


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

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May 23, 2016

TO: Budget and Finance Committee

FROM: Budget and Legislative Analyst 

SUBJECT: Recommendations of the Budget and Legislative Analyst for Amendment of the Mayor's Fiscal Year 2016-2017 to Fiscal Year 2017-2018 Budget.

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YEAR ONE: FY 2016-17

Budget Changes

The Department’s proposed \$967,563,709 budget for FY 2016-17 is \$41,731,724 or 4.5% more than the original FY 2015-16 budget of \$925,831,985.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2016-17 are 1,553.0 FTEs, which are 60.0 FTEs more than the 1,493.0 FTEs in the original FY 2015-16 budget. This represents a 4.0% increase in FTEs from the original FY 2015-16 budget.

Revenue Changes

The Department's revenues of \$967,563,709 in FY 2016-17, are \$41,731,724 or 4.5% more than FY 2015-16 revenues of \$925,831,985.

YEAR TWO: FY 2017-18

Budget Changes

The Department’s proposed \$1,001,059,426 budget for FY 2017-18 is \$33,495,717 or 3.5% more than the Mayor’s proposed FY 2016-17 budget of \$967,563,709.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2017-18 are 1,597.0 FTEs, which are 44.0 FTEs more than the 1,553.0 FTEs in the Mayor’s proposed FY 2016-17 budget. This represents a 2.8% increase in FTEs from the Mayor’s proposed FY 2016-17 budget.

Revenue Changes

The Department's revenues of \$1,001,059,426 in FY 2017-18, are \$33,495,717 or 3.5% more than FY 2016-17 estimated revenues of \$967,563,709.

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

DEPARTMENT: AIR – AIRPORT

RECOMMENDATIONS

YEAR ONE: FY 2016-17

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$3,142,122 in FY 2016-17. Of the \$3,142,122 in recommended reductions, \$1,417,424 are ongoing savings and \$1,724,698 are one-time savings. These reductions would still allow an increase of \$38,589,602 or 4.2% in the Department’s FY 2016-17 budget.

YEAR TWO: FY 2017-18

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$1,831,601 in FY 2017-18. Of the \$1,831,601 in recommended reductions, \$1,501,726 are ongoing savings and \$329,875 are one-time savings. These reductions would still allow an increase of \$31,664,116 or 3.3% in the Department’s FY 2017-18 budget.

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

AIR - Airport

Object Title	FY 2016-17						FY 2017-18					
	FTE		Amount		Savings	GF 1T	FTE		Amount		Savings	GF 1T
	From	To	From	To			From	To				
	BG1 - Administration											
Professional & Specialized Svcs			\$1,375,000	\$1,125,000	\$250,000	x						
	The recommended budget of \$1,125,000 allows an increase of \$155,000 compared to the budget from FY 2015-16. This will allow for sufficient spending levels based on spending in FY 2015-16.											
Other Fringe Benefits			\$800,000	\$720,000	\$80,000	x						
	The recommended budget of \$720,000 is sufficient to fund Other Fringe Benefits in FY 2016-17.											
Professional & Specialized Svcs			\$500,000	\$250,000	\$250,000	x						
	The recommended budget of \$250,000 allows an increase of \$250,000 compared to the budget from FY 2015-16. This line item is new funding for FY 2016-17 and the recommended funding level is sufficient for the department to procure professional services in this area.											
	BG2 - Business & Finance											
Accounting Expenses			\$354,000	\$324,000	\$30,000	x						
	The recommended budget of \$324,000 will allow sufficient funds for expenditures in FY 2016-17, based on actual projected expenditures in FY 2015-16.											
Professional & Specialized Svcs			\$2,200,000	\$2,100,000	\$100,000	x						
	The Department expects to spend approximately \$1,081,000 by the end of FY 2015-16. The recommended budget of \$2,100,000 will provide sufficient funds to cover any work that was not performed in FY 2015-16 and any increased costs associated with these contracts.											
Other Professional Services			\$20,575,656	\$20,425,656	\$150,000	x						
	The Department anticipates expenditures of approximately \$19,700,000 for parking management services compared to a budget of \$19,940,000. The recommended budget of \$20,425,656 will provide sufficient funds to cover any increased costs associated with this contract in FY 2016-17.											

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

AIR - Airport

Object Title	FY 2016-17						FY 2017-18					
	FTE		Amount		GF 1T	Savings	FTE		Amount		GF 1T	Savings
	From	To	From	To			From	To	From	To		
Other Professional Services			\$3,034,108	\$2,909,108	\$125,000	x						
<p>The department projects underspending on the contracts that make up this line item. The proposed reduction of \$125,000 will allow for sufficient spending on these contracts for the upcoming fiscal years.</p>												
BG4 - Chief Operating Officer												
IS Business Analyst - Asst.	1.00	0.00	\$88,669	\$0	\$88,669		1.00	0.00	\$88,669	\$0		\$88,669
Mandatory Fringe Benefits			\$37,352	\$0	\$37,352				\$40,268	\$0		\$40,268
			<i>Total Savings</i>		\$126,021				<i>Total Savings</i>			\$128,937
Delete one long term vacant position.												
IS Business Analyst	0.77	0.00	\$79,066	\$0	\$79,066		1.00	0.00	\$102,682	\$0		\$102,682
Mandatory Fringe Benefits			\$31,620	\$0	\$31,620				\$44,333	\$0		\$44,333
			<i>Total Savings</i>		\$110,686				<i>Total Savings</i>			\$147,015
Delete one new IS Business Analyst position. The proposed reduction will leave the department with 11 FTE for in this classification.												
Senior Museum Preparator							0.77	0.00	\$51,470	\$0		\$51,470
Mandatory Fringe Benefits									\$25,926	\$0		\$25,926
									<i>Total Savings</i>			\$77,396
Delete one new Senior Museum Preparator position. The Airport has 2 Senior Museum Preparator positions in FY 2015-16 which will increase to 7 Senior Museum Preparator positions in FY 2016-17 from the upward substitution of 5 Museum Preparator positions. This recommendation will still give the Airport 7 Senior Museum Preparator positions in FY 2017-18.												
Curator II							0.77	0.00	\$64,100	\$0		\$64,100
Mandatory Fringe Benefits									\$29,702	\$0		\$29,702
									<i>Total Savings</i>			\$93,802
Delete one new Curator II position in FY 2017-18. This recommendation will still give the Airport 3 Curator II positions.												

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

AIR - Airport

Object Title	FY 2016-17						FY 2017-18						
	FTE		Amount		GF	1T	FTE		Amount		GF	1T	
	From	To	From	To			From	To	From	To			Savings
Attrition Savings - Misc.	(8.29)	(10.78)	(\$1,000,711)	(\$1,300,711)	\$300,000		(8.19)	(9.43)	(\$987,911)	(\$1,137,911)	\$150,000		
			(\$372,124)	(\$483,682)	\$111,558				(\$398,354)	(\$458,838)	\$60,484		
			<i>Total Savings</i>	<i>\$411,558</i>					<i>Total Savings</i>	<i>\$210,484</i>			
Air Travel - Employees			\$20,000	\$10,000	\$10,000	x							
			Increase attrition savings to account for vacant positions and delays in hiring. The Airport has a projected salary surplus in FY 2015-16 of \$5.8 million.										
			This index code for travel was budgeted for \$3,000 in FY 2015-16. The proposed reduction to \$10,000 would still allow an increase of \$7,000 from the previous year's budget. Proposed spending of \$10,000 is sufficient to meet travel needs of this unit based on spending in the current year.										
			BG6 - Facilities										
Apprentice Stationary Engineer, Sewage	1.00	0.00	\$94,350	\$0	\$94,350		1.00	0.00	\$94,350	\$0	\$94,350		
Mandatory Fringe Benefits			\$39,789	\$0	\$39,789				\$42,893	\$0	\$42,893		
			<i>Total Savings</i>	<i>\$134,139</i>					<i>Total Savings</i>	<i>\$137,243</i>			
			Delete one Apprentice Stationary Engineer position that has been vacant since 2014. The Airport has a projected salary surplus in FY 2015-16 of \$5.8 million.										
Custodial Assistant Supervisor							1.77	1.00	\$116,604	\$65,877.97	\$50,726		
Mandatory Fringe Benefits									\$59,103	\$33,392	\$25,711		
									<i>Total Savings</i>	<i>\$76,438</i>			
			Delete one new Custodial Assistant Supervisor in FY 2016-17. The Department is adding one new Custodial Assistant Supervisor and filling a Custodian Supervisor in FY 2016-17 which is sufficient to supervise new custodian positions.										
Electronic Maintenance Technician	20.00	18.00	\$2,286,120	\$2,057,508	\$228,612		20.00	18.00	\$2,286,120	\$2,057,508	\$228,612		
Mandatory Fringe Benefits		0.00	\$915,222	\$823,700	\$91,522				\$988,526	\$889,673	\$98,853		
			<i>Total Savings</i>	<i>\$320,134</i>					<i>Total Savings</i>	<i>\$327,465</i>			
			Delete two Electronic Maintenance positions that have been vacant since 2013 and 2014 respectively. Deleting these positions will leave the Airport with 18 Electronic Maintenance Technicians in this unit.										
			Ongoing savings										

