FTE		Amount				
	From	To	From	To			
<b>AFP - Sheriff's Programs (1G AGF AAA)</b>							
Professional & Specialized Services - BUDGET			\$1,529,187	\$1,429,187	\$100,000	x	
Reduce to reflect actual expenditures in prior fiscal years.							
<b>AFC - Custody (1G AGF AAA)</b>							
9993M Attrition Savings	-5.24	-9.63	(\$656,132)	(\$1,206,132)	\$550,000	x	
Mandatory Fringe Benefits			(\$183,977)	(\$338,196)	\$154,219	x	
			<i>Total Savings</i>		<i>\$704,219</i>		
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**

**SHF - Sheriff Department**

Object Title	FY 2011-2012				GF	IT	
	FTE		Amount				Savings
	From	To	From	To			
<b>AFT - Security Services (IGAGF WOF)</b>							
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 (\$1)</i>				
	<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	
Pringe 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 \$0</i>				
	<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**

**SHE - Sheriff Department**

Object Title	FY 2011-2012				Savings	GF	IT
	FTE		Amount				
	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
<b>Total</b>	\$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	General Fund Savings	Year of Appropriation	Date of Last Recorded Transaction	Original Amount	Unexpended Balance in Financial and Management Information System (FAMIS)
CENTER POINT INC	COMMUNITY BASED ORGANIZATION S	Yes	2010	7/27/2010	\$117,374	\$35,907
POSITIVE DIRECTIONS EQUALS CHANGE INC	COMMUNITY BASED ORGANIZATION S	Yes	2010	7/15/2010	\$45,000	\$8,533
CENTER POINT INC	COMMUNITY BASED ORGANIZATION S	Yes	2010	8/2/2010	\$50,000	\$11,704
CENTER POINT INC	COMMUNITY BASED ORGANIZATION S	Yes	2010	7/27/2010	\$260,000	\$20,052
SAN FRANCISCO PRETRIAL DIVERSION PROJECT	COMMUNITY BASED ORGANIZATION S	Yes	2010	7/22/2010	\$454,286	\$62,609
COMPUTERLAND SILICON VALLEY	MINOR DATA PROCESSING EQUIPMENT	Yes	2010	4/22/2010	\$152	\$152
COMPUTERLAND SILICON VALLEY	MINOR DATA PROCESSING EQUIPMENT	Yes	2010	4/22/2010	\$152	\$152
SCHNEIDER ELECTRIC BUILDINGS AMERICAS	OTHER EQUIPMENT MAINT SUPPLIES	Yes	2010	6/24/2010	\$5,384	\$5,384
CLEAN SOURCE	CLEANING SUPPLIES	Yes	2010	8/9/2010	\$2,420	\$3
WESTERN STATE DESIGN	OTHER EQUIPMENT MAINT SUPPLIES	Yes	2010	7/16/2010	\$1,095	\$316
GALLS - AN ARAMARK CO LLC	UNIFORMS	Yes	2010	8/25/2010	\$4,292	\$1,621
WESTERN STATES OIL	FUELS & LUBRICANTS	Yes	2010	7/22/2010	\$28,000	\$1,526
LASERLINK INTERNATIONAL INC	OTHER OFFICE SUPPLIES	Yes	2010	2/3/2011	\$10,000	\$3,073
GIVE SOMETHING BACK LLC	OTHER OFFICE SUPPLIES	Yes	2010	8/12/2010	\$50,000	\$6,097
	EE-PUC-WATER	Yes	2008	5/8/2009	\$182,000	\$29,345
	SR-DPW-BUILDING REPAIR	Yes	2008	6/29/2009	\$19,513	\$6,937
	SR-DPW-CONSTRUCTION MGMT	Yes	2010	12/6/2010	\$4,000	\$920
	IS-TIS-ISD SERVICES	Yes	2010	11/29/2010	\$46,434	\$1,318
	IS-TIS-ISD SERVICES	Yes	2010	2/25/2011	\$12,000	\$6,580
	<b>Total Amount Return to Fund Balance</b>					<b>\$202,229</b>
	<b>General Fund</b>					<b>\$202,229</b>
	<b>Non-General Fund</b>					<b>\$0</b>

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	FY 2011-2012						
	FTE		Amount		Savings	GF* IT	
	From	To	From	To			
<b>BK4 - Governance and Outreach (IG AGF AAA)</b>							
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.						
<b>BAK - Operations (6I TIF AAP)</b>							
Electrical Line Helper - 7432N	2.0	1.75	\$143,371	\$125,450	\$17,921	x	
Mandatory Fringe Benefits			\$65,523	\$57,333	\$8,190	x	
Electrical Line Worker - 7338N	2.0	1.75	\$168,473	\$147,414	\$21,059	x	
Mandatory Fringe Benefits			\$72,200	\$63,175	\$9,025	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 \$811,967 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>					

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		
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>					
<b>BTO - Technology Services: Public Safety (61 TIF AAP)</b>						
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>					
<b>BIU - Administration (61 TIF AAP)</b>						
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>					

**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		
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)
<b>Total</b>	<b>\$0</b>	<b>\$14,950</b>	<b>\$14,950</b>

GF = General Fund

IT = One Time



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

TIS - Encumbrances

Vendor Name	Subsubject 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	COMMUNICATION SUPPLIES	Yes	2009	1/27/2010	\$4,196	\$709
SPRINT NEXTEL	COMMUNICATION 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
<b>Total amount to be returned to the General Fund</b>						<b>\$291,105</b>

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 Amount		Savings	GF	IT
	From	To	From	To			
<b>FCO - Business Tax (IG AGF AAA)</b>							
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>					<b>\$37,783</b>		
	<p>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.</p>						
<b>FCN - Property Tax/ Licensing (IG AGF AAA)</b>							
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>					<b>\$7,785</b>		
	<p>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.</p>						
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>					<b>\$37,782</b>		
	<p>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.</p>						

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						GF	IT
	FTE		Amount		Savings			
	From	To	From	To				
<b>FCS - Delinquent Revenue (IG AGF AAA)</b>								
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
<b>General Fund Impact</b>	\$7,813	\$113,349	\$121,162
<b>Non-General Fund Impact</b>	\$0	\$0	\$0
<b>Total</b>	<b>\$7,813</b>	<b>\$113,349</b>	<b>\$121,162</b>

\* 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**

TTX - Treasurer-Tax Collector

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)
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
<b>Total Amount Return to Fund Balance</b>						<b>\$17,111</b>
<b>General Fund</b>						<b>\$17,111</b>
<b>Non-General Fund</b>						<b>\$0</b>

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			
<b>EED - Operations and Maintenance (2S WMF AAA)</b>							
OTHER CURRENT EXPENSES			\$9,200	\$8,000	\$1,200		
SOFTWARE							
TENSING 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	-2.31	-3.47	(\$160,860)	(\$241,290)	\$80,430		
Mandatory Fringe Benefits	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
<b>Total</b>	<b>\$0</b>	<b>\$131,939</b>	<b>\$131,939</b>

