File No. 120591

Committee Item No. _____
Board Item No. 6

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: Budget and Finance Committee Date 6/25/12 and 6/27/12

Board of Supervisors Meeting Date 7/10/12

Cmte	Board	
☐	☐	Motion
☐	☐	Resolution
☒	☒	Ordinance Available at: http://www.sfcontroller.org
☐	☐	Legislative Digest
☒	☒	Budget and Legislative Analyst Report
☐	☐	Legislative Analyst Report
☐	☐	Youth Commission Report
☐	☐	Introduction Form (for hearings)
☒	☒	Department/Agency Cover Letter and/or Report
☐	☐	MOU
☐	☐	Grant Information Form
☐	☐	Grant Budget
☐	☐	Subcontract Budget
☐	☐	Contract/Agreement
☐	☐	Form 126 – Ethics Commission
☐	☐	Award Letter
☐	☐	Application
☒	☒	Public Correspondence

OTHER (Use back side if additional space is needed)

☐	☐	_____
☐	☐	_____
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Completed by: Victor Young Date June 22, 2012
Completed by: Victor Young Date 7-3-12

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

RECEIVED
BOARD OF SUPERVISORS
SAN FRANCISCO
2012 MAY 31 AM 11:48
PSC

CITY AND COUNTY OF SAN FRANCISCO

PROPOSED BUDGET

AND

ANNUAL APPROPRIATION ORDINANCE

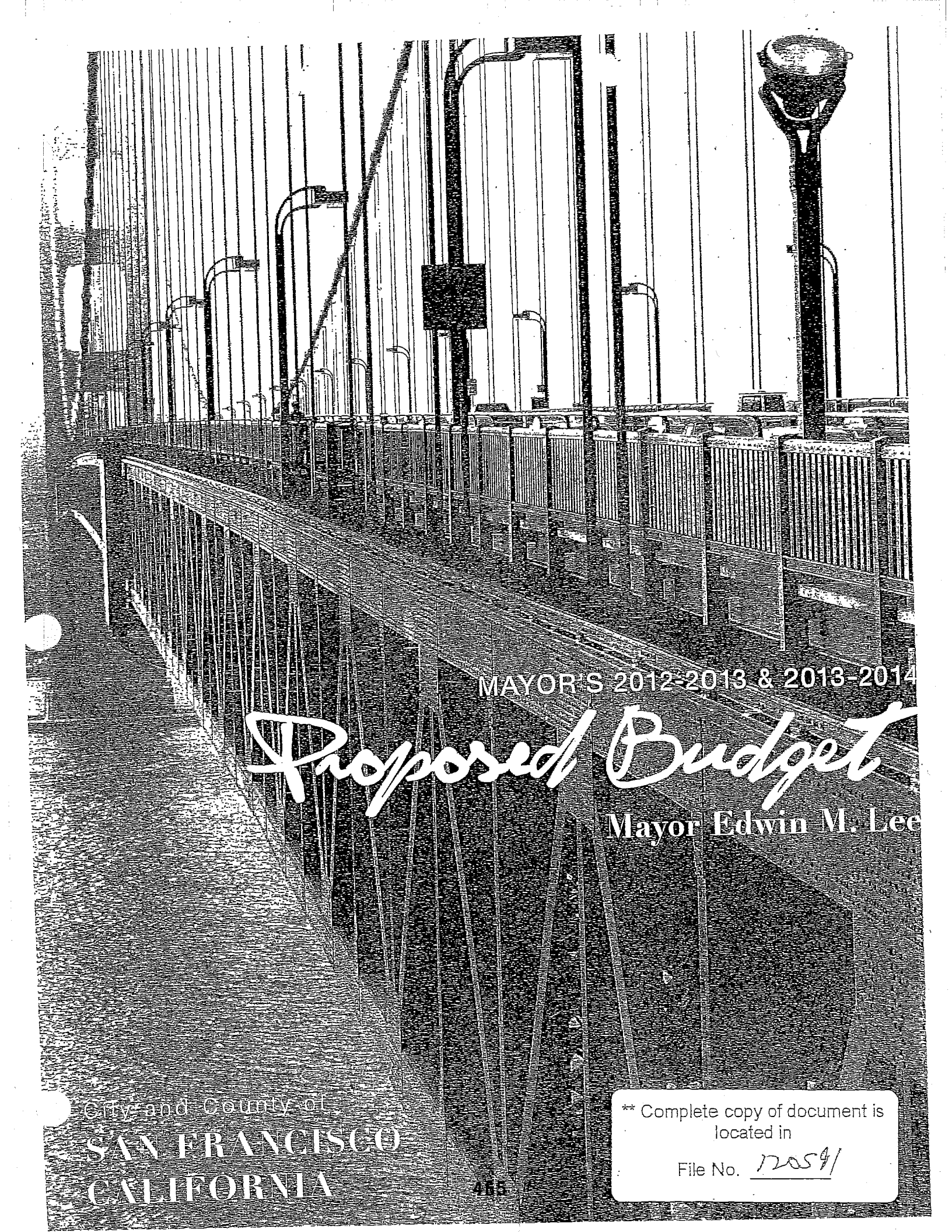
AS OF MAY 31, 2012

File No. 120591 Ordinance No. _____

FISCAL YEAR ENDING JUNE 30, 2013 and
FISCAL YEAR ENDING JUNE 30, 2014

** Complete copy of document is located in

File No. 120591



MAYOR'S 2012-2013 & 2013-2014

Proposed Budget

Mayor Edwin M. Lee

City and County of
SAN FRANCISCO
CALIFORNIA

** Complete copy of document is located in
File No. 120591

General Fund Sources for Budget Committee Adjustments

	FY 2011-12 Ending Fund Balance	FY 2012-13	FY 2013-14	Total
Budget Committee Actions				
Budget Analyst Reductions		$ 8,151,846	$ 5,518,134	$ 13,669,980
ENV Transfer to DPW Solid Waste		127,000	95,000	$ 222,000
Subtotal Budget Committee Actions		**$ 8,278,846**	**$ 5,613,134**	**$ 13,891,980**
Mayor's Technical Adjustment				
Budget Analyst Encumbrance Close-Outs	$ 924,752			$ 924,752
Technical Adjustment Reserve Liquidation	2,379,286			$ 2,379,286
Property Transfer Tax	6,100,000			$ 6,100,000
Reduce the Small Business Revolving Loan Fund	1,000,000			$ 1,000,000
Campaign Fund Close-Out	2,000,000			$ 2,000,000
Other Project Close-Outs	6,039,935			$ 6,039,935
Subtotal Mayor's Technical Adjustment	**$ 18,443,973**	**$ 8,884,038**	**$ 9,559,935**	**$ 18,443,973**
Total Sources		**$ 17,162,884**	**$ 15,173,069**	**$ 32,335,953**
Total Uses		**$ 17,162,884**	**$ 15,173,069**	**$ 32,335,953**

Community Based Initiatives Detail					
	Category	Dept	Description	FY 2012-13	FY 2013-14
1	Family and Childrens Services	DCYF	Family Resource Center and Early Literacy	30,000	30,000
2	Family and Childrens Services	DCYF	Youth Sector Bridge - District 1	28,000	28,000
3	Family and Childrens Services	DCYF	Youth Services - Beacon Centers	160,000	160,000
4	Family and Childrens Services	DCYF	Early Childhood Programming	10,000	10,000
5	Family and Childrens Services	HSA/DSS	Youth Shelter Services	275,000	275,000
6	Family and Childrens Services	DCYF	Technical Assistance for Childcare	50,000	-
7	Family and Childrens Services	DCYF	Youth Violence Prevention	75,000	75,000
8	Family and Childrens Services	HSA/DSS	Gay and Lesbian Family Support	50,000	50,000
9	Family and Childrens Services	MOH	Portola Community Capacity-Building	50,000	-
10	Jobs	MOH	Job Readiness Initiative for Working Class Communities	300,000	-
11	Jobs	DCYF	Job Readiness for Youth - District 11	175,000	175,000
12	Jobs	EWD	Workforce Training and Neighborhood Beautification - District 11	150,000	100,000
13	Jobs	MOH	Restaurant Workers Career Ladder Program	60,000	60,000
14	Jobs	DCYF	Youth Employment	28,000	28,000
15	Jobs	MOH	Small Business Technical Assistance	5,000	5,000
16	Jobs	EWD	Women's Initiative Self-employment	60,000	60,000
17	Jobs	EWD	Workforce and Economic Development Center - District 11 enhancements	300,000	300,000
18	Jobs	EWD	Economic Development - Japantown	60,000	50,000
19	Jobs	EWD	Economic Development - Fillmore	60,000	50,000
20	Legal assistance/advocacy	MOH	Workers Rights and Education	295,625	295,625
21	Legal assistance/advocacy	MOH	Immigrant Legal Services	100,646	100,646
22	Legal assistance/advocacy	MOH	Employment and Immigration Legal Services to Survivors of Domestic Violence	45,000	45,000
23	Legal assistance/advocacy	MOH	Legal services in the Mission	40,000	-
24	Miscellaneous	DPH	Latino Immigrant Families in the Tenderloin	150,000	150,000
25	Miscellaneous	MOH	Bayview Leadership Development Program	100,000	-
26	Miscellaneous	MOH	Translation Referral and Support Services	75,000	75,000
27	Miscellaneous	MOH	Adult Literacy Project	50,000	50,000
28	Miscellaneous	WOM	Violence against Women Prevention	250,000	-
29	Miscellaneous	MOH	Credit Union Assistance	88,000	-
30	Miscellaneous	MOH	Asian Pacific Islander Council	50,000	50,000
31	Neighborhood Improvements	MOH	North Beach Neighborhood Improvements	20,000	-
32	Neighborhood Improvements	REC	Randall Museum Master Plan	15,000	-
33	Public Health	DPH	AIDS Services to Native Americans	50,000	100,000
34	Senior Services	HSA/DAAS	Health Insurance Counseling for the Elderly	27,896	27,896
35	Senior Services	HSA/DAAS	Senior Outreach and Services - District 11	125,000	100,000
36	Senior Services	HSA/DAAS	Aging Services - Expand Villages Model Pilot	100,000	-
Total				$ 3,508,167	$ 2,450,167

FY 2012-13 and FY 2013-14 Budget and Finance Committee Budget Adjustments					
#	Dept	Description	FY 2012-13	FY 2013-14	Two-Year Total
A. General Fund-Supported					
1	Var	CBO Cost of Doing Business	4,125,000	4,500,000	$ 8,625,000
2	Var	Community Based Initiatives/CDBG Restoration	3,508,167	2,450,167	5,958,334
3	DSS	Increase services in homeless shelters	2,000,000	2,000,000	4,000,000
4	DSS	Rental subsidies and eviction defense	1,000,000	-	1,000,000
5	GEN	District projects	1,000,000	-	1,000,000
6	UNA	Small business payroll exclusion revenue loss	1,500,000	2,500,000	4,000,000
7	BOS	Board of Supervisors 3rd legislative aide	1,189,717	1,503,327	2,693,044
8	DPW	Street cleaning and garden/landscape maintenance	460,000	715,000	1,175,000
9	REC	Recreation and Parks Investment	420,000	665,000	1,085,000
10	ADM	Language Access Initiative	500,000	-	500,000
11	DPH	Ryan White AIDS Services	500,000	250,000	750,000
12	EWD	Job Readiness	300,000	150,000	450,000
13	ADM	Urban Agriculture	120,000	-	120,000
14	REC	Candlestick Point State Park Closure Prevention	150,000	150,000	300,000
15	ADM	Labor standards enforcement - contract compliance officer	110,000	115,830	225,830
16	ADM	Entertainment Commission enforcement position	96,000	101,088	197,088
17	DPH	Massage parlor enforcement officer	69,000	72,657	141,657
18	ADM	Animal Care and Control - Dog walker permitting	65,000	-	65,000
19	DCYF	SFUSD School Lunch Vending Machines	50,000		50,000
Subtotal General Fund-Supported			**$ 17,162,884**	**$ 15,173,069**	**$ 32,335,953**
Non-GFS/Enterprise					
#	Dept	Description			
1	PUC	Youth Employment, 100 Youth, 10 weeks	$ 718,682	$ 720,000	**$ 1,438,682**
2	PUC	LID - Urban Forestry Sidewalk Gardens Demonstration Projects	300,000	-	**300,000**
3	PUC	LID - Permeable Paving Grants Program	100,000	500,000	**600,000**
4	PUC	LID - Urban Ag - Crocker & Amazon Demonstration Project	100,000	-	**100,000**
5	PUC	LID - Urban Ag - College Hill Demonstration Project	300,000	-	**300,000**
6	PUC	Energy Efficiency - Brava Theatre	120,000	-	**120,000**
7	PUC	Ratepayer Relief - $1M Reduces Rates, i.e. 1/4% Bill Savings	584,335	1,028,385	**1,612,720**
8	PRT	Deductible plus Repair Fire Damage	439,382	442,776	**882,158**
9	DBI	Enhanced code enforcement and outreach - 2 inspectors plus 1 clerical plus contracted outreach	306,892	430,508	**737,400**
10	LIB	Teen center capital project	250,000	200,000	**450,000**
11	LIB	Expanded hours - 2 sites	194,070	257,070	**451,140**
Subtotal Non-GFS/Enterprise			**$ 3,413,361**	**$ 3,578,739**	**$ 6,992,100**
Combined Total			**$ 20,576,245**	**$ 18,751,808**	**$ 39,328,053**

Budget Analyst Recommendations FY 2012-13 & FY 2013-14

June 1 Departments

Dept	Department	FY 2012-13 A - Budget Committee Actual Action in FY 2012-13							FY 2013-14 B - Budget Committee Actual Action in FY 2013-14				
		One Time				Ongoing		Dept	One Time		Ongoing		Dept
		GFS	GFS Encumbrance	NGFS	NGFS Encumbrance	GFS	NGFS	Total	GFS	NGFS	GFS	NGFS	Total
SHF	Sheriff	130,213	-	-	-	-	-	130,213	-	-	-	-	-
CRT	Court	-	-	-	-	200,000	-	200,000	-	-	200,000	-	200,000
PDR	Public Defender	-	-	-	-	43,588	-	43,588	-	-	43,588	-	43,588
HRD	Human Resources	22,210	-	-	-	93,413	-	115,623	-	-	93,413	-	93,413
RET	Retirement	-	-	-	100,000		275,712	375,712	-	-		318,039	318,039
MYR	Mayor	-	12,485	-	-	34,997	-	47,482	-	-	35,765	-	35,765
BOS	Board of Supervisors	-	23,500	-	-	35,339	-	58,839	-	-	36,239	-	36,239
REG	Elections	-	12,675	-	-	169,034	-	181,709	-	-	-	174,794	174,794
CPC	Planning	167,000	-	22,239	-	53,950	-	243,189	-	-	80,925	-	80,925
ECN	**Economic and Workforce Development**	**1,102,000**	122	-	336	92,530	6,931	201,920	-	-	98,749	7,125	105,874
DBI	Building Inspection	-	-	851,316	12,725	-	278,810	1,142,851	-	-	-	488,810	488,810
ASR	Assessor	589,355	-	-	-	88,865	20,000	698,220	-	-	88,865	20,000	108,865
TTX	Treasurer/Tax Collector	238,637	25,124	-	-	-	-	263,762	-	-	-	-	-
CON	Controller	169,048	87,932	-	-	9,878	-	266,858	-	-	9,878	-	9,878
GEN	General City Responsibility	-	-	-	-	106,153	-	106,153	-	-	106,153	-	106,153
CAT	City Attorney	112,936	-	-	-	107,800	-	220,736	-	-	107,800	-	107,800
ADM	**City Administrator and Community Redevelopment**	91,488	31,138	-	-	**221,690**	-	**344,316**	-	-	299,856	-	299,856
TIS	Technology	9,009	579,812	10,222	40,269	195,790	65,000	900,102	-	8,301	708,047	244,982	961,330
DPW	**Public Works**	-	-	-	-	**254,783**	**(32,370)**	**222,413**	-	-	**281,997**	**(33,963)**	**248,034**
ETH	Ethics Commission	-	-	-	-	41,142	-	41,142	-	-	45,454	-	45,454
HSS	Health Service System	-	-	-	-	24,026	22,178	46,204	-	-	25,586	24,541	50,127
LIB	Library	-	-	-	-	-	444,070	444,070	-	13,000	-	444,070	457,070
ECD	Emergency Management	18,758	-	-	-	17,324	-	36,082	-	-	17,325	-	17,325
POL	Police	1,351,571	-	-	-	628,452	-	1,980,023	559,520	-	1,178,784	-	1,738,304
DAT	District Attorney	100,948	-		-	61,222	-	162,170	-	-	65,893	-	65,893
JUV	Juvenile Probation	53,975	-	-	-	16,787	-	70,762	-	-	16,787	-	16,787
DPH	Public Health	243,522	103,712	-	-	605,450	-	952,684	-	-	451,937	-	451,937
DSS	**Human Services Agency**	**1,395**	**37,032**	48,605	58,326	**490,393**	**382,852**	**1,018,603**	4,828	36,089	**498,559**	**385,138**	**924,614**
REC	**Recreation and Park**	**73,679**	-	**160,452**	-	**181,480**	**59,939**	**475,550**	-	-	**191,967**	**65,502**	**257,469**
CHF	Children, Youth and Their Families	-	11,220	-	2,000	15,496	46,491	75,206	-	-	15,545	48,277	63,822
FIR	Fire Department	107,412		11,904		703,017		822,333		11,904	720,868		732,772
ADP	**Adult Probation**	**252,359**				**184,212**		**436,571**			**202,215**		**202,215**
	Total June 1 Depts	4,835,515	924,752	1,104,738	213,656	4,676,811	1,569,613	12,325,084	564,348	69,294	5,622,195	2,187,315	8,443,152

	FY 12/13	FY 13/14
Total General Fund One Time	**5,760,266**	**564,348**
Total General Fund Ongoing	**4,676,811**	**5,622,195**
TOTAL	**10,437,077**	**6,186,543**

June 1 Departments

Dept	Department	C - Budget Committee Actual Impact in FY 2012-13								D - Budget Committee Actual Impact in FY 2013-14				
		One Time				Ongoing Impact		Dept		One Time		Ongoing Impact		Dept
		GFS	GFS Encumbrance	NGFS	NGFS Encumbrance	GFS	NGFS	Total	Differ	GFS	NGFS	GFS	NGFS	Total
SHF	Sheriff	130,223	-	-	-	-	-	130,223	10	-	-	-	-	-
CRT	Court	-	-	-	-	200,000	-	200,000	-	-	-	200,000	-	200,000
PDR	Public Defender	-	-	-	-	43,588	-	43,588	-	-	-	43,588	-	43,588
HRD	Human Resources	22,210	-	-	-	93,413	-	115,623	-	-	-	93,413	-	93,413
RET	Retirement	-	-	-	100,000	-	267,053	367,053	### **	-	-	-	306,969	306,969
MYR	Mayor	-	12,485	-	-	34,996	-	47,481	(1)	-	-	35,724	-	35,724
BOS	Board of Supervisors	-	23,500	-	-	35,328	-	58,828	(11)	-	-	36,029	-	36,029
REG	Elections	-	12,675	-	-	43,368	125,690	181,733	24	-	-	-	172,621	172,621
CPC	Planning	167,000	-	22,240	-	53,950	-	243,190	1	-	-	80,926	-	80,926
ECN	Economic and Workforce Development	102,000	122	-	336	92,340	6,934	201,732	###	-	-	99,779	7,128	106,907
DBI	Building Inspection	-	-	785,147	12,725	-	354,931	1,152,803	### *	-	-	-	494,736	494,736
ASR	Assessor	588,974	-	-	-	88,866	20,000	697,840	###	-	-	88,866	20,000	108,866
TTX	Treasurer/Tax Collector	238,638	25,124	-	-	-	-	263,762	1	-	-	-	-	-
CON	Controller	169,047	87,932	-	-	9,878	-	266,857	(1)	-	-	9,878	-	9,878
GEN	General City Responsibility	-	-	-	-	106,153	-	106,153	-	-	-	106,153	-	106,153
CAT	City Attorney	112,932	-	-	-	107,842	-	220,774	38	-	-	109,706	-	109,706
ADM	City Administrator and Community Redevelopment	91,486	31,138	-	-	128,799	-	251,423	### **	-	-	299,857	-	299,857
TIS	Technology	9,010	579,812	10,222	40,269	195,790	65,000	900,103	1	-	8,301	692,672	239,580	940,553
DPW	Public Works	-	-	-	-	180,102	42,390	222,492	79	-	-	190,543	60,812	251,355
ETH	Ethics Commission	-	-	-	-	41,082	-	41,082	(60)	-	-	41,682	-	41,682
HSS	Health Service System	-	-	-	-	24,026	22,178	46,204	-	-	-	24,680	22,781	47,461
LIB	Library	-	-	-	-	-	444,070	444,070	-	-	13,000	-	444,070	457,070
ECD	Emergency Management	18,758	-	-	-	13,664	-	32,422	###	-	-	16,244	-	16,244
POL	Police	1,351,571	-	-	-	628,452	-	1,980,023	-	559,520	-	1,170,344	-	1,729,864
DAT	District Attorney	100,948	-	-	-	60,115	-	161,063	###	-	-	63,218	-	63,218
JUV	Juvenile Probation	53,950	-	-	-	16,787	-	70,737	(25)	-	-	16,787	-	16,787
DPH	Public Health	246,501	103,712	-	-	605,450	-	955,663	###	-	-	475,243	-	475,243
DSS	Human Services Agency	1,500	37,032	48,500	58,326	483,406	382,262	1,011,026	###	40,917	-	495,788	388,529	925,234
REC	Recreation and Park	73,588	-	160,196	-	178,385	56,542	468,710	### **	-	-	190,465	64,797	255,262
CHF	Children, Youth and Their Families	-	11,220	-	2,000	15,496	46,488	75,204	(3)	-	-	16,091	48,277	64,368
FIR	Fire Department	105,542		11,904		703,017	-	820,463	###	-	11,904	720,840	-	732,744
ADP	Adult Probation	252,359		-		183,430	-	435,789	###	-	-	183,430	145,391	328,821
	Total June 1 Depts	3,836,237	924,752	1,038,209	213,656	4,367,723	1,833,538	12,214,115	###	600,437	33,205	5,501,946	2,415,691	8,551,279

	FY 12/13	FY 13/14
Total General Fund One Time	**4,760,989**	**600,437**
Total General Fund Ongoing	**4,367,723**	**5,501,946**
TOTAL	**9,128,711**	**6,102,383**

Difference between estimated Savings and Actual Savings (Actual Impact MINUS Committee Action) **(110,969)** **108,127**

Notes

* Differences in Building Inspection are due to the fact that benefits for the Overtime items were not included in the reduction worksheets; in one case attrition benefits was underestimated by $3,000.

** Differences in these departments are due to the fact that benefits saving was overestimated

*** Differences in Technology in FY 2013-14 are due to the fact that a job class was listed incorrectly on a reduction worksheet; potential difference = $20,000.

MUNICIPAL TRANSPORTATION AGENCY TECHNICAL ADJUSTMENT

Line	GFType	Dept	Org	Pgm	Fund Structure	Index	Char	Obj/Sobj	Obj/Sobj Title	Job Class	RET	STAT	ACT	Reference Number	BY Before FTE	BY After FTE	BY Change FTE	BY Before Amount	BY After Amount	BYChange Amount	BY BALANCING AMOUNT	BY + 1 Before FTE	BY + 1 After FTE	BY + 1 Change FTE	BY + 1 Before Amount	BY + 1 After Amount	BY + 1 Change Amount
1	Self Supporting	MTA	MTAAD	BE1	5MAAAOHF	682024	001	005/00501	TEMP-REGULAR-MISC									0	18,647	18,647	(18,647)				0	0	0
2	Self Supporting	MTA	MTATS	BEN	5MAAAAAA	687099	001			9163_C	C	A	N		438.00	486.00	48.00	25,990,005	28,838,225	2,848,220	(2,848,220)	438.00	486.00	48.00	25,990,005	28,838,225	2,848,220
3	Self Supporting	MTA	MTATS	BEN	5MAAAAAA	687099	001			9993P_C	C	A			(12.62)			(1,757,759)	(6,115,536)	(4,357,777)	4,357,777	(12.62)			(1,757,759)	(6,229,464)	(4,471,705)
4	Self Supporting	MTA	MTAFA	BE6	5OAAAAAA	682004	001			9144_C	C	A	N		0.50	3.50	3.00	43,579	305,053	261,474	(261,474)	1.00	4.00	3.00	88,709	354,836	266,127
5	Self Supporting	MTA	MTATS	BEN	5MAAAAAA	687004	001	009/00901	PREMIUM PAY - MISC	PREMM_E								326,502	273,957	(52,545)	52,545				316,502	273,957	(52,545)
6	Self Supporting	MTA	MTATS	BEN	5MAAAAAA	687003	001	009/00901	PREMIUM PAY - MISC	PREMM_E								178,145	125,599	(52,546)	52,546				175,807	123,261	(52,546)
7	Self Supporting	MTA	MTATS	BEN	5MAAAAAA	687003	001	009/00901	PREMIUM PAY - MISC	PREMM_E								0	486,779	486,779	(486,779)				0	(1,089)	(1,089)
8	Self Supporting	MTA	MTAAW	BEG	5MAAAAAA	689012	001	009/00901	PREMIUM PAY - MISC	PREMM_E								2,626,210	2,259,784	(366,426)	366,426				2,543,698	2,177,272	(366,426)
9	Self Supporting	MTA	MTATS	BEN	5MAAAAAA	687003	001	009/00901	PREMIUM PAY - MISC	PREMM_E								0	10,850	10,850	(10,850)				0	10,850	10,850
10	Self Supporting	MTA	MTASS	BE2	5NAAAAAA	686008	001			1404_C	C	A	N		0.00	1.54	1.54	0	77,895	77,895	(77,895)	0.00	2.00	2.00	0	102,470	102,470
11	Self Supporting	MTA	MTASS	BE2	5NAAAAAA	686008	001			1406_C	C	A	N		0.00	0.77	0.77	0	40,426	40,426	(40,426)	0.00	1.00	1.00	0	53,180	53,180
12	Self Supporting	MTA	MTASS	BE2	5NAAAAAA	686015	001			5303_C	C	A	N		3.00	3.77	0.77	273,234	343,364	70,130	(70,130)	3.00	4.00	1.00	278,096	370,795	92,699
13	Self Supporting	MTA	MTASS	BE2	5NAAAAAA	686015	001			7457_C	C	A	N		0.50	5.89	5.39	31,746	373,968	342,222	(342,222)	1.00	8.00	7.00	64,622	516,976	452,354
14	Self Supporting	MTA	MTASS	BE2	5NAAAAAA	686015	001			9172_C	C	A	N		0.00	0.77	0.77	0	79,251	79,251	(79,251)	0.00	1.00	1.00	0	104,755	104,755
15	Self Supporting	MTA	MTAAD	BE1	5MAAAOHF	682018	001			1825	C	A	R	M821	1.00	0.00	(1.00)	121,212	0	(121,212)	121,212	1.00	0.00	(1.00)	123,369	0	(123,369)
16	Self Supporting	MTA	MTASS	BE2	5NAAAAAA	686008	001			1825	C	A	R	M821	0.00	1.00	1.00	0	121,212	121,212	(121,212)	0.00	1.00	1.00	0	123,369	123,369
17	Self Supporting	MTA	MTATS	BEN	5MAAAAAA	687019	001	001/9993M	Attrition Savings - Miscellaneous	9993M_Z	Z	A				0.00		(2,927,438)	(2,883,407)	44,031	(44,031)				(2,959,498)	(2,790,240)	179,258
18	Self Supporting	MTA	MTATS	BEN	5MAAAAAA	687019	001			9139	C	A	D		70.00	69.50	(0.50)	6,164,340	6,120,309	(44,031)	44,031	70.00	68.00	(2.00)	6,274,031	6,094,773	(179,258)
19	Self Supporting	MTA	MTATS	BEN	5MAAAAAA	687081	001	001/9993M	Attrition Savings - Miscellaneous	9993M_Z	Z	A						(742,089)	(713,013)	29,076	(29,076)				(752,751)	(693,847)	58,904
20	Self Supporting	MTA	MTATS	BEN	5MAAAAAA	687081	001			2716_C	C	A	D		6.00	5.50	(0.50)	348,910	319,834	(29,076)	29,076	6.00	5.00	(1.00)	353,423	294,519	(58,904)
21	Self Supporting	MTA	MTATS	BEN	5MAAAAAA	687039	001			5207_C	C	A	N		0.00	0.50	0.50	0	54,834	54,834	(54,834)	0.00	1.00	1.00	0	111,619	111,619
22	Self Supporting	MTA	MTATS	BEN	5MAAAAAA	687039	001	001/9993M	Attrition Savings - Miscellaneous	9993M_Z	Z	A						(799,912)	(799,912)	0	0				(811,406)	(605,923)	205,493
23	Self Supporting	MTA	MTATS	BEN	5MAAAAAA	687039	001			1312_C	C	A	N		0.00	0.00	0.00	0	0	0	0	0.00	1.00	1.00	0	77,006	77,006
24	Self Supporting	MTA	MTATS	BEN	5MAAAAAA	687039	001			5203_C	C	A	N		0.00	0.00	0.00	0	0	0	0	0.00	1.00	1.00	0	95,954	95,954
25	Self Supporting	MTA	MTASS	BE3	5NAAAAAA	685012	001			9182	C	A	N		0.00	1.00	1.00	0	170,948	170,948	(170,948)	0.00	1.00	1.00	0	173,990	173,990
26	Self Supporting	MTA	MTASS	BE3	5NAAAAAA	685012	001			9182	C	A	N					0	36,720	36,720	(36,720)				0	37,373	37,373
27	Self Supporting	MTA	MTAAD	BE1	5MAAAOHF	682024	013													17,993	(17,993)				0	0	0
28	Self Supporting	MTA	MTATS	BEN	5MAAAAAA	687099	013													9,536	(9,536)						0
29	Self Supporting	MTA	MTAFA	BE6	5OAAAAAA	682004	013													130,737	(130,737)						141,047
30	Self Supporting	MTA	MTASS	BE3	5NAAAAAA	685012	013													203,317	(203,317)						411,695
31	Self Supporting	MTA	MTASS	BE3	5NAAAAAA	685012	013													47,806	(47,806)						96,849
32	Self Supporting	MTA	MTASS	BE2	5NAAAAAA	686008	013													13,489	(13,489)						0
33	Self Supporting	MTA	MTASS	BE2	5NAAAAAA	686015	013													187,111	(187,111)						318,398
34	Self Supporting	MTA	MTATS	BEN	5MAAAAAA	687019	013													91,685	(91,685)						156,015
35	Self Supporting	MTA	MTATS	BEN	5MAAAAAA	687019	013													44,925	(44,925)						76,447
36	Self Supporting	MTA	MTATS	BEN	5MAAAAAA	687081	013													22,013	(22,013)						37,459
37	Self Supporting	MTA	MTATS	BEN	5MAAAAAA	687081	013													10,787	(10,787)						18,355
38	Self Supporting	MTA	MTATS	BEN	5MAAAAAA	687039	013													5,285	(5,285)						8,994
39	Self Supporting	MTA	MTATS	BEN	5MAAAAAA	687039	013													2,590	(2,590)						4,407
40	Self Supporting	MTA	MTATS	BEN	5MAAAAAA	687039	013														0						2,159
41	Self Supporting	MTA	MTATS	BEN	5MAAAAAA	687039	013														0						1,058
42	Self Supporting	MTA	MTASS	BE3	5NAAAAAA	685012	013													80,346	(80,346)						81,775
43	Self Supporting	MTA	MTASS	BE2	5NAAAAAA	686015	021	027/02700										0	50,000	50,000	(50,000)				0	50,000	50,000
44	Self Supporting	MTA	MTASS	BE2	5NAAAAAA	686015	021	035/03500	OTHER CURRENT EXPENSES - BUDGET									0	50,000	50,000	(50,000)				0	0	0
45	Self Supporting	MTA	MTATS	BEN	5MAAAAAA	685013	021	051/05114	SA MTA WORKERS COMPENSATION COST											(1,750,232)	1,750,232					0	0
46	Self Supporting	MTA	MTATS	BEN	5MAAAAAA	687030	021	027/02799	OTHER PROFESSIONAL SERVICES									150,000	0	(150,000)	150,000				157,500	0	(157,500)
47	Self Supporting	MTA	MTAAD	BEG	5MAAAAAA	685013	021	051/05114	WORKERS' COMP-MEDICAL EMPLOYEE REIMB									22,005,545	19,005,545	(3,000,000)	3,000,000				22,005,545	19,005,545	(3,000,000)
48	Self Supporting	MTA	MTATS	BEN	5MAAAAAA	687082	040	049/04999	OTHER MATERIALS & SUPPLIES									74,430	1,328,571	1,254,141	(1,254,141)				576,751	2,326,560	1,749,809
49	Self Supporting	MTA	MTASS	BE2	5NAAAAAA	686015	040	040/04000	MATERIALS & SUPPLIES-BUDGET									0	78,686	78,686	(78,686)				0	78,686	78,686
50	Self Supporting	MTA	MTASS	BE2	5NAAAAAA	686015	040	040/04000	MATERIALS & SUPPLIES-BUDGET									0	65,485	65,485	(65,485)				0	0	0
51	Self Supporting	MTA	MTATS	BEN	5MAAAAAA	687039	040	049/04999	OTHER MATERIALS & SUPPLIES									158	98,390	98,232	(98,232)				161	47,180	47,019
52	Self Supporting	MTA	MTATS	BEN	5MAAAAAA	687030	040	043/04331	VEHICLE PARTS-SUPPLIES									780,771	530,771	(250,000)	250,000				805,517	543,017	(262,500)
53	Self Supporting	MTA	MTAAW	BEG	5MAAAAAA	689010	040	049/04931	Forms									1,133,852	4,133,852	3,000,000	(3,000,000)				646,529	2,387,214	1,740,685

	GFType	Dept	Org	Pgm	Fund Structure	Index	Char	Obj/Subj	Obj/Subj Title	Job Class	RET	STAT	ACT	Reference Number	BY Before FTE	BY After FTE	BY Change FTE	BY Before Amount	BY After Amount	BY Change Amount	BY BALANCING AMOUNT	BY + 1 Before FTE	BY + 1 After FTE	BY + 1 Change FTE	BY + 1 Before Amount	BY + 1 After Amount	BY + 1 Change Amount
14	Self Supporting	MTA	MTASS	BE2	SNAAAAAA	685015	060	060/06000	EQUIPMENT PURCHASE-BUDGET									75,000	320,000	245,000	(245,000)				125,000	125,000	0
15	Self Supporting	MTA	MTAAW	BEG	SMAAAOHF	689008	081	081/081WC	SR-DPW-STREET CLEANING									427,500	275,000	(152,500)	152,500				427,500	275,000	(152,500)
16	Self Supporting	MTA	*MTASS*	*BE3*	*SNAAAAAA*	685012	081	081/081PA	IS-PURCH-CENTRAL SHOPS-AUTO MAINT									800,000	670,000	(130,000)	130,000				800,000	670,000	(130,000)
17	Self Supporting	MTA	MTASS	BE2	SNAAAAAA	685015	081	081/081PA	IS-PURCH-CENTRAL SHOPS-AUTO MAINT									0	14,000	14,000	(14,000)				0	14,000	14,000
18	Self Supporting	MTA	MTASS	BE2	SNAAAAAA	685015	081	081/081PF	IS-PURCH-CENTRAL SHOPS-FUEL STOCK									0	10,080	10,080	(10,080)				0	10,080	10,080
19	Self Supporting	MTA	MTASS	BE2	SNAAAAAA	685015	081	081/081CI	IS-TIS-ISD SERVICES									0	50,000	50,000	(50,000)				0	0	0
20	Self Supporting	MTA	MTASS	BE3	SNAAAAAA	685012	081	081/081PS	GF-Police Security									14,103,821	12,403,821	(1,700,000)	1,700,000				14,475,037	12,775,037	(1,700,000)
21	Self Supporting	MTA	MTAAD	BEV	SMAAAAAA	682003	086	086/086SS	EXP REC FR HUMAN SERVICES (AAO)									(1,109,231)	(1,000,231)	109,000	(109,000)				(1,109,231)	(1,109,231)	0
22	Self Supporting	MTA	MTAAD	BEJ	SMAAAOHP	682024	086	086/086PW	EXP REC FR PUBLIC WORKS (AAO)									0	(27,784)	(27,784)	27,784				0	0	0
23							086	086/086xx	EXP REC FR ADMCR									0	0	(25,000)	25,000				0	0	(25,000)
24	Self Supporting	MTA	MTAAD	BEV	SMAAAAAA	682003	086	086/086SS	EXP REC FR HUMAN SERVICES (AAO)									(1,109,231)	(1,107,894)	1,337	(1,337)				(1,109,231)	(845,231)	264,000
25							086	086/086xx	EXP REC FR ADM24									0	(25,000)	(25,000)	25,000				0	0	(50,000)
26	Self Supporting	MTA	MTAAW	BEG	SMAAAOHF	689020	086	087/08799	EXP REC-UNALLOCATED (NON-AAO FDS)									(85,041,108)	(84,766,362)	274,746	(274,746)				(89,571,915)	(88,824,776)	747,139
27	Self Supporting	MTA	MTAAW	BE2	SNAAAAAA	689021	097	097/097GR	GENERAL RESERVE									2,100,951	4,000,000	1,899,049	1,899,049				1,654,887	4,000,000	2,345,113
28	Self Supporting	MTA	MTAAW	BEG	SMAAAAAA	689009	097	097/097GR	GENERAL RESERVE									3,976,142	6,000,000	3,023,858	3,023,858				2,304,478	6,000,000	3,695,522
29	Self Supporting	MTA	MTAAA	BE0	SOAAAAAA	680008	200	202/20231	TAXI MEDALLION SALES									5,000,000	7,000,000	2,000,000	2,000,000				5,000,000	7,000,000	2,000,000
30	Self Supporting	MTA	MTAAA	BE0	SNAAAAAA	680007	250	251/25120	TRAFFIC FINES - PARKING									93,600,000	95,600,000	2,000,000	2,000,000				94,109,000	98,609,000	4,500,000
31	Self Supporting	MTA	MTAAA	BE0	SNAAAAAA	680007	600	699/69999	OTHER OPERATING REVENUE									0	600,000	600,000	600,000				0	1,248,000	1,248,000
32	Self Supporting	MTA	MTAAA	BE0	SMAAAAAA	PTPTGFCA201G	910	920/9201G	CTI FR 1G-GENERAL FUND									154,300,000	154,960,000	660,000	660,000				159,940,000	160,950,000	910,000
33	Self Supporting	MTA	MTAAA	BE0	SNAAAAAA	PKPKGFCA201G	910	920/9201G	CTI FR 1G-GENERAL FUND									57,860,000	58,110,000	250,000	250,000				59,980,000	60,320,000	340,000
34	Self Supporting	MTA	MTASS	BE3	SNAAAAAA	685012				9992M_Z	Z	A						(2,105,883)	(1,588,713)	521,170	521,170				(2,137,474)	(1,081,652)	1,055,822
35	GPS		GEN01	FCZ							9925M																
36	Self Supporting	MTA	MTAAA	BE0							9201G											154,300,000	154,960,000	660,000			
37	GPS		GEN01	FCZ							0925N											154,300,000	154,960,000	660,000			
38	Self Supporting	MTA	MTAAA	BE0							9201G											57,860,000	58,110,000	250,000			
																						57,860,000	58,110,000	250,000			

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GFS	Dept	Div	Prog	FundStr	Index	Proj	Grant	Char	Obj	Sobj	BY Change	BY Savings/(Cost)	BY+1 Change	BY+1 Savings/(Cost)
Self Supporting	ENV	ENV01	CIG	2SPWFSWN	220005			081	081	081WG	190,856	(190,856)	95,428	95,428
Self Supporting	ENV	ENV01	CIG	2SPWFSWN	220005			600	601	60148	190,856	190,856	95,428	95,428
Self Supporting	ENV	ENV01	CIP	2SENVGNC	220162		EVPGEB10	021	027	02799	125,000	(125,000)	-	-
Self Supporting	ENV	ENV01	CIP	2SENVGNC	220162		EVPGEB10	001	001	00101	75,000	(75,000)	-	-
Self Supporting	ENV	ENV01	CIP	2SENVGNC	220162		EVPGEB10	013	013	01301	25,000	(25,000)	-	-
Self Supporting	ENV	ENV01	CIP	2SENVGNC	220162		EVPGEB10	750	799	79999	225,000	225,000	-	-
Self Supporting	ENV	ENV01	CIS	2SPWFSWP	220222	ENVNOW12		06P	06P	06P00	1,285,425	(1,285,425)	1,271,560	(1,271,560)
Self Supporting	ENV	ENV01	CIG	2SPWFSWN	220005			038	038	03801	(150,000)	150,000	-	-
Self Supporting	ENV	ENV01	CIG	2SPWFSWN	220005			086	087	087UL	150,000	(150,000)	-	-
GFS	SHF	SHF	AFP	1GAGFAAA	062420			021	027	02700	(60,000)	60,000	(60,000)	60,000
GFS	SHF	SHF	AFP	1GAGFAAA	062420			038	038	03800	60,000	(60,000)	60,000	(60,000)
GFS	MYR	MYR17	CAN	1GAGFWOF	MYRMOHLOSP			038	038	03801	111,060	(111,060)	-	-
GFS	MYR	MYR17	CAN	1GAGFWOF	MYRMOHLOSP			086	086	086HC	(117,700)	117,700	-	-
GFS	MYR	MYR17	CAN	1GAGFWOF	MYRMOHLOSP			086	086	086SS	6,640	(6,640)	-	-
GFS	MYR	MYR17	FAB	1GAGFAAA	MYR171GAAA			038	038	03801	(400,000)	400,000	-	-
GFS	MYR	MYR17	FAB	1GAGFAAP	MYR171GAAP	PMOCLS2013		038	038	03801	100,000	(100,000)	-	-
GFS	MYR	MYR17	FAB	1GAGFAAP	MYR171GAAP	PMOMDT2013		038	038	03801	300,000	(300,000)	-	-
GFS	DPW	DPWSR	BAW	1GAGFACP	PWS331GGFACP	FBRDPWFMBU99		06F	06F	06F00	(350,000)	350,000	(367,500)	367,500
GFS	DPW	DPWBR	BAW	1GAGFACP	PWB331GGFACP	FBRDPWFMBU99		06F	06F	06F00	350,000	(350,000)	367,500	(367,500)
GFS	DPW	DPWSE	BAZ	1GAGFAAA	DPW782003			086	086	086AD	303,972	(303,972)	328,883	(328,883)
GFS	DPW	DPWUF	BAW	1GAGFACP	PWF331GGFACP	CUFTRNTRBU99		060	06R	06R00	(303,972)	303,972	(328,883)	328,883
GFS	DPW	DPWSE	BAZ	1GAGFAAA	DPW782003			086	086	086EV	13,100	(13,100)	13,100	(13,100)
GFS	DPW	DPWSE	BAZ	1GAGFAAA	DPW782003			081	081	081DA	(20,107)	20,107	(20,107)	20,107
Self Supporting	ADM	ADM23	FER	2SNDFBBF	700023	PAD00700		081	081	081WC	(180,000)	180,000	-	-
Self Supporting	ADM	ADM23	FER	2SNDFBBF	700023	PAD00700		06P	06P	06P00	180,000	(180,000)	-	-
Self Supporting	DPH	DPHLH	DAS	5LAAAAAA	HLH448837			038	038	03801	50,000	(50,000)	-	-
Self Supporting	HRD	HRD06	FDE	2SGSFAAA	335001			021	051	05100	65,560	(65,560)	116,892	(116,892)
Self Supporting	HRD	HRD06	FDE	2SGSFAAA	335001			086	086	086PO	(231,905)	231,905	(253,849)	253,849
Self Supporting	HRD	HRD06	FDE	2SGSFAAA	335001			086	087	08799	166,345	(166,345)	136,957	(136,957)
GFS	ECD	ECD03	BIR	1GAGFACP	770316	CED01601		081	081	081CI	(75,000)	75,000	(75,000)	75,000
GFS	ECD	ECD03	BIR	1GAGFACP	770316	CED01601		081	081	081C5	75,000	(75,000)	75,000	(75,000)
GFS	CON	CON01	FEB	1GAGFACP	CONSDR	PCOSDR01		021	027	02700	35,105	(35,105)	-	-

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GFS	Dept	Div	Prog	FundStr	Index	Proj	Grant	Char	Obj	Sobj	BY Change	BY Savings/(Cost)	BY+1 Change	BY+1 Savings/(Cost)
Self Supporting	CSS	CSS01	CAF	2SCSSANP	170018			086	086	086BE	210,681	(210,681)	218,023	(218,023)
Self Supporting	CSS	CSS02	CAF	2SCSSANP	170019			087	087	087BE	(210,681)	210,681	(218,023)	218,023
GFS	ECN	ECN01	BL1	1GAGFAAP	210043	PBE008		081	081	081CH	99,751	(99,751)	101,797	(101,797)
GFS	ECN	ECN01	BL1	1GAGFAAP	210043	PBE008		038	038	03801	(99,751)	99,751	(101,797)	101,797
Self Supporting	CFC	CFC01	CFC	2SCFCGPC	641216	PCIPRH01	CISCSP_13	450	454	45417	(20,649)	(20,649)	-	-
Self Supporting	HRD	HRD06	FDE	2SGSFAAA	335001			086	086	086FC	51,466	(51,466)	51,466	(51,466)
Self Supporting	HRD	HRD06	FDE	2SGSFAAA	335001			086	086	086PC	56,072	(56,072)	56,072	(56,072)
Self Supporting	HRD	HRD06	FDE	2SGSFAAA	335001			086	087	08799	(107,538)	107,538	(107,538)	107,538
Self Supporting	CPC	CPC01	FAH	2SNDFMOC	290021	PGEMOCSF00		750	754	75415	220,000	220,000		
Self Supporting	CPC	CPC01	FAH	2SNDFMOC		PGEMOCSF00		091			220,000	(220,000)		
GFS	DPW			1GAGFACP				910			220,000	220,000		
Self Supporting	WTR	WTR05	BDK	5WAAAAAA	471308			081	081	081UH	-	-	(30,000)	30,000
Self Supporting	WTR	WTR05	BDM	5WAAAAAA	475617			081	081	081W6	(2,504)	2,504	(2,504)	2,504
Self Supporting	HHP	HHP09	BDI	5TAAAAAA	326198			086	086	086PT	-	-	30	(30)
Self Supporting	HHP	HHP09	BDI	5TAAAAAA	326198			086	086	086AD	(265,830)	265,830	(322,896)	322,896
GFS	ADM	ADM24	FFH	1GAGFAAA	705033			081	081	081UL	165,925	(165,925)	213,672	(213,672)
GFS	ADM	ADM24	FFH	1GAGFAAA	705033			087	087	087TC	(118,179)	118,179	(118,179)	118,179
GFS	ADM	ADM24	FFH	1GAGFAAA	705028	PRECCC00		081	081	081UL	27,238	(27,238)	54,475	(54,475)
Self Supporting	HHP	HHP09	BDI	5TAAAAAA	326198			086	086	087PW	(90,199)	90,199	(363,727)	363,727
Self Supporting	WTR	WTRAA	BDA	5WAAAAAA	UWUWZZZJ955W			095	095	0955W	(2,423,803)	2,423,803	(5,414,919)	5,414,919
Self Supporting	WTR	WTRAA	BCA	5WAAAWCF	UWUWZZZJ505W			950	950	9505W	2,423,803	(2,423,803)	5,414,919	(5,414,919)
Self Supporting	WTR	WTRAA	BDA	5WAAAWCF	*WTR5WAAAWCF			098	098	098GR	2,423,803	(2,423,803)	5,414,919	(5,414,919)
Self Supporting	HHP	HHPAA	BDA	5TAAAAAA	320000			600	687	68611	(606,698)	(606,698)	(607,008)	(607,008)
Self Supporting	HHP	HHPAA	BDA	5TAAAAAA	320000			600	687	68612	566,624	566,624	566,040	566,040
Self Supporting	HHP	HHPAA	BDA	5TAAAAAA	320000			750	799	79940	(60,260)	(60,260)	(125,326)	(125,326)
Self Supporting	CWP	CWP01	BAX	5CAAAAAA	920102			081	081	081W6	(7,700)	7,700	(7,700)	7,700
GFS	CAT	CAT01	FC2	1GAGFAAA	035004			086	087	08799	550,000	(550,000)	550,000	(550,000)
GFS	DAT	DAT01	AIE	1GAGFWOF	045019			086	086	086AP	(54,258)	54,258	(54,258)	54,258

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GFS	Dept	Div	Prog	FundStr	Index	Proj	Grant	Char	Obj	Sobj	BY Change	BY Savings/(Cost)	BY+1 Change	BY+1 Savings/(Cost)
GFS	CRT	CRT06	AML	1GAGFAAA	115038			021	026	02600	(200,000)	200,000	(200,000)	200,000
GFS	CRT	CRT06	AML	1GAGFAAA	115038			021	052	05241	200,000	(200,000)	200,000	(200,000)
GFS	REG	REGAA	FCH	1GAGFAAA	805002		NonPosition: Equipment	060	064	06400	(14,839)	14,839	-	-
GFS	REG	REGAA	FCH	1GAGFAAA	805002		NonPosition: Equipment	060	064	06400	(20,644)	20,644	-	-
GFS	REG	REGAA	FCH	1GAGFAAA	805002		NonPosition: Equipment	060	060	06000	14,839	(14,839)	-	-
GFS	REG	REGAA	FCH	1GAGFAAA	805002		NonPosition: Equipment	060	060	06000	20,644	(20,644)	-	-
GFS	JUV	JUV01	ASC	1GAGFAAA	125009		NonPosition: Equipment	060	061	06100	(6,000)	6,000	-	-
GFS	JUV	JUV02	ASC	1GAGFAAA	125010		NonPosition: Equipment	060	060	06061	6,000	(6,000)	-	-
GFS	FIR	FIR20	AFC	1GAGFAAP	310090	CFC115		06F	06F	06F00	-	-	(226,522)	226,522
GFS	FIR	FIR20	AFC	1GAGFAAP	310090	FFC106		06F	06F	06F00	-	-	226,522	(226,522)
GFS	FIR	FIR99	AGE	1GAGFACP	315051	PFC00700		021	021	02100	(150,000)	150,000	-	-
GFS	FIR	FIR99	AGE	1GAGFACP	315051	PFC00700		021	027	02700	150,000	(150,000)	-	-
GFS	SHF	SHF01	AMC	1GAGFWOF	062701			086	087	087TC	(951,091)	951,091	(985,458)	985,458
Self Supporting	CFC	CFC01	CFC	2SCFCGPC	641216	PCIPRH00	CIPPOP12							
GFS	DSS	DSSHS	FAL	1GAGFAAA	45CCGF			038	038	03801	(71,585)	71,585	(71,585)	71,585
GFS	DSS	DSSHS	FAL	1GAGFAAA	45CCWAGESPL			038	038	03801	(263,415)	263,415	(263,415)	263,415
GFS	DSS	DSSHS	CGU	1GAGFAAA	45CCSTAGE1CB			038	038	03801	(275,000)	275,000	(275,000)	275,000
GFS	DSS	DSSHS	CGU	1GAGFAAA	45CCDCYF			038	038	03801	(200,000)	200,000	(200,000)	200,000
GFS	DSS	DSSHS	FAL	1GAGFAAA	45CCGF			036	036	03621	71,585	(71,585)	71,585	(71,585)
GFS	DSS	DSSHS	FAL	1GAGFAAA	45CCWAGESPL			036	036	03621	263,415	(263,415)	263,415	(263,415)
GFS	DSS	DSSHS	CGU	1GAGFAAA	45CCSTAGE1CB			036	036	03621	275,000	(275,000)	275,000	(275,000)
GFS	DSS	DSSHS	CGU	1GAGFAAA	45CCDCYF			036	036	03621	200,000	(200,000)	200,000	(200,000)
GFS	DSS	DSSAG	CIF	1GAGFAAA	45ASGF			081	081	081MR	(109,000)	109,000	(109,000)	109,000
GFS	DSS	DSSAG	CIF	1GAGFAAA	45ASAD			081	081	081HH	109,000	(109,000)	109,000	(109,000)
GFS	DSS	DSSHS	CGV	1GAGFAAA	45ESJOBS			036	036	03644	(800,000)	800,000	-	-
GFS	DSS	DSSAM	CAO	1GAGFAAA	45ADREVS			601	601	60199	(800,000)	(800,000)	-	-
Self Supporting	DSS	DSSHS	CGV	2SHWFGNC	45MDRC			036	036	03644	800,000	(800,000)	-	-
Self Supporting	DSS	DSSHS	CGV	2SHWFGNC	45MDRC			449	449	44931	800,000	800,000	-	-
Self Supporting	DSS	DSSHS	CAL	2SHWFGNC	45FCFDC		SSFDCP13	038	038	03801	625,000	(625,000)	-	-
Self Supporting	DSS	DSSHS	CAL	2SHWFGNC	45FCFDC		SSFDCP13	449	449	44939	625,000	625,000	-	-
GFS	DSS	DSSHS	CAN	1GAGFAAA	45HLHOUSE			038	038	03801	70,000	(70,000)	100,000	(100,000)

Non Pc

FY 2012-13 and FY 2013-14 Technical Adjustment #1

GFS	Dept	Div	Prog	FundStr	Index	Proj	Grant	Char	Obj	Sobj	BY Change	BY Savings/(Cost)	BY+1 Change	BY+1 Savings/(Cost)
GFS	DSS	DSSHS	CAN	1GAGFAAA	45HLHOUSE			081	081	081MO	(6,639)	6,639	-	-
Self Supporting	DSS	DSSAS	CIF	2SSCPGNC	45ASTC		AGTCP 12	038	038	03801	(67,436)	67,436	(67,436)	67,436
Self Supporting	DSS	DSSHS	CAH	2SHWFGNC	45FSFSP2		SSFSP2 AC	038	038	03801	850,000	(850,000)	-	-
Self Supporting	DSS	DSSHS	CAH	2SHWFGNC	45FSFSP2		SSFSP2 AC	400	449	44939	850,000	850,000	-	-
Self Supporting	DSS	DSSHS	CGU	2SHWFGNC	45CCCPAC		SSCPACLP13	038	038	03801	(5,594)	5,594	-	-
Self Supporting	DSS	DSSHS	CGU	2SHWFGNC	45CCCPAC		SSCPACLP13	021	021	02100	(100)	100	-	-
Self Supporting	DSS	DSSHS	CGU	2SHWFGNC	45CCCPAC		SSCPACLP13	021	022	02200	(200)	200	-	-
Self Supporting	DSS	DSSHS	CGU	2SHWFGNC	45CCCPAC		SSCPACLP13	021	024	02401	(200)	200	-	-
Self Supporting	DSS	DSSHS	CGU	2SHWFGNC	45CCCPAC		SSCPACLP13	021	030	03031	(2,000)	2,000	-	-
Self Supporting	DSS	DSSHS	CGU	2SHWFGNC	45CCCPACG		SSCPACLP13	036	036	03621	8,094	(8,094)	-	-
Self Supporting	DSS	DSSHS	CGU	2SHWFGNC	45CCCPACG		SSCPACGR13	036	036	03621	585,606	(585,606)	-	-
Self Supporting	DSS	DSSHS	CGU	2SHWFGNC	45CCCPAC		SSCPACGR13	038	038	03801	(585,606)	585,606	-	-
Self Supporting	DSS	DSSHS	CGU	2SHWFGNC	45CCCPAC		SSCPACLP14	021	021	02100	-	-	(100)	100
Self Supporting	DSS	DSSHS	CGU	2SHWFGNC	45CCCPAC		SSCPACLP14	021	022	02200	-	-	(200)	200
Self Supporting	DSS	DSSHS	CGU	2SHWFGNC	45CCCPAC		SSCPACLP14	021	024	02401	-	-	(200)	200
Self Supporting	DSS	DSSHS	CGU	2SHWFGNC	45CCCPAC		SSCPACLP14	021	030	03031	-	-	(2,000)	2,000
Self Supporting	DSS	DSSHS	CGU	2SHWFGNC	45CCCPAC		SSCPACLP14	038	038	03801	-	-	(5,594)	5,594
Self Supporting	DSS	DSSHS	CGU	2SHWFGNC	45CCCPACG		SSCPACGR14	036	036	03621	-	-	8,094	(8,094)
Self Supporting	DSS	DSSHS	CGU	2SHWFGNC	45CCCPACG		SSCPACGR14	038	038	03801	-	-	(585,606)	585,606
Self Supporting	DSS	DSSHS	CGU	2SHWFGNC	45CCSFFN		SSSFFN13	036	036	03621	-	-	585,606	(585,606)
Self Supporting	DSS	DSSHS	CGU	2SHWFGNC	45CCSFFN		SSSFFN13	038	038	03801	(15,000)	15,000	-	-
Self Supporting	DSS	DSSHS	CGU	2SHWFGNC	45CCSFFN		SSSFFN14	036	036	03621	15,000	(15,000)	-	-
Self Supporting	DSS	DSSHS	CGU	2SHWFGNC	45CCSFFN		SSSFFN14	038	038	03801	-	-	(15,000)	15,000
GFS	DSS	DSSHS	CGU	1GAGFAAA	45CCCAPP			036	036	03621	-	-	15,000	(15,000)
GFS	DSS	DSSAM	CAO	1GAGFAAA	45ADREVS			036	036	03621	(12,975)	12,975	(12,975)	12,975
								450	451	45150	(12,975)	(12,975)	(12,975)	(12,975)
Self Supporting	ADM	ADMCR	CRD	2SROFACP	702081	PADHPSP2AA		081	081	081ED	(60,000)	60,000	(60,000)	60,000
Self Supporting	ADM	ADMCR	CRD	2SROFACP	702081	PADHPSP2AA		081	081	081CA	60,000	(60,000)	60,000	(60,000)
GFS	ADM	ADM24	BK6	1GAGFWOF	705034			086	086	086CR	(60,000)	60,000	(60,000)	60,000
Self Supporting	ADM	ADMCR	CRD	2SROFACP	702081	PADHPSP2AA		081	081	081WE	105,680	(105,680)	105,680	(105,680)
Self Supporting	ADM	ADMCR	CRD	2SROFACP	702081	PADHPSP2AA		750	799	79994	105,680	105,680	105,730	105,730
GFS	SHF	SHF01	ASP	1GAGFAAA	062812			060	06R	06R00	(150,000)	150,000	(385,000)	385,000
GFS	SHF	SHF01	ASP	1GAGFACP	06HOJC	CSHRNW01		060	06R	06R00	150,000	(150,000)	-	-
GFS	SHF	SHF01	ASP	1GAGFACP	06HOJC	CSHRNW02		060	06R	06R00	-	-	310,000	(310,000)
GFS	SHF	SHF01	ASP	1GAGFACP	06HOJC	CSHRNW03		060	06R	06R00	-	-	75,000	(75,000)
GFS	SHF	SHF01	ASP	1GAGFACP	06HOJR	CSHROF00		060	06R	06R00	(285,000)	285,000	(447,000)	447,000
GFS	SHF	SHF01	ASP	1GAGFACP	06HOJC	CSHJFP 12		060	06R	06R00	285,000	(285,000)	-	-
GFS	SHF	SHF01	ASP	1GAGFACP	06HOJC	CSHJFP 5W		060	06R	06R00	-	-	447,000	(447,000)
GFS	SHF	SHF01	ASP	1GAGFAAP	060049	FSHFMP		060	067	06700	-	-	(322,000)	322,000
GFS	SHF	SHF01	ASP	1GAGFAAP	062814			060	067	06700	(222,000)	222,000	-	-
GFS	SHF	SHF01	ASP	1GAGFACP	067THC	CSHENH01		060	067	06700	222,000	(222,000)	322,000	(322,000)
GFS	SHF	SHF01	ASP	1GAGFAAP	062812			060	067	06700	-	-	(50,000)	50,000
GFS	SHF	SHF01	ASP	1GAGFACP	06HOJC	CSHENH02		060	067	06700	-	-	50,000	(50,000)

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GFS	Dept	Div	Prog	FundStr	Index	Proj	Grant	Char	Obj	Sobj	BY Change	BY Savings/(Cost)	BY+1 Change	BY+1 Savings/(Cost)
GFS	SHF	SHF01	ASP	1GAGFAAP	062813			060	06R	06R00	(50,000)	50,000	-	-
GFS	SHF	SHF01	ASP	1GAGFACP	06SBJC	CSHRNW04		060	06R	06R00	50,000	(50,000)	-	-
GFS	SHF	SHF01	ASP	1GAGFAAP	062814			060	06R	06R00	(450,000)	450,000	-	-
GFS	SHF	SHF01	ASP	1GAGFACP	067THC	CSHRNW05		060	06R	06R00	450,000	(450,000)	-	-
GFS	AAM	AAM01	EEI	1GAGFAAP	620016	FAAFAC00		060	06R	06R00	-	-	(46,100)	46,100
GFS	AAM	AAM01	EEI	1GAGFAAP	620016	FAAFAC01		060	06R	06R00	-	-	46,100	(46,100)
GFS	ART	ART07	EEW	1GAGFACP	28FACILITYCP	FAR211		060	06R	06R00	-	-	(190,000)	190,000
GFS	ART	ART07	EEW	1GAGFACP	28FACILITYCP	FAR21201		060	06R	06R00	-	-	40,000	(40,000)
GFS	ART	ART07	EEW	1GAGFACP	28FACILITYCP	FAR21202		060	06R	06R00	-	-	150,000	(150,000)
GFS	FAM	FAMAA	EEC	1GAGFAAP	610063	FFA214		060	06R	06R00	(631,497)	631,497	(823,259)	823,259
GFS	FAM	FAMAA	EEC	1GAGFAAP	610063	FFA21501		060	06R	06R00	294,274	(294,274)	417,254	(417,254)
GFS	FAM	FAMAA	EEC	1GAGFAAP	610063	FFA21502		060	06R	06R00	139,423	(139,423)	-	-
GFS	FAM	FAMAA	EEC	1GAGFAAP	610063	FFA21503		060	06R	06R00	-	-	268,750	(268,750)
GFS	FAM	FAMAA	EEC	1GAGFAAP	610063	FFA21504		060	06R	06R00	-	-	137,255	(137,255)
GFS	FAM	FAMAA	EEC	1GAGFAAP	610063	FFA21505		060	06R	06R00	197,800	(197,800)	-	-
GFS	DSS	DSSAM	CAO	1GAGFACP	45ADFSS100	FSS100		060	06R	06R00	(3,084,000)	3,084,000	(70,000)	70,000
GFS	DSS	DSSAM	CAO	1GAGFACP	45ADFSS100	FSS10101		060	06R	06R00	3,000,000	(3,000,000)	-	-
GFS	DSS	DSSAM	CAO	1GAGFACP	45ADFSS100	FSS10102		060	06R	06R00	84,000	(84,000)	70,000	(70,000)
Self Supporting	ADM	ADM24	FFJ	6ICSFCSF	701001			040	040	04000	(43,027)	43,027	(56,410)	56,410
Self Supporting	ADM	ADM24	FFJ	6ICSFCSF	701001			081	081	081UL	43,027	(43,027)	56,410	(56,410)
GFS	DPH	DPHPH	DSP	1GAGFAAA	HCHSHHOUSGGF			081	081	081MO	117,700	(117,700)	-	-
Self Supporting	PRT	PRT01	BKZ	5PAAAAAA	390103			081	081	081UL	40,382	(40,382)	40,262	(40,262)
Self Supporting	PRT	PRT01	BKZ	5PAAAAAA	390103			999	999	99999B	40,382	40,382	40,262	40,262
Self Supporting	CFC	CFC01	CPH	2SCFCACP	640016	PCIPRH01		300	301	30150				
Self Supporting	CFC	CFC01	CPH	2SCFCACP	640016	PCIPRH01		999	999	99999R				
Self Supporting	CFC	CFC01	CPH	2SCFCACP	CICIPRHA201G	PCIPRH01		910	920	9201G				
Self Supporting	CHF	CHFAA	CAQ	2SCHFUSD	CHCH012A301G	PCH01200		910	930	9301G				
Self Supporting	CHF	CHFAA	CBK	2SCHFUSD	CHCHPRHA301G	PCIPRH01		910	930	9301G				
Self Supporting	CHF	CHFAA	FAL	2SCHFUSD	235097	PCH007		038	038	03801				
Self Supporting	REC	35	ECY	2SCRFRPN	RECYACHTEAST					62672	(339,350)	(339,350)	(324,350)	(324,350)
Self Supporting	REC	35	ECY	2SCRFRPN	RECYACHTWEST					62673	1,121,000	1,121,000	1,751,000	1,751,000
Self Supporting	REC	35	ECY	2SCRFRPN	RECYACHTNP					098GR	0	-	200,000	(200,000)
Self Supporting	REC	REC35	ECY	2SCRFRPN	RECYACHTNP			999	999	99999B	(781,650)	(781,650)	(1,226,650)	(1,226,650)
GFS	REC	33	EAP	1GAGFWOF	RECUFWO					03500	(50,000)		(50,000)	
GFS	REC	33	EAP	1GAGFWOF	RECUFWO					086UW	50,000		50,000	
Self Supporting	WTR	WTR03	BDK	5WAAAAAA	477302			081	081	081RP	(50,000)	50,000	(50,000)	50,000
GFS	REC	16	ECS	1GAGFACP	REC367656	CRPLMB01				06700	800,000	(800,000)	-	-
GFS	REC	16	ECS	1GAGFACP	REC367656	CRPLPG01				06700	250,000	(250,000)	-	-
GFS	REC	16	ECS	1GAGFACP	REC367656	CRPGBK01				06700	100,000	(100,000)	-	-
GFS	REC	REC16	ECS	1GAGFACP	CRPNPS01			060	067	06700	(900,000)	900,000		
GFS	REC	REC17	ECS	1GAGFACP	CRPNPG01			060	067	06700	(250,000)	250,000		

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GFS	Dept	Div	Prog	FundStr	Index	Proj	Grant	Char	Obj	Sobj	BY Change	BY Savings/(Cost)	BY+1 Change	BY+1 Savings/(Cost)
Self Supporting	DPW	EN	BAA	3CSIF06A	PWE333CIF06A	CPWBLDSS49BU		060	067	06700	34,700	(34,700)	-	-
Self Supporting	DPW	EN	BAA	3CSIF06B	PWE333CIF06B	CPWBLDSS49BU		060	067	06700	149,546	(149,546)	-	-
Self Supporting	DPW	EN	BAA	3CSIF06B	PWE333CIF06B	CPWBLDSS49BU		060	067	06700	71,292	(71,292)	-	-
Self Supporting	DPW	EN	BAA	3CSIF06A	PWE333CIF06A	CPWBLDSS49BU		301	301	30150	34,700	34,700	-	-
Self Supporting	DPW	EN	BAA	3CSIF06B	PWE333CIF06B	CPWBLDSS49BU		999	999	99999B	149,546	149,546	-	-
Self Supporting	DPW	EN	BAA	3CSIF06B	PWE333CIF06B	CPWBLDSS49BU		301	301	30150	71,292	71,292	-	-
GFS	DPW	DPWEN	BAW	1GAGFACP	PWE331GGFACP	CPWBLDSS49BU		060	067	06700	(255,538)	255,538	-	-
GFS	DPW	DPWEN	BAW	1GAGFACP	PWE331GGFACP	PUFOFAVRBU99		06F	06F	06F00	-	-	(99,225)	99,225
GFS	SHF	SHF01	ASP	1GAGFAAA	062822			081	081	081C5	(50,000)	50,000	(50,000)	50,000
GFS	SHF	SHF01	ASP	1GAGFAAA	062820			021	027	02700	50,000	(50,000)	50,000	(50,000)

GFS	Dept	Div	Prog	FundStr	Index	Proj	Grant	Class	Ret	Status	Action	Ref	Char	BY Change FTE	BY Change Amt	BY Savings (Cost)	BY+1 Change FTE	BY+1 Change Amt	BY+1 Savings (Cost)
Self Supporting	ENV	ENV01	CIS	2SPWFSWP	220222	ENVNOW12		9993M_Z	Z	A			001	2.09	199,526	(199,526)	2.09	213,391	(213,391)
Self Supporting	ENV	ENV01	CIS	2SPWFSWP	220222	ENVNOW12		TEMPM_E	E	A			001	(16.72)	(1,484,951)	1,484,951	(16.73)	(1,484,951)	1,484,951
GFS	ADP	ADP01	ASH	1GAGFAAA	135005			1246_C	C	A	N		001	(1.00)	(161,659)	161,659	(1.00)	(168,594)	168,594
GFS	ADP	ADP01	ASH	1GAGFAAA	135005			1823_C	C	A	N		001	0.77	103,309	(103,309)	1.00	140,000	(140,000)
GFS	ADP	ADP01	ASH	1GAGFAAA	135005			1823_C	C	A	S	APD03	001	(1.00)	(134,167)	134,167	(1.00)	(140,000)	140,000
GFS	ADP	ADP01	ASH	1GAGFAAA	135005			1246_C	C	A	S	APD03	001	1.00	161,659	(161,659)	1.00	168,594	(168,594)
GFS	HRD	HRD01	FCW	1GAGFAAA	335007			9995M_Z	Z	A				(3.00)	-	-	(3.00)	-	-
Self Supporting	ECD	ECD08	BIV	2SPPFHLS	771016		IECG1010ED	0931_C		O	D			1.00	-	-	1.00	-	-
Self Supporting	ECD	ECD08	BIV	2SPPFHLS	771012		UASI1010SF	8603_C		G	N			(1.00)	(139,005)	139,005	(1.00)	(145,048)	145,048
Self Supporting	ECD	ECD08	BIV	2SPPFHLS	771016		IECG1010ED	0931_C		O	S	EM6		(1.00)	-	-	(1.00)	-	-
Self Supporting	ECD	ECD08	BIV	2SPPFHLS	771016		IECG1010ED	8603_C		G	S	EM6		1.00	139,005	(139,005)	1.00	145,048	(145,048)
Self Supporting	ECD	ECD08	BIV	2SPPFHLS	771016		IECG1010ED	8603_C		G	R	EM6		(1.00)	(139,005)	139,005	(1.00)	(145,048)	145,048
Self Supporting	ECD	ECD08	BIV	2SPPFHLS	771012		UASI1010SF	8603_C		G	R	EM6		1.00	139,005	(139,005)	1.00	145,048	(145,048)
GFS	CON	CON01	FEB	1GAGFACP	CONSDR	PCOSDR01		1824_C		A	N			(0.23)	(35,106)	35,106	-	-	-
GFS	HRC	HRC01	CAD	1GAGFAAA	345003			9993M_Z	Z	A				2.68	344,375	(344,375)	2.38	317,711	(317,711)
Self Supporting	CHF	CHFAA	CAQ	2SCHFGNC	235090		CHCPAC13LPC	1842_C	C	G	R	CHF17	001	-	-	-	0.45	33,883	(33,883)
Self Supporting	CHF	CHFAA	CAQ	2SCHFGNC	235090		CHCPAC14LPC	1842_C	C	G	R	CHF13	001	-	-	-	(0.45)	(34,321)	34,321
Self Supporting	PRT	PRTAA	BKY	5PAAAACP	392601	CPO76910		5241_C	C	O	D		001	(1.00)	-	-	-	-	-
Self Supporting	PRT	PRTAA	BKY	5PAAAACP	392601	CPO76910		6318_C	C	O	D		001	(1.00)	-	-	-	-	-
Self Supporting	PRT	PRT03	BKD	5PSBHAAP	393003	PPO1030101		R030_E	E	A	R	SBH02	001	(1.00)	(86,322)	86,322	(1.00)	(86,322)	-
Self Supporting	PRT	PRT03	BKD	5PSBHAAP	393003	PPO1030101		R740_E	E	A	R	SBH01	001	(1.00)	(111,066)	111,066	(1.00)	(111,066)	-
Self Supporting	PRT	PRT03	BKD	5PSBHAAP	393003	PPO1030101		R840_E	E	A	R	SBH03	001	(3.00)	(177,918)	177,918	(3.00)	(177,918)	-
Self Supporting	PRT	PRT03	BKD	5PSBHAAP	393003	PPO1030101		R865_E	E	A	R	SBH04	001	(1.60)	(80,929)	80,929	(1.60)	(80,929)	-
Self Supporting	PRT	PRT03	BKD	5PSBHAAP	393003	PPO1030101		R890_E	E	A	R	SBH05	001	(2.00)	(97,047)	97,047	(2.00)	(97,047)	-
Self Supporting	PRT	PRT03	BKD	5PSBHAAP	393003	PPO1030101		R030_E	E	A	N	SBH02	001	1.00	86,322	(86,322)	1.00	86,322	-
Self Supporting	PRT	PRT03	BKD	5PSBHAAP	393003	PPO1030101		R740_E	E	A	N	SBH01	001	1.00	111,066	(111,066)	1.00	111,066	-
Self Supporting	PRT	PRT03	BKD	5PSBHAAP	393003	PPO1030101		R840_E	E	A	N	SBH03	001	3.00	177,918	(177,918)	3.00	177,918	-
Self Supporting	PRT	PRT03	BKD	5PSBHAAP	393003	PPO1030101		R865_E	E	A	N	SBH04	001	1.60	80,929	(80,929)	1.60	80,929	-
Self Supporting	PRT	PRT03	BKD	5PSBHAAP	393003	PPO1030101		R890_E	E	A	N	SBH05	001	2.00	97,047	(97,047)	2.00	97,047	-
Self Supporting	CFC	CFC01	CFC	2SCFCGPC	641216	PCIPRH01	CISCSP_13	9774_C	C	G	N		001	(0.23)	(20,649)	20,649	-	-	-
Self Supporting	CFC	CFC01	CFC	2SCFCGPC	641216	PCIPRH01	CIPPOP12	9774_C	C	G			001						
Self Supporting	DSS	DSSAG	CIF	2SSCPGNC	45ASTC		AGTCP 12	1823_C	C	G	N		001	0.50	47,827	(47,827)	0.50	47,827	(47,827)
GFS	ADM	ADM24	FFQ	1GAGFWOF	700172			2992_C	C	A	S	RCT16TA	001/013	1.00	130,710	(130,710)	1.00	136,393	(136,393)
GFS	ADM	ADM24	FFQ	1GAGFWOF	700172			2996_C	C	A	S	RCT16TA	001/013	(1.00)	(125,943)	125,943	(1.00)	(125,240)	125,240
Self Supporting	HHP	HHP09	BDI	5TAAAAAA	326198	N/A	N/A	7318_C	C	A	S	UHI	001/013	(1.00)	(101,088)	101,088	(1.00)	(101,088)	101,088
Self Supporting	HHP	HHP09	BDI	5TAAAAAA	326198	N/A	N/A	7345_C	C	A	S	UHI	001/013	1.00	91,335	(91,335)	1.00	91,335	(91,335)
GFS	JUV	JUV02	AKE	1GAGFAAA	125007			8340_S	S	A	T	JV17	001/01	(1.00)	(121,676)	121,676	(1.00)	(124,865)	124,865
GFS	JUV	JUV02	AKE	1GAGFAAA	125007			0922_C	C	A	T	JV17	001/01	1.00	156,930	(156,930)	1.00	163,330	(163,330)
GFS	DAT	DAT01	AIE	1GAGFWOF	045019			9993M_Z	Z	A			001/013		54,258	(54,258)		54,258	(54,258)
Self Supporting	DAT	DAT01	AIE	2SPPFGNC	041313		DAVIWI13	8129_C	C	G	R	DR9	001/01	(1.00)	(102,289)	102,289	-	-	-
Self Supporting	DAT	DAT01	AIE	2SPPFGNC	041313		DAVIWI13	9993M_Z	Z	A					102,289	(102,289)	-	-	-
GFS	FIR	FIR08	AEC	1GAGFAAA	315014			9993U_Z	Z	A			001/013	-	-	-		2,846,667	(2,846,667)
GFS	FIR	FIR08	AEC	1GAGFAAA	315014			OVERU_X	X	A			001/013	-	-	-		(3,289,405)	3,289,405
GFS	FIR	FIR08	AEC	1GAGFAAA	315014			PREMU_X	X	A			001/013	-	-	-		442,738	(442,738)
GFS	SHF	SHF01	AMC	1GAGFWOF	062702			8306_S	S	A	S	SHF127	001	7.00	951,091	(951,091)	7.00	985,458	(985,458)
GFS	SHF	SHF01	AFC	1GAGFAAA	062CJ5			8306_S	S	A		SHF127	001	(1.00)	(135,870)	135,870	(1.00)	(138,608)	138,608

GFS	Dept	Div	Prog	FundStr	Index	Proj	Grant	Class	Ret	Status	Action	Ref	Char	BY Change FTE	BY Change Amt	BY Savings (Cost)	BY+1 Change FTE	BY+1 Change Amt	BY+1 Savings (Cost)
GFS	SHF	SHF01	AFC	1GAGFAAA	062CJ1			8306_S	S	A		SHF127	001	(1.00)	(135,870)	135,870	(1.00)	(138,608)	138,608
GFS	SHF	SHF01	AFC	1GAGFAAA	062CJ4			8306_S	S	A		SHF127	001	(1.00)	(135,870)	135,870	(1.00)	(138,608)	138,608
GFS	SHF	SHF01	AFC	1GAGFAAA	062CLS			8306_S	S	A		SHF127	001	(1.00)	(135,870)	135,870	(1.00)	(138,609)	138,609
GFS	SHF	SHF01	AFC	1GAGFAAA	062201			8306_S	S	A		SHF127	001	(1.00)	(135,870)	135,870	(1.00)	(138,608)	138,608
GFS	SHF	SHF01	AFC	1GAGFAAA	062510			8306_S	S	A		SHF127	001	(2.00)	(271,740)	271,740	(2.00)	(277,217)	277,217
GFS	SHF	SHF01	AFC	1GAGFAAA	062100			9993U_Z	Z	A			001/013		274,053	(274,053)		-	-

OFFICE OF THE MAYOR
SAN FRANCISCO

EDWIN M. LEE
MAYOR

June 29, 2012

Supervisor Carmen Chu
Chair, Budget and Finance Committee
Board of Supervisors, City and County of San Francisco
City Hall, 1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

Re: Technical adjustments to the Mayor's Proposed Budget

Supervisor Chu:

Per Charter Section 9.101, I am submitting the attached technical adjustments to the Mayor's Proposed Budget for FY 2012-13 and FY 2013-14.

Section I. Corrections to department budgets as shown in attachment 1:

- Increase MOU reserve for MOU agreements and Civil Service Commission actions taken after the June 1 proposed budget;
- Correct previously grant-funded positions and associated attrition with no additional cost;
- Correctly budget step adjustments funds by moving dollar amounts between index codes with no additional cost at the Department of Public Health;
- Adjustments to correct for workorder balancing;
- Correct an equipment / lease payment error at the Elections Department; and
- Other cost neutral code corrections at various departments.

Note that these technical adjustments result in $148,186 additional costs in FY 2012-13 and costs of $2,381,722 in FY 2013-14 which will be funded by the Technical Adjustment reserve.

Section II. Amending the ASO provisions to allow for compliance with MOU agreements as shown in attachment 2.

Section III. Increasing the size of the City's budget per additional available fund balance.

- $924,752 in additional fund balance based encumbrance and project close-outs recommend by the Budget and Legislative Analyst.
- $6,100,000 additional FY 11-12 Real Property Transfer Tax revenue above the amount required to adjust baselines contributions in FY 2012-13 and FY 2013-14.
- $8,039,935 in additional fund balance from project close-outs and fund balance in the Public Finance Campaign Fund.

1 DR. CARLTON B. GOODLETT PLACE, ROOM 200
SAN FRANCISCO, CALIFORNIA 94102-4681
TELEPHONE: (415) 554-6141

Section IV. Reducing the Small Business Revolving Loan fund by $1,000,000.

With the changes described above, the following amounts are available for appropriation by the Board.

	Total	
Remaining Technical adjustment Reserve	$	2,379,286
Budget Analyst Encumbrance Close-Outs	$	924,752
Property Transfer Tax	$	6,100,000
Campaign Fund Close-Out	$	2,000,000
Other Project Close-Outs	$	6,039,935
Reducing the Size of the Small Business Revolving Loan Fund	$	1,000,000
	$	18,443,973

Please contact me at 554-6515 with any questions or concerns.

