

OFFICE OF THE MAYOR  
SAN FRANCISCO



EDWIN M. LEE  
MAYOR

BOS-11  
COB, Leg Dep  
Picles, orig Leg  
clerk

To: Angela Calvillo, Clerk of the Board of Supervisors  
From: Melissa Whitehouse, Mayor's Acting Budget Director  
Date: June 1, 2017  
Re: Notice of Transfer of Functions under Charter Section 4.132

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This memorandum constitutes notice to the Board of Supervisors under Charter Section 4.132 of transfers of functions between departments within the Executive Branch. All positions are regular positions unless otherwise specified. The positions include the following:

Three positions (3.0 FTE 7332) of Maintenance Machinists to be transferred from City Administrator's General Services Administration (GSA) Fleet Machine Shop to the Public Utilities Commission's Water Enterprise City Distribution Division Machine Shop. This will not increase net FTEs. Currently, the GSA Fleet Machine Shop provides fabrication and repair services for SFFD's Auxiliary Water Supply System (AWSS) through a work order. This work order will be shifted from ADM to PUC with this transfer of function. PUC is already managing and maintaining AWSS for SFFD, so this would move AWSS work under one roof.

If you have any questions please feel free to contact my office.

Sincerely,

A handwritten signature in black ink, appearing to read "Melissa Whitehouse".

Melissa Whitehouse  
Mayor's Budget Director

cc: Members of the Budget and Finance Committee  
Harvey Rose  
Controller

RECEIVED  
BOARD OF SUPERVISORS  
SAN FRANCISCO  
2017 JUN - 1 AM 11:55  
BY [Signature]