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

AIR - Airport

Object Title	FY 2016-17						FY 2017-18					
	FTE		Amount		GF 1T		FTE		Amount		GF 1T	
	From	To	From	To			From	To	From	To		
Attrition Savings - Misc.	(13.54)	(15.07)	(\$1,032,962)	(\$1,149,670)	\$116,708		(17.83)	(19.14)	(\$1,360,473)	(\$1,460,473)	\$100,000	
Mandatory Fringe Benefits			(\$468,001)	(\$520,878)	\$52,877				(\$663,813)	(\$717,973)	\$54,160	
			Total Savings \$169,585						Total Savings \$154,160			
Attrition Savings - Misc.	(13.46)	(14.77)	(\$1,027,197)	(\$1,127,197)	\$100,000		(13.72)	(15.03)	(\$1,047,208)	(\$1,147,208)	\$100,000	
Mandatory Fringe Benefits			(\$465,326)	(\$510,627)	\$45,301				(\$510,898)	(\$559,685)	\$48,787	
			Total Savings \$145,301						Total Savings \$148,787			
	Increase attrition savings to account for vacant positions and delays in hiring. The Airport has a projected salary surplus in FY 2015-16 of \$5.8 million.											
Full size sedan	1.00	0.00	\$26,000	\$0	\$26,000	x						
	The vehicle to be replaced only has 80,370 and still has remaining life before the vehicle needs to be replaced.											
Compact Hybrid Vehicle	2.00	1.00	\$76,000	\$38,000	\$38,000	x	0.00	1.00	\$0	\$38,000	\$(38,000)	x
	Fund the vehicle in FY 2017-18.											
Pick-up with Utility	8.00	6.00	\$560,000	\$420,000	\$140,000	x	0.00	2.00	\$0	\$140,000	\$(140,000)	x
	Fund the vehicle in FY 2017-18.											
Truck							1.00	0.00	\$34,000	\$0	\$34,000	x
	The proposed vehicle to be replaced only has 83,045 miles and still has remaining useful life before the vehicle needs to be replaced.											
Van							1.00	0.00	\$37,000	\$0	\$37,000	x
	The proposed vehicle to be replaced only has 26,438 miles and still has remaining useful life before the vehicle needs to be replaced.											
Super Duty Truck CNG							1.00	0.00	\$70,000	\$0	\$70,000	x
	The proposed vehicle to be replaced only has 90,872 miles and still has remaining useful life before the vehicle needs to be replaced.											
Full Size Sedan							1.00	0.00	\$26,000	\$0	\$26,000	x
	The proposed vehicle to be replaced only has 80,370 miles and still has remaining useful life before the vehicle needs to be replaced.											

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

AIR - Airport

Object Title	FY 2016-17						FY 2017-18					
	FTE		Amount		GF	1T	FTE		Amount		GF	1T
	From	To	From	To			From	To	From	To		
Truck							1.00	0.00	\$70,000	\$0	\$70,000	x
	The proposed vehicle to be replaced only has 77,364 miles and still has remaining useful life before the vehicle needs to be replaced.											
Super Duty Truck CNG							1.00	0.00	\$70,000	\$0	\$70,000	x
	The proposed vehicle to be replaced only has 72,343 miles and still has remaining useful life before the vehicle needs to be replaced.											
Full Size Sedan							1.00	0.00	\$26,000	\$0	\$26,000	x
	The proposed vehicle to be replaced only has 72,138 miles and still has remaining useful life before the vehicle needs to be replaced.											
Van							1.00	0.00	\$37,000	\$0	\$37,000	x
	The proposed vehicle to be replaced only has 71,115 miles and still has remaining useful life before the vehicle needs to be replaced.											
BG7 - Operations & Security												
Attrition Savings - Misc.	(1.53)	(3.01)	(\$154,943)	(\$227,261)						\$72,318		x
Mandatory Fringe Benefits			(\$62,467)	(\$91,924)						\$29,457		x
			<i>Total Savings</i>						\$101,775			
Increase attrition savings to reflect the length of the hiring process.												
Attrition Savings - Misc.	(0.77)	(2.26)	(\$77,261)	(\$227,261)						\$150,000		x
Mandatory Fringe Benefits			(\$31,251)	(\$91,924)						\$60,673		x
			<i>Total Savings</i>						\$210,673			
Increase attrition savings to reflect the length of the hiring process.												
BG9 - Planning Division												
Noise Abatement - Operating			\$590,000	\$565,000						\$25,000		x
	The department shows actual spending of \$21,802 through April 2016 in this contract. The proposed spending level of \$565,000 in this line item allows for sufficient spending authority for this contract for FY 2016-17.											

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

AIR - Airport

Object Title	FY 2016-17						FY 2017-18					
	FTE		Amount		GF	1T	FTE		Amount		GF	1T
	From	To	From	To			From	To	From	To		
BGQ - Fire Airport Bureau Non-Personnel Cost												
Refrigerator/Freezer	2.00	0.00	\$27,250	\$0	\$27,250	x						
The Airport proposes to purchase two new subzero commercial refrigerator/freezers for \$13,000. The Airport did not provide a price quote or justification for the two refrigerator/freezers.												
Super Duty Truck CNG	1.00	0.00	\$29,000	\$0	\$29,000	x	0.00	1.00	\$0	\$29,000	\$ (29,000)	x
Fund the vehicle in FY 2017-18.												
Refrigerator/Freezer							3.00	0.00	\$40,875	\$0	\$40,875	x
The Airport proposes to purchase three new subzero commercial refrigerator/freezers for \$13,000. The Airport did not provide a price quote or justification for the two refrigerator/freezers.												
BGR - Police Airport Bureau Non-Personnel Cost												
Smart Car	1.00	0.00	\$34,000	\$0	\$34,000	x						
The proposed vehicle to be replaced is a 2006 model with 69,436 miles. There is remaining useful life before the vehicle needs to be replaced.												
CNG Compact Sedan	1.00	0.00	\$32,000	\$0	\$32,000	x						
The proposed vehicle to be replaced has 91,680 miles and has remaining useful life before it needs to be replaced.												
Chevrolet Tahoe (K-9 Vehicle)	1.00	0.00	\$34,000	\$0	\$34,000	x	0.00	1.00	\$0	\$34,000	\$ (34,000)	x
Fund the vehicle in FY 2017-18.												
CNG Compact Sedan	1.00	0.00	\$32,000	\$0	\$32,000	x	0.00	1.00	\$0	\$34,000	\$ (34,000)	x
Fund the vehicle in FY 2017-18.												
Chevrolet Tahoe (K-9 Vehicle)							1.00	0.00	\$34,000	\$0	\$34,000	x
The proposed vehicle to be replaced only has 84,472 miles and has remaining useful life before it needs to be replaced												

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

AIR - Airport

Object Title	FY 2016-17						FY 2017-18																																																																																																																	
	FTE		Amount		GF	1T	FTE		Amount		GF	1T																																																																																																												
	From	To	From	To			From	To	From	To			Savings																																																																																																											
Chevrolet Tahoe (K-9 Vehicle)							1.00	0.00	\$34,000	\$0	\$34,000	x																																																																																																												
	The proposed vehicle to be replaced only has 76,064 miles and has remaining useful life before it needs to be replaced																																																																																																																							
Full-sized Sedan							1.00	0.00	\$29,000	\$0	\$29,000	x																																																																																																												
	The proposed vehicle to be replaced only has 75,698 miles and has remaining useful life before it needs to be replaced																																																																																																																							
Full-sized Sedan							1.00	0.00	\$29,000	\$0	\$29,000	x																																																																																																												
	The proposed vehicle to be replaced only has 68,876 miles and has remaining useful life before it needs to be replaced																																																																																																																							
Chevrolet Tahoe (K-9 Vehicle)							1.00	0.00	\$34,000	\$0	\$34,000	x																																																																																																												
	The proposed vehicle to be replaced only has 65,876 miles and has remaining useful life before it needs to be replaced																																																																																																																							
Chevrolet Tahoe (K-9 Vehicle)							1.00	0.00	\$34,000	\$0	\$34,000	x																																																																																																												
	The proposed vehicle to be replaced only has 65,501 miles and has remaining useful life before it needs to be replaced																																																																																																																							
<table border="0" style="width:100%; border-collapse: collapse;"> <tr> <td colspan="6"></td> <td align="center" colspan="6">FY 2016-17</td> <td colspan="6"></td> </tr> <tr> <td colspan="6"></td> <td align="center" colspan="6">Total Recommended Reductions</td> <td align="center" colspan="6">Total Recommended Reductions</td> </tr> <tr> <td colspan="6"></td> <td align="center" colspan="2">One-Time</td> <td align="center" colspan="2">Ongoing</td> <td align="center" colspan="2">Total</td> <td colspan="6"></td> </tr> <tr> <td colspan="6"></td> <td align="center">\$0</td> <td align="center">\$0</td> <td align="center">\$0</td> <td align="center">\$0</td> <td align="center">\$0</td> <td align="center">\$0</td> <td colspan="6"></td> </tr> <tr> <td colspan="6"></td> <td align="center">\$1,724,698</td> <td align="center">\$1,417,424</td> <td align="center">\$1,417,424</td> <td align="center">\$3,142,122</td> <td align="center">\$3,142,122</td> <td align="center">\$1,831,601</td> <td colspan="6"></td> </tr> <tr> <td colspan="6"></td> <td align="center">\$1,724,698</td> <td align="center">\$1,417,424</td> <td align="center">\$1,417,424</td> <td align="center">\$3,142,122</td> <td align="center">\$3,142,122</td> <td align="center">\$1,831,601</td> <td colspan="6"></td> </tr> </table>																			FY 2016-17																		Total Recommended Reductions						Total Recommended Reductions												One-Time		Ongoing		Total														\$0	\$0	\$0	\$0	\$0	\$0													\$1,724,698	\$1,417,424	\$1,417,424	\$3,142,122	\$3,142,122	\$1,831,601													\$1,724,698	\$1,417,424	\$1,417,424	\$3,142,122	\$3,142,122	\$1,831,601						
						FY 2016-17																																																																																																																		
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						\$0	\$0	\$0	\$0	\$0	\$0																																																																																																													
						\$1,724,698	\$1,417,424	\$1,417,424	\$3,142,122	\$3,142,122	\$1,831,601																																																																																																													
						\$1,724,698	\$1,417,424	\$1,417,424	\$3,142,122	\$3,142,122	\$1,831,601																																																																																																													

YEAR ONE: FY 2016-17

Budget Changes

The Department's proposed \$72,526,278 budget for FY 2016-17 is \$460,425 or 0.6% more than the original FY 2015-16 budget of \$72,065,853.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2016-17 are 285.92 FTEs, which are 2.77 FTEs more than the 283.15 FTEs in the original FY 2015-16 budget. This represents a 1.0% increase in FTEs from the original FY 2015-16 budget.

Revenue Changes

The Department's revenues of \$72,526,278 in FY 2016-17, are \$460,425 or 0.6% more than FY 2015-16 revenues of \$72,065,853.