Sincerely,

Kate Howard

Kate Howard
Mayor's Budget Director

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

GFS	Dept	Div	Prog	FundStr	Index	Proj	Grant	Char	Obj	Sobj	BY Change	BY Savings/(Cost)	BY+1 Change	BY+1 Savings/(Cost)
Self Supporting	DSS	DSSHS	CGU	2SHWFGNC	45CCSFFN		SSSFFN14	750	782	78201	15,000	15,000	(15,000)	(15,000)
Self Supporting	DSS	DSSHS	CGU	2SHWFGNC	45CCSFFN		SSSFFN14	036	036	03621	15,000	(15,000)	(15,000)	15,000
Self Supporting	CFC	CFC01	CFC	2SCFCGPC	641216	PCIPRH01	CIPPOP12	450	454	45417	(80,004)	(80,004)	(83,270)	(83,270)
Self Supporting	ADM	ADM24	FFJ	6ICSFCSF	701001			040	040	04000	(105,920)	105,920	(105,920)	105,920
Self Supporting	ADM	ADM24	FFJ	6ICSFCSF	701001			086	086	08699	105,920	(105,920)	105,920	(105,920)
Self Supporting	AIR	AIR02	BG2	5AAAAAAA	AIRACCTNG			021	052	05211	(6,222,320)	6,222,320	(6,323,265)	6,323,265
Self Supporting	AIR	AIR02	BG2	5AAAAAAA	AIRPROPERTY			021	027	02703	1,800,000	(1,800,000)	1,800,000	(1,800,000)
GFS	POL	POL05	ACP	1GAGFWOF	385076			086	086	086PK	200,000	(200,000)	200,000	(200,000)
Self Supporting	PUC	PUC04	BCU	5WPUCOPF	400558	N/A	N/A	81	81	081MR	27,784	(27,784)	-	-
Self Supporting	CPC	CPC01	FAH	2SNDFMOC	290021	PGEMOC00		06P	06P	06P00	170,000	(170,000)	-	-
Self Supporting	CPC	CPC01	FAH	2SNDFMOC	290021	PGEMOC00		750	754	75415	170,000	170,000	-	-
Self Supporting	CPC	CPC01	FAH	2SNDFENH	290023	PGEENI00		06P	06P	06P00	40,000	(40,000)	-	-
Self Supporting	CPC	CPC01	FAH	2SNDFENH	290023	PGEENI00		750	754	75415	(2,231,850)	(2,231,850)	-	-
Self Supporting	CPC	CPC01	FAH	2SNDFENH	290023	CRPENH1FPK		060	067	06700	(2,271,850)	(2,271,850)	-	-
Self Supporting	LIB	LIB01	EIB	2SLIBNPR	415034			081	081	081H9	469	(469)	964	(964)
Self Supporting	LIB	LIB01	EEG	7EBEQBEQ	410177		LBARTK11	021	035	03596	74,422	(74,422)	-	-
Self Supporting	LIB	LIB01	EEG	7EBEQBEQ	410177		LBARTK11	750	781	78101	74,422	74,422	-	-
NGFS	REC	16	03	2S-NDF-ENH	REC2SNDFENH	CRPENH/1FPK				06700	1,000,000	(1,000,000)	1,420,000	(1,420,000)
NGFS	REC	16	03	2S-NDF-ENH	REC2SNDFENH	CRPENH/1FPK				75415	1,000,000	1,000,000	1,420,000	1,420,000
GFS	DPH	DPHGH	D1H	5HAAAAAA	HGH-UCSFWO			750	753	75320	(73,337)	(73,337)	-	
GFS	DPH	DPHJH	DMF	1GAGFAAA	HJAILHLTH-GF			750	753	75320	(29,210)	(29,210)	-	
GFS	DPH	DPHHH	DHH	1GAGFAAA	HCHAPHOMEHGF			750	753	75320	(38,584)	(38,584)	-	
GFS	DPH	DPHPC	DHP	1GAGFAAA	HCHAPCARE003			750	753	75320	(22,710)	(22,710)	-	
GFS	DPH	DPHPC	DHP	1GAGFAAA	HCHAPCARE004			750	753	75320	(125,698)	(125,698)	-	
GFS	DPH	DPHPC	DHP	1GAGFAAA	HCHAPTWCCOE1			750	753	75320	(79,663)	(79,663)	-	
GFS	DPH	DPHPC	DHP	1GAGFAAA	HCHAPMISC-WO			750	753	75320	(28,430)	(28,430)	-	
GFS	DPH	DPHPC	DHP	1GAGFAAA	HCHAPSEHCEIP			750	753	75320	(43,389)	(43,389)	-	
Self Supporting	DPH	DPHPH	DPC	2SCHSGNC	HCHIVHSVCSGR		HCPD131300	013	019	01901	(21,598)	21,598	-	-
Self Supporting	DPH	DPHPH	DPC	2SCHSGNC	HCHIVHSVCSGR		HCPD131301	013	019	01901	21,598	(21,598)	-	-
Self Supporting	DPH	DPHPH	DPC	2SCHSGNC	HCHIVHSVCSGR		HCPD131301	021	027	02789	322,548	(322,548)	-	-
Self Supporting	DPH	DPHPH	DPC	2SCHSGNC	HCHIVHSVCSGR		HCPD131302	021	027	02790	(303,718)	303,718	-	-
Self Supporting	DPH	DPHPH	DPC	2SCHSGNC	HCHIVHSVCSGR		HCPD131303	021	027	02790	(29,207)	29,207	-	-
Self Supporting	DPH	DPHPH	DPC	2SCHSGNC	HCHIVHSVCSGR		HCPD131306	021	027	02789	215,869	(215,869)	-	-
Self Supporting	DPH	DPHPH	DPC	2SCHSGNC	HCHIVHSVCSGR		HCPD131307	021	027	02790	(108,093)	108,093	-	-
Self Supporting	DPH	DPHPH	DPC	2SCHSGNC	HCHIVHSVCSGR		HCPD131310	040	040	04000	(54,785)	54,785	-	-
GFS	DPH	DPHPH	DPC	1GAGFAAA	HCHIVHSVCSGF			021	027	02789	(322,548)	322,548	-	-
GFS	DPH	DPHPH	DSP	1GAGFAAA	HCHSHHOUSGGF			021	027	02789	(215,869)	215,869	-	-
GFS	REG	REGAA	FCH	1GAGFAAA	805002		NonPosition: Equipment	060	060	06000	(2,362)	2,362	-	-
GFS	REG	REGAA	FCH	1GAGFAAA	805002		NonPosition: Equipment	060	060	06000	(3,284)	3,284	-	-
GFS	REG	REGAA	FCH	1GAGFAAA	805002		NonPosition: Equipment	060	064	06400	35,483	(35,483)	70,142	(70,142)
GFS	DSS	DSSAM	CAO	1GAGFAAA	45ADREVS			450	0	45201	(25,642,191)	(25,642,191)	(25,515,128)	(25,515,128)
GFS	DSS	DSSAM	CAO	1GAGFAAA	45ADREVS			450	0	45512	25,642,191	25,642,191	25,515,128	25,515,128
GFS	GEN	GENAA	FCZ	1GAGFAAA	975007			021	0	05244	7,532	(7,532)	7,532	(7,532)

Non-Position

GFS	Dept	Div	Prog	FundStr	Index	Proj	Grant	Char	Obj	Sobj	BY Change	BY Savings/(Cost)	BY+1 Change	BY+1 Savings/(Cost)
Self Supporting	DBI	DBIHS	BHS	2SBIFANP	DBIHIS			038	038	03800	17,105	(17,105)	17,105	(17,105)
Self Supporting	REC	REC	EAP	2SGOLNPR	RPRPZZZB952Q			095	0	0952Q	(1,021,408)	1,021,408	(1,521,408)	1,521,408
Self Supporting	REC	REC	EAP	2SGOLNPR	RPRPZZZB932Q			093	0	0932Q	1,021,408	(1,021,408)	1,521,408	(1,521,408)
GFS	CON	CON01	FDX	1GAGFAAA	CON314005			081	081CI	0	(37,263)	37,263	(36,564)	36,564
GFS	CON	CON01	FFG	1GAGFACP	CONPUBFIN			081	081CI	0	(4,792)	4,792	(4,893)	4,893
GFS	CON	CON03	FDG	1GAGFAAA	CONAOSD-GFNP			081	081CI	0	(168,064)	168,064	(167,417)	167,417
GFS	CON	CON05	FDC	1GAGFAAA	CON309252			081	081CI	0	(43,132)	43,132	(38,325)	38,325
GFS	CON	CON06	FDO	1GAGFAAP	CON-CSA-MGMT			081	081CI	0	(103,900)	103,900	(106,055)	106,055
GFS	CON	CON05	FDC	1GAGFAAP	CONEMERGEOPS			081	081CI	0	8,624	(8,624)	4,727	(4,727)
GFS	CON	CON03	FDG	1GAGFAAA	CONAOSD-GFNP			081	081C5	0	24,655	(24,655)	24,655	(24,655)
GFS	CON	CON05	FDC	1GAGFAAA	CON309252			081	081C5	0	11,845	(11,845)	11,845	(11,845)
GFS	CON	CON05	FDC	1GAGFAAP	CONEMERGEOPS			081	081C5	0	312,027	(312,027)	312,027	(312,027)
Self Supporting	AIR	AIRAA	BXX	5ACPF09E	*AIR5ACPF09E			300	301	30150	(733,000)	(733,000)	-	-
Self Supporting	AIR	AIRAA	BXX	5ACPFC8Y	*AIR5ACPFC8Y			300	301	30150	521,000	521,000	-	-
Self Supporting	AIR	AIRAA	BXX	5ACPFC8Z	*AIR5ACPFC8Z			300	301	30150	70,000	70,000	-	-
Self Supporting	AIR	AIRAA	BXX	5ACPFC9B	*AIR5ACPFC9B			300	301	30150	45,000	45,000	-	-
Self Supporting	AIR	AIRAA	BXX	5ACPFC9F	*AIR5ACPFC9F			300	301	30150	97,000	97,000	-	-
Self Supporting	AIR	AIR13	BGT	5ACPF09E	AIR057X09E			060	67	6700	(733,000)	733,000	-	-
Self Supporting	AIR	AIR13	BGT	5ACPFC8Y	AIR057XC8Y			060	67	6700	521,000	(521,000)	-	-
Self Supporting	AIR	AIR13	BGT	5ACPFC8Z	AIR057XC8Z			060	67	6700	70,000	(70,000)	-	-
Self Supporting	AIR	AIR13	BGT	5ACPFC9B	AIR057XC9B			060	67	6700	45,000	(45,000)	-	-
Self Supporting	AIR	AIR13	BGT	5ACPFC9F	AIR057XC9F			060	67	6700	97,000	(97,000)	-	-
Self-Supporting	CHF	CHFAA	CBK	2SCHFUSD	235115	PCIPRH01	0	999	0	99999B	702,000	702,000		-
Self-Supporting	CHF	CHFAA	CBK	2SCHFUSD	235115	PCIPRH01	0	038	0	03800	2,245,000	(2,245,000)	2,916,000	(2,916,000)
Self-Supporting	CFC	CFC01	CPH	2SCFCACP	640016	PCIPRH01	0	999	0	99999R	(1,565,940)	(1,565,940)		-
Self-Supporting	CFC	CFC01	CPH	2SCFCACP	640016	PCIP1002		999	0	99999R	50,281	50,281	42,532	42,532
Self-Supporting	CFC	CFC01	CPH	2SCFCACP	640016	PCIP1009		999	0	99999R	1,521,720	1,521,720	1,778,945	1,778,945
Self-Supporting	CFC	CFC01	CPH	2SCFCACP	640016	PCIP10011		999	0	99999R	350,126	350,126	364,872	364,872
Self-Supporting	CFC	CFC01	CPH	2SCFCACP	640016	PCIP10012		999	0	99999R	11,090	11,090	9,581	9,581
Self-Supporting	CFC	CFC01	CPH	2SCFCACP	640016	PCIPRH01	0	999	0	99999B	352,000	352,000		-
Self-Supporting	CHF	CHFAA	FAL	2SCHFUSD	235122	PCIPRH01	0	038	0	03801	791,277	(791,277)	-	-
Self-Supporting	CHF	CHFAA	CAQ	2SCHFUSD	235120	PCH01200	0	038	0	03801	(2,090,000)	2,090,000	(3,657,000)	3,657,000
Self-Supporting	CHF	CHFAA	CBI	2SCHFNPR	CHCH008B952D	PCH00901	0	038	0	03801	(20,000)	20,000	(20,000)	20,000
Self-Supporting	CHF	CHFAA	CBI	2SCHFNPR	CHCH007B952D	CHCH008B952D	0	095	0	0952D	(3,345,000)	3,345,000	(3,465,000)	3,465,000
Self-Supporting	CHF	CHFAA	CBI	2SCHFUSD	CHCH008B502D	CHCH007B952D	0	095	0	0952D	3,360,000	(3,360,000)	3,485,000	(3,485,000)
Self-Supporting	CHF	CHFAA	CBI	2SCHFUSD	CHCH007B502D	PCH008	0	950	0	9502D	(3,345,000)	(3,345,000)		-
Self-Supporting	CHF	CHFAA	FCZ	2SCHFUSD	CHCH008A301G	PCH007	0	950	0	9502D	3,360,000	3,360,000		-
Self-Supporting	CHF	CHFAA	FCZ	2SCHFUSD	CHCH007A301G	PCH008	0	910	0	9301G	(3,345,000)	(3,345,000)		-
Self-Supporting	CHF	CHFAA	CBI	2SCHFUSD	230012	PCH007	0	910	0	9301G	3,360,000	3,360,000		-
Self-Supporting	CHF	CHFAA	FAL	2SCHFUSD	235097	PCH007	0	038	0	03801	400,000	(400,000)	525,000	(525,000)
Self Supporting	CFC	CFC01	CFC	2SCFCGPC	641216	PCIPRH01	CIPPOP12	038	0	03801	335,000	(335,000)	465,000	(465,000)
Self Supporting	CFC	CFC01	CFC	2SCFCGPC	641216	PCIPRH01	CIPPOP12	Various	0	0	(3,392,377)	3,392,377	(3,419,308)	3,419,308
Self Supporting	CFC	CFC01	CFC	2SCFCGPC	641216	PCIPRH01	CISCSP13	450	454	45417	(3,392,377)	(3,392,377)	-	-
Self Supporting	CFC	CFC01	CFC	2SCFCGPC	641216	PCIPRH01	CISCSP13	Various	0	0	3,392,377	(3,392,377)	3,419,308	(3,419,308)
Self Supporting	DAT	DAT01	AIE	2SPPFGNC	041300	041300	0	450	454	45417	3,392,377	3,392,377		-
Self Supporting	DAT		SFCOPS13DA	2SPPFGNC			SFCOPS13DA	0	0	0	-	-	-	-
										48917	-	-	195,000	(195,000)

GFS	Dept	Div	Prog	FundStr	Index	Proj	Grant	Char	Obj	Sobj	BY Change	BY Savings/(Cost)	BY+1 Change	BY+1 Savings/(Cost)
Self Supporting	DAT	DAT01	AIE	2SPPFGNC	041304	041304	DASBOC13	013	019	01901	-	-	(165,040)	165,040
Self Supporting	DAT	DAT01	AIE	2SPPFGNC	041313	041313	DAVIWI13	013	019	01901	-	-	(128,185)	128,185
GFS	UNA			1GAGFAAA	*CON1GAGFAAA			098	098	098S1	110,813	(110,813)	2,311,556	(2,311,556)

GFS	Dept	Div	Prog	FundStr	Index	Proj	Grant	Class	Emp Org Code	BY Change FTE	BY Change Amt	BY Savings (Cost)	BY+1 Change FTE	BY+1 Change Amt	BY+1 Savings (Cost)
GFS	JUV	JUV01	ASC	1GAGFAAA	125009			1824_C	021	0.30	45,791	(45,791)	0.30	47,740	(47,740)
Self Supporting	JUV	JUV01	ASC	2SPPFGNC	125060		JVPCBA12	1824_C	021	0.60	91,582	(91,582)	0.60	95,480	(95,480)
GFS	JUV	JUV01	ASC	1GAGFAAA	125009			1842_C	790	0.46	49,660	(49,660)	1.00	112,393	(112,393)
GFS	JUV	JUV01	ASC	1GAGFAAA	125009			9993M_Z	BZM		(95,451)	95,451		(160,133)	160,133
GFS	JUV	JUV70	FAL	1GAGFAAA	125005			9774_C	790	0.25	31,576	(31,576)	0.25	32,863	(32,863)
GFS	JUV	JUV70	FAL	1GAGFAAA	125005			9993M_Z	BZM	-	(31,576)	31,576	-	(32,863)	32,863
GFS	DPH	LHH	DA5	5LAAAAAA	HLH448787	Nursing Admin		2323		(3.00)	(549,432)	549,432	(3.00)	(549,432)	549,432
GFS	DPH	LHH	DA5	5LAAAAAA	HLH448704	SNF General		2323		3.00	549,432	(549,432)	3.00	549,432	(549,432)
GFS	DPH	LHH	DA5	5LAAAAAA	HLH4482N1	North 1 - Nursing		StepN_Z		-	354,875	(354,875)	-	354,875	(354,875)
GFS	DPH	LHH	DA5	5LAAAAAA	HLH4482N2	North 2 - Nursing		StepN_Z		-	354,875	(354,875)	-	354,875	(354,875)
GFS	DPH	LHH	DA5	5LAAAAAA	HLH4482N3	North 3 - Nursing		StepN_Z		-	354,875	(354,875)	-	354,875	(354,875)
GFS	DPH	LHH	DA5	5LAAAAAA	HLH4482N4	North 3 - Nursing		StepN_Z		-	354,875	(354,875)	-	354,875	(354,875)
GFS	DPH	LHH	DA5	5LAAAAAA	HLH4482N5	North 5 - Nursing		StepN_Z		-	354,875	(354,875)	-	354,875	(354,875)
GFS	DPH	LHH	DA5	5LAAAAAA	HLH4482N6	North 6 - Nursing		StepN_Z		-	354,875	(354,875)	-	354,875	(354,875)
GFS	DPH	LHH	DA5	5LAAAAAA	HLH4482NM	North Mezz		StepN_Z		-	354,875	(354,875)	-	354,875	(354,875)
GFS	DPH	LHH	DA5	5LAAAAAA	HLH4482PM	Pavilion Mezz		StepN_Z		-	354,875	(354,875)	-	354,875	(354,875)
GFS	DPH	LHH	DA5	5LAAAAAA	HLH4482S2	South 1 - Nursing		StepN_Z		-	354,875	(354,875)	-	354,875	(354,875)
GFS	DPH	LHH	DA5	5LAAAAAA	HLH4482S3	South 2 - Nursing		StepN_Z		-	354,875	(354,875)	-	354,875	(354,875)
GFS	DPH	LHH	DA5	5LAAAAAA	HLH4482S4	South 3 - Nursing		StepN_Z		-	354,875	(354,875)	-	354,875	(354,875)
GFS	DPH	LHH	DA5	5LAAAAAA	HLH4482S5	South 4 - Nursing		StepN_Z		-	354,875	(354,875)	-	354,875	(354,875)
GFS	DPH	LHH	DA5	5LAAAAAA	HLH4482S6	South 6 - Nursing		StepN_Z		-	354,875	(354,875)	-	354,875	(354,875)
GFS	DPH	LHH	DA5	5LAAAAAA	HLH448704	SNF General		StepN_Z		-	(2,463,375)	2,463,375	-	(2,463,375)	2,463,375
GFS	DPH	LHH	DA5	5LAAAAAA	HLH448787	Nursing Admin		StepN_Z		-	400,000	(400,000)	-	400,000	(400,000)
GFS	DPH	LHH	DBG	5LAAAAAA	HLH4487PA	Acute Medical		StepN_Z		-	100,000	(100,000)	-	100,000	(100,000)
GFS	DPH	LHH	DBG	5LAAAAAA	HLH4487PR	Acute Rehab		StepN_Z		-	100,000	(100,000)	-	100,000	(100,000)
GFS	DPH	LHH	DA5	5LAAAAAA	HLH448704	SNF General		StepM_Z		-	(4,900,000)	4,900,000	-	(4,900,000)	4,900,000
GFS	DPH	LHH	DA5	5LAAAAAA	HLH448803	Pharmacy		StepM_Z		-	200,000	(200,000)	-	200,000	(200,000)
GFS	DPH	LHH	DA5	5LAAAAAA	HLH448837	Social Services		StepM_Z		-	80,000	(80,000)	-	80,000	(80,000)
GFS	DPH	LHH	DA5	5LAAAAAA	HLH448936	Medical Staff		StepM_Z		-	1,500,000	(1,500,000)	-	1,500,000	(1,500,000)
GFS	DPH	LHH	DA5	5LAAAAAA	HLH449017	Physical Therapy		StepM_Z		-	70,000	(70,000)	-	70,000	(70,000)
GFS	DPH	LHH	DA5	5LAAAAAA	HLH449181	Activity Therapy		StepM_Z		-	300,000	(300,000)	-	300,000	(300,000)
GFS	DPH	JH	DMF	1GAGFAAA	HJAILHLTH-GF			TEMPN_E		(0.50)	(74,203)	74,203	-	(74,203)	74,203
GFS	DPH	JH	DMF	1GAGFAAA	HJAILHLTH-GF					-	(5,862)	5,862	-	(5,862)	5,862
GFS	DPH	JH	DMF	1GAGFAAA	HJAILHLTH-GF			2320_C		0.50	68,575	(68,575)	-	68,575	(68,575)
GFS	DPH	JH	DMF	1GAGFAAA	HJAILHLTH-GF					-	25,772	(25,772)	-	28,333	(28,333)
GFS	DPH	JH	DMF	1GAGFAAA	HJAILHLTH-GF			01901		-	(14,282)	14,282	-	(16,843)	16,843
Self Supporting	CFC	CFC01	CFC	2SCFCGPC	641216	PCIPRH01	CIPPOP12	9993M_Z	BZM	(0.64)	(56,636)	56,636		(57,408)	57,408
Self Supporting	CFC	CFC01	CFC	2SCFCGPC	641216	PCIPRH01	CIPPOP12	9993M_Z	BZM	-	(23,368)	23,368		(25,862)	25,862
GFS	POL	POL05	ACP	1GAGFWOF	385076			9993U_Z	BZU		(200,000)	200,000		(200,000)	200,000
Self Supporting	DPH	DPHPH	DPC	2SCHSGNC	HCHIVHSVCSGR		HCPD131304	2932_C	790	(0.17)	(15,482)	15,482	-	-	-
Self Supporting	DPH	DPHPH	DPC	2SCHSGNC	HCHIVHSVCSGR		HCPD131304	STEPM_Z	BZM	-	540	(540)	-	-	-
Self Supporting	DPH	DPHPH	DPC	2SCHSGNC	HCHIVHSVCSGR		HCPD131304				(6,129)	6,129			-
Self Supporting	DPH	DPHPH	DPC	2SCHSGNC	HCHIVHSVCSGR		HCPD131305	2587_C	790	(0.17)	(10,687)	10,687	-	-	-

Positions

GFS	Dept	Div	Prog	FundStr	Index	Proj	Grant	Class	Emp Org Code	BY Change FTE	BY Change Amt	BY Savings (Cost)	BY+1 Change FTE	BY+1 Change Amt	BY+1 Savings (Cost)
Self Supporting	DPH	DPHPH	DPC	2SCHSGNC	HCHIVHSVCSGR		HCPD131305	STEPM_Z	BZM	-	1,029	(1,029)	-	-	-
Self Supporting	DPH	DPHPH	DPC	2SCHSGNC	HCHIVHSVCSGR		HCPD131305				(4,721)	4,721			-
Self Supporting	DPH	DPHPH	DPC	2SCHSGNC	HCHIVHSVCSGR		HCPD131308	2930_C	790	(0.06)	(5,230)	5,230	-	-	-
Self Supporting	DPH	DPHPH	DPC	2SCHSGNC	HCHIVHSVCSGR		HCPD131308	STEPM_Z	BZM	-	172	(172)	-	-	-
Self Supporting	DPH	DPHPH	DPC	2SCHSGNC	HCHIVHSVCSGR		HCPD131308				(2,106)	2,106			-
GFS	DPH	DPHPH	DPC	1GAGFAAA	HCHPDSTDSVGF			2587_C	790	0.17	10,687	(10,687)	-	-	-
GFS	DPH	DPHPH	DPC	1GAGFAAA	HCHPDSTDSVGF			STEPM_Z	BZM	-	(1,029)	1,029	-	-	-
GFS	DPH	DPHPH	DPC	1GAGFAAA	HCHPDSTDSVGF						4,721	(4,721)			-
GFS	DPH	DPHMH	DMM	1GAGFAAA	HMHMCC730515			2932_C	790	0.17	15,482	(15,482)	-	-	-
GFS	DPH	DPHMH	DMM	1GAGFAAA	HMHMCC730515			STEPM_Z	BZM	-	(540)	540	-	-	-
GFS	DPH	DPHMH	DMM	1GAGFAAA	HMHMCC730515						6,129	(6,129)			-
GFS	DPH	DPHMH	FAM	1GAGFAAA	HMHMCP751594			2930_C	790	0.06	5,230	(5,230)	-	-	-
GFS	DPH	DPHMH	FAM	1GAGFAAA	HMHMCP751594			STEPM_Z	BZM	-	(172)	172	-	-	-
GFS	DPH	DPHMH	FAM	1GAGFAAA	HMHMCP751594						2,106	(2,106)			-
GFS	DPH	DPHPH	DPD	1GAGFAAA	HCHPDLABORGF			9993M_Z	BZM	0.44	38,867	(38,867)	-	-	-
GFS	DPH	DPHPH	DPD	1GAGFAAA	HCHPDLABORGF						15,918	(15,918)			-
Self Supporting	DAT	DAT01	AIE	2SPPFGNC	041300	0	SFCOPS13DA	8129_C						6,845	(6,845)
Self Supporting	DAT	DAT01	AIE	2SPPFGNC	041300	0	SFCOPS13DA	8131_C						7,512	(7,512)
Self Supporting	DAT	DAT01	AIE	2SPPFGNC	041300	0	SFCOPS13DA	8133_C						89,481	(89,481)
Self Supporting	DAT	DAT01	AIE	2SPPFGNC	041300	0	SFCOPS13DA	8135_C			(100,401)	100,401		9,724	(9,724)
Self Supporting	DAT	DAT01	AIE	2SPPFGNC	041300	0	SFCOPS13DA	8177_C			(34,518)	34,518		176,343	(176,343)
Self Supporting	DAT	DAT01	AIE	2SPPFGNC	041300	0	SFCOPS13DA	9993M_Z						(163,078)	163,078
Self Supporting	DAT	DAT01	AIE	2SPPFGNC	041300	0								(7,508)	7,508
GFS	USD	USDAA	EEE	1GAGFAAA	070400	0								(165,040)	165,040
Self Supporting	DAT	DAT01	AIE	2SPPFGNC	041304	0	DASBOC13	9993M_Z						(128,185)	128,185
Self Supporting	DAT	DAT01	AIE	2SPPFGNC	041313	0	DAVIWI13	9993M_Z						22,431	(22,431)
GFS	DPH	PH	DPB	1GAGFAAA	HCHPBMASSAGF			6108_C	790	0.33	22,431	(22,431)	0.33	22,431	(22,431)
GFS	DPH	PH	DPB	1GAGFAAA	HCHPBMASSAGF			6108_C	790		10,146	(10,146)		10,146	(10,146)
GFS	DPH	PH	DPB	1GAGFAAA	HCHPBPUBSVGF			6108_C	790	(0.33)	(22,431)	22,431	(0.33)	(22,431)	22,431
GFS	DPH	PH	DPB	1GAGFAAA	HCHPBPUBSVGF			6108_C	790		(10,146)	10,146		(10,146)	10,146

Positions

Attachment 2: Amending the ASO provisions

Adding Section 1.1E to the Administrative Provisions of the Annual Salary Ordinance to read as follows:

1.1E

The Human Resources Director, with concurrence of the Controller, is authorized to adjust the Annual Salary Ordinance to reflect the conversion of temporary positions to a permanent position(s) (1) when sufficient funding is available and (2) to maintain services when elimination of temporary positions is consistent with the terms of City labor agreements.

OFFICE OF THE MAYOR
SAN FRANCISCO

EDWIN M. LEE
MAYOR

June 27, 2012

Ms. Angela Calvillo
Clerk of the Board of Supervisors
San Francisco Board of Supervisors
City Hall, 1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

Re: Notice of Transfer of Function under Charter Section 4.132

Dear Ms. Calvillo:

Under Charter Section 4.132, the Mayor may reorganize duties and functions between departments and other units of government within the executive branch. This letter is in addition to my earlier letter of June 1, which outlined the positions and classifications that would be transferred. By this letter, I am providing additional notice of the duties and functions associated with the positions and classifications at the Human Rights Commission to be transferred:

1. Local Business Enterprise Program, San Francisco Administrative Code Chapter 14B

First, I am transferring to the City Administrator, effective July 28, 2012, all of the duties and functions of the Human Rights Commission and the Director of the Human Rights Commission under the City's race and gender neutral Local Business Enterprise and Non-Discrimination in Contracting Ordinance, SF Administrative Code Chapter 14B ("LBE Ordinance"), with the exception of the authority of the Director of the Human Rights Commission, set forth in Section 14B.9(D) and 14B.17(F), to investigate and issue findings concerning possible unlawful discrimination by a bidder or City contractor in selecting subcontractors for City contracts.

Except for authority with respect to alleged discrimination in the selection of subcontractors specifically described above, the City Administrator will be responsible for implementing and enforcing all aspects of the LBE Ordinance in accordance with applicable law and duly adopted regulations. Such duties include accepting, investigating, and deciding applications for certification or re-certification as an LBE, advising City departments on LBE Ordinance compliance issues, setting LBE participation goals, granting waivers, monitoring contractor compliance, conducting random audits in coordination with the Controller, implementing the surety bond program and issuing all required reports. The City Administrator will also be responsible (with the exception of alleged discrimination in subcontractor selection described above) for investigating all potential violations of the LBE Ordinance including, as necessary, imposing sanctions against certified LBEs, bidders and contractors, acting as a charging official in debarment proceedings, hearing and deciding appeals of LBE certification decisions, and exercising all other powers and authority provided by applicable law and regulations to implement and enforce Chapter 14B. .

Until such time as the LBE Ordinance is amended to reflect this transfer, all references to the Director in the LBE Ordinance and duly adopted regulations shall be read as referring to the Deputy City Administrator designated by the City Administrator to oversee the transferred LBE Ordinance - based

functions and duties, and all references to the Human Rights Commission shall be read as referring to the City Administrator.

2. Equal Benefits Ordinance Administration

I am also transferring to the City Administrator the ministerial (non-discretionary) tasks associated with documenting the compensation, including benefits, offered by an entity that seeks to establish its compliance with the requirements of the Equal Benefits Ordinance, San Francisco Administrative Code Section 12B.2(b) ("EBO"). These tasks currently are performed by staff reporting directly to the Director of the Human Rights Commission. The Director of the Human Rights Commission shall retain sole authority to determine whether the compensation complies with the Equal Benefits Ordinance and sole discretion over the issuance of waivers under Section 12B.5-1. Furthermore, except for the transfer of administrative tasks described above, the Human Rights Commission and the Director of the Human Rights Commission, as applicable, shall continue to have the power to do all acts and exercise all powers set forth in San Francisco Administrative Code Chapters 12B and 12C, the City's nondiscrimination in contracting ordinances.

3. Transfer of Employees and Funds

Pursuant to Section 4.132, I am requesting the Department of Human Resources to transfer as required all civil service employees affected by the realignment of functions and duties from the Human Rights Commission to the City Administrator described above. A list of the positions is attached. Such transfers shall not adversely affect the Civil Service status, position, compensation or pension or retirement rights and privileges of any affected employee. I am further requesting the Controller to transfer from the Human Rights Commission to the City Administrator any unexpended funds previously appropriated for the specified duties and functions being transferred.

Please feel free to contact Kate Howard in my office at 554-6515 if you have any questions about this matter.

Sincerely,

Edwin M. Lee
Mayor

cc: Members of the Budget and Finance Committee
Harvey Rose
Controller
City Administrator
Director, Human Rights Commission

Positions Included in Transfer of Function

A total of 29.13 FTE are included in the transfer of function from the Human Rights Commission to the City Administrator. The positions that will be transferred are:

- 1.0 FTE 0931
- 1.0 FTE 0932
- 1.0 FTE 1404
- 1.0 FTE 1426
- 1.0 FTE 1824
- 5.0 FTE 2978
- 14.13 FTE 299
- 4.0 FTE 2996
- 1.0 FTE 2996 (off budget position)

File 120591 130S-11
B/F clerk

OFFICE OF THE MAYOR
SAN FRANCISCO

EDWIN M. LEE
MAYOR

RECEIVED
BOARD OF SUPERVISORS
SAN FRANCISCO
2012 JUN 29 AM 8:22

June 29, 2012

Supervisor Carmen Chu
Chair, Budget and Finance Committee
Board of Supervisors, City and County of San Francisco
City Hall, 1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

Re: Technical adjustments to the Mayor's Proposed Budget

Supervisor Chu:

Per Charter Section 9.101, I am submitting the attached technical adjustments to the Mayor's Proposed Budget for FY 2012-13 and FY 2013-14.

Section I. Corrections to department budgets as shown in attachment 1:

- Increase MOU reserve for MOU agreements and Civil Service Commission actions taken after the June 1 proposed budget;
- Correct previously grant-funded positions and associated attrition with no additional cost;
- Correctly budget step adjustments funds by moving dollar amounts between index codes with no additional cost at the Department of Public Health;
- Adjustments to correct for workorder balancing;
- Correct an equipment / lease payment error at the Elections Department; and
- Other cost neutral code corrections at various departments.

Note that these technical adjustments result in $148,186 additional costs in FY 2012-13 and costs of $2,381,722 in FY 2013-14 which will be funded by the Technical Adjustment reserve.

Section II. Amending the ASO provisions to allow for compliance with MOU agreements as shown in attachment 2.

Section III. Increasing the size of the City's budget per additional available fund balance.

- $924,752 in additional fund balance based encumbrance and project close-outs recommend by the Budget and Legislative Analyst.
- $6,100,000 additional FY 11-12 Real Property Transfer Tax revenue above the amount required to adjust baselines contributions in FY 2012-13 and FY 2013-14.
- $8,039,935 in additional fund balance from project close-outs and fund balance in the Public Finance Campaign Fund.

1 DR. CARLTON B. GOODLETT PLACE, ROOM 200
SAN FRANCISCO, CALIFORNIA 94102-4681
TELEPHONE: (415) 554-6141

Section IV. Reducing the Small Business Revolving Loan fund by $1,000,000.

With the changes described above, the following amounts are available for appropriation by the Board.

	Total
Remaining Technical adjustment Reserve	$ 2,379,286
Budget Analyst Encumbrance Close-Outs	$ 924,752
Property Transfer Tax	$ 6,100,000
Campaign Fund Close-Out	$ 2,000,000
Other Project Close-Outs	$ 6,039,935
Reducing the Size of the Small Business Revolving Loan Fund	$ 1,000,000
	$ 18,443,973

Please contact me at 554-6515 with any questions or concerns.

Sincerely,

Kate Howard

Kate Howard
Mayor's Budget Director

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

Attachment 1

FY 2012-13 and FY 2013-14 Technical Adjustment #2

GFS	Dept	Div	Prog	FundStr	Index	Proj	Grant	Char	Obj	Sobj	BY Change	BY Savings/(Cost)	BY+1 Change	BY+1 Savings/(Cost)
Self Supporting	DSS	DSSHS	CGU	2SHWFGNC	45CCSFFN		SSSFFN14	750	782	78201	15,000	15,000	(15,000)	(15,000)
Self Supporting	DSS	DSSHS	CGU	2SHWFGNC	45CCSFFN		SSSFFN14	036	036	03621	15,000	(15,000)	(15,000)	15,000
Self Supporting	CFC	CFC01	CFC	2SCFCGPC	641216	PCIPRH01	CIPPOP12	450	454	45417	(80,004)	(80,004)	(83,270)	(83,270)
Self Supporting	ADM	ADM24	FFJ	6ICSFCSF	701001			040	040	04000	(105,920)	105,920	(105,920)	105,920
Self Supporting	ADM	ADM24	FFJ	6ICSFCSF	701001			086	086	08699	105,920	(105,920)	105,920	(105,920)
Self Supporting	AIR	AIR02	BG2	5AAAAAAA	AIRACCTNG			021	052	05211	(6,222,320)	6,222,320	(6,323,265)	6,323,265
GFS	AIR	AIR02	BG2	5AAAAAAA	AIRPROPERTY			021	027	02703	1,800,000	(1,800,000)	1,800,000	(1,800,000)
Self Supporting	POL	POL05	ACP	1GAGFWOF	385076			086	086	086PK	200,000	(200,000)	200,000	(200,000)
Self Supporting	PUC	PUC04	BCU	5WPUCOPF	400558	N/A	N/A	81	81	081MR	27,784	(27,784)	-	-
Self Supporting	CPC	CPC01	FAH	2SNDFMOC	290021	PGEMOC00		06P	06P	06P00	170,000	(170,000)	-	-
Self Supporting	CPC	CPC01	FAH	2SNDFMOC	290021	PGEMOC00		750	754	75415	170,000	170,000	-	-
Self Supporting	CPC	CPC01	FAH	2SNDFENH	290023	PGEENI00		06P	06P	06P00	40,000	(40,000)	-	-
Self Supporting	CPC	CPC01	FAH	2SNDFENH	290023	PGEENI00		750	754	75415	(2,231,850)	(2,231,850)	-	-
Self Supporting	CPC	CPC01	FAH	2SNDFENH	290023	CRPENH1FPK		060	067	06700	(2,271,850)	(2,271,850)	-	-
Self Supporting	LIB	LIB01	EIB	2SLIBNPR	415034			081	081	081H9	469	(469)	964	(964)
Self Supporting	LIB	LIB01	EEG	7EBEQBEQ	410177		LBARTK11	021	035	03596	74,422	(74,422)	-	-
NGFS	REC	16	03	2S-NDF-ENH	REC2SNDFENH	CRPENH/1FPK	LBARTK11	750	781	78101	74,422	74,422	-	-
NGFS	REC	16	03	2S-NDF-ENH	REC2SNDFENH	CRPENH/1FPK				06700	1,000,000	(1,000,000)	1,420,000	(1,420,000)
GFS	DPH	DPHGH	D1H	5HAAAAAA	HGH-UCSFWO					75415	1,000,000	1,000,000	1,420,000	1,420,000
GFS	DPH	DPHJH	DMF	1GAGFAAA	HJAILHLTH-GF			750	753	75320	(73,337)	(73,337)	-	
GFS	DPH	DPHHH	DHH	1GAGFAAA	HCHAPHOMEHGF			750	753	75320	(29,210)	(29,210)	-	
GFS	DPH	DPHPC	DHP	1GAGFAAA	HCHAPCARE003			750	753	75320	(38,584)	(38,584)	-	
GFS	DPH	DPHPC	DHP	1GAGFAAA	HCHAPCARE004			750	753	75320	(22,710)	(22,710)	-	
GFS	DPH	DPHPC	DHP	1GAGFAAA	HCHAPTWCCOE1			750	753	75320	(125,698)	(125,698)	-	
GFS	DPH	DPHPC	DHP	1GAGFAAA	HCHAPMISC-WO			750	753	75320	(79,663)	(79,663)	-	
Self Supporting	DPH	DPHPC	DHP	1GAGFAAA	HCHAPSEHCEIP			750	753	75320	(28,430)	(28,430)	-	
Self Supporting	DPH	DPHPH	DPC	2SCHSGNC	HCHIVHSVCSGR		HCPD131300	013	019	01901	(43,389)	(43,389)	-	
Self Supporting	DPH	DPHPH	DPC	2SCHSGNC	HCHIVHSVCSGR		HCPD131301	013	019	01901	(21,598)	21,598	-	-
Self Supporting	DPH	DPHPH	DPC	2SCHSGNC	HCHIVHSVCSGR		HCPD131301	021	027	02789	21,598	(21,598)	-	-
Self Supporting	DPH	DPHPH	DPC	2SCHSGNC	HCHIVHSVCSGR		HCPD131302	021	027	02790	322,548	(322,548)	-	-
Self Supporting	DPH	DPHPH	DPC	2SCHSGNC	HCHIVHSVCSGR		HCPD131303	021	027	02790	(303,718)	303,718	-	-
Self Supporting	DPH	DPHPH	DPC	2SCHSGNC	HCHIVHSVCSGR		HCPD131306	021	027	02789	(29,207)	29,207	-	-
Self Supporting	DPH	DPHPH	DPC	2SCHSGNC	HCHIVHSVCSGR		HCPD131307	021	027	02790	215,869	(215,869)	-	-
GFS	DPH	DPHPH	DPC	1GAGFAAA	HCHIVHSVCSGF		HCPD131310	040	040	04000	(108,093)	108,093	-	-
GFS	DPH	DPHPH	DSP	1GAGFAAA	HCHSHHOUSGGF			021	027	02789	(54,785)	54,785	-	-
GFS	REG	REGAA	FCH	1GAGFAAA	805002			021	027	02789	(322,548)	322,548	-	-
GFS	REG	REGAA	FCH	1GAGFAAA	805002		NonPosition: Equipment	060	060	06000	(215,869)	215,869	-	-
GFS	REG	REGAA	FCH	1GAGFAAA	805002		NonPosition: Equipment	060	060	06000	(2,362)	2,362	-	-
GFS	DSS	DSSAM	CAO	1GAGFAAA	45ADREVS		NonPosition: Equipment	060	064	06400	(3,284)	3,284	-	-
GFS	DSS	DSSAM	CAO	1GAGFAAA	45ADREVS			450	0	45201	35,483	(35,483)	70,142	(70,142)
GFS	GEN	GENAA	FCZ	1GAGFAAA	975007			450	0	45512	(25,642,191)	(25,642,191)	(25,515,128)	(25,515,128)
								021	0	05244	25,642,191	25,642,191	25,515,128	25,515,128
											7,532	(7,532)	7,532	(7,532)

Non-Position

GFS	Dept	Div	Prog	FundStr	Index	Proj	Grant	Char	Obj	Sobj	BY Change	BY Savings/(Cost)	BY+1 Change	BY+1 Savings/(Cost)
Self Supporting	DAT	DAT01	AIE	2SPPFGNC	041304	041304	DASBOC13	013	019	01901	-	-	(165,040)	165,040
Self Supporting	DAT	DAT01	AIE	2SPPFGNC	041313	041313	DAVIWI13	013	019	01901	-	-	(128,185)	128,185
GFS	UNA			1GAGFAAA	*CON1GAGFAAA			098	098	098S1	110,813	(110,813)	2,311,556	(2,311,556)

Non-Position

GFS	Dept	Div	Prog	FundStr	Index	Proj	Grant	Class	Emp Org Code	BY Change FTE	BY Change Amt	BY Savings (Cost)	BY+1 Change FTE	BY+1 Change Amt	BY+1 Savings (Cost)
Self Supporting	DPH	DPHPH	DPC	2SCHSGNC	HCHIVHSVCSGR		HCPD131305	STEPM_Z	BZM	-	1,029	(1,029)	-	-	-
Self Supporting	DPH	DPHPH	DPC	2SCHSGNC	HCHIVHSVCSGR		HCPD131305				(4,721)	4,721			-
Self Supporting	DPH	DPHPH	DPC	2SCHSGNC	HCHIVHSVCSGR		HCPD131308	2930_C	790	(0.06)	(5,230)	5,230	-	-	-
Self Supporting	DPH	DPHPH	DPC	2SCHSGNC	HCHIVHSVCSGR		HCPD131308	STEPM_Z	BZM	-	172	(172)	-	-	-
Self Supporting	DPH	DPHPH	DPC	2SCHSGNC	HCHIVHSVCSGR		HCPD131308				(2,106)	2,106			-
GFS	DPH	DPHPH	DPC	1GAGFAAA	HCHPDSTDSVGF			2587_C	790	0.17	10,687	(10,687)	-	-	-
GFS	DPH	DPHPH	DPC	1GAGFAAA	HCHPDSTDSVGF			STEPM_Z	BZM	-	(1,029)	1,029	-	-	-
GFS	DPH	DPHPH	DPC	1GAGFAAA	HCHPDSTDSVGF						4,721	(4,721)			-
GFS	DPH	DPHMH	DMM	1GAGFAAA	HMHMCC730515			2932_C	790	0.17	15,482	(15,482)	-	-	-
GFS	DPH	DPHMH	DMM	1GAGFAAA	HMHMCC730515			STEPM_Z	BZM	-	(540)	540	-	-	-
GFS	DPH	DPHMH	DMM	1GAGFAAA	HMHMCC730515						6,129	(6,129)			-
GFS	DPH	DPHMH	FAM	1GAGFAAA	HMHMCP751594			2930_C	790	0.06	5,230	(5,230)	-	-	-
GFS	DPH	DPHMH	FAM	1GAGFAAA	HMHMCP751594			STEPM_Z	BZM	-	(172)	172	-	-	-
GFS	DPH	DPHMH	FAM	1GAGFAAA	HMHMCP751594						2,106	(2,106)			-
GFS	DPH	DPHPH	DPD	1GAGFAAA	HCHPDLABORGF			9993M_Z	BZM	0.44	38,867	(38,867)	-	-	-
GFS	DPH	DPHPH	DPD	1GAGFAAA	HCHPDLABORGF						15,918	(15,918)			-
Self Supporting	DAT	DAT01	AIE	2SPPFGNC	041300	0	SFCOPS13DA	8129_C						6,845	(6,845)
Self Supporting	DAT	DAT01	AIE	2SPPFGNC	041300	0	SFCOPS13DA	8131_C						7,512	(7,512)
Self Supporting	DAT	DAT01	AIE	2SPPFGNC	041300	0	SFCOPS13DA	8133_C						89,481	(89,481)
Self Supporting	DAT	DAT01	AIE	2SPPFGNC	041300	0	SFCOPS13DA	8135_C			(100,401)	100,401		9,724	(9,724)
Self Supporting	DAT	DAT01	AIE	2SPPFGNC	041300	0	SFCOPS13DA	8177_C			(34,518)	34,518		176,343	(176,343)
Self Supporting	DAT	DAT01	AIE	2SPPFGNC	041300	0	SFCOPS13DA	9993M_Z						(163,078)	163,078
GFS	USD	USDAA	EEE	1GAGFAAA	070400	0								(7,508)	7,508
Self Supporting	DAT	DAT01	AIE	2SPPFGNC	041304	0	DASBOC13	9993M_Z						(165,040)	165,040
Self Supporting	DAT	DAT01	AIE	2SPPFGNC	041313	0	DAVIWI13	9993M_Z						(128,185)	128,185
GFS	DPH	PH	DPB	1GAGFAAA	HCHPBMASSAGF			6108_C	790	0.33	22,431	(22,431)	0.33	22,431	(22,431)
GFS	DPH	PH	DPB	1GAGFAAA	HCHPBMASSAGF			6108_C	790		10,146	(10,146)		10,146	(10,146)
GFS	DPH	PH	DPB	1GAGFAAA	HCHPBPUBSVGF			6108_C	790	(0.33)	(22,431)	22,431	(0.33)	(22,431)	22,431
GFS	DPH	PH	DPB	1GAGFAAA	HCHPBPUBSVGF			6108_C	790		(10,146)	10,146		(10,146)	10,146

Positions

Attachment 2: Amending the ASO provisions

Adding Section 1.1E to the Administrative Provisions of the Annual Salary Ordinance to read as follows:

1.1E

The Human Resources Director, with concurrence of the Controller, is authorized to adjust the Annual Salary Ordinance to reflect the conversion of temporary positions to a permanent position(s) (1) when sufficient funding is available and (2) to maintain services when elimination of temporary positions is consistent with the terms of City labor agreements.

CITY AND COUNTY OF SAN FRANCISCO OFFICE OF THE CONTROLLER

Ben Rosenfield
Controller

Monique Zmuda
Deputy Controller

MEMORANDUM

TO: Supervisor Carmen Chu, Budget Committee Chair

FROM: Ben Rosenfield, Controller
Peg Stevenson

DATE: June 25, 2012

SUBJECT: Civilianization Options in the SFPD Budget

The San Francisco Charter Section 16.123 directs the Controller and Chief of Police to identify positions in the San Francisco Police Department (SFPD) that could be filled appropriately by civilian personnel.

Table A beginning on the next page identifies 65 potential positions for civilianization. All of the listed positions were recommended in at least one of the Board of Supervisors' prior annual budget reviews of civilianization, or were recommended by the 2008 Police Effectiveness Review study, or they were recommended by the current or former Chief of Police. This table represents both the SFPD's current preferred hiring strategy and civilianization recommendations from prior analyses.

As the table shows, the great majority of these positions have already been included in the Mayor's Budget proposal in one of the next two fiscal years. Those line items where there are positions that proposed for civilianization but not included in the Mayor's budget are highlighted in bold.

SFPD has confirmed that the positions in this table allow for the reassignment of uniformed officers to positions requiring public safety classifications. The positions generally meet the requirements of Charter Section 16.123 wherein the City can reduce the Police staffing requirement of 1,971 officers. The column on the right now notes where the SFPD does not anticipate being able to civilianize the position unless and until an officer now filling that role in a "light duty" capacity can be transitioned.

Table B and the accompanying chart summarizes the historical growth of civilian positions from FY2004-05 to BY2013-2014. As shown, budgeted positions increased each year except for a drop in FY2009-2010. Actual spending increased beginning in FY2007-08. Over the period from 2004-05 to now budgeted positions increased by approximately 85 FTEs and actual spending by approximately 77 FTEs.

TABLE A - CIVILIANIZATION OPTIONS IN THE SFPD BUDGET FY13 AND FY14

SFPD Unit	Number of positions	Classification No.	Classification Title	Mayor's Budget Proposal	Light Duty Asssignment
Permits	1	0922	Manager I	FY14	
Technology	3	1023	Information Services Admin.	FY13	
Behavioral Science	**1**	**1406**	**Senior Clerk**	**not proposed**	**Yes**
Permits	1	1408	Principal Clerk	FY14	Yes
Police Law Enforcement Services	**2**	**1408**	**Principal Clerk**	**1 in FY13, 1 in FY14**	**Yes - 1 of 2 FTEs**
Academy	1	1766	Media Production Technician	FY13	
Crime Scene Investigation	1	1770	Photographer	FY13	
Compstat	**13**	**1822**	**Administrative Analyst**	**5 in FY13, 5 in FY14**	
Compstat	1	1823	Senior Administrative Analyst	FY14	
Police Law Enforcement Services	1	1823	Senior Administrative Analyst	FY13	
Academy	1	1842	Management Assistant	FY13	
Alcohol Liaison Unit	2	1842	Management Assistant	FY14	
Records Management - Professional Standards	1	1842	Management Assistant	FY14	
Records Management - Contracts	**1**	**1844**	**Senior Management Assistant**	**not proposed**	**Yes**
Special Operations	1	1844	Senior Management Assistant	FY14	
Property	2	1934	Storekeeper	FY14	
Facilities	**11**	**1942**	**Assistant Materials Coordinator**	**10 in FY14**	**Yes - 1 FTE**

TABLE A - CIVILIANIZATION OPTIONS IN THE SFPD BUDGET FY13 AND FY14

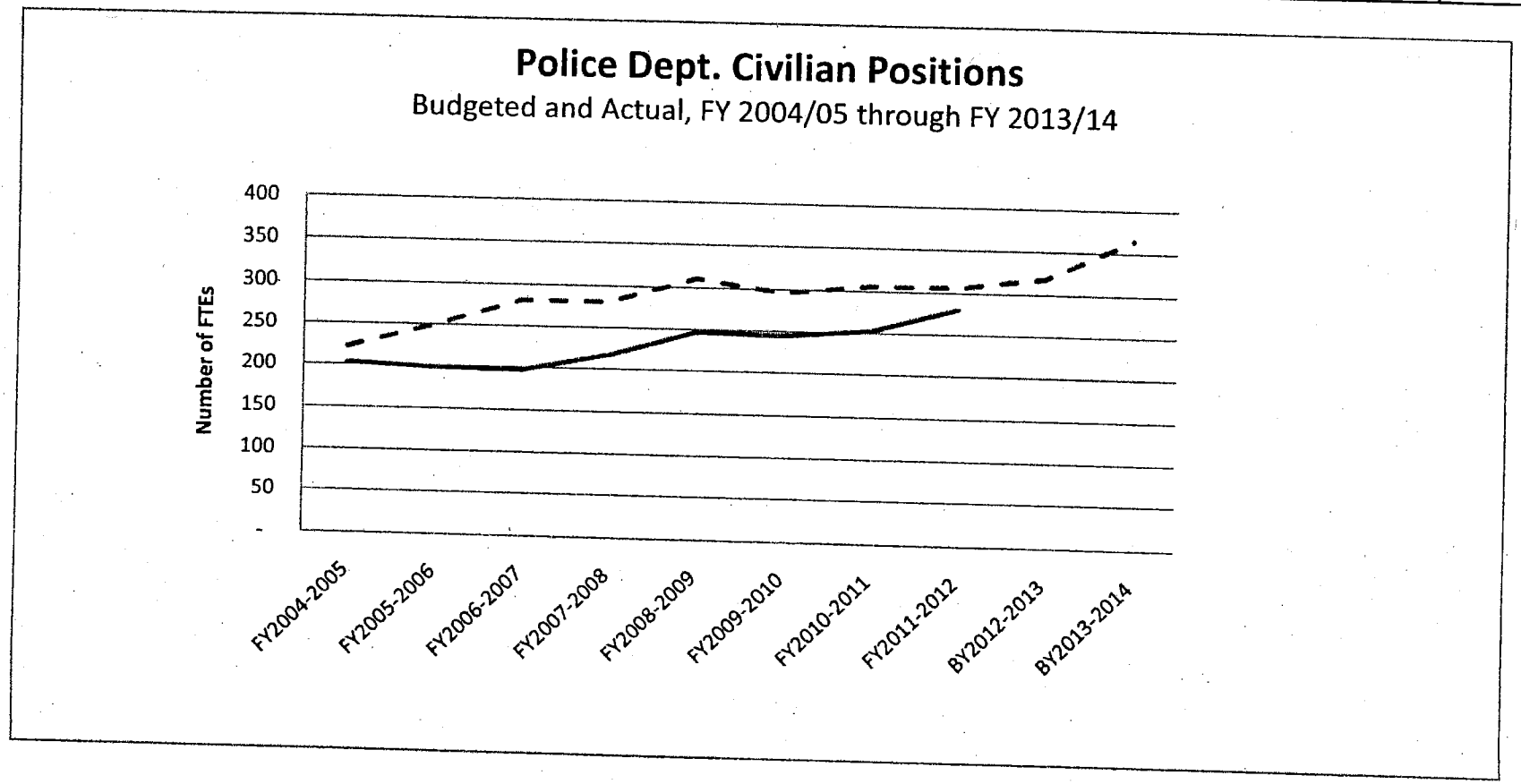
SFPD Unit	Number of positions	Classification No.	Classification Title	Mayor's Budget Proposal	Light Duty Asssignment
Permits/Property	**1**	**1944**	**Materials Coordinator**	**not proposed**	Yes
Crime Scene Investigation	1	5322	Graphic Artist	FY13	
Fleet and Tactical	2	7410	Automotive Services Worker	FY14	
Records Management - Contracts	1	8108	Senior Process Clerk	FY14	
Records Management -	2	8173	Legal Assistant	FY13	
Academy	1	8259	Fire Arm Specialist	FY13 (to be 8252)	
Crime Scene Investigation	1	8259	Criminalist	FY13 (as 8260)	
Crime Scene Investigation	1	8260	Criminalist II	FY13	
Operations Center and HSU	**10**	**9209**	**Community Police Service Aides**	**2 in FY14**	Yes - 8 FTEs
Academy	1	9772	Community Development Specialist	FY14	
Total	**65**				

Additional Civilian Positions Included in Mayor's Budget					
Crime Lab Director	1	0933	Manager V	FY13	
Mounted Unit	1	3310	Stable Attendant	FY14	
Total	**2**				

TABLE B -- CIVILIAN POSITIONS BUDGET AND ACTUAL CHANGE FROM FY2004/05

	FY2004-2005	FY2005-2006	FY2006-2007	FY2007-2008	FY2008-2009	FY2009-2010	FY2010-2011	FY2011-2012	BY2012-2013	BY2013-2014
Budget	**222**	**250**	**281**	**281**	**310**	**296**	**306**	**306**	**318**	**365**
Actual	**203**	**198**	**197**	**217**	**246**	**245**	**252**	**280**		
Budget vs Actual	*19*	*51*	*84*	*64*	*64*	*51*	*54*	*26*		
Budget Increase		*28*	*32*	*0*	*29*	*(15)*	*11*	*0*	*12*	*47*
Actual Increase		*(4)*	*(1)*	*20*	*29*	*(2)*	*8*	*28*		

Total Change from FY2004-05			FY2011-2012	BY2012-2013	BY2013-2014
Budget			**85**	**96**	**143**
Actual			**77**		



OFFICE OF THE MAYOR
SAN FRANCISCO

EDWIN M. LEE
MAYOR

June 18, 2012

Supervisor Carmen Chu
Chair, Budget and Finance Committee
Board of Supervisors, City and County of San Francisco
City Hall, 1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

Re: Technical adjustments to the Mayor's Proposed Budget

Supervisor Chu:

Per Charter Section 9.101, I am submitting the attached technical adjustments to the Mayor's Proposed Budget for FY 2012-13 and FY 2013-14. Significant changes include:

- Correctly balancing workorders in a number of departments including the Public Utilities Commission, Department of Human Resources Workers Compensation, Department of Public Works, and the City Attorney;
- Correcting project codes to allow for improved tracking by the Capital Planning Committee;
- Correcting the Local Operating Subsidy Program for supportive housing to reflect updated expenditure projections;
- Correctly reflect the use of previously accumulated impact fees to support approved capital spending;
- Reduce attrition at the Human Rights Commission to accurately reflect the current staffing level of the department positions post transfer of function; and
- Correcting entries related to the downward substitution of positions in the Sherriff's department.

Note that these technical adjustments result in no additional costs in FY 2012-13 and costs of $90,807 in FY 2013-14 which will be funded by the Technical adjustment reserve. The attached tables detail these changes. The figures may change slightly once they are entered into the budget system.

Please contact me at 554-6515 with any questions or concerns.

Sincerely,

Kate Howard
Mayor's Budget Director

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

FY 2012-13 and FY 2013-14 Technical Adjustment #1

GFS	Dept	Div	Prog	FundStr	Index	Proj	Grant	Char	Obj	Sobj	BY Change	BY Savings/(Cost)	BY+1 Change	BY+1 Savings/(Cost)
Self Supporting	ENV	ENV01	CIG	2SPWFSWN	220005			081	081	081WG	190,856	(190,856)	95,428	95,428
Self Supporting	ENV	ENV01	CIG	2SPWFSWN	220005			600	601	60148	190,856	190,856	95,428	95,428
Self Supporting	ENV	ENV01	CIP	2SENVGNC	220162		EVPGEB10	021	027	02799	125,000	(125,000)	-	-
Self Supporting	ENV	ENV01	CIP	2SENVGNC	220162		EVPGEB10	001	001	00101	75,000	(75,000)	-	-
Self Supporting	ENV	ENV01	CIP	2SENVGNC	220162		EVPGEB10	013	013	01301	25,000	(25,000)	-	-
Self Supporting	ENV	ENV01	CIP	2SENVGNC	220162		EVPGEB10	750	799	79999	225,000	225,000	-	-
Self Supporting	ENV	ENV01	CIS	2SPWFSWP	220222	ENVNOW12		06P	06P	06P00	1,285,425	(1,285,425)	1,271,560	(1,271,560)
Self Supporting	ENV	ENV01	CIG	2SPWFSWN	220005			038	038	03801	(150,000)	150,000	-	-
Self Supporting	ENV	ENV01	CIG	2SPWFSWN	220005			086	087	087UL	150,000	(150,000)	-	-
GFS	SHF	SHF	AFP	1GAGFAAA	062420			021	027	02700	(60,000)	60,000	(60,000)	60,000
GFS	SHF	SHF	AFP	1GAGFAAA	062420			038	038	03800	60,000	(60,000)	60,000	(60,000)
GFS	MYR	MYR17	CAN	1GAGFWOF	MYRMOHLOSP			038	038	03801	111,060	(111,060)	-	-
GFS	MYR	MYR17	CAN	1GAGFWOF	MYRMOHLOSP			086	086	086HC	(117,700)	117,700	-	-
GFS	MYR	MYR17	CAN	1GAGFWOF	MYRMOHLOSP			086	086	086SS	6,640	(6,640)	-	-
GFS	MYR	MYR17	FAB	1GAGFAAA	MYR171GAAA			038	038	03801	(400,000)	400,000	-	-
GFS	MYR	MYR17	FAB	1GAGFAAP	MYR171GAAP	PMOCLS2013		038	038	03801	100,000	(100,000)	-	-
GFS	MYR	MYR17	FAB	1GAGFAAP	MYR171GAAP	PMOMDT2013		038	038	03801	300,000	(300,000)	-	-
GFS	DPW	DPWSR	BAW	1GAGFACP	PWS331GGFACP	FBRDPWFMBU99		06F	06F	06F00	(350,000)	350,000	(367,500)	367,500
GFS	DPW	DPWBR	BAW	1GAGFACP	PWB331GGFACP	FBRDPWFMBU99		06F	06F	06F00	350,000	(350,000)	367,500	(367,500)
GFS	DPW	DPWSE	BAZ	1GAGFAAA	DPW782003			086	086	086AD	303,972	(303,972)	328,883	(328,883)
GFS	DPW	DPWUF	BAW	1GAGFACP	PWF331GGFACP	CUFTRNTRBU99		060	06R	06R00	(303,972)	303,972	(328,883)	328,883
GFS	DPW	DPWSE	BAZ	1GAGFAAA	DPW782003			086	086	086EV	13,100	(13,100)	13,100	(13,100)
GFS	DPW	DPWSE	BAZ	1GAGFAAA	DPW782003			081	081	081DA	(20,107)	20,107	(20,107)	20,107
Self Supporting	ADM	ADM23	FER	2SNDFBBF	700023	PAD00700		081	081	081WC	(180,000)	180,000	-	-
Self Supporting	ADM	ADM23	FER	2SNDFBBF	700023	PAD00700		06P	06P	06P00	180,000	(180,000)	-	-
Self Supporting	DPH	DPHLH	DA5	5LAAAAAA	HLH448837			038	038	03801	50,000	(50,000)	-	-
Self Supporting	HRD	HRD06	FDE	2SGSFAAA	335001			021	051	05100	65,560	(65,560)	116,892	(116,892)
Self Supporting	HRD	HRD06	FDE	2SGSFAAA	335001			086	086	086PO	(231,905)	231,905	(253,849)	253,849
Self Supporting	HRD	HRD06	FDE	2SGSFAAA	335001			086	087	08799	166,345	(166,345)	136,957	(136,957)
GFS	ECD	ECD03	BIR	1GAGFACP	770316	CED01601		081	081	081CI	(75,000)	75,000	(75,000)	75,000
GFS	ECD	ECD03	BIR	1GAGFACP	770316	CED01601		081	081	081C5	75,000	(75,000)	75,000	(75,000)
GFS	CON	CON01	FEB	1GAGFACP	CONSDR	PCOSDR01		021	027	02700	35,105	(35,105)	-	-

FY 2012-13 and FY 2013-14 Technical Adjustment #1

GFS	Dept	Div	Prog	FundStr	Index	Proj	Grant	Char	Obj	Sobj	BY Change	BY Savings/(Cost)	BY+1 Change	BY+1 Savings/(Cost)
Self Supporting	CSS	CSS01	CAF	2SCSSANP	170018			086	086	086BE	210,681	(210,681)	218,023	(218,023)
Self Supporting	CSS	CSS02	CAF	2SCSSANP	170019			087	087	087BE	(210,681)	210,681	(218,023)	218,023
GFS	ECN	ECN01	BL1	1GAGFAAP	210043	PBE008		081	081	081CH	99,751	(99,751)	101,797	(101,797)
GFS	ECN	ECN01	BL1	1GAGFAAP	210043	PBE008		038	038	03801	(99,751)	99,751	(101,797)	101,797
Self Supporting	CFC	CFC01	CFC	2SCFCGPC	641216	PCIPRH01	CISCSP_13	450	454	45417	(20,649)	(20,649)	-	-
Self Supporting	HRD	HRD06	FDE	2SGSFAAA	335001			086	086	086FC	51,466	(51,466)	51,466	(51,466)
Self Supporting	HRD	HRD06	FDE	2SGSFAAA	335001			086	086	086PC	56,072	(56,072)	56,072	(56,072)
Self Supporting	HRD	HRD06	FDE	2SGSFAAA	335001			086	087	08799	(107,538)	107,538	(107,538)	107,538
Self Supporting	CPC	CPC01	FAH	2SNDFMOC	290021	PGEMOCSF00		750	754	75415	220,000	220,000		
Self Supporting	CPC	CPC01	FAH	2SNDFMOC		PGEMOCSF00		091			220,000	(220,000)		
GFS	DPW			1GAGFACP				910			220,000	220,000		
Self Supporting	WTR	WTR05	BDK	5WAAAAAA	471308			081	081	081UH	-	-	(30,000)	30,000
Self Supporting	WTR	WTR05	BDM	5WAAAAAA	475617			081	081	081W6	(2,504)	2,504	(2,504)	2,504
Self Supporting	HHP	HHP09	BDI	5TAAAAAA	326198			086	086	086PT	-	-	30	(30)
Self Supporting	HHP	HHP09	BDI	5TAAAAAA	326198			086	086	086AD	(265,830)	265,830	(322,896)	322,896
GFS	ADM	ADM24	FFH	1GAGFAAA	705033			081	081	081UL	165,925	(165,925)	213,672	(213,672)
GFS	ADM	ADM24	FFH	1GAGFAAA	705033			087	087	087TC	(118,179)	118,179	(118,179)	118,179
GFS	ADM	ADM24	FFH	1GAGFAAA	705028	PRECCC00		081	081	081UL	27,238	(27,238)	54,475	(54,475)
Self Supporting	HHP	HHP09	BDI	5TAAAAAA	326198			086	086	087PW	(90,199)	90,199	(363,727)	363,727
Self Supporting	WTR	WTRAA	BDA	5WAAAAAA	UWUWZZZJ955W			095	095	0955W	(2,423,803)	2,423,803	(5,414,919)	5,414,919
Self Supporting	WTR	WTRAA	BCA	5WAAAWCF	UWUWZZZJ505W			950	950	9505W	2,423,803	(2,423,803)	5,414,919	(5,414,919)
Self Supporting	WTR	WTRAA	BDA	5WAAAWCF	*WTR5WAAAWCF			098	098	098GR	2,423,803	(2,423,803)	5,414,919	(5,414,919)
Self Supporting	HHP	HHPAA	BDA	5TAAAAAA	320000			600	687	68611	(606,698)	(606,698)	(607,008)	(607,008)
Self Supporting	HHP	HHPAA	BDA	5TAAAAAA	320000			600	687	68612	566,624	566,624	566,040	566,040
Self Supporting	HHP	HHPAA	BDA	5TAAAAAA	320000			750	799	79940	(60,260)	(60,260)	(125,326)	(125,326)
Self Supporting	CWP	CWP01	BAX	5CAAAAAA	920102			081	081	081W6	(7,700)	7,700	(7,700)	7,700
GFS	CAT	CAT01	FC2	1GAGFAAA	035004			086	087	08799	550,000	(550,000)	550,000	(550,000)
GFS	DAT	DAT01	AIE	1GAGFWOF	045019			086	086	086AP	(54,258)	54,258	(54,258)	54,258

FY 2012-13 and FY 2013-14 Technical Adjustment #1

GFS	Dept	Div	Prog	FundStr	Index	Proj	Grant	Char	Obj	Sobj	BY Change	BY Savings/(Cost)	BY+1 Change	BY+1 Savings/(Cost)
GFS	CRT	CRT06	AML	1GAGFAAA	115038			021	026	02600	(200,000)	200,000	(200,000)	200,000
GFS	CRT	CRT06	AML	1GAGFAAA	115038			021	052	05241	200,000	(200,000)	200,000	(200,000)
GFS	REG	REGAA	FCH	1GAGFAAA	805002		NonPosition: Equipment	060	064	06400	(14,839)	14,839	-	-
GFS	REG	REGAA	FCH	1GAGFAAA	805002		NonPosition: Equipment	060	064	06400	(20,644)	20,644	-	-
GFS	REG	REGAA	FCH	1GAGFAAA	805002		NonPosition: Equipment	060	060	06000	14,839	(14,839)	-	-
GFS	REG	REGAA	FCH	1GAGFAAA	805002		NonPosition: Equipment	060	060	06000	20,644	(20,644)	-	-
GFS	JUV	JUV01	ASC	1GAGFAAA	125009		NonPosition: Equipment	060	061	06100	(6,000)	6,000	-	-
GFS	JUV	JUV02	ASC	1GAGFAAA	125010		NonPosition: Equipment	060	060	06061	6,000	(6,000)	-	-
GFS	FIR	FIR20	AFC	1GAGFAAP	310090	CFC115		06F	06F	06F00	-	-	(226,522)	226,522
GFS	FIR	FIR20	AFC	1GAGFAAP	310090	FFC106		06F	06F	06F00	-	-	226,522	(226,522)
GFS	FIR	FIR99	AGE	1GAGFACP	315051	PFC00700		021	021	02100	(150,000)	150,000	-	-
GFS	FIR	FIR99	AGE	1GAGFACP	315051	PFC00700		021	027	02700	150,000	(150,000)	-	-
GFS	SHF	SHF01	AMC	1GAGFWOF	062701			086	087	087TC	(951,091)	951,091	(985,458)	985,458
Self Supporting	CFC	CFC01	CFC	2SCFCGPC	641216	PCIPRH00	CIPPOP12	038	038	03801	(71,585)	71,585	(71,585)	71,585
GFS	DSS	DSSHS	FAL	1GAGFAAA	45CCGF			038	038	03801	(263,415)	263,415	(263,415)	263,415
GFS	DSS	DSSHS	FAL	1GAGFAAA	45CCWAGESPL			038	038	03801	(275,000)	275,000	(275,000)	275,000
GFS	DSS	DSSHS	CGU	1GAGFAAA	45CCSTAGE1CB			038	038	03801	(200,000)	200,000	(200,000)	200,000
GFS	DSS	DSSHS	CGU	1GAGFAAA	45CCDCYF			036	036	03621	71,585	(71,585)	71,585	(71,585)
GFS	DSS	DSSHS	FAL	1GAGFAAA	45CCGF			036	036	03621	263,415	(263,415)	263,415	(263,415)
GFS	DSS	DSSHS	FAL	1GAGFAAA	45CCWAGESPL			036	036	03621	275,000	(275,000)	275,000	(275,000)
GFS	DSS	DSSHS	CGU	1GAGFAAA	45CCSTAGE1CB			036	036	03621	200,000	(200,000)	200,000	(200,000)
GFS	DSS	DSSHS	CGU	1GAGFAAA	45CCDCYF									
GFS	DSS	DSSAG	CIF	1GAGFAAA	45ASGF			081	081	081MR	(109,000)	109,000	(109,000)	109,000
GFS	DSS	DSSAG	CIF	1GAGFAAA	45ASAD			081	081	081HH	109,000	(109,000)	109,000	(109,000)
GFS	DSS	DSSHS	CGV	1GAGFAAA	45ESJOBS			036	036	03644	(800,000)	800,000	-	-
GFS	DSS	DSSAM	CAO	1GAGFAAA	45ADREVS			601	601	60199	(800,000)	(800,000)	-	-
Self Supporting	DSS	DSSHS	CGV	2SHWFGNC	45MDRC			036	036	03644	800,000	(800,000)	-	-
Self Supporting	DSS	DSSHS	CGV	2SHWFGNC	45MDRC			449	449	44931	800,000	800,000	-	-
Self Supporting	DSS	DSSHS	CAL	2SHWFGNC	45FCFDC		SSFDCP13	038	038	03801	625,000	(625,000)	-	-
Self Supporting	DSS	DSSHS	CAL	2SHWFGNC	45FCFDC		SSFDCP13	449	449	44939	625,000	625,000	-	-
GFS	DSS	DSSHS	CAN	1GAGFAAA	45HLHOUSE			038	038	03801	70,000	(70,000)	100,000	(100,000)

Position

FY 2012-13 and FY 2013-14 Technical Adjustment #1

GFS	Dept	Div	Prog	FundStr	Index	Proj	Grant	Char	Obj	Sobj	BY Change	BY Savings/(Cost)	BY+1 Change	BY+1 Savings/(Cost)
GFS	DSS	DSSHS	CAN	1GAGFAAA	45HLHOUSE			081	081	081MO	(6,639)	6,639	-	-
Self Supporting	DSS	DSSAS	CIF	2SSCPGNC	45ASTC		AGTCP 12	038	038	03801	(67,436)	67,436	(67,436)	67,436
Self Supporting	DSS	DSSHS	CAH	2SHWFGNC	45FSFSP2		SSFSP2 AC	038	038	03801	850,000	(850,000)	-	-
Self Supporting	DSS	DSSHS	CAH	2SHWFGNC	45FSFSP2		SSFSP2 AC	400	449	44939	850,000	850,000	-	-
Self Supporting	DSS	DSSHS	CGU	2SHWFGNC	45CCCPAC		SSCPACLP13	038	038	03801	(5,594)	5,594	-	-
Self Supporting	DSS	DSSHS	CGU	2SHWFGNC	45CCCPAC		SSCPACLP13	021	021	02100	(100)	100	-	-
Self Supporting	DSS	DSSHS	CGU	2SHWFGNC	45CCCPAC		SSCPACLP13	021	022	02200	(200)	200	-	-
Self Supporting	DSS	DSSHS	CGU	2SHWFGNC	45CCCPAC		SSCPACLP13	021	024	02401	(200)	200	-	-
Self Supporting	DSS	DSSHS	CGU	2SHWFGNC	45CCCPAC		SSCPACLP13	021	030	03031	(2,000)	2,000	-	-
Self Supporting	DSS	DSSHS	CGU	2SHWFGNC	45CCCPACG		SSCPACLP13	036	036	03621	8,094	(8,094)	-	-
Self Supporting	DSS	DSSHS	CGU	2SHWFGNC	45CCCPACG		SSCPACGR13	036	036	03621	585,606	(585,606)	-	-
Self Supporting	DSS	DSSHS	CGU	2SHWFGNC	45CCCPAC		SSCPACGR13	038	038	03801	(585,606)	585,606	-	-
Supporting	DSS	DSSHS	CGU	2SHWFGNC	45CCCPAC		SSCPACLP14	021	021	02100	-	-	(100)	100
Self Supporting	DSS	DSSHS	CGU	2SHWFGNC	45CCCPAC		SSCPACLP14	021	022	02200	-	-	(200)	200
Self Supporting	DSS	DSSHS	CGU	2SHWFGNC	45CCCPAC		SSCPACLP14	021	024	02401	-	-	(200)	200
Self Supporting	DSS	DSSHS	CGU	2SHWFGNC	45CCCPAC		SSCPACLP14	021	030	03031	-	-	(2,000)	2,000
Self Supporting	DSS	DSSHS	CGU	2SHWFGNC	45CCCPAC		SSCPACLP14	038	038	03801	-	-	(5,594)	5,594
Self Supporting	DSS	DSSHS	CGU	2SHWFGNC	45CCCPACG		SSCPACLP14	036	036	03621	-	-	8,094	(8,094)
Self Supporting	DSS	DSSHS	CGU	2SHWFGNC	45CCCPACG		SSCPACGR14	038	038	03801	-	-	(585,606)	585,606
Self Supporting	DSS	DSSHS	CGU	2SHWFGNC	45CCSFFN		SSCPACGR14	036	036	03621	-	-	585,606	(585,606)
Self Supporting	DSS	DSSHS	CGU	2SHWFGNC	45CCSFFN		SSSFFN13	038	038	03801	(15,000)	15,000	-	-
Self Supporting	DSS	DSSHS	CGU	2SHWFGNC	45CCSFFN		SSSFFN13	036	036	03621	15,000	(15,000)	-	-
Self Supporting	DSS	DSSHS	CGU	2SHWFGNC	45CCSFFN		SSSFFN14	038	038	03801	-	-	(15,000)	15,000
GFS	DSS	DSSHS	CGU	1GAGFAAA	45CCCAPP		SSSFFN14	036	036	03621	-	-	15,000	(15,000)
GFS	DSS	DSSAM	CAO	1GAGFAAA	45ADREVS			036	036	03621	(12,975)	12,975	(12,975)	12,975
								450	451	45150	(12,975)	(12,975)	(12,975)	(12,975)
Self Supporting	ADM	ADMCR	CRD	2SROFACP	702081	PADHPSP2AA		081	081	081ED	(60,000)	60,000	(60,000)	60,000
Self Supporting	ADM	ADMCR	CRD	2SROFACP	702081	PADHPSP2AA		081	081	081CA	60,000	(60,000)	60,000	(60,000)
GFS	ADM	ADM24	BK6	1GAGFWOF	705034			086	086	086CR	(60,000)	60,000	(60,000)	60,000
Supporting	ADM	ADMCR	CRD	2SROFACP	702081	PADHPSP2AA		081	081	081WE	105,680	(105,680)	105,680	(105,680)
Self Supporting	ADM	ADMCR	CRD	2SROFACP	702081	PADHPSP2AA		750	799	79994	105,680	105,680	105,730	105,730
GFS	SHF	SHF01	ASP	1GAGFAAA	062812			060	06R	06R00	(150,000)	150,000	(385,000)	385,000
GFS	SHF	SHF01	ASP	1GAGFACP	06HOJC	CSHRNW01		060	06R	06R00	150,000	(150,000)	-	-
GFS	SHF	SHF01	ASP	1GAGFACP	06HOJC	CSHRNW02		060	06R	06R00	-	-	310,000	(310,000)
GFS	SHF	SHF01	ASP	1GAGFACP	06HOJC	CSHRNW03		060	06R	06R00	-	-	75,000	(75,000)
GFS	SHF	SHF01	ASP	1GAGFACP	06HOJR	CSHROF00		060	06R	06R00	(285,000)	285,000	(447,000)	447,000
GFS	SHF	SHF01	ASP	1GAGFACP	06HOJC	CSHJFP 12		060	06R	06R00	285,000	(285,000)	-	-
GFS	SHF	SHF01	ASP	1GAGFAAP	060049	CSHJFP 5W		060	06R	06R00	-	-	447,000	(447,000)
GFS	SHF	SHF01	ASP	1GAGFAAP	062814	FSHFMP		060	067	06700	-	-	(322,000)	322,000
GFS	SHF	SHF01	ASP	1GAGFACP	067THC	CSHENH01		060	067	06700	(222,000)	222,000	-	-
GFS	SHF	SHF01	ASP	1GAGFAAP	062812			060	067	06700	222,000	(222,000)	322,000	(322,000)
GFS	SHF	SHF01	ASP	1GAGFACP	06HOJC	CSHENH02		060	067	06700	-	-	(50,000)	50,000
								060	067	06700	-	-	50,000	(50,000)

FY 2012-13 and FY 2013-14 Technical Adjustment #1

GFS	Dept	Div	Prog	FundStr	Index	Proj	Grant	Char	Obj	Sobj	BY Change	BY Savings/(Cost)	BY+1 Change	BY+1 Savings/(Cost)
GFS	SHF	SHF01	ASP	1GAGFAAP	062813			060	06R	06R00	(50,000)	50,000	-	-
GFS	SHF	SHF01	ASP	1GAGFACP	06SBJC	CSHRNW04		060	06R	06R00	50,000	(50,000)	-	-
GFS	SHF	SHF01	ASP	1GAGFAAP	062814			060	06R	06R00	(450,000)	450,000	-	-
GFS	SHF	SHF01	ASP	1GAGFACP	067THC	CSHRNW05		060	06R	06R00	450,000	(450,000)	-	-
GFS	AAM	AAM01	EEI	1GAGFAAP	620016	FAAFAC00		060	06R	06R00	-	-	(46,100)	46,100
GFS	AAM	AAM01	EEI	1GAGFAAP	620016	FAAFAC01		060	06R	06R00	-	-	46,100	(46,100)
GFS	ART	ART07	EEW	1GAGFACP	28FACILITYCP	FAR211		060	06R	06R00	-	-	(190,000)	190,000
GFS	ART	ART07	EEW	1GAGFACP	28FACILITYCP	FAR21201		060	06R	06R00	-	-	40,000	(40,000)
GFS	ART	ART07	EEW	1GAGFACP	28FACILITYCP	FAR21202		060	06R	06R00	-	-	150,000	(150,000)
GFS	FAM	FAMAA	EEC	1GAGFAAP	610063	FFA214		060	06R	06R00	(631,497)	631,497	(823,259)	823,259
GFS	FAM	FAMAA	EEC	1GAGFAAP	610063	FFA21501		060	06R	06R00	294,274	(294,274)	417,254	(417,254)
GFS	FAM	FAMAA	EEC	1GAGFAAP	610063	FFA21502		060	06R	06R00	139,423	(139,423)	-	-
GFS	FAM	FAMAA	EEC	1GAGFAAP	610063	FFA21503		060	06R	06R00	-	-	268,750	(268,750)
GFS	FAM	FAMAA	EEC	1GAGFAAP	610063	FFA21504		060	06R	06R00	-	-	137,255	(137,255)
GFS	FAM	FAMAA	EEC	1GAGFAAP	610063	FFA21505		060	06R	06R00	197,800	(197,800)	-	-
GFS	DSS	DSSAM	CAO	1GAGFACP	45ADFSS100	FSS100		060	06R	06R00	(3,084,000)	3,084,000	(70,000)	70,000
GFS	DSS	DSSAM	CAO	1GAGFACP	45ADFSS100	FSS10101		060	06R	06R00	3,000,000	(3,000,000)	-	-
GFS	DSS	DSSAM	CAO	1GAGFACP	45ADFSS100	FSS10102		060	06R	06R00	84,000	(84,000)	70,000	(70,000)
Self Supporting	ADM	ADM24	FFJ	6ICSFCSF	701001			040	040	04000	(43,027)	43,027	(56,410)	56,410
Self Supporting	ADM	ADM24	FFJ	6ICSFCSF	701001			081	081	081UL	43,027	(43,027)	56,410	(56,410)
GFS	DPH	DPHPH	DSP	1GAGFAAA	HCHSHHOUSGGF			081	081	081MO	117,700	(117,700)	-	-
Self Supporting	PRT	PRT01	BKZ	5PAAAAAA	390103			081	081	081UL	40,382	(40,382)	40,262	(40,262)
Self Supporting	PRT	PRT01	BKZ	5PAAAAAA	390103			999	999	99999B	40,382	40,382	40,262	40,262
Self Supporting	CFC	CFC01	CPH	2SCFCACP	640016	PCIPRH01		300	301	30150				
Self Supporting	CFC	CFC01	CPH	2SCFCACP	640016	PCIPRH01		999	999	99999R				
Self Supporting	CFC	CFC01	CPH	2SCFCACP	CICIPRHA201G	PCIPRH01		910	920	9201G				
Self Supporting	CHF	CHFAA	CAQ	2SCHFUSD	CHCH012A301G	PCH01200		910	930	9301G				
Self Supporting	CHF	CHFAA	CBK	2SCHFUSD	CHCHPRHA301G	PCIPRH01		910	930	9301G				
Self Supporting	CHF	CHFAA	FAL	2SCHFUSD	235097	PCH007		038	038	03801				
Self Supporting	REC	35	ECY	2SCRFRPN	RECYACHTEAST					62672	(339,350)	(339,350)	(324,350)	(324,350)
Self Supporting	REC	35	ECY	2SCRFRPN	RECYACHTWEST					62673	1,121,000	1,121,000	1,751,000	1,751,000
Self Supporting	REC	35	ECY	2SCRFRPN	RECYACHTNP					098GR	0	-	200,000	(200,000)
Self Supporting	REC	REC35	ECY	2SCRFRPN	RECYACHTNP			999	999	99999B	(781,650)	(781,650)	(1,226,650)	(1,226,650)
GFS	REC	33	EAP	1GAGFWOF	RECUFWO					03500	(50,000)		(50,000)	
GFS	REC	33	EAP	1GAGFWOF	RECUFWO					086UW	50,000		50,000	
Self Supporting	WTR	WTR03	BDK	5WAAAAAA	477302			081	081	081RP	(50,000)	50,000	(50,000)	50,000
GFS	REC	16	ECS	1GAGFACP	REC367656	CRPLMB01				06700	800,000	(800,000)	-	-
GFS	REC	16	ECS	1GAGFACP	REC367656	CRPLPG01				06700	250,000	(250,000)	-	-
GFS	REC	16	ECS	1GAGFACP	REC367656	CRPGBK01				06700	100,000	(100,000)		
GFS	REC	REC16	ECS	1GAGFACP	CRPNPS01			060	067	06700	(900,000)	900,000		
GFS	REC	REC17	ECS	1GAGFACP	CRPNPG01			060	067	06700	(250,000)	250,000		

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GFS	Dept	Div	Prog	FundStr	Index	Proj	Grant	Char	Obj	Sobj	BY Change	BY Savings/(Cost)	BY+1 Change	BY+1 Savings/(Cost)
Self Supporting	DPW	EN	BAA	3CSIF06A	PWE333CIF06A	CPWBLDSS49BU		060	067	06700	34,700	(34,700)	-	-
Self Supporting	DPW	EN	BAA	3CSIF06B	PWE333CIF06B	CPWBLDSS49BU		060	067	06700	149,546	(149,546)	-	-
Self Supporting	DPW	EN	BAA	3CSIF06B	PWE333CIF06B	CPWBLDSS49BU		060	067	06700	71,292	(71,292)	-	-
Self Supporting	DPW	EN	BAA	3CSIF06A	PWE333CIF06A	CPWBLDSS49BU		301	301	30150	34,700	34,700	-	-
Self Supporting	DPW	EN	BAA	3CSIF06B	PWE333CIF06B	CPWBLDSS49BU		999	999	99999B	149,546	149,546	-	-
Self Supporting	DPW	EN	BAA	3CSIF06B	PWE333CIF06B	CPWBLDSS49BU		301	301	30150	71,292	71,292	-	-
GFS	DPW	DPWEN	BAW	1GAGFACP	PWE331GGFACP	CPWBLDSS49BU		060	067	06700	(255,538)	255,538	-	-
GFS	DPW	DPWEN	BAW	1GAGFACP	PWE331GGFACP	PUFOFAVRBU99		06F	06F	06F00	-	-	(99,225)	99,225
GFS	SHF	SHF01	ASP	1GAGFAAA	062822			081	081	081C5	(50,000)	50,000	(50,000)	50,000
GFS	SHF	SHF01	ASP	1GAGFAAA	062820			021	027	02700	50,000	(50,000)	50,000	(50,000)

FY 2012-13 and FY 2013-14 Technical Adjustement #1

GFS	Dept	Div	Prog	FundStr	Index	Proj	Grant	Class	Ret	Status	Action	Ref	Char	BY Change FTE	BY Change Amt	BY Savings (Cost)	BY+1 Change FTE	BY+1 Change Amt	BY+1 Savings (Cost)
								9993M_Z	Z	A			001	2.09	199,526	(199,526)	2.09	213,391	(213,391)
Self Supporting	ENV	ENV01	CIS	2SPWFSWP	220222	ENVNOW12		TEMPM_E	E	A			001	(16.72)	(1,484,951)	1,484,951	(16.73)	(1,484,951)	1,484,951
Self Supporting	ENV	ENV01	CIS	2SPWFSWP	220222	ENVNOW12		1246_C	C	A	N		001	(1.00)	(161,659)	161,659	(1.00)	(168,594)	168,594
GFS	ADP	ADP01	ASH	1GAGFAAA	135005			1823_C	C	A	N		001	0.77	103,309	(103,309)	1.00	140,000	(140,000)
GFS	ADP	ADP01	ASH	1GAGFAAA	135005			1823_C	C	A	S	APD03	001	(1.00)	(134,167)	134,167	(1.00)	(140,000)	140,000
GFS	ADP	ADP01	ASH	1GAGFAAA	135005			1246_C	C	A	S	APD03	001	1.00	161,659	(161,659)	1.00	168,594	(168,594)
GFS	ADP	ADP01	ASH	1GAGFAAA	135005			9995M_Z	Z	A				(3.00)	-	-	(3.00)	-	-
GFS	HRD	HRD01	FCW	1GAGFAAA	335007			0931_C		O	D			1.00	-	-	1.00	-	-
Self Supporting	ECD	ECD08	BIV	2SPPFHLS	771016		IECG1010ED	8603_C		G	N			(1.00)	(139,005)	139,005	(1.00)	(145,048)	145,048
Self Supporting	ECD	ECD08	BIV	2SPPFHLS	771012		UASI1010SF	0931_C		O	S	EM6		(1.00)	-	-	(1.00)	-	-
Self Supporting	ECD	ECD08	BIV	2SPPFHLS	771016		IECG1010ED	8603_C		G	S	EM6		1.00	139,005	(139,005)	1.00	145,048	(145,048)
Self Supporting	ECD	ECD08	BIV	2SPPFHLS	771016		IECG1010ED	8603_C		G	R	EM6		(1.00)	(139,005)	139,005	(1.00)	(145,048)	145,048
Self Supporting	ECD	ECD08	BIV	2SPPFHLS	771016		IECG1010ED	8603_C		G	R	EM6		1.00	139,005	(139,005)	1.00	145,048	(145,048)
Self Supporting	ECD	ECD08	BIV	2SPPFHLS	771012		UASI1010SF	8603_C		G	R	EM6		(0.23)	(35,106)	35,106	-	-	-
Self Supporting	ECD	ECD08	BIV	2SPPFHLS	771012			1824_C		A	N			2.68	344,375	(344,375)	2.38	317,711	(317,711)
GFS	CON	CON01	FEB	1GAGFACP	CONSDR	PCOSDR01		9993M_Z	Z	A					-	-	0.45	33,883	(33,883)
GFS	HRC	HRC01	CAD	1GAGFAAA	345003		CHCPAC13LPC	1842_C	C	G	R	CHF17	001	-	-	-	(0.45)	(34,321)	34,321
Self Supporting	CHF	CHFAA	CAQ	2SCHFGNC	235090		CHCPAC14LPC	1842_C	C	G	R	CHF13	001	-	-	-	-	-	-
Self Supporting	CHF	CHFAA	CAQ	2SCHFGNC	235090			5241_C	C	O	D		001	(1.00)	-	-	-	-	-
Self Supporting	PRT	PRTAA	BKY	5PAAAACP	392601	CPO76910		6318_C	C	O	D		001	(1.00)	-	-	-	-	-
Self Supporting	PRT	PRTAA	BKY	5PAAAACP	392601	CPO76910		R030_E	E	A	R	SBH02	001	(1.00)	(86,322)	86,322	(1.00)	(86,322)	-
Self Supporting	PRT	PRT03	BKD	5PSBHAAP	393003	PPO1030101		R740_E	E	A	R	SBH01	001	(1.00)	(111,066)	111,066	(1.00)	(111,066)	-
Self Supporting	PRT	PRT03	BKD	5PSBHAAP	393003	PPO1030101		R840_E	E	A	R	SBH03	001	(3.00)	(177,918)	177,918	(3.00)	(177,918)	-
Self Supporting	PRT	PRT03	BKD	5PSBHAAP	393003	PPO1030101		R865_E	E	A	R	SBH04	001	(1.60)	(80,929)	80,929	(1.60)	(80,929)	-
Self Supporting	PRT	PRT03	BKD	5PSBHAAP	393003	PPO1030101		R890_E	E	A	R	SBH05	001	(2.00)	(97,047)	97,047	(2.00)	(97,047)	-
Self Supporting	PRT	PRT03	BKD	5PSBHAAP	393003	PPO1030101		R030_E	E	A	N	SBH02	001	1.00	86,322	(86,322)	1.00	86,322	-
Self Supporting	PRT	PRT03	BKD	5PSBHAAP	393003	PPO1030101		R740_E	E	A	N	SBH01	001	1.00	111,066	(111,066)	1.00	111,066	-
Self Supporting	PRT	PRT03	BKD	5PSBHAAP	393003	PPO1030101		R840_E	E	A	N	SBH03	001	3.00	177,918	(177,918)	3.00	177,918	-
Self Supporting	PRT	PRT03	BKD	5PSBHAAP	393003	PPO1030101		R865_E	E	A	N	SBH04	001	1.60	80,929	(80,929)	1.60	80,929	-
Self Supporting	PRT	PRT03	BKD	5PSBHAAP	393003	PPO1030101		R890_E	E	A	N	SBH05	001	2.00	97,047	(97,047)	2.00	97,047	-
Self Supporting	CFC	CFC01	CFC	2SCFCGPC	641216	PCIPRH01	CISCSP_13	9774_C	C	G	N		001	(0.23)	(20,649)	20,649	-	-	-
Self Supporting	CFC	CFC01	CFC	2SCFCGPC	641216	PCIPRH01	CIPPOP12	9774_C	C	G			001						
Self Supporting	DSS	DSSAG	CIF	2SSCPGNC	45ASTC		AGTCP 12	1823_C	C	G	N		001	0.50	47,827	(47,827)	0.50	47,827	(47,827)
GFS	ADM	ADM24	FFQ	1GAGFWOF	700172			2992_C	C	A	S	RCT16TA	001/013	1.00	130,710	(130,710)	1.00	136,393	(136,393)
GFS	ADM	ADM24	FFQ	1GAGFWOF	700172			2996_C	C	A	S	RCT16TA	001/013	(1.00)	(125,943)	125,943	(1.00)	(125,240)	125,240
Self Supporting	HHP	HHP09	BDI	5TAAAAAA	326198	N/A	N/A	7318_C	C	A	S	UHI	001/013	(1.00)	(101,088)	101,088	(1.00)	(101,088)	101,088
Self Supporting	HHP	HHP09	BDI	5TAAAAAA	326198	N/A	N/A	7345_C	C	A	S	UHI	001/013	1.00	91,335	(91,335)	1.00	91,335	(91,335)
GFS	JUV	JUV02	AKE	1GAGFAAA	125007			8340_S	S	A	T	JV17	001/01	(1.00)	(121,676)	121,676	(1.00)	(124,865)	124,865
GFS	JUV	JUV02	AKE	1GAGFAAA	125007			0922_C	C	A	T	JV17	001/01	1.00	156,930	(156,930)	1.00	163,330	(163,330)
GFS	DAT	DAT01	AIE	1GAGFWOF	045019			9993M_Z	Z	A			001/013					54,258	(54,258)
Self Supporting	DAT	DAT01	AIE	2SPPFGNC	041313		DAVIWI13	8129_C	C	G	R	DR9	001/01	(1.00)	(102,289)	102,289	-	-	-
Self Supporting	DAT	DAT01	AIE	2SPPFGNC	041313		DAVIWI13	9993M_Z	Z	A						-	-	2,846,667	(2,846,667)
GFS	FIR	FIR08	AEC	1GAGFAAA	315014			9993U_Z	Z	A			001/013	-	-	-	-	(3,289,405)	3,289,405
GFS	FIR	FIR08	AEC	1GAGFAAA	315014			OVERU_X	X	A			001/013	-	-	-	-	442,738	(442,738)
GFS	FIR	FIR08	AEC	1GAGFAAA	315014			PREMU_X	X	A			001/013	-	-	-	-	-	-
GFS	SHF	SHF01	AMC	1GAGFWOF	062702			8306_S	S	A	S	SHF127	001	7.00	951,091	(951,091)	7.00	985,458	(985,458)
GFS	SHF	SHF01	AFC	1GAGFAAA	062CJ5			8306_S	S	A		SHF127	001	(1.00)	(135,870)	135,870	(1.00)	(138,608)	138,608

FY 2012-13 and FY 2013-14 Technical Adjustement #1

GFS	Dept	Div	Prog	FundStr	Index	Proj	Grant	Class	Ret	Status	Action	Ref	Char	BY Change FTE	BY Change Amt	BY Savings (Cost)	BY+1 Change FTE	BY+1 Change Amt	BY+1 Savings (Cost)
GFS	SHF	SHF01	AFC	1GAGFAAA	062CJ1			8306_S	S	A		SHF127	001	(1.00)	(135,870)	135,870	(1.00)	(138,608)	138,608
GFS	SHF	SHF01	AFC	1GAGFAAA	062CJ4			8306_S	S	A		SHF127	001	(1.00)	(135,870)	135,870	(1.00)	(138,608)	138,608
GFS	SHF	SHF01	AFC	1GAGFAAA	062CLS			8306_S	S	A		SHF127	001	(1.00)	(135,870)	135,870	(1.00)	(138,609)	138,609
GFS	SHF	SHF01	AFC	1GAGFAAA	062201			8306_S	S	A		SHF127	001	(1.00)	(135,870)	135,870	(1.00)	(138,608)	138,608
GFS	SHF	SHF01	AFC	1GAGFAAA	062510			8306_S	S	A		SHF127	001	(2.00)	(271,740)	271,740	(2.00)	(277,217)	277,217
GFS	SHF	SHF01	AFC	1GAGFAAA	062100			9993U_Z	Z	A			001/013		274,053	(274,053)		-	-

516

Position

OFFICE OF THE MAYOR
SAN FRANCISCO

EDWIN M. LEE
MAYOR

June 12, 2012

To: Honorable Members of the Board of Supervisors' Budget and Finance Committee
Angela Calvillo, Clerk of the Board of Supervisors
Harvey Rose, Board of Supervisors' Budget Analyst

From: Kate Howard, Mayor's Budget Director

Re: Interim Exceptions to the Annual Salary Ordinance

I herein present exceptions to the Interim Annual Salary Ordinance (ASO) for consideration by the Budget and Finance Committee of the Board of Supervisors. The City's standard practice is to budget new positions at 0.77 FTE. Where there is justification for expedited hiring, however, the Board may authorize exceptions to the Interim ASO, which allow new positions to be filled in the first quarter of the fiscal year, prior to final adoption of the budget. Exceptions are being requested for the following positions:

Redevelopment Related Positions (53.60 FTE)

- **Office of the City Administrator (35.00 FTE).** The City Administrator's Office is adding 35 positions due to the increase in work associated with the transition of the former Redevelopment Agency to the City and County of San Francisco. This includes one 0932 Manager IV, one 0933 Manager V, one 0953 Deputy Director III, three R030 Management Assistant III positions, three R035 Management Assistant II positions, two R535 Development Services Managers, two R550 Senior Project Managers, one R565 Senior Civil Engineer, one R585 Contract Compliance Supervisor, one R586 Contract Compliance Specialist III, three R590 Project Managers, two R615 Development Specialists, one R630 Senior Financial Analyst, one R635 Architect, one R640 Contract Compliance Specialist II, one R695 Accountant III, one R720 Senior Programmer Analyst, one R730 Associate Planner, one R775 Accountant II, one R855 Records Specialist II, two R880 Records Specialist I positions, one R930 Staff Associate V, one R970 Accounting Supervisor, and two R990 Assistant Project Managers.

- **The Mayor's Office of Housing (10.00 FTE).** The Mayor's Office of Housing is adding ten positions due to the increase in work associated with the transition of the former Redevelopment Agency (RDA) to the City and County of San Francisco. These interim exceptions are needed to transition former RDA employees to the Mayor's Office of Housing to continue implementing housing obligations and responsibilities. The positions include one 1657 Accountant, one 5502 Project Manager I, one R035 Management Assistant II, one R590 Project Manager, three R615 Development Specialists, one R670 Financial Systems Accountant, one R705 Assistant Development Specialist, and one R895 Office Assistant I.

- **Port (8.60 FTE).** The Port is adding ten positions due to the increase in work associated with the transition of the former Redevelopment Agency (RDA) to the City and County of San

Francisco. The Port is absorbing one R030 Management Assistant III, one R740 Harbormaster, three R840 Harbor Attendants, two 80%-time R865 Harbor Office assistants, and two R890 Harbor Security Officers from the Redevelopment Agency for the maintenance and management of South Beach Harbor.

- In addition there are several departments (listed below) that are requesting additional positions due to increased work related to the City taking on the functions of the former SFRA, including the City Attorney's Office (3.0 FTE), the Treasurer Tax Collector (1.0 FTE), and the City Administrator (1.0 FTE).

General Fund Positions (73.00 FTE)

- **Art Commission (2.50 FTE).** The Art Commission has budgeted two new full-time positions and one 0.5 new part-time position as part of their Department reorganization, including one full-time 0951 Deputy Director I, one full-time 1842 Management Assistant, and one part-time 3549 Arts Program Assistant. All of these positions are currently filled with temporary employees.

- **Department of the Assessor-Recorder (5.00 FTE).** The Assessor-Recorder has budgeted five new limited-tenure positions, including three 4213 Assessor-Recorder Office Assistants, one 4265 Real Property Appraiser and one 4267 Principal Real Property Appraiser, to work on Real Property assessment and appeals backlogs. These positions are all currently in the Department's budget as limited-term positions that were set to expire in the budget year, thus the "new" action actually reflects renewal of the limited terms. These require interim exceptions because: the 4265 is currently filled; the 4267 recruitment process is underway and an eligible list is expected to be ready by mid-May 2012; and the three 4213s are part of the Office Assistant reorganization for which the budget contains a set amount of attrition for all positions not currently filled.

- **Office of the City Administrator (2.00 FTE).** The City Administrator's Office is adding two interim exception positions; one is a 0931 Manager III position due to the increase in human resources work associated with the transition of the former Redevelopment Agency to the City and County of San Francisco. The Department is also adding an 1824 Principal Administrative Analyst to the Office of Immigrant Affairs; this position is currently filled with a temporary employee and will be filled on a permanent basis starting in July.

- **Office of the City Attorney (5.00 FTE).** The City Attorney's Office is adding two 8177 Attorney positions and one 8169 Legislative Assistant position due to the increase in work associated with the transition of the former Redevelopment Agency to the City and County of San Francisco. The Department is also adding one 8177 Attorney and one 8169 Legislative Assistant to start its revenue generating Consumer Protection Unit.

- **City Planning (2.00 FTE).** The City Planning Department requires one new limited-tenure 5298 Environmental Planner III and one new limited-tenure 5291 Planner III to provide environmental review and other planning services for the Warriors project; if these two positions are not approved as interim exceptions the work will be delayed for this project. These positions will be fee-funded.

- **Human Services Agency (4.00 FTE).** The Human Services Agency budgeted four new interim exception positions. This includes one 9704 Employment & Training Specialist III to manage a 3-year Department of Labor grant to provide subsidized employment for non-custodial parents identified by Department of Child Support Services. The Department's budget also includes two 1822 Administrative Analyst positions for the federally-funded Broadband Technology Opportunities Program; these positions will focus on increasing broadband access and adoption for seniors and clients with disabilities. Delays in hiring for these positions will slow down the spending of the grant monies and the implementation of these important programs. Finally, the Department budgeted one new 0922 Manager I to lead the new Lesbian, Gay, Bisexual and Transgender Seniors Task Force introduced to the Board of Supervisors by Supervisors Wiener, Campos and Olague. If approved, the Task Force will begin its work in July 2012, with a focus on making its first set of planning and policy recommendations to the Board within an 18 month time period. This position will staff the Task Force and manage the group's efforts in addition to working to implement the Excellence in Dementia Care Plan; if this position is not approved as an interim exception it would be difficult for the Task Force to meet the above mentioned times lines.

- **Department of Public Health (1.00 FTE).** The Department of Public Health has budgeted one 2930 Psychiatric Social Worker to start on July 1. This position will work with the Child Abuse Intervention Program (CAIP), which is a new requirement established in the Penal Code to address child abuse. The Department is already recruiting for this position and intends to fill it shortly after the start of the new fiscal year to ensure compliance.

- **Department of Public Works (46.00 FTE).** The Department of Public Works is adding 46 project-funded, off-budget/limited term positions for various bonds, Certificate of Participation, and work order funded projects. These projects include the Earthquake Safety and Emergency Response bond; the Road Repaving and Streets Safety bond; the San Francisco General Hospital Rebuild bond; the War Memorial Veterans Building rebuild; and various capital projects for the Public Utilities Commission, the Library, the Fire Department, and other departments. The positions are: one 0932 Manager IV, one 1822 Administrative Analyst, one 1840 Junior Management Assistant, one 1842 Management Assistant, ten 5203 Assistant Engineers, five 5207 Associate Engineers, six 5260 Architectural Assistant I positions, six 5262 Landscape Architectural Associate I positions, two 5502 Project Managers, one 5508 Project Manager IV, one 5620 Regulatory Specialist, eight 6318 Construction Inspectors, one 6331 Building Inspector, one 7282 Street Repair Supervisor II, and one 9254 Assistant to the Director, Public Affairs. The recruitment process has begun in anticipation of filling these positions at the beginning of Fiscal Year 2012-13 to meet project time line needs.

- **Sheriff's Department (4.00 FTE).** The Sheriff's Department is adding four 8504 Deputy Sheriff positions to perform security work at the new Public Utilities Commission (PUC) building (construction recently finished). The PUC is funding these positions through a work order; hiring them at the start of the fiscal year will help control overtime costs at the Sheriff's Department.

- **Office of the Treasurer & Tax Collector (1.50 FTE).** The Office of the Treasurer and Tax-Collector is budgeting one new 1654 Accountant III due to the increase in banking related work associated with the transition of the former Redevelopment Agency to the City and County of San Francisco. The Department is also adding one new 0.5 part-time 1840 Junior

Management Assistant to work on the Kindergarten to College and financial literacy program. This position is complimented by a new grant-funded 0.5 1840 described in Non-General Fund Positions below, thus 1.0 FTE will split their time between two different financial programs. This position is also currently filled by a temporary employee, and the General Fund half will be funded by a work order from the Department of Children, Youth and their Families (DCYF).

Non-General Fund Positions (36.00 FTE)

- **Airport (3.00 FTE).** The Airport is proceeding with a Federally-required Airfield project during the summer construction season and has budgeted three new off-budget 9212 Airport Security Officers to complete this project. Current staffing levels are not sufficient to ensure completion of the project in the planned time frame and hiring must commence immediately.

- **Art Commission (0.50 FTE).** The Art Commission has budgeted one 0.5 part-time 3549 Arts Program Assistant which is funded by the Community Arts and Education Youth Arts project. The position is currently filled with a temporary employee, and if this interim exception is not approved we would need to adjust temporary salaries to continue seamless programming.

- **Office of the City Administrator (8.00 FTE).** The City Administrator's Office is adding eight 2708 Custodian positions for the opening of the new PUC building. The PUC is funding these positions through a work order, and they are needed July 1 since building construction has finished.

- **Department of Emergency Management (3.00 FTE).** The Department of Emergency Management has budgeted three new grant funded positions as part of an exempt transition project in coordination with the Department of Human Resources. These positions include one 5291 Planner III, one 0931 Manager III that is budgeted between two index codes, and one 0932 Manager IV that is also budgeted between two index codes. Immediate hiring is needed to perform this important work and spend down grant funds.

- **Human Services Agency (5.00 FTE).** The Human Services Agency budgeted five new grant-funded positions. This includes four 2920 Medical Social Workers, and one 2924 Medical Social Work Supervisor. These positions will support the Community-Based Care Transitions Program funded by the federal government, and the Center for Medicare and Medicaid Innovation grant to develop new payment and delivery models. Each of these positions is currently being recruited for and is expected to be filled by the beginning of the fiscal year. If the interim exceptions for these positions are not approved, the Department's assumed grant revenue should be reduced accordingly.

- **Police Department (1.00 FTE).** The Police Department is budgeting one new off-budget 1824 Principal Administrative Analyst to support police positions funded by an Urban Areas Security Initiative (UASI) grant and to plan and provide analysis on UASI projects. Immediate hiring is needed to perform this important work and spend down grant funds.

- **Port (2.00 FTE).** The Port is budgeting one new 1244 Senior Personnel Analyst and one new 1054 Principal IS-Business Analyst. The 1244 is currently filled by an existing temporary employee, and if this interim exception is not approved the Department will need to adjust

temporary salaries to continue the current work being done. The 1054 has been budgeted to perform critical software upgrades to the Department's Oracle system and is needed immediately to perform this important work.

- **Office of the Public Defender (1.00 FTE).** The Public Defender's Office is adding one off-budget 2910 Social Worker. This position will be funded by the Edward Byrne Memorial JAG grant; it is needed July 1 to perform the work required by the grant and to spend down the grant funds.

- **Department of Public Health (6.00 FTE).** The Department of Public Health budgeted six grant funded positions to start on July 1; the process to hire these employees began in FY 2011-12, and the Department will be ready to start spending these funds in July of 2012. The positions include one 2586 Health Worker II to implement a pilot that started in FY 2011-12 to integrate Primary Care into Substance Abuse program settings; one 2818 Health Program Planner to complete work for a Community Transformation Grant to integrate evidence-based strategies to reduce death and disability due to tobacco use, obesity, and heart disease and stroke; and four 2830 Public Health Nurses that will start making home visits in July to families living within at-risk communities to implement a grant received from the State.

- **Department of Public Works (1.00 FTE).** The Department of Public Works is adding one project-funded limited-term 1822 Administrative Analyst position for the implementation of the Road Repaving and Streets Safety bond. The recruitment process has begun in anticipation of filling this position at the beginning of Fiscal Year 2012-13 to meet project timeline needs.

- **Recreation and Park Department (5.00 FTE).** The Recreation and Park Department included five new 3410 Apprentice Gardeners in their budget submission. The Department plans to have these employees start immediately with a new cohort of apprentice gardeners.

- **Office of the Treasurer & Tax Collector (0.50 FTE).** The Office of the Treasurer and Tax-Collector is budgeting one new grant-funded part-time 1840 Junior Management Assistant to work on financial literacy programs. This position is complimented by a new 0.5 1840 described in General Fund Positions above, thus 1.0 FTE will split their time between two different financial programs. The position is needed July 1 to perform this important work and spend down grant funds.

Please do not hesitate to contact me if you have any questions regarding the requested interim exceptions to the ASO.

OFFICE OF THE MAYOR
SAN FRANCISCO

EDWIN M. LEE
MAYOR

RECEIVED
BOARD OF SUPERVISORS
SAN FRANCISCO
2012 MAY 31 PM 1:34

May 31, 2012

To: Angela Calvillo, Clerk of the Board of Supervisors
From: Kate Howard, Mayor's Budget Director
Date: May 31, 2012
Re: Mayor's FY 2012-2013 and FY 2013-14 Budget Submission

Madam Clerk,

In accordance with City and County of San Francisco Charter, Article IX, Section 9.100, the Mayor's Office hereby submits the Mayor's June 1st proposed budget, corresponding legislation and related materials for Fiscal Year 2012-2013 and Fiscal Year 2013-14.

In addition to the Annual Salary Ordinance and Annual Appropriation Ordinance, the following items are included in the Mayor's submission:

- Five copies of the Mayor's Budget Book.
- The budget for the Treasure Island Development Authority for FY 2012-2013 and FY 2013-14.
- 17 separate pieces of legislation (see list attached).
- A Transfer of Function letter detailing the transfer of 36.13 positions within the Executive Branch.
- A letter addressing funding levels for consumer price index increases for nonprofit corporations or public entities for the coming two fiscal years.

If you have any questions, please contact me at (415) 554-6515, or Naomi Drexler at (415) 554-7631.

Best,

Kate Howard
Mayor's Budget Director

1 DR. CARLTON B. GOODLETT PLACE, ROOM 200
SAN FRANCISCO, CALIFORNIA 94102-4681
TELEPHONE: (415) 554-6141

Legislation Introduced with the Mayor's Proposed FY 2012-13 and FY 2013-14 Budget

Description of Legislation
Treasure Island Development Authority Budget
Treasure Island Development Authority Interim Budget
Adjusting the Access Line Tax with the Consumer Price Index of 2012
Continuing Prop J Contract/Certification of Specified Contracted Out Services Previously Approved
Police - Car Park Garage Permit Fee
Allocation plan for the Human Services Care Fund
Contract modification between the Human Services Agency and Children's Council of San Francisco
Resolution retroactively approving the contract between the Human Services Agency and Conard House Inc.
Resolution approving the administration of direct aid payments to clients of the San Francisco Human Services Agency under Administrative Code Chapter 20.1
Resolution approving the contract between the Human Services Agency and Episcopal Community Services
Resolution approving the contract between the Human Services Agency and St. Vincent De Paul Society
DPH Patient Rates for FY 2012-13 and FY 2013-14
Accept and Expend Resolution for DPH State Grants
Administrative Code - Mayor's Office of Disability Fee Update
Fire Code - Fee Update
Park Code - Golf Fee Update
Park Code - Tennis Lessons Fee Update
Resolution approving expenditures from the Budget Savings Incentive Fund for FY 2012-13 and FY 2013-14
Business & Tax Regulations and Health Codes – Food Product and Marketing Establishment License Fees
Public Education Enrichment Fund allocation plan – SFUSD
Public Education Enrichment Fund allocation plan – CFC

BOS-11 —JOY
COB, city attorney
Leg Dep, cpage

OFFICE OF THE MAYOR
SAN FRANCISCO

EDWIN M. LEE
MAYOR

RECEIVED
BOARD OF SUPERVISORS
SAN FRANCISCO
2012 MAY 31 PM 1:35
BY

May 31, 2012

Ms. Angela Calvillo
Clerk of the Board of Supervisors
San Francisco Board of Supervisors
City Hall, 1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

Re: Notice of Transfer of Function under Charter Section 4.132

Dear Madam Clerk:

This letter constitutes a notice to the Board of Supervisors under Charter Section 4.132 of a transfer of function between departments within the Executive. All positions are regular positions unless otherwise specified. The positions including the following:

- 28.13 positions (1.0 FTE 0931, 1.0 FTE 0932, 1.0 FTE 1404, 1.0 FTE 1426, 1.0 FTE 1824, 4.0 FTE 2978, 14.13 FTE 2992, 4.0 FTE 2996, 1.0 FTE 2996 – off budget position) will transfer from the Human Rights Commission to the City Administrator so that the City Administrator oversees the Contract Monitoring Unit.
- One position (1.0 FTE 2978 Contract Compliance Officer II) will transfer from the Human Rights Commission to the City Administrator so that the City Administrator oversees the Surety Bond Program.
- One position (1.0 FTE 5291) will transfer from the City Planning Department to the Port to perform Port-related planning functions.
- Two positions (2.0 FTE 1043) will transfer from the Controller's Office to the Department of Technology to support the new integrated Human Resources, Benefits Administration and Payroll system.
- One position (1.0 FTE 1822) will transfer from the Human Services Agency to the Department of Children, Youth & Their Families to perform work relating to transitional age youth.
- One position (1.0 FTE 0951) will transfer from the First Five Commission to the Human Services Agency to direct the Office of Early Care and Education.
- Two positions (1.0 FTE 1823, 1.0 FTE 1842) will transfer from the Department of Children, Youth & Their Families to the Human Services Agency as part of the Office of Early Care and Education.

If you have any questions please feel free to contact me at 554-6515.

Sincerely,

Kate Howard
Mayor's Budget Director

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

BOARD of SUPERVISORS

City Hall
1 Dr. Carlton B. Goodlett Place, Room 244
San Francisco 94102-4689
Tel. No. 554-5184
Fax No. 554-5163
TDD/TTY No. 544-5227

MEMORANDUM

Date: May 31, 2012

To: Honorable Members, Board of Supervisors

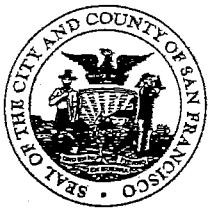
From: Angela Calvillo, Clerk of the Board

Subject: Notice of Transfer of Function Under Charter Section 4.132

Pursuant to Charter Section 4.132, Mayor Edwin Lee has issued a notice to the Board of Supervisors, dated May 31, 2012, announcing a plan to reorganize duties and functions between departments and other units of government within the executive branch. The notice attached describes the specific positions begin transferred.

Such reorganization shall become effective 30 days after its issuance unless disapproved by the Board of Supervisors during that time. If you would like to hold a hearing on any of these transfer of function items, please let me know by Friday, June 8.

OFFICE OF THE MAYOR
SAN FRANCISCO



EDWIN M. LEE
MAYOR

RECEIVED
BOARD OF SUPERVISORS
SAN FRANCISCO
2012 MAY 31 PM 1:35

May 31, 2012

To: Angela Calvillo, Clerk of the Board of Supervisors
From: Kate Howard, Mayor's Budget Director
Date: May 31, 2012
Re: Mayor's FY 2012-2013 and FY 2013-14 Budget Submission

Madam Clerk,

As required under the San Francisco Administrative Code, SEC 12P.3 (ii), this letter provides notice to the Board of Supervisors that the Mayor's Proposed Budget for Fiscal Years (FY) 2012-13 and 2013-14 does not contain funding for consumer price index increases for nonprofit corporations and public entities in either FY 2012-13 or FY 2013-14, nor for prior years. The Mayor's Proposed Budget does include a 1.0 percent increase for nonprofit corporations and public entities for the coming two fiscal years. Because the City's Joint Report, issued on March 7, 2012, projects a $170 million shortfall in FY 2012-13 and a $312 million shortfall in FY 2013-14, it would not be feasible to provide consumer price index increases through other budgetary reductions without jeopardizing City operations.

If you have any questions, please contact my office.

Sincerely,

Kate Howard
Mayor's Budget Director

cc: Members of the Board of Supervisors

1 DR. CARLTON B. GOODLETT PLACE, ROOM 200
SAN FRANCISCO, CALIFORNIA 94102-4681
TELEPHONE: (415) 554-6141

OFFICE OF THE MAYOR
SAN FRANCISCO

EDWIN M. LEE
MAYOR

To: Angela Calvillo, Clerk of the Board of Supervisors
From: Kate Howard, Mayor's Budget Director
Date: June 5th, 2012
Re: Revised list of legislation to be submitted with the Mayor's FY 2012-2013 and FY 2013-14 Budget Submission

Madam Clerk,

Attached please find four additional pieces of legislation assumed in the Mayor's June 1st proposed budget (listed below), and an updated list of all budget trailing legislation (21 pieces in total).

- Resolution approving expenditures from the Budget Savings Incentive Fund for FY 2012-13 and FY 2013-14
- Department of Public Health (DPH) -- Business & Tax Regulations and Health Codes – Food Product and Marketing Establishment License Fees
- Department of Children, Youth & Their Families (DCYF) – Resolution approving the San Francisco Unified School District expenditure plan for the Public Education Enrichment Fund for FY 2012-13
- First 5 (CFC) -- Resolution approving the San Francisco Children and Families Commission expenditure plan for the Public Education Enrichment Fund for FY 2012-13

If you have any questions, please contact me at (415) 554-6515, or Naomi Drexler at (415) 554-7631.

Best,

Kate Howard
Mayor's Budget Director

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BOARD OF SUPERVISORS
SAN FRANCISCO
2012 JUN -5 PM 2:15
BY: _____

1 DR. CARLTON B. GOODLETT PLACE, ROOM 200
SAN FRANCISCO, CALIFORNIA 94102-4681
TELEPHONE: (415) 554-6141

Legislation Introduced with the Mayor's Proposed FY 2012-13 and FY 2013-14 Budget

Introduced	Description of Legislation
1-Jun	Treasure Island Development Authority Budget
1-Jun	Treasure Island Development Authority Interim Budget
1-Jun	Adjusting the Access Line Tax with the Consumer Price Index of 2012
1-Jun	Continuing Prop J Contract/Certification of Specified Contracted Out Services Previously Approved
1-Jun	Police - Car Park Garage Permit Fee
1-Jun	Allocation plan for the Human Services Care Fund
1-Jun	Contract modification between the Human Services Agency and Children's Council of San Francisco
1-Jun	Resolution retroactively approving the contract between the Human Services Agency and Conard House Inc.
1-Jun	Resolution approving the administration of direct aid payments to clients of the San Francisco Human Services Agency under Administrative Code Chapter 20.1
1-Jun	Resolution approving the contract between the Human Services Agengy and Episcopal Community
1-Jun	Resolution approving the contract between the Human Services Agency and St. Vincent De Paul Society
1-Jun	DPH Patient Rates for FY 2012-13 and FY 2013-14
1-Jun	Accept and Expend Resolution for DPH State Grants
1-Jun	Administrative Code - Mayor's Office of Disability Fee Update
1-Jun	Fire Code - Fee Update
1-Jun	Park Code - Golf Fee Update
1-Jun	Park Code - Tennis Lessons Fee Update

CITY AND COUNTY OF SAN FRANCISCO

BOARD OF SUPERVISORS

BUDGET AND LEGISLATIVE ANALYST

1390 Market Street, Suite 1150, San Francisco, CA 94102 (415) 552-9292
FAX (415) 252-0461

June 25, 2012

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 2012-2013 to Fiscal Year 2013-2014 Budget.

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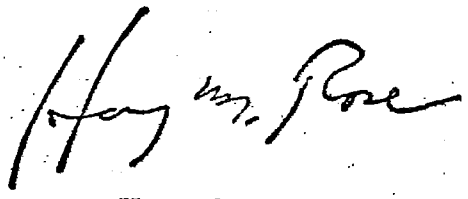

Harvey M. Rose

cc: Supervisor Chu
Supervisor Avalos
Supervisor Kim
Supervisor Cohen
Supervisor Wiener
President Chiu
Supervisor Campos
Supervisor Elsbernd
Supervisor Farrell
Supervisor Mar
Supervisor Olague
Clerk of the Board
Cheryl Adams
Mayor Lee
Controller
Kate Howard

DEPARTMENT: HSS – HEALTH SERVICE SYSTEM

BUDGET REVIEW EXECUTIVE SUMMARY

YEAR ONE: FY 2012-13

Budget Changes

The Department's proposed $6,598,440 budget for FY 2012-13 is $136,126 or 2.1% more than the original FY 2011-12 budget of $6,462,314.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2012-13 are 35.10 FTEs, which are 0.28 FTEs more than the 34.82 FTEs in the original FY 2011-12 budget. This represents 0.8% increase in FTEs from the original FY 2011-12 budget.

Revenue Changes

The Department's revenues of $6,598,440 in FY 2012-13, are $136,126 or 2.1% more than FY 2011-12 revenues of $6,462,314. The Department receives no direct General Fund support, but receives a recovery from General City Responsibility to support the General Fund Departments' share of costs for Health Service Systems.

YEAR TWO: FY 2013-14

Budget Changes

The Department's proposed $6,768,040 budget for FY 2013-14 is $169,600 or 2.6% more than the original FY 2012-13 budget of $6,598,440.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2013-14 are 34.97 FTEs, which are 0.13 FTEs less than the 35.10 FTEs in the original FY 2012-13 budget. This represents 0.4% decrease in FTEs from the original FY 2012-13 budget.

Revenue Changes

The Department's revenues of $6,768,040 in FY 2013-14, are $169,600 or 2.6% more than FY 2012-13 revenues of $6,598,440. The Department receives no direct General Fund support, but receives a recovery from General City Responsibility to support the General Fund Departments' share of costs for Health Service Systems.

RECOMMENDATIONS

YEAR ONE: FY 2012-13

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $46,204 in FY 2012-13, which are ongoing savings. These reductions would still allow an increase of $89,922 or 1.4% in the Department's FY 2012-13 budget.

These recommendations will result in $24,026 savings to the City's General Fund in FY 2012-13.

RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2012-13 AND FY 2013-14

DEPARTMENT: HSS – HEALTH SERVICE SYSTEM

YEAR TWO: FY 2013-14

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $51,127 in FY 2013-14, which are ongoing savings. These reductions would still allow an increase of $118,473 or 1.8% in the Department's FY 2013-14 budget.

These recommendations will result in $26,586 savings to the City's General Fund in FY 2013-14.

SUMMARY OF PROGRAM EXPENDITURES:

Program	FY 2011-2012 Budget	FY 2012-2013 Proposed	Increase/ Decrease from FY 2011-2012	FY 2013-2014 Proposed	Increase/ Decrease from FY 2012-2013
HEALTH SERVICE SYSTEM					
HEALTH SERVICE SYSTEM	6,462,314	6,598,440	136,126	6,768,040	169,600
HEALTH SERVICE SYSTEM	**6,462,314**	**6,598,440**	**136,126**	**6,768,040**	**169,600**

FY 2012-13

The Department's proposed FY 2012-13 budget has increased by $136,126 largely due to increased salary and fringe benefit costs for existing staff and the proposed upward substitution of one vacant position.

FY 2013-14

The Department's proposed FY 2013-14 budget has increased by $169,000 largely due to increases in salary and fringe benefit costs for existing staff.

SUMMARY OF DEPARTMENT POSITION CHANGES:

FY 2012-13

The number of full-time equivalent positions (FTE) budgeted for FY 2012-13 are 35.10 FTEs, which are 0.28 FTEs more than the 34.82 FTEs in the original FY 2011-12 budget. This represents 0.8% increase in FTEs from the original FY 2011-12 budget.

FY 2013-14

The number of full-time equivalent positions (FTE) budgeted for FY 2013-14 are 34.97 FTEs, which are 0.13 FTEs less than the 35.10 FTEs in the original FY 2012-13 budget. This represents 0.4% decrease in FTEs from the original FY 2012-13 budget.

RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2012-13 AND FY 2013-14

DEPARTMENT: HSS – HEALTH SERVICE SYSTEM

DEPARTMENT REVENUES:

FY 2012-13

The Department's revenues of $6,598,440 in FY 2012-13, are $136,126 or 2.1% more than FY 2011-12 revenues of $6,462,314. The Department receives no direct General Fund support, but receives a recovery from General City Responsibility to support the General Fund Departments' share of costs for Health Service Systems.

FY 2013-14

The Department's revenues of $6,768,040 in FY 2013-14, are $169,600 or 2.6% more than FY 2012-13 revenues of $6,598,440. The Department receives no direct General Fund support, but receives a recovery from General City Responsibility to support the General Fund Departments' share of costs for Health Service Systems.

CHANGES TO HSS PROGRAMS IN FY 2012-13 AND FY 2013-14:

In FY 2011-12, the Health Service System was asked by Heath Service Board to shift their enrollment period for employee health plans from April to January to coordinate the plan year with the calendar year. As a result, HSS has held two enrollment periods in FY 2011-12, as opposed to one, and the Department has postponed projects budgeted for in FY 2011-12 to FY 2012-13.

Overall, the needs of HSS in FY 2013-14 are unclear as the United States Supreme Court decision *Department of Health and Human Services, et al., Petitioners v. Florida, et al.* could change the nature, or associated compliance requirements, of HSS's provided services. Currently, HSS complies with the Patient Protection and Affordable Care Act of 2010.

COMMENTS:

FY 2012-13

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $46,204 in FY 2012-13, which are ongoing savings. These reductions would still allow an increase of $89,922 or 1.4% in the Department's FY 2012-13 budget.

These recommendations will result in $24,026 savings to the City's General Fund in FY 2012-13.

FY 2013-14

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $51,127 in FY 2013-14, which are ongoing savings. These reductions would still allow an increase of $118,473 or 1.8% in the Department's FY 2013-14 budget.

These recommendations will result in $26,586 savings to the City's General Fund in FY 2013-14.

HSS - Health Service System

Object Title	FY 2012-13 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T	FY 2013-14 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T
	FEE - Health Service System													
Membership Fees			$6,000	$4,000	$2,000	x				$6,000	$4,000	$2,000	x	
			Total Savings	*$2,000*						*Total Savings*	*$2,000*			
	A reduction in the membership fees budget reflects historic underspending.							Ongoing savings.						
Other Current Expenses			$28,747	$23,747	$5,000	x				$28,747	$23,747	$5,000	x	
			Total Savings	*$5,000*						*Total Savings*	*$5,000*			
	A reduction in the budget in software licensing fees reflects historic underspending.							Ongoing savings						
Manager I	1.00	0.00	$111,066	$0	$111,066	x		1.00	0.00	$113,042	$0	$113,042	x	
Mandatory Fringe Benefits			$45,864	$0	$45,864	x				$50,288	$0	$50,288	x	
Executive Secretary III	0.00	1.00	$0	$83,018	($83,018)	x		0.00	1.00	$0	$84,495	($84,495)	x	
Mandatory Fringe Benefits			$0	$34,708	($34,708)	x				$0	$34,708	($34,708)	x	
			Total Savings	*$39,204*						*Total Savings*	*$44,127*			
	Disapprove the upward substitution of the Executive Secretary III to Manager I. The Department currently has 7 managers out of 35 total employees.							Ongoing savings						

FY 2012-13
Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	$0	$24,026	$24,026
Non-General Fund	$0	$22,178	$22,178
Total	$0	$46,204	$46,204

FY 2013-14
Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	$0	$26,586	$26,586
Non-General Fund	$0	$24,541	$24,541
Total	$0	$51,127	$51,127

GF = General Fund
1T = One Time

BUDGET REVIEW EXECUTIVE SUMMARY

YEAR ONE: FY 2012-13

Budget Changes

The Department's proposed $92,351,382 budget for FY 2012-13 is $5,882,192 or 6.8 % more than the original FY 2011-12 budget of $ 86,469,190.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2012-13 are 638.87 FTEs, which are 10.46 FTEs more than the 628.41 FTEs in the original FY 2011-12 budget. This represents a 1.7% change in FTEs from the original FY 2011-12 budget.

Revenue Changes

The Department's revenues of $39,601,382 in FY 2012-13, are $562,192 or 1.5% more than FY 2010-11 revenues of $39,039,190. General Fund support of $52,750,000 in FY 2012-13 is $5,320,000 or 11.2% more than FY 2011-12 General Fund support of $47,430,000.

YEAR TWO: FY 2013-14

Budget Changes

The Department's proposed $96,969,890 budget for FY 2013-14 is $4,618,508 or 5.0% more than the proposed FY 2012-13 budget of $92,351,382.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2013-14 are 641.59 FTEs, which are 2.72 FTEs more than the 638.87 FTEs in the proposed FY 2012-13 budget. This represents a 0.4% change in FTEs from the proposed FY 2012-13 budget.

Revenue Changes

The Department's revenues of $42,289,890 in FY 2013-14, are $2,688,508 or 6.8% more than FY 2012-13 revenues of $39,601,382. General Fund support of $54,680,000 in FY 2013-14 is $1,930,000 or 3.7% more than FY 2012-13 General Fund support of $52,750,000.

RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2012-13 AND FY 2013-14

DEPARTMENT: LIB-LIBRARY

RECOMMENDATIONS

YEAR ONE: FY 2012-13

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $444,070 in FY 2012-13. Of the $444,070 in recommended reductions, all are ongoing savings. These reductions would still allow an increase of $5,438,122 or 6.3% in the Department's FY 2012-13 budget. None of these recommendations are General Fund reductions.

The Budget and Legislative Analyst also includes Policy Recommendations totaling a savings of $167,003

YEAR TWO: FY 2013-14

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $457,070 in FY 2013-14. Of the $457,070 in recommended reductions, $444,070 are ongoing savings and $13,000 are one-time savings. These reductions would still allow an increase of $4,161,438 or 4.5% in the Department's FY 2013-14 budget. None of these recommendations are General Fund reductions.

The Budget and Legislative Analyst also includes Policy Recommendations totaling a savings of $228,357.

RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2012-13 AND FY 2013-14

DEPARTMENT: LIB-LIBRARY

SUMMARY OF PROGRAM EXPENDITURES:

Program	FY 2011-2012 Budget	FY 2012-2013 Proposed	Increase/ Decrease from FY 2011-2012	FY 2013-2014 Proposed	Increase/ Decrease from FY 2012-2013
PUBLIC LIBRARY					
ADULT SERVICES	400,000	400,000	0	400,000	0
BRANCH PROGRAM	17,901,499	19,445,957	1,544,458	20,579,045	1,133,088
CHILDREN'S BASELINE	8,764,765	8,635,577	(129,188)	8,929,540	293,963
CHILDREN'S SERVICES	1,008,861	1,168,384	159,523	1,206,544	38,160
COMMUNICATIONS, COLLECTIONS & ADULT SERVICES	7,883,842	1,400,466	(6,483,376)	1,459,406	58,940
FACILITES	11,690,074	12,482,803	792,729	13,241,087	758,284
INFORMATION TECHNOLOGY	5,408,558	6,492,583	1,084,025	6,702,177	209,594
LIBRARY ADMINISTRATION	11,598,871	11,989,484	390,613	12,580,633	591,149
MAIN PROGRAM	16,306,276	16,867,541	561,265	17,645,446	777,905
TECHNICAL SERVICES	5,506,444	13,468,587	7,962,143	14,226,012	757,425
PUBLIC LIBRARY	**86,469,190**	**92,351,382**	**5,882,192**	**96,969,890**	**4,618,508**

FY 2012-13

The Department's proposed FY 2012-13 budget has increased by $5,882,192 largely due to:

- Increases in salaries and associated mandated fringe benefit costs because of negotiated labor, retirement and health benefits.
- The requested approval of 5 new part time positions in the Branch Program in order to extend the number of operating service hours at the Visitacion Valley and Portola Branch Libraries on Sundays and Mondays.
- Growth in the Information Technology (IT) Program's budget in order to expand the laptop lending program and implement updates to the Public Library's IT systems for internal management and public interface.
- The Communications, Collections & Adult Services and Technical Services budget increase by a net total of $1,478,767 to budget for collections, materials, and electronic resources.
- Increased efforts to reach out to teens, including additional collections, SAT courses, writing tutorials, and homework assistance programs in the Children's Services program.
- The Facilities budget includes design funding for a "Teen Center" to be located at the Main Library. Further the Branch Library Improvement Program adds to the increase in the Facilities budget.

FY 2013-14

The Department's proposed FY 2013-14 budget has increased by $4,618,508 largely due to:

DEPARTMENT: LIB-LIBRARY

- All program's budgets are increasing as a result of a Department wide increase of $2,617,380 in mandated fringe benefits from the proposed FY 2012-13 amount of $24,075,494 to $26,692,874.
- Further each programs budget is rising due to a Department wide increase of $923,070 in salaries.
- A continued increase in the Department's Branch Program budget due to expanded services at various branch locations and increases in Salaries and Fringe Benefits.
- Facilities Program includes increased funding for various replacement vehicles and continued design work for the proposed "Teen Center".
- Electronic Resources for the Library's Collections budget is proposed to increase by $532,000.

SUMMARY OF DEPARTMENT POSITION CHANGES:

FY 2012-13

The number of full-time equivalent positions (FTE) budgeted for FY 2012-13 are 638.87 FTEs, which are 10.46 FTEs more than the 628.41 FTEs in the original FY 2011-12 budget. This represents a 1.6% increase in FTEs from the original FY 2011-12 budget.

- The Department is proposing the addition of 5 new part-time positions, budgeted at .38 each for FY2012-13. The Department advises that the additional positions are necessary to fulfill increased staffing requirements associated with providing 12 public service hours at 2 Branch Libraries.
- Increased positions by 9.10 FTEs due to reduced attrition savings.

FY 2013-14

The number of full-time equivalent positions (FTE) budgeted for FY 2013-14 are 641.59 FTEs, which are 2.72 FTEs more than the 638.87 FTEs in the proposed FY 2012-13 budget. This represents a 0.4% increase in FTEs from the proposed FY 2012-13 budget.

- The increase in FTE count reflects the (a) annualization of the 5 part-time positions that were added in FY2012-13, and (b) an increase of 2.13 FTEs due to further reduction in attrition savings.

DEPARTMENT REVENUES:

FY 2012-13

The Department's revenues of $39,601,382 in FY 2012-13, are $562,192 or 1.4% more than FY 2010-11 revenues of $39,039,190. General Fund support of $52,750,000 in FY 2012-13 is $5,320,000 or 11.2% more than FY 2011-12 General Fund support of $47,430,000.

Specific changes in the Department's FY 2012-13 revenues include:

DEPARTMENT: LIB-LIBRARY

- The Library receives a significant portion of its revenues from the Library Preservation Fund, which was initiated in 1994 under Proposition E, renewed in 2007 under Proposition D, and codified in Charter Section 16.109. This Charter Section requires the City to annually appropriate General Fund revenues to the Public Library equal to the percentage amount of General Fund revenues received by the Library in FY 2006-07. Therefore, as total General Fund revenues increase, the appropriation to the Library Preservation Fund increases. Revenues from the General Fund in FY 2012-13 will equal $52,750,000 which is $5,320,000 or 11.2% more than FY2011-12 General Fund support of $47,430,000.
- In addition, as codified in Charter Section 16.109, the Library Preservation Fund receives $0.025 for every $100 of assessed property value in the City. The proposed revenue from Property Taxes to the Library Preservation Fund in FY 2012-13 is $37,265,000, an increase of $1,700,000 or 4.8% more than FY2011-12 budget of $35,565,000.
- Reliance on the Library Preservation Fund's balance decreases from $947,103 in FY 2011-12 by $506,630 to $440,473 in FY2012-13 as receipts from local tax revenues were greater than they were in FY2011-12.

FY 2013-14

The Department's revenues of $42,289,890 in FY 2012-13, are $2,688,508 or 6.8% more than FY 2011-12 revenues of $39,601,382. General Fund support of $54,680,000 in FY 2012-13 is $1,930,000 or 3.7% more than the FY 2011-12 General Fund support of $52,750,000.

Specific changes in the Department's FY 2013-14 revenues include:

- As noted above, the Charter regarding the Library Preservation Fund dictates the projected $54,680,000 Public Library's General Fund support and $38,358,000 Property Tax revenues paid to the Public Library for FY 2013-14.
- The Library has budgeted use of $2,035,981 from the Library Preservation Fund's balance to offset the large increase in fringe benefit and salary costs.

OTHER ISSUES

The Public Library's proposed budget includes five new part-time positions to extend service to seven days at two additional Branch locations, Visitacion Valley and Portola, based on recommendation by the Library Commission. Since FY 2006-07, the Library has been increasing hours of service at various Branch Libraries from 5 days to 6 and/or 7 days. In accordance with the City's Charter provisions to conduct an assessment every five years, the Controller's Office will be conducting a study of Public Library service hours, by facility, in FY 2012-13. The proposed additional hours of service in FY 2012-13 and FY 2013-14 will require additional resources from the Library's Preservation Fund balance. Given that such a study will be completed within the next six months, the decision to expand additional staff and service hours to these two Branch Libraries at this time is a policy consideration for the Board of Supervisors.

DEPARTMENT: LIB-LIBRARY

COMMENTS:

FY 2012-13

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $444,070 in FY 2012-13. Of the $444,070 in recommended reductions, all are ongoing savings. These reductions would still allow an increase of $5,438,122 or 6.3% in the Department's FY 2012-13 budget. None of these recommendations are General Fund reductions.

The Budget and Legislative Analyst also includes Policy Recommendations totaling a savings of $167,003

FY 2013-14

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $457,070 in FY 2013-14. Of the $457,070 in recommended reductions, $444,070 are ongoing savings and $13,000 are one-time savings. These reductions would still allow an increase of $4,161,438 or 4.5% in the Department's FY 2013-14 budget. None of these recommendations are General Fund reductions.

The Budget and Legislative Analyst also includes Policy Recommendations totaling a savings of $228,357.

LIB-Library

Object Title	FY 2012-13 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T	FY 2013-14 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T
EGH-Facilities														
Equipment			$0	$0	$0					$35,000	$32,000	$3,000		x
			Total Savings	$0						*Total Savings*	$3,000			
										Reduction of $3,000 reflects difference between proposed budget and actual costs of the requested vehicle.				
Maintenance SVCS-Buildings & Structures			$92,000	$77,000	$15,000					$92,000	$77,000	$15,000		
			Total Savings	$15,000						*Total Savings*	$15,000			
			Over the past five years, the Department expended an annual average of $47,544. Our recommended reduction of $15,000 would provide $77,000, which is $29,456 or 38% more than the 5 year average.							Ongoing savings.				
Maintenance SVCS-Buildings & Structures			$26,000	$23,500	$2,500					$26,000	$23,500	$2,500		
			Total Savings	$2,500						*Total Savings*	$2,500			
			Historically the Department has not fully utilized the Maintenance SVCS-Buildings and Structures budget.							Ongoing savings.				
EEF- Main Program														
Other Current Expenses			$400,000	$390,000	$10,000					$410,000	$400,000	$10,000		
Other Current Expenses										$400,000	$390,000	$10,000		x
			Total Savings	*$10,000*						*Total Savings*	$20,000			
			Department has expended a 5 year annual average of $299,035 per year. Our recommended reduction of $10,000 provides for $390,000, an increase of $90,965 or 30%.							Ongoing and one-time savings.				
EIB-Library Administration														
Professional & Specialized Services			$10,000	$5,000	$5,000					$10,000	$5,000	$5,000		
			Total Savings	*$5,000*						*Total Savings*	$5,000			
			Historically the Department has not fully utilized the Professional & Specialized Services budget.							Ongoing savings.				

1 GF = General Fund
1T = One Time

Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2012-13 and FY 2013-14 Fixed Two-Year Budget

LIB-Library

Object Title	FY 2012-13 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T	FY 2013-14 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T
Other Current Expenses			$16,000	$12,000	$4,000					$16,000	$12,000	$4,000		
			Total Savings	*$4,000*						*Total Savings*	$4,000			
	Due to decreased demand, the Department concurs that the copier will no longer be utilized at historic levels.							Ongoing savings.						
Training			$94,440	$81,940	$12,500					$94,440	$81,940	$12,500		
			Total Savings	*$12,500*						*Total Savings*	$12,500			
	Due to decreased demand, the Department concurs that the training budget will no longer be utilized at historic levels.							Ongoing savings.						
	EGD-Technical Services													
Other Current Expenses			$11,500	$9,500	$2,000					$11,500	$9,500	$2,000		
			Total Savings	*$2,000*						*Total Savings*	$2,000			
	Due to decreased demand, the Department concurs that the copier will no longer be utilized at historic levels.							Ongoing savings.						
	EGG- Information Technology													
Other Materials & Supplies			$842,791	$817,791	$25,000					$831,398	$806,398	$25,000		
			Total Savings	*$25,000*						*Total Savings*	$25,000			
	Based on inquiries from the Budget and Legislative Analyst, the Department concurs that $25,000 is uneccesary.							Ongoing savings.						
GF-TIS-TELEPHONE(AAO)			$651,235	$283,165	$368,070					$651,623	$283,941	$368,070		
			Total Savings	*$368,070*						*Total Savings*	$368,070			
	Based on inquiries from the Budget and Legislative Analyst, the Department concurs that $368,070 is uneccessary.							Allows for an upward adjustment in the 2nd year.						

FY 2012-13
Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	$0	$0	$0
Non-General Fund	$0	$444,070	$444,070
Total	$0	$444,070	$444,070

FY 2013-14
Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	$0	$0	$0
Non-General Fund	$13,000	$444,070	$457,070
Total	$13,000	$444,070	$457,070

GF = General Fund
1T = One Time

LIB-Library

Object Title	FY 2012-13 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T	FY 2013-14 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T
Policy Recommendations														
EGH-Facilities														
Custodian	38.38	38.00	$2,028,675	$2,008,589	$20,086			38.50	38.00	$2,061,340	$2,034,569	$26,771		
Mandatory Fringe Benefits			$1,023,868	$1,013,731	$10,137					$1,129,569	$1,114,899	$14,670		
			Total Savings	*$30,223*						*Total Savings*	$41,441			
	The additional half-time Custodian position (0.38 FTE) is proposed to enable the Library to extend service hours to 2 branch locations, Visitacion Valley and Portola, based on recommendation by the Library Commission. Since FY 2006-07, the Library has been increasing hours of service at various Branch Libraries from 5 days to 6 and/or 7 days. In accordance with the City's Charter provisions to conduct an assessment every five years, the Controller's Office will be conducting a study of Public Library service hours, by facility, in FY 2012-13. Given that such a study will be completed within the next six months, the decision to expand additional staff and service hours to these two Branch Libraries at this time is a policy consideration for the Board of Supervisors.							Ongoing savings						
EEG-Branch Program														
Librarian I	0.38	0.00	$30,040	$0	$30,040			0.50	0.00	$40,038	$0	$40,038		
Mandatory Fringe Benefits			$12,792	$0	$12,792					$18,632	$0	$18,632		
			Total Savings	*$42,832*						*Total Savings*	$58,670			
	The additional half-time Librarian I position (0.38 FTE) is proposed to enable the Library to extend service to 2 branch locations, Visitacion Valley and Portola, based on recommendation by the Library Commission. Since FY 2006-07, the Library has been increasing hours of service at various Branch Libraries from 5 days to 6 and/or 7 days. In accordance with the City's Charter provisions to conduct an assessment every five years, the Controller's Office will be conducting a study of Public Library service hours, by facility, in FY 2012-13. Given that such a study will be completed within the next six months, the decision to expand additional staff and service hours to these two Branch Libraries at this time is a policy consideration for the Board of Supervisors.							Ongoing savings.						

LIB-Library

Object Title	FY 2012-13 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T	FY 2013-14 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T
Library Page	0.77	0.00	$36,201	$0	$36,201			1.00	0.00	$47,623	$0	$47,623		
Mandatory Fringe Benefits			$20,247	$0	$20,247					$29,240	$0	$29,240		
			Total Savings	*$56,448*						*Total Savings*	*$76,863*			
	The additional 2 part-time Library Page postions (0.77 FTE) are proposed to enable the Library to extend service to 2 branch locations, Visitacion Valley and Portola, based on recommendation by the Library Commission. Since FY 2006-07, the Library has been increasing hours of service at various Branch Libraries from 5 days to 6 and/or 7 days. In accordance with the City's Charter provisions to conduct an assessment every five years, the Controller's Office will be conducting a study of Public Library service hours, by facility, in FY 2012-13. Given that such a study will be completed within the next six months, the decision to expand additional staff and service hours to these two Branch Libraries at this time is a policy consideration for the Board of Supervisors.							Ongoing savings.						
Library Technical Assistant I	0.38	0.00	$25,830	$0	$25,830			0.50	0.00	$34,426	$0	$34,426		
Mandatory Fringe Benefits			$11,670	$0	$11,670					$16,957	$0	$16,957		
			Total Savings	*$37,500*						*Total Savings*	$51,383			
	The additional half-time Library Technical Assistant (0.38 FTE) is proposed to enable the Library to extend service to 2 branch locations Visitacion Valley and Portola, based on recommendation by the Library Commission. Since FY 2006-07, the Library has been increasing hours of service at various Branch Libraries from 5 days to 6 and/or 7 days. In accordance with the City's Charter provisions to conduct an assessment every five years, the Controller's Office will be conducting a study of Public Library service hours, by facility, in FY 2012-13. Given that such a study will be completed within the next six months, the decision to expand additional staff and service hours to these two Branch Libraries at this time is a policy consideration for the Board of Supervisors.							Ongoing savings.						

FY 2012-13
Total Policy Recommendations

	One-Time	Ongoing	Total
General Fund	$0	$0	$0
Non-General Fund	$0	$167,003	$167,003
Total	$0	$0	$167,003

FY 2013-14
Total Policy Recommendations

	One-Time	Ongoing	Total
General Fund	$0	$0	$0
Non-General Fund	$0	$228,357	$228,357
Total	$0	$0	$228,357

GF = General Fund
1T = One Time

BUDGET REVIEW EXECUTIVE SUMMARY

YEAR ONE: FY 2012-13

Budget Changes

The department's proposed $326,893,048 budget for FY 2012-13 is $25,640,380 or 8.5% more than the original FY 2011-12 budget of $301,252,668.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2012-13 are 1,467.63 FTEs, which are 6.13 FTEs less than the 1,473.76 FTEs in the original FY 2011-12 budget. This represents a 0.4% decrease in FTEs from the original FY 2011-12 budget.

Revenue Changes

The Department's revenues of $110,944,430 in FY 2012-13, are $14,547,246 or 15.1% more than FY 2011-12 revenues of $96,397,184. General Fund support of $215,948,618 in FY 2012-13 is $11,093,134 or 5.4% more than FY 2011-12 General Fund support of $204,855,484.

YEAR TWO: FY 2013-14

Budget Changes

The department's proposed $332,922,061 budget for FY 2013-14 is $6,029,013 or 1.8% more than the original FY 2012-13 budget of $326,893,048.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2013-14 are 1,453.78 FTEs, which are 13.85 FTEs less than the 1,467.63 FTEs in the original FY 2012-13 budget. This represents a 0.9% decrease in FTEs from the original FY 2012-13 budget.

Revenue Changes

The Department's revenues of $115,067,383 in FY 2013-14, are $4,122,953 or 3.7% more than FY 2012-13 revenues of $110,944,430. General Fund support of $217,854,678 in FY 2013-14 is $1,906,060 or 0.9% more than FY 2012-13 General Fund support of $215,948,618.

DEPARTMENT: FIR – FIRE

RECOMMENDATIONS

YEAR ONE: FY 2012-13

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $1,768,704 in FY 2012-13. Of the $1,768,704 in recommended reductions, $1,574,666 are ongoing savings and $194,038 are one-time savings. These reductions would still allow an increase of $23,871,676 or 7.9% in the Department's FY 2012-13 budget.

YEAR TWO: FY 2013-14

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $1,623,499 in FY 2013-14. Of the $1,623,499 in recommended reductions, $1,611,595 are ongoing savings and $11,904 are one-time savings. These reductions would still allow an increase of $4,405,514 or 1.4% in the Department's FY 2013-14 budget.

DEPARTMENT: FIR – FIRE

SUMMARY OF PROGRAM EXPENDITURES:

Program	FY2011-2012 Budget	FY2012-2013 Proposed	Increase/ Decrease from FY2011-2012	FY2013-2014 Proposed	Increase/ Decrease from FY2012-2013
FIRE DEPARTMENT					
ADMINISTRATION & SUPPORT SERVICES	31,940,284	32,974,760	1,034,476	33,174,123	199,363
CUSTODY	615,735	715,735	100,000	646,522	(69,213)
FIRE GENERAL	475,000	1,290,000	815,000	990,000	(300,000)
FIRE SUPPRESSION	253,486,682	275,826,229	22,339,547	281,649,802	5,823,573
GRANT SERVICES	0	0	0	0	0
PREVENTION & INVESTIGATION	10,740,043	11,919,164	1,179,121	12,193,791	274,627
TRAINING	3,994,924	4,167,160	172,236	4,267,823	100,663
WORK ORDER SERVICES	0	0	0	0	0
FIRE DEPARTMENT	**301,252,668**	**326,893,048**	**25,640,380**	**332,922,061**	**6,029,013**

FY 2012-13

The Department's proposed FY 2012-13 budget has increased by $25,640,380 largely due to:

- A significant increase in salary and fringe benefit costs, resulting from a 3% salary increase occurring on July 1, 2012 based on the City's agreement with the Firefighter's Union and a 4% salary increase in FY 2011-12, of which 3% was effective July 1, 2011 and 1% was effective January 1, 2012. The 4% FY 2011-12 salary increase was not included in the FY 2011-12 budget based on ongoing negotiations with the Firefighter's Union which weren't finalized until after the budget was approved.
- The re-activation of Fire Engine 35, located at Station 35 at Pier 22 ½ along the Embarcadero. Since July 1, 2009, this Engine has been deactivated and not staffed due to safety issues with the facility itself, and specifically the facility's ability to handle a Fire Engine and crew safely. There have been some improvements made to the facility, and the Department anticipates being able to re-staff the station effective July 1st, 2012.
- In January, 2012, the State agency, the Emergency Medical Services Authority allowed for San Francisco to become an exclusive operating area for 911 emergency response, limiting the number of ambulance providers within San Francisco's ambulance system to the Fire Department as the main provider and two private ambulance companies. In order for the Fire Department to maintain its position as the main provider of ambulance services within the City, it must maintain at least 80% market share. The Fire Department currently has a 70-72% market share. The Fire Department's current goal is to achieve 85-90% of emergency ambulance transports, which would require an academy class for H-3 Firefighter/Paramedics, consisting of 20 Level 1 (entry level) Firefighter/Paramedics, and the purchase of new equipment, such as ambulances, defibrillators, and gurneys.

FY 2013-14

The Department's proposed FY 2013-14 budget has increased by $6,029,013 largely due to:

- An increase in fringe benefit costs.

DEPARTMENT: FIR – FIRE

SUMMARY OF DEPARTMENT POSITION CHANGES:

FY 2012-13

The number of full-time equivalent positions (FTE) budgeted for FY 2012-13 are 1,467.63 FTEs, which are 6.13 FTEs less than the 1,473.76 FTEs in the original FY 2011-12 budget. This represents a 0.4% decrease in FTEs from the original FY 2011-12 budget. The 6.13 decrease in FTE count is due to increases in Attrition.

The Department and the Mayor's Office are proposing the re-activation of Fire Engine 35, located at Station 35 at Pier 22 ½ along the Embarcadero effective July 1st, 2012. This will result in 4 additional members per day on 24-hour duty.

The Fire Department plans to conduct one H-3 Firefighter/Paramedic academy class to meets its 85 – 90% market share goal for emergency ambulance transport, consisting of 20 Level 1 Firefighter/Paramedics, scheduled to begin on July 9, 2012.

The Department and the Mayor's Office are proposing one entry-level H-2 Firefighter academy class, consisting of 42 entry-level firefighters, to begin training in September, 2012, allowing for a January, 2013 entry into the work force.

FY 2013-14

The number of full-time equivalent positions (FTE) budgeted for FY 2013-14 are 1,453.78 FTEs, which are 13.85 FTEs less than the 1,467.63 FTEs in the original FY 2012-13 budget. This represents a 0.9% decrease in FTEs from the original FY 2012-13 budget.

The Department and the Mayor's Office are proposing one entry-level H-2 Firefighter academy class, consisting of 42 entry-level firefighters, to begin training in July, 2013 allowing for an October, 2013 entry into the work force.

DEPARTMENT REVENUES:

FY 2012-13

The Department's revenues of $110,944,430 in FY 2012-13, are $14,547,246 or 15.1% more than FY 2011-12 revenues of $96,397,184. General Fund support of $215,948,618 in FY 2012-13 is $11,093,134 or 3.7% more than FY 2011-12 General Fund support of $204,855,484.

Specific changes in the Department's FY 2012-13 revenues include:

- A supplemental reimbursement of federal funds for Medi-Cal ambulance transports as a result of a State assembly bill in 2011, which increased reimbursement rates from current rates for ambulance transports to match Federal Medicare reimbursement rates. The supplemental reimbursement is retroactive to January, 2010, and will result in increased reimbursement of $300 per ambulance transport to the Department. The retroactive supplemental reimbursement will be divided between FY 2012-13 and FY 2013-14. The increased supplemental reimbursement for ambulance transports is ongoing.
- An increase in State Public Safety Sales Tax funds (0.5% of the State's 7.5% Sales Tax rate) as a result of the improving economy across the State.

DEPARTMENT: FIR – FIRE

FY 2013-14

The Department's revenues of $115,067,383 in FY 2013-14, are $4,122,953 or 3.7% more than FY 2012-13 revenues of $110,944,430. General Fund support of $217,854,678 in FY 2013-14 is $1,906,060 or 0.9% more than FY 2012-13 General Fund support of $215,948,618.

Specific changes in the Department's FY 2013-14 revenues include:

- A retroactive supplemental reimbursement and continuing supplemental reimbursement for Medi-Cal ambulance transports, as noted above.
- An expected continuing increase in State Public Safety Sales Tax funds (0.5% of the State's 7.5% Sales Tax rate) as a result of the improving economy across the State.

Fee Legislation

Projected revenues for FY 2012-13 are based on the proposed fee ordinance as follows:

File No.	Fee Description	FY 2011-12 Original Revenue	Change in FY 2012-13	Annualized Revenue Thereafter	% Cost Recovery
12-0607	Increases Overtime fee from $128 to $131 per hour.	Overtime - $1,000,000	Overtime Increase - $0	Total OT revenue - $1,000,000	Overtime Cost Recovery - 100%;
12-0607	Increases Plan Review Fees based on the valuation amount.	Plan Review - $2,949,120	Plan Review increase - $886,880 ($538,153 due to increased volume and activity in the Bureau, $348,727 due to increased fees required for cost recovery)	Plan Review Revenue - $3,836,000	Plan Review Cost Recovery - 98%
Total		**$3,949,120**	**$886,880**	**$4,836,000**	

Recommendation: Approval of the proposed fee legislation is a policy matter for the Board of Supervisors. However, the Budget and Legislative Analyst notes that the proposed (Fire Department) budget is balanced based on the assumption that the fee legislation shown above will be approved.

COMMENTS:

FY 2012-13

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $1,768,704 in FY 2012-13. Of the $1,768,704 in recommended reductions, $1,574,666 are ongoing savings and $194,038 are one-time savings. These reductions would still allow an increase of $23,871,676 or 7.9% in the Department's FY 2012-13 budget.

DEPARTMENT: FIR – FIRE

FY 2013-14

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $1,623,499 in FY 2013-14. Of the $1,623,499 in recommended reductions, $1,611,595 are ongoing savings and $11,904 are one-time savings. These reductions would still allow an increase of $4,405,514 or 1.4% in the Department's FY 2013-14 budget.

FIR - Fire

Object Title	FY 2012-13							FY 2013-14						
	FTE		Amount					FTE		Amount				
	From	To	From	To	Savings	GF	1T	From	To	From	To	Savings	GF	1T
	AAD - Administration & Support Services													
Training - Budget			$18,700	$13,700	$5,000	x				$18,700	$13,700	$5,000	x	
	Reduction based on historical expenditures from FY 2009-10 through FY 2011-12.							Ongoing savings						
Materials & Supplies			$4,006,977	$3,881,295	$125,682	x				$3,628,432	$3,502,750	$125,682	x	
	The Department has increased the FY 2012-13 budget for materials and supplies by $507,747 for a one-time grant match allocation of $378,545 and other expenditures. Based on the detailed expenditure information provided by the Department , the FY 2012-13 budget for materials and supplies is $125,682 more than required. This recommended reduction of $125,682 would give the Department sufficient funds to pay for the grant match and required materials and supplies in FY 2012-13.							Reduction based on historical expenditures from FY 2009-10 through FY 2011-12 and materials and supplies budget provided by the Department for FY 2012-13.						
Attrition Savings - Miscellaneous			($71,146)	($201,352)	$130,206	x	x							
Mandatory Fringe Benefits			($28,374)	($80,302)	$51,928	x	x							
	Total Savings			*$182,134*										
	The Department has reduced attrition savings by $140,000 in FY 2012-13. The Department's total salary budget for Administration exceeds the required budget for actual Administration positions in FY 2012-13. The reduction of $130,206 plus related fringe benefits will give the Department sufficient funds to pay for Administration positions in FY 2012-13.													

GF = General Fund
1T = One Time

FIR - Fire

Object Title	FY 2012-13 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T	FY 2013-14 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T
AEC - Fire Suppression														
Attrition Savings - Uniform			($37,822,832)	($38,922,832)	$1,100,000	x				($39,640,706)	($40,740,706)	$1,100,000	x	
Mandatory Fringe Benefits			($11,827,666)	($12,171,650)	$343,984	x				($13,726,966)	($14,107,879)	$380,913	x	
	Total Savings	*$1,443,984*						*Total Savings*	*$1,480,913*					
	The Department has increased uniform salaries, premium pay and overtime by $17.9 million in FY 2012-13 to reflect (a) 3.5% pay increase in FY 2011-12, (b) 3.5% pay increase in FY 2012-13, (c) $2.5 million in overtime to staff Station 35, (d) increased overtime to meet projected requirements for suppression, and (e) 42 new recruits who will enter training in September. The Department's budget for uniform salaries with the recommended incrase to attrition savings will be more than sufficient to pay for uniform salaries, premium pay and overtime, including minimum staffing requirements, mandated pay increases, overtime staffing for Station 35 and hiring and training of new recruits.							Ongoing savings						
AGE - Fire General														
Equipment - Defibrillators			$200,000	$191,632	$8,368	x	x			$200,000	$191,632	$8,368	x	x
	Reduction based on quote supplied by Department.							Reduction based on quote supplied by Department.						
Equipment - Gurneys			$40,000	$36,464	$3,536	x	x			$40,000	$36,464	$3,536	x	x
	Reduction based on quote supplied by Department.							Reduction based on quote supplied by Department.						

FY 2012-13
Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	$194,038	$1,574,666	$1,768,704
Non-General Fund	$0	$0	$0
Total	$194,038	$1,574,666	$1,768,704

FY 2013-14
Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	$11,904	$1,611,595	$1,623,499
Non-General Fund	$0	$0	$0
Total	$0	$1,611,595	$1,623,499

GF = General Fund
1T = One Time

BUDGET REVIEW EXECUTIVE SUMMARY

YEAR ONE: FY 2012-13

Budget Changes

The department's proposed $47,707,342 budget for FY 2012-13 is $4,158,481 or 9.5% more than the original FY 2011-12 budget of $43,548,861.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2012-13 are 243.92 FTEs, which are 30.36 FTEs more than the 213.56 FTEs in the original FY 2011-12 budget. This represents a 14.2% increase in FTEs from the original FY 2011-12 budget.

Revenue Changes

The Department's revenues of $5,624,360 in FY 2012-13 are $3,377,783 or 150.4% more than FY 2011-12 revenues of $2,246,577. General Fund support of $42,082,982 in FY 2012-13 is $780,698 or 1.9% more than FY 2011-12 General Fund support of $41,302,284.

YEAR TWO: FY 2013-14

Budget Changes

The department's proposed $47,132,872 budget for FY 2013-14 is $574,470 or 1.2% less than the original FY 2012-13 budget of $47,707,342.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2013-14 are 239.25 FTEs, which are 4.67 FTEs less than the 243.92 FTEs in the original FY 2012-13 budget. This represents a 1.9% decrease in FTEs from the original FY 2012-13 budget.

Revenue Changes

The Department's revenues of $5,521,602 in FY 2013-14 are $102,758 or 1.8% less than FY 2012-13 revenues of $5,624,360. General Fund support of $41,611,270 in FY 2013-14 is $471,712 or 1.1% less than FY 2012-13 General Fund support of $42,082,982.

RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2012-13 AND FY 2013-14

DEPARTMENT: **ECD – EMERGENCY MANAGEMENT**

RECOMMENDATIONS

YEAR ONE: FY 2012-13

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $54,009 in FY 2012-13. Of the $54,009 in recommended reductions, $35,251 are ongoing savings and $18,758 are one-time savings. These reductions would still allow an increase of $4,098,853 or 9.4% in the Department's FY 2012-13 budget.

In addition, approval of the Budget and Legislative Analyst's policy recommendations would result in savings of $59,628 in FY 2012-13, which are ongoing savings.

YEAR TWO: FY 2013-14

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $35,607 in FY 2013-14, which are ongoing savings.

In addition, approval of the Budget and Legislative Analyst's policy recommendations would result in savings of $145,048 in FY 2013-14, which are ongoing savings.

DEPARTMENT: ECD – EMERGENCY MANAGEMENT

SUMMARY OF PROGRAM EXPENDITURES:

Program	FY 2011-2012 Budget	FY 2012-2013 Proposed	Increase/ Decrease from FY 2011-2012	FY 2013-2014 Proposed	Increase/ Decrease from FY 2012-2013
911 PROJECT	0	0	0	0	0
EMERGENCY COMMUNICATIONS	39,768,742	40,348,997	580,255	39,528,971	(820,026)
EMERGENCY MANAGEMENT - EMSA	0	0	0	0	0
EMERGENCY SERVICES	2,903,724	6,471,790	3,568,066	6,710,490	238,700
FALSE ALARM PREVENTION	770,950	754,297	(16,653)	761,359	7,062
OUTDOOR PUBLIC WARNING SYSTEM	105,445	132,258	26,813	132,052	(206)
DEPARTMENT OF EMERGENCY MANAGEMENT	**43,548,861**	**47,707,342**	**4,158,481**	**47,132,872**	**(574,470)**

FY 2012-13

The Department's proposed FY 2012-13 budget has increased by $4,158,481 largely due to:

- Upgrade the Computer Aided Dispatch (CAD) system.

  Tiburon Stratus CAD, which went live in April 2000, is the City's main 9-1-1 call processing application. It will no longer be supported by the vendor after March, 2015. In FY 2011-12, the Department received Committee on Information Technology (COIT) approval to update the existing Tiburon Stratus CAD system to the latest version of Tiburon Command CAD. Project costs are estimated to be $3,643,257 and will be incurred in FY 2012-13 and FY 2013-14.

- BayWEB Project:

  BayWEB is a new regional interoperability communications network that will allow first responders throughout the Bay Area to communicate during a disaster and on an ongoing basis using advanced technologies. The network is primarily funded by federal grants, with City General Fund support proposed to be $226,764 in FY 2012-13.

- City's Earthquake Early Warning System:

  Effective March 1, 2012, the Department (through coordination with the Controller's Office) entered into a three-year agreement with the Regents of the University of California to participate as a member in the Berkeley Seismological Lab's Earthquake Research Affiliates Program, which will give the City access to the program's ground motion data feed. The data provided by this program is expected to assist the Department in issuing early alerts in the event of an earthquake. The City will pay an annual membership fee of $60,000.

- A reduction in attrition savings, as described in more detailed below.

FY 2013-14

The Department's proposed FY 2013-14 budget has decreased by $574,470 largely due to a decreases CAD system update project costs, pending future approval by COIT.

DEPARTMENT: ECD – EMERGENCY MANAGEMENT

SUMMARY OF DEPARTMENT POSITION CHANGES:

FY 2012-13

The number of full-time equivalent positions (FTE) budgeted for FY 2012-13 are 243.92 FTEs, which are 30.36 FTEs more than the 213.56 FTEs in the original FY 2011-12 budget. This represents a 14.2% increase in FTEs from the original FY 2011-12 budget. General Fund supported positions have increased by 6.86 FTEs, largely due to an attrition adjustment, as described below.

The primary position changes include:

- Recognition of 20 FTEs previously off-budget positions:

  The Department's FY 2012-13 budget recognizes 20 FTEs that were shown as "off-budget" positions in the FY 2011-12 budget. These positions are funded by federal Homeland Security grants. Along with the recognition of the positions, the Department's budget also identifies the specific grant funding source.

- Four new grant-funded positions.

- Exempt Transition Project:

  As a result of a Department of Human Resources (DHR) audit conducted in 2011, DHR informed the Department of Emergency Management that of 33 positions hired as Civil Service exempt positions, 10 of these positions had exceeded their three year limit for Civil Service exempt status. At the direction of the Civil Service Commission, the Department has worked with DHR to review the Department of Emergency Management's staffing needs, identify positions that should be transitioned to regular permanent positions, and develop examinations for permanent positions. As of June 2012, all of the proposed position transitions have been approved by DHR. As part of this process, DHR developed a new classification series "Emergency Services Coordinator" (8600-8604) to more appropriately serve the needs of the Department, which currently uses the City's Planner series to meet its emergency services personnel needs.

  Five upward substitutions have been approved by DHR as part of this exempt transition process, two of which are positions supported by the General Fund, as follows:

  - 1 FTE Class 5291 Planner III, transition to Class 0922 Manager I (to serve as Public Information Officer)
  - 1 FTE Class 0932 Manager IV, transition to Class 0933 Manager V (to serve as Assistant Deputy Director)

  The Budget and Legislative Analyst does not recommend approval of the upward substitution of the Class 0922 Manager I for the Class 5291 Planner III, since the position would not have supervisory responsibility. Instead, the Class 5291 Planner III should be replaced with the new Class 8603 Emergency Services Coordinator III classification.

- Attrition Reduction and Corresponding Overtime Reduction:

  The proposed FY 2012-13 budget includes a reduction to attrition savings of $350,996. The Department requested this r to account for a lower separation/retirement rate than previously anticipated, based on a lower than typical separation/retirement rate experienced in FY 2011-12. Since the Department had lower overtime expenditures as a result of lower attrition in FY 2011-12, the proposed FY 2012-13 budget included a reduction of $345,709 in overtime costs.

FY 2013-14

The number of full-time equivalent positions (FTE) budgeted for FY 2013-14 are 239.25 FTEs, which are 4.67 FTEs less than the 243.92 FTEs in the original FY 2012-13 budget. This represents a 1.9% decrease in FTEs from the original FY 2012-13 budget.

DEPARTMENT REVENUES:

FY 2012-13

The Department's revenues of $5,624,360 in FY 2012-13 are $3,377,783 or 150.4% more than FY 2011-12 revenues of $2,246,577. General Fund support of $42,082,982 in FY 2012-13 is $780,698 or 1.9% more than FY 2011-12 General Fund support of $41,302,284.

Specific changes in the Department's FY 2012-13 revenues include an increase in federal Homeland Security grants to coincide with the recognition of 20 FTEs that were previously shown as "off-budget".

FY 2013-14

The Department's revenues of $5,521,602 in FY 2013-14 are $102,758 or 1.8% less than FY 2012-13 revenues of $5,624,360. General Fund support of $41,611,270 in FY 2013-14 is $471,712 or 1.1% less than FY 2012-13 General Fund support of $42,082,982.

COMMENTS:

FY 2012-13

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $54,009 in FY 2012-13. Of the $54,009 in recommended reductions, $32,251 are ongoing savings and $18,758 are one-time savings. These reductions would still allow an increase of $4,098,853 or 9.4% in the Department's FY 2012-13 budget.

In addition, approval of the Budget and Legislative Analyst's policy recommendations would result in savings of $59,628 in FY 2012-13, which are ongoing savings.

DEPARTMENT: ECD – EMERGENCY MANAGEMENT

FY 2013-14

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $35,607 in FY 2013-14, which are ongoing savings.

In addition, approval of the Budget and Legislative Analyst's policy recommendations would result in savings of $145,048 in FY 2013-14, which are ongoing savings.