YEAR TWO: FY 2017-18

Budget Changes

The Department's proposed \$71,788,210 budget for FY 2017-18 is \$738,068 or 1.0% less than the Mayor's proposed FY 2016-17 budget of \$ 72,526,278.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2017-18 are 285.80 FTEs, which are 0.12 FTEs less than the 285.92 FTEs in the Mayor's proposed FY 2016-17 budget.

Revenue Changes

The Department's revenues of \$71,788,210 in FY 2017-18, are \$\$738,068 or 1.0% less than FY 2016-17 estimated revenues of \$72,526,278.

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

DEPARTMENT: DBI - BUILDING INSPECTION

RECOMMENDATIONS

YEAR ONE: FY 2016-17

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$4,393,815 in FY 2016-17. Of the \$4,393,815 in recommended reductions, \$4,324,815 are ongoing savings and \$69,000 are one-time savings.

YEAR TWO: FY 2017-18

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$4,485,039 in FY 2017-18, which are ongoing savings.

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

DBI - Department of Building Inspection

Object Title	FY 2016-17						FY 2017-18					
	FTE		Amount		GF 1T	Savings	FTE		Amount		GF 1T	Savings
	From	To	From	To			From	To	From	To		
BAN - Administration												
Attrition Savings			(\$213,134)	(\$263,134)	\$50,000					(\$213,134)	(\$263,134)	\$50,000
Mandatory Fringe Benefits			(\$84,580)	(\$104,422)	\$19,842					(\$91,501)	(\$112,967)	\$21,466
			<i>Total Savings</i>	\$69,842						<i>Total Savings</i>	\$71,466	
Attrition Savings			\$0	(\$45,000)	\$45,000							
Mandatory Fringe Benefits			\$0	(\$17,858)	\$17,858							
			<i>Total Savings</i>	\$62,858						<i>Total Savings</i>	\$0	
Attrition Savings			(\$59,989)	(\$115,989)	\$56,000					(\$59,989)	(\$115,989)	\$56,000
Mandatory Fringe Benefits			(\$23,751)	(\$45,923)	\$22,172					(\$25,697)	(\$49,685)	\$23,988
			<i>Total Savings</i>	\$78,172						<i>Total Savings</i>	\$79,988	
Professional and Specialized Services												
	Increase attrition savings to account for vacant positions.											
			\$800,000	\$0	\$800,000					\$800,000	\$0	\$800,000
	The Department budgeted \$800,000 in FY 2015-16, FY 2016-17 and FY 2017-18 for the Records Management Project, which is a continuing project. The Department is carrying forward unspent funds of \$1 million from FY 2015-16 and prior years. In addition, the Department has \$800,000 that was placed on Budget and Finance Committee reserve in 2010 for this project. The recommended reduction will give the Department sufficient funds for this project in FY 2016-17.											
	Ongoing savings											
	Ongoing savings											

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

DBI - Department of Building Inspection

Object Title	FY 2016-17						FY 2017-18					
	FTE		Amount		Savings	GF 1T	FTE		Amount		Savings	GF 1T
	From	To	From	To			From	To	From	To		
Professional and Specialized Services			\$1,000,000	\$0	\$1,000,000					\$1,000,000	\$0	\$1,000,000
	The Department budgeted \$1,000,000 in FY 2015-16, FY 2016-17 and FY 2017-18 for the Document Conversion Project, which is a continuing project. The Department is carrying forward in unspent funds of \$3 million from FY 2015-16 and prior years. In addition, the Department has \$852,270 that was placed on Budget and Finance Committee reserve in 2010 for this project. The recommended reduction will give the Department sufficient funds for this project in FY 2016-17.											
Programmatic Projects			\$1,800,000	\$0	\$1,800,000					\$1,800,000	\$0	\$1,800,000
	The Department budgeted \$1,800,000 in FY 2015-16, FY 2016-17 and FY 2017-18 for the Permit Tracking System Maintenance Project, which is a continuing project. The Department is carrying forward in unspent funds of \$3.6 million from FY 2015-16 and prior years. In addition, the Department has \$1 million that was placed on Budget and Finance Committee reserve in 2015 for this project. The recommended reduction will give the Department sufficient funds for this project in FY 2016-17.											
Retirement Payout			\$19,523	\$9,523	\$10,000					\$19,523	\$9,523	\$10,000
	The Department's FY 2016-17 budget includes \$189,523 in retirement payouts but the total amount needed is less than \$109,000. The Budget and Legislative Analyst's recommendation to reduce retirement payouts by \$80,000 departmentwide will still leave the Department sufficient funds to make retirement payouts in FY 2016-17.											

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

DBI - Department of Building Inspection

Object Title	FY 2016-17						FY 2017-18					
	FTE		Amount		GF 1T	Savings	FTE		Amount		GF 1T	Savings
	From	To	From	To			From	To	From	To		
BIS - Inspection Services												
Attrition Savings			(\$326,660)	(\$426,103)	\$99,443					(\$326,660)	(\$426,103)	\$99,443
Mandatory Fringe Benefits			(\$129,165)	(\$168,486)	\$39,321					(\$139,777)	(\$182,328)	\$42,551
			<i>Total Savings</i>		\$138,764			<i>Total Savings</i>		\$141,994		
Increase attrition savings to FY 2015-16 amount.												
Retirement Payout			\$25,000	\$15,000	\$10,000					\$25,000	\$15,000	\$10,000
Retirement Payout			\$25,000	\$15,000	\$10,000					\$25,000	\$15,000	\$10,000
Retirement Payout			\$25,000	\$15,000	\$10,000					\$25,000	\$15,000	\$10,000
	The Department's FY 2016-17 budget includes \$189,523 in retirement payouts departmentwide but the total amount needed is less than \$109,000. The Budget and Legislative Analyst's recommendation to reduce retirement payouts by \$80,000 departmentwide will still leave the Department sufficient funds to make retirement payouts in FY 2016-17.											
Other Current Expenses			\$400,000	\$300,000	\$100,000					\$400,000	\$300,000	\$100,000
	Based on information provided by the Department, the Department will underspend in 021 Non Personal Services, of which \$400,000 was budgeted in Other Current Expenses in this program in FY 2015-16. The recommended reduction will allow the Department sufficient funds in FY 2016-17 to meet department needs.											
Automotive & Other Vehicle			\$60,000	\$52,000	\$8,000							
Automotive & Other Vehicle			\$60,000	\$52,000	\$8,000							
	Reduce to reflect purchase price plus tax for two Ford Fusion sedans.											
	One time savings											

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

DBI - Department of Building Inspection

Object Title	FY 2016-17						FY 2017-18					
	FTE		Amount		Savings	GF 1T	FTE		Amount		Savings	GF 1T
	From	To	From	To			From	To	From	To		
BPS - Plan Review Services												
Attrition Savings			(\$595,096)	(\$714,539)	\$119,443					(\$595,096)	(\$714,539)	\$119,443
Mandatory Fringe Benefits			(\$227,565)	(\$273,240)	\$45,675					(\$246,349)	(\$295,794)	\$49,445
			<i>Total Savings</i>		\$165,118			<i>Total Savings</i>		\$168,888		
Increase attrition savings to account for vacant positions.												
Retirement Payout			\$25,000	\$15,000	\$10,000					\$25,000	\$15,000	\$10,000
Retirement Payout			\$25,000	\$15,000	\$10,000					\$25,000	\$15,000	\$10,000
Retirement Payout			\$25,000	\$15,000	\$10,000					\$25,000	\$15,000	\$10,000
	The Department's FY 2016-17 budget includes \$189,523 in retirement payouts departmentwide but the total amount needed is less than \$109,000. The Budget and Legislative Analyst's recommendation to reduce retirement payouts by \$80,000 departmentwide will still leave the Department sufficient funds to make retirement payouts in FY 2016-17.											
BHS - Housing Inspection												
Attrition Savings			(\$204,864)	(\$258,977)	\$54,113					(\$204,864)	(\$375,920)	\$171,056
Mandatory Fringe Benefits			(\$79,308)	(\$100,257)	\$20,949					(\$85,807)	(\$157,454)	\$71,647
			<i>Total Savings</i>		\$75,062			<i>Total Savings</i>		\$242,703		
Increase attrition savings to FY 2015-16 amount.												
BHS - Housing Inspection												
Retirement Payout			\$25,000	\$15,000	\$10,000					\$25,000	\$15,000	\$10,000
	The Department's FY 2016-17 budget includes \$189,523 in retirement payouts departmentwide but the average annual payout is less than \$109,000. The Budget and Legislative Analyst's recommendation to reduce retirement payouts by \$80,000 departmentwide will still leave the Department sufficient funds to make retirement payouts in FY 2016-17.											

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

DBI - Department of Building Inspection

Object Title	FY 2016-17						FY 2017-18					
	FTE		Amount		Savings	GF 1T	FTE		Amount		Savings	GF 1T
	From	To	From	To			From	To	From	To		
Automotive & Other Vehicle			\$30,000	\$26,000	\$4,000							
Automotive & Other Vehicle			\$30,000	\$26,000	\$4,000	x						
Reduce to reflect purchase price plus tax for two Ford Fusion sedans. One time savings												

FY 2016-17

Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	\$0	\$0	\$0
Non-General Fund	\$69,000	\$4,324,815	\$4,393,815
Total	\$69,000	\$4,324,815	\$4,393,815

FY 2017-18

Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	\$0	\$0	\$0
Non-General Fund	\$0	\$4,485,039	\$4,485,039
Total	\$0	\$4,485,039	\$4,485,039

YEAR ONE: FY 2016-17

Budget Changes

The Department's proposed \$18,675,494 budget for FY 2016-17 is \$1,306,750 or 7.5% more than the original FY 2015-16 budget of \$17,368,744.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2016-17 is 66.25 FTEs, which is 5.18 FTEs more than the 61.07 FTEs in the original FY 2015-16 budget. This represents an 8.5% increase in FTEs from the original FY 2015-16 budget.

Revenue Changes

The Department's revenues of \$18,600,494 in FY 2016-17, are \$1,251,750 or 7.2% more than FY 2015-16 revenues of \$17,348,744.