ECD - Emergency Management Department

Object Title	FY 2012-13 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T	FY 2013-14 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T
BIR - Emergency Communications														
Public Safety Communications Dispatcher	175.00	170.00	$14,885,575	$14,460,273	$425,302	x		175.00	170.00	$15,078,114	$14,647,311	$430,803	x	
Mandatory Fringe Benefits			$6,171,483	$5,995,155	$176,328	x				$6,838,926	$6,643,528	$195,398	x	
Attrition Savings	(39.51)	(35.01)	($3,456,231)	($3,881,533)	($425,302)	x		(43.67)		($3,871,455)	($4,302,258)	($430,803)	x	
Mandatory Fringe Benefits			($1,419,615)	($1,595,943)	($176,328)	x				($1,739,460)	($1,934,858)	($195,398)	x	
			Total Savings	*$0*						*Total Savings*	*$0*			
	The Department has 15 vacancies at the 8238 Public Safety Communications Dispatcher level, including four positions that have been vacant since 2008 or earlier and one vacant since since 2009. Furthermore, the Department states that it will not hold an Academy class for Dispatcher positions until at least FY 2014-15 and its hiring plan only accommodates hiring 10 dispatchers per year. Therefore, these vacant positions would not be filled until at least FY 2014-15. Eliminating the longest vacant five of the 15 vacant positions will not have a programmatic impact. Because these 8238 Public Safety Communications Dispatchers were factored into the Department's Attrition Savings calculation, offset Attrition by the amount of the salary and fringe benefits reduction, $601,630, for a net reduction of $0.							Ongoing savings.						
Temp-Regular-Misc			$89,630	$82,815	$6,815	x				$89,630	$82,815	$6,815	x	
Mandatory Fringe Benefits			$7,081	$1,220	$5,861	x				$7,081	$1,220	$5,861	x	
			Total Savings	*$12,676*						*Total Savings*	*$12,676*			
	The Department anticipates utilizing a lower classification position (Class 9914) in place of a higher cost Class PT 1426 in its temporary salary budget. Reduce by a total of $12,676 to reflect the anticipated temporary staff utilization.							Ongoing savings.						
Other Materials & Supplies			$106,907	$102,258	$4,649	x				$94,649	$90,000	$4,649	x	
Other Materials & Supplies			$102,258	$90,000	$12,258	x	x							
			Total Savings	*$16,907*						*Total Savings*	*$4,649*			
	The Department's actual spending in the current fiscal year is projected to be $73,997, including encumbrances. Spending in this subobject has not reached $90,000 in the last three fiscal years. Reduce to $90,000, which permits more than historic spending.							Ongoing savings.						

GF = General Fund
1T = One Time

ECD - Emergency Management Department

Object Title	FY 2012-13 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T	FY 2013-14 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T
Training			$52,150	$45,650	$6,500	x	x							
			Total Savings	*$6,500*						*Total Savings*	*$0*			
	The Department pays dispatcher recertification fees, a component of its training budget, on a two-year cycle and has already paid these fees for FY 2012-13. Reduce by $6,500 to reflect anticipated actual spending.													
	BIV - Emergency Services (1G-AGF-AAA)													
Manager I	1.00	0.00	$111,066	$0	$111,066	x		1.00	0.00	$113,042	$0	$113,042	x	
Mandatory Fringe Benefits			$45,864	$0	$45,864	x				$50,288	$0	$50,288	x	
Emergency Services Coordinator III	0.00	1.00	$0	$99,476	($99,476)	x		0.00	1.00	$0	$101,246	($101,246)	x	
Mandatory Fringe Benefits			$0	$39,528	($39,528)	x				$0	$43,802	($43,802)	x	
			Total Savings	*$17,926*						*Total Savings*	*$18,282*			
	Although DHR has approved this position substitution, disapprove this upward substitution due to insufficient justification. The proposed manager position would not have supervisory responsibility.							Ongoing savings.						

FY 2012-13
Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	$18,758	$35,251	$54,009
Non-General Fund	$0	$0	$0
Total	$18,758	$35,251	$54,009

FY 2013-14
Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	$0	$35,607	$35,607
Non-General Fund	$0	$0	$0
Total	$0	$35,607	$35,607

ECD - Emergency Management Department

	FY 2012-13							FY 2013-14						
	FTE		Amount					FTE		Amount				
Object Title	From	To	From	To	Savings	GF	1T	From	To	From	To	Savings	GF	1T

Policy Recommendations

	BIV - Emergency Services (1G-AGF-AAA)													
Emergency Services Coordinator II	0.50	0.00	$41,938	$0	$41,938	x	x							
Mandatory Fringe Benefits			$17,690	$0	$17,690	x	x							
Emergency Services Coordinator III					$0			1.00	0.00	$101,246	$0	$101,246	x	
Mandatory Fringe Benefits					$0					$43,802	$0	$43,802	x	
			Total Savings	*$59,628*						*Total Savings*	*$145,048*			
	Due to reductions in grant funding, the Department is proposing to replace grant funding with General Fund monies to continue funding 0.5 FTE filled positions in FY 2012-13.							In FY 2013-14, an additional 0.5 FTE is proposed to be funded with General Fund monies, for a total of 1.0 new FTE positions as compared to FY 2011-12. Furthermore, the 1.0 FTE is proposed to be filled at the higher Emergency Services Coordinator III level, which represents an increase from the Emergency Services Coordinator II level in FY 20112-13.						

FY 2012-13
Total Policy Recommendations

	One-Time	Ongoing	Total
General Fund	$0	$59,628	$59,628
Non-General Fund	$0	$0	$0
Total	$0	$59,628	$59,628

FY 2013-14
Total Policy Recommendations

	One-Time	Ongoing	Total
General Fund	$0	$145,048	$145,048
Non-General Fund	$0	$0	$0
Total	$0	$145,048	$145,048

BUDGET REVIEW EXECUTIVE SUMMARY

YEAR ONE: FY 2012-13

Budget Changes

The department's proposed $492,124,231 budget for FY 2012-13 is $30,317,040 or 6.6 % more than the original FY 2011-12 budget of $461,807,191.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2012-13 are 2,665.88 FTEs, which are 0.96 FTE more than the 2,664.92 FTEs in the original FY 2011-12 budget. This represents a 0.04% increase in FTEs from the original FY 2011-12 budget.

The Department has requested approval of 1.00 FTE position, which will be grant funded, as an interim exception. The Budget and Legislative Analyst recommends approval of 1.00 FTE position as an interim exception, as this position is necessary to expend the grant funds and this position was approved by the Board on April 24, 2012 as a 0.33 FTE position amendment to the FY 2011-12 Annual Salary Ordinance.

Revenue Changes

The Department's revenues of $116,893,368 in FY 2012-13, are $9,075,238 or 8.4% more than FY 2011-12 revenues of $107,818,130. General Fund support of $375,230,863 in FY 2012-13 is $21,244,802 or 6.0% more than FY 2011-12 General Fund support of $353,986,061.

YEAR TWO: FY 2013-14

Budget Changes

The department's proposed $513,050,156 budget for FY 2013-14 is $20,925,925 or 4.3% more than the original FY 2012-13 budget of $492,124,231.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2013-14 are 2,720.82 FTEs, which are 54.94 FTEs more than the 2,665.88 FTEs in the original FY 2012-13 budget. This represents a 2.1% increase in FTEs from the original FY 2012-13 budget.

Revenue Changes

The Department's revenues of $120,624,031 in FY 2013-14, are $3,730,663 or 3.2% more than FY 2012-13 revenues of $116,893,368. General Fund support of $392,425,125 in FY 2013-14 is $17,194,262 or 4.6% more than FY 2012-13 General Fund support of $375,230,863.

RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST FOR AMENDMENT OF BUDGET ITEMS FY 2012-13 AND FY 2013-14

DEPARTMENT: POL – POLICE

RECOMMENDATIONS

YEAR ONE: FY 2012-13

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $1,980,023 in FY 2012-13. Of the $1,980,023 in recommended reductions, $628,452 are ongoing savings and $1,351,571 are one-time savings. These reductions would still allow an increase of $28,337,017 or 6.1% in the Department's FY 2012-13 budget.

YEAR TWO: FY 2013-14

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $1,738,304 in FY 2013-14. Of the $1,738,304 in recommended reductions, $1,178,784 are ongoing savings and $559,520 are one-time savings. These reductions would still allow an increase of $19,187,621 or 3.9% in the Department's FY 2013-14 budget.

DEPARTMENT: POL – POLICE

SUMMARY OF PROGRAM EXPENDITURES:

Program	FY 2011-2012 Budget	FY 2012-2013 Proposed	Increase/ Decrease from FY 2011-2012	FY 2013-2014 Proposed	Increase/ Decrease from FY 2012-2013
POLICE					
AIRPORT POLICE	45,679,752	47,645,035	1,965,283	49,827,889	2,182,854
INVESTIGATIONS	76,251,103	78,850,377	2,599,274	80,366,927	1,516,550
OFFICE OF CITIZEN COMPLAINTS	4,321,169	4,705,802	384,633	4,953,595	247,793
OPERATIONS AND ADMINISTRATION	63,874,326	70,714,277	6,839,951	80,369,840	9,655,563
PATROL	258,177,215	275,711,551	17,534,336	282,651,876	6,940,325
POLICE OPERATIONS	0	0	0	0	0
WORK ORDER SERVICES	13,503,626	14,497,189	993,563	14,880,029	382,840
POLICE	**461,807,191**	**492,124,231**	**30,317,040**	**513,050,156**	**20,925,925**

FY 2012-13

The Department's proposed FY 2012-13 budget has increased by $30,317,040 largely due to:

- Increases in salary and fringe benefit costs. The Department anticipates significant retirements in FY 2012-13 and FY 2013-14 due, in part, to the expiration of the Deferred Retirement Option Program (DROP). To address attrition, the Department has developed a 6-year hiring plan to gradually increase the number of new officers in its force, including three General Fund supported Police Academy classes of 50 recruits each year in order to backfill retirements and increase the size of the force. In FY 2012-13, the Airport will also fund a class of 30 recruits to address its increased needs. The hiring plan also includes the hiring of civilian staff to allow the Department to move officers currently performing non-sworn functions back into the field.
- A new public safety building, currently under construction, that will be furnished with new furniture, fixtures, and equipment. The building, which will contain the new Police headquarters and house new police and fire stations, is scheduled to open in 2014 in the Mission Bay neighborhood.
- Technological improvements, including an expansion of the pilot *Cameras on Officers* program, the creation of a robust data warehouse, equipping officers with property technology tools, creating a technology help desk, and building a technology team.
- Two additional positions in the Office of Citizen Complaints to assist with investigating police misconduct allegations.

FY 2013-14

The Department's proposed FY 2013-14 budget has increased by $20,925,925 largely due to:

- Continued increases in salary and fringe benefit costs due to anticipated retirements in FY 2012-13-. As noted above, to address attrition, the Department has developed a 6-year hiring plan to gradually increase the number of new officers in its force, including three General Fund supported Policy Academy classes of 50 recruits each year in order to

backfill retirements and increase the size of the force. The hiring plan also includes the hiring of civilian staff to allow the Department to move officers currently performing non-sworn functions back into the field.

- Continued increased costs for the new public safety building, scheduled to open in 2014.
- Continued increased costs for technological improvements, noted above.

SUMMARY OF DEPARTMENT POSITION CHANGES:

FY 2012-13

The number of full-time equivalent positions (FTE) budgeted for FY 2012-13 are 2,665.88 FTEs, which are 0.96 FTEs more than the 2,664.92 FTEs in the original FY 2011-12 budget. This represents a 0.04% increase in FTEs from the original FY 2011-12 budget.

FY 2013-14

The number of full-time equivalent positions (FTE) budgeted for FY 2013-14 are 2,720.82 FTEs, which are 54.94 FTEs more than the 2,665.88 FTEs in the original FY 2012-13 budget. This represents a 2.06% increase in FTEs from the original FY 2012-13 budget.

INTERIM EXCEPTIONS

The Department has requested approval of 1.00 FTE 1824 Principal Administrative Analyst position as an interim exception. The Budget and Legislative Analyst recommends approval of 1.00 FTE position as an interim exception as:

- This position would not affect the general fund in FY 2012-13 as it will be funded by an Urban Areas Security Initiative (UASI) grant which would provide funding through April 30, 2014.
- The Board approved a motion to accept and expend the UASI grant in the amount of $35,546,960 from the U.S. Department of Homeland Security to assist in building an enhanced and sustainable capacity to prevent, protect against, respond to, and recover from threats and acts of terrorism (File No. 12-0321).
- The position was approved by the Board on April 24, 2012 as an amendment to the FY 2011-12 Annual Salary Ordinance reflecting a 0.33 FTE increase (File No. 12-0321).

DEPARTMENT REVENUES:

FY 2012-13

The Department's revenues of $116,893,368 in FY 2012-13, are $9,075,238 or 8.4% more than FY 2011-12 revenues of $107,818,130. General Fund support of $375,230,863 in FY 2012-13 is $21,244,802 or 6.0% more than FY 2011-12 General Fund support of $353,986,061.

Specific changes in the Department's FY 2012-13 revenues include:

- Public safety sales tax increases that are projected to result in additional revenue.

- Increases in budgeted work orders from other departments, including the Airport.

FY 2013-14

The Department's revenues of $120,624,031 in FY 2013-14, are $3,730,663 or 3.2% more than FY 2012-13 revenues of $116,893,368. General Fund support of $392,425,125 in FY 2013-14 is $17,194,262 or 4.6% more than FY 2012-13 General Fund support of $375,230,863.

Specific changes in the Department's FY 2013-14 revenues include:

- Additional projected increases in public safety sales tax revenues.
- Increases in budgeted work orders from other departments, including the Airport.

DEPARTMENT: POL – POLICE

Fee Legislation

Projected revenues for FY 2012-13 are based on the proposed fee ordinance as follows:

File No.	Fee Description	FY 2011-12 Original Revenue	FY 2012-13 Proposed	Change in FY 2012-13	Annualized Revenue Thereafter	% Cost Recovery
12-0597	Various Permit and License Fees	4,603,000	4,783,000	180,000	4,783,000	<50%
Total						

Recommendation: Approval of the proposed fee resolution is a policy matter for the Board of Supervisors. However, the Budget and Legislative Analyst notes that the proposed Police Department budget is balanced based on the assumption that the fee legislation shown above will be approved.

COMMENTS:

FY 2012-13

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $1,980,023 in FY 2012-13. Of the $1,980,023 in recommended reductions, $628,452 are ongoing savings and $1,351,571 are one-time savings. These reductions would still allow an increase of $28,337,017 or 6.1% in the Department's FY 2012-13 budget.

FY 2013-14

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $1,738,304 in FY 2013-14. Of the $1,738,304 in recommended reductions, $1,178,784 are ongoing savings and $559,520 are one-time savings. These reductions would still allow an increase of $19,187,621 or 3.9% in the Department's FY 2013-14 budget.

POL - Police

Object Title	FY 2012-13							FY 2013-14						
	FTE		Amount					FTE		Amount				
	From	To	From	To	Savings	GF	1T	From	To	From	To	Savings	GF	1T
	ACB - Investigations													
Membership Fees			$8,000	$3,000	$5,000	x				$8,000	$3,000	$5,000	x	
	Reduce to reflect historical expenditures and projected expenditures in FY 2012-13.							Estimated ongoing reduction.						
Professional Services			$20,000	$10,000	$10,000	x				$20,000	$10,000	$10,000	x	
	Reduce to reflect historical expenditures and projected expenditures in FY 2012-13.							Estimated ongoing reduction.						
Rents & Leases- Equipment			$72,000	$0	$72,000	x				$72,000	$0	$72,000	x	
	Reduce to reflect historical expenditures and projected expenditures in FY 2012-13.							Estimated ongoing reduction.						
Other Current Expenses			$236,500	$200,000	$36,500	x				$236,500	$200,000	$36,500	x	
	Reduce to reflect historical expenditures and projected expenditures in FY 2012-13.							Estimated ongoing reduction.						
Materials & Supplies			$581,000	$381,000	$200,000	x				$581,000	$381,000	$200,000	x	
	The Department has spent $3.6 million in FY 2009-10, $3.9 million in FY 2010-11, and projected $4.5 million in FY 2011-12 in materials and supplies. The total General Fund budget for materials and supplies in FY 2012-13 is $5.3 million. With the recommended reduction of $200,000, the Department would have an increase of approximately $460,000 for materials and supplies expenditures in FY 2012-13, consistent with proposed staffing increases in FY 2012-13.							Estimated ongoing reduction.						
	ACM - Operations and Administration													
Assistant Materials Coordinator	7.69	0.00	$727,025	$0	$727,025	x	x							
Mandatory Fringe Benefits			$285,555	$0	$285,555	x	x							
	Total Savings			*$1,012,580*										
	Delete 10 new Assistant Materials Coordinator positions in FY 2012-13 (7.69 FTEs). The Department proposes to hire these positions on July 1, 2013. This is a one-time recommendation, which retains 10.0 FTE Materials Coordinator positions in FY 2013-14, allowing for a July 1, 2013 hire date, consistent with the Department's plan.													

GF = General Fund
1T = One Time

POL - Police

	FY 2012-13							FY 2013-14						
	FTE		Amount					FTE		Amount				
Object Title	From	To	From	To	Savings	GF	1T	From	To	From	To	Savings	GF	1T
Vehicle Maintenance Operator	1.54	0.00	$94,934	$0	$94,934	x	x							
Mandatory Fringe Benefits			$45,490	$0	$45,490	x	x							
			Total Savings	*$140,424*										
	Delete 2 new Vehicle Maintenance Operator positions in FY 2012-13 (1.54 FTEs). The Department proposes to hire these positions on July 1, 2013. This is a one-time recommendation, which retains 2.0 FTE Vehicle Maintenance Operator positions in FY 2013-14, allowing for a July 1, 2013 hire date, consistent with the Department's plan.													
Programmatic Projects			$490,067	$400,000	$90,067	x	x			$8,559,520	$8,000,000	$559,520	x	x
	Reduce by $90,067 in new expenditures in FY 2012-13 for which the Department has not provided sufficient justification.							Reduce by $559,520 in new expenditures in FY 2013-14 for which the Department has not provided sufficient justification.						
Professional Services			$1,235,795	$1,225,795	$10,000	x				$1,235,795	$1,225,795	$10,000	x	
	Reduce to reflect historical expenditures and projected expenditures in FY 2012-13.							Estimated ongoing reduction.						
Professional Services			$533,611	$333,611	$200,000	x				$533,611	$333,611	$200,000	x	
	Reduce to reflect historical expenditures and projected expenditures in FY 2012-13.							Estimated ongoing reduction.						
	ACV - Office of Citizen Complaints													
Investigator, OCC	17.54	16.77	$1,533,336	$1,466,024	$67,313	x		18.00	17.00	$1,593,903	$1,505,353	$88,550	x	
Mandatory Fringe Benefits			$629,594	$601,955	$27,639	x				$716,275	$676,536	$39,739	x	
			Total Savings	*$94,952*						*Total Savings*	*$128,289*			
	The Department has requested two new Investigator, Office of Citizen Complaints, positions in FY 2012-13. We recommend approval of one of two requested new positions, which is sufficient to meet the Office of Citizen Complaints caseload. The Department's number of new cases has declined from approximately 990 new cases in 2009, to 854 new cases in 2010, and to 784 new cases in 2011, a reduction of 21% over 3 years.							Estimated ongoing reduction.						

GF = General Fund
1T = One Time

POL - Police

Object Title	FY 2012-13 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T	FY 2013-14 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T
	ACX - Patrol													
Overtime										$6,564,265	$6,064,265	$500,000	x	
Mandatory Fringe Benefits										$111,591	$94,596	$16,995	x	
										Total Savings	*$516,995*			
								The FY 2013-14 budget contains $9,547,450 in General Fund expenditures for overtime for uniform personnel. This recommended reduction of $500,000 will still result in an increase of $1,911,793 in uniform overtime in the FY 2013-14 budget from FY 2011-12.						
Equipment Purchase			$813,750	$705,250	$108,500	x	x							
	The Department has requested 30 new marked police vehicles, including 15 vehicles which are lease-financed and 15 vehicles in the Department budget in FY 2012-13. We recommend a reduction of 2 of the 15 new marked police vehicles in the Department's budget, for a total of 13 new marked police vehicles and we are recommending 15 vehicles which are lease-financed, totaling 28 new vehicles in FY 2012-13.													

FY 2012-13
Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	$1,351,571	$628,452	$1,980,023
Non-General Fund	$0		$0
Total	$1,351,571	$628,452	$1,980,023

FY 2013-14
Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	$559,520	$1,178,784	$1,738,304
Non-General Fund	$0	$0	$0
Total	$559,520	$1,178,784	$1,738,304

GF = General Fund
1T = One Time

BUDGET REVIEW EXECUTIVE SUMMARY

YEAR ONE: FY 2012-13

Budget Changes

The department's proposed $42,754,688 budget for FY 2012-13 is $2,099,517 or 5.2% more than the original FY 2011-12 budget of $40,655,171.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2012-13 are 244.96 FTEs, which are 6.44 FTEs more than the 238.52 FTEs in the original FY 2011-12 budget. This represents a 2.7% increase in FTEs from the original FY 2011-12 budget.

Revenue Changes

The Department's revenues of $6,084,020 in FY 2012-13 are $1,823,982 or 23.1% less than FY 2011-12 revenues of $7,908,002. General Fund support of $36,670,668 in FY 2012-13 is $3,923,496 or 12.0% more than FY 2011-12 General Fund support of $32,747,172.

YEAR TWO: FY 2013-14

Budget Changes

The department's proposed $42,978,871 budget for FY 2013-14 is $224,183 or 0.5% more than the original FY 2012-13 budget of $42,754,688.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2013-14 are 237.81 FTEs, which are 7.15 FTEs less than the 244.96 FTEs in the original FY 2012-13 budget. This represents a 2.9% decrease in FTEs from the original FY 2011-12 budget.

Revenue Changes

The Department's revenues of $5,698,395 in FY 2013-14 are $385,625 or 6.3% less than FY 2012-13 revenues of $6,084,020. General Fund support of $37,280,476 in FY 2013-14 is $609,808 or 1.7% more than FY 2012-13 General Fund support of $36,670,668.

RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2012-13 AND FY 2013-14

DEPARTMENT: DAT – DISTRICT ATTORNEY

RECOMMENDATIONS

YEAR ONE: FY 2012-13

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $162,170 in FY 2012-13. Of the $162,170 in recommended reductions, $61,222 are ongoing savings and $100,948 are one-time savings. These reductions would still allow an increase of $1,937,347 or 4.8% in the Department's FY 2012-13 budget.

In addition, approval of the Budget and Legislative Analyst's policy recommendations would result in savings of $293,536 in FY 2012-13, which are ongoing savings.

YEAR TWO: FY 2013-14

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $65,893 in FY 2013-14. Of the $65,893 in recommended reductions, 100% are ongoing savings. These reductions would still allow an increase of $158,290 or 0.3% in the Department's FY 2013-14 budget.

In addition, approval of the Budget and Legislative Analyst's policy recommendations would result in savings of $307,967 in FY 2013-14, which are ongoing savings.

DEPARTMENT: DAT – DISTRICT ATTORNEY

SUMMARY OF PROGRAM EXPENDITURES:

Program	FY 2011-2012 Budget	FY 2012-2013 Proposed	Increase/ Decrease from FY 2011-2012	FY 2013-2014 Proposed	Increase/ Decrease from FY 2012-2013
DISTRICT ATTORNEY					
ADMINISTRATION - CRIMINAL & CIVIL	1,822,906	2,030,382	207,476	2,043,593	13,211
CAREER CRIMINAL PROSECUTION	963,088	1,002,495	39,407	1,046,325	43,830
CHILD ABDUCTION	979,991	979,544	(447)	1,011,487	31,943
FAMILY VIOLENCE PROGRAM	767,784	1,287,598	519,814	1,332,087	44,489
FELONY PROSECUTION	23,021,431	24,466,391	1,444,960	24,709,274	242,883
MISDEMEANOR PROSECUTION	1,833,091	1,915,546	82,455	2,003,654	88,108
SUPPORT SERVICES	5,784,859	6,197,334	412,475	6,358,053	160,719
WORK ORDERS & GRANTS	5,482,021	4,875,398	(606,623)	4,474,398	(401,000)
DISTRICT ATTORNEY	**40,655,171**	**42,754,688**	**2,099,517**	**42,978,871**	**224,183**

FY 2012-13

The Department's proposed FY 2012-13 budget has increased by $2,099,514 largely due to:

- Seven FTE's moved from grant support to General Fund support, as described below.
- First year cost of a two-year project to upgrade the District Attorney's case management system (DAMION) to the latest version which will allow the Office to improve statistical monitoring. The Committee on Information Technology (COIT) approved the project for $320,428 in the first year and $243,480 in the second year.
- Five Replacement Vehicles at a total cost of $146,905. In order to comply with the Healthy and Clean Air Ordinance (HACTO), which requires subject departmental fleets to remove from service all light duty vehicles that are 12 or more years old, the District Attorney's Office plans to replace several of its vehicles by 2014. The Department currently maintains a vehicle fleet of approximately 35 vehicles, 25 of which are 12 or more years old.

FY 2013-14

The Department's proposed FY 2013-14 budget has increased by $224,183 largely due to the second year cost of a two-year project to upgrade the District Attorney's case management system, as described above.

SUMMARY OF DEPARTMENT POSITION CHANGES:

FY 2012-13

The number of full-time equivalent positions (FTE) budgeted for FY 2012-13 are 244.96 FTEs, which are 6.44 FTEs more than the 238.52 FTEs in the original FY 2011-12 budget. This represents a 2.7 percent increase in FTEs from the original FY 2011-12 budget.

DEPARTMENT: DAT – DISTRICT ATTORNEY

The proposed budget includes seven position reassignments that are currently grant-funded positions proposed to be supported by the General Fund under the reassignment. The positions include:

- Three 8177 Attorneys and one 8129 Victim/Witness Investigator:

  Since 2010, these four positions have been funded by American Recovery and Reinvestment Act (ARRA) grant funds that are set to expire. These four positions were supported by the General Fund prior to the receipt of the ARRA funds in 2010. Under the proposed reassignment, the four positions would once again be supported by the General Fund. The Budget and Legislative Analyst recommends approval of these reassignments.

- Three 8129 Victim/Witness Investigators:

  These three positions, which conduct outreach to victims of crime in the community, were previously funded by grants that no longer support the costs of the positions. The positions would be funded by the General Fund under the reassignment. These three positions were not supported by the General Fund prior to the grant funding. The Budget and Legislative Analyst believes that approval of these reassignments is a policy matter for the Board of Supervisors.

FY 2013-14

The number of full-time equivalent positions (FTE) budgeted for FY 2013-14 are 237.81 FTEs, which are 7.15 FTEs less than the 244.96 FTEs in the original FY 2012-13 budget. This represents a 2.9 percent decrease in FTEs from the original FY 2012-13 budget.

The primary change in the Department's FY 2012-14 positions is a reduction in Limited Term attorney and investigator personnel that were added during FY 2011-12 to address backlogged homicide cases and carry out other temporary work related to police misconduct cases.

DEPARTMENT REVENUES:

FY 2012-13

The Department's revenues of $6,084,020 in FY 2012-13 are $1,823,982 or 23.1 percent less than FY 2011-12 revenues of $7,908,002. General Fund support of $36,670,668 in FY 2012-13 is $3,923,496 or 12.0 percent more than FY 2011-12 General Fund support of $32,747,172.

Specific changes in the Department's FY 2012-13 revenues include:

- The absence of one-time settlement revenue received in the current fiscal year.
- The expiration of federal American Recovery and Reinvestment Act (ARRA) grant funds and the reduction of State revenue.

DEPARTMENT: DAT – DISTRICT ATTORNEY

FY 2013-14

The Department's revenues of $5,698,395 in FY 2013-14 are $385,625 or 6.3 percent less than FY 2012-13 revenues of $6,084,020. General Fund support of $37,280,476 in FY 2013-14 is $609,808 or 1.7 percent more than FY 2012-13 General Fund support of $36,670,668.

Specific changes in the Department's FY 2013-14 revenues include a reduction of State revenue and the reduction of expenditure recovery revenue.

COMMENTS:

FY 2012-13

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $162,170 in FY 2012-13. Of the $162,170 in recommended reductions, $61,222 are ongoing savings and $100,948 are one-time savings. These reductions would still allow an increase of $1,937,347 or 4.8% in the Department's FY 2012-13 budget.

In addition, approval of the Budget and Legislative Analyst's policy recommendations would result in savings of $293,536 in FY 2012-13, which are ongoing savings.

FY 2013-14

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $65,893 in FY 2013-14. Of the $65,893 in recommended reductions, 100% are ongoing savings. These reductions would still allow an increase of $158,290 or 0.3% in the Department's FY 2013-14 budget.

In addition, approval of the Budget and Legislative Analyst's policy recommendations would result in savings of $307,967 in FY 2013-14, which are ongoing savings.

DAT - District Attorney

Object Title	FY 2012-13 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T	FY 2013-14 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T
AID - Career Criminal Prosecution (1G-AGF-ACP)														
			$1,002,495	$945,735	$56,760	x	x							
			Total Savings	*$56,760*										
	The Budget and Legislative Analyst projects a surplus of approximately $56,760 in FY 2011-12 to be carried forward in FY 2012-13. Reduce by $56,760 to reflect the anticipated carryforward, historical spending, and projected expenditures in FY 2012-13.													
AIH - Child Abduction (1G-AGF-ACP)														
			$979,544	$971,540	$8,004	x	x							
			Total Savings	*$8,004*										
	The Budget and Legislative Analyst projects a surplus of approximately $8,004 in FY 2011-12 to be carried forward in FY 2012-13. Reduce by $8,004 to reflect the anticipated carryforward, historical spending, and projected expenditures in FY 2012-13.													
AIJ - Family Violence Program (1G-AGF-ACP)														
			$1,287,598	$1,251,414	$36,184	x	x							
			Total Savings	*$36,184*										
	The Budget and Legislative Analyst projects a surplus of approximately $36,184 in FY 2011-12 to be carried forward in FY 2012-13. Reduce by $36,184 to reflect the anticipated carryforward, historical spending, and projected expenditures in FY 2012-13.													
Judgments & Claims			$161,876	$126,876	$35,000	x				$161,876	$126,876	$35,000	x	
			Total Savings	*$35,000*						*Total Savings*	*$35,000*			
	Reduce to $126,876 to reflect projected expenditures in FY 2012-13.							Ongoing savings.						
AII - Support Services (1G-AGF-AAA)														
Step Adjustments-Miscellaneous			($272,930)	($292,795)	$19,865	x				($277,256)	($299,097)	$21,841	x	
Mandatory Fringe Benefits			($72,120)	($78,477)	$6,357	x				($82,310)	($91,362)	$9,052	x	
			Total Savings	*$26,222*						*Total Savings*	*$30,893*			
	Increase Step Adjustments to account for the appropriate hire step for the new Manager I position, reclassified from an Executive Secretary.							Ongoing savings.						

FY 2012-13
Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	$100,948	$61,222	$162,170
Non-General Fund	$0	$0	$0
Total	$100,948	$61,222	$162,170

FY 2013-14
Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	$0	$65,893	$65,893
Non-General Fund	$0	$0	$0
Total	$0	$65,893	$65,893

GF = General Fund
1T = One Time

DAT - District Attorney

Object Title	FY 2012-13 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T	FY 2013-14 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T
Policy Recommendations														
AIJ - Family Violence Program (1G-AGF-ACP)														
Victim/Witness Investigator I	7.90	4.90	$531,774	$329,835	$201,939	x		7.90	4.90	$538,652	$334,101	$204,551	x	
Mandatory Fringe Benefits			$241,205	$149,608	$91,597	x				$204,551	$101,135	$103,416	x	
			Total Savings	*$293,536*						*Total Savings*	*$307,967*			
	The Department proposes three position reassignments that would replace three previously grant-funded positions. The proposed reassignments would result in new General Fund support for the positions.							Ongoing savings.						

FY 2012-13
Total Policy Recommendations

	One-Time	Ongoing	Total
General Fund	$0	$293,536	$293,536
Non-General Fund	$0	$0	$0
Total	$0	$293,536	$293,536

FY 2013-14
Total Policy Recommendations

	One-Time	Ongoing	Total
General Fund	$0	$307,967	$307,967
Non-General Fund	$0	$0	$0
Total	$0	$307,967	$307,967

GF = General Fund
1T = One Time

BUDGET REVIEW EXECUTIVE SUMMARY

YEAR ONE: FY 2012-13

Budget Changes

The department's proposed $25,442,701 budget for FY 2012-13 is $10,800,310 or 73.8% more than the original FY 2011-12 budget of $14,642,391.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2012-13 are 141.94 FTEs, which are 33.94 FTEs more than the 108.00 FTEs in the original FY 2011-12 budget. This represents a 31.4% increase in FTEs from the original FY 2011-12 budget.

Revenue Changes

The Department's revenues of $11,231,662 in FY 2012-13 are $9,617,839 or 596% more than FY 2010-11 revenues of $1,613,823. General Fund support of $14,211,039 in FY 2012-13 is $1,182,471 or 9.1% more than FY 2011-12 General Fund support of $13,028,568.

YEAR TWO: FY 2013-14

Budget Changes

The department's proposed $25,435,518 budget for FY 2013-14 is $7,183 or .02% less than the original FY 2012-13 budget of $ 25,442,701.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2013-14 are 142.56 FTEs, which is .62 FTE more than the 141.9 FTEs in the original FY 2012-13 budget. This represents 0.4% increase in FTEs from the original FY 2012-13 budget.

Revenue Changes

The Department's revenues of $11,231,662 in FY 2013-14 are equal to FY 2012-13 revenues of $11,231,662. General Fund support of $14,203,856 in FY 2013-14 is $7,183 or .05% less than FY 2012-13 General Fund support of $14,211,039.

RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2012-13 AND FY 2013-14

DEPARTMENT: ADP – ADULT PROBATION

RECOMMENDATIONS

YEAR ONE: FY 2012-13

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $708,246 in FY 2012-13. Of the $708,246 in recommended reductions, $366,960 are ongoing savings and $341,386 are one-time savings. These reductions would still allow an increase of $10,092,064 or 68.9% increase in the Department's FY 2012-13 budget.

These recommendations will result in $708,246 savings to the City's General Fund in FY 2012-13.

The Budget and Legislative Analyst includes a Reserve Recommendation of $500,000.

YEAR TWO: FY 2013-14

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $420,810 in FY 2013-14, which are ongoing savings.

These recommendations will result in $420,810 savings to the City's General Fund in FY 2013-14.

The Budget and Legislative Analyst includes a Reserve Recommendation of $500,000.

DEPARTMENT: ADP – ADULT PROBATION

SUMMARY OF PROGRAM EXPENDITURES:

	FY 2011-2012 Budget	FY 2012-2013 Proposed	Increase/ Decrease from FY 2011-2012	FY 2013-2014 Proposed	Increase/ Decrease from FY 2012-2013
ADULT PROBATION					
ADMINISTRATION - ADULT PROBATION	2,944,879	4,574,398	1,629,519	4,029,339	(545,059)
COMMUNITY SERVICES	8,280,561	9,635,653	1,355,092	9,729,984	94,331
ONE STOP RE ENTRY SERVICES	0	1,415,630	1,415,630	1,454,188	38,558
PRE - SENTENCING INVESTIGATION	2,885,695	2,939,817	54,122	3,031,387	91,570
REALIGNMENT SERVICES-POST RELEASE COMM.	0	6,277,203	6,277,203	6,590,620	313,417
WORK ORDERS & GRANTS	531,256	600,000	68,744	600,000	0
ADULT PROBATION	**14,642,391**	**25,442,701**	**10,800,310**	**25,435,518**	**(7,183)**

FY 2012-13

The Department's proposed FY 2012-13 budget has increased by $10,800,310 largely due to the anticipated need for increased services as a result of the 2011 Public Safety Realignment Act (AB 109). This State legislation transferred supervisory responsibilities for non-serious, non-violent and non-sex offenders from the California Department of Corrections and Rehabilitation to the counties, beginning October 1, 2011. Realignment requires the coordination of several departments in San Francisco, including Adult Probation, Sheriff, Police, Public Health, District Attorney and Public Defender's office.

To comply with AB109, the Adult Probation Department is specifically charged with post-release community supervision. The department has focused programs on pre-release planning, post-release supervision, and service coordination with other departments to ensure that clients are able to access housing, employment, mental health and substance abuse resources during their transition from incarceration.

Based on the state funding formula, the Adult Probation Department expects to receive $8,539,301 in FY 2012-13 for AB109 Realignment programs. The department will also receive $1,356,567 from the City's Community Corrections Performance Incentive Fund.

FY 2013-14

The Department's proposed FY 2013-14 budget has decreased by $7,183 largely due to the completion of the COMPAS case management data tracking system implementation.

SUMMARY OF DEPARTMENT POSITION CHANGES:

FY 2012-13

The number of full-time equivalent positions (FTE) budgeted for FY 2012-13 are 141.94 FTEs, which are 33.94 FTEs more than the 108.00 FTEs in the original FY 2011-12 budget. This represents a 31.4% increase in FTEs from the original FY 2011-12 budget.

Most of these position changes are related to increased staffing needs to support Public Safety Realignment. In September 2011, the Board of Supervisors approved a supplemental

appropriation to hire 28 FTEs, including Deputy Probation Officers, Supervising Probation Officers, Clerks and Analysts.

FY 2013-14

The number of full-time equivalent positions (FTE) budgeted for FY 2013-14 are 142.56 FTEs, which is .62 FTE more than the 141.9 FTEs in the original FY 2012-13 budget. This represents 0.4% increase in FTEs from the original FY 2012-13 budget.

The additional position is an IS Administrator to support ongoing Public Safety Realignment needs, particularly to manage the COMPAS case management data tracking system.

DEPARTMENT REVENUES:

FY 2012-13

The Department's revenues of $11,231,662 in FY 2012-13, are $9,617,839 or 596% more than FY 2011-12 revenues of $1,613,823. General Fund support of $14,211,039 in FY 2012-13 is $1,182,471 or 9% more than FY 2011-12 General Fund support of $13,028,568.

Specific changes in the Department's FY 2012-13 revenues include an increase of $8,539,301 in FY 2012-13 for AB109 Realignment programs from the California Department of Corrections and Rehabilitation. The department will also receive $1,356,567 from the City's Community Corrections Performance Incentive Fund.

FY 2013-14

The Department's revenues of $11,231,662 in FY 2013-14 are equal to FY 2012-13 revenues of $11,231,662. General Fund support of $14,203,856 in FY 2013-14 is $7,183 or .05% less than FY 2012-13 General Fund support of $14,211,039.

COMMENTS:

FY 2012-13

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $708,246 in FY 2012-13. Of the $708,246 in recommended reductions, $366,960 are ongoing savings and $341,386 are one-time savings. These reductions would still allow an increase of $10,092,064 or 68.9% increase in the Department's FY 2012-13 budget.

These recommendations will result in $708,246 savings to the City's General Fund in FY 2012-13.

The Budget and Legislative Analyst includes a Reserve Recommendation of $500,000.

FY 2013-14

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $420,810 in FY 2013-14, which are ongoing savings.

These recommendations will result in $420,810 savings to the City's General Fund in FY 2013-14.

The Budget and Legislative Analyst includes a Reserve Recommendation of $500,000.

ADP - Adult Probation

Object Title	FY 2012-13 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T	FY 2013-14 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T
	ASH - Administration													
Temporary - Miscellaneous	5.34	1.21	$440,000	$100,000	$340,000	x		5.34	1.21	$440,000	$100,000	$340,000	x	
Mandatory Fringe Benefits			$34,760	$7,900	$26,860	x				$34,760	$7,900	$26,860	x	
Temporary - Miscellaneous								5.34	2.67	$100,000	$50,000	$50,000	x	
Mandatory Fringe Benefits										$7,900	$3,950	$3,950	x	
			Total Savings	*$366,860*						*Total Savings*	*$420,810*			
	The Department has not provided sufficient justification for the increase in this expenditure. The Department funded existing temporary staff positions in FY 2011-12 with salary savings from FY 2010-11. Those positions include a Management Assistant, Director of Education and Community Restoration, Senior Policy Analyst, Project Manager, Summer Youth Program staff and Prop F Deputy Probation Officers. The Department states that these existing temporary positions will be needed for FY 2012-14. The Department's projected salary savings from FY 2011-12 are $1,000,000, which is more than sufficient to fund the temporary positions for the two years for which the services will be needed. The reduced amount for temporary salaries will still allow for unanticipated additional staffing needs related to AB109.							Ongoing savings						
Attrition Savings	(1.08)	(1.85)	($96,477)	($165,262)	$68,785	x	x							
Mandatory Fringe Benefits			($39,599)	($67,832)	$28,233	x	x							
			Total Savings	*$97,017*										
	Increase attrition savings to reflect actual hire date of four vacant positions: Senior Account Clerk, Senior Admin Analyst, Clerk Typist and IS Business Analyst.													

GF = General Fund
1T = One Time

ADP - Adult Probation

Object Title	FY 2012-13 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T	FY 2013-14 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T
	ARS - Realignment Services													
Deputy Probation Officers	1.54	0.77	$132,452	$66,226	$66,226	x	x							
Mandatory Fringe Benefits			$45,602	$22,801	$22,801	x	x							
Supervising Probation Officers	0.77	0.00	$80,200	$0	$80,200	x	x							
Mandatory Fringe Benefits			$26,814	$0	$26,814	x	x							
			Total Savings	*$196,041*										
	Approve one new Deputy Probation Officer (DPO), and disapprove one new DPO and one new Supervising Probation Officer (SPO) position. The Department was approved for 15 DPOs and 2 SPOs in FY 2011-12. The Department currently has vacancies for 8 DPOs in this program. In addition, the recommended caseload is 50 clients to 1 DPO. With our recommendation, the Department would have a total of 16 DPOs to serve the expected total of 719 clients from AB109 for FY 2012-13. This would allow 14 DPOs to serve approximately 50 clients each, and 2 DPOs to serve smaller caseloads of the highest risk clients.												
Automobiles	3.00	1.00	$69,759	$21,431	$48,328	x	x							
			Total Savings	*$48,328*										
	Disapprove two new automobiles and approve one new automobile, at the actual cost of that automobile. The Department requires 1 automobile per 2 Deputy Probabtion Officers. With the addition of one new DPO which we are recommending for FY 2012-13, the Department will require an additional 1, instead of 3, new automobiles to meet the increased needs related to AB109.													

ADP - Adult Probation

Object Title	FY 2012-13 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T	FY 2013-14 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T
Reserve Recommendation														
ASH - Administration														
Property Rent			$500,000	$500,000						$500,000	$500,000			

The Department does not currently have a lease in place for the Community Assessment and Service Center. The Department is seeking approximately 20,000 square feet for the Center in SOMA or Civic Center. Although the Department has budgeted $500,000 for rent, current locations under consideration by the Department are significantly more expensive. According to the Real Estate Division, average rents in SOMA will cost between $40-$50/sf/year, and average rents in Civic Center will cost $30-$45/sf/year. We recommend that the Budget and Finance Committee reserve the $500,000, pending submission to the Budget and Finance Commitee of a lease and the related cost details for the Community Assessment and Service Center.

FY 2012-13
Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	$341,386	$366,860	$708,246
Non-General Fund	$0	$0	$0
Total	$341,386	$366,860	$708,246

FY 2013-14
Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	$0	$420,810	$420,810
Non-General Fund	$0	$0	$0
Total	$0	$420,810	$420,810

FY 2012-13
Total Reserve Recommendation

	One-Time	Ongoing	Total
General Fund	$0	$500,000	$500,000
Non-General Fund	$0	$0	$0
Total	$0	$500,000	$500,000

FY 2013-14
Total Reserve Recommendation

	One-Time	Ongoing	Total
General Fund	$0	$500,000	$500,000
Non-General Fund	$0	$0	$0
Total	$0	$500,000	$500,000

GF = General Fund
1T = One Time

BUDGET REVIEW EXECUTIVE SUMMARY

YEAR ONE: FY 2012-13

Budget Changes

The department's proposed $35,723,319 budget for FY 2012-13 is $1,997,969 or 5.9 % more than the original FY 2011-12 budget of $ 33,725,350.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2012-13 are 236.06 FTEs, which are .43 FTEs less than the 236.49 FTEs in the original FY 2011-12 budget. This represents .2% decrease in FTEs from the original FY 2011-12 budget.

Revenue Changes

The Department's revenues of $6,240,476 in FY 2012-13, are $933,336 or 17.6% more than FY 2011-12 revenues of $5,307,140. General Fund support of $29,482,843 in FY 2012-13 is $1,064,633 or 3.7% more than FY 2011-12 General Fund support of $28,418,210.

YEAR TWO: FY 2013-14

Budget Changes

The department's proposed $36,656,757 budget for FY 2013-14 is $933,438 or 2.6 % more than the original FY 2012-13 budget of $35,723,319.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2013-14 are 235.62 FTEs, which are .44 FTEs less than the 236.06 FTEs in the original FY 2012-13 budget. This represents .2% decrease in FTEs from the original FY 2012-13 budget.

Revenue Changes

The Department's revenues of $6,247,518 in FY 2013-14 are $7,042 or .1% more than FY 2012-13 revenues of $6,240,476. General Fund support of $30,409,239 in FY 2013-14 is $926,396 or 3.1% more than FY 2012-13 General Fund support of $29,482,843.

RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2012-13 AND FY 2013-14

DEPARTMENT: JUV – JUVENILE PROBATION

RECOMMENDATIONS

YEAR ONE: FY 2012-13

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $70,762 in FY 2012-13, of which $16,787 are ongoing savings and $53,975 are one-time savings. These reductions would still allow an increase of $1,927,207 or 5.7% in the Department's FY 2012-13 budget.

These recommendations will result in $70,762 savings to the City's General Fund in FY 2012-13.

YEAR TWO: FY 2013-14

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $16,787 in FY 2013-14, which are ongoing savings. These reductions would still allow an increase of $987,413 or 2.7% in the Department's FY 2013-14 budget.

These recommendations will result in $16,787 savings to the City's General Fund in FY 2013-14.

RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2012-13 AND FY 2013-14

DEPARTMENT: JUV – JUVENILE PROBATION

SUMMARY OF PROGRAM EXPENDITURES:

Program	FY 2011-2012 Budget	FY 2012-2013 Proposed	Increase/ Decrease from FY 2011-2012	FY 2013-2014 Proposed	Increase/ Decrease from FY 2012-2013
ADMINISTRATION	6,371,912	7,112,484	740,572	7,579,152	466,668
CHILDREN'S BASELINE	1,003,126	1,001,571	(1,555)	1,002,947	1,376
JUVENILE HALL	10,988,450	11,507,583	519,133	11,543,875	36,292
JUVENILE HALL REPLACEMENT DEBT PAYMENT	2,628,118	2,660,351	32,233	2,659,650	(701)
LOG CABIN RANCH	2,590,467	3,001,666	411,199	3,135,472	133,806
PROBATION SERVICES	10,143,277	10,439,664	296,387	10,735,661	295,997
JUVENILE PROBATION	**33,725,350**	**35,723,319**	**1,997,969**	**36,656,757**	**933,438**

FY 2012-13

The Department's proposed FY 2012-13 budget has increased by $1,997,969 largely due to:

- Funding for Capital and Information Technology Projects;
- Increased workers' compensation claims costs, and
- Additional funding for a needs assessment of the Log Cabin Ranch.

FY 2013-14

The Department's proposed FY 2013-14 budget has increased by $933,438 largely due to:

- Funding for capital improvements.

SUMMARY OF DEPARTMENT POSITION CHANGES:

FY 2012-13

The number of full-time equivalent positions (FTE) budgeted for FY 2012-13 are 236.06 FTEs, which are .43 FTEs less than the 236.49 FTEs in the original FY 2011-12 budget. This represents .2% decrease in FTEs from the original FY 2011-12 budget.

FY 2013-14

The number of full-time equivalent positions (FTE) budgeted for FY 2013-14 are 235.62 FTEs, which are .44 FTEs less than the 236.06 FTEs in the original FY 2012-13 budget. This represents .2% decrease in FTEs from the original FY 2012-13 budget.

RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2012-13 AND FY 2013-14

DEPARTMENT: JUV – JUVENILE PROBATION

DEPARTMENT REVENUES:

FY 2012-13

The Department's revenues of $6,240,476 in FY 2012-13 are $933,336 or 17.6% more than FY 2011-12 revenues of $5,307,140. General Fund support of $29,482,843 in FY 2012-13 is $1,064,633 or 3.7% more than FY 2011-12 General Fund support of $28,418,210.

Specific changes in the Department's FY 2012-13 revenues include:

- Increased State funding for Juvenile Probation and Camps grants; and
- Increased State funding through the Youthful Offender Block Grants program.

FY 2013-14

The Department's revenues of $6,247,518 in FY 2013-14, are $7,042 or .1% more than FY 2012-13 revenues of $6,240,476. General Fund support of $30,409,239 in FY 2013-14 is $926,396 or 3.1% more than FY 2012-13 General Fund support of $29,482,843.

Specific changes in the Department's FY 2013-14 revenues include:

- Increased State funding for Juvenile Probation and Camps grants.

COMMENTS:

FY 2012-13

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $70,762 in FY 2012-13, of which $16,787 are ongoing savings and $53,975 are one-time savings. These reductions would still allow an increase of $1,927,207 or 5.7% in the Department's FY 2012-13 budget.

These recommendations will result in $70,762 savings to the City's General Fund in FY 2012-13.

FY 2013-14

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $16,787 in FY 2013-14, which are ongoing savings. These reductions would still allow an increase of $987,413 or 2.7% in the Department's FY 2013-14 budget.

These recommendations will result in $16,787 savings to the City's General Fund in FY 2013-14.

JUV - Juvenile Probation

Object Title	FY 2012-13 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T	FY 2013-14 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T
AKE - Juvenile Hall														
Food			$376,787	$360,000	$16,787	x				$376,787	$360,000	$16,787	x	
			Total Savings	*$16,787*						*Total Savings*	*$16,787*			
	Reduce expenditures to reflect historical spending rates and a reduced average daily population at the facility.							Ongoing savings.						
Overtime			$817,952	$767,952	$50,000	x	x							
Mandatory Fringe Benefits			$65,027	$61,052	$3,975	x	x							
			Total Savings	*$53,975*										
	The Department's projected salary savings in FY 2011-12 are $400,000 due to delays in hiring permanent positions and a surplus in Overtime. A reduction in Overtime of $50,000 will still provide sufficient funding to meet the Department's projected Overtime requirements in FY 2012-13.													

FY 2012-13
Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	$53,975	$16,787	$70,762
Non-General Fund	$0	$0	$0
Total	$53,975	$16,787	$70,762

FY 2013-14
Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	$0	$16,787	$16,787
Non-General Fund	$0	$0	$0
Total	$0	$16,787	$16,787

BUDGET REVIEW EXECUTIVE SUMMARY

YEAR ONE: FY 2012-13

Budget Changes

The department's proposed $1,675,635,053 budget for FY 2012-13 is $98,357,186 or 6.2% more than the original FY 2011-12 budget of $1,577,277,867.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2012-13 are 5,801.51 FTEs, which are 130.22 FTEs more than the 5,671.29 FTEs in the original FY 2011-12 budget. This represents a 2.3% increase in FTEs from the original FY 2011-12 budget.

Revenue Changes

The Department's revenues of $1,229,266,935 in FY 2012-13, are $15,237,600 or 1.3% more than FY 2011-12 revenues of $1,214,029,335. General Fund support of $446,368,118 in FY 2012-13 is $83,119,586 or 22.9% more than FY 2010-11 General Fund support of $363,248,532.

YEAR TWO: FY 2013-14

Budget Changes

The department's proposed $1,748,585,152 budget for FY 2013-14 is $72,950,099 or 4.4% more than the original FY 2012-13 budget of $1,675,635,053.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2013-14 are 5,849.12 FTEs, which are 47.61 FTEs more than the 5,801.51 FTEs in the original FY 2012-13 budget. This represents .8% increase in FTEs from the original FY 2012-13 budget.

Revenue Changes

The Department's revenues of $1,236,812,744 in FY 2013-14, are $7,545,809 or 0.6% more than FY 2012-13 revenues of $1,229,266,935. General Fund support of $511,772,408 in FY 2013-14 is $65,404,290 or 14.7% more than FY 2012-13 General Fund support of $446,368,118.

RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2012-13 AND FY 2013-14

DEPARTMENT: DPH – PUBLIC HEALTH

RECOMMENDATIONS

YEAR ONE: FY 2012-13

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $1,114,132 in FY 2012-13. Of the $1,114,132 in recommended reductions, $670,450 are ongoing General Fund savings and $443,682 are one-time savings. These reductions would still allow an increase of $97,243,054 or 6.2% in the Department's FY 2012-13 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended General Fund encumbrances, which would allow the return of $103,712 to the General Fund.

Together, these recommendations will result in $1,217,844 savings to the City's General Fund in FY 2012-13.

The Budget and Legislative Analyst includes a Policy Recommendation that would result in a total savings of $164,202.

YEAR TWO: FY 2013-14

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $516,937 in FY 2013-14, which are ongoing. These reductions would still allow an increase of $72,433,162 or 4.3% in the Department's FY 2013-14 budget.

These recommendations will result in $516,937 savings to the City's General Fund in FY 2013-14.

The Budget and Legislative Analyst includes a Policy Recommendation that would result in a total savings of $222,410.

DEPARTMENT: DPH – PUBLIC HEALTH

SUMMARY OF PROGRAM EXPENDITURES:

Program	FY2011-2012 Budget	FY2012-2013 Proposed	Increase/ Decrease from FY2011-2012	FY2013-2014 Proposed	Increase/ Decrease from FY2012-2013
PUBLIC HEALTH					
CENTRAL ADMINISTRATION	141,245,883	152,597,580	11,351,697	152,196,929	(400,651)
CHILDREN'S BASELINE	45,663,536	47,842,181	2,178,645	48,845,951	1,003,770
COMM HLTH - COMM SUPPORT - HOUSING	22,600,832	24,950,268	2,349,436	28,319,064	3,368,796
COMM HLTH - PREV - MATERNAL & CHILD HLTH	25,482,839	27,067,827	1,584,988	27,527,584	459,757
COMM HLTH - PREVENTION - AIDS	69,378,188	58,331,268	(11,046,920)	53,296,181	(5,035,087)
COMM HLTH - PREVENTION - DISEASE CONTROL	19,567,601	19,662,067	94,466	19,350,638	(311,429)
COMM HLTH - PREVENTION - HLTH EDUCATION	5,254,804	5,979,393	724,589	6,018,906	39,513
EMERGENCY SERVICES AGENCY	1,597,375	1,400,000	(197,375)	1,400,000	0
ENVIRONMENTAL HEALTH SERVICES	18,276,905	19,029,052	752,147	19,644,340	615,288
FORENSICS - AMBULATORY CARE	27,624,286	28,830,878	1,206,592	29,453,951	623,073
HEALTH AT HOME	5,889,937	6,496,357	606,420	6,650,199	153,842
LAGUNA HONDA - LONG TERM CARE	184,879,744	203,588,454	18,708,710	213,231,360	9,642,906
LAGUNA HONDA HOSP - ACUTE CARE	3,499,491	3,619,328	119,837	3,725,532	106,204
LAGUNA HONDA HOSP - COMM SUPPORT CARE	1	0	(1)	0	0
MENTAL HEALTH - ACUTE CARE	3,462,797	3,462,797	0	3,462,797	0
MENTAL HEALTH - CHILDREN'S PROGRAM	39,417,159	38,164,598	(1,252,561)	38,361,464	196,866
MENTAL HEALTH - COMMUNITY CARE	148,827,320	152,331,844	3,504,524	157,551,320	5,219,476
MENTAL HEALTH - LONG TERM CARE	27,979,616	28,086,587	106,971	28,170,683	84,096
OCCUPATIONAL SAFETY & HEALTH	1,765,354	1,846,839	81,485	1,893,408	46,569
PRIMARY CARE - AMBU CARE - HEALTH CNTRS	60,269,318	71,335,548	11,066,230	72,687,422	1,351,874
SFGH - ACUTE CARE - FORENSICS	3,378,616	3,437,973	59,357	3,514,032	76,059
SFGH - ACUTE CARE - HOSPITAL	556,455,037	604,231,329	47,776,292	656,712,891	52,481,562
SFGH - ACUTE CARE - PSYCHIATRY	26,157,339	26,127,815	(29,524)	26,483,933	356,118
SFGH - AMBU CARE - ADULT MED HLTH CNTR	24,191,367	27,739,879	3,548,512	28,172,742	432,863
SFGH - AMBU CARE - METHADONE CLINIC	1,578,382	1,638,208	59,826	1,675,319	37,111
SFGH - AMBU CARE - OCCUPATIONAL HEALTH	2,390,450	2,327,135	(63,315)	2,385,124	57,989
SFGH - EMERGENCY - EMERGENCY	22,805,573	24,472,046	1,666,473	25,050,828	578,782
SFGH - EMERGENCY - PSYCHIATRIC SERVICES	8,898,090	9,133,300	235,210	9,317,911	184,611
SFGH - LONG TERM CARE - RF PSYCHIATRY	16,487,143	16,871,492	384,349	17,531,668	660,176
SUBSTANCE ABUSE - COMMUNITY CARE	62,252,884	65,033,010	2,780,126	65,952,975	919,965
PUBLIC HEALTH	**1,577,277,867**	**1,675,635,053**	**98,357,186**	**1,748,585,152**	**72,950,099**

FY 2012-13

The Department's proposed FY 2012-13 budget has increased by $98,357,185 largely due to:

- An increase in expenditures for acute care at San Francisco General Hospital. The growth in expenditures for this program is primarily due to investments in its delivery system to expand capacity and services to meet the requirements of the State's Medi-Cal 1115 Waiver. The Medi-Cal Waiver was designed to prepare counties for Federal Health Care Reform and ties Medi-Cal revenues to achieving specific milestones. These investments include infrastructure development, and increased access to specialty care, among other improvements. Additionally, there are increased costs to the contract between DPH and the University of California, San Francisco (UCSF) due to increased salaries and fringe benefits for UCSF staff

working at the San Francisco General Hospital under collective bargaining agreements between UCSF and the respective labor unions.

- An increase in expenditures for the Low Income Health Program (LIHP) due to changes in federal policy. Patients with HIV or AIDS who are eligible for the LIHP must be dis-enrolled from the Federal Ryan White program and enrolled into LIHP. The increase in expenditures also reflects costs associated with medication paid for by Federal funding. In addition, counties are now responsible for the costs of out of network services incurred by their LIHP clients.
- In order to draw down Federal funding incentives, the Department is increasing expenditures for its implementation of electronic medical records. With the use of electronic medical records, the Department is hoping to achieve efficiencies in service delivery and improve health outcomes. Should the Department not achieve meaningful use by 2015, the federal government will reduce federal reimbursement until meaningful use is achieved.
- The Department is launching several initiatives to improve patient flow within the San Francisco General Hospital, Laguna Honda Hospital, and Behavioral Health Center. Expenditures include (a) increased staffing, (b) an increase in the number of non-acute beds to improve the utilization of beds and promote timely discharge of non-acute patients from San Francisco General Hospital, and (c) intensive community re-entry activities to ensure timely discharge from Laguna Honda Hospital.

FY 2013-14

The Department's proposed FY 2013-14 budget has increased by $72,950,099 largely due to:

- The Department will invest $40 million to procure furniture, fixtures, and equipment for the new San Francisco General Hospital, scheduled to be opened in 2015. These expenditures are not eligible to be included in the budgeted expenditures for future and previously appropriated bond funding.
- The Department will continue to increase expenditures due to requirements of the State's Medi-Cal 1115 Waiver and decrease in Federal funding for HIV and AIDS patients.

SUMMARY OF DEPARTMENT POSITION CHANGES:

FY 2012-13

The number of full-time equivalent positions (FTE) budgeted for FY 2012-13 are 5,801.51 FTEs, which are 130.22 FTEs more than the 5,671.29 FTEs in the original FY 2011-12 budget. This represents a 2.3% increase in FTEs from the original FY 2011-12 budget.

The Department's FY 2012-13 budget includes 79.45 FTE new positions, as well as annualization of new positions from FY 2011-12, to meet the milestones set out in the Medi-Cal 1115 Waiver in order to prepare for Federal Health Care Reform. The Department will also add 3.39 FTE positions to the Laguna Honda Hospital to implement a short stay program to improve patient flow for skilled nursing services. Additionally, the FY 12-13 budget includes 6.52 new FTE positions in the San Francisco General Hospital Acute Care program to meet regulatory requirements for nurse staffing for patient services where moderate sedation is required. These position increases are offset by the deletion of existing FTEs and other adjustments.

FY 2013-14

The number of full-time equivalent positions (FTE) budgeted for FY 2013-14 are 5,849.12 FTEs, which are 47.61 FTEs more than the 5,801.51 FTEs in the original FY 2012-13 budget. This represents a 0.8% increase in FTEs from the original FY 2012-13 budget.

The Department's FY 2013-14 budget includes 50.36 FTE new positions in FY 2013-14, as well as annualization of new positions from FY 2012-13, to meet the milestones set out in the Medi-Cal 1115 Waiver in order to prepare for Federal Health Care Reform. These increases are offset by other position adjustments.

INTERIM EXCEPTIONS

The Department has requested approval of one position as an interim exception. The Budget and Legislative Analyst recommends approval of this position because the Department has already filled this position.

DEPARTMENT REVENUES:

FY 2012-13

The Department's revenues of $1,229,266,935 in FY 2012-13, are $15,237,600 or 1.3% more than FY 2011-12 revenues of $1,214,029,335. General Fund support of $446,368,118 in FY 2012-13 is $83,119,586 or 22.9% more than FY 2011-12 General Fund support of $363,248,532.

Specific changes in the Department's FY 2012-13 revenues include:

- The Department's increased General Fund support in FY 2012-13 is due to the loss of Federal revenues and increased responsibilities under Federal Health Care Reform. While the Department will receive significant Medi-Cal revenues from the State, this revenue is tied to meeting specific milestones, which require additional investments to be made into DPH's delivery system.
- The Department anticipates losing $6.6 million in Federal Ryan White and Centers for Disease Control funding for HIV and AIDS programs, which is fully backfilled by General Fund support.
- The Department anticipates an increase of $36.8 million in revenue from service charges. This growth results from increases in State Medi-Cal funding as well as increases in baseline revenue for San Francisco General Hospital and Laguna Honda Hospital.

FY 2013-14

The Department's revenues of $1,236,812,744 in FY 2013-14, are $7,545,809 or 0.6% more than FY 2012-13 revenues of $1,229,266,935. General Fund support of $511,772,408 in FY 2013-14 is $65,404,290 or 14.7% more than FY 2012-13 General Fund support of $446,368,118.

Specific changes in the Department's FY 2013-14 revenues include:

DEPARTMENT: DPH – PUBLIC HEALTH

- The Department anticipates changes in revenue and General Fund support in FY 2013-14 that are consistent with the revenue issues discussed above for FY 2012-13. While the Department anticipates losing $8 million in Federal Ryan White funding for HIV and AIDS programs in FY 2013-14, only $4 million in General Fund support is included in the FY 2013-14 budget to support these programs. The Department will have to identify efficiencies and savings to help address the shortfall in funding for HIV and AIDS programs in FY 2013-14. Additionally, the Department anticipates an increase of $14.1 million in revenue from service charges.

Fee Legislation

Projected revenues for FY 2012-13 are based on the proposed fee ordinance as follows:

File No.	Fee Description	FY 2011-12 Original Revenue	Change in FY 2012-13	Annualized Revenue Thereafter	% Cost Recovery
12-0638	Add or increase the fees for (a) food product and marketing establishments, and (b) food preparation and service establishments to (i) recover full costs, and (ii) reflect annual cost of living increases.	$6,920,331	$652,068	$652,068	100%
12-0604	Patient Rates	As of the writing of this report, the Department has not provided this information	$3,800,000	$4,000,000	N/A
Total		**$6,920,331**	**$4,452,068**	**$4,652,068**	

Recommendations: Approval of the fee ordinances are policy matters for the Board of Supervisors. However, the Budget and Legislative Analyst notes that the proposed DPH budget is balanced based on the assumption that the subject fees shown above will be approved.

COMMENTS:

FY 2012-13

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $1,114,132 in FY 2012-13. Of the $1,114,132 in recommended reductions, $670,450 are ongoing General Fund savings and $443,682 are one-time savings. These reductions would still allow an increase of $97,243,054 or 6.2% in the Department's FY 2012-13 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended General Fund encumbrances, which would allow the return of $103,712 to the General Fund.

Together, these recommendations will result in $1,217,844 savings to the City's General Fund in FY 2012-13.

DEPARTMENT: DPH – PUBLIC HEALTH

The Budget and Legislative Analyst includes a Policy Recommendation that would result in a total savings of $164,202.

FY 2013-14

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $516,937 in FY 2013-14, which are ongoing. These reductions would still allow an increase of $72,433,162 or 4.3% in the Department's FY 2013-14 budget.

These recommendations will result in $516,937 savings to the City's General Fund in FY 2013-14.

The Budget and Legislative Analyst includes a Policy Recommendation that would result in a total savings of $222,410.

DPH - Public Health

Object Title	FY 2012-13 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T	FY 2013-14 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T
D1H - SFGH- Acute Care- Hospital														
IS Business Analyst-Principal	1.00	0.00	$121,628	$0	$121,628	x		1.00	0.00	$123,792	$0	$123,792	x	
Mandatory Fringe Benefits			$44,097	$0	$44,097	x				$49,024	$0	$49,024	x	
IS Programmer Analyst-Principal	0.00	1.00	$0	$110,864	($110,864)	x		0.00	1.00	$0	$112,837	($112,837)	x	
Mandatory Fringe Benefits			$0	$41,956	($41,956)	x				$0	$46,495	($46,495)	x	
			Total Savings	*$12,905*						*Total Savings*	*$13,484*			
	Disapprove upward substitution. The Department has had 2.0 FTE IS Business Analyst-Principal positions vacant since 2010 due to retirements. Additionally, the Department requested 3 new IS Business Analyst -Principal positions for FY 2011-12 for this program, which have not yet been filled.							Ongoing savings						
Junior Clerk	2.00	0.00	$92,933	$0	$92,933	x		2.00	0.00	$94,135	$0	$94,135	x	
Mandatory Fringe Benefits			$52,268	$0	$52,268	x				$58,106	$0	$58,106	x	
Post M.D. I	0.00	0.46	$0	$26,326	($26,326)	x	x	0.00	2.00	$0	$114,462	($114,462)	x	
Mandatory Fringe Benefits			$0	$10,531	($10,531)	x	x			$0	$48,074	($48,074)	x	
			Total Savings	*$108,344*						*Total Savings*	*($10,295)*			
	Disapprove the 2.0 FTE Junior Clerk positions for the Pharmacy Residency Program. Instead, we recommend approval of two new Post M.D. I positions for the program. The recommendation reflects (a) the true classification for the proposed fellows in the Pharmacy Residency Program and (b) a starting date of April 1, 2013 for both positions.							The recommendation reflects the true classification for the proposed Pharmacy Residency Program.						
Professional and Specialized Services			$94,179,685	$93,964,685	$215,000	x				$92,463,551	$92,248,551	$215,000	x	
			$93,964,685	$93,714,685	$250,000	x	x							
			Total Savings	*$465,000*						*Total Savings*	*$215,000*			
	The recommended reduction of $465,000 is based on actual FY 2011-12 expenditures for IT, temporary staffing, maintenance and other contracts which are budgeted in FY 2012-13 at the same level as FY 2011-12. The Department has an unspent balance of $798,809 for prior years' appropriations for these contracts.							Ongoing reduction for contracts which are continuing into FY 2013-14.						

GF = General Fund
1T = One Time

DPH - Public Health

Object Title	FY 2012-13 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T	FY 2013-14 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T
Materials and Supplies			$57,752,769	$57,702,769	$50,000	x				$57,871,250	$57,821,250	$50,000	x	
	Reduce to reflect historical spending since FY 2009-10 and projected expenditures in FY 2012-13. The proposed recommendation will still be an increase of $590,871 over FY 2011-12 expenditures.							Ongoing reduction.						
Equipment			$2,122,004	$2,018,425	$103,579	x	x							
	Reduce Equipment Purchase to reflect vendor quotes.													
	DA5 -Laguna Honda - Long Term Care													
Maintenance Services - Equipment			$488,602	$438,602	$50,000	x	x							
	Reduce to reflect historical spending since FY 2009-10 and projected expenditures in FY 2012-13.													
	FAL -Children's Baseline													
Other Current Expenses			$12,574	$1,574	$11,000	x				$12,574	$1,574	$11,000	x	
	Reduce to reflect historical spending since FY 2009-10 and projected expenditures in FY 2012-13.							Ongoing reduction.						
	FAM - Mental Health- Children's Program													
Other Current Expenses			$9,204	$2,204	$7,000	x				$9,204	$2,204	$7,000	x	
			$5,400	$1,400	$4,000	x				$5,400	$1,400	$4,000	x	
			Total Savings	*$11,000*						*Total Savings*	*$11,000*			
	Reduce to reflect historical spending since FY 2009-10 and projected expenditures in FY 2012-13.							Ongoing reduction.						
	DMM - Mental Health- Community Care													
Manager II	1.00	0.00	$119,128	$0	$119,128	x		1.00	0.00	$121,248	$0	$121,248	x	
Mandatory Fringe Benefits			$47,369	$0	$47,369	x				$52,141	$0	$52,141	x	
Manager I	0.00	1.00	$0	$111,066	($111,066)	x		0.00	1.00	$0	$113,042	($113,042)	x	
Mandatory Fringe Benefits			$0	$45,864	($45,864)	x				$0	$50,288	($50,288)	x	
			Total Savings	*$9,567*						*Total Savings*	*$10,059*			
	Disapprove upward substitution. The Department has had a Manager II position vacant since 2009 within this program. This position became vacant due to a retirement and a requisition is still pending approval.							Ongoing savings						

GF = General Fund
1T = One Time

DPH - Public Health

Object Title	FY 2012-13 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T	FY 2013-14 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T
DHP -Primary Care- Ambulatory Care- Health Centers														
Physician Specialist	0.15	0.00	$28,710	$0	$28,710	x		0.15	0.00	$29,459	$0	$29,459	x	
Mandatory Fringe Benefits			$8,670	$0	$8,670	x				$9,822	$0	$9,822	x	
Nurse Practitioner	0.00	0.15	$0	$27,464	($27,464)	x		0.00	0.15	$0	$27,464	($27,464)	x	
Mandatory Fringe Benefits			$0	$9,278	($9,278)	x				$0	$10,267	($10,267)	x	
			Total Savings	*$638*						*Total Savings*	*$1,550*			
	Disapprove upward substitution. The Department has determined that the requested upward substitution is no longer needed.							Ongoing savings						
FAL -Children's Baseline														
Other Current Expenses			$10,850	$2,850	$8,000	x				$10,850	$2,850	$8,000	x	
	Reduce to reflect historical spending since FY 2009-10 and projected expenditures in FY 2012-13.							Ongoing reduction.						
DHA - Central Administration														
Attrition Savings			($967,441)	($1,022,441)	$55,000	x	x							
Mandatory Fringe Benefits			($386,279)	($408,239)	$21,960	x	x							
			Total Savings	*$76,960*										
	The Department has created a new Manager VIII position, for which the Department has promoted and already filled with an existing Supervising Physician. The Department proposed to backfill the existing Supervising Physician position but has not determined when then position will be filled. The proposed increase in attrition savings allows for a hire date of January 1, 2013.													
Professional and Specialized Services			$5,636,382	$5,536,382	$100,000	x				$5,629,165	$5,529,165	$100,000	x	
	The Department has increased Professional and Specialized Services in Central Administration by $2.1 million in FY 2012-13. The recommended reduction is for ongoing IT and consulting contracts for which the Department has an unspent balance of $293,592 from prior years' appropriations.							Ongoing reduction.						

GF = General Fund
1T = One Time

DPH - Public Health

	FY 2012-13							FY 2013-14						
	FTE		Amount					FTE		Amount				
Object Title	From	To	From	To	Savings	GF	1T	From	To	From	To	Savings	GF	1T
Other Current Expenses			$166,139	$100,000	$66,139	x				$166,139	$100,000	$66,139	x	
	Reduce to reflect historical spending since FY 2009-10 and projected expenditures in FY 2012-13.							Ongoing reduction.						
Taxes; Licenses; and Permits			$23,056	$11,056	$12,000	x				$23,056	$11,056	$12,000	x	
	This is a technical adjustment due to a double entry Taxes; Licenses; and Permits.							Ongoing reduction.						
	DPH -Community Health -Prevention -Health Education													
Other Current Expenses			$33,702	$9,702	$24,000	x				$33,702	$9,702	$24,000	x	
	Reduce to reflect historical spending since FY 2009-10 and projected expenditures in FY 2012-13.							Ongoing reduction.						
	DPM -Community Health -Prevention -Maternal & Child Health													
Other Current Expenses			$20,000	$10,000	$10,000	x				$20,000	$10,000	$10,000	x	
	Reduce to reflect historical spending since FY 2009-10 and projected expenditures in FY 2012-13.							Ongoing reduction.						
Charges for Services			($1,480,000)	($1,475,000)	($5,000)	x				($1,480,000)	($1,475,000)	($5,000)	x	
	Offsetting revenue reduction							Ongoing reduction.						

FY 2012-13
Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	$443,682	$670,450	$1,114,132
Non-General Fund			$0
Total	$443,682	$670,450	$1,114,132

FY 2013-14
Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund		$516,937	$516,937
Non-General Fund			$0
Total	$0	$516,937	$516,937

600

GF = General Fund
1T = One Time

DPH - Public Health

Object Title	FY 2012-13 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T	FY 2013-14 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T
Policy Recommendations														
DSP -Community Health- Community Support- Housing														
Senior Clerk	0.77	0.00	$40,426	$0	$40,426	x		1.00	0.00	$53,180	$0	$53,180	x	
Mandatory Fringe Benefits			$20,468	$0	$20,468	x				$29,230	$0	$29,230	x	
			Total Savings	*$60,894*						*Total Savings*	*$82,410*			
	This position would provide administrative support to the Director of the Mayor's Housing Opportunities, Partnerships and Engagement (HOPE). In addition, this position would update and get feedback from stakeholders on HOPE initiatives, maintain familiarity with programmatic work within HOPE, and assist in preparing proposals, reports, and other key documents. This is a policy recommendation because it is for a new program that will result in ongoing General Fund expenditures.							Ongoing savings						
Senior Administrative Analyst	0.77	0.00	$73,654	$0	$73,654	x		1.00	0.00	$97,356	$0	$97,356	x	
Mandatory Fringe Benefits			$29,654	$0	$29,654	x				$42,644	$0	$42,644	x	
			Total Savings	*$103,308*						*Total Savings*	*$140,000*			
	This position would provide program support to the Director of the Mayor's Housing Opportunities, Partnerships and Engagement (HOPE).The Senior Administrative Analyst would research, analyze and make policy recommendations on projects related to coordinating and improving the City's response to homelessness and poverty issues. This is a policy recommendation because it is for a new program that will result in ongoing General Fund expenditures.							Ongoing savings						

FY 2012-13
Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	$0	$164,202	$164,202
Non-General Fund	$0	$0	$0
Total	$0	$164,202	$164,202

FY 2013-14
Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	$0	$222,410	$222,410
Non-General Fund	$0	$0	$0
Total	$0	$222,410	$222,410

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GF = General Fund
1T = One Time

DPH - Public Health

Vendor Name	Subobject Title	General Fund Savings	Year of Appropriation	Date of Last Recorded Transaction	Original Amount	Unexpended Balance
KONICA MINOLTA BUSINESS SOLUTNS	COPY MACHINE	Yes	2008	2/25/2009	3,390.00	2,604.26
KONICA MINOLTA BUSINESS SOLUTNS	COPY MACHINE	Yes	2009	10/21/2010	3,600.00	732.20
KONICA MINOLTA BUSINESS SOLUTNS	COPY MACHINE	Yes	2009	4/13/2011	3,600.00	201.34
PIVOT INTERIORS INC	MINOR FURNISHINGS	Yes	2009	5/24/2010	37,724.47	37,724.47
PIVOT INTERIORS INC	MINOR FURNISHINGS	Yes	2009	5/24/2010	37,952.48	37,952.48
KONICA MINOLTA BUSINESS SOLUTNS	COPY MACHINE	Yes	2009	4/6/2011	3,700.00	446.76
KONICA MINOLTA BUSINESS SOLUTNS	COPY MACHINE	Yes	2010	4/27/2011	4,000.00	3,093.35
KONICA MINOLTA BUSINESS SOLUTNS	COPY MACHINE	Yes	2010	1/13/2011	1,500.00	1,354.02
KONICA MINOLTA BUSINESS SOLUTNS	COPY MACHINE	Yes	2010	6/30/2011	3,000.00	243.57
PULMONETIC SYSTEMS	MEDICAL EQUIPMENT REN	Yes	2010	11/12/2010	2,130.00	2,130.00
PACIFIC COAST TRANE SERVICE	OTHER BLDG MAINT SVCS	Yes	2010	2/7/2011	3,220.00	3,220.00
PACIFIC COAST TRANE SERVICE	OTHER BLDG MAINT SVCS	Yes	2010	3/21/2011	5,700.00	5,700.00
PACIFIC COAST TRANE SERVICE	OTHER BLDG MAINT SVCS	Yes	2010	5/6/2011	2,577.00	2,577.00
CAREFUSION 211 INC	MEDICAL EQUIP MAINT	Yes	2010	6/30/2011	2,355.00	2,355.00
JDI ELECTRICAL SERVICES INC	OTHER EQUIP MAINT	Yes	2010	6/30/2011	2,880.00	2,880.00
DPW	SR-DPW-BUILDING REPAIR	Yes	2010	8/26/2010	497.00	497.00
REGENTS OF THE UNIVERSITY OF CAL	OTHER MEDICAL SERVICE	Yes	2010	5/20/2011	19,000.00	0.17
				Total Amount Return to Fund Balance		103,711.62
				General Fund		103,711.62
				Non-General Fund		-

Note: The above encurnbrance blanaces are from budget years prior to FY 2011-12. The Department has indicated that the balances of these encumbrances are no longer needed, therefore the balances can be returned to the General Fund, if applicable.

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BUDGET REVIEW EXECUTIVE SUMMARY

YEAR ONE: FY 2012-13

Budget Changes

The department's proposed $699,618,530 budget for FY 2012-13 is $6,062,538 or 0.9% more than the original FY 2011-12 budget of $693,555,992.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2012-13 are 1,753.79 FTEs, which are 63.27 FTEs more than the 1,690.52 FTEs in the original FY 2011-12 budget. This represents 3.7% increase in FTEs from the original FY 2011-12 budget.

The Department has requested approval of 9 positions as an interim exception. The Budget and Legislative Analyst recommends approval of 8 positions as an interim exception and disapproval of 1 position.

Revenue Changes

The Department's revenues of $471,051,281 in FY 2012-13, are $12,019,671 or 2.6% more than FY 2012-13 revenues of $459,031,610. General Fund support of $228,567,249 in FY 2012-13 is $5,957,133 or 2.5% less than FY 2011-12 General Fund support of $234,524,382.

YEAR TWO: FY 2013-14

Budget Changes

The department's proposed $703,286,176 budget for FY 2013-14 is $3,667,646 or 0.5% more than the original FY 2012-13 budget of $699,618,530.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2013-14 are 1,742.92 FTEs, which are 10.87 FTEs less than the 1,753.79 FTEs in the original FY 2012-13 budget. This represents 0.6% change in FTEs from the original FY 2012-13 budget.

Revenue Changes

The department's revenues of $470,932,595 in FY 2013-14, are $118,686 or 0.03% less than FY 2012-13 revenues of $471,051,281. General Fund support of $232,353,581 in FY 2013-14 is $3,786,332 or 1.7% more than FY 2012-13 General Fund support of $228,567,249.

RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2012-13 AND FY 2013-14

DEPARTMENT: DSS– HUMAN SERVICES AGENCY

RECOMMENDATIONS

YEAR ONE: FY 2012-13

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $873,058 in FY 2012-13. Of the $873,058 in recommended reductions, $823,058 are ongoing savings and $50,000 are one-time savings. These reductions would still allow an increase of $5,189,480 or 0.7% in the Department's FY 2012-13 budget.

The Budget and Legislative Analyst recommends closing out prior year unexpended encumbrances totaling $95,358, of which $37,032 is General Fund.

Together, these recommendations will result in $500,213 savings to the City's General Fund in FY 2012-13.

In addition, the Budget and Legislative Analyst includes a policy recommendation totaling a savings of $140,421.

YEAR TWO: FY 2013-14

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $872,094 in FY 2013-14. Of the $872,094 in recommended reductions, $831,177 are ongoing savings and $40,917 are one-time savings. These reductions would still allow an increase of $2,795,552 or 0.4% in the Department's FY 2013-14 budget.

These recommendations will result in $473,450 savings to the City's General Fund in FY 2013-14.

In addition, the Budget and Legislative Analyst includes a policy recommendation totaling a savings of $154,602.

DEPARTMENT: DSS– HUMAN SERVICES AGENCY

SUMMARY OF PROGRAM EXPENDITURES:

Program	FY 2011-2012 Budget	FY 2012-2013 Proposed	Increase/ Decrease from FY 2011-2012	FY 2013-2014 Proposed	Increase/ Decrease from FY 2012-2013
HUMAN SERVICES					
ADMINISTRATIVE SUPPORT	86,841,683	89,353,214	2,511,531	88,982,598	(370,616)
ADULT PROTECTIVE SERVICES	5,459,036	5,504,522	45,486	5,739,212	234,690
CALWORKS	51,788,965	46,985,371	(4,803,594)	47,054,278	68,907
CHILDREN'S BASELINE	24,770,087	28,098,013	3,327,926	28,253,880	155,867
COUNTY ADULT ASSISTANCE PROGRAM	53,226,971	52,028,814	(1,198,157)	52,948,921	920,107
COUNTY VETERANS SERVICES	400,809	419,939	19,130	439,710	19,771
DIVERSION AND COMMUNITY INTEGRATION PROG	3,588,517	3,656,139	67,622	3,607,578	(48,561)
DSS CHILDCARE	30,283,305	30,772,598	489,293	30,851,623	79,025
FAMILY AND CHILDREN'S SERVICE	129,814,751	118,782,295	(11,032,456)	120,620,722	1,838,427
FOOD STAMPS	20,418,009	20,370,441	(47,568)	20,447,149	76,708
HOMELESS SERVICES	81,005,617	85,821,505	4,815,888	88,669,863	2,848,358
IN HOME SUPPORTIVE SERVICES	127,721,722	127,436,807	(284,915)	128,821,305	1,384,498
INTEGRATED INTAKE	1,087,151	1,212,564	125,413	1,267,052	54,488
MEDI-CAL	24,351,460	24,703,735	352,275	25,753,929	1,050,194
OFFICE ON AGING	23,602,735	28,960,750	5,358,015	23,508,933	(5,451,817)
PUBLIC ADMINISTRATOR	1,432,265	1,518,043	85,778	1,587,542	69,499
PUBLIC CONSERVATOR	1,416,182	1,407,365	(8,817)	1,470,044	62,679
PUBLIC ED FUND - PROP H (MARCH 2004)	0	0	0	0	0
PUBLIC GUARDIAN	2,564,149	2,684,063	119,914	2,807,977	123,914
REPRESENTATIVE PAYEE	533,260	558,936	25,676	585,125	26,189
WELFARE TO WORK	23,249,318	29,343,416	6,094,098	29,868,735	525,319
WORKFORCE DEVELOPMENT	0	0	0	0	0
HUMAN SERVICES	**693,555,992**	**699,618,530**	**6,062,538**	**703,286,176**	**3,667,646**

FY 2012-13

The Department's proposed FY 2012-13 budget has increased by $6,062,538 largely due to:

- A net increase in administration, notably for the HVAC repair and replacement project at the offices on 170 Otis Street.
- An increase in Children's Baseline offset by work orders requested by Department of Children, Youth, and Families (DCYF) and Children and Families Commission (First Five). In FY 2012-13, the Mayor is consolidating childcare services into the Office of Early Care and Education under the Human Services Agency (HSA). Administrative staff and funding for early care and education is being transferred from the First Five and the DCYF to the Department. The Department is also proposing new funds to backfill State funding reductions for Title V childcare providers.

- A decrease in aid payments under Family and Children's Services, mostly due to the lower than expected cost increases in foster care and child care, Kinship Guardian Assistance Payment Program (Kin-Gap), and adoption assistance aid.
- An increase in Homeless Services for an initiative to increase housing capacity for clients with schizophrenia. HSA is collaborating with the Department of Public Health (DPH) as part of a larger pilot program focused on determining the effectiveness of making schizophrenic/schizoaffective disorder a presumptive disability as defined by the Social Security Administration. The Department is working with DPH to provide services and greater access to housing for these clients.
- An increase in the Office of Aging and Adult Services (DAAS) to fund two grant-funded transitional care programs that create (a) a medical home for clients and (b) a support network for the most vulnerable patients within six weeks after being discharged from the hospital to reduce hospital readmissions. The proposed FY 2012-13 budget also includes increased General Fund monies for (a) nutritional services to backfill reductions in federal and state grants in the Home Delivered and Congregate Meals program; and (b) the Services Connection Project for older adults and adults with disabilities, residing in housing owned by the San Francisco Housing Authority to backfill the expired federal ROSS (Residential Opportunities for Self Sufficiency) Grant.
- An increase in Welfare to Work, primarily to pay for temporary salaries for the Jobs Now 4 subsidized employment program.

FY 2013-14

The Department's proposed FY 2013-14 budget has increased by $3,667,646 largely due to:

- An increase in Family and Children Services, mainly due to the increases in retirement benefits for employees and adoption aid payments.
- Increases in the Homeless Services, primarily due to additional funding for the Care Not Cash Program and the Housing Pipeline Projects. Five new supportive housing projects, sponsored by the Mayor's Office of Housing, will be completed in FY 2013-14 for which HSA will fund operating and supportive services costs.
- Increases in the In-Home Supportive Services (IHSS) program due to increases in Community First Choice Option Program revenues offset by reductions in General Fund revenue. Established by the Affordable Care Act of 2010, this new State Plan Option provides San Francisco an additional six percent federal funding for IHSS services.

SUMMARY OF DEPARTMENT POSITION CHANGES:

FY 2012-13

The number of full-time equivalent positions (FTE) budgeted for FY 2012-13 are 1,753.79 FTEs, which are 63.27 FTEs more than the 1,690.52 FTEs in the original FY 2011-12 budget. This represents 3.7% increase in FTEs from the original FY 2011-12 budget. The increase in positions is due primarily to:

DEPARTMENT: DSS– HUMAN SERVICES AGENCY

- 50 positions in the Welfare to Work Program, funded by temporary salaries in FY 2012-13, to provide subsidized employment to low-income San Francisco residents as part of the Jobs Now Program;
- Transfer of three existing positions from First Five and DCYF for the new Office of Early Care and Education;
- The addition of 8 grant-funded positions for FY 2012-13; and
- Reductions in attrition savings to allow HSA to hire vacant positions.

FY 2013-14

The number of full-time equivalent positions (FTE) budgeted for FY 2013-14 are 1,742.92 FTEs, which are 10.87 FTEs less than the 1,753.79 FTEs in the original FY 2012-13 budget. This represents 0.6% change in FTEs from the original FY 2012-13 budget.

The decrease in FTEs is mainly due to increases in attrition savings and deletion of grant-funded and other vacant positions.

INTERIM EXCEPTIONS

The Department has requested approval of 9 positions as an interim exception. The Budget and Legislative Analyst recommends approval of 8 positions as an interim exception and disapproval of 1 position.

- The Budget and Legislative Analyst recommends approval of 2.0 FTE 1822 Administrative Analysts for the Broadband Technology Opportunities Program, 1.0 FTE Employment And Training Specialist III to manage a Department of Labor (DOL) grant that provides subsidized employment for non-custodial parents, and 4.0 FTE Medical Social Workers and 1.0 FTE Medical Social Worker Supervisor for the Community-Based Care Transition Program and the Center for Medicare and Medicaid Innovation grant to develop new payments and delivery models.
- The Department requested an interim exception for 1.0 FTE 0922 Manager I for the Lesbian, Gay, Bisexual and Transgender Seniors (LGBT) Task Force, which would be established if approved by the Board of Supervisors in a pending ordinance (File No. 12-0378), and the Dementia Care Plan. The Budget and Legislative Analyst recommends that this position, which has analytical and program coordination but not management responsibilities, be budgeted as 0.92 FTE 1824 Principal Administrative Analyst, which would allow for an August 1, 2012 hire date. Because this position would support a new program, approval of the proposed 0.92 FTE 1824 Principal Administrative Analyst is a policy matter for the Board of Supervisors.

DEPARTMENT REVENUES:

FY 2012-13

The Department's revenues of $471,051,281 in FY 2012-13, are $12,019.671 or 2.6% more than FY 2011-12 revenues of $459,031,610. General Fund support of $228,567,249 in FY 2012-13 is $5,957,133 or 2.5% less than FY 2010-11 General Fund support of $234,524,382.

Specific changes in the Department's FY 2012-13 revenues include:

- While the Department experiences a net reduction in federal funding in FY 2012-13, this reduction is offset by increases in State funding in administrative support for adoption assistance, child welfare services, and foster care assistance programs. The Department will also receive additional funding from State Health and Welfare Tax revenues.
- The Department will receive new federal funding sources including a Department of Labor grant awarded to the Office of Economic and Workforce Development that will support subsidized employment for non-custodial parents and funding for Supplemental Nutrition Assistance Program (SNAP) Innovation Ideas Project, where funding is awarded on a competitive basis to improve nutrition education offering for children and families.

FY 2013-14

The Department's revenues of $470,932,595 in FY 2013-14, are $118,686 or 0.03% less than FY 2012-13 revenues of $471,051,281. General Fund support of $232,353,581 in FY 2013-14 is $3,786,332 or 1.7% more than FY 2012-13 General Fund support of $228,567,249.

Specific changes in the Department's FY 2013-14 revenues include:

- With the advent of the federal health care reform and the implementation of the Affordable Care Act, the Department anticipates more than $1 million in savings resulting from the expansion of the County Adult Assistance Program (CAAP) program that would include Medi-Cal eligibility services in FY 2013-14.

OTHER ISSUES

FY 2012-2013 and FY 2013-2014 Expenditure Plans for Human Services Care Fund

File No. 12-0598. This resolution would approve the Department's proposed FY 2012-2013 and FY 2013-14 Human Services Care Fund expenditure plans for the Housing First Program. The Housing First Program focuses on placing the homeless and the formerly-homeless CAAP into permanent supportive housing.

The FY2012-13 budget of $14,453,577, consists of proposed expenditures supported by (a) $13,698,867 in projected Human Services Care Fund revenues, (b) $470,727 in prior-year unexpended revenues, and (c) $283,983 in General Fund revenues. $14,005,521, or 96.9% of the Human Services Care Fund, are for housing, while $448,056, or 3.1%, are for services.

The FY2013-14 budget of $14,859,737 consists of expenditures supported by (a) $13,698,867 in projected FY2013-14 Care Fund revenues and (b) $1,106,870 in General Fund revenues. $14,411,681 or 97.0% are for housing, while $448,056, or 3.0%, are for services.

Recommendation: Approval of the proposed resolution to adopt the expenditure plans is a policy matter for the Board of Supervisors.

DEPARTMENT: DSS– HUMAN SERVICES AGENCY

Child Care Services Contract Modification

File No. 12-0599. This resolution would approve modification of the existing contract between the City and County of San Francisco and the Children's Council of San Francisco to serve as the fiscal agent and administrator for childcare services funded by CalWorks and other childcare services, from July 1, 2012 to June 30, 2017, in the amount of $240,869,365.

The State CalWorks Child Care Program, through the State Department of Education (CDE) and State Department of Social Services (CDSS), subsidizes child care for low income families through a three-stage program. The State has approved the Children's Council of San Francisco as an Alternative Payment Provider to administer CalWorks child care funding. Currently, Children Council administers almost all subsidized child care payments and child care workforce funding in San Francisco County. Since 1998, the Department has contracted with Children's Council as a sole source contract for administration of CalWorks Stage 1 childcare subsidies to CalWorks families, and for CalWorks Stage 2 childcare subsidies to families who are transitioning off cash aid. CDE directly contracts with the Children's Council to administer Stage 3 subsidies to families who exceeded the two-year Stage 2 period.

HSA is proposing a five-year extension to the sole source contract in order to have a single administrator for CalWorks Stage 1 and Stage 2 childcare subsidies, funded by HSA, and CalWorks Stage 3 childcare subsidies, funded by CDE.

In November 2010, The Budget and Legislative Analyst conducted a performance audit of San Francisco's early child care and education and recommended that HSA (a) develop a competitive solicitation for administration of the Wages Plus program, which was administered by the Children's Council, for the June 2012 contract renewal, and (b) require Children's Council to provide a summary report of reasons for under expenditures or over expenditures in each childcare funding stream. According to the Department, the Department has implemented the audit recommendations, including (a) receiving monthly accounting by spending categories from Children's Council; and (b) issuing a Request for Proposals (RFP) jointly with DCYF and First 5 for C-WAGES, the successor to the WAGES Plus program.

Recommendations:

Amend the proposed resolution to specify the contract amount is not to exceed $240,869,365.
Approve the proposed resolution as amended.

Conard House Inc. Retroactive Contract

File No. 12-0600. This resolution would retroactively approve a contract between the City and County of San Francisco and Conard House Inc., a nonprofit organization, to provide (a) master-leased housing under HSA's Housing First Program to formerly homeless single adults and (b) money management services to elderly senior citizens. The contract is for 5 years and 3 months, from April 1, 2012 to June 30, 2017, for an amount not to exceed $19,142,302.

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Under the proposed contract, Conard House, a nonprofit organization, would manage the McAllister Hotel, Aranda Hotel, and Allen Hotel, which are Single Room Occupancy (SRO) hotels, under a master lease. Conard House has managed the McAllister Hotel under a master-lease contract with HSA since March 2009. Under the proposed contract, HSA selected Conard House to manage the Aranda and Allen Hotels in a Request for Qualification (RFQ) after the prior manager, Tenderloin Health, entered into bankruptcy on April 6, 2012. Because the new contract with Conard House to manage the three hotels exceeds $10 million, HSA is seeking retroactive approval from the Board of Supervisors.

Under the contract, Conard House will provide:

- Services to residents of the three hotels that include assessment of needs and skills, case management, advocacy and assistance to benefits programs, service referrals to community agencies, conflict resolution, and organized tenant activities;

- Money management services to seniors and adults with disabilities, under an agreement between DAAS and Conard House from July 1, 2012 to June 30, 2015, which will assist 45 consumers and conduct 9,450 consumer contacts.

- On-site micro computer services to 8 supportive housing sites and 2 case management sites, funded by a federal American Recovery and Reinvestment Act (ARRA) grant funds from January 8, 2011 to December 30, 2013.

Recommendation: Approve the proposed resolution.

Homeless and Senior Services Contract – Episcopal Community Services

File No. 12-0602. This resolution would approve the contract between the City and County of San Francisco and the Episcopal Community Services (ECS) to provide safety net services to the homeless, formerly homeless, and frail and elderly senior citizens in San Francisco for the five-year period from July 1, 2012 to June 30, 2017 for not-to-exceed $76,016,410. This proposed contract was competitively bid through various RFPs for the services to be provided by ECS, including supportive services and case management, emergency shelter, 477 units of master-lease permanent housing, rental assistance, meals, employment services, and senior center services. Prior to the proposed contract, the Department had a three-year contract with ECS from FY 2005-06 through FY 2008-09, with three one-year extensions through FY 2011-12.

Recommendations:
Amend the proposed resolution to specify the not to exceed amount of $76,016,410.
Approve the proposed resolution as amended.

Homeless Shelter Services Contract - St. Vincent De Paul Society

File 12-0603. The resolution would approve the renewal of the existing contract between the City and County of San Francisco and St. Vincent De Paul Society, which was effective from July 1,

DEPARTMENT: DSS– HUMAN SERVICES AGENCY

2009 through June 30, 2012, to provide emergency shelter services to homeless individuals in San Francisco for the five-year period from July 1, 2012 to June 30, 2017 for $20,482,985. HSA selected St. Vincent to provide these services through a competitive RFP process in 2009.

St. Vincent will continue to provide emergency shelter services including sleeping facilities, meals and support services for up to 340 homeless adults per day at the Multi Service Center South Adult Shelter (525 Fifth Street), a City-owned building. Under the proposed contract, St. Vincent will also provide domestic violence counseling for CalWorks clients at the Riley Center.

Recommendations:
Amend the proposed resolution to specify not to exceed $20,482,985.
Approve the proposed resolution as amended.

COMMENTS:

FY 2012-13

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $873,058 in FY 2012-13. Of the $873,058 in recommended reductions, $823,058 are ongoing savings and $50,000 are one-time savings. These reductions would still allow an increase of $5,189,480 or 0.7% in the Department's FY 2012-13 budget.

The Budget and Legislative Analyst recommends closing out prior year unexpended encumbrances totaling $95,358, of which $37,032 is General Fund.

Together, these recommendations will result in $500,213 savings to the City's General Fund in FY 2012-13.

In addition, the Budget and Legislative Analyst includes a policy recommendation totaling a savings of $140,421.

FY 2013-14

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $872,094 in FY 2013-14. Of the $872,094 in recommended reductions, $831,177 are ongoing savings and $40,917 are one-time savings. These reductions would still allow an increase of $2,795,552 or 0.4% in the Department's FY 2013-14 budget.

These recommendations will result in $473,450 savings to the City's General Fund in FY 2013-14.

In addition, the Budget and Legislative Analyst includes a policy recommendation totaling a savings of $154,602.

DSS - Human Services Agency

Object Title	FY 2012-13 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T	FY 2013-14 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T
	CGU - DSS Child Care													
Senior Community Development Specialist	1.00	0.00	$89,778	$0	$89,778	x		1.00	0.00	$90,939	$0	$90,939	x	
Mandatory Fringe Benefits			$36,524	$0	$36,524	x				$40,506	$0	$40,506	x	
Community Development Specialist	0.00	1.00	$0	$77,545	($77,545)	x		0.00	1.00	$0	$78,548	($78,548)	x	
Mandatory Fringe Benefits			$0	$33,261	($33,261)	x				$0	$36,806	($36,806)	x	
			Total Savings	*$15,496*						*Total Savings*	*$16,091*			
	HSA is requesting to transfer 1.0 FTE vacant Employment & Training Specialist III position to the new Office of Early Care and Education and substitute the position to a Senior Community Development Specialist. Based on the role, responsibilities, and workload of the position in the new Office of Early Care and Education, the Community Development Specialist is the appropriate classification for this position.							Ongoing savings						
	CIF - Department ofAging and Adult Services													
Manager I	1.00	0.00	$111,066	$0	$111,066	x		1.00	0.00	$113,042	$0	$113,042	x	
Mandatory Fringe Benefits			$45,864	$0	$45,864	x				$50,288	$0	$50,288	x	
Principal Administrative Analyst	0.00	0.92	0	101,851	($101,851)	x		0.00	1.00	$0	$112,678	($112,678)	x	
Mandatory Fringe Benefits			0	38,570	($38,570)	x				$0	$41,924	($41,924)	x	
			Total Savings	*$16,509*						*Total Savings*	*$8,728*			
	The Department requested an interim exception for 1.0 FTE 0922 Manager I for the Lesbian, Gay, Bisexual and Transgender Seniors (LGBT) Task Force and the Dementia Care Plan. We recommend substitution of a 0.92 FTE 1824 Principal Administrative Analyst, which would allow a hire date of August 1, 2012 rather than July 1, 2012. The Principal Administrative Analyst is the appropriate position for this new program, because the program position does not require management responsibilities. Approval of the proposed position, as noted below, is a policy matter for the Board of Supervisors because this is a new program which would result in new General Fund costs.							Ongoing reduction						

GF = General Fund
1T = One Time

DSS - Human Services Agency

Object Title	FY 2012-13							FY 2013-14						
	FTE		Amount					FTE		Amount				
	From	To	From	To	Savings	GF	1T	From	To	From	To	Savings	GF	1T
	CAL - Family and Children's Services													
Protective Services Worker	163.00	162.00	$14,142,206	$14,055,444	$86,762	x		163.00	162.00	$14,325,130	$14,237,246	$87,884	x	
Mandatory Fringe Benefits			$5,879,808	$5,843,736	$36,072	x				$6,515,474	$6,475,502	$39,972	x	
			Total Savings	*$122,834*						*Total Savings*	*$127,856*			
	Delete one vacant position, which has been vacant since 1/16/2010. The Department wil still have 23 vacant positions for 2940 Protective Services Workers.							Ongoing savings						
Attrition Savings			($2,720,678)	($2,732,092)	$11,414	x				($2,965,860)	($2,977,274)	$11,414	x	
Mandatory Fringe Benefits			($1,164,483)	($1,169,368)	$4,885	x				($1,386,254)	($1,391,589)	$5,335	x	
			Total Savings	*$16,299*						*Total Savings*	*$16,749*			
	Increase attrition savings to reflect actual hire date of vacant positions.							Ongoing savings						
Aid Payments			$18,445,954	$18,395,954	$50,000	x				$18,853,820	$18,803,820	$50,000	x	
	Reduce 037 Aid Payments in Adoption by $50,000 based on historical and projected actual expenditures as well as the reduced costs per case in Adoptions.							Ongoing savings						
Aid Payments			$42,134,515	$42,034,515	$100,000	x				$42,041,803	$41,941,803	$100,000	x	
	Reduce 037 Aid Payments in Foster Care by $100,000 based on historical and projected actual expenditures.							Ongoing savings						
Aid Payments			$2,831,932	$2,781,932	$50,000	x				$3,114,869	$3,064,869	$50,000	x	
Aid Payments										$3,064,869	$3,023,952	$40,917	x	x
			Total Savings	*$50,000*						*Total Savings*	*$90,917*			
	Reduce 037 Aid Payments in KinGAP, which is the guardian assistant payment program, by $50,000 based on historical and projected actual expenditures.							Ongoing savings						
	CAH - Food Stamps													
Attrition Savings			($990,190)	($1,040,190)	$50,000	x				($1,212,608)	($1,262,608)	$50,000	x	
Mandatory Fringe Benefits			($455,985)	($479,010)	$23,025	x				($608,499)	($633,590)	$25,091	x	
			Total Savings	*$73,025*						*Total Savings*	*$75,091*			
	Increase attrition savings to reflect actual hire date of vacant positions.							Ongoing savings						

GF = General Fund
1T = One Time

DSS - Human Services Agency

Object Title	FY 2012-13 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T	FY 2013-14 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T
CAO - Administrative Support														
Attrition Savings			($149,167)	($157,574)	$8,407	x				($151,821)	($160,378)	$8,557	x	
Mandatory Fringe Benefits			($57,649)	($60,898)	$3,249	x				($63,985)	($67,591)	$3,606	x	
			Total Savings	*$11,656*						*Total Savings*	*$12,163*			
	Increase attrition savings to reflect actual hire date of vacant positions.							Ongoing savings						
Attrition Savings			($1,591,974)	($1,649,636)	$57,662	x				($1,616,542)	($1,674,950)	$58,408	x	
Mandatory Fringe Benefits			($682,704)	($707,432)	$24,728	x				($758,828)	($786,246)	$27,418	x	
			Total Savings	*$82,390*						*Total Savings*	*$85,826*			
	Increase attrition savings to reflect actual hire date of vacant positions.							Ongoing savings						
Attrition Savings			($451,792)	($485,661)	$33,869	x				($458,764)	($492,791)	$34,027	x	
Mandatory Fringe Benefits			($193,771)	($208,297)	$13,356	x				($215,377)	($231,352)	$13,720	x	
			Total Savings	*$47,225*						*Total Savings*	*$47,747*			
	Increase attrition savings to reflect actual hire date of vacant positions.							Ongoing savings						
Senior Inventory Clerk	1.00	0.00	$51,980	$0	$51,980	x		1.00	0.00	$52,652	$0	$52,652	x	
Mandatory Fringe Benefits			$26,444	$0	$26,444	x				$29,073	$0	$29,073	x	
			Total Savings	*$78,424*						*Total Savings*	*$81,725*			
	Delete one vacant position that has been vacant since 8/23/2008. The Department does not a candidate list.							Ongoing savings						
Training			$50,000	$30,000	$20,000	x				$50,000	$30,000	$20,000	x	
	Reduce 021 Training by $20,000 according to on historical and projected actual expenditures.							Ongoing savings						
Travel			$67,262	$54,762	$12,500	x				$67,262	$54,762	$12,500	x	
	Reduce 021 Travel by $12,500 based on historical and projected actual expenditures.							Ongoing savings						
Material & Supplies Budget Only			$808,593	$798,593	$10,000	x				$808,593	$798,593	$10,000	x	
	Reduce 040 Materials & Suplies Budget Only by $10,000 according to historical and projected actual expenditures.							Ongoing savings						
Other Current Expenses			$291,263	$221,263	$70,000	x				$291,263	$221,263	$70,000	x	
	Reduce 021 Other Current Expenses by $70,000 based on historical and projected actual expenditures.							Ongoing savings						

GF = General Fund
1T = One Time

DSS - Human Services Agency

Object Title	FY 2012-13 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T	FY 2013-14 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T
	CAG - CalWorks													
Aid Payments			$28,070,182	$28,020,182	$50,000	x	x							
	Reduce 037 Aid Payments in CalWorks Program by $50,000 based on historical and projected actual expenditures. The Department expects a decrease in CalWorks caseload. This is a one-time decrease. The Department has already decreased 037 Aid Payments in CalWorks in FY 2013-14.													
	FAL - Children's Baseline													
Aid Assistance			$9,265,576	$9,218,876	$46,700	x				$9,265,576	$9,218,876	$46,700	x	
	Reduce 036 Aid Assistance for Children's Baseline based on historical and projected actual expenditures and offsets from recoveries to Department of Children, Youth and Families. Request the Controller to apply these savings to reduce the excess appropriation over the amount requred for the Children's Baseline, thereby creating a General Fund savings.							Ongoing savings						

FY 2012-13

Total Recommended Reductions [1]

	One-Time	Ongoing	Total
General Fund	1,395	461,786	463,181
Non-General Fund	$48,605	361,272	$409,877
Total	$50,000	823,058	873,058

FY 2013-14

Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	4,828	468,622	473,450
Non-General Fund	36,089	$362,554	$398,643
Total	$40,917	831,177	872,094

[1] = round to the nearest dollar

DSS - Human Services Agency

Object Title	FY 2012-13 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T	FY 2013-14 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T
Policy Recommendations														
CIF - Department of Aging and Adult Services														
Principal Administrative Analyst	0.00	0.92	101,851	-	$101,851	x	x	0.00	1.00	$112,678	-	$112,678	x	
Mandatory Fringe Benefits			38,570	-	$38,570	x	x			$41,924	-	$41,924	x	
			Total Savings	*$140,421*						*Total Savings*	*$154,602*			
	The Department has proposed one new Manager I position for the Lesbian, Gay, Bisexual, and Transgender (LBGT) Seniors Task Force and Dementia Care Plan. As noted above, the Budget and Legislative Analyst recommends substitution of an 1824 Principal Administrative Analyst for this position. Approval of the new position for the LBGT Seniors Task Force and Dementia Care Plan is a policy matter for the Board of Supervisors because it is a new program with new General Fund costs.							Ongoing reduction						

FY 2012-13
Total Policy Recommendations

	One-Time	Ongoing	Total
General Fund	$0	$80,040	$80,040
Non-General Fund	$0	$60,381	$60,381
Total	$0	$140,421	$140,421

FY 2013-14
Total Policy Recommendations

	One-Time	Ongoing	Total
General Fund	$0	$88,123	$88,123
Non-General Fund	$0	$66,479	$66,479
Total	$0	$154,602	$154,602

GF = General Fund
1T = One Time

DSS - Human Services Agency

Vendor Name	Subobject Title	General Fund Savings	Year of Appropriation	Date of Last Recorded Transaction	Original Amount	Unexpended Balance
BUILDING SRVS TECHNICIANS	FOOD	Yes	2004	10/26/2004	$286.84	$11.58
TENDERLOIN HOUSING CLINIC INC	COMMUNITY BASED ORGANIZATION SERVICES	Yes	2009	10/22/2009	$30,000.00	$1.00
RICOH-REPRODUCTION STORE	REPRODUCTION COPIER STORE PROGRAM	Yes	2009	3/29/2010	$3,400.00	$1,079.94
RICOH-REPRODUCTION STORE	REPRODUCTION COPIER STORE PROGRAM	Yes	2009	7/13/2010	$2,600.00	$67.04
RICOH-REPRODUCTION STORE	REPRODUCTION COPIER STORE PROGRAM	Yes	2009	7/13/2010	$2,000.00	$68.11
	OTHER OFFICE SUPPLIES	Yes	2010	10/27/2010	$51,960.80	$51,960.80
KLW CONSTRUCTION INC	OTHER BLDG MAINT SVCS	Yes	2011	2/4/2011	$1,927.00	$1,927.00
KLW CONSTRUCTION INC	OTHER BLDG MAINT SVCS	Yes	2011	2/4/2011	$2,197.00	$2,197.00
RICOH-REPRODUCTION STORE	REPRODUCTION COPIER STORE PROGRAM	Yes	2009	3/23/2011	$2,000.00	$313.49
RICOH-REPRODUCTION STORE	REPRODUCTION COPIER STORE PROGRAM	Yes	2009	3/23/2011	$2,200.00	$103.55
RICOH AMERICAS CORPORATION	OTHER OFFICE SUPPLIES	Yes	2011	4/8/2011	$489.79	$489.79
RICOH-REPRODUCTION STORE	REPRODUCTION COPIER STORE PROGRAM	Yes	2010	5/9/2011	$30,000.00	$15,627.99
SELF HELP FOR THE ELDERLY	COMMUNITY BASED ORGANIZATION SERVICES	No	2011	6/21/2011	$16,402.10	$1,912.54
SELF HELP FOR THE ELDERLY	COMMUNITY BASED ORGANIZATION SERVICES	No	2011	6/21/2011	$8,831.90	$2,720.00
	BOOKS - NON LIBRARY ONLY	Yes	2011	6/21/2011	$16,878.19	$16,878.19
				Total Amount Return to Fund Balance		$95,358.02
					General Fund	$37,032.00
					Non-General Fund	$58,326.02

Note: The above encumbrance blanaces are from budget years prior to FY 2011-12. The Department has indicated that the balances of these encumbrances are no longer needed, therefore the balances can be returned to the General Fund, if applicable.

CITY AND COUNTY OF SAN FRANCISCO

BOARD OF SUPERVISORS

BUDGET AND LEGISLATIVE ANALYST

1390 Market Street, Suite 1150, San Francisco, CA 94102 (415) 552-9292
FAX (415) 252-0461

June 21, 2012

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 2012-2013 to Fiscal Year 2013-2014 Budget.

Page

Descriptions for Departmental Budget Hearing, June 25, 2012 Meeting, 10:00 a.m.

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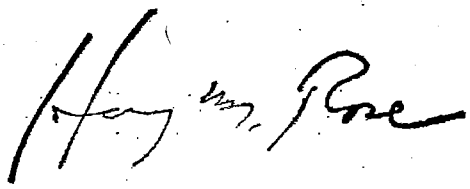

Harvey M. Rose

cc: Supervisor Chu
Supervisor Avalos
Supervisor Kim
Supervisor Cohen
Supervisor Wiener
President Chiu
Supervisor Campos
Supervisor Elsbernd
Supervisor Farrell
Supervisor Mar
Supervisor Olague
Clerk of the Board
Cheryl Adams
Mayor Lee
Controller
Kate Howard

BUDGET REVIEW EXECUTIVE SUMMARY

YEAR ONE: FY 2012-13

Budget Changes

The department's proposed $30,660,752 budget for FY 2012-13 is $6,056,353 or 24.6 % more than the original FY 2011-12 budget of $24,604,399.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2012-13 are 152.54 FTEs, which are 1.71 FTEs more than the 150.83 FTEs in the original FY 2011-12 budget. This represents a 1.1% increase in FTEs from the original FY 2011-12 budget.

The Department has requested approval of 2 positions as interim exceptions to support planning efforts for the development of the proposed Warrior stadium on Piers 30-32. The Budget and Legislative Analyst recommends disapproval of both positions as interim exceptions.

Revenue Changes

The Department's revenues of $25,654,071 in FY 2012-13, are $2,954,982 or 13.0% more than FY 2011-12 revenues of $22,699,089. General Fund support of $5,006,681 in FY 2012-13 is $3,101,371 or 162.8% more than FY 2010-11 General Fund support of $1,905,310.

YEAR TWO: FY 2013-14

Budget Changes

The department's proposed $28,224,069 budget for FY 2013-14 is $2,436,683 or 7.9% less than the original FY 2012-13 budget of $30,660,752.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2013-14 are 152.29 FTEs, which are .25 FTEs fewer than the 152.54 FTEs in the original FY 2012-13 budget. This represents 0.2% decrease in FTEs from the original FY 2012-13 budget.

Revenue Changes

The Department's revenues of $24,355,938 in FY 2013-14, are $2,954,982 or 5.1% less than FY 2012-13 revenues of $25,654,071. General Fund support of $3,868,131 in FY 2012-13 is $1,138,550 or 22.7% less than FY 2012-13 General Fund support of $5,006,681.

RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2012-13 AND FY 2013-14

DEPARTMENT: CPC – CITY PLANNING DEPARTMENT

RECOMMENDATIONS

YEAR ONE: FY 2012-13

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $601,822 in FY 2012-13. Of the $601,822 in recommended reductions, $412,583 are ongoing savings and $189,239 are one-time savings. Of the total $601,822 recommended reductions, $472,549 are General Fund savings. The overall reductions would still allow an increase of $5,454,531 or 22.2% in the Department's FY 2012-13 budget.

YEAR TWO: FY 2013-14

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $516,069 in FY 2013-14. Of the $516,069 in recommended reductions, $371,021 are ongoing General Fund savings.

RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2012-13 AND FY 2013-14

DEPARTMENT: CPC – CITY PLANNING DEPARTMENT

SUMMARY OF PROGRAM EXPENDITURES:

Program	FY 2011-2012 Budget	FY 2012-2013 Proposed	Increase/ Decrease from FY 2011-2012	FY 2013-2014 Proposed	Increase/ Decrease from FY 2012-2013
CITY PLANNING					
ADMINISTRATION/PLANNING	7,643,600	9,928,716	2,285,116	9,727,478	(201,238)
CITYWIDE PLANNING	4,095,107	6,866,859	2,771,752	4,542,850	(2,324,009)
CURRENT PLANNING	7,361,946	7,159,972	(201,974)	7,885,871	725,899
ENVIRONMENTAL PLANNING	4,099,077	5,136,999	1,037,922	4,425,236	(711,763)
ZONING ADMINISTRATION AND COMPLIANCE	1,404,669	1,568,206	163,537	1,642,634	74,428
CITY PLANNING	**24,604,399**	**30,660,752**	**6,056,353**	**28,224,069**	**(2,436,683)**

FY 2012-13

The Department's proposed FY 2012-13 budget has increased by $6,056,353 largely due to:

- Planning requirements for the construction of the 17th and Folsom Park as part of the Eastern Neighborhoods Program, funded by the Eastern Neighborhoods impact fee;
- Completing the Environmental Impact Report (EIR) for the City's Transit Effectiveness Project and development of environmental review procedures for the Transportation Sustainability Program, in coordination with the Municipal Transportation Agency, San Francisco County Transportation Authority, and Office of Economic and Workforce Development;
- Continued implementation of the integrated Permit & Project Tracking System (jointly with the Department of Building Inspection), which will standardize permit processing;
- Planning and environmental review for the new Warriors basketball team stadium to be located at Piers 30 & 32; and
- Increased work order costs from the City Attorney's office due increased litigation related to Environmental Impact Reports (EIR) and other planning issues.

FY 2013-14

The Department's proposed FY 2013-14 budget has decreased by $2,436,683 largely due to:

- An anticipated reduction in capital project expenses following completion of the planning work for the 17th and Folsom Park in the Eastern Neighborhoods Program; and
- A reduction in contract expenses due to completion of the Transportation Sustainability Program EIR.

RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2012-13 AND FY 2013-14

DEPARTMENT: CPC – CITY PLANNING DEPARTMENT

SUMMARY OF DEPARTMENT POSITION CHANGES:

FY 2012-13

The number of full-time equivalent positions (FTE) budgeted for FY 2012-13 are 152.54 FTEs, which are 1.71 FTEs more than the 150.83 FTEs in the original FY 2011-12 budget. This represents a 1.1% increase in FTEs from the original FY 2011-12 budget.

The Department is adding 10 new positions, offset by other adjustments, including:

- Two new planner positions for environmental reviews of public projects.
- Two new planners in administration: one for legislative affairs and one to act as support staff for the Planning and Historic Preservation Commissions.
- One new limited tenure environmental planner for the Central Corridor EIR.
- One new limited tenure planner position for the Strengthening Neighborhoods Program.
- One limited tenure planner position and one limited tenure environmental planner position related to the Warriors basketball team proposed stadium project for Piers 30 & 32.
- Two new administrative positions: one for website work related to community engagement and the Permit & Project Tracking System, and one to assist with personnel and payroll.

FY 2013-14

The number of full-time equivalent positions (FTE) budgeted for FY 2013-14 are 152.29 FTEs, which are 0.25 FTEs less than the 152.54 FTEs in the original FY 2012-13 budget. This represents a .16% decrease in FTEs from the original FY 2012-13 budget. In FY 2013-14, the Department is substituting one manager position in the Planning Commission staff and is annualizing new positions added in FY2012-13.

INTERIM EXCEPTIONS

The Department has requested approval of 2 positions as an interim exception. The Budget and Legislative Analyst recommends disapproval of these 2 positions as an interim exception. These positions are one limited tenure planner and one limited tenure environmental planner related to the Warriors basketball team proposed stadium project for Piers 30 & 32.

RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2012-13 AND FY 2013-14

DEPARTMENT: CPC – CITY PLANNING DEPARTMENT

DEPARTMENT REVENUES:

FY 2012-13

The Department's revenues of $25,654,071 in FY 2012-13, are $2,954,982 or 13.0% more than FY 2011-12 revenues of $22,699,089. General Fund support of $5,006,681 in FY 2012-13 is $3,101,371 or 162.8% more than FY 2011-12 General Fund support of $1,905,310.

The Department projects increases in planning permit fee revenues in FY 2012-13 due to increases in construction activity and planned projects.

FY 2013-14

The Department's revenues of $24,355,938 in FY 2013-14, are $1,298,133 or 5.1% less than FY 2012-13 revenues of $25,654,071. General Fund support of $3,868,131 in FY 2013-14 is $1,138,550 or 22.7% less than FY 2012-13 General Fund support of $5,006,681.

COMMENTS:

FY 2012-13

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $601,822 in FY 2012-13. Of the $601,822 in recommended reductions, $412,583 are ongoing savings and $189,239 are one-time savings. These reductions would still allow an increase of $5,454,531 or 22.2% in the Department's FY 2012-13 budget.

FY 2013-14

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $516,069 in FY 2013-14. Of the $516,069 in recommended reductions, $371,021 are ongoing General Fund savings.

Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2012-13 and FY 2013-14 Two-Year Budget

CPC - City Planning

Object Title	FY 2012-13 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T	FY 2013-14 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T
FAH - Citywide Planning														
Planner III	1.00	0.92	$99,476	$91,518	$7,958		x							
Mandatory Fringe Benefits			$39,528	$36,367	$3,161		x							
			Total Savings	*$11,119*										
	The Department proposes to create a limited term Planner III position at 1.0 FTE to work on the proposed Warriors basketball team stadium. The Department is also requesting interim exemption for this position in FY 2012-13. The Budget Analyst recommends disapproval of the interim exception and recommends a hire date of August 1, 2012 instead of July 1, 2012.													
FDP - Current Planning														
Temporary Salaries	2.53	1.92	$208,100	$158,100	$50,000	x		2.53	1.62	$208,100	$133,100	$75,000	x	
Mandatory Fringe Benefits			$16,439	$12,489	$3,950	x				$16,439	$10,514	$5,925	x	
			Total Savings	*$53,950*						*Total Savings*		*$80,925*		
	The Department anticipates having reduced Temporary Salary needs in FY 2012-13 and FY 2013-14.							Ongoing reduction.						
FEF - Administration/Planning														
Planner III	0.77	0.00	$76,597	$0	$76,597	x		1.00	0.00	$101,246	$0	$101,246	x	
Mandatory Fringe Benefits			$30,437	$0	$30,437	x				$43,802	$0	$43,802	x	
			Total Savings	*$107,034*						*Total Savings*		*$145,048*		
	The Department requests a Planner III for Legislative Affairs. The Department had a Planner III in Legislative Affairs in FY 2011-12, and then reassigned the position to Current Planning. Therefore, the Budget and Legislative Analyst recommends denying this request for another new Planner III for Legislative Affairs in FY 2012-13.							Ongoing reduction.						

GF = General Fund
1T = One Time

CPC - City Planning

Object Title	FY 2012-13 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T	FY 2013-14 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T
Planner III	0.77	0.00	$76,597	$0	$76,597			1.00	0.00	$101,246	$0	$101,246		
Mandatory Fringe Benefits			$30,437	$0	$30,437					$43,802	$0	$43,802		
			Total Savings		*$107,034*					*Total Savings*		*$145,048*		
	Department currently has three staff assigned to the Planning Commission, one Manager IV, one Senior Clerk Typist, and one Executive Secretary. The Department is requesting a new Planner III due to anticipated staff reorganization. The Budget and Legislative Analyst recommends rejecting the addition of a new Planner III to what would effectively be an administrative support role for the Commission.							Ongoing reduction.						
FFP - Environmental Planning														
Planner III - Env. Review	1.00	0.92	$99,476	$91,518	$7,958		x							
Mandatory Fringe Benefits			$39,529	$36,367	$3,162		x							
			Total Savings		*$11,120*									
	The Department proposes to create an Environmental Planner III position at 1.0 FTE to work on the proposed Warriors basketball team stadium. The Department is also requesting interim exemption for this position in FY 2012-13. The Budget Analyst recommends disapproval of the interim exception and recommends a hire date of August 1, 2012 instead of July 1, 2012.													

GF = General Fund
1T = One Time

CPC - City Planning

Object Title	FY 2012-13 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T	FY 2013-14 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T
Planner III - Env. Review	1.54	0.50	$153,193	$49,738	$103,455	x		2.00	1.00	$202,492	$101,246	$101,246	x	
Mandatory Fringe Benefits			$60,874	$19,764.29	$41,110	x				$87,604	$43,802	$43,802	x	
			Total Savings	*$144,565*						*Total Savings*	*$145,048*			
	The Department has requested two new Planner III Environmental Review positions to process public projects, including Recreation and Park Department projects and the first phase of the Historic Preservation Element to the City's General Plan. The Department has not provided sufficient evidence that public or private project work load will increase sufficiently in FY 2012-13 to justify the requested two new Planner III Environmental Review positions. Caseload data provided by the Department indicate that in FY2011-12, environmental project caseload is approximately at its five-year average. At the same time, the Department currently has more positions (20.6 FTEs) for Planner III Environmental Review than any prior year of the past decade. The Department's FY 2012-13 budget also includes two new Planner III Environmental Review positions for the proposed Warriors' development on Piers 30-32 and the Central Corridor project, for which we are recommending approval. We recommend approval of one Planner III Environmental Review position to start in the third quarter of FY 2012-13.							Ongoing savings.						
Professional & Specialized Srvcs.			$334,000	$167,000	$167,000	x	x							
			Total Savings	*$167,000*										
	Reduce due to available carryforwards.													

FY 2012-13
Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	$167,000	$305,549	$472,549
Non-General Fund	$22,239	$107,034	$129,273
Total	$189,239	$412,583	$601,822

FY 2013-14
Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	$0	$371,021	$371,021
Non-General Fund	$0	$145,048	$145,048
Total	$0	$516,069	$516,069

GF = General Fund
1T = One Time

BUDGET REVIEW EXECUTIVE SUMMARY

YEAR ONE: FY 2012-13

Budget Changes

The department's proposed $46,048,425 budget for FY 2012-13 is $13,538,115 or 41.6% more than the original FY 2011-12 budget of $32,510,310.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2012-13 are 76.48 FTEs, which are 11.62 FTEs more than the 64.86 FTEs in the original FY 2011-12 budget. This represents a 17.9% increase in FTEs from the original FY 2011-12 budget.

Revenue Changes

The Department's revenues of $27,291,836 in FY 2012-13, are $2,196,988 or 8.8% more than FY 2011-12 revenues of $25,094,848. General Fund support of $18,756,589 in FY 2012-13 is $11,341,127 or 152.9% more than FY 2011-12 General Fund support of $7,415,462.

YEAR TWO: FY 2013-14

Budget Changes

The department's proposed $38,167,350 budget for FY 2013-14 is $7,881,075 or 17.1% less than the original FY 2012-13 budget of $46,048,425.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2013-14 are 78.75 FTEs, which are 2.27 FTEs more than the 76.48 FTEs in the original FY 2012-13 budget. This represents a 3.0% increase in FTEs from the original FY 2012-13 budget.

Revenue Changes

The Department's revenues of $23,571,616 in FY 2013-14, are $3,720,220 or 13.6% less than FY 2012-13 revenues of $27,291,836. General Fund support of $14,595,734 in FY 2012-13 is $4,160,855 or 22.2% less than FY 2011-12 General Fund support of $18,756,589.

RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST FOR AMENDMENT OF BUDGET ITEMS FY 2012-13 AND FY 2013-14

DEPARTMENT: ECN – ECONOMIC AND WORKFORCE DEVELOPMENT

RECOMMENDATIONS

YEAR ONE: FY 2012-13

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $201,461 in FY 2012-13. Of the $201,461 in recommended reductions, $99,461 are ongoing savings and $102,000 are one-time savings. These reductions would still allow an increase of $13,336,654 or 41.0% in the Department's FY 2012-13 budget.

The Budget and Legislative Analyst's policy recommendation totals $1,000,000 in FY 2012-13. If the Board of Supervisors approves the policy recommendation, the recommended reductions to the proposed budget total $1,201,461 in FY 2012-13. These reductions would still allow an increase of $12,336,654 of 37.9% in the Departments FY 2012-13 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended General Fund encumbrances, which would allow the return of $122 to the General Fund.

Together, these recommendations will result in $1,194,652 savings to the City's General Fund in FY 2012-13.

YEAR TWO: FY 2013-14

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $105,874 in FY 2013-14, all of which are ongoing savings.

RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST FOR AMENDMENT OF BUDGET ITEMS FY 2012-13 AND FY 2013-14

DEPARTMENT: ECN – ECONOMIC AND WORKFORCE DEVELOPMENT

SUMMARY OF PROGRAM EXPENDITURES:

Program	FY2011-2012 Budget	FY2012-2013 Proposed	Increase/ Decrease from FY2011-2012	FY2013-2014 Proposed	Increase/ Decrease from FY2012-2013
ECONOMIC AND WORKFORCE DEVELOPMENT					
CHILDREN'S BASELINE	314,065	314,065	0	314,065	0
ECONOMIC DEVELOPMENT	16,578,112	24,578,342	8,000,230	20,196,120	(4,382,222)
FILM SERVICES	1,207,171	1,291,625	84,454	1,300,000	8,375
OFFICE OF SMALL BUSINESS AFFAIRS	707,907	787,895	79,988	819,192	31,297
WORKFORCE TRAINING	13,703,055	19,076,498	5,373,443	15,537,973	(3,538,525)
ECONOMIC AND WORKFORCE DEVELOPMENT	**32,510,310**	**46,048,425**	**13,538,115**	**38,167,350**	**(7,881,075)**

FY 2012-13

The Department's proposed FY 2012-13 budget has increased by $13,538,115 largely due to:

- Ongoing implementation of the Mayor's 17-Point Jobs Plan, which will include involving local nonprofits in providing technical skills training and job placement services to San Francisco residents.
- One-time funding for the City's Cruise Ship Terminal project, in preparation for the America's Cup. The Department's proposed FY 2012-13 budget also includes ongoing funding for positions and consultants related to planning for the 34th America's Cup.
- Annualization of the Mayor's small business loan program, which was created in FY 2011-12.
- Introduction of the Mayor's Improve Blighted Areas initiative, which will focus on Central Market and 6th Street areas.
- Increased funding for the City's Film Rebate Program, which provides rebates to companies producing feature films in San Francisco.
- New funding to absorb a job readiness initiative previously assigned to the San Francisco Redevelopment Authority.
- New efforts to bring the Golden State Warriors basketball team to San Francisco and additional coordination between the City and nightlife purveyors.

FY 2013-14

The Department's proposed FY 2013-14 budget has decreased by $7,881,075 largely due to:

- A reduction in capital project funding, following the anticipated completion of Phase I of the Cruise Ship Terminal project, which will be utilized as part of the 34th America's Cup.
- A reduction in Workforce Development multi-year Federal Grant Funds.
- These reductions are offset, in part, by the annualization of new positions.

DEPARTMENT: ECN – ECONOMIC AND WORKFORCE DEVELOPMENT

SUMMARY OF DEPARTMENT POSITION CHANGES:

FY 2012-13

The number of full-time equivalent positions (FTE) budgeted for FY 2012-13 are 76.48 FTEs, which are 11.62 FTEs more than the 64.86 FTEs in the original FY 2011-12 budget. This represents a 17.9% increase in FTEs from the original FY 2011-12 budget.

The proposed budget includes new positions working on economic development issues Citywide, as well as new positions that will focus on economic and workforce development issues for the City's Mid-Market district. The proposed budget's increase in FTEs also reflects the annualization of positions that were new in the department's FY 2011-12 budget.

FY 2013-14

The number of full-time equivalent positions (FTE) budgeted for FY 2013-14 are 78.75 FTEs, which are 2.27 FTEs more than the 76.48 FTEs in the original FY 2012-13 budget. This represents 3.0% increase in FTEs from the original FY 2012-13 budget, resulting primarily from the annualization of new positions in the Department's FY 2012-13 budget.

DEPARTMENT REVENUES:

FY 2012-13

The Department's revenues of $27,291,836 in FY 2012-13, are $2,196,988 or 8.8% more than FY 2011-12 revenues of $25,094,848. General Fund support of $18,756,589 in FY 2012-13 is $11,341,127 or 152.9% more than FY 2011-12 General Fund support of $7,415,462.

Specific changes in the Department's FY 2012-13 revenues include:

- New General Fund allocations to the components of the Mayor's 17-Point Jobs Plan.
- A one-time General Fund allocation for a portion of the cost of the Cruise Ship Terminal project. Additional funding for the project is budgeted separately and will come from the America's Cup Organizing Committee.
- Multi-year federal grant funds to technical skills training and job training initiatives.

FY 2013-14

The Department's revenues of $23,571,616 in FY 2013-14, are $3,720,220 or 13.6% less than FY 2012-13 revenues of $27,291,836. General Fund support of $14,595,734 in FY 2012-13 is $4,160,855 or 22.2% less than FY 2011-12 General Fund support of $18,756,589.

These changes reflect an anticipated reduction federal grant funds and a reduction in General Fund revenues for capital projects.

DEPARTMENT: ECN – ECONOMIC AND WORKFORCE DEVELOPMENT

COMMENTS:

FY 2012-13

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $201,461 in FY 2012-13. Of the $201,461 in recommended reductions, $99,461 are ongoing savings and $102,000 are one-time savings. These reductions would still allow an increase of $13,336,654 or 41.0% in the Department's FY 2012-13 budget.

The Budget and Legislative Analyst's policy recommendation totals $1,000,000 in FY 2012-13. If the Board of Supervisors approves the policy recommendation, the recommended reductions to the proposed budget total $1,201,461 in FY 2012-13. These reductions would still allow an increase of $12,336,654 of 37.9% in the Departments FY 2012-13 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended General Fund encumbrances, which would allow the return of $122 to the General Fund.

Together, these recommendations will result in $1,194,652 savings to the City's General Fund in FY 2012-13.

FY 2013-14

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $105,874 in FY 2013-14, all of which are ongoing savings.

ECN - Economic and Workforce Development

Object Title	FY 2012-13 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T	FY 2013-14 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T
BK5 - Economic Development														
Senior Community Development Specialist	2.31	1.54	$207,388	$138,259	$69,129	x		3.00	2.00	$272,818	$181,879	$90,939	x	
Mandatory Fringe Benefits			$84,370	$56,247	$28,123	x				$121,520	$81,013	$40,507	x	
Community Development Specialist	1.54	2.31	$119,128	$178,692	($59,564)	x		2.00	3.00	$157,095	$235,643	($78,548)	x	
Mandatory Fringe Benefits			$51,223	$76,835	($25,612)	x				$73,613	$110,420	($36,807)	x	
			Total Savings	*$12,076*						*Total Savings*	*$16,091*			
	The Department has requested six new Economic Development positions for the Mayor's new 17-Point Plan, including one new Manager III, three new Senior Community Development Specialists, and two Community Development Specialists. Downward substitute one Senior Community Development Specialists to a Community Development Specialist, which would still allow the Department to hire two new Senior Community Development Specialists and three new Community Development Specialists.							Ongoing savings.						
Attrition Savings	(0.62)	(1.00)	($72,827)	($117,827)	$45,000	x		(0.62)	(1.00)	($74,057)	($119,057)	$45,000	x	
Mandatory Fringe Benefits			($28,123)	($45,500)	$17,377	x				($31,077)	($49,961)	$18,884	x	
			Total Savings	*$62,377*						*Total Savings*	*$63,884*			
	The Department is projected to have $158,842 in salary surplus in this fund in FY 2011-12, and is increasing Economic Development salaries by $1,218,862 or 73.1% in FY 2012-13. An increase in Attrition Savings of $100,000 will allow for sufficient funding for staffing in FY 2012-13.							Ongoing savings.						
BL1 - Workforce Training														
Manager IV	1.00	0.00	$137,904	$0	$137,904	x		1.00	0.00	$140,358	$0	$140,358	x	
Mandatory Fringe Benefits			$51,014	$0	$51,014	x				$56,461	$0	$56,461	x	
Manager III	0.00	1.00	$0	$128,568	($128,568)	x		0.00	1.00	$0	$130,856	($130,856)	x	
Mandatory Fringe Benefits			$0	$49,204	($49,204)	x				$0	$54,314	($54,314)	x	
Manager II	0.50	0.00	$59,564	$0	$59,564	x		0.50	0.00	$60,624	$0	$60,624	x	
Mandatory Fringe Benefits			$23,683	$0	$23,683	x				$26,069	$0	$26,069	x	
Principal Administrative Analyst	0.00	0.50	$0	$55,354	($55,354)	x		0.00	0.50	$0	$56,339	($56,339)	x	
Mandatory Fringe Benefits			$0	$20,962	($20,962)	x				$0	$23,229	($23,229)	x	
Manager II	1.50	1.00	$178,692	$119,128	$59,564			1.50	1.00	$181,872	$121,248	$60,624		
Mandatory Fringe Benefits			$71,049	$47,366	$23,683					$78,207	$52,138	$26,069		
Principal Administrative Analyst	0.00	0.50	$0	$55,354	($55,354)			0.00	0.50	$0	$56,339	($56,339)		
Mandatory Fringe Benefits			$0	$20,962	($20,962)					$0	$23,229	($23,229)		
			Total Savings	*$11,146*						*Total Savings*	*$11,649*			
	Downward substitutions for job levels actually being performed.							Ongoing savings						

GF = General Fund
1T = One Time

ECN - Economic and Workforce Development

	FY 2012-13							FY 2013-14						
	FTE		Amount					FTE		Amount				
Object Title	From	To	From	To	Savings	GF	1T	From	To	From	To	Savings	GF	1T
Community Based Organization Services			$5,257,582	$5,155,582	$102,000	x	x							

Department has historically underspent this budget line item, and the Mayor has proposed a $1,179,187 increase in FY 2012-13. According to the Department, vacancies have contributed to the Department's inability to exhaust its Community Based Organization Services allocation. Acknowledging the Department's efforts to fill vacancies in the first quarter of FY 2012-13, a one-time reduction of $102,000 would allow sufficient funding for its Community Based Organization Services work.

FY 2012-13
Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	$102,000	$92,530	$194,530
Non-General Fund	$0	$6,931	$6,931
Total	$102,000	$99,461	$201,461

FY 2013-14
Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	$0	$98,749	$98,749
Non-General Fund	$0	$7,125	$7,125
Total	$0	$105,874	$105,874

Policy Recommendations

	BK5 - Economic Development													
Community Based Organization Services			$2,000,000	$1,000,000	$1,000,000	x	x			$2,000,000	$2,000,000	$0	x	

The Small Business Revolving Loan Fund received a $1,000,000 supplemental appropriation, as approved by the Board of Supervisors on March 27, 2012 (File 12-0049). Of the $1,000,000 supplemental appropriation, $500,000 was placed on Budget and Finance Committee reserve, pending an update on the program. As of June 13, 2012, none of the $1,000,000 supplemental appropriation had been expended. As a continuing project, these funds can be carried over into subsequent years. Because these funds have not been expended, the Department provided a budget that increases the program budget from $2,000,000 per year to $2,500,000 per year. A reduction of $1,000,000 in the Department's FY 2012-13 budget would still allow $2,000,000 of funding for the Small Business Revolving Loan Fund in FY 2012-13 ($1,000,000 modified budget appropriation plus $1,000,000 continuing funds). Furthermore, the Budget and Legislative Analyst recommends placing the FY 2012-13 and FY 2013-14 appropriations on Budget and Finance Committee reserve, pending the anticipated update on the program. Reducing the department's FY 2012-13 budget and placing the FY 2012-13 and 2013-14 funds on reserve are policy matters for the Board of Supervisors.

FY 2012-13
Total Policy Recommendations

	One-Time	Ongoing	Total
General Fund	$1,000,000	$0	$1,000,000
Non-General Fund	$0	$0	$0
Total	$1,000,000	$0	$1,000,000

FY 2013-14
Total Policy Recommendations

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

GF = General Fund
1T = One Time

ECN - Economic and Workforce Development

Vendor Name	Subobject Title	General Fund Savings	Year of Appropriation	Date of Last Recorded Transaction	Original Amount	Unexpended Balance
SAN FRANCISCO PARKS ALLIANCE	COMMUNITY BASED ORGANIZATION SERVICES	No	2010	6/8/2011	50,000.00	336.17
SF BAY AREA LABOR FOUNDATION	COMMUNITY BASED ORGANIZATION SERVICES	Yes	2011	6/22/2011	40,000.00	122.28
					Total Amount Return to Fund Balance	458.45
					General Fund	122.28
					Non-General Fund	336.17

Note: The above encurnbrance blanaces are from budget years prior to FY 2011-12. The Department has indicated that the balances of these encumbrances are no longer needed, therefore the balances can be returned to the General Fund, if applicable.

BUDGET REVIEW EXECUTIVE SUMMARY

YEAR ONE: FY 2012-13

Budget Changes

The department's proposed $50,207,106 budget for FY 2012-13 is $2,304,499 or 4.8 % more than the original FY 2011-12 budget of $47,902,607.

Personnel Changes

The number of operating full-time equivalent positions (FTE) budgeted for FY 2012-13 are 264.09 FTEs, which are 21.33 FTEs more than the 242.76 FTEs in the original FY 2011-12 budget. This represents a 8.8% increase in FTEs from the original FY 2011-12 budget.

Revenue Changes

The Department's revenues of $50,207,106 in FY 2012-13, are $2,304,499 or 4.8% more than FY 2011-12 revenues of $47,902,607. There is no General Fund support for the department.

YEAR TWO: FY 2013-14

Budget Changes

The department's proposed $52,190,006 budget for FY 2013-14 is $1,982,900 or 3.9% more than the original FY 2012-13 budget of $50,207,106.

Personnel Changes

The number of full-time equivalent operating positions (FTE) budgeted for FY 2013-14 are 271.67 FTEs, which are 7.58 FTEs more than the 264.09 FTEs in the original FY 2012-13 budget. This represents 2.9% increase in FTEs from the original FY 2012-13 budget.

Revenue Changes

The Department's revenues of $52,190,006 in FY 2013-14, are $1,982,900 or 3.9% more than FY 2012-13 revenues of $50,207,106. There is no General Fund support for the department.

RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2012-13 AND FY 2013-14

DEPARTMENT: DBI – DEPARTMENT OF BUILDING INSPECTION

RECOMMENDATIONS

YEAR ONE: FY 2012-13

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $1,130,126 in FY 2012-13. Of the $1,130,126 in recommended reductions, $851,316 are one-time savings and $278,810 are ongoing savings. These reductions would still allow an increase of $1,174,373 or 2.5% in the Department's FY 2012-13 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended encumbrances, for an additional one-time savings of $12,725.

Together, these recommendations will result in $1,142,851 savings in FY 2012-13.

The recommended salary savings (from Attrition Savings and related Mandatory Fringe Benefits) total $851,316 in FY 2012-13. None of these savings are in the City's General Fund. The Budget and Legislative Analyst recommends that the Board of Supervisors place these savings on Budget and Finance Committee reserve, to be released if the Department's actual staffing needs exceed projections.

YEAR TWO: FY 2013-14

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $488,810 in FY 2013-14. All of the $488,810 in recommended savings are ongoing. These reductions would still allow an increase of $1,494,090 or 3.0% in the Department's FY 2013-14 budget.

DEPARTMENT: DBI – DEPARTMENT OF BUILDING INSPECTION

SUMMARY OF PROGRAM EXPENDITURES:

Program	FY 2011-2012 Budget	FY 2012-2013 Proposed	Increase/ Decrease from FY 2011-2012	FY 2013-2014 Proposed	Increase/ Decrease from FY 2012-2013
DEPARTMENT OF BUILDING INSPECTION					
ADMINISTRATION/SUPPORT SERVICES	14,998,293	12,805,193	(2,193,100)	12,574,589	(230,604)
HOUSING INSPECTION/CODE ENFORCEMENT SVCS	7,672,711	8,448,348	775,637	8,912,212	463,864
INSPECTION SERVICES	15,045,486	16,774,160	1,728,674	17,853,911	1,079,751
PLAN REVIEW SERVICES	10,186,117	12,179,405	1,993,288	12,849,294	669,889
DEPARTMENT OF BUILDING INSPECTION	**47,902,607**	**50,207,106**	**2,304,499**	**52,190,006**	**1,982,900**

FY 2012-13

The Department's proposed FY 2012-13 budget has increased by $2,304,499 largely due to:

- Continued recovery of construction activities following the unprecedented collapse in FY 2007-08, resulting in substantial new permit and plan checking requests. While the volume of permits has rebounded to a small extent, the number of large valuation issued permits (and more complex) projects has substantially increased. DBI is projecting growth in their permit workload of 5.0%.
- Personnel cost increases with the addition of 27 new operating and project-based positions. The Department's budget for FY 2012-13 also increases temporary and overtime, especially for the Plan Review and Building Inspection divisions, to allow for adequate staffing as it works to fill vacancies in positions added in FY 2011-12.
- The Department continues major projects to update the integration of technology in work functions with the ongoing effort to scan and digitize historical building records and newly submitted plans.
- The Department is restarting its vehicle replacement program on a 10-year cycle.
- The Department faces increasing work order expenses in FY 2012-13 related to legal costs, fuel, and vehicle maintenance fees.
- In order to keep inspectors current on changing codes, the Department is budgeting for a more robust program of training and development.

FY 2013-14

The Department's proposed FY 2013-14 budget has increased by $1,982,900 largely due to the continued recovery in the building industry, which leads DBI to project continued growth in their permit workload of 4.0%. The increase in the FY 2013-14 budget is due to the annualization of FTEs that were added in FY 2012-13, increased benefit costs and salary increases for permanent employees per the negotiated agreements with the Unions. The Department also has decreased

temporary salaries from their FY 2012-13 levels, reflecting gradual resolution of the hiring backlog and filling of vacancies.

SUMMARY OF DEPARTMENT POSITION CHANGES:

FY 2012-13

The number of full-time equivalent operating positions (FTE) budgeted for FY 2012-13 are 264.09 FTEs, which are 21.33 FTEs more than the 242.76 FTEs in the original FY 2011-12 budget. This represents an 8.8% increase in FTEs from the original FY 2011-12 budget.

DBI will add 27 total positions (including project-based) in FY 2012-13 to accommodate the increase in workload from a construction industry that continues to recover, including:

- Four building inspectors, two plumbing inspectors and two electrical inspectors to alleviate field inspection workload from new projects and assist in code enforcement.
- Six clerks and one supervisor to continue records conversion and digitization which will result in less turnaround time for records requests.
- Six engineers and one clerk for plan review, and one engineer and one building inspector to assist with technical code related over-the-counter and phone inquires which allow customers to understand the requirements for permit approval
- One new personnel position to assist with hiring and two positions for technical information technology network management.

These positions amount to a net addition of 21.33 operating FTE after accounting for other adjustments for project-based positions. The Department is not deleting any positions in FY 2012-13.

DBI NEW POSITIONS (Change over prior year)	Δ FY12-13	Δ FY13-14
ADMINISTRATION/SUPPORT SERVICES		
1042 IS Engineer-Journey	1	-
1043 IS Engineer-Senior	1	-
1244 Senior Personnel Analyst	1	-
1408 Principal Clerk	6	-
1410 Chief Clerk	1	-
HOUSING INSPECTION/CODE ENFORCEMENT		
6331 Building Inspector	2	1
PLAN REVIEW SERVICES		
1410 Chief Clerk	1	-
5207 Associate Engineer	3	1
5241 Engineer	4	1
6331 Building Inspector	1	-
INSPECTION SERVICES		
6242 Plumbing Inspector	2	1
6248 Electrical Inspector	2	1
6331 Building Inspector	2	1
Grand Total	**27**	**6**

FY 2013-14

The number of full-time equivalent operating positions (FTE) budgeted for FY 2013-14 are 271.67 FTEs, which are 7.58 FTEs more than the 264.09 FTEs in the original FY 2012-13 budget. This represents a 2.87% increase in FTEs from the original FY 2012-13 budget.

DBI's budget for FY 2013-14 annualizes all 27 positions added in FY2012-13 and adds 6 new positions, including:

- One new building inspector, one new electrical inspector and one new plumbing inspector for field inspections, and one new inspector for building code enforcement.

Two new engineers for technical code related over-the-counter and phone inquires which allow customers to understand the requirements for permit approval. These positions amount to a net addition of 7.58 FTE after accounting for other adjustments for project-based positions.

DEPARTMENT REVENUES:

FY 2012-13

The Department's revenues of $50,207,106 in FY 2012-13 are $2,304,499 or 4.8% more than FY 2011-12 revenues of $47,902,607. The Department receives no general fund support.

Specific changes in the Department's FY 2012-13 revenues include:

- An increase in revenue from fees related to the recovery of construction activity in the city. In current FY 2011-12, revenue from Charges for Services is well-above budget; the Department forecasts an increase to the account that funds work in future years that was paid for in FY 2011-12 and an increase to fund balance; and
- Increases in revenue from apartment license fees, 1 and 2 family apartment rental unit fees hotel license fees and hotel conversion fees.

FY 2013-14

The Department's revenues of $52,190,006 in FY 2013-14 are $1,982,900 or 3.9% more than FY 2012-13 revenues of $50,207,106. The Department receives no general fund support.

The Department's revenues for FY 2013-14 reflect the trends in FY2012-13. This includes strong increases in revenue from fees for plan checking, building permits, and plumbing permits. However, the Department notes that their revenue projection methodology takes a reasonable approach, including the current rapid increase in building activity but recognizing that some of these increases are part of a backlog built up during the recession.

RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2012-13 AND FY 2013-14

DEPARTMENT: DBI – DEPARTMENT OF BUILDING INSPECTION

COMMENTS:

FY 2012-13

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $1,130,126 in FY 2012-13. Of the $1,130,126 in recommended reductions, $851,316 are one-time savings and $278,810 are ongoing savings. These reductions would still allow an increase of $1,174,373 or 2.5% in the Department's FY 2012-13 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended encumbrances, for an additional one-time savings of $12,725.

Together, these recommendations will result in $1,142,851 savings in FY 2012-13.

The recommended salary savings (from Attrition Savings and related Mandatory Fringe Benefits) total $851,316 in FY 2012-13. None of these savings are in the City's General Fund. The Budget and Legislative Analyst recommends that the Board of Supervisors place these savings on Budget and Finance Committee reserve, to be released if the Department's actual staffing needs exceed projections.

FY 2013-14

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $488,810 in FY 2013-14. All of the $488,810 in recommended savings are ongoing. These reductions would still allow an increase of $1,494,090 or 3.0% in the Department's FY 2013-14 budget.

DBI - Building Inspection

Subobject	Object Title	FY 2012-13 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T	FY 2013-14 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T
		BAN - Administration/Support Services													
9993M	Attrition Savings	(0.85)	(2.12)	($73,854)	($184,562)	$110,708		x							
9993M	Mandatory Fringe Benefits			($30,422)	($72,346)	$41,924		x							
				Total Savings	*$152,632*										
		0931 Manager III has been vacant since 2009. It is currently being filled with an 1824 position. Budget analyst recommends increasing attrition by the amount of the 1824 position currently acting as Finance Services Manager.													
02200	Training			$45,500	$35,500	$10,000					$45,500	$35,500	$10,000		
		Reduce training based on historical expenditures. This reduction still leaves an increase over current use.							Ongoing reduction.						
03500	Other Current Expenses										$510,000	$300,000	$210,000		
									Reduce other current expenses budget for IT based on historical expenditures.						
04000	Materials and Supplies			$315,000	$215,000	$100,000					$315,000	$215,000	$100,000		
		Reduce materials and supplies based on historical expenditures. This reduction still leaves an increase over current use.							Ongoing reduction.						
		BHS - Housing Inspection & Code Enforcement													
9993	Attrition Savings			($290,105)	($440,105)	$150,000		x							
	Mandatory Fringe Benefits			($113,497)	($172,181)	$58,684		x							
				Total Savings	*$208,684*										
		The Department has a projected salary surplus of $1.7 million in FY 2011-12. The Department has requested 2 new Inspector positions in Housing Inspection and Code Enforcement to address increased site inspection workload. The Department acknowledges delays in hiring due to delays in Citywide position testing. We recommend increasing attrition savings to account for the Department's FY 2011-12 salary surplus and the time it will take in FY 2012-13 to test, interview, and hire new Inspector positions.													

GF = General Fund
1T = One Time

DBI - Building Inspection

Subobject	Object Title	FY 2012-13 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T	FY 2013-14 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T
		BIS - Inspection Services													
9993	Attrition Savings			($390,796)	($565,796)	$175,000		x							
9993	Attrition Savings			($224,109)	($399,109)	$175,000		x							
	Mandatory Fringe Benefits			($245,962)	($385,962)	$140,000		x							
				Total Savings	*$490,000*										
		The Department has a projected salary surplus of $1.7 million in FY 2011-12. The Department has requested 6 new Inspector positions in Inspection Services to address increased site inspection workload. The Department acknowledges delays in hiring due to delays in Citywide position testing. We recommend increasing attrition savings to account for the Department's FY 2011-12 salary surplus and the time it will take in FY 2012-13 to test, interview, and hire new Inspector positions.													
01101	Overtime			$120,626	$70,626	$50,000					$120,626	$70,626	$50,000		
		Reduce overtime based on historical expenditures. Department is requesting $100,000 increase relative to FY 2011-12, but projections indicate spending is on budget.							Ongoing reduction.						
01101	Overtime			$200,000	$175,000	$25,000					$200,000	$175,000	$25,000		
		Reduce overtime based on historical expenditures. Department is requesting $57,747 increase relative to FY 2011-12, but projections indicate spending is only over budget by $5,000.							Ongoing reduction.						
02200	Training			$73,607	$53,607	$20,000					$73,607	$53,607	$20,000		
		Reduce training based on historical expenditures. This reduction still leaves an increase over current use in order to meet new state requirement.							Ongoing reduction.						
02200	Training			$37,720	$22,720	$15,000					$37,720	$22,720	$15,000		
		Reduce training based on historical expenditures. This reduction still leaves an increase over current use.							Ongoing reduction.						
02200	Training			$22,887	$12,887	$10,000					$22,887	$12,887	$10,000		
		Reduce training based on historical expenditures. This reduction still leaves an increase over current use.							Ongoing reduction.						
02200	Training			$30,000	$1,190	$28,810					$30,000	$1,190	$28,810		
		Reduce training based on historical expenditures and quote provided by Department.							Ongoing reduction.						

GF = General Fund
1T = One Time

DBI - Building Inspection

Subobject	Object Title	FY 2012-13 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T	FY 2013-14 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T
		BPS - Plan Review Services													
02200	Training			$77,361	$57,361	$20,000					$77,361	$57,361	$20,000		
		Reduce training based on historical expenditures. This reduction still leaves an increase over current use in order to meet new state requirement.							Ongoing reduction.						

FY 2012-13
Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	$0	$0	$0
Non-General Fund*	$851,316	$278,810	$1,130,126
Total	$851,316	$278,810	$1,130,126

FY 2013-14
Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	$0	$0	$0
Non-General Fund*	$0	$488,810	$488,810
Total	$0	$488,810	$488,810

* The recommended salary savings (from Attrition Savings and related Mandatory Fringe Benefits) total $851,316 in FY 2012-13. None of these savings are in the City's General Fund. The Budget and Legislative Analyst recommends that the Board of Supervisors place these savings on Budget and Finance Committee reserve, to be released if the Department's actual staffing needs exceed projections.

DBI - Building Inspection

Vendor Name	Subobject Title	General Fund Savings	Year of Appropriation	Date of Last Recorded Transaction	Original Amount	Unexpended Balance
[DPW]	SR-DPW-ENGINEERING	No	FY 2008-09	10/16/2008	10,000.00	10,000.00
B M I IMAGING SYSTEMS	OTHER PROFESSIONAL SE	No	FY 2009-10	12/15/2009	300,000.00	2,637.44
STAPLES INC & SUBSIDIARIES	OFFICE SUPPLIES-CITYWII	No	FY 2010-11	1/21/2011	500.00	86.16
CITY STAMP & SIGN COMPANY	OTHER OFFICE SUPPLIES	No	FY 2011-12	2/8/2011	150.00	1.00
CITY STAMP & SIGN COMPANY	OTHER OFFICE SUPPLIES	No	FY 2011-12	3/10/2011	200.00	0.14
					-	-
					-	-
					-	-
				Total Amount Return to Fund Balance		12,724.74
					General Fund	-
					Non-General Fund	12,724.74

Note: The above encurnbrance blanaces are from budget years prior to FY 2011-12. The Department has indicated that the balances of these encumbrances are no longer needed, therefore the balances can be returned to the General Fund, if applicable.

BUDGET REVIEW EXECUTIVE SUMMARY

YEAR ONE: FY 2012-13

Budget Changes

The department's proposed $21,886,424 budget for FY 2012-13 is $1,180,117 or 5.7 % more than the original FY 2011-12 budget of $20,706,307.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2012-13 are 147.83 FTEs, which are 1.16 FTEs more than the 146.67 FTEs in the original FY 2011-12 budget. This represents a 0.8% increase in FTEs from the original FY 2011-12 budget.

The Department has requested approval of 5 positions as an interim exception, four of which are filled limited term positions. The Budget and Legislative Analyst recommends approval of 4 positions as an interim exception and disapproval of 1 position.

Revenue Changes

The Department's revenues of $5,484,611 in FY 2012-13, are $2,414,611 or 78.7% more than FY 2011-12 revenues of $3,070,000. General Fund support of $16,401,813 in FY 2012-13 is $1,234,494 or 7.0% less than FY 2011-12 General Fund support of $17,636,307.

YEAR TWO: FY 2013-14

Budget Changes

The department's proposed $21,049,081 budget for FY 2013-14 is $837,343 or 3.8% less than the original FY 2012-13 budget of $21,886,424.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2013-14 are 147.83 FTEs, which is the same as the 147.83 FTEs in the original FY 2012-13 budget.

Revenue Changes

The Department's revenues of $3,929,000 in FY 2013-14, are $1,555,611 or 28.4% less than FY 2012-13 revenues of $5,484,611. General Fund support of $17,120,081 in FY 2013-14 is $718,268 or 4.4% more than FY 2012-13 General Fund support of $16,401,813.

RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST FOR AMENDMENT OF BUDGET ITEMS FY 2012-13 AND FY 2013-14

DEPARTMENT: ASR – ASSESSOR-RECORDER

RECOMMENDATIONS

YEAR ONE: FY 2012-13

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $698,220 in FY 2012-13. Of the $698,220 in recommended reductions, $108,865 are ongoing savings and $589,355 are one-time savings. These reductions would still allow an increase of $481,897 or 2.3% in the Department's FY 2012-13 budget.

YEAR TWO: FY 2013-14

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $108,865 in FY 2013-14. Of the $108,865 in recommended reductions, $108,865 are ongoing savings.

RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2012-13 AND FY 2013-14

DEPARTMENT: ASR – ASSESSOR-RECORDER

SUMMARY OF PROGRAM EXPENDITURES:

Program	FY 2011-2012 Budget	FY 2012-2013 Proposed	Increase/ Decrease from FY 2011-2012	FY 2013-2014 Proposed	Increase/ Decrease from FY 2012-2013
ASSESSOR / RECORDER					
PERSONAL PROPERTY	2,867,656	3,053,631	185,975	3,185,942	132,311
REAL PROPERTY	7,324,618	7,876,476	551,858	8,228,412	351,936
RECORDER	1,565,000	3,389,611	1,824,611	1,834,000	(1,555,611)
TECHNICAL SERVICES	7,009,303	6,515,062	(494,241)	6,706,937	191,875
TRANSFER TAX	1,939,730	1,051,644	(888,086)	1,093,790	42,146
ASSESSOR / RECORDER	**20,706,307**	**21,886,424**	**1,180,117**	**21,049,081**	**(837,343)**

FY 2012-13

The Department's proposed FY 2012-13 budget has increased by $1,180,117 largely due to:

- The Department's investment in COIT-approved technology projects which will be funded from County Record Modernization special fund balances accumulated from prior years. These projects include (a) the development of a paperless process for bulk recording and all recorded documents at the Department window, (b) implementation of new imaging technology and redaction of Social Security numbers on historical documents, and (c) the development of an upgraded system software and hardware for the Clerk-Recorder Imaging Information System with a bridge to the Department reporting system currently in place.

FY 2013-14

The Department's proposed FY 2013-14 budget has decreased by $837,343 largely due to:

- The completion of the Department's one-year investment in technology projects described above.

SUMMARY OF DEPARTMENT POSITION CHANGES:

FY 2012-13

The number of full-time equivalent positions (FTE) budgeted for FY 2012-13 are 147.83 FTEs, which are 1.16 FTEs more than the 146.67 FTEs in the original FY 2011-12 budget. This represents a 0.8% increase in FTEs from the original FY 2011-12 budget.

FY 2013-14

The number of full-time equivalent positions (FTE) budgeted for FY 2013-14 are 147.83 FTEs, which are the same FTEs as the 147.83 FTEs in the original FY 2012-13 budget. This represents a 0% change in FTEs from the original FY 2012-13 budget.

There are no proposed changes to the Department's positions and therefore there is no change in the FTE count in FY 2013-14 from FY 2012-13.

DEPARTMENT: ASR – ASSESSOR-RECORDER

INTERIM EXCEPTIONS

The Department has requested approval of 5 positions as interim exceptions. The Budget and Legislative Analyst recommends approval of 4 positions as interim exceptions and disapproval of 1 position.

- 4 positions are existing limited-tenure positions within the Department which were set to expire in FY 2012-13. The Department has proposed these 4 existing positions, which are currently filled, as new permanent positions in FY 2012-13. Therefore, the interim requests for these 4 positions should be approved.
- One position is also a currently existing limited-tenure position within the Department which was set to expire in FY 2012-13. However, due to the fact that the position is currently vacant and no potential candidate has been interviewed or selected to date, the interim exception request for this position should not be allowed and the FTE for the vacant position should be reduced to allow for an August 1, 2012 hiring date instead of a July 1, 2012 hiring date.

DEPARTMENT REVENUES:

FY 2012-13

The Department's revenues of $5,484,611 in FY 2012-13, are $2,414,611 or 78.7% more than FY 2011-12 revenues of $3,070,000. General Fund support of $16,401,813 in FY 2012-13 is $1,234,494 or 7.0% less than FY 2011-12 General Fund support of $17,636,307.

Specific changes in the Department's FY 2012-13 revenues include:

- County Record Modernization special fund balances accumulated from prior years are included in the FY 2012-13 budget to fund the Department's one-year investment in COIT-approved technology projects described above.

FY 2013-14

The Department's revenues of $3,929,000 in FY 2013-14, are $1,555,611 or 28.4% less than FY 2012-13 revenues of $5,484,611. General Fund support of $17,120,081 in FY 2013-14 is $718,268 or 4.4% more than FY 2012-13 General Fund support of $16,401,813.

Specific changes in the Department's FY 2013-14 revenues include:

- The County Record Modernization special fund balances accumulated from prior years, which are reflected in the FY 2012-13 budget, will have been expended by FY 2013-14 and are partially made up by General Fund monies in FY 2013-14.

COMMENTS:

FY 2012-13

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $698,220 in FY 2012-13. Of the $698,220 in recommended reductions, $108,865 are ongoing savings and $589,355 are one-time savings. These reductions would still allow an increase of $481,897 or 2.3% in the Department's FY 2012-13 budget.

RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2012-13 AND FY 2013-14

DEPARTMENT: ASR – ASSESSOR-RECORDER

FY 2013-14

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $108,865 in FY 2013-14. Of the $108,865 in recommended reductions, $108,865 are ongoing savings.

ASR - Assessor Recorder

Object Title	FY 2012-13 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T	FY 2013-14 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T
FCG - Recorder														
Other Current Expenses			$30,000	$10,000	$20,000					$30,000	$10,000	$20,000		
	Reduction based on historical expenditures from FY 2009-10 through FY 2011-12.							Ongoing savings						
FDJ - Real Property														
Temporary Salaries	3.65	2.66	$300,000	$218,568	$81,432	x		3.65	2.66	$300,000	$218,568	$81,432	x	
Mandatory Fringe Benefits			$23,700	$17,267	$6,433	x				$23,700	$17,266.87	$6,433	x	
			Total Savings	*$87,865*						*Total Savings*	*$87,865*			
	Reduce Temporary Salaries, which is offset by the hiring of permanent positions in FY 2012-13.							Ongoing savings						
Principal Real Property Appraiser	1.00	0.92	$109,122	$100,029	$9,094	x	x							
Mandatory Fringe Benefits			$41,549	$38,086.58	$3,462	x	x							
			Total Savings	*$12,556*										
	Reduce new Limited Tenure position for hiring start date based on the Budget and Legislative Analyst's recommended disapproval of the Department's Interim Exception request. Position is currently vacant and no candidate has been interviewed or selected to date. Reduction in FTE will allow for August 1, 2012 hire date instead of July1, 2012 hire date.													
Attrition Savings	(0.81)	(1.74)	($319,704)	($686,314)	$366,610	x	x							
Mandatory Fringe Benefits			($133,259)	($286,069)	$152,810	x	x							
			Total Savings	*$519,420*										
	Real Property has 7 FTE vacancies it plans to fill in FY 2012-13. A one-time increase in attrition savings will still allow for full-staffing of the unit as scheduled.													
FDK - Personal Property														
Attrition Savings	(1.32)	(1.60)	($193,240)	($233,653)	$40,413	x	x							
Mandatory Fringe Benefits			($81,123)	($98,089)	$16,966	x	x							
			Total Savings	*$57,379*										
	Increase attrition savings to adjust for the Senior Personal Property Auditor													
FDL - Technical Services														
Training Costs Paid to Employees			$2,000	$1,500	$500	x				$2,000	$1,500	$500	x	
	Reduction based on historical expenditures from FY 2009-10 through FY 2011-12.							Ongoing savings						
Training Costs Paid to Vendors			$2,000	$1,500	$500	x				$2,000	$1,500	$500	x	
	Reduction based on historical expenditures from FY 2009-10 through FY 2011-12.							Ongoing savings						

FY 2012-13
Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	$589,355	$88,865	$678,220
Non-General Fund	$0	$20,000	$20,000
Total	$589,355	$108,865	$698,220

FY 2013-14
Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	$0	$88,865	$88,865
Non-General Fund	$0	$20,000	$20,000
Total	$0	$108,865	$108,865

GF = General Fund
1T = One Time

BUDGET REVIEW EXECUTIVE SUMMARY

YEAR ONE: FY 2012-13

Budget Changes

The Department's proposed $29,681,678 budget for FY 2012-13 is $1,135,254 or 4.0% more than the original FY 2011-12 budget of $28,546,424.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2012-13 are 203.82 FTEs, which are 4.22 FTEs less than the 208.04 FTEs in the original FY 2011-12 budget. This represents a 2.0% decrease in FTEs from the original FY 2011-12 budget.

Revenue Changes

The Department's revenues of $15,215,791 in FY 2012-13, are $437,674 or 3.0% more than FY 2011-12 revenues of $$14,778,117. General Fund support of $14,465,887 in FY 2012-13 is $697,580 or 5.1% more than FY 2011-12 General Fund support of $13,768,307.

YEAR TWO: FY 2013-14

Budget Changes

The Department's proposed $27,022,277 budget for FY 2013-14 is $2,659,401 or 9% less than the original FY 2012-13 budget of $29,681,678.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2013-14 are 182.31 FTEs, which are 21.51 FTEs less than the 203.82 FTEs in the original FY 2012-13 budget. This represents a 10.6% decrease in FTEs from the original FY 2012-13 budget.

Revenue Changes

The Department's revenues of $14,104,646 in FY 2013-14, are $1,111,145 or 7.3% less than FY 2012-13 revenues of $15,215,791. General Fund support of $12,917,631 in FY 2013-14 is $1,548,256 or 10.7% less than FY 2012-13 General Fund support of $14,465,887.

RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2012-13 AND FY 2013-14

DEPARTMENT: TTX – TREASURER/TAX COLLECTOR

RECOMMENDATIONS

YEAR ONE: FY 2012-13

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $238,637 in FY 2012-13, which are one-time savings. These reductions would still allow an increase of $896,617 or 3.1% in the Department's FY 2012-13 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended General Fund encumbrances, which would allow the return of $25,124 to the General Fund.

Together, these recommendations will result in $263,762 savings to the City's General Fund in FY 2012-13.

YEAR TWO: FY 2013-14

The Budget and Legislative Analyst does not have recommended reductions to the FY 2013-14 budget.

RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2012-13 AND FY 2013-14

DEPARTMENT: TTX – TREASURER/TAX COLLECTOR

SUMMARY OF PROGRAM EXPENDITURES:

Program	FY 2011-2012 Budget	FY 2012-2013 Proposed	Increase/ Decrease from FY 2011-2012	FY 2013-2014 Proposed	Increase/ Decrease from FY 2012-2013
TREASURER/TAX COLLECTOR					
BUSINESS TAX	6,502,366	6,262,027	(240,339)	5,151,035	(1,110,992)
DELINQUENT REVENUE	8,736,301	9,004,848	268,547	7,553,165	(1,451,683)
INVESTMENT	1,981,380	2,338,400	357,020	2,452,538	114,138
LEGAL SERVICE	209,583	441,801	232,218	460,059	18,258
MANAGEMENT	4,959,869	5,352,917	393,048	5,413,989	61,072
PROPERTY TAX/LICENSING	2,280,186	2,181,600	(98,586)	1,946,662	(234,938)
TAXPAYER ASSISTANCE	1,167,976	1,409,882	241,906	1,472,145	62,263
TRANSFER TAX	0	0	0	0	0
TREASURY	2,708,763	2,690,203	(18,560)	2,572,984	(117,219)
TREASURER/TAX COLLECTOR	**28,546,424**	**29,681,678**	**1,135,254**	**27,022,577**	**(2,659,101)**

FY 2012-13

The Department's proposed FY 2012-13 budget has increased by $1.1 million, largely due to increases in salary and fringe benefit costs.