YEAR TWO: FY 2017-18

Budget Changes

The Department's proposed \$18,619,810 budget for FY 2017-18 is \$55,684 or 0.3% less than the Mayor's proposed FY 2016-17 budget of \$ 18,675,494.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2017-18 is 66.14 FTEs, which is 0.11 FTE less than the 66.25 FTEs in the Mayor's proposed FY 2016-17 budget. This represents a 0.2% decrease in FTEs from the Mayor's proposed FY 2016-17 budget.

Revenue Changes

The Department's revenues of \$18,544,810 in FY 2017-18, are \$55,684 or 0.3% less than FY 2016-17 estimated revenues of \$18,600,494.

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

DEPARTMENT: ENV – ENVIRONMENT

RECOMMENDATIONS

YEAR ONE: FY 2016-17

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$102,633 in FY 2016-17. Of the \$102,633 in recommended reductions, \$92,918 are ongoing savings and \$9,715 are one-time savings. These reductions would still allow an increase of \$1,204,117 or 6.9% in the Department’s FY 2016-17 budget.

YEAR TWO: FY 2017-18

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$197,379 in FY 2017-18. All of the \$197,379 in recommended reductions are ongoing savings.

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

ENV - Department of the Environment

Object Title	FY 2016-17				FY 2017-18											
	FTE		Amount		FTE		Amount									
	From	To	From	To	From	To	From	To								
CIG - Environment																
049 Other Materials & Supplies								\$78,438	\$30,000				\$48,438			
	Reduced based upon historical expenditures and projected needs of the Department.															
049 Other Materials & Supplies			\$91,562	\$81,847			\$9,715		\$35,000				\$56,562			
	Reduced based upon carryforward of surplus budget in FY 2015-16.															
035 Other Current Expenses			\$50,754	\$40,000			\$10,754		\$40,000				\$10,754			
	Reduce based upon historical expenditures and projected needs of the Department.															
035 Other Current Expenses			\$59,246	\$45,000			\$14,246		\$45,000				\$14,246			
	Reduce based upon historical expenditures and projected needs of the Department.															
	CIS - Recycling															
Attrition Savings	(2.76)	(3.08)	(\$242,322)	(\$270,000)			\$27,678		(\$270,000)			(2.76)	(3.08)	(\$242,321)	(\$270,000)	\$27,679
Mandatory Fringe Benefits			(\$103,146)	(\$116,406)			\$13,260		(\$124,076)					(\$111,356)	(\$124,076)	\$12,720
	Total Savings \$40,938															
	Increase Attrition Savings to reflect needed personnel expenditures. The Department is expecting salary surpluses of \$323,028 in FY 2015-16.															
	CIO - Clean Air															
Temporary - Miscellaneous	1.60	1.33	\$150,000	\$125,000			\$25,000		\$125,000			1.56	1.30	\$150,000	\$125,000	\$25,000
Social Security			\$9,300	\$7,750			\$1,550		\$7,750					\$9,300	\$7,750	\$1,550
Social Security - Medicaid			\$2,176	\$1,813			\$363		\$1,813					\$2,176	\$1,813	\$363
Unemployment Insurance			\$405	\$337			\$67		\$337					\$405	\$337	\$67
	Total Savings \$26,980															
	Reduce temporary salaries and related fringe benefits for new Safe Drug Disposal Ordinance program to reflect Controller's Office estimates of expected program costs.															
	Ongoing savings.															

FY 2016-17			FY 2017-18		
Total Recommended Reductions		Total	Total Recommended Reductions		Total
One-Time	Ongoing		One-Time	Ongoing	
General Fund	\$0	\$0	General Fund	\$0	\$0
Non-General Fund	\$9,715	\$92,918	Non-General Fund	\$0	\$197,379
Total	\$9,715	\$102,633	Total	\$0	\$197,379

YEAR ONE: FY 2016-17

Budget Changes

The Department's proposed \$135,481,924 budget for FY 2016-17 is \$25,750,276 or 23.5% more than the original FY 2015-16 budget of \$109,731,648.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2016-17 are 243 FTEs, which are 2 FTEs more than the 241 FTEs in the original FY 2015-16 budget. This represents a .8% increase in FTEs from the original FY 2015-16 budget.

Revenue Changes

The Department's revenues of \$135,481,924 in FY 2016-17, which includes transfer of fund balance, are \$25,750,276 or 23.5% more than FY 2015-16 revenues of \$109,731,648.

YEAR TWO: FY 2017-18

Budget Changes

The Department's proposed \$124,126,413 budget for FY 2017-18 is \$11,355,511 or 8.4% less than the Mayor's proposed FY 2016-17 budget of \$135,481,924.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2017-18 are 245 FTEs, which are 2 FTEs more than the 243 FTEs in the Mayor's proposed FY 2016-17 budget. This represents a .8% increase in FTEs from the Mayor's proposed FY 2016-17 budget.

Revenue Changes

The Department's revenues of \$124,126,413 in FY 2017-18, are \$11,355,511 or 8.4% less than FY 2016-17 estimated revenues of \$135,481,924.

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

DEPARTMENT: PRT – PORT

RECOMMENDATIONS

YEAR ONE: FY 2016-17

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$505,208 in FY 2016-17, all of which is ongoing savings. These reductions would still allow an increase of \$25,245,068 or 23% in the Department’s FY 2016-17 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended encumbrances of \$95,185.

YEAR TWO: FY 2017-18

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$528,504 in FY 2017-18, all of which are is ongoing savings.

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

PRT - Port

Object Title	FY 2016-17						FY 2017-18					
	FTE		Amount		GF 1T	Savings	FTE		Amount		GF 1T	Savings
	From	To	From	To			From	To	From	To		
BKO - Administration												
Sedans	2.00		\$70,000		\$0		2.00	2.00	\$70,000		\$0	
Sedans					\$0						\$0	x
Change the Equipment Code from PO1715N to PO1715R to correct the FY 2016-17 budget. This purchase of two new sedans is intended to replace existing older Port vehicles, not provide two additional vehicles for Port staff.												
Principal Clerk	0.00	1.00	\$0	\$78,548		(\$78,548)						
Mandatory Fringe Benefits			\$0	\$34,423		(\$34,423)						
Purchaser	1.00	0.00	\$91,166	\$0		\$91,166						
Mandatory Fringe Benefits			\$38,013	\$0		\$38,013						
<i>Total Savings \$16,208</i>												
Delay the reassignment of one 1408 Principal Clerk to one 1952 Purchaser until FY 2017-18.												
BKW-Planning and Development												
Professional Services			\$1,110,000	\$910,000		\$200,000			\$670,000		\$560,000	\$110,000
Reduce professional services to reflect updated projections of need.												
BKD-Operations												
Holiday Pay									\$120,000		\$0	\$120,000
Mandatory Fringe Benefits									\$9,504		\$0	\$9,504
<i>Total Savings \$129,504</i>												
Delete unnecessary Holiday Pay funds budgeted in FY 2017-18.												
BKY-Maintenance												
Attrition Savings	0.00	(2.00)	\$0	(\$207,200)		\$207,200		0.00	(2.00)		\$0	(\$207,200)
Mandatory Fringe Benefits			\$0	(\$81,800)		\$81,800					\$0	(\$81,800)
<i>Total Savings \$289,000</i>												
Increase Attrition Savings in the Maintenance Division to reflect the addition of new positions in the FY 2016-17 budget which will require additional time to hire.												

FY 2016-17

FY 2017-18

Total Recommended Reductions			Total Recommended Reductions		
One-Time	Ongoing	Total	One-Time	Ongoing	Total
General Fund	\$0	\$0	General Fund	\$0	\$0
Non-General Fund	\$0	\$505,208	Non-General Fund	\$528,504	\$528,504
Total	\$0	\$505,208	Total	\$528,504	\$528,504

Year	Department Code	Subfund Code	Vendor No	Vendor Name	Index Code	Remaining Balance
12	PRT	5PAAAAAA	44241	Roger L Peters	390301	1,405.70
15	PRT	5PAAAAAA	01046	3T Equipment Company	390511	1,995.75
15	PRT	5PAAAAAA	02818	Bamboo Reef Enterprises	390531	1,740.93 ¹
15	PRT	5PAAAAAA	04678	Center Hardware	390511	61.70
15	PRT	5PAAAAAA	05064	International Fire	390514	418.69
15	PRT	5PAAAAAA	05064	International Fire	390503	1,210.52 ²
15	PRT	5PAAAAAA	11714	Maltby Electric Supply	390512	1,522.50
15	PRT	5PAAAAAA	14396	Pelican Delivery	390401	373.00
15	PRT	5PAAAAAA	14396	Pelican Delivery	390103	400.00
15	PRT	5PAAAAAA	14396	Pelican Delivery	390201	448.30
15	PRT	5PAAAAAA	14396	Pelican Delivery	390301	360.00
15	PRT	5PAAAAAA	14396	Pelican Delivery	390911	479.00
15	PRT	5PAAAAAA	14396	Pelican Delivery	390701	8.00
15	PRT	5PAAAAAA	14396	Pelican Delivery	390703	474.00
15	PRT	5PAAAAAA	14396	Pelican Delivery	390706	500.00
15	PRT	5PAAAAAA	14660	Pitney Bowes	390401	145.49
15	PRT	5PAAAAAA	18565	Toptek Micro Cenenter	390405	254.80
15	PRT	5PAAAAAA	32730	Leica Microsystems	390911	2,178.32
15	PRT	5PAAAAAA	45641	Waxie Sanitary Supply	390529	1,359.38
15	PRT	5PAAAAAA	53007	Park Presidio Marine	390531	133.48
15	PRT	5PAAAAAA	57308	Spotlight Promotions	390703	2,559.98
15	PRT	5PAAAAAA	57308	Spotlight Promotions	390701	81.56
15	PRT	5PAAAAAA	62267	SF Fire Protection	390514	328.50 ³
15	PRT	5PAAAAAA	67883	Computerland Silicon Val	390405	46,115.00
15	PRT	5PAAAAAA	71422	CSI Paint	390524	48.55
15	PRT	5PAAAAAA	74045	Celanalytical Inc	390201	3,804.00
15	PRT	5PAAAAAA	74555	Builders Booksource	390911	228.50
15	PRT	5PAAAAAA	C01585	Andre Boudin Bakeries	390201	500.00
15	PRT	5PAAAAAA	C02005	Specialty's Café & Bakery	390302	539.84
15	PRT	5PAAAAAA	H941729002	Cleasby Gilbert MD	390302	390.36
15	PRT	5PAAAAAP		No Vendor	392000	25,118.73
Total						\$95,184.58

¹ References five entries for Bamboo Reef Enterprises.

² References two entries for International Fire.

³ References two entries for San Francisco Fire Protection Inc.

YEAR ONE: FY 2016-17

Budget Changes

The Department's proposed \$123,830,085 budget for FY 2016-17 is \$6,701,767 or 5.7% more than the original FY 2015-16 budget of \$117,128,318.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2016-17 are 683.12 FTEs, which are 20.84 FTEs more than the 662.28 FTEs in the original FY 2015-16 budget. This represents a 3.1% increase in FTEs from the original FY 2015-16 budget.

Revenue Changes

The Department's revenues of \$52,640,085 in FY 2016-17, are \$3,111,767 or 6.3% more than FY 2015-16 revenues of \$49,528,318.

YEAR TWO: FY 2017-18

Budget Changes

The Department's proposed \$128,833,697 budget for FY 2017-18 is \$5,003,612 or 4.0% more than the Mayor's proposed FY 2016-17 budget of \$ 123,830,085.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2017-18 are 696.02 FTEs, which are 12.90 FTEs more than the 683.12 FTEs in the Mayor's proposed FY 2016-17 budget. This represents a 1.9% increase in FTEs from the Mayor's proposed FY 2016-17 budget.

Revenue Changes

The Department's revenues of \$54,913,697 in FY 2017-18, are \$2,273,612 or 4.3% more than FY 2016-17 revenues of \$52,640,085.

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

DEPARTMENT: LIB – PUBLIC LIBRARY

RECOMMENDATIONS

YEAR ONE: FY 2016-17

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$680,277 in FY 2016-17. Of the \$680,277 in recommended reductions, \$664,527 are ongoing savings and \$15,750 are one-time savings. These reductions would still allow an increase of \$6,021,490 or 5.1% in the Department’s FY 2016-17 budget.

In addition, the Budget and Legislative Analyst recommends that \$1,772,592, intended for property leasing costs, be placed on Budget and Finance Committee reserve pending submission of a proposed lease.

YEAR TWO: FY 2017-18

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$664,527 in FY 2017-18. Of the \$664,527 in recommended reductions, all are ongoing savings. These reductions would still allow an increase of \$4,339,085 or 3.5% in the Department’s FY 2017-18 budget.

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

LIB - Public Library

Object Title	FY 2016-17						FY 2017-18					
	FTE		Amount		GF 1T	Savings	FTE		Amount		GF 1T	Savings
	From	To	From	To			From	To	From	To		
EEF - Main Program												
Temporary Salaries- Misc.		\$117,534	\$100,000	\$17,534					\$117,534	\$100,000	\$17,534	
	Reduce budgeted amount for temporary salaries- misc. The Department has historically underspent this line item and is projected to underspend in the current year.											
EGH- Facilities												
Temporary Salaries- Misc.		\$100,000	\$85,000	\$15,000					\$100,000	\$85,000	\$15,000	
	Reduce budgeted amount for temporary salaries- misc. The Department is projected to underspend in the current year.											
EIB- Library Administration												
Temporary Salaries- Misc.		\$99,987	\$90,000	\$9,987					\$99,987	\$90,000	\$9,987	
	Reduce budgeted amount for temporary salaries- misc. The Department has historically underspent this line item and is projected to underspend in the current year.											
Training		\$236,426	\$230,000	\$6,426					\$236,426	\$230,000	\$6,426	
	Reduce budgeted amount for training to reflect historic expenditures.											
FAL- Children's Baseline												
Promotion & Entertainment		\$20,000	\$15,000	\$5,000					\$20,000	\$15,000	\$5,000	
	Reduce budgeted amount for promotion and entertainment to reflect historical expenditures.											
Stipends		\$35,580	\$25,000	\$10,580					\$35,580	\$25,000	\$10,580	
	Reduce budgeted amount for stipends to reflect historical expenditures.											
Equipment Purchase		\$21,750	\$6,000	\$15,750	x							
	Reduce budgeted amount for furniture to reflect costs estimated in vendor quote.											

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

LIB - Public Library

Object Title	FY 2016-17						FY 2017-18					
	FTE		Amount		Savings	GF 1T	FTE		Amount		Savings	GF 1T
	From	To	From	To			From	To				
Department wide												
Attrition Savings			(\$5,463,679)	(\$5,813,679)	\$350,000					(\$5,597,807)	(\$5,947,807)	\$350,000
Mandatory Fringe Benefits			(\$50,000)	(\$300,000)	\$250,000					(\$50,000)	(\$300,000)	\$250,000
			<i>Total Savings</i>		\$600,000					<i>Total Savings</i>		\$600,000
Increase attrition savings department wide based on projected need. The Department has a projected salary surplus of \$1.8 million in FY 2015-16.												
Ongoing savings.												

FY 2016-17

Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	\$0	\$0	\$0
Non-General Fund	\$15,750	\$664,527	\$680,277
Total	\$15,750	\$664,527	\$680,277

FY 2017-18

Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	\$0	\$0	\$0
Non-General Fund	\$0	\$664,527	\$664,527
Total	\$0	\$664,527	\$664,527

Reserve Recommendations												
EGH- Facilities			\$1,772,592	\$1,772,592	\$0							
Property Rent												
The Department proposes to lease a facility near 850 Bryant Street. However, the Department and the Real Estate Division are still in negotiations with the building owners and it is unclear if a lease will be executed or what the actual costs would be. Place \$1,722,592 on Budget and Finance Committee Reserve, pending submission of a proposed lease for this or another location to the Board of Supervisors for approval.												

FY 2016-17

Total Reserve Recommendations

	One-Time	Ongoing	Total
General Fund	\$0	\$0	\$0
Non-General Fund	\$1,772,592	\$0	\$1,772,592
Total	\$0	\$0	\$1,772,592

FY 2017-18

Total Reserve Recommendations

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

YEAR ONE: FY 2016-17

Budget Changes

The Department’s proposed \$993,473,154 budget for FY 2016-17 is \$19,811,279 or 2.0% more than the original FY 2015-16 budget of \$973,661,875.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2016-17 are 1,654.04 FTEs, which are 20.51 FTEs more than the 1,633.53 FTEs in the original FY 2015-16 budget. This represents a 1.3% increase in FTEs from the original FY 2015-16 budget.

Revenue Changes

The Department's revenues of \$993,473,154 in FY 2016-17, are \$19,811,279 or 2.0% more than FY 2015-16 revenues of \$973,661,875.

YEAR TWO: FY 2017-18

Budget Changes

The Department’s proposed \$1,057,400,995 budget for FY 2017-18 is \$63,927,841 or 6.4% more than the Mayor’s proposed FY 2016-17 budget of \$ 993,473,154.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2017-18 are 1,657.41 FTEs, which are 3.37 FTEs more than the 1,654.04 FTEs in the Mayor’s proposed FY 2016-17 budget. This represents a 0.2% increase in FTEs from the Mayor’s proposed FY 2016-17 budget.

Revenue Changes

The Department's revenues of \$1,057,400,995 in FY 2017-18, are \$63,927,841 or 6.4% more than FY 2016-17 estimated revenues of \$993,473,154.

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

DEPARTMENT: PUC – PUBLIC UTILITIES COMMISSION

RECOMMENDATIONS

YEAR ONE: FY 2016-17

PUC BUREAUS

The Budget and Legislative Analyst’s recommended reductions to the proposed PUC Bureaus budget total \$541,884 in FY 2016-17. Of the \$541,884 in recommended reductions, \$419,884 are ongoing savings and \$122,000 are one-time savings.

HETCH HETCHY WATER AND POWER

The Budget and Legislative Analyst’s recommended reductions to the proposed Hetch Hetchy Water and Power budget total \$1,189,331 in FY 2016-17. Of the \$1,189,331 in recommended reductions, \$1,125,597 are ongoing savings and \$63,734 are one-time savings.

WATER ENTERPRISE

The Budget and Legislative Analyst’s recommended reductions to the proposed Water Enterprise budget total \$908,930 in FY 2016-17. Of the \$908,930 in recommended reductions, \$712,811 are ongoing savings and \$196,119 are one-time savings.

WASTEWATER ENTERPRISE

The Budget and Legislative Analyst’s recommended reductions to the proposed Wastewater Enterprise budget total \$1,273,673 in FY 2016-17. Of the \$1,273,673 in recommended reductions, \$1,225,805 are ongoing savings and \$47,868 are one-time savings.

OVERALL

These reductions, which total \$3,913,818, would still allow an increase of \$15,897,461 or 1.6% in the Department’s FY 2016-17 budget.

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

DEPARTMENT: PUC – PUBLIC UTILITIES COMMISSION

YEAR TWO: FY 2017-18

PUC BUREAUS

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$410,865 in FY 2016-17. All of the \$410,865 in recommended reductions are ongoing savings.

HETCH HETCHY WATER AND POWER

The Budget and Legislative Analyst's recommended reductions to the proposed Hetch Hetchy Water and Power budget total \$991,139 in FY 2016-17. Of the \$991,139 in recommended reductions, \$745,180 are ongoing savings and \$245,959 are one-time savings.

WATER ENTERPRISE

The Budget and Legislative Analyst's recommended reductions to the proposed Water Enterprise budget total \$959,632 in FY 2016-17. Of the \$959,632 in recommended reductions, \$825,610 are ongoing savings and \$134,022 are one-time savings.

WASTEWATER ENTERPRISE

The Budget and Legislative Analyst's recommended reductions to the proposed Wastewater Enterprise budget total \$965,384 in FY 2016-17. All of the \$965,384 in recommended reductions are ongoing savings.