FY 2013-14

The Department's proposed FY 2013-14 budget has decreased by $2.7 million largely due to the reduction of $1.45 million in the work order between the Treasurer/Tax Collector's Office and the Superior Court. Under the work order reduction, the Superior Court will no longer pay the Treasurer/Tax Collector's Office a commission for delinquent traffic fine revenues collected by the Treasurer/Tax Collector's Office for the Superior Court, but rather, the Superior Court will reimburse the Treasurer/Tax Collector for actual collection costs, resulting in a reduction in reimbursements. Also, the Superior Court has reduced the number of delinquent traffic fines referred to the Treasurer/Tax Collector's Office for collection.

The proposed FY 2013-14 budget also reduces General Fund support by $1.55 million. Overall, the Treasurer/Tax Collector's Office has reduced staff through position deletions and increases in attrition savings as new technology is implemented and routine processes are streamlined.

SUMMARY OF DEPARTMENT POSITION CHANGES:

FY 2012-13

The number of full-time equivalent positions (FTE) budgeted for FY 2012-13 are 203.82 FTEs, which are 4.22 FTEs less than the 208.04 FTEs in the original FY 2011-12 budget. This represents a 2.0% decrease in FTEs from the original FY 2011-12 budget.

The Treasurer/Tax Collector's Office is proposing (1) one new Junior Management Assistant Position, funded jointly by grant funds and work order recoveries, and (2) one new Accountant III and one new Principal Administrative Analyst in the Investment division. The Treasurer/Tax Collector's Office is also deleting one position in the Legal Assistance division and three positions in the Business Tax division in FY 2012-13, offset by other adjustments.

FY 2013-14

The number of full-time equivalent positions (FTE) budgeted for FY 2013-14 are 182.31 FTEs, which are 21.51 FTEs less than the 203.82 FTEs in the original FY 2012-13 budget. This represents a 10.6% decrease in FTEs from the original FY 2012-13 budget.

The Treasurer/Tax Collector's Office is deleting positions in the Delinquent Revenue division, largely due to reductions in the work order between the Treasurer/Tax Collector's Office and the Superior Court, and increasing attrition savings, offset by other adjustments.

DEPARTMENT REVENUES:

FY 2012-13

The Department's revenues of $15,215,791 in FY 2012-13, are $437,674 or 3.0% more than FY 2011-12 revenues of $$14,778,117. General Fund support of $14,465,887 in FY 2012-13 is $697,580 or 5.1% more than FY 2011-12 General Fund support of $13,768,307.

Changes in the Department's FY 2012-13 revenues include increased reimbursements from City departments and other agencies for handling, depositing, and investing funds for the City; and increases in revenues as a result of the Treasurer/Tax Collector's Office efforts to enforce payment of Business Tax and Unsecure Personal Property Tax accounts; offset by the reduction in the work order with the Superior Court.

FY 2013-14

The Department's revenues of $14,104,646 in FY 2013-14, are $1,111,145 or 7.3% less than FY 2012-13 revenues of $15,215,791. General Fund support of $12,917,631 in FY 2013-14 is $1,548,256 or 10.7% less than FY 2012-13 General Fund support of $14,465,887.

The Treasurer/Tax Collector's Office FY 2013-14 revenue reductions are due to the ongoing reduction in the Treasurer/Tax Collector's Office work order with the Superior Court.

OTHER ISSUES

The Treasurer/Tax Collector's Office has implemented new technology to streamline tax filing and collection and other procedures. This new technology includes:

1. The Treasury Workstation to manage approximately 400 bank accounts and automate bank account management;
2. Online tax statements and payments for hotel, payroll and business registration taxes;
3. The new cash management system, allowing automated posting of payment receipts to the City's general ledger system (FAMIS) and more accurate reporting of payment receipts; and
4. Standardized Citywide permit renewal invoices that consolidates Fire, Police, Entertainment, and Health permit renewals into one invoice, which was implemented in February 2012.

Budget Savings Incentive Reserve

DEPARTMENT: TTX – TREASURER/TAX COLLECTOR

The Mayor has allocated $1,000,000 in Budget Savings Incentive Reserve funds in FY 2012-13 to pay for the Business Tax System Replacement Project. This project will implement a new off-the-shelf system to facilitate taxpayers use of the Business Tax System and improve collection of delinquent Business Tax accounts. Phase one of the Business Tax System Replacement Project has a budget of $2,400,000, with expected implementation in FY 2011-12 through FY 2013-14. The Treasurer-Tax Collector's Office has encumbered $1,400,000 in FY 2011-12 for a contract with XTECH for system consulting and software licenses for the Business Tax System. The additional $1,000,000 in Budget Savings Incentive Reserve funds will complete funding for phase one of the Business Tax System Replacement Project.

COMMENTS:

FY 2012-13

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $238,637 in FY 2012-13, which are one-time savings. These reductions would still allow an increase of $896,617 or 3.1% in the Department's FY 2012-13 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended General Fund encumbrances, which would allow the return of $25,124 to the General Fund.

Together, these recommendations will result in $263,762 savings to the City's General Fund in FY 2012-13.

FY 2013-14

The Budget and Legislative Analyst does not have recommended reductions to the FY 2013-14 budget.

TTX - Treasurer/Tax Collector's Office

Object Title	FY 2012-13 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T	FY 2013-14 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T
FCS - Delinquent Revenue														
Investigator	2.00	0.00	$168,530	$0	$168,530	x	x							
Fringe Benefits			$70,107	$0	$70,107	x	x							
				$238,637										
The Department has 11 Investigator positions, of which 2 have been vacant since July 2010. The Department will continue to have 9 Investigator positions in the Delinquent Revenue Division.								The Department's FY 2013-14 budget does not contain these two positions.						
FCM - Investment														
Accountant III	1.00	0.92	$91,962	$84,605	$7,357	x	x							
Fringe Benefits			$37,530	$34,528	$3,002	x	x							
Revenue Reducton					($10,359)	x	x							
				$0										
The Department has requested one new Accountant III position in the Investment Division, which the Department has budgeted as 1.0 FTE with a hire date of July 1, 2012. This recommendation would reduce the position to 0.92 FTE with a hire date of August 1, 2012. This position is reimbursed by Pooled Interest; therefore, the reduction in salaries and fringe benefit cost is offset by reduced reimbursements.														

FY 2012-13
Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	$238,637	$0	$238,637
Non-General Fund	$0	$0	$0
Total	$238,637	$0	$238,637

FY 2013-14
Total Recommended Reductions

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

GF = General Fund
1T = One Time

TTX - Treasurer Tax Collector

Vendor Name	Subobject Title	General Fund Savings	Year of Appropriation	Date of Last Recorded Transaction	Original Amount	Unexpended Balance
STAPLES INC & SUBSIDIARIES	OFFICE SUPPLIES-CITYWIDE CONTRAC	yes	12/9/2009	9/29/2010	1,000	268
STAPLES INC & SUBSIDIARIES	OFFICE SUPPLIES-CITYWIDE CONTRAC	yes	12/9/2009	9/29/2010	2,200	37
TQS SYSTEMS INC	OFFICE EQUIP MAINT	yes	7/12/2010	11/23/2010	500	290
CENVEO	PRINTING	yes	11/15/2010	1/19/2011	1,888	533
TQS SYSTEMS INC	OFFICE EQUIP MAINT	yes	7/12/2010	2/18/2011	200	67
TQS SYSTEMS INC	OFFICE EQUIP MAINT	yes	7/12/2010	3/21/2011	500	128
GIVE SOMETHING BACK LLC	OTHER OFFICE SUPPLIES	yes	7/1/2010	5/19/2011	2,000	164
GIVE SOMETHING BACK LLC	OTHER OFFICE SUPPLIES	yes	7/1/2010	5/19/2011	1,000	529
GIVE SOMETHING BACK LLC	OTHER OFFICE SUPPLIES	yes	7/1/2010	6/1/2011	3,500	62
TQS SYSTEMS INC	OFFICE EQUIP MAINT	yes	7/12/2010	6/3/2011	400	277
STAPLES INC & SUBSIDIARIES	OFFICE SUPPLIES-CITYWIDE CONTRAC	yes	7/11/2011	7/11/2011	1,000	1,000
STAPLES INC & SUBSIDIARIES	OFFICE SUPPLIES-CITYWIDE CONTRAC	yes	7/11/2011	7/11/2011	1,500	1,500
STAPLES INC & SUBSIDIARIES	OFFICE SUPPLIES-CITYWIDE CONTRAC	yes	7/11/2011	7/11/2011	1,000	1,000
DPHPH PUBLIC HEALTH	GF-CHS-TOXICS WASTE & HAZARD MAT SVC	yes	8/12/2011	8/12/2011	4,000	4,000
TIS TELECOMMUNICATION & INFORMATION S\	IS-TIS-ISD SERVICES	yes	8/26/2010	5/26/2011	19,183	4,769
DPW DEPARTMENT OF PUBLIC WORKS	SR-DPW-BUILDING REPAIR	yes	8/26/2010	8/26/2010	10,500	10,500
					50,371	25,124

Total Amount Return to Fund Balance	25,124
General Fund	25,124
Non-General Fund	-

Note: The above encurnbrance blanaces are from budget years prior to FY 2011-12. The Department has indicated that the balances of these encumbrances are no longer needed, therefore the balances can be returned to the General Fund, if applicable.

BUDGET REVIEW EXECUTIVE SUMMARY

YEAR ONE: FY 2012-13

Budget Changes

The department's proposed $38,854,732 budget for FY 2012-13 is $729,106 or 1.9% more than the original FY 2011-12 budget of $38,125,626.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2012-13 are 198.61 FTEs, which are 2.07 FTEs less than the 200.68 FTEs in the original FY 2011-12 budget. This represents 1.0% decrease in FTEs from the original FY 2011-12 budget.

Revenue Changes

The Department's revenues of $27,556,879 in FY 2012-13, are $259,710 or .9% less than FY 2011-12 revenues of $27,816,589. General Fund support of $11,297,853 in FY 2012-13 is $988,816 or 9.6% more than FY 2011-12 General Fund support of $10,309,037.

YEAR TWO: FY 2013-14

Budget Changes

The department's proposed $40,079,630 budget for FY 2013-14 is $1,224,898 or 3.2% more than the original FY 2012-13 budget of $38,854,732.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2013-14 are 197.61 FTEs, which is 1.00 FTE less than the 198.61 FTEs in the original FY 2012-13 budget. This represents .5% decrease in FTEs from the original FY 2012-13 budget.

Revenue Changes

The Department's revenues of $28,612,509 in FY 2013-14, are $1,055,630 or 3.8% more than FY 2012-13 revenues of $27,556,879. General Fund support of $11,467,121 in FY 2013-14 is $169,268 or 1.5% more than FY 2012-13 General Fund support of $11,297,853.

RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST FOR AMENDMENT OF BUDGET ITEMS FY 2012-13 AND FY 2013-14

DEPARTMENT: CON – CONTROLLER

RECOMMENDATIONS

YEAR ONE: FY 2012-13

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $178,926 in FY 2012-13. Of the $178,926 in recommended reductions, $9,878 are ongoing savings and $169,048 are one-time savings. These reductions would still allow an increase of $550,180 or 1.4% in the Department's FY 2012-13 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended General Fund encumbrances, which would allow the return of $87,931 to the General Fund.

Together, these recommendations will result in $266,857 savings to the City's General Fund in FY 2012-13.

YEAR TWO: FY 2013-14

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $9,878 in FY 2013-14. Of the $9,878 in recommended reductions, all are ongoing savings. These reductions would still allow an increase of $1,215,020 or 3.1% in the Department's FY 2013-14 budget.

These recommendations will result in $9,878 savings to the City's General Fund in FY 2013-14.

RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2012-13 AND FY 2013-14

DEPARTMENT: CON – CONTROLLER

SUMMARY OF PROGRAM EXPENDITURES:

Program	FY 2011-2012 Budget	FY 2012-2013 Proposed	Increase/ Decrease from FY 2011-2012	FY 2013-2014 Proposed	Increase/ Decrease from FY 2012-2013
CONTROLLER					
ACCOUNTING OPERATIONS AND SYSTEMS	7,121,553	7,471,238	349,685	7,764,072	292,834
CITY SERVICES AUDITOR	12,144,435	12,363,860	219,425	13,205,825	841,965
ECONOMIC ANALYSIS	418,467	442,997	24,530	458,733	15,736
MANAGEMENT, BUDGET AND ANALYSIS	4,216,269	5,058,625	842,356	4,738,963	(319,662)
PAYROLL AND PERSONNEL SERVICES	13,704,221	12,962,964	-741,257	13,334,215	371,251
PUBLIC FINANCE	520,681	555,048	34,367	577,822	22,774
CONTROLLER	**38,125,626**	**38,854,732**	**729,106**	**40,079,630**	**1,224,898**

FY 2012-13

The Department's proposed FY 2012-13 budget has increased by $729,106 largely due to salary and fringe benefit increases, and the Department's new Disaster Recovery project.

- The Department's new Disaster Recovery initiative will establish an offsite location to maintain and protect the City's core financial systems in order to ensure continuity of operations in the event of an emergency. This project is being developed in collaboration with the Department of Technology. COIT has approved $500,000 for this project.
- The Department will continue to support the implementation of the eMerge initiative, which transitioned from the Department of Human Resources in December 2009. Project eMerge will integrate recruitment, position management, benefits administration and payroll functions citywide.

FY 2013-14

The Department's proposed FY 2013-14 budget has increased by $1,224,898 largely due to salary and fringe benefit costs.

- Funding for the Accounting Operations and Systems division will increase to support a project to replace the City's financial accounting system (FAMIS).
- Payroll and Personnel Services funding will increase, primarily due to increased salary and fringe benefit costs related to ongoing implementation needs of the eMerge initiative.

DEPARTMENT: CON – CONTROLLER

SUMMARY OF DEPARTMENT POSITION CHANGES:

FY 2012-13

The number of full-time equivalent positions (FTE) budgeted for FY 2012-13 are 198.61 FTEs, which are 2.07 FTEs less than the 200.68 FTEs in the original FY 2011-12 budget. This represents 1.0% decrease in FTEs from the original FY 2011-12 budget.

While the FTEs will decrease in FY 2012-13, the Department has requested 5 new positions (4.08 FTEs), offset by other reductions, including one filled position temporarily exchanged from a vacant position.

FY 2013-14

The number of full-time equivalent positions (FTE) budgeted for FY 2013-14 are 197.61 FTEs, which is 1.00 FTE less than the 198.61 FTEs in the original FY 2012-13 budget. This represents .5% decrease in FTEs from the original FY 2012-13 budget.

DEPARTMENT REVENUES:

FY 2012-13

The Department's revenues of $27,556,879 in FY 2012-13, are $259,710 or .9% less than FY 2011-12 revenues of $27,816,589. General Fund support of $11,297,853 in FY 2012-13 is $988,816 or 9.6% more than FY 2011-12 General Fund support of $10,309,037.

Specific changes in the Department's FY 2012-13 revenues include

- Increases in revenue recovery from City, offset by
- Decreases in fund balance, due the use of attrition savings by the City Services Auditor Division as a result of an increased number of vacancies and slower than expected hiring.

FY 2013-14

The Department's revenues of $28,612,509 in FY 2013-14, are $1,055,630 or 3.8% more than FY 2012-13 revenues of $27,556,879. General Fund support of $11,467,121 in FY 2013-14 is $169,268 or 1.5% more than FY 2012-13 General Fund support of $11,297,853.

Specific changes in the Department's FY 2012-13 revenues include:

- Increases in revenue recovery from City, and
- Increases in fund balance.

DEPARTMENT: CON – CONTROLLER

COMMENTS:

FY 2012-13

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $178,926 in FY 2012-13. Of the $178,926 in recommended reductions, $9,878 are ongoing savings and $169,048 are one-time savings. These reductions would still allow an increase of $550,180 or 1.4% in the Department's FY 2012-13 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended General Fund encumbrances, which would allow the return of $87,931 to the General Fund.

Together, these recommendations will result in $266,857 savings to the City's General Fund in FY 2012-13.

FY 2013-14

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $9,878 in FY 2013-14. Of the $9,878 in recommended reductions, all are ongoing savings. These reductions would still allow an increase of $1,215,020 or 3.1% in the Department's FY 2013-14 budget.

These recommendations will result in $9,878 savings to the City's General Fund in FY 2013-14.

CON - Controller's Office

Object Title	FY 2012-13 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T	FY 2013-14 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T
FDC - Payroll and Personnel														
Equipment			$126,565	$124,597	$1,968	x	x							
Equipment			$100,000	$92,534	$7,466	x	x							
			Total Savings		*$9,434*									
Reduce to reflect actual quotes from vendors.														
FEB - Management														
Attrition Savings	(2.26)	(2.49)	($242,917)	($267,639)	$24,722	x	x							
Mandatory Fringe Benefits			($93,334)	($102,833)	$9,499	x	x							
			Total Savings		*$34,220*									
Increase attrition savings to reflect actual hire date of one 1649 Accountant. This position has been vacant since August 2011.														
FDG - Accounting Operations and Systems														
Attrition Savings	(4.79)	(5.27)	($467,046)	($513,848)	$46,802	x	x							
Mandatory Fringe Benefits			($185,525)	($204,116)	$18,591	x	x							
			Total Savings		*$65,393*									
Increase attrition savings to reflect actual hire date of three vacant positions 1652 Accountant II positions: two vacant since March 2012 and one vacant since November 2011.														
Systems Consulting Services			$85,000	$25,000	$60,000	x	x							
			Total Savings		*$60,000*									
Reduce to reflect historical expenditures and actual programmatic needs. The Department will not require funding for these services, which will support the disaster recovery project, until FY 2013-14.														
FFG - Public Finance														
Other Professional Services			$29,878	$20,000	$9,878	x				$29,878	$20,000	$9,878	x	
			Total Savings		*$9,878*					*Total Savings*		*$9,878*		
Reduce to reflect historical expenditures.								Ongoing reduction.						

FY 2012-13
Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	$169,048	$9,878	$178,926
Non-General Fund	$0	$0	$0
Total	$169,048	$9,878	$178,926

FY 2013-14
Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	$0	$9,878	$9,878
Non-General Fund	$0	$0	$0
Total	$0	$9,878	$9,878

Recommendations of the Budget and Legislative Analyst
For Reduction and Close-out of Past-year Encumbrances from City Budget

CON - Controller

Vendor Name	Subobject Title	General Fund Savings	Year of Appropriation	Date of Last Recorded Transaction	Original Amount	Unexpended Balance
MACIAS GINI & O'CONNELL LLP	AUDITING & ACCOUNTIN	Yes		12/13/2010	75,000.00	50,000.00
	IS-TIS-ISD SERVICES	Yes		8/3/2010	101,887.00	37,931.76
					-	-
					-	-
					-	-
					-	-
					-	-
					-	-
				Total Amount Return to Fund Balance		87,931.76
				General Fund		87,931.76
				Non-General Fund		-

Note: The above encurnbrance blanaces are from budget years prior to FY 2011-12. The Department has indicated that the balances of these encumbrances are no longer needed, therefore the balances can be returned to the General Fund, if applicable.

BUDGET REVIEW EXECUTIVE SUMMARY

YEAR ONE: FY 2012-13

Budget Changes

The Department's proposed $615,176,026 budget for FY 2012-13 is $40,022,627 or 7.0% more than the original FY 2011-12 budget of $575,153,399.

Revenue Changes

The Department's revenues of $196,285,280 in FY 2012-13, are $21,453,639 or 9.9% less than FY 2011-12 revenues of $217,738,919. General Fund support of $418,890,746 in FY 2012-13 is $61,476,266 or 17.2% more than FY 2011-12 General Fund support of $357,414,480.

YEAR TWO: FY 2013-14

Budget Changes

The Department's proposed $579,731,396 budget for FY 2013-14 is $35,444,630 or 5.8% less than the original FY 2012-13 budget of $615,176,026.

Revenue Changes

The Department's revenues of $192,183,046 in FY 2013-14, are $4,102,234 or 2.1% less than FY 2012-13 revenues of $196,285,280. General Fund support of $387,548,350 in FY 2013-14 is $31,342,396 or 7.5% less than FY 2012-13 General Fund support of $418,890,746.

RECOMMENDATIONS

YEAR ONE: FY 2012-13

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $106,153 in FY 2012-13, which are ongoing savings. These reductions would still allow an increase of $39,916,414 or 6.9% in the Department's FY 2012-13 budget.

These recommendations will result in $106,153 savings to the City's General Fund in FY 2012-13.

YEAR TWO: FY 2013-14

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $106,153 in FY 2013-14, which are ongoing savings.

These recommendations will result in $106,153 savings to the City's General Fund in FY 2013-14.

DEPARTMENT: GEN – GENERAL CITY RESPONSIBILITY

SUMMARY OF PROGRAM EXPENDITURES:

Program	FY2011-2012 Budget	FY2012-2013 Proposed	Increase/ Decrease from FY2011-2012	FY2013-2014 Proposed	Increase/ Decrease from FY2012-2013
GENERAL CITY RESPONSIBILITY					
GENERAL CITY RESPONSIBILITIES	568,358,399	601,078,626	32,720,227	565,362,596	(35,716,030)
GENERAL FUND UNALLOCATED	0	0	0	0	0
INDIGENT DEFENSE/GRAND JURY	250,000	750,000	500,000	750,000	0
NON PROGRAM	0	3,177,400	3,177,400	3,088,800	(88,600)
RETIREE HEALTH CARE - PROP B	6,545,000	10,170,000	3,625,000	10,530,000	360,000
GENERAL CITY RESPONSIBILITY	**575,153,399**	**615,176,026**	**40,022,627**	**579,731,396**	**(35,444,630)**

The General City Responsibility budget is comprised of general expenditures and revenue transfers that are not the responsibility of other City departments, including General Fund supported debt service, reserves, and General Fund contributions to subsidized enterprise funds, such as San Francisco General Hospital and Laguna Honda Hospital.

FY 2012-13

Major changes to the General City Responsibility budget in FY 2012-13 include:

- $17,800,000 to the Budget Stabilization Reserve, which equals 75% of estimated Real Property Transfer Tax revenues in FY 2012-13 exceeding the 5-year average, as required by the Administrative Code. FY 2012-13 is the first year that funds have been allocated to the Budget Stabilization Reserve.
- $9,894,000 to the General Reserve, which will equal $32,200,000 in FY 2012-13, including the carry forward of unexpended FY 2011-12 General Reserve funds of approximately $22,306,000. The total General Reserve will equal 1% of General Fund revenues of $3,212,775,000 in FY 2012-13.
- $4,496,200 to pay for a 1% cost of living adjustment (COLA) for community based organizations.

The FY 2012-13 budget also includes (a) $700,000 for the Film Rebate Program, and (b) $3,000,000 for HOPE SF.

FY 2013-14

Major changes to the General City Responsibility budget in FY 2013-14 include:

- $7,280,000 to the Budget Stabilization Reserve, which equals 75% of estimated Real Property Transfer Tax revenues in FY 2013-14 exceeding the 5-year average, as required by the Administrative Code.
- $9,300,000 to the General Reserve to increase the General Reserve amount from $32,200,00 in FY 2012-13 to $41,500,000, which will equal 1.25% of estimated FY 2013-14 General Fund revenues of $3,325,500,000 in FY 2013-14.
- $4,496,200 to pay for a 1% cost of living adjustment (COLA) for community based organizations.

The FY 2013-14 budget also includes (a) $700,000 for the Film Rebate Program for total Film Rebate Program funding over two years of $1,400,000; and (b) $3,000,000 for HOPE SF.

DEPARTMENT REVENUES:

FY 2012-13

The Department's revenues of $196,285,280 in FY 2012-13, are $21,453,639 or 9.9% less than FY 2011-12 revenues of $217,738,919. General Fund support of $418,890,746 in FY 2012-13 is $61,476,266 or 17.2% more than FY 2011-12 General Fund support of $357,414,480.

FY 2013-14

The Department's revenues of $192,183,046 in FY 2013-14, are $4,102,234 or 2.1% less than FY 2012-13 revenues of $196,285,280. General Fund support of $387,548,350 in FY 2013-14 is $31,342,396 or 7.5% less than FY 2012-13 General Fund support of $418,890,746.

FILE 11-0274 ACCESS LINE TAX

The San Francisco voters approved Proposition O in November 2008, establishing the Access Line Tax for telephone communication services. Currently, the monthly tax rate is set at $2.86 per access line, $21.48 per trunk line, and $386.63 per high capacity line. Business and Tax Code Section 782 allows the Controller to adjust the rate annually by the Consumer Price Index (CPI), which according to the Controller is 2.93% as of December 31, 2011. Based on the CPI adjustment, the Controller recommends increasing the FY 2012-13 Access Line Tax to $2.94 per access line, $22.11 per trunk line, and $397.96 per high capacity line.

As shown in the table below, the Controller estimates that the proposed increase in the Access Line Tax will result in increased revenues to the City of $1,300,000 in FY 2012-13 and FY 2013-14.

		FY 2011-12	FY 2012-13		FY 2013-14	
File No.	Fee Description	Projected Revenue	Projected Revenue	Change from PY	Projected Revenue	Change from PY
11-0274	Access Line Tax	$41,700,000	$43,000,000	$1,300,000	$44,300,000	$1,300,000
Totals		$41,700,000	$43,000,000	$1,300,000	$44,300,000	$1,300,000

Recommendation: Approval of the proposed tax resolution is a policy matter for the Board of Supervisors. However, the Budget and Legislative Analyst notes that the proposed General City Responsibility budget is balanced based on the assumption that the tax legislation shown above will be approved.

COMMENTS:

FY 2012-13

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $106,153 in FY 2012-13, which are ongoing savings. These reductions would still allow an increase of $39,916,414 or 6.9% in the Department's FY 2012-13 budget.

DEPARTMENT: GEN – GENERAL CITY RESPONSIBILITY

These recommendations will result in $106,153 savings to the City's General Fund in FY 2012-13.

FY 2013-14

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $106,153 in FY 2013-14, which are ongoing savings.

These recommendations will result in $106,153 savings to the City's General Fund in FY 2013-14.

GEN - General City Responsibility

	FCO - Business Tax													
Object Title	From	To	From	To	Savings	GF	1T	From	To	From	To	Savings	GF	1T
	FCO - Business Tax													
Other Current Expenses			$5,606,153	$5,500,000	$106,153	x				$5,606,153	$5,500,000	$106,153	x	
	The Audit Reserve is intended to pay claims from prior years' audits. However, this Reserve is also used to meet shortfalls in internal service funds, work order recoveries and other uses. Audit Reserve Fund expenditures in FY 2011-12 are $4.9 million. Reducing the Audit Reserve to $5,500,000 would retain sufficient funds to meet expected claims in FY 2012-13 and FY 2013-14.							Ongoing Reductions						

FY 2012-13
Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	$0	$106,153	$106,153
Non-General Fund	$0	$0	$0
Total	$0	$106,153	$106,153

FY 2013-14
Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	$0	$106,153	$106,153
Non-General Fund	$0	$0	$0
Total	$0	$106,153	$106,153

5
GF = General Fund
1T = One Time

BUDGET REVIEW EXECUTIVE SUMMARY

YEAR ONE: FY 2012-13

Budget Changes

The Department's proposed $67,842,320 budget for FY 2012-13 is $2,852,454 or 4.4% more than the original FY 2011-12 budget of $ 64,989,866.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2012-13 are 304.16 FTEs, which are 4.87 FTEs more than the 299.29 FTEs in the original FY 2011-12 budget. This represents a 1.6% change in FTEs from the original FY 2011-12 budget.

The Department has requested approval of 5 positions as interim exceptions. The Budget and Legislative Analyst recommends approval of 3 Redevelopment Agency positions and disapproval of 2 positions as interim exceptions.

Revenue Changes

The Department's revenues of $61,305,736 in FY 2012-13, are $1,545,047 or 2.6% more than FY 2011-12 revenues of $59,760,689. General Fund support of $6,536,584 in FY 2012-13 is $1,307,407 or 25% more than FY 2011-12 General Fund support of $5,229,177.

YEAR TWO: FY 2013-14

Budget Changes

The Department's proposed $70,926,609 budget for FY 2013-14 is $3,084,289 or 4.6% more than the original FY 2012-13 budget of $ 67,842,320.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2013-14 are 304.16 FTEs, which is the same number of FTEs in the proposed FY 2012-13 budget.

Revenue Changes

The Department's revenues of $61,083,153 in FY 2013-14, are $222,583 or 0.4% less than FY 2012-13 revenues of $61,305,736. General Fund support of $9,843,456 in FY 2013-14 is $3,306,872 or 51% more than the FY 2012-13 General Fund support of $6,536,584.

RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2012-13 AND FY 2013-14

DEPARTMENT: CAT – CITY ATTORNEY

RECOMMENDATIONS

YEAR ONE: FY 2012-13

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $185,213 in FY 2012-13. Of the $185,213 in recommended reductions $107,800 are ongoing reductions and $77,413 are one time savings. These reductions would still allow an increase of $2,667,241 or 4.1% in the Department's FY 2012-13 budget.

The Budget and Legislative Analyst also recommends additional one-time General Fund revenues of $35,523 that are anticipated to be received by the City Attorney's Office and can be credited to the City's General Fund.

Together, these recommendations would result in a total savings of $220,736.

The Budget and Legislative Analyst also includes a Policy Recommendation that would result in a total savings of $269,873.

YEAR TWO: FY 2013-14

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $107,800 in FY 2013-14. All of the $107,800 are ongoing savings. These reductions would still allow an increase of $2,976,489 or 4.4% in the Department's FY 2013-14 budget.

The Budget and Legislative Analyst also includes a Policy Recommendation totaling a savings of $351,065.

DEPARTMENT: CAT – CITY ATTORNEY

SUMMARY OF PROGRAM EXPENDITURES:

Program	FY 2011-2012 Budget	FY 2012-2013 Proposed	Increase/ Decrease from FY 2011-2012	FY 2013-2014 Proposed	Increase/ Decrease from FY 2012-2013
CITY ATTORNEY					
CLAIMS	$5,796,693	$6,060,764	$264,071	$6,342,941	$282,177
LEGAL SERVICES	56,458,173	59,046,556	2,588,383	61,848,668	2,802,112
AFFIRMATIVE LITIGATION	2,735,000	2,735,000	0	2,735,000	0
CITY ATTORNEY	**64,989,866**	**67,842,320**	**2,852,454**	**70,926,609**	**3,084,289**

FY 2012-13

The Department's proposed FY 2012-13 budget has increased by $2,852,454 largely due to:

- Increases of $2,588,383 in Legal Services resulting from increases in mandated salaries, related fringe benefit costs, and services of other departments, as well as the addition of 5 new positions, including 3 from the Redevelopment Agency, and 2 for a new dedicated Consumer Protection Unit at a cost $902,712.
- Increases of $264,071 in Claims primarily resulting from increases in mandated salaries and related fringe benefit costs.

FY 2013-14

The Department's proposed FY 2013-14 budget has increased by $3,084,289 largely due to:

- Increases in salaries and mandatory fringe benefits.
- The ongoing cost for the addition in FY 2012-13 of 5 new positions, including 3 from the Redevelopment Agency, and 2 for a new dedicated Consumer Protection Unit.

SUMMARY OF DEPARTMENT POSITION CHANGES:

FY 2012-13

The number of full-time equivalent positions (FTE) budgeted for FY 2012-13 are 304.16 FTEs, which are 4.87 FTEs more than the 299.29 FTEs in the original FY 2011-12 budget. This represents a 1.6% increase in FTEs from the original FY 2011-12 budget.

- The increase is associated with 5 new positions totaling $902,712, of which $666,900 is salaries and $235,812 is associated with fringe benefit costs. The 5 new positions include two new 8177 Attorneys and one 8169 Legislative Assistant (Paralegal) to address increased case and development project workload from the Redevelopment Agency. Additionally, the City Attorney is requesting one new 8177 Attorney and one new 8169 Legislative Assistant (Paralegal) in Legal Services for a new dedicated Consumer Protection Unit.
- The Department has requested approval of these 5 new positions as interim exceptions. The Budget and Legislative Analyst recommends approval of the 3 Redevelopment Agency transferred positions as interim exceptions.

DEPARTMENT: CAT – CITY ATTORNEY

FY 2013-14

The number of full-time equivalent positions (FTE) budgeted for FY 2013-14 are 304.16 FTEs, which is the same as the 304.16 FTEs in the proposed FY 2012-13 budget.

DEPARTMENT REVENUES:

FY 2012-13

The Department's revenues of $61,305,736 in FY 2012-13, are $1,545,047 or 2.6% more than FY 2011-12 revenues of $59,760,689. General Fund support of $6,536,584 in FY 2012-13 is $1,307,407 or 25% more than FY 2011-12 General Fund support of $5,229,177.

Specific changes in the Department's FY 2012-13 revenues include:

- Recoveries from City departments that are provided City Attorney services are the largest source of funds for the City Attorney, which are expected to increase $2,308,469, or 4.0% from the original FY 2011-2012 budget of $57,160,689 to the proposed budget of $59,469,158.
- The largest increases in expected recoveries are from (a) Administrative Service, for $984,145 to account for non-housing responsibilities transferred from the Redevelopment Agency, (b) Mayor's Office for $400,000 for affordable housing responsibilities transferred from the Redevelopment Agency and (c) Recreation and Park Department for $400,000 for ongoing litigation matters. Also due to a large increase in the number of lawsuits which the Department of City Planning is facing, and expects in the near term, the City Attorney has increased its expected recoveries from the Department of City Planning by $500,000.
- A decrease of $1,025,000 in settlement revenue and $1,575,000 in consumer protection fines is anticipated for FY 2012-2013, which is proposed to be offset by $1,836,578 of new consumer protection fines, or a net decrease of $763,422 in revenues.
- General Fund support is proposed to increase by $1,307,407 or 25% in FY 2012-13 due to above noted decrease of $1,025,000 settlement revenue, which was previously used in lieu of General Fund support in FY 2011-12.

FY 2013-14

The Department's revenues of $61,083,153 in FY 2013-14, are $222,583 or 0.4% less than FY 2012-13 revenues of $61,305,736. General Fund support of $9,843,456 in FY 2013-14 is $3,306,872 or 51% more than FY 2012-13 General Fund support of $6,536,584.

Specific changes in the Department's FY 2013-14 revenues include:

- Revenues from recoveries are expected to decrease by $222,583 or 0.4%, from FY 2012-2013 budget of $59,469,158 to the proposed FY 2013-2014 budget of $59,246,575.
- General Fund support is proposed to increase by $3,306,872 or 51% more than FY 2012-13 General Fund support of $6,536,584 because the City Attorney's Office is projecting that General Fund departments such as Police, Fire, Public Works, the Mayor's Office

and the Board of Supervisors require significantly more City Attorney services in FY 2013-14.

OTHER ISSUES

- The existing FY 2011-12 Affirmative Litigation Program provides 12 FTE staff and $2,735,000 for the City Attorney to investigate and file public interest cases. Recent Affirmative Litigation cases include unfair business practices against Tower Car Wash, National Arbitration Forum and Money Mart.
- The City Attorney's Office is proposing to pilot a new dedicated Consumer Protection Unit, which would work closely with the existing Affirmative Litigation Program and collaborate with various City departments, including but not limited to the Office of Labor Standards Enforcement (OLSE), Department of Public Health (DPH) and the Police Department, to investigate and enforce consumer protection laws such as unfair business practices. The proposed FY 2012-13 budget includes the addition of 1 new Attorney and 1 new Legislative Assistant (Paralegal) for this new Program. The Program will be funded from penalties received from prior cases that pursuant to State law are restricted to use by the City Attorney to enforce Consumer Protection Laws. As a result of the City Attorney's growing dependence on General Fund support, the creation of this new Program within the City Attorney's Office requiring additional staff and funding is a policy consideration for the Board of Supervisors.

COMMENTS:

FY 2012-13

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $185,213 in FY 2012-13. Of the $185,213 in recommended reductions $107,800 are ongoing reductions and $77,413 are one time savings. These reductions would still allow an increase of $2,667,241 or 4.1% in the Department's FY 2012-13 budget.

The Budget and Legislative Analyst also recommends additional one-time General Fund revenues of $35,523 that are anticipated to be received by the City Attorney's Office and can be credited to the City's General Fund.

Together, these recommendations would result in a total savings of $220,736.

The Budget and Legislative Analyst also includes a Policy Recommendation that would result in a total savings of $269,873.

FY 2013-14

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $107,800 in FY 2013-14. All of the $107,800 are ongoing savings. These reductions would still allow an increase of $2,976,489 or 4.4% in the Department's FY 2013-14 budget.

The Budget and Legislative Analyst also includes a Policy Recommendation totaling a savings of $351,065

CAT-City Attorney

Object Title	FY 2012-13 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T	FY 2013-14 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T
FC2-Legal Services														
Attorney (Civil/Criminal)	3.00	2.77	$517,764	$478,069	$39,695	x	x							
Mandatory Fringe Benefits			$170,906	$157,803	$13,103	x	x							
			Total Savings		*$52,798*									
	One of the proposed new 8177 Attorney positions should not be filled as an interim exception as the position is to staff a new Consumer Protection Unit to investigate and enforce public nuisance and misconduct violations and would add to the City Attorney's existing Affirmative Litigation Program. This position was not included in the Department's request to the Mayor's Office. The other two of the requested three new Attorney positions are due to the increased workload associated with the transition of the former Redevelopment Agency to the City Attorney's Office and are being requested as interim exceptions, to be filled as of July 1, 2012, which the Budget and Legislative Analyst is recommending.													
Legislative Assistant	2.00	1.77	$149,136	$131,985	$17,151	x	x							
Mandatory Fringe Benefits			$64,906	$57,442	$7,464	x	x							
			Total Savings		*$24,615*									
	One of the proposed new 8169 Legislative Assistant (Paralegal) positions should not be filled as an interim exception as this position is to staff a new Consumer Protection Unit to investigate and enforce public nuisance and misconduct violations, which would add to the City Attorney's existing Affirmative Litigation Program. This position was not included in the Department's request to the Mayor's Office. The other requested new 8169 Legislative Assistant (Paralegal) positions is due to the increased workload associated with the transition of the former Redevelopment Agency to the City Attorney's Office and is being requeted as an interim exception, to be filled as of July 1, 2012, which the Budget and Legislative Analyst is recommending.													

GF = General Fund
1T = One Time

Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2012-13 and FY 2013-14 Fixed Two-Year Budget

CAT-City Attorney

Object Title	FY 2012-13 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T	FY 2013-14 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T
Materials and Supplies Budget Only			$132,441	$124,641	$7,800	x				$132,441	$124,641	$7,800	x	
			Total Savings		$7,800					*Total Savings*		$7,800		
	The department has historically expended less than budgeted on materials and supplies.							Ongoing savings						
Professional & Specialized Services			$220,568	$195,568	$25,000	x				$220,568	$195,568	$25,000	x	
	The department has historically expended less than budgeted for Professional & Specialized Services.							Ongoing savings						
Litigation Expenses			$5,567,623	$5,492,623	$75,000	x				$5,567,623	$5,492,623	$75,000	x	
	The department has historically expended less than budgeted for Professional & Specialized Services.							Ongoing savings						
Expend Recovery for SVCS to AAO Funds.			($1,568,818)	($1,525,000)	($43,818)	x				($1,568,818)	($1,525,000)	($43,818)	x	
			Total Savings		($43,818)					*Total Savings*		($43,818)		
	To reflect a corresponding decrease in the Retirement System's work order budget with the City Attorney because these funds have historically never been expended.							Ongoing Savings						
Attrition Savings (Salaries)	(18.37)	(18.60)	($2,633,262)	($2,665,823)	$32,561	x		(18.37)	(18.59)	($2,678,175)	($2,709,941)	$31,766	x	
Attrition Savings (Benefits)			($910,392)	($921,649)	$11,257	x				($1,016,048)	($1,028,100)	$12,052	x	
			Total Savings		$43,818					*Total Savings*		$43,818		
	To adjust for the decrease in Retirement System's work order with the City Attorney.							Ongoing Savings						

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GF = General Fund
1T = One Time

CAT-City Attorney

	FY 2012-13							FY 2013-14						
	FTE		Amount					FTE		Amount				
Object Title	From	To	From	To	Savings	GF	1T	From	To	From	To	Savings	GF	1T
Consumer Protection Fines (Lead Paint Settlement)			$1,836,578	$1,872,101	$35,523	x	x					$0		
			Total Savings		$35,523					*Total Savings*		$0		

The proposed FY 2012-13 budget includes anticipated revenues from consumer protection fines. Based on ongoing negotiations and more current estimates, the City Attorney's Office anticipates recovering $35,523 more than is currently included in the FY 2012-13 budget. The Department anticipates receipt of these funds in the first quarter of FY 2012-13. The proposed recommendation would therefore offset an additional $35,523 of General Fund revenues currently budgeted in the City Attorney's budget.

FY 2012-13
Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	$112,936	$107,800	$220,736
Non-General Fund	$0	$0	$0
Total	$112,936	$107,800	$220,736

FY 2013-14
Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	$0	$107,800	$107,800
Non-General Fund	$0	$0	$0
Total	$0	$107,800	$107,800

GF = General Fund
1T = One Time

CAT-City Attorney

Object Title	FY 2012-13 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T	FY 2013-14 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T
Policy Recommendations														
FC2-Legal Services														
Attorney (Civil/Criminal)	2.77	2.00	$478,069	$345,176	$132,893	x		3.00	2.00	$526,977	$351,318	$175,659	x	
Mandatory Fringe Benefits			$157,803	$113,937	$43,866	x				$191,112	$127,408	$63,704	x	
			Total Savings	*$176,759*						*Total Savings*	*$239,363*			
	One new 8177 Attorney position, reduced above to 0.77 FTEs, is a policy decision for the Board of Supervisors because this position is being requested to initiate a new dedicated Consumer Protection Unit to investigate and enforce public nuisance and misconduct violations and would add to the City Attorney's existing Affirmative Litigation Program. This position was not included in the Department's request to the Mayor's Office. The General Fund budget for the City Attorney's Office is increasing by $1,307,407 in FY 2012-13 and is increasing by an additional $3,306,872 in FY 2013-14. Given the Department's growing dependence on the City's General Fund, the decision to create new programs and add new positions to the Department's budget is a policy consideration for the Board of Supervisors.							Ongoing savings						
Legislative Assistant	1.77	1.00	$149,136	$84,257.63	$64,878	x		2.00	1.00	$151,790	$75,895	$75,895	x	
Mandatory Fringe Benefits			$64,906	$36,670.06	$28,236	x				$71,613	$35,807	$35,807	x	
			Total Savings	*$93,114*						*Total Savings*	*$111,702*			
	One new 8169 Legislative Assistant (Paralegal) position, reduced above to 0.77 FTE, is a policy decision for the Board of Supervisors because this position is being requested to initiate a new dedicated Consumer Protection Unit to investigate and enforce public nuisance and misconduct violations and would add to the City Attorney's existing Affirmative Litigation Program. This position was not included in the Department's request to the Mayor's Office. The General Fund budget for the City Attorney's Office is increasing by $1,307,407 in FY 2012-13 and is increasing by an additional $3,306,872 in FY 2013-14. Given the Department's growing dependence on the City's General Fund, the decision to create new programs and add new positions to the Department's budget is a policy consideration for the Board of Supervisors.							Ongoing savings						

FY 2012-13
Total Policy Recommendations

	One-Time	Ongoing	Total
General Fund	$0	$269,873	$269,873
Non-General Fund	$0	$0	$0
Total	$0	$269,873	$269,873

FY 2013-14
Total Policy Recommendations

	One-Time	Ongoing	Total
General Fund	$0	$351,065	$351,065
Non-General Fund	$0	$0	$0
Total	$0	$351,065	$351,065

GF = General Fund
1T = One Time

BUDGET REVIEW EXECUTIVE SUMMARY

YEAR ONE: FY 2012-13

Budget Changes

The department's proposed $409,004,927 budget for FY 2012-13 is $157,505,709 or 62.6% more than the original FY 2011-12 budget of $251,499,218.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2012-13 are 722.60 FTEs, which are 85.13 FTEs more than the 637.47 FTEs in the original FY 2011-12 budget. This represents a 13.4% increase in FTEs from the original FY 2011-12 budget.

Revenue Changes

The Department's revenues of $365,324,234 in FY 2012-13 are $160,379,637 or 78.3% more than FY 2011-12 revenues of $204,944,597. General Fund support of $43,680,693 in FY 2012-13 is $2,873,928 or 6.2% less than FY 2011-12 General Fund support of $46,554,621.

Interim Exceptions

The Department has requested approval of 10 positions as an interim exception. The Budget and Legislative Analyst recommends approval of 10 positions as interim exceptions, which includes (a) 8 custodian positions for the opening of the new PUC building at 550 Golden Gate Avenue in July 2012; and (b) 2 new positions, one of which transferred from the former Redevelopment Agency and one of which the Department filled on a temporary requisition in FY 2011-12.

YEAR TWO: FY 2013-14

Budget Changes

The department's proposed $399,858,875 budget for FY 2013-14 is $9,146,052 or 2.2 % less than the original FY 2012-13 budget of $409,004,927.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2013-14 are 725.67 FTEs, which are 3.07 FTEs more than the 722.60 FTEs in the original FY 2012-13 budget. This represents 0.4% increase in FTEs from the original FY 2012-13 budget.

Revenue Changes

The Department's revenues of $355,313,395 in FY 2013-14, are $10,010,839 or 2.7% less than FY 2012-13 revenues of $365,324,234. General Fund support of $44,545,480 in FY 2013-14 is $864,787 or 2.0% more than FY 2012-13 General Fund support of $43,680,693.

RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST FOR AMENDMENT OF BUDGET ITEMS FY 2012-13 AND FY 2013-14

DEPARTMENT: ADM – CITY ADMINISTRATOR'S OFFICE

RECOMMENDATIONS

YEAR ONE: FY 2012-13

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $409,080 in FY 2012-13, of which $209,923 are one-time and $199,157 are ongoing. These reductions would still allow an increase of $157,096,629 or 62.5% in the Department's FY 2012-13 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended General Fund encumbrances, which would allow the return of $31,138 to the General Fund.

Together, these recommendations result in $440,218 savings to the General Fund.

The Budget and Legislative Analyst includes a Policy Recommendation that would result in a total savings of $85,321.

The Budget and Legislative Analyst also includes a Reserve Recommendation of $251,082.

YEAR TWO: FY 2013-14

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $323,286 in FY 2012-13, which are ongoing savings.

These recommendations result in $323,286 savings to the General Fund.

The Budget and Legislative Analyst includes a Policy Recommendation that would result in a total savings of $115,354.

The Budget and Legislative Analyst also includes a Reserve Recommendation of $393,181.

RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST FOR AMENDMENT OF BUDGET ITEMS FY 2012-13 AND FY 2013-14

DEPARTMENT: ADM – CITY ADMINISTRATOR'S OFFICE

NOTE: The Community Redevelopment Program in the City Administrator's Office, which consists of programs previously provided by the former San Francisco Redevelopment Agency, will be presented separately, as will a review of the Treasure Island Development Agency projects.

SUMMARY OF PROGRAM EXPENDITURES:

Program	FY2011-2012 Budget	FY2012-2013 Proposed	Increase/ Decrease from FY2011-2012	FY2013-2014 Proposed	Increase/ Decrease from FY2012-2013
GENERAL SERVICES AGENCY - CITY ADMIN					
311 CALL CENTER	10,443,003	10,879,996	436,993	11,260,369	380,373
ANIMAL WELFARE	4,087,673	5,330,922	1,243,249	5,031,345	(299,577)
CAPITAL ASSET PLANNING	750,000	750,000	0	750,000	0
CITY ADMINISTRATOR - ADMINISTRATION	8,452,889	9,490,766	1,037,877	9,933,648	442,882
COMMUNITY AMBASSADOR PROGRAM	0	496,385	496,385	712,040	215,655
COMMUNITY REDEVELOPMENT	0	141,180,844	141,180,844	128,415,792	(12,765,052)
CONTRACT MONITORING	0	4,476,177	4,476,177	4,662,030	185,853
COUNTY CLERK SERVICES	1,892,621	1,894,985	2,364	1,951,157	56,172
DISABILITY ACCESS	9,017,747	8,424,249	(593,498)	5,894,609	(2,529,640)
EARTHQUAKE SAFETY PROGRAM	0	440,000	440,000	590,000	150,000
ENTERTAINMENT COMMISSION	761,882	765,464	3,582	789,347	23,883
FACILITIES MGMT & OPERATIONS	40,033,686	40,499,230	465,544	42,648,710	2,149,480
FLEET MANAGEMENT	1,007,507	991,055	(16,452)	991,325	270
GRANTS FOR THE ARTS	11,855,054	11,888,347	33,293	11,919,728	31,381
IMMIGRANT AND LANGUAGE SERVICES	1,071,324	1,458,581	387,257	1,522,514	63,933
JUSTIS PROJECT - CITY ADM OFFICE	3,143,302	3,481,495	338,193	3,404,956	(76,539)
LIVING WAGE / LIVING HEALTH (MCO/HCAO)	2,964,561	3,187,163	222,602	3,307,843	120,680
MEDICAL EXAMINER	12,493,163	6,191,525	(6,301,638)	6,408,216	216,691
MOSCONE EXPANSION PROJECT	0	1,700,000	1,700,000	0	(1,700,000)
NEIGHBORHOOD BEAUTIFICATION	835,000	1,865,000	1,030,000	1,865,000	0
PROCUREMENT SERVICES	4,698,228	5,106,654	408,426	5,264,107	157,453
REAL ESTATE SERVICES	23,312,151	26,874,789	3,562,638	27,666,662	791,873
REPRODUCTION SERVICES	5,470,996	6,025,989	554,993	6,081,205	55,216
RISK MANAGEMENT / GENERAL	12,518,041	14,325,471	1,807,430	14,361,932	36,461
TOURISM EVENTS	70,820,558	73,465,907	2,645,349	76,386,075	2,920,168
TREASURE ISLAND	1,579,439	1,758,079	178,640	1,871,150	113,071
VEHICLE & EQUIPMENT MAIN & FUELING	24,290,393	26,055,854	1,765,461	26,169,115	113,261
GENERAL SERVICES AGENCY - CITY ADMIN	**251,499,218**	**409,004,927**	**157,505,709**	**399,858,875**	**(9,146,052)**

FY 2012-13

The Department's proposed FY 2012-13 budget has increased by $157,505,709 largely due to:

- Fleet Management is focusing on minimizing the costs and environmental impacts of operating City vehicles by continuing to reduce the City's fleet size based on right-sizing analyses.
- The Earthquake Safety Implementation Program (ESIP), a 30-year program which resulted from the Community Action Plan for Seismic Safety (CAPSS), began in FY 2011-12 to implement CAPSS recommendations to minimize the impacts of earthquakes through information and education, and through voluntary and mandatory strengthening of San

Francisco's most vulnerable building stock. The Department is proposing one new manager position for this program in FY 2012-13 and three additional positions in FY 2013-14 for this program.

- The Treasure Island Development Authority (TIDA) will be executing the Economic Development Conveyance Memorandum of Understanding with the U.S. Navy for the initial transfer of properties from the Navy to TIDA as well as completing the expansion of the Treasure Island Marina and work on the Treasure Island/Yerba Buena Island Development Project.

- As a part of the City's consolidation and streamlining of contract monitoring across City departments, the Equal Benefits, Surety Bonds, and Local Business Enterprise Divisions of the Human Rights Commission (HRC) will transition to the City Administration Office, increasing the administrative staff and demands of the Administrator's Office.

- The Community Ambassadors Program, which began as a pilot program in Districts 6 and 10, provides ambassadors to the selected communities, and those ambassadors serve as community liaisons and are a public safety presence in crime trouble spots to ameliorate community tensions. This program will transition to a permanent program within City Administration in FY 2012-13.

FY 2013-14

The Department's proposed FY 2013-14 budget has decreased by $9,146,052 largely due to reductions in the Community Redevelopment Program.

The Department proposes to update the City fleet will be updated in FY 2013-14, replacing 117 older vehicles to comply with the Healthy Air and Clean Transportation Ordinance (HACTO).

SUMMARY OF DEPARTMENT POSITION CHANGES:

FY 2012-13

The number of full-time equivalent positions (FTE) budgeted for FY 2012-13 are 722.60 FTEs, which are 85.13 FTEs more than the 637.47 FTEs in the original FY 2011-12 budget. This represents 13.4% increase in FTEs from the original FY 2011-12 budget. The FY 2012-13 budget includes 35 positions transferred from the former San Francisco Redevelopment Agency to the Community Development Program; 30 positions transferred from the Human Rights Commission to the new Contract Monitoring unit; increases in temporary salaries; reductions in attrition savings to allow for the hire of vacant positions; and 20 new positions, as follows:

- Seven new positions in the City Administrator's Office, including (a) one new Manager III, who had previously worked for the San Francisco Redevelopment Agency to assist with Human Resources ; (b) one new Manager I to support the City Administrator in implementing various new initiatives; (c) one new Community Development Specialist to aid in initiatives formerly covered by the state's redevelopment agencies; and (d) four new Public Service Aides and 26 new temporary positions in the Community Ambassadors Program;
- One new purchased dedicated to the Human Services Agency (HSA) to meet the high volume of purchasing requests generated by HSA;

- One Senior IS Business Analyst to serve as the technical lead on the City's Capital Planning Program (CPP), a $24.7 billion city-wide ten-year capital plan;
- Two new Principal Administrative Analyst positions in the Office of Civic Engagement and Immigrant Affairs, to work with the Community Ambassadors Program, and (a) one of which would provide analysis and program support for programs engaging the Asian American, Native Hawaiian and Pacific Islander communities; and (b) one of which would focus on programs for low-income, vulnerable, and at-risk communities;
- Eight new Custodians to provide custodial services at the new Public Utilities Commission building at 550 Golden Gate Avenue;
- One Senior Administrative Analyst to provide analysis and support for the initial transfer of Treasure Island from the Navy to the City;

FY 2013-14

The number of full-time equivalent positions (FTE) budgeted for FY 2013-14 are 725.67 FTEs, which are 3.07 FTEs more than the 722.60 FTEs in the original FY 2012-13 budget. This represents 0.42% increase in FTEs from the original FY 2012-13 budget. Position increases in FY 2013-14 are due to annualization of new positions in FY 2012-13 and other adjustments.

INTERIM EXCEPTIONS

The Department has requested approval of 10 positions as an interim exception. The Budget and Legislative Analyst recommends approval of 10 positions as an interim exception.

- 8 custodian positions for the opening of the new PUC building at 550 Golden Gate Avenue in July 2012.
- 2 new positions, one of which transferred from the former Redevelopment Agency and one of which the Department filled on a temporary requisition in FY 2011-12.

FEE LEGISLATION

The proposed ordinance would revise increase fees charged to City administered or City funded construction projects from fixed fees based on the valuation of the project to fixed fees plus hourly rates for plan review and site inspection for the Office on Disability for compliance with Federal disability access laws. Current revenues only generate approximately 50% of the actual costs. Projected revenues for FY 2012-13 are based on the proposed fee ordinance as follows:

File No.	Fee Description	FY 2011-12 Original Revenue	Change in FY 2012-13	Annualized Revenue Thereafter	% Cost Recovery
12-0606	Compliance with Disability Access Laws	$113,000	$230,000	$230,000	100%

RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2012-13 AND FY 2013-14

DEPARTMENT: ADM – CITY ADMINISTRATOR'S OFFICE

Recommendation: Approval of the proposed fee increases is a policy matter for the Board of Supervisors. However, the Budget and Legislative Analyst notes that the proposed Administrative Services budget is balanced based on

DEPARTMENT REVENUES:

FY 2012-13

The Department's revenues of $365,324,234 in FY 2012-13 are $160,379,637 or 73.8% more than FY 2011-12 revenues of $204,944,597. General Fund support of $43,680,693 in FY 2012-13 is $2,873,928 or 6.2% less than FY 2011-12 General Fund support of $46,554,621.

As a result of the transfer of the former Redevelopment Agency to the City as the successor agency, tax increment revenues that would have accrued to the Redevelopment Agency to support existing obligations of the Redevelopment Agency prior to its dissolution are now included in the City Administrator's budget.

Other major changes to the Department's FY 2012-13 revenues include:

- Expected increases in revenues from the Moscone Convention Center upon completion of improvements in June 2012; and
- Transfer of fund balances from the Convention Facilities Fund, Real Estate Special Revenue Fund, and Neighborhood Beautification Fund to fund Moscone Convention Center, Earthquake Safety Implementation Program, and other projects.

FY 2013-14

The Department's revenues of $355,313,395 in FY 2013-14, are $10,010,839 or 2.7% less than FY 2012-13 revenues of $365,324,234. General Fund support of $44,545,480 in FY 2013-14 is $864,787 or 2.0% more than FY 2012-13 General Fund support of $43,680,693.

COMMENTS:

FY 2012-13

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $409,080 in FY 2012-13, of which $209,923 are one-time and $199,157 are ongoing. These reductions would still allow an increase of $157,096,629 or 62.5% in the Department's FY 2012-13 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended General Fund encumbrances, which would allow the return of $31,138 to the General Fund.

Together, these recommendations result in $440,218 savings to the General Fund.

The Budget and Legislative Analyst includes a Policy Recommendation that would result in a total savings of $85,321.

The Budget and Legislative Analyst also includes a Reserve Recommendation of $251,082.

DEPARTMENT: ADM – CITY ADMINISTRATOR'S OFFICE

FY 2013-14

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $323,286 in FY 2012-13, which are ongoing savings.

These recommendations result in $323,286 savings to the General Fund.

The Budget and Legislative Analyst includes a Policy Recommendation that would result in a total savings of $115,354.

The Budget and Legislative Analyst also includes a Reserve Recommendation of $393,181.

ADM - City Administrator's Office

Object Title	FY 2012-13 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T	FY 2013-14 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T
ACA - Community Ambassadors Program														
Principal Administrative Analyst	0.77	0.00	$85,245	$0	$85,245	x		1.00	0.00	$112,678	$0	$112,678	x	
Mandatory Fringe Benefits			$41,924	$0	$41,924	x				$46,458	$0	$46,458	x	
			Total Savings	*$127,169*						*Total Savings*	$159,136			
	The Department is requesting two new Principal Administrative Analyst positions in the Office of Civic Engagement and Immigrant Affairs, one of which the Department hired in FY 2011-12 on a temporary requisition and for which we recommend approval, and one of which would support the new Community Ambassadors Program. The Department's proposed organization chart for the Community Ambassador Program in FY 2012-13 shows an existing 1823 Senior Administrative Analyst position as the program manager. Therefore, we recommend deletion of the proposed new 1824 Principal Adminsitrative Analyst position, which would duplicate the role of the 1823 Senior Administrative Analyst.							Ongoing savings.						
Temporary - Miscellaneous										$428,434	$308,937	$119,497	x	
Mandatory Fringe Benefits										$33,846	$24,406	$9,440	x	
										Total Savings	*$128,937*			
								Based on the organizational chart and work plan for the Community Ambassadors Program provided by the Department of Administrative Services, temporary salaries of $308,937 should be sufficient to pay for temporary staff and interns to provide community outreach in FY 2013-14.						
FAC - City Administrator - Administration														
Attrition Savings			($130,369)	($196,068)	$65,699	x	x							
Mandatory Fringe Benefits			($51,174)	($76,963)	$25,789	x	x							
			Total Savings	$91,488										
	The Department hired four positions in FY 2011-12 on temporary requisitions before the Board of Supervisors approved the new positions in the FY 2012-13 budget. The Department's General Fund budget for salaries has increased in FY 2012-13 by $2.5 million,or 9.4%. The Department has budgeted $1.7 million in salaries in this program in FY 2012-13, which is an increase of $300,000 or 19.7% more than FY 2011-12 salaries of $1.4 million. The recommended reduction in attrition savings adjusts for the increased salary budget due to new positions hired in the prior fiscal year on temporary requisitions.													
Manager III	1.00	0.00	$128,569	$0	$128,569	x		1.00	0.00	$130,857	$0	$130,857	x	
Mandatory Fringe Benefits			$49,201	$0	$49,201	x				$54,315	$0	$54,315	x	
Manager II	0.00	0.77	$0	$119,128	($119,128)	x		0.00	1.00	$0	$121,248	($121,248)	x	
Mandatory Fringe Benefits			$0	$47,369	($47,369)	x				$0	$52,141	($52,141)	x	
			Total Savings	*$11,273*						*Total Savings*	*$11,783*			
	The Department is proposing the transfer of a Manager III position from the Redevelopment Agency to assist with personnel and human resource functions in the Department. We recommend approval of the position but as a downward substitution to a Manager II position to aid the existing human resource staff.							Ongoing savings.						

GF = General Fund
1T = One Time

ADM - City Administrator's Office

Object Title	FY 2012-13 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T	FY 2013-14 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T
Attrition Savings	0.00	1.29	($143,641)	($228,641)	$85,000	x	x							
Mandatory Fringe Benefits			($56,502)	($89,937)	$33,435	x	x							
			Total Savings		$118,435									
	The Department hired four positions in FY 2011-12 on temporary requisitions before the Board of Supervisors approved the new positions in the FY 2012-13 budget. The Department's General Fund budget for salaries has increased in FY 2012-13 by $2.5 million,or 9.4%. The Department has budgeted $5.3 million in salaries in this program in FY 2012-13, which is an increase of $400,000 or 8.7% more than FY 2011-12 salaries of $4.9 million. The recommended reduction in attrition savings adjusts for the increased salary budget due to new positions hired in the prior fiscal year on temporary requisitions.													
	BA8 - Earthquake Safety Program													
Programmatic Budget	1.00	0.77	$440,000	$379,285	$60,715	x		1.00	1.00	$590,000	$566,570	$23,430	x	
	The Department has proposed a new Manager IV position for the Earthquake Safety Program, which is a new General Fund project. The Department does not have a detailed plan or budget for the this new program in FY 2012-13. We recommend a Manager II position instead of a Manager IV position, with a hire date of October 1, 2012, which is the appropriate level for the program manager based on the Department's preliminary description of the the program scope. Funding for the proposed new Manager II salary and fringe benefits in FY 2012-13 is $128,203. As noted below, we recommend that the Budget and Finance Committee reserve the balance of $251,082, pending submission of a program plan and budget detail.							Funding for the Manager II salary and fringe benefit in FY 2013-14 is $173,389. As noted below, we recommend that the Budget and Finance Committee reserve the balance of $393,181, pending submission of a program plan and budget detail.						
	BK6 - Treasure Island													
Senior Administrative Analyst	0.77A	0.77L	$73,654	$73,654	$0									
			Total Savings		*$0*									
	The Department is requesting a new position to support the transition of TIDA from the Navy to the City. We recommend this as a limited-tenure position to be terminated when the transition is completed.													

FY 2012-13
Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	$209,923	$199,157	$409,080
Non-General Fund	$0	$0	$0
Total	$209,923	$199,157	$409,080

FY 2013-14
Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	$0	$323,286	$323,286
Non-General Fund	$0	$0	$0
Total	$0	$323,286	$323,286

GF = General Fund
1T = One Time

ADM - City Administrator's Office

Object Title	FY 2012-13 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T	FY 2013-14 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T
Policy Recommendations														
	FAC - City Administrator - Administration													
Community Development Specialist	0.77	0.00	$59,710	$0	$59,710	x		1.00	0.00	$78,548	$0	$78,548	x	
Mandatory Fringe Benefits			$25,611	$0	$25,611	x				$36,806	$0	$36,806	x	
			Total Savings	*$85,321*						*Total Savings*	*$115,354*			
	The Department is requesting one new Community Development Specialist position to support the Mid-Market and 3rd Street projects previously funded by the San Francisco Redevelopment Agency. The Department has not sufficiently defined the role of this position or how the potential responsibilities of the position cannot be undertaken by existing staff. Furthermore this role is duplicated by a new position proposed in the Office of Economic and Workforce Development budget. We consider approval of the proposed position to be a policy matter.							Ongoing reduction.						

FY 2012-13
Total Policy Recommendations

	One-Time	Ongoing	Total
General Fund	$0	$85,321	$85,321
Non-General Fund	$0	$0	$0
Total	$0	$85,321	$85,321

FY 2013-14
Total Policy Recommendations

	One-Time	Ongoing	Total
General Fund	$0	$115,354	$115,354
Non-General Fund	$0	$0	$0
Total	$0	$115,354	$115,354

Reserve Recommendation														
	BA8 - Earthquake Safety Program													
Programmatic Budget			$379,285	$379,285*						$566,570	$566,570*			
	The Department does not have a detailed plan or budget for the Earthquake Safety program in FY 2012-13. As noted above, funding for the proposed new Manager II salary and fringe benefits in FY 2012-13 is $128,203. As noted below, we recommend that the Budget and Finance Committee reserve the balance of $251,082, pending submission of a program plan and budget detail.							As noted above, funding for the Manager II salary and fringe benefit in FY 2013-14 is $173,389. We recommend that the Budget and Finance Committee reserve the balance of $393,181, pending submission of a program plan and budget detail.						

FY 2012-13
Total Reserve Recommendation

	One-Time	Ongoing	Total
General Fund	$0	$251,082	$251,082
Non-General Fund	$0	$0	$0
Total	$0	$251,082	$251,082

FY 2013-14
Total Reserve Recommendation

	One-Time	Ongoing	Total
General Fund	$0	$393,181	$393,181
Non-General Fund	$0	$0	$0
Total	$0	$393,181	$393,181

GF = General Fund
1T = One Time

Recommendations of the Budget and Legislative Analyst
For Reduction and Close-out of Past-year Encumbrances from City Budget

ADM - Administrative Services

Vendor Name	Subobject Title	General Fund Savings	Year of Appropriation	Date of Last Recorded Transaction	Original Amount	Unexpended Balance
XTECH	MANAGEMENT CONSULTING SERVICES	Yes	1/18/2008	12/4/2008	89,625.00	29,885.00
RICOH-REPRODUCTION STORE	REPRODUCTION COPIER STORE PROGRAM	Yes	10/14/2009	12/23/2010	3,500.00	1,253.00
					-	-
					-	-
					-	-
					-	-
					-	-

Total Amount Return to Fund Balance 31,138.00
General Fund 31,138.00
Non-General Fund -

Note: The above encurnbrance blanaces are from budget years prior to FY 2011-12. The Department has indicated that the balances of these encumbrances are no longer needed, therefore the balances can be returned to the General Fund, if applicable.

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BUDGET REVIEW EXECUTIVE SUMMARY

YEAR ONE: FY 2012-13

Budget Changes

The department's proposed $75,914,891 budget for FY 2012-13 is $1,731,443 or 2.3% more than the original FY 2011-12 budget of $74,183,448.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2012-13 are 199.42 FTEs, which are 3.19 FTEs more than the 196.23 FTEs in the original FY 2011-12 budget. This represents a 1.6% increase in FTEs from the original FY 2011-12 budget.

Revenue Changes

The Department's revenues of $74,307,300 in FY 2012-13, are $1,562,978 or 2.1% more than FY 2011-12 revenues of $74,307,300. General Fund support of $1,607,591 in FY 2012-13 is $168,465 or 11.7% more than FY 2011-12 General Fund support of $1,439,126.

YEAR TWO: FY 2013-14

Budget Changes

The department's proposed $73,070,818 budget for FY 2013-14 is $2,844,073 or 3.7% less than the original FY 2012-13 budget of $75,914,891.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2013-14 are 206.33 FTEs, which are 6.91 FTEs more than the 199.42 FTEs in the original FY 2012-13 budget. This represents 3.5% increase in FTEs from the original FY 2012-13 budget.

Revenue Changes

The Department's revenues of $71,422,863 in FY 2013-14, are $2,884,437 or 3.9% less than FY 2012-13 revenues of $74,307,300. General Fund support of $1,647,955 in FY 2012-13 is $40,364 or 2.5% more than FY 2012-13 General Fund support of $1,607,591.

RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2012-13 AND FY 2013-14

DEPARTMENT: TIS – DEPARTMENT OF TECHNOLOGY

RECOMMENDATIONS

YEAR ONE: FY 2012-13

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $280,021 in FY 2012-13. Of the $280,021 in recommended reductions, $260,790 are ongoing savings and $19,231 are one-time savings. The General Fund savings from these recommendations is $204,799.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended General Fund encumbrances, which would allow the return of $579,812 to the General Fund.

These recommendations will result in $784,611 savings to the City's General Fund in FY 2012-13.

YEAR TWO: FY 2013-14

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $961,330 in FY 2013-14. Of the $961,330 in recommended reductions, $953,029 are ongoing savings and $8,301 are one-time savings. The General Fund savings from these recommendations is $708,047.

RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2012-13 AND FY 2013-14

DEPARTMENT: TIS – DEPARTMENT OF TECHNOLOGY

SUMMARY OF PROGRAM EXPENDITURES:

Program	FY2011-2012 Budget	FY2012-2013 Proposed	Increase/ Decrease from FY2011-2012	FY2013-2014 Proposed	Increase/ Decrease from FY2012-2013
GENERAL SERVICES AGENCY - TECHNOLOGY					
ADMINISTRATION	25,574,713	23,541,789	-2,032,924	23,873,975	332,186
GOVERNANCE AND OUTREACH	7,547,473	9,117,365	1,569,892	8,580,582	(536,783)
OPERATIONS	30,611,314	31,583,200	971,886	28,808,128	(2,775,072)
REPRODUCTION SERVICES	0	0	0	0	0
TECHNOLOGY	1,806,574	2,601,035	794,461	2,664,080	63,045
TECHNOLOGY SERVICES:PUBLIC SAFETY	8,643,374	9,071,502	428,128	9,144,053	72,551
GENERAL SERVICES AGENCY - TECHNOLOGY	74,183,448	75,914,891	1,731,443	73,070,818	(2,844,073)

FY 2012-13

The Department's proposed FY 2012-13 budget has increased by is $1,731,443 largely due to:

- Increased salary and mandatory fringe benefit expenditures, including new positions in FY 2012-13, annualization of positions that were new in FY 2011-12, and mandatory salary increases.
- A one-time increase in Committee on Information Technology (COIT) projects, including data center consolidation and ongoing work converting City workers' email system from Lotus Notes to Microsoft Outlook.
- Enhancements to the City's Disaster Recovery and Mobile Services projects and equipment upgrades for SFGovTV and other TIS efforts.
- These increases are partially offset by reductions in telephone costs due to reduced usage.

FY 2013-14

The Department's proposed FY 2013-14 budget has decreased by $2,844,073 largely due to:

- Reduced funding for data center consolidation and email conversion.
- These reductions are offset, somewhat, by increased salary expenditures for the annualization of positions that were new in FY 2012-13, and increases in salaries and mandatory fringe benefits.

SUMMARY OF DEPARTMENT POSITION CHANGES:

FY 2012-13

The number of full-time equivalent positions (FTE) budgeted for FY 2012-13 are 199.42 FTEs, which are 3.19 FTEs more than the 196.23 FTEs in the original FY 2011-12 budget. This represents a 1.6% increase in FTEs from the original FY 2011-12 budget.

The proposed budget includes new positions working on the Disaster Recovery Project and SFGovTV, adjusting select positions from part-time to full-time, and positions reassigned from the Controller's Office.

DEPARTMENT: TIS – DEPARTMENT OF TECHNOLOGY

FY 2013-14

The number of full-time equivalent positions (FTE) budgeted for FY 2013-14 are 206.33 FTEs, which are 6.91 FTEs more than the 199.42 FTEs in the original FY 2012-13 budget. This represents 3.5% increase in FTEs from the original FY 2012-13 budget.

This increase reflects the annualization of positions that were new in FY 2012-13, and the reassignment of positions from an off-budget position in FY 2012-13 to on-budget in FY 2013-14.

DEPARTMENT REVENUES:

FY 2012-13

The Department's revenues of $74,307,300 in FY 2012-13, are $1,562,978 or 2.1% more than FY 2011-12 revenues of $74,307,300. General Fund support of $1,607,591 in FY 2012-13 is $168,465 or 11.7% more than FY 2011-12 General Fund support of $1,439,126.

Specific changes in the Department's FY 2012-13 revenues include:

- Increases in expenditure recovery from other City departments.
- Reduced use of fund balance.
- Increased revenue from licenses and fines.

FY 2013-14

The Department's revenues of $71,422,863 in FY 2013-14, are $2,884,437 or 3.9% less than FY 2012-13 revenues of $74,307,300. General Fund support of $1,647,955 in FY 2012-13 is $40,364 or 2.5% more than FY 2012-13 General Fund support of $1,607,591.

These changes reflect continued reductions in the Department's use of fund balance, as well as a reduction in anticipated expenditure recoveries from other City departments. .

RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2012-13 AND FY 2013-14

DEPARTMENT: TIS – DEPARTMENT OF TECHNOLOGY

COMMENTS:

FY 2012-13

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $280,021 in FY 2012-13. Of the $280,021 in recommended reductions, $260,790 are ongoing savings and $19,231 are one-time savings. The General Fund savings from these recommendations is $204,799.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended General Fund encumbrances, which would allow the return of $579,812 to the General Fund.

These recommendations will result in $784,611 savings to the City's General Fund in FY 2012-13.

FY 2013-14

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $961,330 in FY 2013-14. Of the $961,330 in recommended reductions, $953,029 are ongoing savings and $8,301 are one-time savings. The General Fund savings from these recommendations is $708,047.

TIS - Department of Technology

Object Title	FY 2012-13 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T	FY 2013-14 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T
BAK - Operations														
Communications Line Worker Supervisor II								0.00	(0.50)	$0	($55,651)	$55,651	x	
Mandatory Fringe Benefits										$0	($24,036)	$24,036	x	
Electrical Line Worker								0.00	(2.00)	$0	($179,734)	$179,734	x	
Mandatory Fringe Benefits										$0	($84,448)	$84,448	x	
Electrician								0.00	(0.30)	$0	($27,889)	$27,889	x	
Mandatory Fringe Benefits										$0	($12,944)	$12,944	x	
Communications Systems Technician								0.00	(0.50)	$0	($53,402)	$53,402	x	
Mandatory Fringe Benefits										$0	($22,355)	$22,355	x	
Elecitrical Line Helper								0.00	(2.00)	$0	($152,954)	$152,954	x	
Mandatory Fringe Benefits										$0	($76,452)	$76,452	x	
One Day Adjustment										$0	($1,829)	$1,829	x	
Mandatory Fringe Benefits										$0	($545)	$545	x	
										Total Savings	*$692,239*			
								The Department's FY 2013-14 budget includes several limited term positions (5.3 FTE) that were to end prior to the start of the fiscal year. These limited term positions and the related salary and fringe costs are proposed to be deleted for FY2013-14 as originally planned.						
Other Current Expenses			$500,000	$250,000	$250,000	x				$500,000	$250,000	$250,000	x	
	Reduce based on historic spending							Ongoing savings						
BK4 - Governance and Outreach														
Media Production Technician	1.00	0.90	$60,164	$54,148	$6,016	x	x							
Mandatory Fringe Benefits			$29,936	$26,943	$2,993	x	x							
			Total Savings	*$9,009*										
	Department has requested 1.0 FTE new Media Production Technician, which would allow the Department to increase two existing Media Production Technicians from 0.5 FTE each to 1.0 FTE each. The Department has not requested an interim exception. A one-time reduction of 0.10 FTE will allow the Department to increase the hours for these two existing positions from full-time to part-time on or after August 1, 2012.													

GF = General Fund
1T = One Time

TIS - Department of Technology

Object Title	FY 2012-13 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T	FY 2013-14 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T
Temporary - Miscellanous	2.06	1.94	$169,710	$159,710	$10,000	x		2.06	1.94	$169,710	$159,710	$10,000	x	
Mandatory Fringe Benefits			$13,407	$12,617	$790	x				$13,407	$12,617	$790	x	
			Total Savings	*$10,790*						*Total Savings*	*$10,790*			
	As of June 13, 2012, the Department was projected to close the year with a significant General Fund Temporary Salaries appropriation. A reduction of $10,000, plus mandatory fringe benefits, will allow sufficient funding for Temporary Salaries.							Ongoing savings.						
Equipment Purchase			$1,119,308	$1,109,086	$10,222		x			$1,157,940	$1,149,639	$8,301		x
	Department overestimated sales tax in calculating its Equipment Purchase budget. Reduce by $8,301 to reflect 8.5% sales tax							Department overestimated sales tax in calculating its Equipment Purchase budget. Reduce by $8,301 to reflect 8.5% sales tax						

FY 2012-13
Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	$9,009	$195,790	$204,799
Non-General Fund	$10,222	$65,000	$75,222
Total	$19,231	$260,790	$280,021

FY 2013-14
Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	$0	$708,047	$708,047
Non-General Fund	$8,301	$244,982	$253,283
Total	$8,301	$953,029	$961,330

NOTE: The 6I TIF AAP fund is an interdepartmental recovery fund, consisting of approximately 74% General Fund and 26% non-General Fund

TIS - Department of Technology

Vendor Name	Subobject Title	General Fund Savings	Year of Appropriation	Date of Last Recorded Transaction	Original Amount	Unexpended Balance
XTECH	DATA PROCESSING EQUIPMENT	No	$2,008	2/26/2009	35,297.63	19,570.54
XTECH	SYSTEMS CONSULTING SERVICES	Yes	$2,009	4/2/2009	11,520.00	6,600.00
SYMPHONY SERVICES CORP	SYSTEMS CONSULTING SERVICES	Yes	$2,009	9/15/2009	8,000.00	8,000.00
EN POINTE TECHNOLOGIES SALES INC	SYSTEMS CONSULTING SERVICES	Yes	$2,009	11/6/2009	32,855.00	32,855.00
XTECH	SYSTEMS CONSULTING SERVICES	Yes	$2,010	4/26/2010	40,000.00	8,000.00
XTECH	DP/WP EQUIPMENT MAINT	Yes	$2,010	4/30/2010	3,893.25	3,893.25
MALTBY ELECTRIC SUPPLY CO INC	COMMUNICATION SUPPLIES	Yes	$2,010	7/19/2010	1,000.00	726.25
MALTBY ELECTRIC SUPPLY CO INC	COMMUNICATION SUPPLIES	Yes	$2,010	12/20/2010	1,910.00	1,564.92
REAL ESTATE	GF-RENT PAID TO REAL ESTATE	Yes	$2,010	1/28/2011	859,878.00	15,006.00
REMOTE SATELLITE SYSTEMS INTL	COMMUNICATION	Yes	$2,011	3/1/2011	65.70	65.70
CA INC	TRAINING COSTS PAID TO VENDORS	Yes	$2,011	3/1/2011	2,900.00	2,900.00
				Total Amount Return to Fund Balance		99,181.66
				General Fund		58,912.23
				Non-General Fund		40,269.43

Note: The above encurnbrance blanaces are from budget years prior to FY 2011-12. The Department has indicated that the balances of these encumbrances are no longer needed, therefore the balances can be returned to the General Fund, if applicable.

BUDGET REVIEW EXECUTIVE SUMMARY

YEAR ONE: FY 2012-13

Budget Changes

The department's proposed $146,545,862 budget for FY 2012-13 is $17,578,114 or 13.6% more than the original FY 2011-12 budget of $128,967,748.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2012-13 are 804.13 FTEs, which are 20.89 FTEs more than the 783.24 FTEs in the original FY 2011-12 budget. This represents a 2.7% change in FTEs from the original FY 2011-12 budget.

Revenue Changes

The Department's revenues of $118,143,921 in FY 2012-13, are $12,909,899 or 12.3% more than FY 2011-12 revenues of $105,234,022. General Fund support of $28,401,941 in FY 2012-13 is $4,668,215 or 19.7% more than FY 2012-13 General Fund support of $23,733,726.

YEAR TWO: FY 2013-14

Budget Changes

The department's proposed $141,080,690 budget for FY 2013-14 is $5,465,172 or 3.7% less than the proposed FY 2012-13 budget of $146,545,862.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2013-14 are 804.58 FTEs, which are .45 FTEs more than the 804.13 FTEs in the proposed FY 2012-13 budget. This represents .06% change in FTEs from the original FY 2012-13 budget.

Revenue Changes

The Department's revenues of $122,888,500 in FY 2013-14, are $4,744,579 or 4.0% more than FY 2012-13 revenues of $118,143,921. General Fund support of $18,192,190 in FY 2012-13 is $10,209,751 or 35.9% less than FY 2012-13 General Fund support of $28,401,941.

RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2012-13 AND FY 2013-14

DEPARTMENT: DPW – DEPARTMENT OF PUBLIC WORKS

RECOMMENDATIONS

YEAR ONE: FY 2012-13

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $222,413 in FY 2012-13. All of the $222,413 in recommended reductions are ongoing savings. These reductions would still allow an increase of $17,355,701 or 13.5% in the Department's FY 2012-13 budget.

These recommendations will result in a slightly larger General Fund savings of $254,783 in FY 2012-13.

YEAR TWO: FY 2013-14

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $248,034 in FY 2013-14. All the recommended reductions are ongoing savings.

These recommendations will result in a slightly larger General Fund savings of $281,997 in FY 2013-14.

DEPARTMENT: DPW – DEPARTMENT OF PUBLIC WORKS

SUMMARY OF PROGRAM EXPENDITURES:

Program	FY 2011-2012 Budget	FY 2012-2013 Proposed	Increase/ Decrease from FY 2011-2012	FY 2013-2014 Proposed	Increase/ Decrease from FY 2012-2013
GENERAL SERVICES AGENCY - PUBLIC WORKS					
ARCHITECTURE	471,617	414,630	(56,987)	415,741	1,111
BUILDING REPAIR AND MAINTENANCE	17,960,448	18,120,423	159,975	18,824,370	703,947
CITY CAPITAL PROJECTS	26,289,510	37,454,377	11,164,867	29,735,698	(7,718,679)
CONSTRUCTION MANAGEMENT SERVICES	278,274	217,264	(61,010)	217,926	662
ENGINEERING	712,475	883,494	171,019	881,068	(2,426)
GENERAL ADMINISTRATION	0	0	0	0	0
STREET AND SEWER REPAIR	14,588,464	16,794,524	2,206,060	17,187,400	392,876
STREET ENVIRONMENTAL SERVICES	38,216,141	39,873,881	1,657,740	40,032,524	158,643
STREET USE MANAGEMENT	14,149,931	16,154,611	2,004,680	16,600,241	445,630
URBAN FORESTRY	16,300,888	16,632,658	331,770	17,185,722	553,064
GENERAL SERVICES AGENCY - PUBLIC WORKS	**128,967,748**	**146,545,862**	**17,578,114**	**141,080,690**	**(5,465,172)**

FY 2012-13

The Department's proposed FY 2012-13 budget has increased by $17,578,114 largely due to:

- Capital projects, including bond-funded improvements to fire stations and systems, street-scape improvements, street resurfacing, and curb ramps. The passage of the street resurfacing bond in November 2011 will allow DPW to increase street repairs for 3 years while the City pursues a permanent source of funding for street repairs.
- Rising personnel costs, including increased salary costs in administration and temporary and overtime pay for workers in the Bureau of Street and Sewer Repair.
- Investment in workforce programs for street cleaning and urban forestry, including the Jobs Now and Community Corridors Apprenticeship programs, which partner with local agencies to provide employment for low-income San Francisco residents.

FY 2013-14

The Department's proposed FY 2013-14 budget has decreased by $5,465,172 largely due to:

- Decreased spending on major capital projects. This decrease in funding for new projects is accompanied by increased spending on debt service costs associated with recent capital projects.
- Decreased funding for the Community Corridors Apprenticeship program.