OVERALL

These reductions, which total \$3,327,020, would still allow an increase of \$60,600,821 or 6.1% in the Department's FY 2017-18 budget.

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

PUC - Bureaus

Object Title	FY 2016-17						FY 2017-18					
	FTE		Amount		GF	1T	FTE		Amount		GF	1T
	From	To	From	To			From	To	From	To		
BCE - Customer Services												
Other Materials & Supplies			\$144,500	\$114,500	\$30,000				\$144,500	\$114,500		\$30,000
	Reduce budgeted amount for Other Materials & Supplies to reflect historical underspending.											
BCR - General Management												
Senior Management Assistant	1.00	0.00	\$97,796	\$0	\$97,796		1.00	0.00	\$97,796	\$0		\$97,796
Mandatory Fringe Benefits			\$39,533	\$0	\$39,533				\$42,662	\$0		\$42,662
Administrative Analyst	0.00	1.00	\$0	\$92,696	(\$92,696)		0.00	1.00	\$0	\$92,696		(\$92,696)
Mandatory Fringe Benefits			\$0	\$36,218	(\$36,218)				\$0	\$41,181		(\$41,181)
			<i>Total Savings</i>		\$8,415				<i>Total Savings</i>		\$6,581	
	The Department requested an upward substitution of 1.00 FTE 1452 Executive Secretary II to 1.00 FTE 1844 Senior Management Assistant. The Budget and Legislative Analyst's recommendation is to approve an upward substitution to 1.00 FTE 1822 Administrative Analyst instead. The Department agrees that an 1822 Administrative Analyst could sufficiently support the Assistant General Manager (AGM) for Business Services & Chief Financial Officer (CFO).											
Attrition Savings	(0.22)	(0.72)	(\$27,008)	(\$118,008)	\$91,000	x						
Mandatory Fringe Benefits			(\$10,169)	(\$41,169)	\$31,000	x						
			<i>Total Savings</i>		\$122,000							
	Increase attrition savings to account for anticipated six-month hiring delay for 1.00 FTE Manager VI position that is currently vacant.											
Professional & Specialized Services												
			\$200,000	\$150,000	\$50,000				\$200,000	\$150,000		\$50,000
	Reduce budgeted amount for Professional & Specialized Services to reflect historical underspending.											
BCS - Management Information												
IS Engineer-Senior	15.00	14.00	\$2,255,839	\$2,114,849	\$140,990		15.00	14.00	\$2,255,839	\$2,114,849		\$140,990
Mandatory Fringe Benefits			\$785,850	\$736,735	\$49,115				\$853,952	\$800,581		\$53,371
IS Engineer-Journey	10.00	11.00	\$1,145,207	\$1,272,452	(\$127,245)		10.00	11.00	\$1,145,207	\$1,272,452		(\$127,245)
Mandatory Fringe Benefits			\$417,524	\$463,915	(\$46,391)				\$452,731	\$503,035		(\$50,304)
			<i>Total Savings</i>		\$16,469				<i>Total Savings</i>		\$16,812	
	The Department requested an upward substitution of 1.00 FTE 1042 limited-term IS Engineer-Journey to 1.00 FTE on-budget 1043 IS Engineer-Senior. The Budget and Legislative Analyst's recommendation is to approve 1.00 FTE on-budget 1042 IS Engineer-Journey instead.											
BCT - Finance												
Other Materials & Supplies			\$58,219	\$33,219	\$25,000				\$58,219	\$33,219		\$25,000
	Reduce budgeted amount for Other Materials & Supplies to reflect historical underspending.											
Rents & Leases - Equipment			\$15,000	\$0	\$15,000				\$7,472	\$0		\$7,472
	Reduce budgeted amount for Rents & Leases - Equipment. The budgeted amount would cover van rental costs. However, the Department is requesting one replacement Ford Transit Connect Gas 7 Passenger compact van, and will no longer need funding for van rentals.											

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

PUC - Bureaus

Object Title	FY 2016-17						FY 2017-18					
	FTE		Amount		GF 1T	Savings	FTE		Amount		GF 1T	Savings
	From	To	From	To			From	To	From	To		
BCU - Engineering												
Professional & Specialized Services			\$2,646,706	\$2,506,706	\$140,000	\$140,000			\$2,656,706	\$2,516,706	\$140,000	\$140,000
	Reduce budgeted amount for professional and specialized services to reflect historical underspending.											
Other Materials & Supplies- Engineering & Design			\$44,507	\$34,507	\$10,000	\$10,000			\$44,507	\$34,507	\$10,000	\$10,000
Other Materials & Supplies- Project Management			\$65,000	\$50,000	\$15,000	\$15,000			\$65,000	\$50,000	\$15,000	\$15,000
Other Materials & Supplies- Construction Management			\$43,578	\$33,578	\$10,000	\$10,000			\$43,578	\$33,578	\$10,000	\$10,000
Other Materials & Supplies - Infrastructure Management			\$296,146	\$231,146	\$65,000	\$65,000			\$296,146	\$231,146	\$65,000	\$65,000
	Reduce Other Materials & Supplies budget to reflect historical underspending.											
BCV - Strategic Planning/Compliance												
Entertainment & Promotion			\$43,154	\$23,154	\$20,000	\$20,000			\$43,154	\$23,154	\$20,000	\$20,000
	Reduce Entertainment & Promotion budget to reflect historical underspending.											
BCW - Human Resources												
Other Materials & Supplies			\$57,396	\$42,396	\$15,000	\$15,000			\$57,854	\$42,854	\$15,000	\$15,000
	Reduce Other Materials & Supplies budget to reflect historical underspending.											

FY 2016-17

Total Recommended Reductions		Total
One-Time	Ongoing	
General Fund	\$0	\$0
Non-General Fund	\$122,000	\$419,884
Total	\$122,000	\$541,884

FY 2017-18

Total Recommended Reductions		Total
One-Time	Ongoing	
General Fund	\$0	\$0
Non-General Fund	\$0	\$410,865
Total	\$0	\$410,865

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

HHP - Hetch Hetchy	FY 2016-17						FY 2017-18					
	FTE			Amount			FTE			Amount		
	From	To	Savings	GF	1T	From	To	Savings	GF	1T		
Training		\$63,926	\$10,000				\$63,926	\$10,000				
	Reduce the budget allocation for training costs. The Hetch Hetchy Power Enterprise has consistently underspent the training budget by at least \$10,000.											
	BDO- HETCH HETCHY WATER OPERATIONS - HETCH HETCHY WATER DIVISION											
Attrition Savings	(15.62)	(\$1,580,291)	(\$2,022,928)		\$442,637		(15.62)	(\$1,580,291)	(\$1,793,928)		\$213,637	
Mandatory Fringe Benefits		(\$645,001)	(\$792,961)		\$147,960			(\$697,357)	(\$770,240)		\$72,883	
	<i>Total Savings</i>			\$590,597		<i>Total Savings</i>			\$286,520			
	Increase attrition savings to account for hiring delays for 11 positions, of which six will be hired after October 1, 2016 and five will be hired after October 1, 2017.											
5602 Utility Specialist (UHI- ref)							1.00	\$134,547	\$0		\$134,547	
Mandatory Fringe Benefits								\$51,933	\$0		\$51,933	
3417 Gardener							0.00	\$0	\$69,985		(\$69,985)	
Mandatory Fringe Benefits								\$0	\$34,502		(\$34,502)	
	<i>Total Savings</i>			\$0		<i>Total Savings</i>			\$87,993			
	Savings are in FY 2017-18.											
FORD F-250 Gas 3/4 TON EXTENDED Cab 4x4	5.00	4.00	\$162,580	\$130,064	\$32,516	x						
	Delete the request for one of five proposed replacement vehicles. Based on the age and mileage of all five vehicles, at least one of the vehicles could be used for an additional two years. The Hetch Hetchy Water Enterprise has 18 Ford F-250s.											
F250 Extended Cab Short Bed							3.00	2.00	\$97,548	\$65,032	\$32,516	
	Savings are in FY 2017-18.											
	Delete the request for one of three proposed new vehicles. The Department would still be able to obtain two replacement F250 Extended Cab Short Beds for FY 2017-18.											

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

HHP - Hetch Hetchy	FY 2016-17						FY 2017-18					
	FTE		Amount		GF 1T	Savings	FTE		Amount		GF 1T	Savings
	From	To	From	To			From	To	From	To		
	BDG - POWER PURCHASING/SCHEDULING - HETCH HETCHY POWER DIVISION											
Attrition Savings	(2.57)	(4.07)	(\$323,370)	(\$492,370)		\$169,000		(2.57)	(3.01)	(\$323,370)	(\$373,370)	\$50,000
Mandatory Fringe Benefits			(\$119,822)	(\$175,822)		\$56,000				(\$129,926)	(\$146,593)	\$16,667
			<i>Total Savings</i>	<i>\$225,000</i>						<i>Total Savings</i>	<i>\$66,667</i>	
	Increase attrition savings to account for delays in hiring 3 vacant positions in January 2017.											
Professional and Specialized Services			\$1,472,606	\$1,172,606		\$300,000				\$1,472,606	\$1,172,606	\$300,000
			<i>Total Savings</i>	<i>\$300,000</i>						<i>Total Savings</i>	<i>\$300,000</i>	
	Reduce the budget allocation for professional and specialized services. The Hetch Hetchy Power Enterprise has consistently underspent the professional and specialized budget by at least \$300,000.											
	BDI - POWER INFRASTRUCTURE DEVELOPMENT - HETCH HETCHY POWER DIVISION											
Ford Transit Diesel 172 ton Cargo van-Di	1.00	0.00	\$31,218	\$0		\$31,218	x					
	Deny the request for a replacement vehicle. After an internal review process, the Department reports that this request did not meet the required vehicle replacement criteria.											
Cable Puller								1.00	0.00	\$83,415	\$76,703	\$6,712
	Savings are in FY 2017-18.											
Bucket Truck								1.00	0.00	\$206,731	\$0	\$206,731
	Reduce the cost of a new equipment request to match the price quote provided by the Department.											
	Deny the request for a new vehicle. This would still allow for a replacement large bucket truck for FY 2017-18 for the Hetch Hetchy Power Division. There was inadequate justification provided for an additional bucket truck.											
	FY 2016-17						FY 2017-18					
	Total Recommended Reductions		One-Time	Ongoing	Total	Total Recommended Reductions		One-Time	Ongoing	Total		
	General Fund	\$0	\$0	\$0	\$0	General Fund	\$0	\$0	\$0	\$0		
	Non-General Fund	\$63,734	\$1,125,597	\$1,189,331	\$1,189,331	Non-General Fund	\$245,959	\$745,180	\$991,139	\$991,139		
	Total	\$63,734	\$1,125,597	\$1,189,331	\$1,189,331	Total	\$245,959	\$745,180	\$991,139	\$991,139		