DEPARTMENT: DPW – DEPARTMENT OF PUBLIC WORKS

SUMMARY OF DEPARTMENT POSITION CHANGES:

FY 2012-13

The number of full-time equivalent positions (FTE) budgeted for FY 2012-13 are 804.13 FTEs, which are 20.89 FTEs more than the 783.24 FTEs in the original FY 2011-12 budget. This represents a 2.7% increase in FTEs from the original FY 2011-12 budget.

The FY 2012-13 budget includes 45 new non-operating (off-budget) positions, principally within the bureaus of Infrastructure Design and Construction (formerly Engineering) and the Bureau of Building Design and Construction (formerly Architecture), for capital projects.

The FY 2012-13 budget also includes 20.89 new FTEs, including (a) two new street inspector positions, (b) one manager and one supervisor for street repair, (c) one administrative analyst, (d) adjustments to attrition savings to allow hiring of vacant positions, and (e) increases in temporary salaries to allow for hiring of project-based positions that are not permanent. The new positions in the FY 2012-13 budget are offset by position deletions and other adjustments.

The Department is also realigning functions in several bureaus, notably centralizing information technology functions and transferring positions from the Bureau of Project Controls Services (formerly the Bureau of Construction Management Services) into the Bureaus of Building Design and Construction and Infrastructure Design and Construction.

FY 2013-14

The number of full-time equivalent positions (FTE) budgeted for FY 2013-14 are 804.58 FTEs, which are 0.45 FTEs more than the 804.13 FTEs in the original FY 2012-13 budget. This represents a .06% increase in FTEs from the original FY 2012-13 budget.

DEPARTMENT REVENUES:

FY 2012-13

The Department's revenues of $118,143,921 in FY 2012-13, are $12,909,899 or 12.3% more (less) than FY 2011-12 revenues of $105,234,022. General Fund support of $28,401,941 in FY 2012-13 is 4,668,215 or 19.7% more than FY 2011-12 General Fund support of $23,733,726.

Specific changes in the Department's FY 2012-13 revenues include:

- A large increase in funding for capital projects from voter-approved bonds, including the new Proposition B street repair initiative.
- Increase in the city's share of state gas tax revenues.
- An increase in General Fund support.
- Fee revenues are projected to increase in FY 2012-13 by $469,524, due in part to increased right-of-way assessments and other construction activities.

FY 2013-14

The Department's revenues of $122,888,500 in FY 2013-14, are $4,744,579 or 4.0% more than FY 2012-13 revenues of $118,143,921. General Fund support of $18,192,190 in FY 2013-14 is $10,209,751 or 35.9% less than FY 2012-13 General Fund support of $28,401,941.

DEPARTMENT: DPW – DEPARTMENT OF PUBLIC WORKS

Specific changes in the Department's FY 2013-14 revenues include:

- Continued funding for capital projects from voter-approved bonds, including the new Proposition B street repair initiative, and anticipated reimbursement related to the 4th Street bridge retrofit, totaling $10,000,000, as part of a legal settlement.
- Increased recoveries for work performed for other city departments.
- A modest increase in the city's share of state gas tax revenues.
- Modest increases in fee revenues from construction activities such as right-of-way assessments.

COMMENTS:

FY 2012-13

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $222,413 in FY 2012-13. All of the $222,413 in recommended reductions are ongoing savings. These reductions would still allow an increase of $17,355,701 or 13.5% in the Department's FY 2012-13 budget.

These recommendations will result in a slightly larger General Fund savings of $254,783 in FY 2012-13.

FY 2013-14

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $248,034 in FY 2013-14. All the recommended reductions are ongoing savings.

These recommendations will result in a slightly larger General Fund savings of $281,997 in FY 2013-14.

DPW - General Services Agency - Department of Public Works

Object Title	FY 2012-13 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T	FY 2013-14 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T
BA1 - Urban Forestry														
Other Current Expenses			$10,880	$5,880	$5,000	x				$10,880	$5,880	$5,000	x	
	Based on projected need.							Ongoing reduction.						
SFGH Medical Service			$24,400	$19,400	$5,000	x				$24,400	$19,400	$5,000	x	
	Department is projecting significantly lower levels of Workers' Compensation than were budgeted.							Ongoing reduction.						
Workers' Compensation			$792,413	$700,000	$92,413	x				$818,034	$700,000	$118,034	x	
	Department is projecting significantly lower levels of Workers' Compensation than were budgeted.							Ongoing reduction.						
BA2 - Street and Sewer Repair														
Asphalt Finisher	3.00	2.65	$189,623	$167,632	$21,991	x		3.00	2.65	$192,997	$170,481	$22,516	x	
Mandatory Fringe Benefits			$89,501	$79,122	$10,379	x				$98,118	$86,671	$11,447	x	
			Total Savings		*$32,370*					*Total Savings*		*$33,963*		
	Based on projected need.							Ongoing reduction.						
Temporary Salaries			$1,154,346	$1,124,346	($30,000)					$1,154,346	$1,185,346	($31,000)		
Mandatory Fringe Benefits			$91,193	$88,823	($2,370)					$91,193	$94,156	($2,963)		
			Total Savings		*($32,370)*					*Total Savings*		*($33,963)*		
	Based on projected need.							Ongoing reduction.						
BAR - Building Repair and Maintenance														
Stationary Engineer	5.00	4.00	$376,090	$300,872	$75,218	x		5.00	4.00	$382,782	$306,226	$76,556	x	
Mandatory Fringe Benefits			$168,958	$135,166	$33,792	x				$185,894	$148,715	$37,179	x	
			Total Savings		*$109,010*					*Total Savings*		*$113,735*		
	Position has been vacant since 6/12/2010.							Ongoing reduction.						
Attrition Savings			($212,484)	($136,715)	($75,769)	x				($216,197)	($139,103)	($77,094)	x	
Mandatory Fringe Benefits			($93,221)	($59,980)	($33,241)	x				($102,752)	($66,111)	($36,641)	x	
			Total Savings		*($109,010)*					*Total Savings*		*($113,735)*		
	Reduce attrition to partially offset elimination of vacant position.							Ongoing reduction in attrition.						

GF = General Fund
1T = One Time

DPW - General Services Agency - Department of Public Works

Object Title	FY 2012-13 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T	FY 2013-14 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T
BAZ - Street Environmental Services														
General Laborer	125.50	120.50	$7,517,332	$7,217,837	$299,495	x		125.50	120.50	$7,651,099	$7,346,274	$304,825	x	
Mandatory Fringe Benefits			$3,633,362	$3,488,607	$144,755	x				$3,978,494	$3,819,988	$158,506	x	
			Total Savings	*$444,250*						*Total Savings*	*$463,331*			
	The Department has 22.0 FTE vacant General Labor positions, of which 6.0 FTEs have been vacant since 2007. A reduction of 5.0 FTEs General Laborers will still allow the Department to increase its General Laborer staffing in FY 2012-13.							Ongoing reduction.						
Attrition Savings			$797,975	$1,098,667	($300,692)	x				$618,687	$924,564	($305,877)	x	
Mandatory Fringe Benefits			$380,975	$524,533	($143,558)	x				$318,477	$475,931	($157,454)	x	
			Total Savings	*($444,250)*						*Total Savings*	*($463,331)*			
	Reduce attrition to partially offset elimination of vacant position.							Ongoing reduction in attrition.						
Professional & Specialized Srvcs.			$380,510	$305,510	$75,000	x				$380,510	$305,510	$75,000	x	
	Based on historical spending and on information provided by department on current spending for these contracts.							Ongoing reduction.						
Parking and Traffic			$50,000	$5,000	$45,000	x				$50,000	$5,000	$45,000	x	
	Reduce workorder with MTA Parking and Traffic based on projected need.							Ongoing reduction.						
BAW - City Capital Projects														
Blds, Structures & Improvements										$1,000,000	$1,000,000	$0	x	x
								Place $1,000,000 of General Fund one-time capital funding for the Law Library on Budget and Finance Committee Reserve pending the provision of details regarding where and how these funds would be specifically expended. The Law Library is currently located in the War Memorial building. Due to the closure of the War Memorial for seismic renovations, the Law Library will need to relocate by FY 2013-14. Any new lease for the Law Library would be subject to approval by the Board of Supervisors. Based on information provided by the Real Estate Division, the proposed $1,000,000 included in DPW's FY 2013-14 capital budget is intended to fund relocation and renovation costs for the Law Library in FY 2013-14. Given that the specific location and amount of space required for the Law Library has not yet been determined, the amount that would be required for relocation and renovation costs cannot be specified at this time.						

GF = General Fund
1T = One Time

DPW - General Services Agency - Department of Public Works

	FY 2012-13							FY 2013-14						
	FTE		Amount					FTE		Amount				
Object Title	From	To	From	To	Savings	GF	1T	From	To	From	To	Savings	GF	1T
	BKJ - General Administration													
Accountant II	5.00	4.00	$380,380	$304,304	$76,076			5.00	4.00	$387,149	$309,719	$77,430		
Mandatory Fringe Benefits			$166,528	$133,222	$33,306					$183,544	$146,835	$36,709		
			Total Savings	*$109,382*						*Total Savings*	*$114,139*			
	Department currently has 3.0 FTE Accountant II vacancies. Eliminate 1.0 FTE							Ongoing reduction.						
Communications Dispatcher	1.00	0.00	$55,902	$0	$55,902			1.00	0.00	$56,625	$0	$56,625		
Mandatory Fringe Benefits			$27,490	$0	$27,490					$30,260	$0	$30,260		
			Total Savings	*$83,392*						*Total Savings*	*$86,885*			
	Eliminate position that has been vacant since April 2007.							Ongoing reduction.						
Attrition Savings			($260,604)	($121,690)	($138,914)					($243,771)	($102,489)	($141,282)		
Mandatory Fringe Benefits			($101,042)	($47,182)	($53,860)					($103,080)	($43,338)	($59,742)		
			Total Savings	*($192,774)*						*Total Savings*	*($201,024)*			
	Reduce attrition to partially offset elimination of vacant position.							Ongoing reduction in attrition.						

FY 2012-13
Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	$0	$254,783	$254,783
Non-General Fund*	$0	($32,370)	($32,370)
Total	$0	$222,413	$222,413

FY 2013-14
Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	$0	$281,997	$281,997
Non-General Fund*	$0	($33,963)	($33,963)
Total	$0	$248,034	$248,034

GF = General Fund
1T = One Time

BUDGET REVIEW EXECUTIVE SUMMARY

YEAR ONE: FY 2012-13

Budget Changes

The Department's proposed $4,196,629 budget for FY 2012-13 is $4,152,715 or 49.7% less than the original FY 2011-12 budget of $8,349,344.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2012-13 is 17.20 FTEs, which is 0.12 FTEs less than the 17.32 FTEs in the original FY 2011-12 budget. This represents a 0.7% decrease in FTEs from the original FY 2011-12 budget.

Revenue Changes

The Department's revenues of $4,100,000 in FY 2012-13, are $4,000,000 or 4,000% more than the FY 2011-12 revenues of $100,000. General Fund support of $96,629 in FY 2012-13 is $8,152,715 or 98.8% less than the FY 2011-12 General Fund support of $8,249,344.

YEAR TWO: FY 2013-14

Budget Changes

The Department's proposed $4,307,186 budget for FY 2013-14 is $110,557 or 2.6% more than the proposed FY 2012-13 budget of $4,196,629.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2013-14 is 17.20 FTEs, which is the same number of FTEs in the proposed FY 2012-13 budget.

Revenue Changes

The Department's revenues of $100,000 in FY 2013-14, are $4,000,000 or 97.6% less than FY 2012-13 revenues of $4,100,000. General Fund support of $4,207,186 in FY 2013-14 is $4,110,557 or 4,254% more than the FY 2012-13 General Fund support of $96,629.

RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2012-13 AND FY 2013-14

DEPARTMENT: ETH – ETHICS COMMISSION

RECOMMENDATIONS

YEAR ONE: FY 2012-13

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $41,142 in FY 2012-13. All of the $41,142 recommended reductions are ongoing savings.

YEAR TWO: FY 2013-14

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $45,454 in FY 2013-14. All of the $45,454 recommended reductions are ongoing savings. These reductions would still allow an increase of $65,103 or 1.6% in the Department's FY 2013-14 budget.

DEPARTMENT: ETH – ETHICS COMMISSION

SUMMARY OF PROGRAM EXPENDITURES:

Program	FY 2011-2012 Budget	FY 2012-2013 Proposed	Increase/ Decrease from FY 2011-2012	FY 2013-2014 Proposed	Increase/ Decrease from FY 2012-2013
ETHICS COMMISSION					
ELECTION CAMPAIGN FUND	$6,091,332	$1,899,308	($4,192,024)	$1,908,804	$9,496
ETHICS COMMISSION	2,258,012	2,297,321	39,309	2,398,382	101,061
ETHICS COMMISSION	**$8,349,344**	**$4,196,629**	**($4,152,715)**	**$4,307,186**	**$110,557**

FY 2012-13

The Department's proposed FY 2012-13 budget has decreased by $4,152,715 largely due to:

- Provision of additional public financing disbursements for Mayoral candidates in the November, 2011 election totaling approximately $2,420,000 in FY 2011-12. Reduction of $4,192,024 because in FY 2011-12 the Election Campaign Fund received $6,091,332 from (a) required one-time repayment of $4,209,095 from the General Fund due to prior year underfunding of the Election Campaign Fund, in addition to (b) $1,882,237 annual FY 2011-12 deposit based on $2.75 contribution per San Francisco resident.
- In FY 2012-13, the Elections Campaign Fund is projected to receive $1,899,308 based on $2.75 contribution per San Francisco resident. In FY 2012-13, the Election Campaign Fund is estimated to provide disbursements of approximately $1,343,380 for qualified candidates for the Board of Supervisors in the November, 2012 election.
- Increases for mandated salary and benefit increases and to televise Ethics Commission meetings, through workorder with SFGTV.

FY 2013-14

The Department's proposed FY 2013-14 budget has increased by $110,557 largely due to:

- Mandated increases for salaries and related fringe benefits.

SUMMARY OF DEPARTMENT POSITION CHANGES:

FY 2012-13

The number of full-time equivalent positions (FTE) budgeted for FY 2012-13 are 17.20 FTEs, which are 0.12 FTEs less than the 17.32 FTEs in the original FY 2011-12 budget. This represents a 0.7% decrease in FTEs from the original FY 2011-12 budget.

- In FY 2012-13, three 1654 Accountant III positions ($91,962 annual salary) and one 1823 Senior Administrative Analyst position ($95,654 annual salary) will be Txed down to four 1822 Administrative Analyst positions ($81,824 annual salary), for an annual savings of approximately $59,000 in salary and fringe benefit costs in FY 2012-13.

DEPARTMENT: ETH – ETHICS COMMISSION

FY 2013-14

The number of full-time equivalent positions (FTE) budgeted for FY 2013-14 are 17.20 FTEs, which is the same number of FTEs in the proposed FY 2012-13 budget.

DEPARTMENT REVENUES:

FY 2012-13

The Department's revenues of $4,100,000 in FY 2012-13, are $4,000,000 or 4,000% more than the FY 2011-12 revenues of $100,000. General Fund support of $96,629 in FY 2012-13 is $8,152,715 or 98.8% less than the FY 2011-12 General Fund support of $8,249,344.

- In accordance with City Election Campaign and Governmental Conduct Code Section 1.138(b), the City must appropriate $2.75 per resident each fiscal year for the City's Election Campaign Fund, with these funds dedicated 85% for public financing of Mayoral and Board of Supervisors candidates and 15% for the Ethics Commission to administer this program. They FY 2012-13 appropriation of revenues is calculated based on an updated 2010 Census population of 812,538 x $2.75 x 85% = $1,899,308
- As noted above, in FY 2011-12, in addition to the $1,882,237 deposit based on $2.75 contribution per San Francisco resident, a one-time $4,209,095 was repaid by the General Fund to the Election Campaign Fund, for a total of $6,091,332. The Election Campaign Fund is projected to have a remaining balance of approximately $7,290,000 at the end of FY 2011-12.
- In FY 2012-13, $4,000,000 of this Election Campaign Fund balance is proposed to be transferred to the City's General Fund, which is shown as a funding source for the Ethics Commission, such that a projected total of approximately $4,240,000 would remain in the Election Campaign Fund in FY 2012-13.
- All other Ethics Commission revenues, including Lobbyist and Campaign Consultant Registration Fees, Campaign Disclosure and Other Fines are projected to stay at the same level for FY 2011-12 through FY 2013-14.

FY 2013-14

The Department's revenues of $100,000 in FY 2013-14, are $4,000,000 or 97.6% less than FY 2012-13 revenues of $4,100,000. General Fund support of $4,207,186 in FY 2013-14 is $4,110,557 or 4,254% more than the FY 2012-13 General Fund support of $96,629.

Specific changes in the Department's FY 2013-14 revenues include:

- The transfer of $4,000,000 from the Election Campaign Fund to the General Fund that is proposed in FY 2012-13 as a funding source for the Ethics Commission would not occur in FY 2013-14, such that the Ethics Commission will return to its former General Fund support.

DEPARTMENT: ETH – ETHICS COMMISSION

OTHER ISSUES

- In May, 2012, the Board of Supervisors approved various amendments to the Campaign Finance Reform Ordinance, including (a) increasing the number and amount of contributions to qualify for matching City funding, (b) changing filing deadlines and timing for distribution of funds to candidates, (c) increasing the total amount that candidates may receive, and (d) reducing the total Election Campaign Fund limit from $13.5 million to $7.0 million.
- On June 19, 2012, the Ethics Commission will begin evidentiary hearings on the City's official misconduct charges pending against Sheriff Ross Mirkarimi. The FY 2012-13 budget does not include any additional funding to support these hearings, although the FY 2011-12 budget will have approximately $19,000 of surplus non personnel funds. As of the writing of this report, the Ethics Commission staff cannot estimate when the Ethics Commission will conclude these hearings and make a recommendation to the Board of Supervisors.
- In addition, the Department plans to propose legislation to the Board of Supervisors within the next two fiscal years to require electronic campaign finance and consultant filings in order to eliminate the current inefficient paper filings, and the staff's time to scan these paper filings onto the Ethics Commission's website.

COMMENTS

FY 2012-13

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $41,142 in FY 2012-13. All of the $41,142 recommended reductions are ongoing savings.

FY 2013-14

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $45,454 in FY 2013-14. All of the $45,454 recommended reductions are ongoing savings. These reductions would still allow an increase of $65,103 or 1.6% in the Department's FY 2013-14 budget.

ETH- Ethics Commission

Object Title	FY 2012-13 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T	FY 2013-14 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T
FET - Ethics Commission														
Temporary Salaries	1.22		$100,000	$75,000	$25,000	x		1.22		$100,000	$75,000	$25,000	x	
Mandatory Fringe Benefits			$7,900	$5,925	$1,975	x				$7,900	$1,975	$5,925	x	
			Total Savings	*$26,975*						*Total Savings*	*$30,925*			
	Reduce Temporary Salaries based on actual historical use, adjusted to provide for additional Temporary Salary funds, due to expected higher useage.							Ongoing savings.						
Attrition Savings	(2.02)	(2.13)	($176,086)	($186,086)	$10,000	x		(2.02)	(2.13)	($179,014)	($189,014)	$10,000	x	
Mandatory Fringe Benefits			($73,380)	($77,547)	$4,167	x				($81,082)	($85,611)	$4,529	x	
			Total Savings	*$14,167*						*Total Savings*	*$14,529*			
	Increase Attrition Savings slightly based on actual historical use.							Ongoing savings.						

Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	$0	$41,142	$41,142
Non-General Fund	$0	$0	$0
Total	$0	$41,142	$41,142

Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	$0	$45,454	$45,454
Non-General Fund	$0	$0	$0
Total	$0	$45,454	$45,454

GF = General Fund
1T = One Time

It seems like SF Mayor, Ed Lee, is not cooperating enough with Blacks and Latino communities. Slashing funding from **La Voz Latina** sends a wrong message. Trying to silence voice of great Latinas and destroying critical services for Latino families in our community is counterproductive! We should support, encourage, and respect **women empowerment and families**—not to silence them. SF is supposed to be a city modeled like the United Nations.

In the City and County of San Francisco: The name "United Nations", coined by United States President Franklin D. Roosevelt was first used in the Declaration by United Nations of January 1, 1942 (http://www.un.org/en/aboutun/history/). San Francisco is known in the world to be a city of diversity of people and ideas. This is what I love about the city. Unlike the U.N., historically, San Francisco is famously consistent to get it right. We do not need to mess that reputation up!

Former SF Mayor and current CA State Lt. Governor, Gavin Newsom's racist plan for SF will fail, ultimately. He started it by using these folks below to accomplish his goal:

a) Ed Lee' appointment
b) George Gascón' appointment
c) Wrong racist and discriminatory agenda that they are trying to put in place against Blacks and Latinos in San Francisco got to stop!

Let me make it clear that we support private businesses and corporations coming in to SF. But, these companies should respect, honor, and support our cores values and community interests. Recently, Ed Lee is acting very weird! I don't know what's wrong with him!

I urge you to **restore funding for La Voz Latina**. They are great people doing amazing job for **families in the Tenderloin** under the leadership of **Cristál**.

SF' annual budget is $6.8 billion US dollars. **We have a lot of money for everybody**.

Restore funding for **La Voz Latina**, please!

Thank you very much!

Sí, se puede

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Restore funding for **La Voz Latina**, please!

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It seems like SF Mayor, Ed Lee, is not cooperating enough with Blacks and Latino communities. Slashing funding from **La Voz Latina** sends a wrong message. Trying to silence voice of great Latinas and destroying critical services for Latino families in our community is counterproductive! We should support, encourage, and respect **women empowerment and families**—not to silence them. SF is supposed to be a city modeled like the United Nations.

In the City and County of San Francisco: The name "United Nations", coined by United States President Franklin D. Roosevelt was first used in the Declaration by United Nations of January 1, 1942 (http://www.un.org/en/aboutun/history/). San Francisco is known in the world to be a city of diversity of people and ideas. This is what I love about the city. Unlike the U.N., historically, San Francisco is famously consistent to get it right. We do not need to mess that reputation up!

Former SF Mayor and current CA State Lt. Governor, Gavin Newsom's racist plan for SF will fail, ultimately. He started it by using these folks below to accomplish his goal:

a) Ed Lee' appointment
b) George Gascón' appointment
c) Wrong racist and discriminatory agenda that they are trying to put in place against Blacks and Latinos in San Francisco got to stop!

Let me make it clear that we support private businesses and corporations coming in to SF. But, these companies should respect, honor, and support our cores values and community interests. Recently, Ed Lee is acting very weird! I don't know what's wrong with him!

I urge you to **restore funding for La Voz Latina**. They are great people doing amazing job for **families in the Tenderloin** under the leadership of **Cristál**.

SF' annual budget is $6.8 billion US dollars. **We have a lot of money for everybody**.

Restore funding for **La Voz Latina**, please!

Thank you very much!

Sí, se puede

FW: Official Information Request

Dennis McLaughlin
Sent: Thursday, June 21, 2012 7:27 PM
To: Dennis McLaughlin

From: Willie Ramirez [Willie.Ramirez@sfdph.org]
Sent: Wednesday, May 16, 2012 12:24 PM
To: Dennis McLaughlin
Cc: Diana Kenyon; Gus Feldman; Larry Bradshaw; Mike Llewellyn
Subject: Re: Official Information Request

Hello,

Diana Kenyon, Facilities Director will gather the information and we should have that ready for your review by May 25. Thank you!

6/22/12 - Union has not received info

Willie Ramirez
Phone: 759-3008
Fax: 759-3365
****
-----Dennis McLaughlin <Dennis.McLaughlin@SEIU1021.ORG> wrote: -----
To: Mike Llewellyn <Mike.Llewellyn@sfdph.org>, Willie Ramirez <Willie.Ramirez@sfdph.org>, "Diana Kenyon (diana.kenyon@sfdph.org)" <diana.kenyon@sfdph.org>
From: Dennis McLaughlin <Dennis.McLaughlin@SEIU1021.ORG>
Date: 05/14/2012 02:33PM
Cc: Gus Feldman <Gus.Feldman@SEIU1021.ORG>, Larry Bradshaw <Larry.Bradshaw@SEIU1021.ORG>
Subject: Official Information Request

Regarding LHH's 2012-13 and 2013-14 Program Change Request, Title "Eliminate Nighttime Telephone Operator Coverage":

Pursuant to Article II, Sec D of our MOU, with regard to the proposal named above, which impacts Local 1021 members' wages, hours, and working conditions, Local 1021 requests, "...in writing, all existing information concerning such a proposed service change", which the MOU requires management to provide "expeditiously".

Please include the Policy and Procedure provisions related to code blue calls and drills, code red calls and drills, documentation of training for those calls for 1708s and all classes in the nursing office.

Also, please provide the schedule of actual shifts worked in/for the nursing office for the months of February, March, and April of 2012. (Your Initiative Number B2 document, Revised 1/28/12, states the nursing office is staffed 24/7.)

Please provide documentation of any and all training the nursing office staff have received in overhead paging and all other duties performed by the 1708 Senior Telephone Operators.

Thank you,

Dennis McLaughlin
Field Representative, SEIU Local 1021
San Francisco

On February 6, 2012 the proposed budget for FY 2012-2013 was presented to the Health Commission. In this budget was Item B2 which is proposing to eliminate the Nighttime Telephone operator coverage at Laguna Honda from 11p-7a.m. I just want you to know that this is only a proposal from Administration at this point and is not a sure thing. As I find out more information about this proposal and if it is going to be adopted, I will keep you informed. Your Union is also aware of this proposal and I will work closely with your Representative to provide updates as I receive additional information. (2-10-12 Memo)

Most Honorable Supervisors and Budget Committee member(s).

I'd like to respectfully submit this information in the hopes the above proposal be reconsidered. The information on the activity of this coverage was very inaccurate, showing only a 'minimal' of incoming phone calls and wasn't a true representation of the duties or services provided to employees, patients, entity agencies or the City/Community as a whole.
Primarily, this decision could impact and be a major safety and/or quality of life issue for our patients. Within the 'Telecom office' are the Code Blue (medical emergency) and Code Red (Fire) Alarm response activations. As well as intermediary communication systems to the on campus sheriffs department personnel. Calls answered in our office are currently guaranteed to either be handled properly or expediently transferred to the appropriate location, if this coverage is terminated it is my personal belief public/patient service will suffer and be compromised.
Sincerely,
Jean Carroll
1708 Sr. Telephone Operator
Laguna Honda Hospital

WEDS 3-7-12 11pm →

11:02 p.m. call for S-2

11:22 p.m. call for N-6

THURS 3-8-12 → TIL 7AM

00:13 a.m. call from 4-5900 emp. escort

00:27 a.m. call for W. Crawford, sick emp. TX

00:30 a.m. Hang up

00:50 a.m. Call from SFSD re: parking announce 4 a.m.

02:10 a.m. Call for SFSD

02:24 a.m. Call from N/o. out for appx 1 hr

03:43 a.m. Call for R Gomez

03:57 a.m. call from Engr. (Re: Error Page)

04:04 a.m. call from N/o for Long dist. call

04:52 a.m. Hang-up

05:18 a.m. Call from S-3

06:27 a.m. call from R.m.

06:30 a.m. O/H for SFSD re: parking lot Announcement

Total calls 14 4/L

radio /

Pages 1

other 1

TUES 03-13-12 11pm →

11:08 p.m. PM called for L/D call

11:11 p.m. call for Patricia

11:17 p.m. call from N/O step out

11:24 p.m. call for N/O

11:30 p.m. call for SFSD ofc

WEDS 03-14-12 TIL 07:00 A.M.

00:17 a.m. call for N/O

02:57 a.m. call for N/O

06:06 a.m. call for N/O

06:08 a.m. call for Med. Clinic

06:11 a.m. Paged Dr Sabai

06:12 a.m. call from Dr Sabai

06:12 a.m. call on Code Blue pt

06:13 a.m. called 911

06:48 a.m. call for N/O

06:49 a.m. call from Amparo Re: Code Blue cld

06:55 a.m. Call from PM pt req outside call

TOTAL CALLS 14 L/L

Radio 3 times Re: 911 -

other = Code Blue

Pages 4

WEDS 3/14/12 11pm →
11:29 p.m. call for N/o
11:33 p.m. call for N/o
11:47 p.m. Engr E-10 Radio chk
11:51 p.m. SFSD 1V30 Radio chk
11:52 p.m. call from Engr verif pager test
THUR 3/15/12 → 7 a.m.
12:16 a.m. call for N/o
12:34 a.m. call for engineer
12:36 a.m. Radio - engineer verif call
12:59 a.m. call for N/o
01:28 a.m. call from N/o step out
01:35 a.m. call from N/o back in
01:54 a.m. call for N/o
03:43 a.m. call from pt 4-0703 for 585-9976
03:45 a.m. " " "
03:47 a.m. " " "
03:48 a.m. " "
04:03 a.m. call from N/o step out
04:06 a.m. call for N/o
04:11 a.m. call from N/o Back in
04:14 a.m. Call from Dr Sullivan for N-1
04:18 a.m. call for N/o
04:46 a.m. call for N/o
05:36 a.m. call for N/o
05:43 a.m. Call for N/o
05:44 a.m. call for Dr Ramora's vm
05:47 a.m. call for Dr Austin's vm.
05:49 a.m. call for N-1
05:51 a.m. call for 5-5

→ p.1

THURS 3/15/12 → 7 a.m. p. 2

06:34 a.m. call for E Landeros EVS

06:38 a.m. p.t. call from 4-0724 for 585-9976

06:40 a.m. x 2 " " "

CALL TOTAL 28 L/L

RADIO 3

other Activity 0

PAGES 1

TUES 3/20/12 11pm →

11:14 pm E-10 / SFSD on radio
11:59 pm E-10 radio check
WEDS 3/21/12 → 7 Am
00:01 a.m. E-10 called verif ph # using
00:57 a.m. Dr Sabai called for L/D call
00:59 a.m. " " " "
01:07 a.m. call for N/O
02:21 a.m. SFSD on radio re: susp person lot
02:27 a.m. call from N/O out for break
02:47 a.m. call for N/O
02:47 a.m. Paged Nursing Supe Amparo
02:49 a.m. call from Amparo
03:38 a.m. call from N/O Back in
04:00 a.m. call for N/O
04:16 a.m. " "
05:10 a.m. " "
05:14 a.m. Pt called req 585-9976
05:17 a.m. call from N/O step out
05:42 a.m. call for S-3
06:12 a.m. Hang up
06:13 a.m. " "

call TOTAL 16 L/L
Radio 4
other activity 0
Pages 1

WEDS 3/21/12 11 pm →
11:40 pm call for S-3
11:46 pm call from EVS re: no emps avail
11:47 pm call for S-2
11:48 pm call for N-1
11:50 pm call for S-2
THURS 3/22/12 → 7 a.m.
12:14 a.m. Hang up
12:21 a.m. call for N/O
12:36 a.m. Hang up
12:37 a.m. call for N/O
01:04 a.m. call for N-4
01:34 a.m. call for N/O step out
01:49 a.m. call from N/O back in
02:40 a.m. call from N/O lunch - out
02:57 a.m. call from pt. for 585-9976
03:09 a.m. call for N/O
03:10 a.m. call from S-3 re: Dr on call
03:54 a.m call for N/O
03:59 a.m. call from N/O back in
04:24 a.m. call from N/O step out

Call total 19 L/L
Radio 0
other activity 0
Pages 0

TUES 3/27/12 11pm →

11:09 p.m. call for N-5

WEDS 3/28/12 → 7a.m.

12:08 a.m. call from N-1 for Engr re: WDTCALL

12:09 a.m. Paged engr.

12:23 a.m. Dr. Sabai called for UCSF ph #

12:33 a.m. call for N/O

12:35 a.m. E-10 Radio check

12:36 a.m. Call from E-10 verif. cell ph #

12:42 a.m. Call for N-3

01:19 a.m. call for N mezz

01:29 a.m. call from N/O step out

01:35 a.m. call for N/O

01:37 a.m. call from N/O back in

02:57 a.m. call from N/O Lunch - OUT

04:08 a.m. call from N/O for call

05:40 a.m. call for N-4

06:04 a.m. call for SFSD

Call TOTAL 14 L/L

Radio 1

Other activity 0

Pages 1

pg 1

WEDS 3/28/12 11 p.m. →

11:10 p.m. call for N/O

11:34 p.m. call from N/O for L/D call

11:48 p.m. call from S-2 for SFSD pt emerg.

11:49 p.m. E-10 on radio for chk/pager test

11:50 p.m. paged Engr

11:58 p.m. call from E-10 verif page/cellphone

THURS 3/29/12 → 7 a.m.

12:08 p.m. call from EVS Wong all emps going

01:37 a.m. call from N/O step out

01:45 a.m. call from N/O back in

02:03 a.m. call for SFSD

02:41 a.m. call from N/O lunch out

02:56 a.m. call from PM near E-10 call

02:56 a.m. Paged engr

03:34 a.m. Call for S-5

05:15 a.m. call for 4-5778

05:38 a.m. call from engr

05:40 a.m. call for 4-5778

05:47 a.m. call from 4-5778

05:56 a.m. call for N/O

06:05 a.m. call for N/O

06:09 a.m. call for DET

06:17 a.m. Code Blue call from 4-1401 N mezz

06:18 a.m. call from N/O

06:22 a.m. call from SFGH for N-3

06:23 a.m. " " "

06:24 a.m. Call from N mezz Cancel Code Blue/canal

06:26 a.m. Call for N/O

p 1

WEDS 3/28/12 → Th 3/29/12 p2

THURS 3/29/12 → 7a.m.

06:32 a.m. call from N-2

06:33 a.m. call for N/O

06:35 a.m. call for Engr

06:38 a.m. call for N-3

06:39 a.m. call from Dr Nezhad for L/D

06:50 a.m. call for S-2

06:56 a.m. call for N-6

06:58 a.m. call for N-6

Calls TOTAL 32 L/L

Radio 1

other activity 2

Pages 4

CALLS TTL 4/L 22
RADIO 1
OTHER ACTIVITY 0
PAGES 2

WEDS 3/29/12 11pm →
11:06 pm Hang up
11:31 p.m. call from 4-0562 emp. request
call to 650 219-8912 #
11:31 p.m. call from S-5 for engr.
11:32 p.m. Paged engr.
11:48 p.m. Call from engr on Radio
11:48 p.m. Call from J. Weng EVS advising
pager avail til 2 Am
11:50 p.m. Call for S-3
THURS 3/30/12 TIL 0700 a.m.
12:01 a.m. call from EVS req. info
12:12 a.m. call for S-3
12:13 a.m. call for N/O
12:16 a.m. call from S-2 for engr.
12:17 a.m. paged engr
12:18 a.m. Call from Engr verif pager test
and resp. To S-2
02:20 a.m. Call for "Emerg Room" (Tx to SFGH)
04:03 a.m. call for N/O
04:20 a.m. call from N/O for Long Dist. call
05:50 a.m. Call from SFSD for engr
05:53 a.m. call for I.T. Director
06:02 a.m. Hang up
06:33 a.m. Call from pt for 510 506-9400
06:38 a.m. Hang up
06:41 a.m. Call for N/O
06:43 a.m. call from Fax or modem
06:44 a.m. Call for N/O
06:58 a.m. Call from pt for 510 632-9207

WEDS 4/4/12 11 p.m. →

11:03 p.m. Call from N/o

11:12 p.m. Call for S-6

11:17 p.m. Call for N/o

11:21 p.m. call for N/o

11:35 p.m. Call from R Giles Re: OT Thurs 4/5

11:59 p.m. Call from JWong EVS all leaking

THURS 4/5/12 → 7AM

12:14 a.m. Call for S-3

12:51 a.m. Call from 4-1400 Energ ph (error)

03:04 a.m. call for N/o

03:16 a.m. Call from N/o Lunch - OUT

03:47 a.m. Call from engr for N-2

04:01 a.m. " "

04:03 a.m. " "

04:05 a.m. " " for N-2 NOT Answering P/S

04:07 a.m. Call from Engr MAX re: N-2

04:12 a.m. Call for N-2 from engr

04:16 a.m. Call from N/o (Supe) STep OUT

04:27 a.m. Call for S-2

05:13 a.m. Call from S-2 for Long Dist call

06:25 a.m. Call from Lab re: lost pager
gave alt #s 4-8541/8542 To use

06:26 a.m. Call from outside Re: Cafe hrs

06:31 a.m. Call for 4-3025

06:36 a.m. Call from D Kenyon Re: OT avail

CALLS TTL 4/4 23

RADIO 0

Other ACTIVITY 0

PAGES 0

TUES 4/10/12 11pm →

11:02 p.m. Call from pt for outside call

11:10 p.m. Call for N/O

11:52 p.m. Call for Engr from PM

11:53 p.m. Paged engr

WEDS 4/11/12 → 7 AM

12:14 a.m. Emerg call from N-1 (error)

12:25 a.m. Call for S-5

02:47 a.m. Call from N/O Lunch-out

02:59 a.m. Call for N/O

03:54 a.m. Call from N/O Back in

04:28 a.m. Call for N/O

05:20 a.m. Call from N/O Step out

05:33 a.m. Call for N-1

06:13 a.m. Call for Lab

06:25 a.m. Call from pt to call 510 a/c

CALLS TIL L/L 13

RADIO 0

OTHER ACTIVITY 0

PAGES 1

TUES 4/13/12 11 pm →
11:52 p.m. Engr Test page/verif cell #
WEDS 4/14/12 → 07 Am.
12:07 a.m. N/O Step out
12:19 a.m. Call for N-3
01:41 a.m. N/O Step out
02:07 a.m. call from N/O back in
02:36 a.m. call from N/O Lunch-out
02:39 a.m. call from N-5 for Engr (West call Down)
02:40 a.m. paged engr
03:03 a.m. Call for N/O
03:04 a.m. Paged R Jequinto
03:05 a.m. Call from " "
03:12 a.m. Call from Fax or modem
03:17 a.m " "
03:23 a.m. " "
05:32 a.m. Call for N-1
05:41 a.m. Hang up
05:42 a.m. Call from N-5 for engr
05:43 a.m. Paged engr
06:47 a.m. Elevator emerg call (error)

Calls TOTAL L/L 16
Radio 1
Other Activity 0
PAGES 4

TUES 4/17/12 11 pm →

11:03 p.m. Hang up

11:06 p.m. Call from p.T. for outside call 585-9976

11:07 p.m. " " "

11:13 p.m. " " 585-9976

11:31 p.m. " " "

11:54 p.m. Radio chk from Engr

11:57 p.m. Call from Engr verif pager/cell

11:58 p.m. Hang up

WEDS 4/18/12 → 7 am.

01:07 a.m. Call from PM (error)

01:20 a.m. Call from SFSD in Lobby re: Fire Panel

01:20 a.m. Paged Engr

01:23 a.m. Code Red Pager sent Trbl signals

01:23 a.m. Radio call from Engr

01:31 a.m. Radio call from SFSD Going re: Fire Panel

01:37 a.m. Call from Engr re: Fire Panel

02:36 a.m. Call from N/e Lunch out

03:21 a.m. Call from PM-SNF for Engr

03:21 a.m. Paged Engr

03:30 a.m. Call from S-5 for Engr

03:30 a.m. Paged Engr

03:31 a.m. Call from Engr re: Elev Svc Co.

03:56 a.m. Call from PM-SNF for Engr

04:32 a.m. Call from Y-5943 for Engr

04:33 a.m. Paged Engr

04:55 a.m. Call from S-4 for Engr

04:56 a.m. Paged Engr

04:57 a.m. Call from S-4 TO CANCEL Engr

05:00 a.m. Call for Kitchen Sick Line

pg 1

WEDS 4/18/12 7 7a.m. p2

05:12 a.m. Call from N/a Stepdown

05:16 a.m. Call for N/a

06:10 a.m. Call for S-2 from UCSF ER

06:13 a.m. Call for S-3 from SFGH

06:21 a.m. Call for EVS

Calls TTL 4/2 24

Radio 3

Other Activity 2

Pages 6

WEDS 4/18/12 11pm →

11:11 p.m. Emerg call pm (error)
11:15 p.m. Call for P Kelly V/m
11:21 p.m. pt inquiry
11:40 p.m. pt inquiry
11:53 p.m. Call for SFSD
11:53 p.m. Call for N-6
11:55 p.m. Call for N-1
11:58 p.m. Call from JWong EVS all lvg

THURS 4/19 → 7a.m.

1:06 a.m. Call for gen'l info
1:07 a.m. Call from PM for Engr
1:08 a.m. Paged Engr
2:09 a.m. Call for N/o
2:09 a.m. Call for N/o
2:38 a.m. Call from N/o Lunch-out
4:46 a.m. Call from N-4 for Engr
4:47 a.m. Paged engr
5:47 a.m. Call for Linda

CALLS 15 TIL
RADIO 0
OTHER ACTIVITY 0
PAGES 2

KJ

TUES 4/24/12 11 p.m. →

11:04 p.m. Radio Engr verif pgr/ph
11:06 p.m. Emerg call PM (error)
11:11 p.m. pt req call to 585-9976
11:23 p.m. SFSD on Radio chk
11:35 p.m. Call from J Wong EVS all lvg
11:36 p.m. Call for N/O
11:44 p.m. Call from PM-SNF hang up

WEDS 4/25/12 → 7 a.m.

12:24 a.m. Hang up
1:03 a.m. Call from Engr
1:08 a.m. Call from N/O Step out
1:14 a.m. Call from N/O Back in
1:56 a.m. Call from PM SNF for Engr
1:57 a.m. Paged Engr
2:15 a.m. Call from Engr for PM-SNF
2:40 a.m. Call from N/O Lunch-out
3:07 a.m. Call for N/O
3:07 a.m. Paged R Jequinto
3:09 a.m. Call from " Re: page
3:33 a.m. Call for N/O
3:34 a.m. Paged R Jequinto
3:35 a.m. Call from " Re: page
3:48 a.m. Hang up
4:09 a.m. Call from PM-SNF Hang up
5:12 a.m. Call for J Spencer Davies V/M
5:24 a.m. Emerg Call from PM SNF (error)
5:30 a.m. " " " errors per Jimmy Matthews
5:33 a.m. " "
KJ 5:54 a.m. Emerg Call from PM SNF (error's)

pg 1 →

P2

WEDS 4/25/12 → 7 a.m.

6:01 a.m. call for N/O
6:09 a.m. call for S-3
6:10 a.m. call for N-4
6:13 a.m. call for SFSD in Lobby
6:26 a.m. call for S Pretti V/m.

CALLS 28 TTL
RADIO 2
other Activity 0
PAGES 3

KJ

Initiative Number _B2_____

2012-13 and 2013-14 Program Change Request

DEPARTMENT NAME:

- ☐ San Francisco General Hospital
- X Laguna Honda Hospital
- ☐ Primary Care
- ☐ Jail Health
- ☐ Public Health
- ☐ CBHS - Mental Health
- ☐ CBHS - Substance Abuse
- ☐ Health At Home

PROGRAM CONTACT NAME/PHONE: Mike Llewellyn/759-2363
PROGRAM / INITIATIVE TITLE: **Eliminate Nighttime Telephone Operator Coverage**
TARGETED CLIENTS: LHH Patients

2012-13 FTE Change	2013-14 FTE Cumulative Change	FY 2012-13 Net General Fund Impact	FY 2013-14 Cumulative Net General Fund Impact
(1.70)	(2.00)	-($140,500)	-(169,178)

PROGRAM DESCRIPTION: (Brief description of Program Change)

Laguna Honda will eliminate the 1708 Sr. Operator on the 11pm to 7am shift and transfer nighttime calls to the nursing office which is current staffed 24/7. NOT ALWAYS

JUSTIFICATION:

Currently the call center only receives about ten calls during the night time hours. These calls can be transferred to the nursing office which currently handles day time calls when the telephone operators are on break. PLEASE SEE ATTACHED EMAIL

IMPACT ON CLIENTS: (unit of service and/or number of clients affected)

No impact.

EXPENSE AND REVENUE IMPACT (for both fiscal years)

Reducing labor expenses by $140,500 in the first year and by $169,178 ongoing.

IMPACT ON DEPARTMENT'S WORKFORCE (increase or decrease of FTE's for both fiscal years)

Decreasing by 1.70 FTEs in FY 12/13 and 2.00 FTEs ongoing.

ATTACHMENT B
SUMMARY OF PROGRAM COST

INITIATIVE TITLE: Eliminate Nightime Telephone Operator Coverage

Description	FY 2012-13	FY 2013-14
Sources:	$ -	$ -
Subtotal Sources	$ -	$ -
Uses: Salary and Benefits	$ (140,500)	$ (169,178)
Subtotal Uses	$ (140,500)	$ (169,178)
Net General Fund Subsidy Required (savings)/cost (Uses less Sources)	$ (140,500)	$ (169,178)
Total FTE's	(1.70)	(2.00)

New Positions (List positions by Class, Title and FTE)

Class	Title	FTE	FY 12-13	FTE	FY 13-14
1708	Senior Telephone Operator (PP5)	(1.70)	(94,148)	(2.00)	(110,762)
	Total Salary	(1.70)	(94,148)	(2.00)	(110,762)
	Fringe	49.23%	(46,352)	52.74%	(58,416)
	Total Salary and Fringe	(1.70)	$ (140,500)	(2.00)	$ (169,178)

Operating Expenses

Index Code	Character/Subobject Code

Facilities Maintenance, and Equipment (List by each item by count and amount)

Re: Nursing office's refusal to answer for PBX/Telecom

Olivia Bura [darcybarcy@gmail.com]

Sent: Thursday, June 07, 2012 4:40 PM
To: Dennis McLaughlin

Good Afternoon Dennis,

This is Olivia Bura from the Telecom/Pbx office at Laguna Honda Hospital and would like to inform you of a conversation that transpired between Kathy Maxwell, Nursing Supervisor, and me at 3:03 pm.
Firstly, I worked today all alone non-stop with no breaks and no lunch. With this said, at 3:01pm, I called nursing office to let them know that I would be forwarding our lines to them. Jessica in the nursing office placed me on hold and transferred me to the nursing supervisor on duty, Kathy Maxwell. I told her that my shift was over and expressed that I did not have my 2 fifteen minute breaks nor lunch so needed to leave since my shift was over. She adamanty said that she sent an e-mail to Diana Kenyon and Mike Llewellyn stating that it was dangerous for the PBX to forward lines to them since they are not equipped to handle code blues or any codes whatsovever nor does she believe that X2999 is installed in their office. Kathy Maxwell asked me what our back up plan was in cases such as these where an operator was left stranded to work with no breaks and lunches etc.,? I informed her that we were instructed by our Manager, Diana Kenyon and the rest of administration to forward our calls to nursing. She fiercely disagreed and said she would send another e-mail to Diana Kenyon and Mike Llewellyn and the rest of th executives letting them know that they cannot take calls for PBX since they are not "equipped to handle dangerous situations such as code blues and other codes."
So this summarizes the conversation I had with Kathy Maxwell in Nursing office and felt I needed to report this to you.
Thankfully and sincerely yours,
olivia bura

La Raza Centro Legal
$40,000 Loss in MOH Funding
($90,000 cut to $50,000)

La Raza's Services: We are the only agency in the San Francisco Bay Area to provide legal services in many areas of the law—immigration law, workers' rights and senior law, including housing law—to the low-income, monolingual Spanish speaking, immigrant and Latino community. We provide legal counseling, processing of cases as well as representation in court. We have gained a reputation in the community for providing high quality linguistically and culturally competent legal services. Our attorneys and staff are often from the low-income and immigrant community. We are located in the Centro del Pueblo building and work with many collaborations. Over 1000 individuals seek our services each year.

History with MOH: La Raza has provided legal services for 39 years since it was established and has received MOH funding for over 15 years. We have received $90,000 in MOH funding for approximately the past three years and prior we received $100,000 and $110,000.

Addressing MOH Concerns: In meeting with Brian Cheu, Director of MOH, we were able to address the concerns and ***Brian Cheu indicates his support in "add-backs" to MOH funding for La Raza.*** Below are the concerns and our response:

- **Separation of our Day Labor Program:** Brian Cheu's first concern was that the separation of our Day Labor Program to Dolores Street Community Services would affect our budget. We explained how the funding we receive for the program is used only for the program expenses (salaries, benefits, rent, supplies and other). We end with an approximate $90,000 deficit (with and without the program) if our MOH funding is cut. We are working with DSCS now and the goal is for the separation to take place by July 1, 2012.

- **Ongoing Reduction of our Deficit:** Another concern Brian Cheu had was that of our 2011-2012 fiscal year deficit which occurred because of a loss in foundation funding to our Day Labor Program and Women's Collective ($83,000 Cal Wellness and $64,000 Handleman). Staffing cuts were needed. In addition, due to additional fundraising and great community support, we doubled our individual fundraising in the 2011-2012 fiscal year. Further, with the support of a Taproot grant we were able to market and recruit highly qualified Board members. Recently, we added four new Board members who all have great passion for our work and many connections with large law firms and the corporate sector to assist us in further increasing our fundraising. Moreover, we continue to work with the San Francisco Foundation through the Community Leadership Program to increase our fundraising capacity. With these efforts, we were able to reduce our deficit by 75% in the 2011-2012 fiscal year and we look forward to continue positively this year.

- **Continue to Exceed Contract Goals:** Brina Cheu's last concern was that during our 2011-2012 fiscal year, we lost one member of our Immigration Law Program staff due to a hiring freeze needed to address our deficit. However, we continue to have sufficient staffing to represent individuals in court and meet and exceed our contract goals. Our internal goal is to increase our immigration law staffing this year so that we can begin to follow other agencies in obtaining sliding scale donations from moderate income clients to assist in sustaining our work. In addition, through UC Berkeley School of Law's Fellowship Program, a law graduate will be placed with our Immigration Law Program.

Conclusion: We realize there are many serious priorities this year. For us this $40,000 loss is dire as we recover from a very difficult year. Although we are progressing, it will be very difficult for us to sustain our current work at the same level with this great cut to funding. If there is anyway to allow a reinstatement funding, this would greatly assist us as we progress to becoming stronger financially.

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SIGN TAO DAILY NEWS
6/22/12

灣區75%個案將失服務 中心怒斥評估馬虎失當

成人日護大削 殘病長者悲苦

長期病患者英賴以獲得護理的成人日間醫療照顧計劃最近收緊審批，在三藩市就有七成多一直被照顧的參加者被取消資格，為老人提供有關服務的安老自助處及橋石成人日間護理中心直指評估標準毫無根據，質疑當局是為了省錢而罔顧耆英健康，有曾中風需靠輪椅代步但仍被取消資格的耆英眼泛淚光，表示憂心忡忡，唯不安寧。

圖上圖：橋石成人日間護理中心高級主任黃慈忠不滿州政府不體恤殘弱老人；右圖：(左起)62歲的林先生、77歲的盧太太、72歲的黃燕哭訴被拒絕的冤屈。 記者黃怡攝

加州州府去年嘗試削減成人日間護理，之後引發訴訟，去年州府與權益人士達成庭外和解，決定開辦一個名叫社區基層成人服務(Community Based Adult Services)的計劃，來取代原本的成人日間醫療照顧計劃，根據當時的庭外和解達成的協議，雖然加州州府會繼續提供8500萬元的營運撥款，但是從今年3月1日起，成人日間護理的模式會改變，新模式將提高收取參加者的標準，間接限制符合資格的人數。當時據州府官方人員表示，這會影響大約50%的現有參加者。

許多被否決者都患多種疾病

橋石成人日間護理中心高級主任黃慈忠昨日表示，一開始他預計約75-80%的日間護理中心的病人能合乎新服務的計劃。但是，自從州府派來的護士進行評估以來，結果讓他大失所望。

他表示，三藩市灣區的成人日間護理中心，目前有152個案接受評估，而當局就拒絕了120多個，即有近75%的人都不符合資格，加入新的計劃。而最讓他憤怒的是，從評估報告中可以看出，護士們的評估做得非常馬虎，錯誤百出，而且常常出現前言不對後語的說法。例如，評估規定指出，若病人需要在洗澡，換衣服，移動等活動上的協助及監督，就應該可以符合資格，但是有些病人即使符合這些條件，仍然遭到拒絕。而且，病人被拒絕資格的理由總是千篇一律：「沒有足夠顯示病人須有實質的護士協助。」

而且，有許多被否決進入新計劃的病人都患有多種疾病，極度需要成人日間護理中心的服務。在橋石成人日間護理中心旗下的金門中心，有六成至七成的參加者都是華人。現在，其中很多便面臨失去護理服務的厄運。成人日間護理中心為參加者提供治療、復健、膳食、運動、諮商等支援。黃慈忠表示，如果這些參加者不能獲批准加入新的醫療照顧計劃，將導致他們入住療養院，醫院及急救室的機會更大，而且亦會增加參加者家人的負擔，造成得不償失的局面。

橋石中心黃慈忠:壓迫弱勢社群

三藩市目前有9家成人日間護理中心。橋石成人日間護理中心旗下有四家：分別是金門、Mabini、Presentation及Mission Creek。另外，還有安老自助處成人日間護理中心、Bay View 獵人角成人日間護理、Circle of friend成人日間護理、Golden State成人日間護理、及L'Claim成人日間護理中心。

而且，黃慈忠表示，早前以為達成庭外和解就能保持服務，但是想不到政府還是會使出[illegible]把戲，是壓迫社會中弱勢社群的行為。目前[illegible]州已經有1800個被否決加入新計劃資格的人士[illegible]法庭提出不公平投訴。現在政府不僅要花錢聘請律師處理這些投訴，這些金錢都是可以是成人日間護理服務的撥款。而且多病的年邁的病人到法庭出席長達數小時的聽證會，他受身心的煎熬。

黃慈忠表示，三藩市市政府會在被拒絕的參加者上訴期間，為他們墊支費用。但這實在不是長遠辦法，因為撥款總會耗盡。他希望，社區人士能對這情況作出關注，制止州政府壓抑弱勢社群的舉動。

本報聯絡加州健保服務部(California Department of Health Care Service)尋求回覆，但在截稿前未得到回應。

老人家傷心又憂心

本報記者黃怡三藩市報道

圖72歲的黃燕提到近來焦慮，難掩悲痛心情。 記者黃怡攝

72歲的黃燕亦曾左邊中風，需要靠輪椅代步，她患有紅血球問題，背骨痛、心率不整、貧血。每星期來中心三次。她眼泛淚光地說：「自己單身，沒有家庭，如果不能來的話，在家孤獨一個會感到很憂鬱，來這裡會開心點。」而現在她被護士評估不符合資格接受新的計劃，害她日夜憂心忡忡，每夜輾轉不能眠眠。

另外，77歲的盧太太雙目失明，高膽固醇、白內障、骨質疏鬆症、焦慮症、風濕骨痛。每星期與丈夫來中心四次。她說：「我雙眼甚麼都看不見，在家裡只感覺到前面是一棟牆，一片漆黑。但是來中心就能感受到多點人氣，能與其他人聊聊天。而且我的丈夫無法清晰表達自己的需要，如果我不能相伴著丈夫一起來中心，丈夫可能會不願來。」

62歲的林先生右邊身體曾中風，缺乏語言表達能力及記憶力減退、患有糖尿病、高膽固醇、前列腺肥大、抑鬱。他早前在聖瑪利醫院(St. Mary's Medical Center)內的成人日間護理部接受服務，但是該中心早前關閉。而現在他改到金門中心，每星期來4次。若林先生不能來中心，他的太太將要獨自承受更大的壓力。

圖77歲盧太雙目失明，若沒成人日間服務，處境更淒涼。 記者黃怡攝

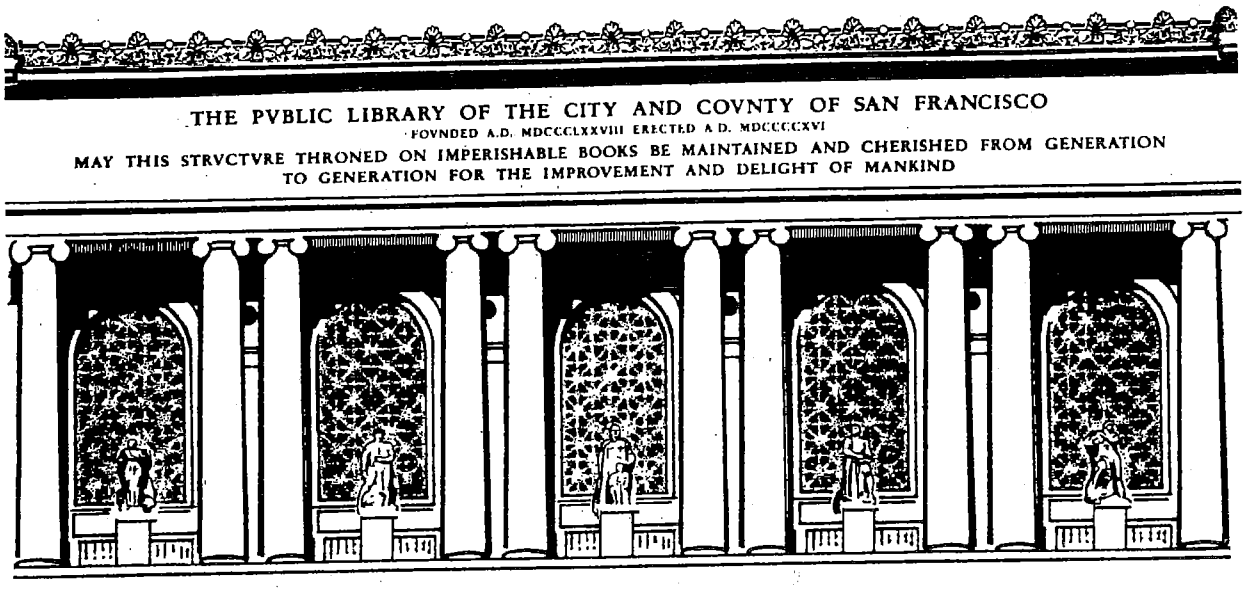
安老處中心黃守琪:已有長者病情惡化

本報記者黃怡三藩市報道

安老自助處成人日間護理中心的主任黃守琪表示，該中心的境況與橋石的境況頗似，就是護士所採用的評估標準飄忽不定。她質疑其中政府是否因預算的關係，而拒絕一些應該可符合資格的病人。她說：「對於政府來說，這可能只是一些數字，但是這些評估結果對於每個老人來說，這是非常真實的。」她表示已有數名長者得知不獲批准後，患上憂鬱症或病情惡化及轉變。

Sing Tao Daily News (6/22/2012)

1. The nurses from the SF local field office interviewed 151 participants lately in SF. There are about 125 participants (75%) found ineligible. However, the nurses from the state did not follow the eligibility criteria. They twisted the eligibility criteria. The participants should be eligible for Community Based Adult Services. Because they twisted the criteria for the eligibility, many participants are not eligible for the new services.
2. When they turned down their eligibility last interview in January, 2012, they used one reason "no substantial nursing intervention". However, according to the agreement, it does not need to have substantial nursing intervention.
3. During the recent fair hearing, the frail senior stayed in the court room for a long time. The state hired lawyers and a penal of nurses to defend why the participants are not eligible. They can use the money for the frail seniors to go to Adult Day Health Center.
4. There are about 1,800 ineligible participants in California
5. The news reporter called the California Department of Health Care Service to ask them about this matter. But they haven't returned the news reporter's call yet.
6. The news reporter interviewed 3 frail seniors at SteppingStone-Golden Gate Day Health. They are very depressed, because they are not eligible to come to the center. They said that if they are not able to come to Golden Gate Day Health, they may end up with hospitalization, Emergency Room and Skilled Nursing Home.



June 21, 2012

The Original Library Movement
James Chaffee
63 Stoneybrook Avenue
San Francisco, CA 94112

Member, Board of Supervisors
City Hall
San Francisco, CA 94102

Re: Friends of the Library -- New Disclosures of Privatization

Dear Supervisor:

A basic factor of any accountability is timeliness. To be meaningful, openness and disclosure must be available when the information can have an effect.

A private nonprofit corporation known as The Friends of the Library (the actual name of the group is the Friends & Foundation of the San Francisco Public Library) like other nonprofit organizations, is required to file financial statements with the California State Attorney General. The disclosure for the period ending June 30, 2011, is finally available. Under California Government Code §§12586 and 12587, it must be filed within 4 months and 15 days of the close of the reporting period, in this case it was due on November 15, 2011. It was actually filed with Attorney General's Office on March 22, 2012, and not available to the public until June 12, 2012, exhibit A, attached.

While it would have been more satisfactory to have the data at the end of the reporting period, the virtue is that all but two branches have been completed in the Branch Library Improvement Program. That program, known as BLIP, began in 2000, and was intended to be completed in January of 2010, so there has been an additional two and one-half years of fund-raising. With 11 years of reports, it is time to draw some conclusions about this "public-private partnership," and whether it shows fraud or just broken promises. I have reviewed that information and created a table which is attached as exhibit B. The information is readily available for those who wish to verify the figures.

One factors that we have not considered in the past is the relationship of income to expenditures. We have always demonstrated the meagerness of the Friend's benefit to the public library by comparing it to the Friend's income. In fact, a comparison to its expenditures is the more apt comparison. In three of the past eleven years, the Friends took in more than they spent, and for eight years, the Friends expended more than their income. If we add up those figures for income and expenditures, we now know that the Friends of the Library had income totaling $40,038,542. During that same period, the Friends of the Library expended $48,179,251. In 2011 alone the expenditures exceeded income by $2,131,640, (Income: $4,311,050, Expenses: $6,442,690).

If we look at assets, at the height of its wealth in 2000, Friends had assets of $20.3 Million. By the end of 2011, its assets were $10.3 Million. This would be good news if they were spending that money on the Library.

No such luck. Not only is the non-profit required to make disclosures to the Attorney General, but the Library Department is required to make disclosures of, not just donations, but private money to assist any city department or function under Admin Code Sec. 67.29-6, which states: "*No official or employee or agent of the city shall accept, allow to be collected, or direct or influence the spending of, any money, or any goods or services worth more than one hundred dollars in aggregate, for the purpose of carrying out or assisting any City function unless the amount and source of all such funds is disclosed as a public record and made available on the website for the department to which the funds are directed.*" This means that all funds whether spent directly or indirectly to assist the library is reportable. The most recent report is attached as exhibit C, and the eleven years of disclosures total $4,909,771.

It is reasonable to assume that the Library Department and the Friends noticed how bad this looks because 35% of the support to the library has taken place in the last two years. The only other year above average was the election year of 2006-7 reflecting support of the Proposition E campaign.

This means that of the $48.1 million expended by the Friends, only 10.2% ($4,909,771) was "for the purpose of carrying out or assisting" the public library. By comparison, the Friends' executive level employees earned $6,642,803 in the same period.

The Board of Supervisors allows the Friends of the Library to present themselves as the benefactors of the City, but the Board provides no oversight whatsoever. If the supervisors were responsible, this "public-private partnership" would be investigated for defrauding their donors, never mind the fact that the public library is a civic institution. The real damage is to our faith in public institutions and democracy

Very truly yours,

James Chaffee
cc: Interested citizens & media

003408 2011

MAIL TO:
Registry of Charitable Trusts
P.O. Box 903447
Sacramento, CA 94203-4470
Telephone: (916) 445-2021

WEB SITE ADDRESS:
http://ag.ca.gov/charities/

ANNUAL REGISTRATION RENEWAL FEE REPORT TO ATTORNEY GENERAL OF CALIFORNIA

Sections 12586 and 12587, California Government Code
11 Cal. Code Regs. sections 301-307, 311 and 312

Failure to submit this report annually no later than four months and fifteen days after the end of the organization's accounting period may result in the loss of tax exemption and the assessment of a minimum tax of $800, plus interest, and/or fines or filing penalties as defined in Government Code section 12586.1. IRS extensions will be honored.

RECEIVED
Attorney General's Office
MAR 22 2012
Registry of Charitable Trusts

State Charity Registration Number: CT 003408

FRIENDS AND FOUNDATION OF SAN FRANCISCO PUBLIC LIBRARY
Name of Organization

710 VAN NESS AVENUE
Address (Number and Street)

SAN FRANCISCO, CA 94102
City or Town, State and ZIP Code

Check if:
☐ Change of address
☐ Amended report

Corporate or Organization No. 0417371

Federal Employer I.D. No. 94-6085452

ANNUAL REGISTRATION RENEWAL FEE SCHEDULE (11 Cal. Code Regs. sections 301-307, 311 and 312)
Make Check Payable to Attorney General's Registry of Charitable Trusts

Gross Annual Revenue	Fee	Gross Annual Revenue	Fee	Gross Annual Revenue	Fee
Less than $25,000	0	Between $100,001 and $250,000	$50	Between $1,000,001 and $10 million	$150
Between $25,000 and $100,000	$25	Between $250,001 and $1 million	$75	Between $10,000,001 and $50 million	$225
				Greater than $50 million	$300

PART A - ACTIVITIES

For your most recent full accounting period (beginning 07/01/2010 ending 06/30/2011) list:
Gross annual revenue $ 4,311,050. Total assets $ 10,290,138.

PART B - STATEMENTS REGARDING ORGANIZATION DURING THE PERIOD OF THIS REPORT

Note: If you answer "yes" to any of the questions below, you must attach a separate sheet providing an explanation and details for each "yes" response. Please review RRF-1 Instructions for information required.

		Yes	No
1.	During this reporting period, were there any contracts, loans, leases or other financial transactions between the organization and any officer, director or trustee thereof either directly or with an entity in which any such officer, director or trustee had any financial interest?		X
2.	During this reporting period, was there any theft, embezzlement, diversion or misuse of the organization's charitable property or funds?		X
3.	During this reporting period, did non-program expenditures exceed 50% of gross revenues?		X
4.	During this reporting period, were any organization funds used to pay any penalty, fine or judgment? If you filed a Form 4720 with the Internal Revenue Service, attach a copy.		X
5.	During this reporting period, were the services of a commercial fundraiser or fundraising counsel for charitable purposes used? If "yes," provide an attachment listing the name, address, and telephone number of the service provider.		X
6.	During this reporting period, did the organization receive any governmental funding? If so, provide an attachment listing the name of the agency, mailing address, contact person, and telephone number.		X
7.	During this reporting period, did the organization hold a raffle for charitable purposes? If "yes," provide an attachment indicating the number of raffles and the date(s) they occurred.		X
8.	Does the organization conduct a vehicle donation program? If "yes," provide an attachment indicating whether the program is operated by the charity or whether the organization contracts with a commercial fundraiser for charitable purposes.		X
9.	Did your organization have prepared an audited financial statement in accordance with generally accepted accounting principles for this reporting period?	X	

Organization's area code and telephone number 415-626-7500

Organization's e-mail address

I declare under penalty of perjury that I have examined this report, including accompanying documents, and to the best of my knowledge and belief, it is true, correct and complete.

Bob Daffeh — BOB DAFFEH (Printed Name) — CONTROLLER (Title) — 3-13-12 (Date)
Signature of authorized officer

Exhibit A

029291
05-01-10

RRF-1 (3-05)

229091 #150.00

Friends & Foundation -- 990 Forms

Year	F&F Income	F&F Expense	Library Donation	Director	Top Seven Employees
00-01	$2,914,532.00	$3,081,462.00	$491,968.00	$ 100,000.00	$222,000.00
01-02	$3,097,785.00	$2,595,704.00	$278,928.00	$ 204,278.00	$511,209.00
02-03	$3,274,385.00	$2,853,252.00	$120,390.00	$ 150,000.00	$560,066.00
03-04	$3,437,032.00	$2,713,162.00	$90,748.00	$ 162,314.00	$605,455.00
04-05	$2,956,935.00	$3,108,695.00	$182,867.00	$ 138,821.00	$633,827.00
05-06	$3,578,252.00	$3,854,069.00	$225,914.00	$ 167,241.00	$710,663.00
06-07	$4,052,502.00	$5,191,841.00	$929,664.00	$ 178,839.00	$739,859.00
07-08	$5,001,719.00	$6,364,142.00	$498,121.00	$ 179,928.00	$889,738.00
08-09	$3,391,558.00	$5,738,276.00	$373,332.00	$ 212,163.00	$653,343.00*
09-10	$4,022,792.00	$6,255,958.00	$940,819.00	$ 190,095.00	$588,939.00*
10-11	$4,311,050.00	$6,422,690.00	$777,020.00	$ 159,324.00	$527,704.00*
Total	$40,038,542.00	$48,179,251.00	$4,909,771.00	$ 1,843,003.00	$6,642,803.00
Average	$3,639,867.45	$4,379,931.91	$446,342.82		

*Top four

Exhibit B

Gifts/Donor Disclosure Form: Fiscal Year 2010-2011

Share Text size A A A Print

Gifts and Donations
Donating money and materials
Fiscal Year 2000-2001
Fiscal Year 2001-2002
Fiscal Year 2002-2003
Fiscal Year 2003-2004
Fiscal Year 2004-2005
Fiscal Year 2005-2006
Fiscal Year 2006-2007
Fiscal Year 2007-2008
Fiscal Year 2008-2009
Fiscal Year 2009-2010
Fiscal Year 2010-2011

Donor Name	Date	Gift	Value	Financial Interest
Friends of SFPL	July 2010-June 2011	Cash	$777,020	None
H W Wilson Foundation Inc	July 2010	Cash	$5,000	None
Jenine Jensen	August 2010	Cash	$200	Info Not Available
Barbara S Phillips Trust	December 2010	Cash	$250	Info Not Available
State of California	February 2011	Cash	$100	None
Carolyn Killefer	February 2011	Cash	$100	Info Not Available
Elizabeth Singleton	May 2011	Cash	$125	Info Not Available

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Exhibit C

It seems like SF Mayor, Ed Lee, is not cooperating enough with Blacks and Latino communities. Slashing funding from **La Voz Latina** sends a wrong message. Trying to silence voice of great Latinas and destroying critical services for Latino families in our community is counterproductive! We should support, encourage, and respect **women empowerment and families**—not to silence them. SF is supposed to be a city modeled like the United Nations.

In the City and County of San Francisco: The name "United Nations", coined by United States President Franklin D. Roosevelt was first used in the Declaration by United Nations of January 1, 1942 (http://www.un.org/en/aboutun/history/). San Francisco is known in the world to be a city of diversity of people and ideas. This is what I love about the city. Unlike the U.N., historically, San Francisco is famously consistent to get it right. We do not need to mess that reputation up!

Former SF Mayor and current CA State Lt. Governor, Gavin Newsom's racist plan for SF will fail, ultimately. He started it by using these folks below to accomplish his goal:

a) Ed Lee' appointment
b) George Gascón' appointment
c) Wrong racist and discriminatory agenda that they are trying to put in place against Blacks and Latinos in San Francisco got to stop!

Let me make it clear that we support private businesses and corporations coming in to SF. But, these companies should respect, honor, and support our cores values and community interests. Recently, Ed Lee is acting very weird! I don't know what's wrong with him!

I urge you to **restore funding for La Voz Latina**. They are great people doing amazing job for **families in the Tenderloin** under the leadership of **Cristál**.

SF' annual budget is $6.8 billion US dollars. **We have a lot of money for everybody.**

Restore funding for **La Voz Latina**, please!

Thank you very much!

Sí, se puede

S.F. Human Services Network: Community Funding Priorities in the FY2012-13 City Budget

Cost of doing business increase: HSN's highest priority is the CODB increase. We are extremely appreciative that the Mayor provided a 1% increase to protect services, but want the Board to increase it to a full 3%, which is consistent with the FY2012-13 Consumer Price Index of 2.93%. The cumulative CPI increase since the last nonprofit CODB in FY2007-08 is 11.3%. Nonprofits have absorbed those cost increases at the price of service reductions, layoffs and flat wages. Over the years, this has eroded our sector's capacity to the point where it threatens the viability of many programs and even entire organizations. **We are asking the Board to prioritize $9 million for the additional 2% increase for all nonprofit general fund contracts.**

We are also asking the Board to reject the concept that the CODB increase should incorporate a 3% COLA mandate. While every nonprofit wants to reward their staff, each organization's priority needs vary. Each one needs flexibility to determine the best use of the increased funding. As we've noted, many programs are on the verge of becoming unsustainable after five years of flat funding. Some nonprofits already provided a raise this year, and need the funds to cover years of double-digital inflation in their healthcare rates. Some won't be able to give the full amount because they need to match it with other funding to give equivalent raises to staff that don't work on the city contract. We therefore believe this proposal is impractical, and could even exacerbate financial problems for some nonprofits.

The improving economy also provides the opportunity to begin conversations about crucial services that were cut in the recession, and how to rebuild them to address unmet needs in the community. We are aware of a number of **other community proposals** that we hope the Board will prioritize during the remainder of this year's budget process:

Shelter and Resource Center proposal: A coalition of emergency homeless service providers has submitted a memorandum to the City requesting a supplemental General Fund allocation of about $5 million to help ensure a safe and dignified system of care for our homeless population. This investment includes $3 million for shelters and resource centers to cover the gap between funding reductions and increased Standards of Care costs, including minimum staffing levels, adequate training, safe facilities, and basic necessities. It also includes $2 million to continue rapid re-housing and homelessness prevention funds that were part of the federal stimulus package.

Job Readiness Initiative (JRI): JRI provides funding to CBOs for workforce development services that address barriers to employment, which will allow target populations - typically clients either receiving public benefits or involved in the criminal justice system - to compete for thousands of capital jobs currently in the pipeline. This program was formerly funded by Redevelopment. The Mayor's budget includes $1.8 million to maintain this program. Providers are requesting an additional $645,000 to restore the program to full funding (a total of $2.45 million over two years).

Ryan-White Part D Funding Cut to Youth-Specific HIV/AIDS Services: Ryan-White Part D funds family-centered primary medical care and support services for women, children and youth with HIV/AIDS. The U.S. recently released a new Part D competitive RFP that limits each community to only one service provider. That provider must serve all populations, eliminating youth-specific grants. The RFP also caps the grant award. These changes mean the loss of $500,000 in HIV services funding for San Francisco youth. (The contractor affected by this loss of funding is Larkin Street Youth Services.) This funding cut was not included in the Mayor's backfill of Ryan-White Part A funding for HIV services and prevention.

File 120591: SUPPORT Budget - + for Rec/Park

Board of Supervisors to: Alisa Miller, Victor Young 06/26/2012 06:29 PM

From: BVNA <BVNA@ix.netcom.com>
To: Scott.Wiener@sfgov.org,
Cc: Mark.Farrell@sfgov.org, Carmen.Chu@sfgov.org, Christina.Olague@sfgov.org, Jane.Kim@sfgov.org, Sean.Elsbernd@sfgov.org, David.Campos@sfgov.org, Malia.Cohen@sfgov.org, Eric.L.Mar@SFGov.org, David.Chiu@SFGov.org, John.Avalos@SFGov.org, Board.of.Supervisors@sfgov.org, MayorEdwinLee@SFGov.org, Joaquin.Torres@SFGov.org, feedback@sfparksalliance.org, Phil.Ginsburg@SFGov.org
Date: 06/26/2012 05:58 PM
Subject: SUPPORT Budget - + for Rec/Park

Supervisor Scott Wiener
cc: Remaining Supervisors & Clerk of the Board, Mayor Lee, MONS, Phil Ginsburg-R/P, Matt O'Grady-SFPA

Thank you for your currently-proposed 2012-13 SF Budget modification, to fund additional Rec/Park gardening and Park Patrol positions.

Our 36+ acre Buena Vista Park currently is barely surviving on 1.5 assigned gardeners. Without supervising staff's creative management, we'd be in even worse shape than we are, and need additional staff resources just to prevent costly deterioration and unsafe conditions.

Additional Park Patrol staff is needed, not only to address recently-publicized graffiti, but to improve safety in Parks such as Buena Vista, where substance abuse, illegal camping and other offenses must be controlled, to avoid danger to perpetrators and their peers themselves, as well as to all Park users and neighbors, as proven by several serious incidents just in recent months.

Thank you for advocating this proposal, and for all of your wise and thoughtful leadership.

Richard Magary
Steering Committee Chair
Buena Vista Neighborhood Association (BVNA)
415/431-2359
BVNA@ix.netcom.com
6/26/2012 18:00pdt

File 120591: Funding For Emergency Homeless Programs

Board of Supervisors to: Carmen Chu, David Campos, David Chiu, Eric L Mar, John Avalos, Sean Elsbernd, Malia Cohen, Scott Wiener, 06/26/2012 06:27 PM

From: Jennifer Friedenbach <jfriedenbach@cohsf.org>
To: Board Sups,
Cc: srcsagroup@googlegroups.com
Date: 06/26/2012 04:33 PM
Subject: Funding For Emergency Homeless Programs

Dear Supervisor,

Attached is our proposal on behalf the Shelter and Resource Center Services Association, a coalition of San Francisco's emergency homeless service providers. As you know, the attached proposal requests a General Fund allocation of $5,031,520 to help ensure a safe and dignified system of care for San Francisco's homeless population. We are hoping this proposal gets attention in the add-back process you are in the middle of deliberating.

SRCSA Homeless Funding Proposal.pdf

The attached proposal outlines the challenges our agencies face due to funding and service cuts, the increased acuity of our homeless clients, and meeting the City's Standards of Care. A supplemental General Fund allocation will cover the gap that has grown due to reduced funding and increased Standards of Care costs, including minimum staffing levels, adequate staff training, safe facilities, and basic necessities like food and hygiene supplies as well as continuing the funding of HPRP (Homeless Prevention and Rapid Re-Housing from the stimulus package). We are not requesting a COLA or CODB increase, but only the minimum funding we need to provide essential emergency services to this high-risk and vulnerable population. However, we also want to acknowledge the need for a CODB increase, and we appreciate your efforts to address this need on a citywide level.

We look forward to meeting with you to find a solution to the current crisis in our homeless emergency services system of care.

Shelter and Resource Center Services Association Members:

Catholic Charities CYO
Larkin Street Youth Services
Central City Hospitality House
Mission Neighborhood Resource Center
Chemical Awareness and Treatment Services
Episcopal Community Services
Coalition on Homelessness
Providence Foundation
Compass Family Services
St. Vincent de Paul Society, San Francisco
Dolores Street Community Services
United Council of Human Services
Hamilton Family Center

Jennifer Friedenbach
Executive Director
Coalition on Homelessness, San Francisco
468 Turk Street
San Francisco, CA 94102
(415) 346-3740 x 306
fax: 775-5639

To learn more about our work, and to get the latest scoop on the politics of poverty in SF, go to the Street Sheet blog:
www.cohsf.org/streetsheet

Supervisor Malia Cohen
1 Dr. Carlton B. Goodlett Place
City Hall, Room 244
San Francisco, Ca 94102-4689
(415) 554-7670
Malia.Cohen@sfgov.org

RE: **City Budget for Staffing Visitacion Valley/Schlage Lock Project**

Supervisor Malia Cohen,

I urge you to allocate 2012/2013 City Budget for at least one FTE (full time employee) from the Planning Department and one FTE from the Office of Economic and Workforce Development (OEWD) dedicated to the revitalization of Visitacion Valley and the Schlage Lock Project.

This year's City budget allocations are of particular importance to Visitacion Valley, because of the elimination of the Redevelopment Agency and loss of staff dedicated to the Schlage Lock. Without proper City staffing, we cannot go forward with the Schlage Lock development, which is critical to the revitalization of Visitacion Valley. Not only housing, retail and open space issues are involved, but transportation funding, which will affect the entire region, is also closely linked to development at Schlage Lock. Thus ***we need at least one FTE from the Planning Department and one FTE from the OEWD dedicated to the Schlage Lock Project.*** Funding for these positions must be allocated for Visitacion Valley in the City's budget.

Sincerely,

64 Gillette Ave
SF CA 94134

Supervisor Malia Cohen
1 Dr. Carlton B. Goodlett Place
City Hall, Room 244
San Francisco, Ca 94102-4689
(415) 554-7670
Malia.Cohen@sfgov.org

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Sincerely,

Fran Martin
186 Arleta Ave.
S.F. 94134

Supervisor Malia Cohen
1 Dr. Carlton B. Goodlett Place
City Hall, Room 244
San Francisco, Ca 94102-4689
(415) 554-7670
Malia.Cohen@sfgov.org

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Sincerely,

Selina Lee
Executive Director
Asian Pacific American Community Center
2442 Bayshore Blvd
San Francisco, CA 94134

Supervisor Malia Cohen
1 Dr. Carlton B. Goodlett Place
City Hall, Room 244
San Francisco, Ca 94102-4689
(415) 554-7670
Malia.Cohen@sfgov.org

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Sincerely,

Maulene Tran
Spokesperson - Visitacion Valley Asian Alliance
34 Leland Ave
SF, CA 94134

Supervisor Malia Cohen
1 Dr. Carlton B. Goodlett Place
City Hall, Room 244
San Francisco, Ca 94102-4689
(415) 554-7670
Malia.Cohen@sfgov.org

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Sincerely,

Edith Espa
133 Tunnel
San Francisco, Ca 94134
AHE Insurance Agency - Visitacion Valley
Visitacion Valley History Project
Visitacion Valley Boom - Hiring Committee

Supervisor Malia Cohen
1 Dr. Carlton B. Goodlett Place
City Hall, Room 244
San Francisco, Ca 94102-4689
(415) 554-7670
Malia.Cohen@sfgov.org

RE: **City Budget for Staffing Visitacion Valley/Schlage Lock Project**

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Sincerely,

Linda Yip (G&L BAKERY AND RESTAURANT)
198 Leland Ave.
S.F. CA 94134

Supervisor Malia Cohen
1 Dr. Carlton B. Goodlett Place
City Hall, Room 244
San Francisco, Ca 94102-4689
(415) 554-7670
Malia.Cohen@sfgov.org

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Sincerely,

Kelly
50 Leland Ave
S.F. CA 94134
(415) 333-6600

Supervisor Malia Cohen
1 Dr. Carlton B. Goodlett Place
City Hall, Room 244
San Francisco, Ca 94102-4689
(415) 554-7670
Malia.Cohen@sfgov.org

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Sincerely,

Hi) Chester Chan
(Carpenter's Local 2236)

58 TIOGA AVE
94134.

Supervisor Malia Cohen
1 Dr. Carlton B. Goodlett Place
City Hall, Room 244
San Francisco, Ca 94102-4689
(415) 554-7670
Malia.Cohen@sfgov.org

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Sincerely,
Katharine Pearce

K Pearce
540 Blanken Ave
San Francisco, CA 94134
KWPearce@hotmail.com

Vis Valley needs $$ to make it a nice place to live in the good weather.
Please be sure that traffic stays off of Blanken Ave. and the character of small houses stay intact.

Supervisor Malia Cohen
1 Dr. Carlton B. Goodlett Place
City Hall, Room 244
San Francisco, Ca 94102-4689
(415) 554-7670
Malia.Cohen@sfgov.org

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Sincerely,

Emily Ko
39 Leland Ave
San Francisco, CA 94134
emilysko@gmail.com

33A – Business Owner
33B – Property Owner (vacant business unit)

Supervisor Malia Cohen
1 Dr. Carlton B. Goodlett Place
City Hall, Room 244
San Francisco, Ca 94102-4689
(415) 554-7670
Malia.Cohen@sfgov.org

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Sincerely,

136 GARRISON AVE

SAN FRANCISCO CA 94134

Supervisor Malia Cohen
1 Dr. Carlton B. Goodlett Place
City Hall, Room 244
San Francisco, Ca 94102-4689
(415) 554-7670
Malia.Cohen@sfgov.org

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Sincerely,

Toni Zuvich
41 TEDDY AVE
SF, CA 94134
WWW.VISVALLEYGREENWAY.ORG
WWW.VISVALLEYSOOM.ORG

Supervisor Malia Cohen
1 Dr. Carlton B. Goodlett Place
City Hall, Room 244
San Francisco, Ca 94102-4689
(415) 554-7670
Malia.Cohen@sfgov.org

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Sincerely,

Stephen Wu
309 Elliot Street
SF 94134

Supervisor Malia Cohen
1 Dr. Carlton B. Goodlett Place
City Hall, Room 244
San Francisco, Ca 94102-4689
(415) 554-7670
Malia.Cohen@sfgov.org

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Sincerely,

Kim Krampf

Kimberly Krampf

311 Ordway Street
SF, CA 94134

Supervisor Malia Cohen
1 Dr. Carlton B. Goodlett Place
City Hall, Room 244
San Francisco, Ca 94102-4689
(415) 554-7670
Malia.Cohen@sfgov.org

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Sincerely,

Shin Kwong Lee
Dai Tong Lee
234 Leland AVE,
San Francisco
CA 94134-2820

Supervisor Malia Cohen
1 Dr. Carlton B. Goodlett Place
City Hall, Room 244
San Francisco, Ca 94102-4689
(415) 554-7670
Malia.Cohen@sfgov.org

RE: **City Budget for Staffing Visitacion Valley/Schlage Lock Project**

Supervisor Malia Cohen,

I urge you to allocate 2012/2013 City Budget for at least one FTE (full time employee) from the Planning Department and one FTE from the Office of Economic and Workforce Development (OEWD) dedicated to the revitalization of Visitacion Valley and the Schlage Lock Project.