GF = General Fund
1T = One Time

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

Object Title	FY 2016-17				FY 2017-18				
	FTE		Amount		FTE		Amount		
	From	To	From	To	From	To	From	To	
BDA - ADMINISTRATION									
Food		\$18,000	\$8,000	\$10,000			\$18,000	\$8,000	\$10,000
Reduce the budget allocation for food costs. The Department has consistently underspent the food budget by at least \$10,000.									
Training		\$230,000	\$140,000	\$90,000			\$230,000	\$140,000	\$90,000
Reduce the budget allocation for training costs. The Department has consistently underspent the training budget by at least \$90,000.									
BDJ - WATER SOURCE OF SUPPLY									
City Grant Programs		\$2,536,694	\$2,236,694	\$300,000			\$2,556,694	\$2,356,694	\$200,000
Reduce the budget allocation for City Grant Programs costs. The Department has consistently underspent the City Grant Programs budget.									
Ford Escape Gas Compact 4x2 SUV	2.00	0.00	\$52,854	\$0	\$52,854	x			
Deny the request for two replacement vehicles that have low mileage of 53,400 miles over 17 years and 78,683 miles over 16 years.									
BDK - WATER TRANSMISSION/DISTRIBUTION									
7250 Utility Plumber Supervisor I	6.00	5.00	\$720,144	\$600,120	\$120,024		\$720,144	\$600,120	\$120,024
Attrition Savings			(\$1,594,882)	(\$1,544,882)	(\$50,000)		(\$1,594,882)	(\$1,544,882)	(\$50,000)
Mandatory Fringe Benefits			\$286,450	\$258,597	\$27,853		\$309,654	\$279,551	\$30,103
<i>Total Savings \$97,877</i>									
Delete 1.00 FTE 7250 Utility Plumber Supervisor I that has been vacant since March 2014. In 2014, the Department reported that action on this position was pending the Water Division's decision. There are an additional 25.00 funded FTEs in this classification at the Water Enterprise.									
Ongoing savings.									

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

WTR - Water	FY 2016-17						FY 2017-18					
	FTE		Amount		GF	1T	FTE		Amount		GF	1T
	From	To	From	To			From	To	From	To		
7360 Pipe Welder	2.00	1.00	\$213,579	\$106,789	\$106,790		2.00	1.00	\$213,579	\$106,789	\$106,790	
Attrition Savings			(\$1,594,882)	(\$1,544,882)	(\$50,000)				(\$1,594,882)	(\$1,544,882)	(\$50,000)	
Mandatory Fringe Benefits			\$89,863	\$67,274	\$22,589				\$96,877	\$72,463	\$24,414	
			<i>Total Savings</i>	\$79,379					<i>Total Savings</i>	\$81,204		
	Delete 1.00 FTE 7360 Pipe Welder that has been vacant since July 2013. There are an additional 3.00 funded FTEs in this classification at the Water Enterprise.											
7334 Stationary Engineer							0.77	0.00	\$101,419	\$0	\$101,419	
Mandatory Fringe Benefits									\$69,350	\$0	\$69,350	
									<i>Total Savings</i>	\$170,769		
	Deny the request for a new 0.77 FTE 7334 Stationary Engineer.											
	Inadequate justification provided. The Department states that this is an urgent need but only requests that the position be filled in FY 2017-18.											
	The Department could use one of the 3.00 FTEs 7334 Stationary Engineer that are currently vacant to meet this need.											
3/4 Ton, Extended Cab, w/Modified Bed							1.00	0.00	\$108,731	\$0	\$108,731	x
	Delete the request for one replacement vehicle. Other vehicles in the Department's fleet have sustained higher usage and have been maintained for a longer period than the vehicle proposed for deletion. Existing vehicle could last an additional few years before replacement.											
Ford Escape Gas Compact 4x4 SUV - Gasoline	4.00	3.00	\$109,056	\$81,792	\$27,264	x						
	Delete the request for one replacement vehicle. One of the requested replacement vehicles is 9 years old and has low mileage, and therefore could be used for additional years prior to replacement. The existing Ford Escape Gas Compact 4x4 SUVs have lasted for 15-17 years.											
	One-time savings in FY 2017-18.											
	One-time savings in FY 2016-17.											

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

WTR - Water	FY 2016-17							FY 2017-18																																																																											
	FTE		Amount		Savings	GF 1T	GF	FTE		Amount		Savings	GF 1T																																																																						
	From	To	From	To				From	To																																																																										
Toyota Prius Hybrid, LVMS Operations								1.00	0.00	\$25,291	\$0	\$25,291	x																																																																						
	One-time savings in FY 2017-18. Deny one requested new vehicle. Existing vehicle is infrequently used with 36,000 miles over 16 years. The Department also has 37 existing Toyota Priuses.																																																																																		
BDM - WATER TREATMENT																																																																																			
5203 Assistant Engineer	4.77	4.00	\$507,848	\$425,869	\$81,979			5.00	4.00	\$532,336	\$425,869	\$106,467																																																																							
Mandatory Fringe Benefits			\$200,668	\$168,276	\$32,392					\$227,159	\$181,727	\$45,432																																																																							
5207 Associate Engineer	3.00	2.00	\$371,830	\$247,887	\$123,943			3.00	2.00	\$371,830	\$247,887	\$123,943																																																																							
Mandatory Fringe Benefits			\$137,212	\$91,475	\$45,737					\$148,700	\$99,133	\$49,567																																																																							
5203 Assistant Engineer	4.00	5.00	\$425,869	\$532,336	(\$106,467)			4.00	5.00	\$425,869	\$532,336	(\$106,467)																																																																							
Mandatory Fringe Benefits			\$168,276	\$210,305	(\$42,029)					\$181,727	\$227,159	(\$45,432)																																																																							
			<i>Total Savings</i>		<i>\$135,555</i>					<i>Total Savings</i>		<i>\$173,510</i>																																																																							
	Delete the request for one new Assistant Engineer. The Budget and Legislative Analyst's recommendation is to substitute one vacant Associate Engineer position to an Assistant Engineer position to meet the Department's staffing requirements. Ongoing savings.																																																																																		
2482 Water Quality Technician III	2.77	2.50	\$261,228	\$214,075	\$47,153		x																																																																												
Mandatory Fringe Benefits			\$107,607	\$68,759	\$38,848		x																																																																												
			<i>Total Savings</i>		<i>\$86,001</i>																																																																														
	Reduce the request for a new 0.77 FTE 2482 Water Quality Technician III by 0.27 FTE to adjust for hiring delays. The Department's Human Resources Division reported that new recruitment requires a minimum of 6 months. One-time savings in FY 2016-17.																																																																																		
Toyota Prius	1.00	0.00	\$30,000	\$0	\$30,000		x																																																																												
	Delete one requested replacement vehicle. The Department owns an existing 2009 Toyota Prius with limited mileage. One-time savings in FY 2016-17.																																																																																		
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FY 2016-17							FY 2017-18																																																																												
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General Fund	\$196,119	Non-General Fund	\$712,811	\$908,930	\$134,022	\$825,610	General Fund	\$134,022	Non-General Fund	\$825,610	\$959,632	\$134,022	\$959,632																																																																						
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**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2016-17 and FY 2017-18 Two-Year Budget**

CWP - Waste Water	FY 2016-17						FY 2017-18					
	FTE		Amount		GF 1T	Savings	FTE		Amount		GF 1T	Savings
	From	To	From	To			From	To				
BCV - STRATEGIC PLANNING/COMPLIANCE												
1003 IS Operator-Senior	1.00	0.00	\$74,602	\$0	\$74,602		1.00	0.00	\$74,602	\$0	\$74,602	
Mandatory Fringe Benefits			\$33,624	\$0	\$33,624				\$36,188	\$0	\$36,188	
			<i>Total Savings</i>	<i>\$108,226</i>					<i>Total Savings</i>	<i>\$110,790</i>		
Delete 1.00 FTE 1003 IS Operator-Senior position, which has been vacant since December 2013. The Department has a projected \$2 million salary surplus for FY 2015-16. Ongoing savings.												
BAX - WASTEWATER OPERATIONS												
7372 Stationary Engineer, Sewage Plant	1.00	0.00	\$99,300	\$0	\$99,300		1.00	0.00	\$99,300	\$0	\$99,300	
Mandatory Fringe Benefits			\$41,101	\$0	\$41,101				\$44,330	\$0	\$44,330	
			<i>Total Savings</i>	<i>\$140,401</i>					<i>Total Savings</i>	<i>\$143,630</i>		
Delete 1.00 FTE 7372 Stationary Engineer, Sewage Plant position that has been vacant since June 2014. In 2014, the Department reported that an eligible list of candidates had been identified for this position with a target hire date of June 2014. The Department reported that this position is currently being held for attrition. While this is the only Stationary Engineer, Sewage Plant position in this program, the Wastewater Enterprise has 122 other funded positions in this classification, 4 of which are vacant and being held for attrition. The Department has a projected \$2 million in salary savings for FY 2015-16. Ongoing savings.												
BDC - WASTEWATER TREATMENT												
7262 Maintenance Planner	6.00	5.00	\$713,218	\$594,348	\$118,870		6.00	5.00	\$713,218	\$594,348	\$118,870	
Mandatory Fringe Benefits			\$274,029	\$228,357	\$45,672				\$296,511	\$247,092	\$49,419	
			<i>Total Savings</i>	<i>\$164,542</i>					<i>Total Savings</i>	<i>\$168,289</i>		
Delete 1.00 FTE 7262 Maintenance Planner position that has been vacant since July 2012. The Department has 5.00 other funded FTEs in this classification in this division. The Department has a projected \$2 million salary surplus for FY 2015-16. Ongoing savings.												
7514 General Laborer	23.00	22.00	\$1,556,554	\$1,488,878	\$67,676		23.00	22.00	\$1,556,554	\$1,488,878	\$67,676	
Mandatory Fringe Benefits			\$723,581	\$692,121	\$31,460				\$778,135	\$744,303	\$33,832	
			<i>Total Savings</i>	<i>\$99,136</i>					<i>Total Savings</i>	<i>\$101,508</i>		
Delete 1.00 FTE 7514 General Laborer position that has been vacant since September 2014. There are 22.00 other funded FTE positions in this classification. The Department has a projected \$2 million in salary savings for FY 2015-16. Ongoing savings.												

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

CWP - Waste Water		FY 2016-17						FY 2017-18					
		FTE		Amount		GF	1T	FTE		Amount		Savings	GF
Object Title	From	To	From	To	Savings		From	To	From	To		Savings	
Attrition Savings	(36.89)	(40.53)	(3,818,729)	(\$4,168,729)	\$350,000		(36.89)	(38.98)	(3,818,729)	(\$4,038,729)		\$200,000	
Mandatory Fringe Benefits			(1,537,020)	(\$1,652,020)	\$115,000				(\$1,662,480)	(\$1,729,147)		\$66,667	
			<i>Total Savings</i>		\$465,000				<i>Total Savings</i>		\$266,667		
	Increase attrition savings to reflect anticipated delays in recruitment. The Budget and Legislative Analyst recommends increasing attrition savings to allow for the hire of 8.00 of the 15.00 vacant positions as of October 2016, and 7.00 of the 15.00 vacant positions as of October 2017.												
Taylor-Dunn 48 Volt Model B2-48 4 Wheel	2.00	0.00	\$47,868	\$0	\$47,868	x							
	Deny the request for two new vehicles. These new vehicles were not recommended for purchase, based on the Department's own internal review of vehicle requests.												
BDE - WASTEWATER COLLECTION													
Food			\$7,955	\$5,955	\$2,000				\$7,955	\$5,955		\$2,000	
	Reduce the budgeted allocation for food costs. The Department has consistently underspent the food budget by at least \$2,000 in the three most recent fiscal years.												
Other Materials and Supplies			\$136,536	\$96,536	\$40,000				\$138,474	\$98,474		\$40,000	
	Reduce the budgeted allocation for other materials and supplies costs. The Department has consistently underspent the other materials and supplies budget by at least \$40,000 each fiscal year.												
Attrition Savings	(4.47)	(6.03)	(\$461,599)	(\$611,599)	\$150,000		(4.47)	(5.45)	(\$461,599)	(\$541,599)		\$94,000	
Mandatory Fringe Benefits			(\$187,956)	(\$237,956)	\$50,000				(\$203,112)	(\$235,112)		\$32,000	
			<i>Total Savings</i>		\$200,000				<i>Total Savings</i>		\$126,000		
	Increase the attrition rate for vacant positions to reflect anticipated delays in recruitment and hire dates.												
BDA- ADMINISTRATION													
Training			\$108,118	\$101,618	\$6,500				\$108,118	\$101,618		\$6,500	
	Reduce the budgeted allocation for training. The Department has consistently underspent the budget allocation for training by at least \$6,500 each fiscal year.												
	Ongoing savings.												

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

CWP - Waste Water	FY 2016-17						FY 2017-18																																																																																													
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FY 2016-17						FY 2017-18																																																																																														
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YEAR ONE: FY 2016-17

Budget Changes

The Department's proposed \$29,015,814 budget for FY 2016-17 is \$2,346,587 or 8.8% more than the original FY 2015-16 budget of \$26,669,227.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2016-17 are 110.05 FTEs, which are 4.62 FTEs more than the 105.43 FTEs in the original FY 2015-16 budget. This represents a 4.4% increase in FTEs from the original FY 2015-16 budget.

Revenue Changes

The Department's revenues of \$29,015,814 in FY 2016-17, are \$2,346,587 or 8.8% more than FY 2015-16 revenues of \$26,669,227.

YEAR TWO: FY 2017-18

Budget Changes

The Department's proposed \$29,753,246 budget for FY 2017-18 is \$737,432 or 2.5% more than the Mayor's proposed FY 2016-17 budget of \$29,015,814.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2017-18 are 111.76 FTEs, which are 1.71 FTEs more than the 110.05 FTEs in the Mayor's proposed FY 2016-17 budget. This represents a 1.6% increase in FTEs from the Mayor's proposed FY 2016-17 budget.

Revenue Changes

The Department's revenues of \$29,753,246 in FY 2017-18, are \$737,432 or 2.5% more than FY 2016-17 estimated revenues of \$29,015,814.

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

DEPARTMENT: RET – RETIREMENT SYSTEM

RECOMMENDATIONS

YEAR ONE: FY 2016-17

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$616,503 in FY 2016-17, which are ongoing savings. These reductions would still allow an increase of \$1,730,084 or 6.5% in the Department’s FY 2016-17 budget.

YEAR TWO: FY 2017-18

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$576,097 in FY 2017-18, which are ongoing savings. These reductions would still allow an increase of \$161,335 or 0.6% in the Department’s FY 2017-18 budget.

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

RET - Retirement Services

Object Title	FY 2016-17						FY 2017-18					
	FTE		Amount		GF	1T	FTE		Amount		GF	1T
	From	To	From	To			From	To	From	To		
FDD - Retirement Services												
Materials & Supplies			\$300,000	\$250,000	\$50,000					\$300,000	\$250,000	\$50,000
	Reduce FY 2016-17 budgeted expenditures for materials and supplies by \$50,000 from \$300,000 to \$250,000, which allows an increase of \$30,000 from the Department's FY 2015-16 budget of \$220,000. The Department projects year-end expenditures in FY 2015-16 of \$239,859, which includes \$60,000 for the purchase of new computers and monitors for new hires and replacement of obsolete computers and monitors. A FY 2016-17 budget of \$250,000 for materials and supplies is sufficient for the Department's requirements.											
Temporary salaries			\$528,736	\$484,796	\$43,940					\$528,736	\$484,796	\$43,940
	Reduce FY 2016-17 budgeted expenditures for temporary salaries by \$43,940. The Department increased the budget for temporary salaries from \$484,796 in FY 2015-16 to \$528,736 in FY 2016-17. The Department has a projected salary surplus in FY 2015-16 of \$2.0 million.											
Other Current Expenses			\$351,100	\$301,100	\$50,000					\$302,600	\$301,100	\$1,500
	Reduce FY 2016-17 budgeted expenditures for other current expenses. The Department increased the budget by \$271,800, from \$79,300 in FY 2015-16 to \$351,100 in FY 2016-17 to pay for anticipated increases in software and information technology expenditures. A FY 2016-17 budget of \$301,100 allows an increase of \$221,800 to pay these costs, which is sufficient to meet the Department's needs.											
IS Business Analyst - Senior	4.00	3.00	\$475,479	\$356,609	\$118,870		4.00	3.00	\$475,479	\$356,609	\$118,870	
Mandatory Fringe Benefits			\$178,926	\$134,195	\$44,732				\$193,734	\$145,301	\$48,434	
			<i>Total Savings</i>		\$163,601				<i>Total Savings</i>		\$167,303	
Attrition Savings	(7.20)	(8.79)	(\$679,282)	(\$754,282)	\$75,000		(7.22)	(8.74)	(\$710,465)	(\$785,465)	\$75,000	
Mandatory Fringe Benefits			(\$276,093)	(\$306,577)	\$30,484				(\$309,273)	(\$341,921)	\$32,648	
			<i>Total Savings</i>		\$105,484				<i>Total Savings</i>		\$107,648	
	Increase attrition savings to offset the Department's projected salary surplus in FY 2015-16 of \$2.0 million.											

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

RET - Retirement Services

Object Title	FY 2016-17						FY 2017-18					
	FTE		Amount		Savings	GF 1T	FTE		Amount		Savings	GF 1T
	From	To	From	To			From	To	From	To		
FDF - Investment												
Temporary - Miscellaneous	1.06	0.16	\$200,000	\$115,000	\$85,000		1.03	0.15	\$200,000	\$115,000	\$85,000	
Mandatory Fringe Benefits	0.00	0.00	\$7,920	\$4,554	\$3,366		0.00	0.00	\$7,920	\$4,554	\$3,366	
Social Security			\$26,720	\$15,364	\$11,356				\$26,663	\$15,331	\$11,332	
Social Security - Medicare			\$6,541	\$3,761	\$2,780				\$6,521	\$3,750	\$2,771	
Unemployment Insurance			\$1,218	\$700	\$518				\$1,214	\$698	\$516	
			<i>Total Savings</i>	<i>\$103,020</i>					<i>Total Savings</i>	<i>\$102,985</i>		
The Department will hire new positions and fill vacant positions in FY 2016-17, reducing the need for temporary salaries to offset vacancies. The recommended reduction in FY 2016-17 gives the Department sufficient temporary salaries to meet operational requirements.												
Attrition Savings	(0.85)	(1.73)	(\$144,789)	(\$219,789)	\$75,000		(0.87)	(1.77)	(\$144,789)	(\$219,789)	\$75,000	
Mandatory Fringe Benefits			(\$49,148)	(\$74,606)	\$25,458				(\$53,516)	(\$81,237)	\$27,721	
			<i>Total Savings</i>	<i>\$100,458</i>					<i>Total Savings</i>	<i>\$102,721</i>		
Increase attrition savings to offset the Department's projected salary surplus in FY 2015-16 of \$2.0 million.												

FY 2016-17

Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	\$0	\$0	\$0
Non-General Fund	\$0	\$616,503	\$616,503
Total	\$0	\$616,503	\$616,503

FY 2017-18

Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	\$0	\$0	\$0
Non-General Fund	\$0	\$576,097	\$576,097
Total	\$0	\$576,097	\$576,097