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Sincerely,

Holly Lee + Chris Brooks
home owners at): 195 TUCKER AVE
SAN FRANCISCO, CA 94134

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City Hall, Room 244
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Sincerely,

Robert Lehmus
423 Raymond Ave

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Sincerely,

EAT DRINK PLAY
28 LELAND AVE.
SF, CA 94134.

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1 Dr. Carlton B. Goodlett Place
City Hall, Room 244
San Francisco, Ca 94102-4689
(415) 554-7670
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Sincerely,

Hing Leung
228, Leland Ave
(415) 586-6544

Supervisor Malia Cohen
1 Dr. Carlton B. Goodlett Place
City Hall, Room 244
San Francisco, Ca 94102-4689
(415) 554-7670
Malia.Cohen@sfgov.org

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Sincerely,

Adrienne Bolyea
150 Delta St
San Francisco, CA
94134

Supervisor Malia Cohen
1 Dr. Carlton B. Goodlett Place
City Hall, Room 244
San Francisco, Ca 94102-4689
(415) 554-7670
Malia.Cohen@sfgov.org

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Sincerely,

415-333-8008

21 Leland Ave S.F

CA 94134

Supervisor Malia Cohen
1 Dr. Carlton B. Goodlett Place
City Hall, Room 244
San Francisco, Ca 94102-4689
(415) 554-7670
Malia.Cohen@sfgov.org

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Sincerely,

Jim Chowder
186 ARLETA AVE.
S.F 94134

Supervisor Malia Cohen
1 Dr. Carlton B. Goodlett Place
City Hall, Room 244
San Francisco, Ca 94102-4689
(415) 554-7670
Malia.Cohen@sfgov.org

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28 Leland Ave., SF 94134

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Sincerely,

Terry Anders

"Anders and Anders Foundation"
www.anderandandersfoundation.org
andersandanders6@yahoo.com
415-309-6330

Supervisor Malia Cohen
1 Dr. Carlton B. Goodlett Place
City Hall, Room 244
San Francisco, Ca 94102-4689
(415) 554-7670
Malia.Cohen@sfgov.org

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Sincerely,

Mindy Kener
Senior Job Developer
Anders and Anders Foundation
mindyflor@aol.com
415-385-5721
www.andersandandersfoundation.org

File 120591: Funding For Emergency Homeless Programs

Board of Supervisors to: Carmen Chu, David Campos, David Chiu, Eric L Mar, John Avalos, Sean Elsbernd, Malia Cohen, Scott Wiener, 06/26/2012 06:27 PM

From: Jennifer Friedenbach <jfriedenbach@cohsf.org>
To: Board Sups,
Cc: srcsagroup@googlegroups.com
Date: 06/26/2012 04:33 PM
Subject: Funding For Emergency Homeless Programs

Dear Supervisor,

Attached is our proposal on behalf the Shelter and Resource Center Services Association, a coalition of San Francisco's emergency homeless service providers. As you know, the attached proposal requests a General Fund allocation of $5,031,520 to help ensure a safe and dignified system of care for San Francisco's homeless population. We are hoping this proposal gets attention in the add-back process you are in the middle of deliberating. SRCSA Homeless Funding Proposal.pdf

The attached proposal outlines the challenges our agencies face due to funding and service cuts, the increased acuity of our homeless clients, and meeting the City's Standards of Care. A supplemental General Fund allocation will cover the gap that has grown due to reduced funding and increased Standards of Care costs, including minimum staffing levels, adequate staff training, safe facilities, and basic necessities like food and hygiene supplies as well as continuing the funding of HPRP (Homeless Prevention and Rapid Re-Housing from the stimulus package). We are not requesting a COLA or CODB increase, but only the minimum funding we need to provide essential emergency services to this high-risk and vulnerable population. However, we also want to acknowledge the need for a CODB increase, and we appreciate your efforts to address this need on a citywide level.

We look forward to meeting with you to find a solution to the current crisis in our homeless emergency services system of care.

Shelter and Resource Center Services Association Members:

Catholic Charities CYO
Larkin Street Youth Services
Central City Hospitality House
Mission Neighborhood Resource Center
Chemical Awareness and Treatment Services
Episcopal Community Services
Coalition on Homelessness
Providence Foundation
Compass Family Services
St. Vincent de Paul Society, San Francisco
Dolores Street Community Services
United Council of Human Services
Hamilton Family Center

Jennifer Friedenbach
Executive Director
Coalition on Homelessness, San Francisco
468 Turk Street
San Francisco, CA 94102
(415) 346-3740 x 306
fax: 775-5639

To learn more about our work, and to get the latest scoop on the politics of poverty in SF, go to the Street Sheet blog:
www.cohsf.org/streetsheet

Homeless Funding Proposal

Presented to the Mayor by the Shelter and Resource Center Services Association
San Francisco, May 2012

Role of Emergency Homeless Services in San Francisco

Homeless people suffer preventable illnesses at three to six times the rates experienced by others.

Emergency homeless services in San Francisco provide a critical safety net, saving both lives and valuable health care resources. Human beings are not meant to live on the streets, where they are at risk for poor health because of exposure to infection, the elements, and to violence. The lack of control over nutrition, personal hygiene, and sleep demeans and debilitates on its own, and the psychological toll is as dire as the physical. Living outside complicates efforts to treat illnesses and injuries, and the outcomes are disastrous: homeless people suffer preventable illnesses at three to six times the rates experienced by others, have higher death rates, and have dramatically lower life expectancy by an average of 30 years.[1]

Emergency homeless services decrease Psychiatric Emergency Services (PES) admittance at San Francisco General Hospital by engaging homeless individuals in community-based crisis intervention and psychiatric services. Each psychiatric crisis at PES costs $3,325, as opposed to de-escalation at a resource center, which costs $603 per person for a full year. Furthermore, the provision of such basic necessities as water and hygiene services decreases ER admittance and hospital treatments of preventable infections. [2]

In San Francisco, homeless people are vulnerable. According to the city's last count, 53% of homeless people were experiencing homelessness for the first time, more than half (55%) reported a disabling condition, and 17% were veterans. The impact of homelessness on children is particularly magnified. Homeless children have a higher rate of serious and chronic health issues, developmental delays, mental health problems, academic failures, behavioral problems, hunger, and poor nutrition. Moreover, unaccompanied minors and transitional age youth (ages 18 – 24)—who are overrepresented in San Francisco's homeless community—are at an extreme risk of long-term disconnection and entering into the ranks of the city's chronically homeless adult population.

Homelessness in San Francisco is a visible issue that impacts the entire community and carries an enormous price tag in health care costs. People living on the street are caught in a vicious

---

[1] *See Murphy, op. cit., for a thorough exploration of these topics / Institute of Medicine Homelessness, Health and Human Needs, National Academy Press Washington, DC / 1988 O'Connell J; Premature mortality in homeless populations: a review of the literature.*

[2] *1/2 of the world's hospital beds are occupied by patients suffering from diseases associated with lack of access to water, adequate sanitation and poor hygiene – 2006 United Nation Human Development Report.*

cycle wherein their housing status prevents them from securing living wage employment, which in turn keeps them from stable housing. The visibility, entrenchment, and challenge of homelessness in San Francisco means that it plays a central role in public discourse. According to a recent public opinion poll conducted by the Chamber of Commerce, the top issue San Franciscans cited was homelessness.

Current Crisis in San Francisco's Publicly Funded Emergency Homeless System

San Francisco's emergency homeless system is in trouble. Severe under-funding and a number of co-factors have created a citywide crisis where safety and dignity inside shelters and resource centers are at risk.

- ***Increased need, fewer beds and drop-in centers***

Safety net providers have experienced a steady increase in requests for shelter and support services over time. Meanwhile, the acuity of the mental and physical health issues among shelter and resource center clients has increased. Shelters and resource centers see higher levels of disability, including mental illness, anxiety, physical health needs, and an increasingly aged population. Meanwhile, since 2004, San Francisco has lost one-third of its shelter bed capacity, while one-half of drop-in centers serving homeless people have closed their doors.

- ***Losses in federal, state, and private funds***

San Francisco's emergency homeless system projects more than $800,000 in lost funds next fiscal year.

Shelters in San Francisco lost $539,501 last year alone, from a combination of sources including federal, state, local, and private funding; homeless safety net providers as a whole project another $800,000 in cuts in the year ahead. Drop-In Centers this year will lose $122,000 in California MHSA support. Meanwhile, many private foundations have moved away from funding emergency services. In 2009, San Francisco lost $65,000 in Emergency Housing Assistance Program (EHAP) funding from the State of California by governor veto, and San Francisco shelters lost another $321,785 in FEMA funds, while facing a 12% cut in federal Emergency Solutions Grant funding next year. Furthermore, federal funding from the American Recovery and Reinvestment Act (ARRA) for Homelessness Prevention and Rapid Re-Housing (HPRP) will end in June 2012. The HPRP program provided $8.75M over 32 months, preventing homelessness among 2,301 households who were at imminent risk. To date, 106 households have been rapidly re-housed through this program, which will end this fiscal year. Even as the economy recovers, San Francisco's safety net service providers continue to feel deeply the impacts of public and private funding cuts.

- ***Flat City funding and increased shelter and resource center costs***

Except for a small Standards of Care adjustment given in 2009, there has not been any increase in funding from the City for these services since 2006; in some cases, the City's per bed reimbursement has actually decreased for shelter providers. At the same time, shelters and resource centers have experienced significant increases in the cost of doing business. Health care premiums, for instance, increased an average of 10% for shelter and resource center

providers during the past year, and at greater levels in prior years. One provider experienced a 76% increase in Kaiser premium costs between FY2006 and FY2012. Workers Compensation expenses have more than doubled in the same period. (Please note: we are only pointing out the impact, but we are not requesting a CODB/COLA as part of this proposal).

As shelters and resource centers have worked to meet the challenges of increased occupancy as well as Standards of Care demands, we have also seen food and janitorial supply costs go up dramatically. One provider spent $182,000 on food product in FY2007 compared to the anticipated expenditure of $383,000 in the current fiscal year. During the same period, that provider's janitorial and hygiene supply costs went from $48,000 to $150,000.

In the face of rising costs and flat or decreased City funding, emergency homeless providers have been forced to cut personnel, leaving fewer line staff and managers to work with increased numbers of clients with higher levels of acuity and need. Notably, behavioral health professionals were among positions substantially reduced by the City's cuts, severely limiting the support available to front line staff.

Impact of Funding Crisis on Emergency Homeless Service Providers

The impact of the funding crisis has affected every area of shelter and resource center operations and their ability to meet the basic needs of clients. San Francisco's emergency homeless service system is stretched to its limit. The safety net cannot absorb further cuts, but instead needs additional funding to meet minimum staffing levels and the Standards of Care.

- ***Increased safety problems***

The lack of adequate staffing leads to safety issues in San Francisco's emergency homeless services. Since 2010, there has been a marked increase in violence inside city shelters and resource centers that correlates with decreased staffing, increased acuity, and decreased services. Based on data from denial of services due to violence/threats of violence, the numbers have increased every six months over the last three time periods by a total of 27%.[3] Staffing ratios are now so low that staff are often unable to de-escalate crisis situations in time to avoid violence. Some providers can offer only one staff member per 50 or more clients.

- ***Inability to follow Standards of Care***

San Francisco shelters and resource centers support the City's Standards of Care, which legislate basic hygiene, health, and human rights regulations for City-funded homeless services. As City funding has been cut, however, shelters and resource centers are hard-pressed to maintain the Standards of Care. Despite the commitment to these standards, shelters and resource centers lack the funding to keep up fully with the demand for such basic items as toilet paper, clean sheets, and adequate food for clients. Moreover, as staff deal with higher needs

[3] *Denial of service raw data for threats of violence and violence include 147 incidents occurring between July and December of 2010, 181 incidents between January and June of 2011, and 201 incidents between July and December of 2011.*

clients, shelters and resource centers have few resources to train staff on clients' behavioral and physical needs.

- ***Facility problems***

Shelters and resource centers struggle with the impact of deferred maintenance. Due to heavy use by a high-needs population, shelters and resource centers require proactive work to maintain facilities. Common issues among San Francisco's shelters and resource centers include elevator breakages, unhealthy or unsafe conditions, plumbing problems, HVAC issues, decrepit flooring, and more. Deferred maintenance leads to higher costs down the line. This reality is exacerbated by the loss of Redevelopment funds, CDBG, and other capital funding options upon which shelters and resource centers once relied. While we applaud recent efforts by the Human Services Agency to address this issue, deferred maintenance and capital expenses continue to pose a significant challenge to San Francisco's emergency homeless service providers.

- ***Staff turnover***

Over 14,000 individuals enter our emergency homeless system each year. The high volume of clientele with increasingly complex problems is compounded by low staff wages and understaffing. It is unsurprising that our agencies suffer from high staff turnover. Turnover is disruptive to clients, while presenting substantial institutional challenges. Staff turnover is time-consuming and costly for providers struggling with reduced resources for relief staff and training.[4]

- ***Loss of services citywide and inside emergency homeless services***

Citywide budget cuts impact San Francisco's entire social services network. As noted, cuts to the shelter and resource centers system have reduced the availability of primary health care, mental health, and substance abuse services inside and outside shelters and resource centers. Meanwhile, partner agencies upon which shelters and resource centers would otherwise rely for these services are absorbing the same cuts. The shelter and resource system feels the pressure of meeting greater client needs as citywide resources diminish.

The Proposed Solution

San Francisco's shelters and resource centers request of the Mayor and the Board of Supervisors a supplemental General Fund allocation to help meet the City's Standards of Care, cover increased costs, and ensure minimum staffing levels. **We request a total investment of $5,031,520 to ensure a safe and dignified system of care** ($911,149 for the city's resource centers, and $4,120,371 for shelters to offset the city's loss of HPRP funds and other co-factors). This investment will ensure that San Francisco can provide a safety net for families and individuals to prevent homelessness for those at imminent risk, provide safe and dignified shelter and resource centers for those experiencing homelessness, and support stabilization in permanent housing as quickly as possible.

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[4] *Staff turnover data is currently being gathered by Human Services Agency staff.*

Summary Data on Funding Cuts and Request for Supplemental Funding

Provider	Projected Funding Gap
Shelters	
Hamilton Family Residences and Emergency Center	**364,769**
Episcopal Community Services - Sanctuary and Next Door	**746,702**
Episcopal Community Services - SF START	**269,302**
Central City Hospitality House	**129,592**
Compass Family Shelter	**55,709**
Catholic Charities CYO	**77,862**
CATS - A Woman's Place	**15,031**
Larkin Street Youth Services	**266,573**
Dolores Street Community Services	**76,788**
Providence Shelter	**118,044**
Subtotal: Shelters	***2,120,371***
Resource Centers	
Central City Hospitality House - Self-Help Centers*	**214,337**
CATS - A Woman's Place/Drop In*	**79,358**
Mission Neighborhood Resource Center	**102,880**
St. Vincent de Paul Society - MSC South	**330,100**
United Council of Human Services	**184,474**
Subtotal: Resource Centers	***911,149***
Subtotal: HPRP Offset (see below)	***2,000,000***
TOTAL:	**$5,031,520**

**Funding gap does not include potential DPH cuts*

Breakdown of Supplemental Funding Request	Amount	Percent of Total
Loss of HPRP funding offset:	2,000,000	40%
Loss of other funding offset:	821,772	16%
Minimum staffing levels and staff training coverage:	1,847,817	37%
Staff training:	14,334	<1%
Standards of Care/facility maintenance:	68,000	1%
Standards of Care/client supplies & food:	86,696	2%
Indirect:	192,900	4%
TOTAL REQUEST:	**5,031,520**	**100%**

Summary of ARRA HPRP Funding (10/09 – 3/12)	Target Population	Amount
Catholic Charities – Homelessness Prevention	Families	$2,983,519
Eviction Defense Collaborative – Homelessness Prevention	General	$2,122,540
Hamilton Family Center– Rapid Re-Housing	Families	$1,546,089
Holy Family Day Home	Families	$624,000
Larkin Street Youth Services	Youth	$151,762
Tenderloin Housing Clinic	Single Adults	$1,027,626
TOTAL FUNDING LOST:		**$8,410,536**
TOTAL REQUESTED TO REPLACE FUNDS FOR IMPROVED PREVENTION AND SUBSIDIES	**Families/limited Single Adults**	**$2,000,000****

***This funding is not meant to replace already promised private Benioff match for F12/13*

File 120591: SUPPORT Budget - + for Rec/Park
Board of Supervisors to: Alisa Miller, Victor Young 06/26/2012 06:29 PM

From: BVNA <BVNA@ix.netcom.com>
To: Scott.Wiener@sfgov.org,
Cc: Mark.Farrell@sfgov.org, Carmen.Chu@sfgov.org, Christina.Olague@sfgov.org, Jane.Kim@sfgov.org, Sean.Elsbernd@sfgov.org, David.Campos@sfgov.org, Malia.Cohen@sfgov.org, Eric.L.Mar@SFGov.org, David.Chiu@SFGov.org, John.Avalos@SFGov.org, Board.of.Supervisors@sfgov.org, MayorEdwinLee@SFGov.org, Joaquin.Torres@SFGov.org, feedback@sfparksalliance.org, Phil.Ginsburg@SFGov.org
Date: 06/26/2012 05:58 PM
Subject: SUPPORT Budget - + for Rec/Park

Supervisor Scott Wiener
cc: Remaining Supervisors & Clerk of the Board, Mayor Lee, MONS, Phil Ginsburg-R/P, Matt O'Grady-SFPA

Thank you for your currently-proposed 2012-13 SF Budget modification, to fund additional Rec/Park gardening and Park Patrol positions.

Our 36+ acre Buena Vista Park currently is barely surviving on 1.5 assigned gardeners. Without supervising staff's creative management, we'd be in even worse shape than we are, and need additional staff resources just to prevent costly deterioration and unsafe conditions.

Additional Park Patrol staff is needed, not only to address recently-publicized graffiti, but to improve safety in Parks such as Buena Vista, where substance abuse, illegal camping and other offenses must be controlled, to avoid danger to perpetrators and their peers themselves, as well as to all Park users and neighbors, as proven by several serious incidents just in recent months.

Thank you for advocating this proposal, and for all of your wise and thoughtful leadership.

Richard Magary
Steering Committee Chair
Buena Vista Neighborhood Association (BVNA)
415/431-2359
BVNA@ix.netcom.com
6/26/2012 18:00pdt

La Raza Centro Legal
$40,000 Loss in MOH Funding
($90,000 cut to $50,000)

La Raza's Services: We are the only agency in the San Francisco Bay Area to provide legal services in many areas of the law—immigration law, workers' rights and senior law, including housing law—to the low-income, monolingual Spanish speaking, immigrant and Latino community. We provide legal counseling, processing of cases as well as representation in court. We have gained a reputation in the community for providing high quality linguistically and culturally competent legal services. Our attorneys and staff are often from the low-income and immigrant community. We are located in the Centro del Pueblo building and work with many collaborations. Over 1000 individuals seek our services each year.

History with MOH: La Raza has provided legal services for 39 years since it was established and has received MOH funding for over 15 years. We have received $90,000 in MOH funding for approximately the past three years and prior we received $100,000 and $110,000.

Addressing MOH Concerns: In meeting with Brian Cheu, Director of MOH, we were able to address the concerns and ***Brian Cheu indicates his support in "add-backs" to MOH funding for La Raza.*** Below are the concerns and our response:

- **Separation of our Day Labor Program:** Brian Cheu's first concern was that the separation of our Day Labor Program to Dolores Street Community Services would affect our budget. We explained how the funding we receive for the program is used only for the program expenses (salaries, benefits, rent, supplies and other). We end with an approximate $90,000 deficit (with and without the program) if our MOH funding is cut. We are working with DSCS now and the goal is for the separation to take place by July 1, 2012.

- **Ongoing Reduction of our Deficit:** Another concern Brian Cheu had was that of our 2011-2012 fiscal year deficit which occurred because of a loss in foundation funding to our Day Labor Program and Women's Collective ($83,000 Cal Wellness and $64,000 Handleman). Staffing cuts were needed. In addition, due to additional fundraising and great community support, we doubled our individual fundraising in the 2011-2012 fiscal year. Further, with the support of a Taproot grant we were able to market and recruit highly qualified Board members. Recently, we added four new Board members who all have great passion for our work and many connections with large law firms and the corporate sector to assist us in further increasing our fundraising. Moreover, we continue to work with the San Francisco Foundation through the Community Leadership Program to increase our fundraising capacity. With these efforts, we were able to reduce our deficit by 75% in the 2011-2012 fiscal year and we look forward to continue positively this year.

- **Continue to Exceed Contract Goals:** Brina Cheu's last concern was that during our 2011-2012 fiscal year, we lost one member of our Immigration Law Program staff due to a hiring freeze needed to address our deficit. However, we continue to have sufficient staffing to represent individuals in court and meet and exceed our contract goals. Our internal goal is to increase our immigration law staffing this year so that we can begin to follow other agencies in obtaining sliding scale donations from moderate income clients to assist in sustaining our work. In addition, through UC Berkeley School of Law's Fellowship Program, a law graduate will be placed with our Immigration Law Program.

Conclusion: We realize there are many serious priorities this year. For us this $40,000 loss is dire as we recover from a very difficult year. Although we are progressing, it will be very difficult for us to sustain our current work at the same level with this great cut to funding. If there is anyway to allow a reinstatement funding, this would greatly assist us as we progress to becoming stronger financially.

File 120591
BOS-11
cpage

Dear Board

Please Would You "NOT" Fund

NAAP NATIVE American AIDS Project

Until There is An Investigation With

This Project To Where Their Funding

is Going As They Are "NOT" Funding

Their own People Or Individuals They

Requested Help from Them!

I ASK You Please Investigate

This Project!

Thanks

RECEIVED
BOARD OF SUPERVISORS
SAN FRANCISCO
2012 JUN 21 PM 2:41

Law Library, File 120591

Board of Supervisors to: Carmen Chu, David Campos, David Chiu, Eric L Mar, John Avalos, Sean Elsbernd, Malia Cohen, Scott Wiener, 06/18/2012 01:52 PM

From: PEGGY HUFF <phuff@sbcglobal.net>
To: board.of.supervisors@sfgov.org,
Date: 06/18/2012 12:40 PM
Subject: Law Library

Dear Supervisors
I am writing to you as a long time resident of this city who is extremely concerned about the crisis facing the
San Francisco Law Library. I urge you, as a member of the Budget Committee, to make sure that adequate
funding is appropriated to make sure that a comprehensive public law library continues to be available to
serve all of the citizens of San Francisco. We are very lucky to have this institution, and I want my
voice to be added to those who demand that Board ensures the continuation and vitality of the San
Francisco Law Library by funding and providing adequate space for all the Law Library resources and
collection.

Sincerely
Peggy Huff

BOS-11, cpage
File 120591

EDWIN BRADLEY
ATTORNEY AT LAW
785 MARKET STREET, 15TH FLOOR
SAN FRANCISCO, CA 94103
TEL: (415) 777 4445
edbradlawyer@yahoo.com

RECEIVED
BOARD OF SUPERVISORS
SAN FRANCISCO
2012 JUN 18 PM 4:50

June 15, 2012

The Honorable Edwin M. Lee, Mayor
The Honorable Members of the Board of Supervisors
Ms. Naomi Kelly, City Administrator

Re: Call for Immediate Action for the San Francisco Law Library

Dear Mayor Lee, Honorable Supervisors, and Ms. Kelly:

It is very important to me and to other people that I know that the San Francisco Law Library remain open to the public during the refurbishment of its present location. It is an essential community resource.

The Law Library provides essential print and electronic resources and services to law firms, large and small and to the public. By increasing access to legal information, the Law Library is uniquely able to bring this community at least two irreplaceable benefits. First, no other institution in San Francisco aids legal representation and advocacy in the way the Law Library does. Individual attorneys like me depend on the Law Library for resources that I do not have, cannot obtain elsewhere, or are only available electronically and with great expense.

I rely on the Law Library for legal databases, for my practices. I rely on the expertise of Library reference librarians concerning unfamiliar legal topics and resources. Law Library services and resources not only help me answer legal questions and save my clients money. It is also true that no other institutions in San Francisco advances greater access to justice in the way that the Law Library does.

Please make every effort to keep the San Francisco Law Library open.

Sincerely yours,

Edwin Bradley

Edwin Bradley

cc: S.F. Law Library

File 120591: City of San Francisco's 2012-14 Budget

Board of Supervisors to: Carmen Chu, David Campos, David Chiu, Eric L Mar, John Avalos, Sean Elsbernd, Malia Cohen, Scott Wiener, 06/08/2012 01:33 PM

From: kmcelroy@onemain.com
To: "SF Board of Sup." <board.of.supervisors@sfgov.org>,
Cc: NERT <dianariver@aol.com>, NERT <kg6cev@yahoo.com>
Date: 06/07/2012 10:11 AM
Subject: City of San Francisco's 2012-14 Budget

June 7, 2012

Dear Board President and the San Francisco Board of Supervisors,

I understand that again this year the Budget & Finance Committee is facing huge necessary "proposed" budget cuts. When the Committee presents their Fiscal Year (FY) 2012-14 budget proposal to the full Board of Supervisors for consideration, I trust you will NOT consider cutting any amount from the proposed San Francisco Fire Department's (SFFD) - Neighborhood Emergency Response Team (NERT) budget allocation. As you already know, NERT is a City funded program that trains citizens/civilians to respond during any and all emergency situations.

NERT is quite possibly the best allocation of taxpayer dollars via the city coffers! Therefore, cutting anything from the already lean SFFD - NERT proposed budget isn't cost-effective. Any change would likely end the NERT program as we know it, making everyone less safe in a disaster. NERT's lend a trained hand to help others because they received basic, advanced as well as, re-training via San Francisco's first responders. NERT's are more than 16,000 strong and have been trained to "act in the face of danger". You never know when that moment we'll occur and NERT boots on SF district/neighborhood ground will be mobilized to save lives and assist with city-wide communications via Ham Radio Operators.

As both a member and supporter of NERT, I urge you not to consider any SFFD budget changes that will directly or indirectly affect SFFD or NERT budgets.

As illustrated above, San Francisco needs civilians/citizens who are prepared to take care of themselves and assist others after a disaster. NERT is the only program in our city that offers free, hands-on disaster preparedness training. Most importantly, it's taught by professional first responders from the SFFD. Our SFFD instructors are outstanding teachers who live by what they teach us. It is their knowledge and training that helps keep us safe as volunteer disaster responders.

Thank you for your time.

Sincerely,

Karla McElroy,
NERT Volunteer
1487 - 47th Avenue
SF, CA 94122-2908

Files 120720-120272: 8 Washington concessions

Board of Supervisors to: Carmen Chu, David Campos, David Chiu, Eric L Mar, John Avalos, Sean Elsbernd, Malia Cohen, Scott Wiener, 06/08/2012 02:13 PM

From: stephanie greenburg <stephgreenburg@gmail.com>
To: Board.of.Supervisors@sfgov.org,
Date: 06/07/2012 12:01 PM
Subject: 8 Washington concessions

Dear BOS,

I would like to comment on the upcoming vote for 8 Washington, and concessions asked by Jane Kim. While I am not so concerned about the parking spaces (actually, if any were available to the public it could be beneficial for visitors to the Ferry Bldg and other destinations near it, including the future Exploratorium and Teatro Zinzanni, as well as AT&T Park (and future Warriors arena?). I am highly interested in the proposed concession to provide funds for streetscape improvements within 1-mile of the development. I think this is a no-brainer.

I should say, I am in support of 8 Washington. It is one block from the troubled Broadway Corridor which is lined with nightclubs, strip clubs, run-down SROs and VERY new low-income housing, to be joined by more. This project brings much needed diversity and money to the area,and it will be a boon for the North Beach business community along this major tourist thoroughfare. Let's not forget how important our tourist thoroughfares are, with all the money they bring in for the City.

The troubled Broadway Corridor, from The Embarcadero to Columbus, falls within this 1-mile radius, as does the Grant Ave business corridor and Washington Square Park (just at 1 mile). In addition, the Kearny and Vallejo Steps are within this radius. All of these locations is in desperate need of better lighting and streetscape improvements. In fact, the Kearny Steps were slated for greenery and better lighting a decade ago, but the project was scrapped due to lack of funding, can we finally fulfill this project? Please? You can see these steps from downtown, they are an eye-sore and are unsafe after dark. Could funds be diverted to add signage and lighting to Broadway, the dark Vallejo Steps and Washington Square Park to improve safety? I can't remember the last time we saw any streetscape improvements on Grant Ave. In fact, while many streetscape/beautification and safety improvements have been accomplished or proposed across the City, North Beach has largely been ignored and has received little, if any funding. In fact, this highly visible and trafficked area is not part of the Clean Streets Program, how can this be? Is this really the impression we want tourists to take home?

I would hope the many needs of North Beach would be addressed by these concessions, as opposed to funds being diverted to the more geographically obvious areas of FiDi and Embarcadero. We really could use some help and these funds would be of great assistance to our community.

Thank you for your time and efforts.

Best regards,

Stephanie Greenburg (Central CPAB)

--
Steph

Files 120270-120272: 8 Washington concessions

Board of Supervisors to: Carmen Chu, David Campos, David Chiu, Eric L Mar, John Avalos, Sean Elsbernd, Malia Cohen, Scott Wiener, 06/08/2012 02:13 PM

From: Roger W <roger1003@yahoo.com>
To: Board.of.Supervisors@sfgov.org,
Date: 06/07/2012 01:19 PM
Subject: Fwd: 8 Washington concessions

Dear BOS,

8 Washington should pay to help improve the troubled Broadway Corridor, from The Embarcadero to Columbus, falls within this 1-mile radius, as does the Grant Ave business corridor and Washington Square Park (just at 1 mile).

In addition, the Kearny and Vallejo Steps are within this radius. All of these locations is in desperate need of better lighting and streetscape improvements. In fact, the Kearny Steps were slated for greenery and better lighting a decade ago, but the project was scrapped due to lack of funding, can we finally fulfill this project? Please? You can see these steps from downtown, they are an eye-sore and are unsafe after dark. Could funds be diverted to add signage and lighting to Broadway, the dark Vallejo Steps and Washington Square Park to improve safety? I can't remember the last time we saw any streetscape improvements on Grant Ave. In fact, while many streetscape/beautification and safety improvements have been accomplished or proposed acr the City, North Beach has largely been ignored and has received little, if any funding.

Or, ask central station to do their job!

Hope you are having a good day and thank you again.

Sincerely,

Roger Weinman
District Coordinator of Telegraph Hill
SFFD Neighborhood Emergency Response Team
San Francisco, CA
Mobile: 415-378-6637
HAM: KJ6ETJ
http://www.sf-fire.org/index.aspx?page=875

Sent Clerks office from Sup Chu's office

Huckleberry House Requests Immediate Support

For the first time, after 45 years of operation, Huckleberry House, the nation's first runaway and homeless youth shelter, may be forced to shut down on weekends due to a multi-year period of unsustainable budget cuts.

Request: ***An on-going annual allocation from the City restoring funding to $600,000 (the average received in FY05-FY09) prior to drastic cuts by the Juvenile Probation Department. This would be an increase of $275,000 from the City's current grant of $325,000 from DCYF..***

History and Financial Support

Huckleberry House was the first recipient of funds awarded under the 1974 Federal Runaway and Homeless Youth Act serving as a national model that was replicated across the country.

For a twenty year period from 1988-2008, the shelter was funded at amounts between $521,000 to $628,000 from Juvenile Probation and DCYF.

The funding crisis occurred in FY09 **when a joint JPD/DCYF allocation of $606,000 was zeroed out mid-year due to cuts to the JPD budget. Huckleberry House was saved from closure by an emergency grant from DCYF and DPH.** ***Despite repeated requests for restored funding, it remained at $325,000 from DCYF for Fiscal Years 10/11/12/13. At this time, Huckleberry House can no longer afford to operate safely as a 7 day/24 hour shelter.***

Actual Costs

- For the past three years the shelter has operated at a **reduced staffing** level and its yearly operating budget is **$725,000. Full staffing** with a second manager and double coverage at night would cost **$850,000.**
- Huckleberry Youth Programs was able to replace $90,000 of lost funding with an increased award (at the maximum level) from the federal government.
- The agency during this difficult time has reduced costs by cutting staff, reducing salaries and instituting furloughs. It has also reduced its reserves to help cover the shortfall. ***These measures are no longer viable for the provision of such a critical service.***

Youth Served

- 5 year average of youth served approximately 170-200 sheltered and an additional 100 providing with crisis intervention.
- Huckleberry House operates a 24 hour crisis line that that is a resource for youth, parents, teachers, and providers with an average of 740 calls per year.

Critical Role as Partner with City Departments

- **HSA/Children's Protective Services (CPS)** – Approximately 41% of youth sheltered have a Suspected Child Abuse Report filed with CPS, this is in addition to youth who are current 300's or CPS referred. 55% of youth sheltered are CPS involved.
- **Police refer 48% of youth.** When combined with referrals from CARC and the other juvenile justice officials, the total is **55% of referrals.**
- **Department of Public Health** – An on-site therapist provides critical services to both youth and parents in crisis. Aftercare services help to improve family functioning.

Why the Job Readiness Initiative Must be apart of the City's Workforce and Economic Development Plan

What is the Job Readiness Initiative (JRI) and why is JRI funding important?
JRI stems from a history of community advocacy to improve the lives of low-income communities. The disparity in San Francisco's quality of life indicators, among racial minorities, represents one of the most extreme dichotomies in the nation. These indicators include health, incarceration, education, and financial measures. The majority of these racial minorities are concentrated in "underserved" neighborhoods, including District 10-Bayview Hunters Point and District6 - the Tenderloin-SOMA communities.

JRI provides funding to community based, nonprofit organization to provide workforce development services to include outreach and recruitment, career counseling, assessment, intensive case management, barrier removal services, and "bridge" job readiness training. The JRI providers rely on these contracts to address barriers to employment that other contracts will not fund, ie. helping clients purchase tools, pay tickets, seal their records, pay union dues, gain licenses and/ or other employment certificates.

There are lots of capital jobs in the pipeline but the target population has major barriers to employment to successfully compete for these jobs.
Ironically, thousands of new jobs in capital projects are becoming available, over the next 20 years, in these communities. Each of these projects includes a project labor agreement that prioritizes hiring local, low-income residents from the surrounding communities. While this appears to be a recipe for transformation and prosperity within these communities, both City government and local residents have recognized that huge barriers exist that prevent local residents from securing even a small percentage of the myriad of employment opportunities in their own neighborhoods. . In recognition of this disconnect, San Francisco's Redevelopment agency conducted interviews with individuals and representatives from community based organizations to determine the root causes preventing some of the most impoverished and disenfranchised residents from accessing jobs in their own neighborhoods. They found that while communities and individuals all express a need and a desire for greater employment opportunities, they often lack the social supports to secure and maintain employment. This phenomena was identified as "Barriers to Employment."

The social cost of NOT funding JRI
The JRI target populations are consumers of the most expensive public benefits and services. JRI clients typically are involved in the criminal justice system or the recipient of public benefits. However, when these clients secure viable employment, recidivism decreases, contact with the criminal justice decreases, and utilization of public benefits decreases.

What are we asking for?
We are extremely appreciative of the Mayor's support for the JRI program. In the Executive Summary of the Mayor's budget he says,"... OEWD will work closely with community-based organizations formerly supported by the SFRA Jobs Readiness Initiative, providing them transitional grant funds and developing a new program in the second half of FY 2012-13." We have learned that his budget includes $1.8 million over 2 years. However, full funding for 2 years is $2.45 million. Therefore, we are respectfully requesting an additional **$645,000** to provide full funding over the next 2 year budget cycle.

City and County of San Francisco

Edwin M. Lee
Mayor

Department of Public Health

Tangerine M. Brigham
Deputy Director of Health
Director of Healthy San Francisco

To: Barbara Garcia
From: Tangerine Brigham
Re: Affordable Care Act: Impact Analysis Pending United States Supreme Court Decision
Date: June 20, 2012

This memorandum summarizes key aspects of the Affordable Care Act (ACA) and its potential impact.

In the absence of state and/or federal health reform, the City and County of San Francisco (CCSF) implemented local health coverage initiatives that provide services to approximately 72,000 individuals:

- Health Insurance Products for 13,700 people via Healthy Kids and Healthy Workers
- Health Access Programs for 58,000 people via Healthy San Francisco and SF PATH

ACA will, among of things, increase the number people with insurance. This is beneficial because it:

- decreases the number of uninsured San Francisco residents and
- results in some health care costs now funded by City shifting to the federal/State.

From a public policy and program perspective, implementation of ACA will result in a need to reassess CCSF's local health care coverage options. To date, CCSF policy has been that its local health care coverage programs serve as a safety net, not as a substitute for state/federally funded health insurance.

The constitutionality of the ACA has been challenged. As of this date, the United States Supreme Court's decision had not been issued. The potential Court rulings and local impacts could be:

#	Potential Ruling	Potential Impact
1.	No Implementation: Individual mandate and Medicaid expansion unconstitutional	No shift in eligible population to federal health options; local programs continue with regular review and program modifications as necessary
2.	Partial Implementation: Individual mandate unconstitutional and Medicaid expansion constitutional	Estimated 29,000 – 30,000 (40% -42%) individuals in the local health care coverage initiatives eligible for federal/State funded public health insurance through Medi-Cal
3.	Full Implementation: Individual mandate and Medicaid expansion constitutional	Est'd 47,000 (65%) individuals in the local health care coverage initiatives eligible for federal health options (Medi-Cal or California Health Benefits Exchange

It is important to note that irrespective of the scenarios, the Healthy Kids and Healthy San Francisco programs will continue to be in existence since ACA does not extend health insurance to all uninsured residents in the U.S. Specifically, it does not cover undocumented persons who are currently eligible for Healthy Kids and Healthy San Francisco enrollment.

The following pages provide more detailed information and context.

Summary of San Francisco Local Health Reform Efforts

- In the absence of comprehensive state and/or federal health reform, the City and County of San Francisco (CCSF) implemented local health care initiatives that provide services to approximately 72,000 individuals.

- CCSF created these local coverage options because certain populations did not have access to a comprehensive health care coverage program. The local coverage options include both health insurance products and health access programs:

Type of Coverage	Program Name	Eligible Population	Number Enrolled
Health Insurance	Healthy Kids	Children 0 – 18 years of age (including undocumented) who are ineligible for public-insurance at or below 300% Federal Poverty Level	2,500
	Healthy Workers	In Home Supportive Services workers	11,200
Health Access (not insurance)	Healthy San Francisco	Uninsured adults (including undocumented) with incomes at or below 500% Federal Poverty Level	47,000
	SF PATH (federally funded)	Uninsured adult citizens or lawful residents with incomes at or below 25% Federal Poverty Level	11,000

It's important to note that if eligible for publicly-funded state/federal health insurance, individuals are enrolled in those programs before being determined eligible for the local coverage option, with the exception of Healthy Workers.

- In addition to the local health care coverage programs, CCSF adopted landmark local legislation requiring:
  1. all CCSF contractors to provide health insurance to workers or pay a fee (Health Care Accountability Ordinance) and
  2. certain San Francisco employers to make health care expenditures on behalf of eligible workers (Health Care Security Ordinance).

High Level Affordable Care Act Overview

- Beginning in 2014, ACA expands Medicaid (federal/state funded health insurance program for low-income persons) and creates new health insurance exchanges that will significantly increase the number of citizens and legal immigrants with health insurance.

- ACA creates an individual mandate and penalty for individual non-compliance.

- ACA does not provide health coverage for undocumented persons.

- ACA does not require employers to provide health insurance, but establishes a penalty for certain employers who do not provide health insurance to eligible employees.

- ACA makes critical reforms in the health insurance market such as guarantee issue.

Local Policy and Program Approach

- From a public policy and program perspective, implementation of ACA will result in a reassessment of the CCSF's local health care coverage options.

- To date, the CCSF policy directive has been that its local health care coverage programs serve as a safety net, not as a substitute for state/federal health insurance.

- To the fullest extent possible, if a resident enrolled in one of CCSF's local coverage programs becomes eligible for Medi-Cal (California's Medicaid) or the California Health Benefits Exchange beginning 2014, then they should be disenrolled from the local program and transitioned into the new federal options.
    - This is consistent with current practice and with policy recommendations of the April 2011 San Francisco Health Reform Task Force Report to Mayor Edwin Lee (recommendations number 9 and 10).

- This is beneficial for the following reasons:
    - For those in the health access programs they will obtain health insurance which is preferable.
    - Some health care coverage costs now funded by CCSF will be funded by the federal/state government reducing the General Fund obligation.

Supreme Court Challenge to ACA

- In November 2011, the United States Supreme Court (Court) agreed to consider the constitutionality of ACA. Specifically, the four challenges were to:
    1. timeliness of the lawsuit (i.e., appropriateness of ruling on the constitutionality of ACA before it has been enacted and before either an individual or business has paid a penalty)
    2. the individual mandate (i.e., requirement that certain residents have health insurance)
    3. the Medicaid expansion (i.e., increases access to publicly-funded health insurance by expanding eligibility for Medicaid benefits)
    4. severability (i.e., if one part of ACA is struck down, are the remaining parts operable since the ACA does not contain a severability clause)

- Oral arguments were held in March 2012 with a Court decision due by June 30, 2012.

- There is no information to suggest how the Court is leaning in its decision making or when the decision will be released. As a result, any predictions on the outcome are entirely speculative.

- However, for illustrative purposes only assuming that the Court: (1) rules that the lawsuit is timely and that it is therefore appropriate for the Court to render a decision and (2) that severability is applicable, then the Court ruling could be one of these scenarios:
  1. Both the individual mandate and Medicaid expansion are unconstitutional
  2. The individual mandate is unconstitutional and Medicaid expansion is constitutional
  3. Both the individual mandate and Medicaid expansion are constitutional

- It is unlikely that the one of the options would be that the individual mandate is constitutional and Medicaid expansion is unconstitutional; therefore, it is not listed above.

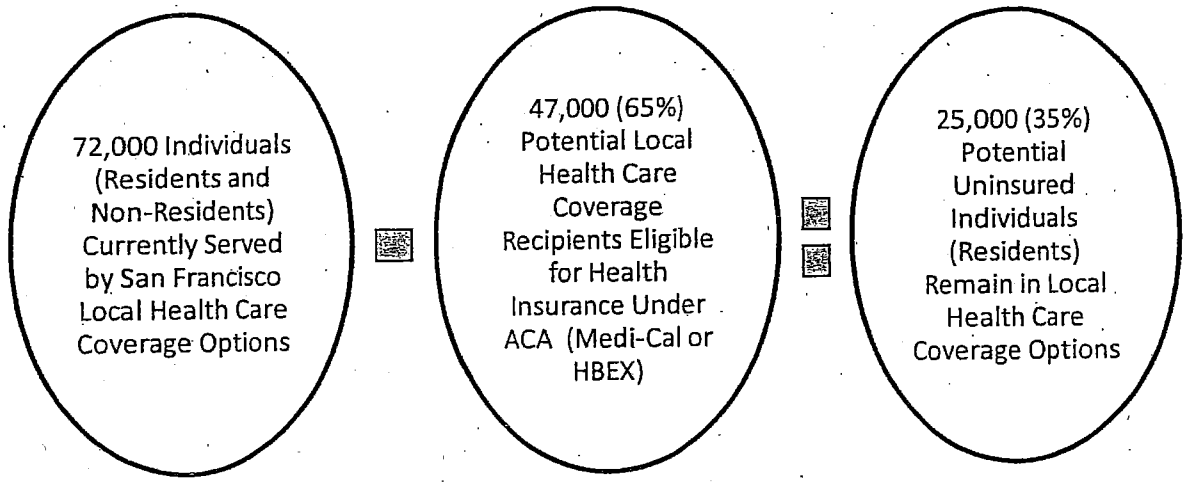
Impact of ACA on San Francisco's Local Health Reform Efforts

- The following chart indicates that depending upon the potential Court ruling, there are range of outcomes. The estimates are based on current program enrollment.

#	Potential Court Ruling	Healthy Kids	Healthy Workers	Healthy San Francisco	SF PATH
1.	No Implementation: Individual mandate and Medicaid expansion unconstitutional	No shift in eligible population to federal health options	No shift in eligible population to federal health options	No population shift – enrollment continues and likely grows	No change in program – scheduled to end 12/31/2012
2.	Partial Implementation: Individual mandate unconstitutional and Medicaid expansion constitutional	No shift in eligible population to federal health options	Est'd 500 -1,000 of population eligible for Medi-Cal	39% (19,700) of population eligible for Medi-Cal	85% (9,300) of population eligible for Medi-Cal
3.	Full Implementation: Individual mandate and Medicaid expansion constitutional	Est'd 30% (700) of population eligible for federal health options	100% (11,000) of population likely eligible for federal health options	51% (24,000) of population eligible for federal health options	100% (11,000) of population eligible for federal health options

- Under no ACA implementation, there would be no shift in enrollment from the local health care coverage programs to the federal options. This would result in a continuation of current programs with regular program modifications as appropriate to ensure that they are both cost-effective and cost-efficient.

- If the Court rules the individual mandate and Medicaid expansion both constitutional and ACA is fully implemented and funded at the federal level, then potentially 47,000 individuals in San Francisco's local health care coverage programs would be eligible for federal/state funded or subsidized health insurance. See following page. Of note, it is anticipated that 100% of the Healthy Workers enrollees would likely become eligible for the federal options – either Medi-Cal or the California Health Benefits Exchange.



- It is important to note that irrespective of the potential Court ruling (no, partial or full implementation of ACA), the Healthy Kids and Healthy San Francisco programs will continue to be in existence since ACA does not extend health insurance to all uninsured residents in the U.S.

- For Healthy San Francisco, if ACA is ruled unconstitutional, program enrollment will remain constant or grow; if ruled constitutional (partially or fully), enrollment will decrease.

- Any transition in enrollment from the CCSF health care coverage program would be over time based on the State of California's timeline, planning and implementation of the California Healthcare Eligibility, Enrollment & Retention System.

- As a result, it is too premature to provide financial impact estimates based on current expenditures (either total or General Fund). In addition, because the provider networks and benefits packages for the Medi-Cal expansion and California Health Benefits Exchange have not been outlined, no comparative information in this area can be provided.

- In terms any impact that the ACA might have on either the Health Care Accountability Ordinance or Health Care Security Ordinance (i.e., Employer Spending Requirement), the Department of Public Health's April 2010 analysis is still relevant:
  - Health Care Accountability Ordinance: ACA does not appear to pre-empt the Health Care Accountability Ordinance which essentially functions as a City and County contracting requirement and not an employer health insurance mandate.

  - Health Care Security Ordinance: An ACA review found no language which suggests the intent to interfere with the Employer Spending Requirement (ESR). To the extent any inconsistency may arise during ACA implementation, these can presumably be addressed with federal or local regulation between now and 2014. It should be noted that ACA only applies to employers with 50 or more employees. San Francisco employers with 20 – 49 employees are subject to ESR, but not ACA.

Juvenile Probation Department

805

Board of Supervisors Budget Committee
Budget Hearing Presentation
June 21, 2012

JPD Mission

- Hold youth accountable while affording opportunities to develop pro-social competencies
- Engage in fiscally sound and culturally competent strategies that promote rehabilitation and public safety

806

JPD Primary Responsibilities

- Custodial Care and Programming
  - –JJC and Log Cabin Ranch
- Investigation/Assessment/Case Planning
- Community Supervision of Adjudicated Wards and Youth placed on Informal Supervision

807

Budget Outlook
FY2011-12 and FY2012-13

	FY2011-12	FY2012-13 Proposed	Change
Salaries	$ 18,316,577	$ 19,175,842	$ 859,265
Fringe Benefits	$ 6,996,948	$ 6,776,397	$ (220,551)
Non-Personnel Services	$ 3,762,156	$ 3,472,491	$ (289,665)
Community Based Grants	$ 1,182,177	$ 1,194,177	$ 12,000
Materials and Supplies	$ 735,032	$ 710,434	$ (24,598)
Capital, Equipment, COIT	$ 354,966	$ 1,453,638	$ 1,098,672
Work Orders	$ 2,377,494	$ 2,940,340	$ 562,846
Total	**$ 33,725,350**	**$ 35,723,319**	**$ 1,997,969**

808

2 Year Budget Outlook: Major Changes

- Additional $1.3M in Juvenile Probation and Camps Fund revenue
- Title IV-E funded Social Worker
- Increases in work orders with HSA, PUC and Worker's Compensation
- COIT – Cameras in JJC ($250K in FY12-13)
- Capital
  - LCR: Dorm bathroom ($211K in FY12-13); Road repair ($200K in FY13-14)
  - YGC:
    - Fire Notification System ($497K in FY13-14)
    - ADA – Elevators ($450K in FY12-13) and main entrance ($250K in FY12-13)
    - Exterior Repair ($250K in FY12-13) and parking lot ($200K in FY13-14)

809

Capital Needs

Major Department Initiatives

- Maintain detention reform efforts
- Continue DMC efforts
- Out-of-Home Placement efforts
  - Wraparound services
  - Juvenile Collaborative Re-entry Team
  - Family Finding
  - AB12 implementation, including social worker

811

Major Department Initiatives

- Ensure health & safety of residents and staff
- Complete cost/benefit analysis
- Complete comprehensive LCR needs assessment
- Fine tune Title IV-E claiming protocols
- Update policies and procedures
- Establish electronic data connection w/ SFPD
- Case Management System development and implementation

812

FTE Changes

- One Social worker position:
  - Managing transitional aged probation youth cases beyond delinquency wardship (AB12)
  - Assist Probation Officers to understand and utilize available programming
  - Liaise with HSA to ensure against programs gaps or redundancies
  - Funded by Title IV-E and State Juvenile Probation and Camps Funds

813

Job Creation & Summer Youth Employment

- JPD is a ***"Project Pull"*** site for 2nd year
  - 2 probationers placed
- Job Readiness Program and placement services
  - 36 youth placed @ 22 private sector job sites
- JPD Job Fair in April
  - 66 youth attended
- SF Conservation Corps & Urban Sprouts @ LCR
- Camp Mather Teen Outdoor Experience

814

JPD's Language Access Efforts

- Full compliance w/ LAO
- Completed OCEIA training
- 8% LEP client population
- 16 documents translated into 5 languages
- 65 (25%) JPD staff bi-lingual in 6 languages
- 26 JPD staff certified in 5 languages
- JPD written LEP policy and protocols
- Commitment to increase bi-lingual staff in future selection and hiring processes

815

Juvenile Probation Department

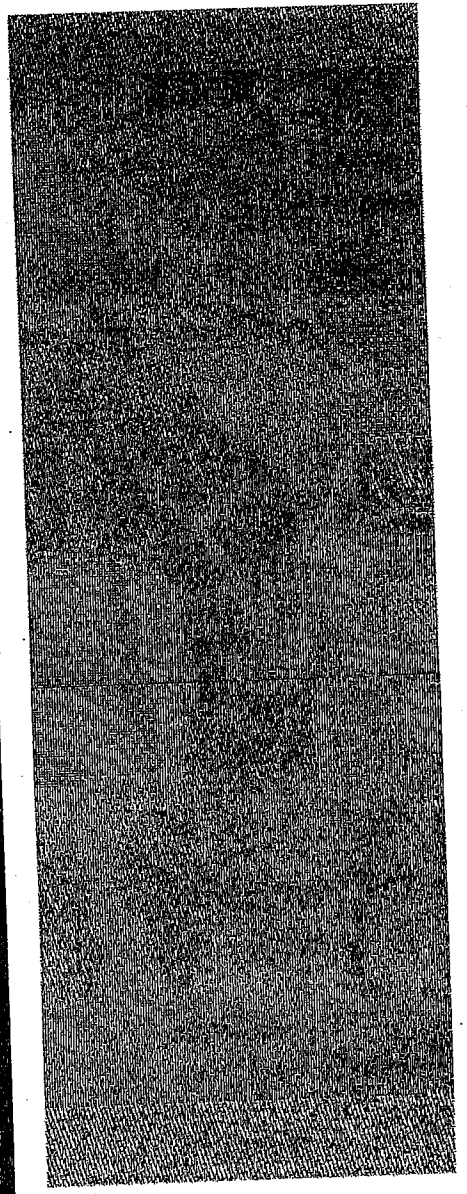
Questions?

816

CHILDREN AND FAMILIES COMMISSION

FY13 & F14 Budget Presentation

Laurel Kloomok
Executive Director



FIRST 5
SAN FRANCISCO
CHILDREN AND FAMILIES COMMISSION

TWO YEAR BUDGET OUTLOOK

Preschool for All

	FY13	FY14
Prop H Allocation	17,710,000	18,390,000
Interest	93,624	80,703
Use of Reserve Fund	2,726,346	5,327,600[1]
Total Revenues[2]	**20,529,970**	**23,798,303**
Admin Costs	1,199,952	1,225,062
Program Costs	18,465,018	21,708,241[1]
Other Program Costs	720,000	720,000
Evaluation Costs	145,000	145,000
Total Expenditures[2]	**20,529,970**	**23,798,303**

First 5 – Prop 10

	FY13	FY14
Prop 10 Allocation	6,049,735	5,647,219
Interest	93,792	80,564
Use of Reserve Fund	1,619,242	2,018,872
Total Revenues	**7,762,769**	**7,746,655**
Admin Costs	1,184,818	1,208,704
Program Costs	6,275,151	6,240,151
Other Program Costs	97,800	92,800
Evaluation Costs	205,000	205,000
Total Expenditures	**7,762,769**	**7,746,655**

818

[1] Updated projected amount to include possible coverage of state cuts in FY14

[2] Does not include the $4.5M/year pending for the First 5 CA Child Signature Program

FIRST 5 SAN FRANCISCO CHILDREN AND FAMILIES COMMISSION

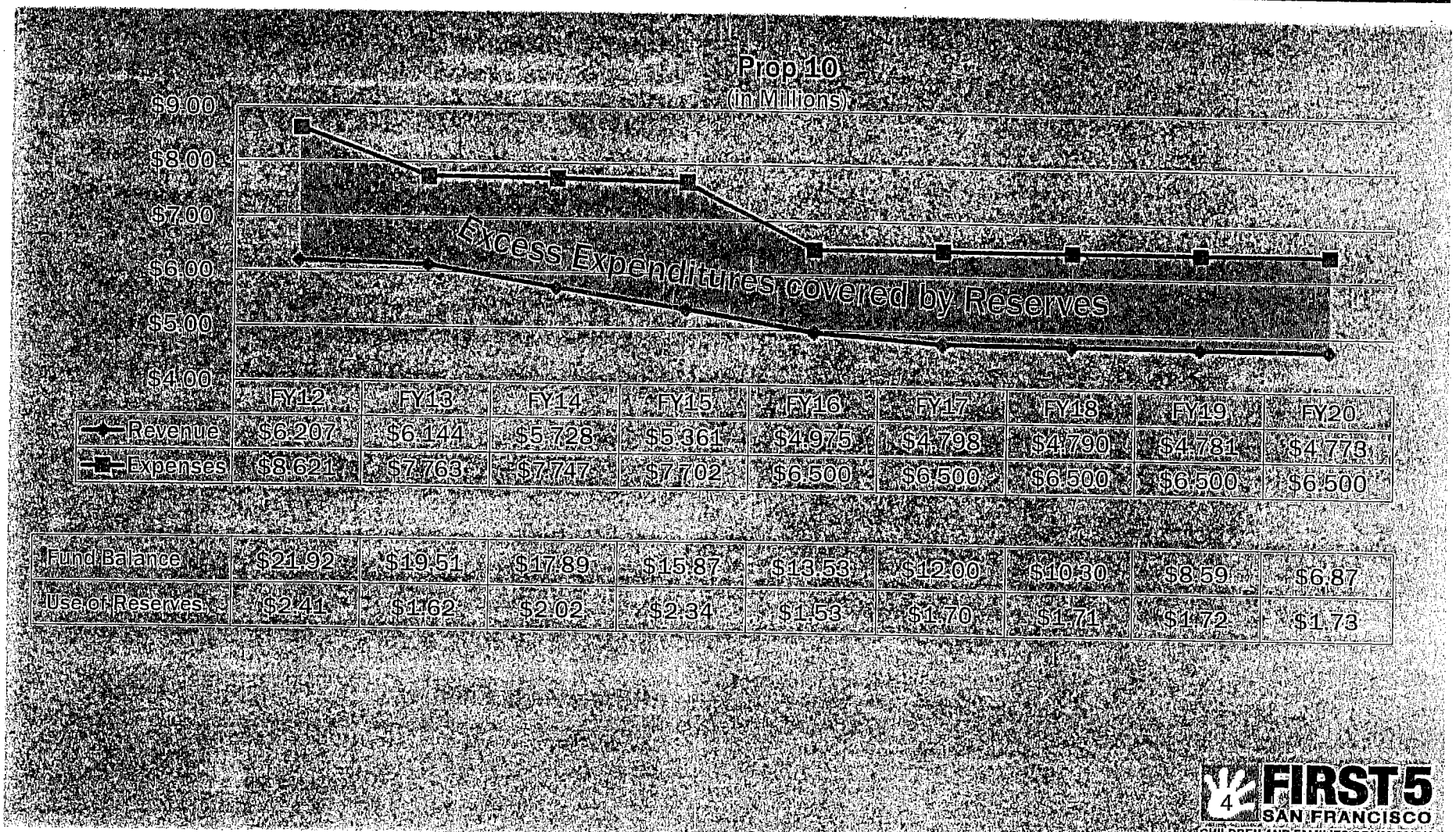
2012-13 INITIATIVES & PROGRAMS

Total Expenditures

Child Development	
Preschool Subsidies	$14,350,018
ECE Capacity Building	$1,160,000
Workforce Wages	$1,075,000
Family Supports/Curriculum	$655,000
Child Health	
Mental Health Consultation	$1,850,000
Inclusion	$1,355,000
Comprehensive Screenings	$476,154
Healthy Kids	$350,000
Family Support	
Family Resource Centers	$2,975,000
FRC Capacity Building	$495,000

FIRST 5 SAN FRANCISCO
CHILDREN AND FAMILIES COMMISSION

PROP 10 OUTLOOK & SUSTAINABILITY



	FY12	FY13	FY14	FY15	FY16	FY17	FY18	FY19	FY20
Revenue	$6.207	$6.144	$5.728	$5.361	$4.975	$4.798	$4.790	$4.781	$4.778
Expenses	$8.621	$7.763	$7.747	$7.702	$6.500	$6.500	$6.500	$6.500	$6.500
Fund Balance	$21.92	$19.51	$17.89	$15.87	$13.53	$12.00	$10.30	$8.59	$6.87
Use of Reserves	$2.41	$1.62	$2.02	$2.34	$1.53	$1.70	$1.71	$1.72	$1.73

FIRST 5 SAN FRANCISCO CHILDREN AND FAMILIES COMMISSION

PRESCHOOL OUTLOOK & SUSTAINABILITY

SUSTAIN HIGH QUALITY EARLY EDUCATION

- First 5 has applied for a State grant from First 5 California to improve the quality of care for infant, toddlers and preschoolers in San Francisco. Award pending. **$13.5 million over 3 yrs**

- First 5 has a prominent role with planning a Regional Quality Rating and Improvement System with the California Department of Education, funded by a federal grant, Race to the Top, Early Challenge Grant. **$1.2 million over 3 yrs**

FIRST 5 SAN FRANCISCO CHILDREN AND FAMILIES COMMISSION

JOINT FUNDING AND LEVERAGING

- 25 Family Resource Centers - DCYF, HSA and First 5 SF
  - Total Allocation: $10,462,138 per year for 3 years
- Mayor's Office of Housing and Office of Economic and Workforce
- Title IV-E
- Joint Early Care and Education Initiatives- DCYF, HSA, First 5 SF
  - Total Allocation: $18,224,303 per year for 3 years
- Regional Quality Rating and Improvement System - First 5 San Francisco Alameda Contra Costa Santa Clara Santa Cruz
  - Total Allocation: $8,697,600 over 4 years

STAFFING & LANGUAGE ACCESS

- First 5 San Francisco has budgeted for 16 FTE that includes 4 vacancies. There are no new positions.
- First 5 staff has language capacity in 3 languages: English, Spanish and Chinese (Cantonese and Mandarin)
- First 5 operates a parent phone line for preschool in these 3 languages.
- Most funded programs maintain an ongoing capacity to serve families and providers in a minimum of these 3 languages.

FIRST 5 SAN FRANCISCO CHILDREN AND FAMILIES COMMISSION

THANK YOU

Laurel Kloomok Executive Director
First 5 SF Children and Families Commission
laurel@first5sf.org
415.554-9250
www.first5sf.org

FIRST 5 SAN FRANCISCO CHILDREN AND FAMILIES COMMISSION

DCYF

Department of Children, Youth & Their Families

Proposed FY2012-2013 and FY 2013-2014 Budgets

Budget and Finance Committee
June 21, 2012

www.dcyf.org

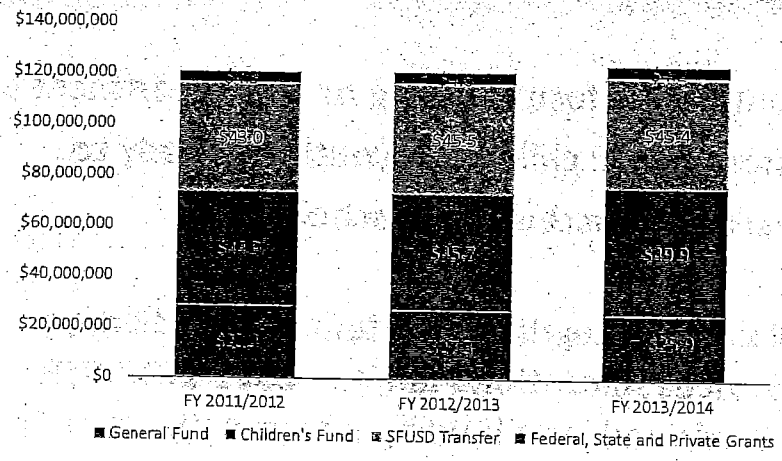
FY 2012-2013 Budget Priorities

- Continue to focus funding on the department's priority goal: children & youth are **ready to learn** and **succeeding in school**.
- Maintain integrity and intent of the **Children Services Allocation Plan**, the **2011-2013 RFP** awards and joint funding efforts with other City departments.

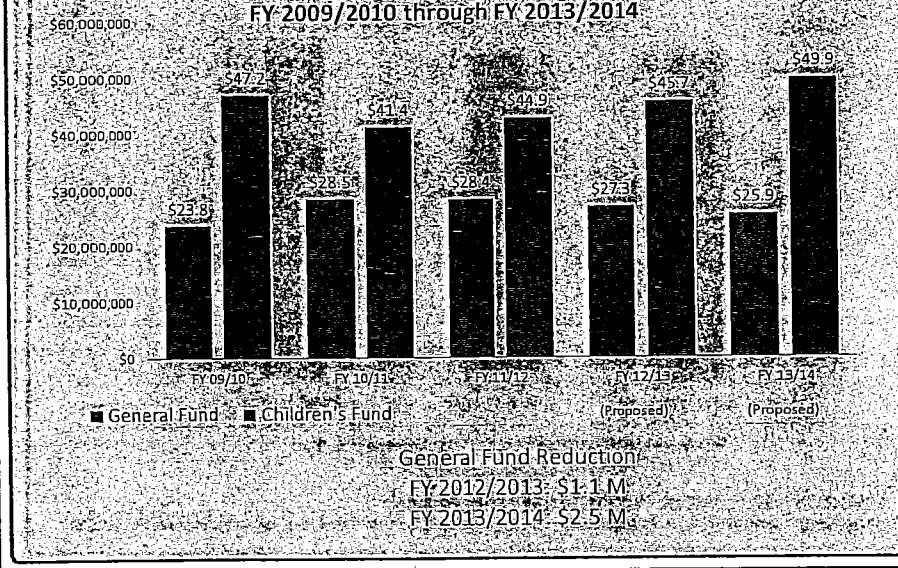
FY 2013-2014 Budget Priorities

- Continue to focus funding on the department's priority goal: children & youth are **ready to learn** and **succeeding in school.**
- Identify funding priorities in the 2013-2016 Children's Services Allocation Plan (CSAP) through the 2013-2016 Request for Proposal (RFP).

Total Budget

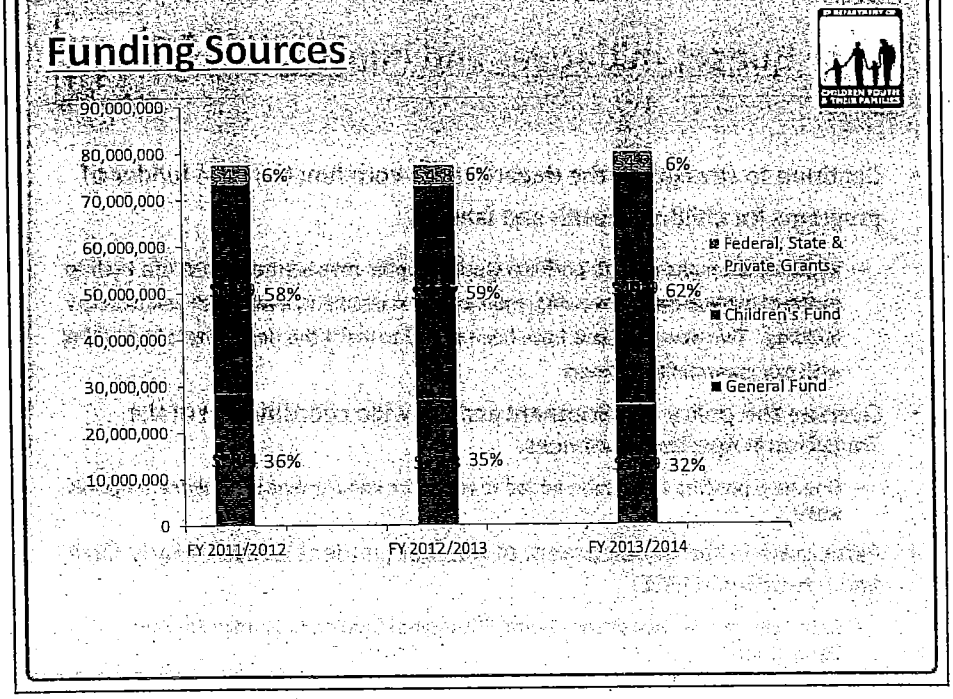


General Fund and Children's Fund

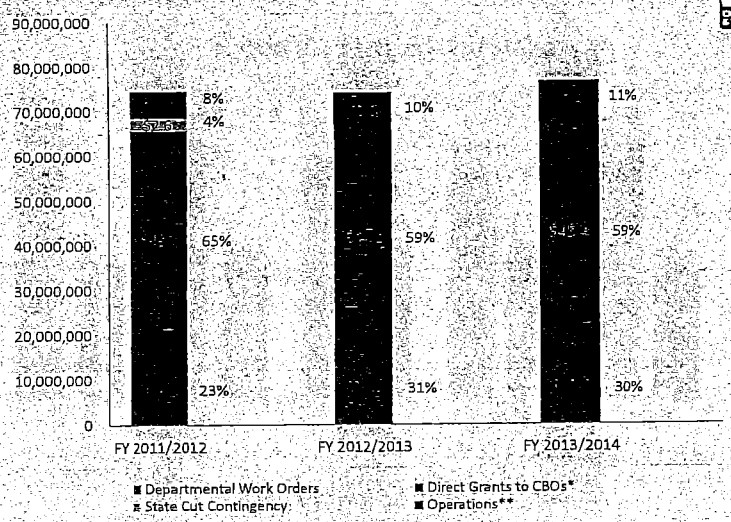


General Fund Reduction:
FY 2012/2013: $1.1 M
FY 2013/2014: $2.5 M

Funding Sources



Budget Categories



* Amounts for Direct Grants to CBOs excludes work order recoveries.
**Operations amounts also include funds for evaluation/assessment and technical assistance/capacity building.

Major Budget Initiatives and Impacts

- Continue to strengthen the department's core function as a funder of programs for children, youth and families
  - Requires adequate staff to perform crucial grantee management functions such as contract management, invoicing, monitoring, assessment, evaluation and capacity building. Two new positions have been added to assist the department in working with our community partners
- Oversee the policy development and citywide coordination of the Transitional Age Youth services.
  - One new position have been added to assist the department in implementing this work.
- Participate in the development of the independent Office of Early Care and Education (OECE)
  - DCYF will transfer two positions and ECE related funding to Human Services Department.

Summer Youth Employment

- Fund over 1,800 summer work experiences and training opportunities through our partnership with over 25 summer employment/training programs.
  - Work closely with SFUSD to strategically align summer school success with incentives such as a summer job.
- Mayor's Summer Jobs+ Initiative (in partnership with the United Way Bay Area)
  - The City will create 5000 summer jobs for youth between the ages of 14-24 years old in both the private and government sectors
  - As of today, over 3,400 job training and work experience opportunities are offered by city departments for youth
  - As of today, over 300 youth have been placed in a private sector job with 100 more youth in the middle of the hiring process.

Language Access Efforts

DCYF's Minimum Compliance Standards for CBOs state that:

Standard AS.3
Program has strategies and resources to ensure effective communication, through relevant language and culture, of information about the program and community resources with youth and families.

- *Indicator AS.3.1*
  - All program information, such as applications, rules, schedules and brochures are translated into the languages of the community served.
- *Indicator AS.3.2*
  - Program activities, events, and environment show an understanding and respect for the cultures of the program participants.

DCYF's general operating protocol requires that:

- All public outreach materials are translated into Spanish and Chinese
- Community meeting have access to translators (when appropriate)

CITY & COUNTY OF SAN FRANCISCO

HUMAN SERVICES AGENCY

promotes well-being and self-sufficiency among individuals, families and communities

Human Services Agency FY12-13 & FY13-14 Budget

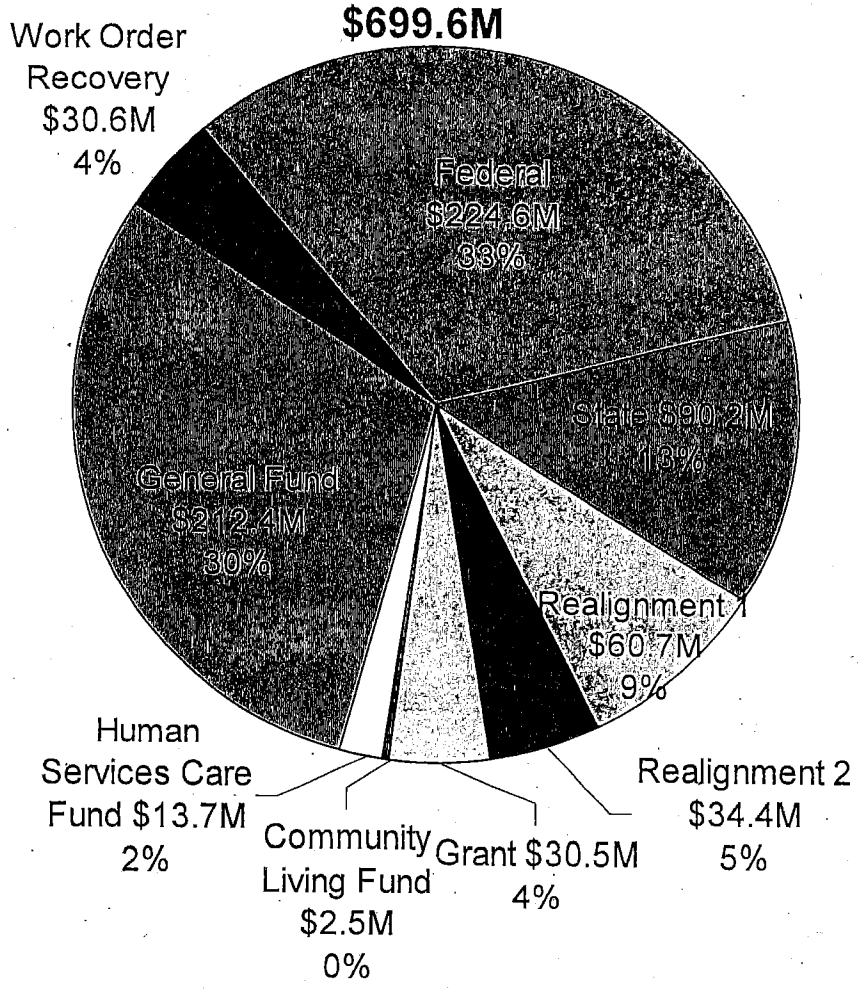
Board of Supervisors Budget Committee

CITY & COUNTY OF SAN FRANCISCO

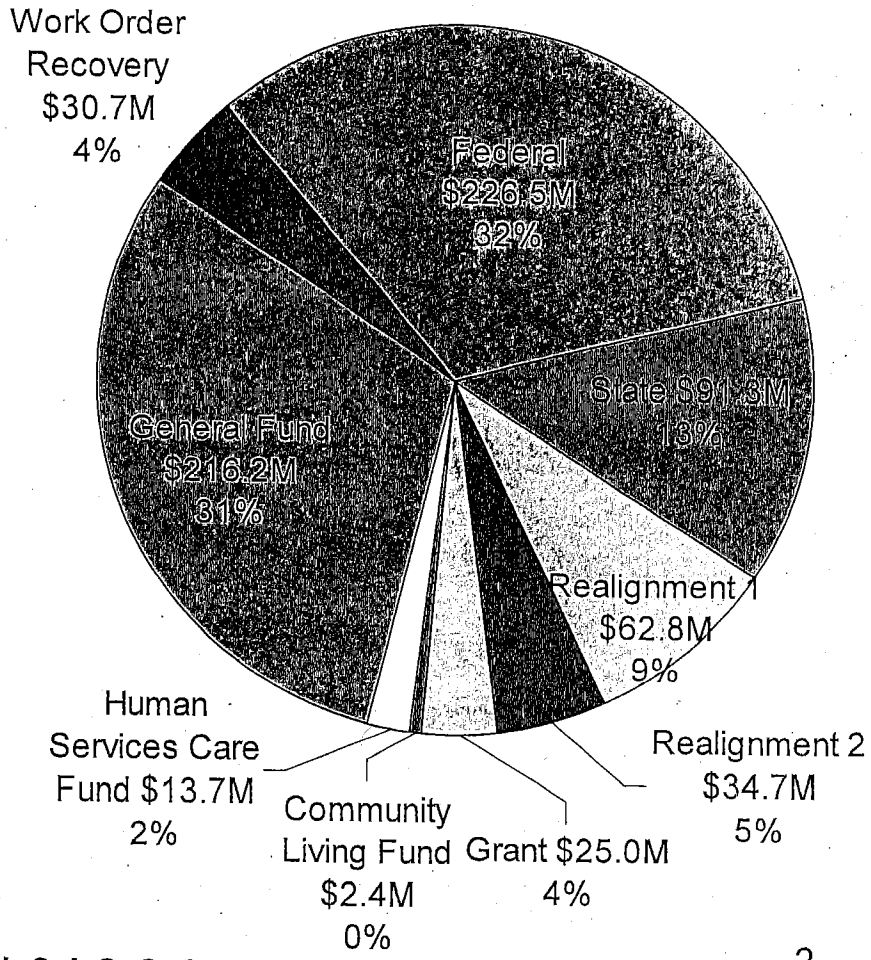
Two Year Budget Outlook

Current Year Budget: $693.6M

FY12-13 Proposed Budget by Sources
$699.6M



FY13-14 Proposed Budget by Sources
$703.3M

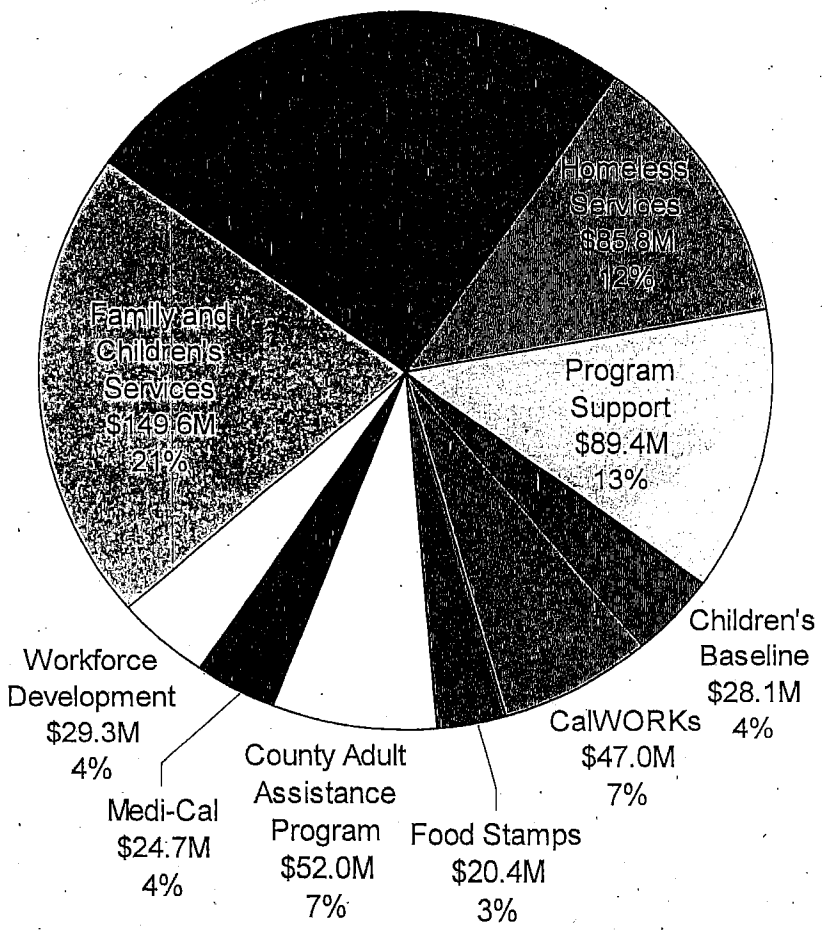


834

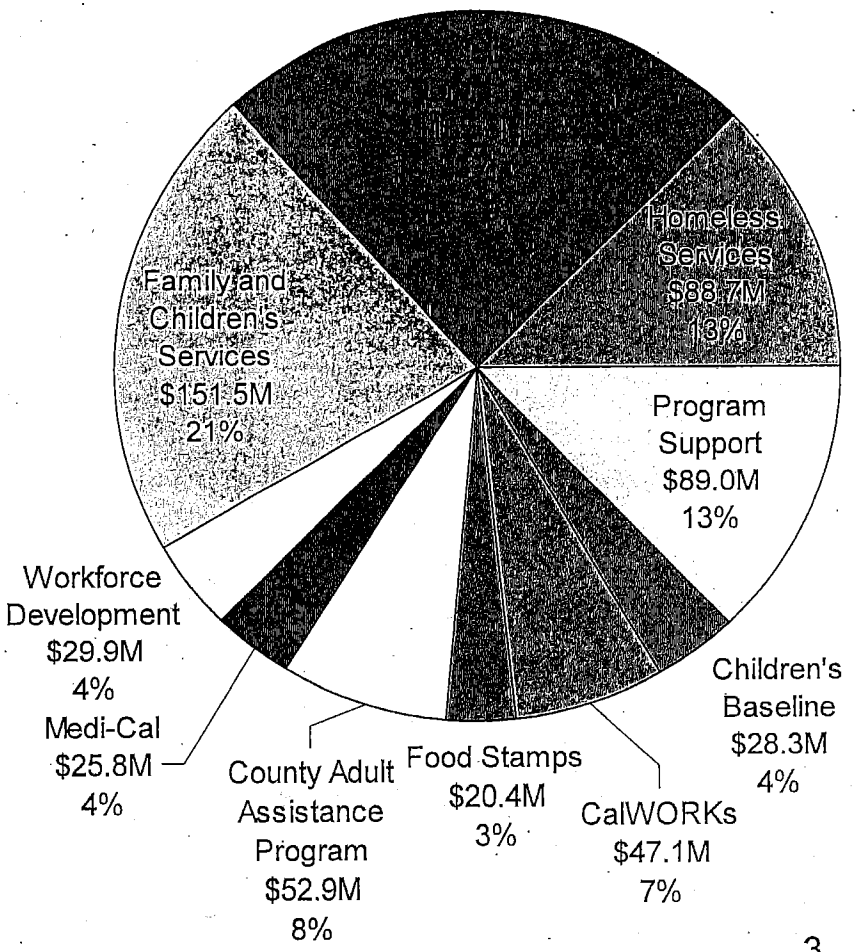
Two Year Budget Outlook

Current Year Budget: $693.6M

FY12-13 Proposed Budget by Program
$699.6M



FY13-14 Proposed Budget by Program
$703.3M

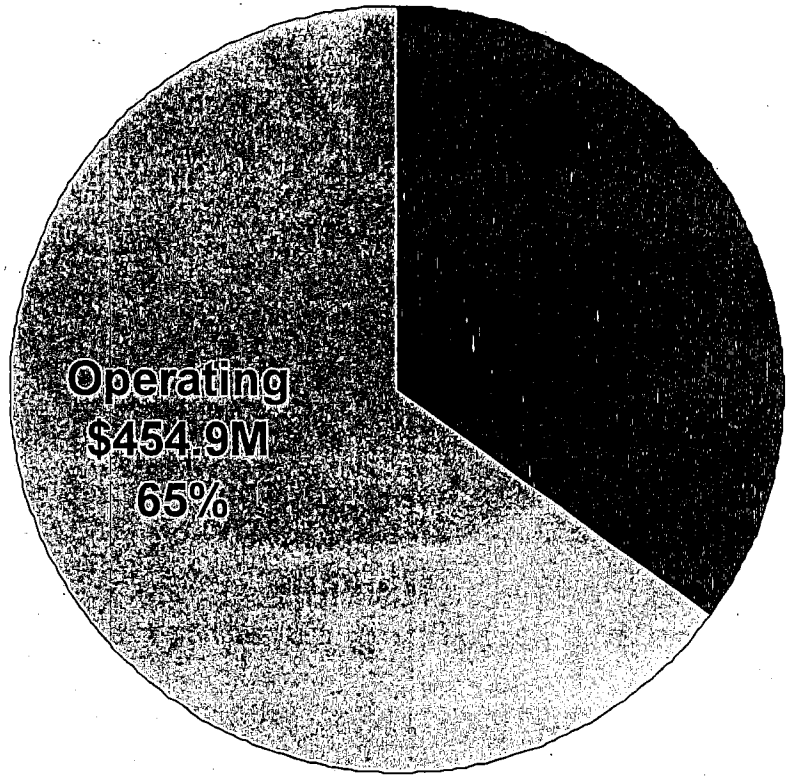


835

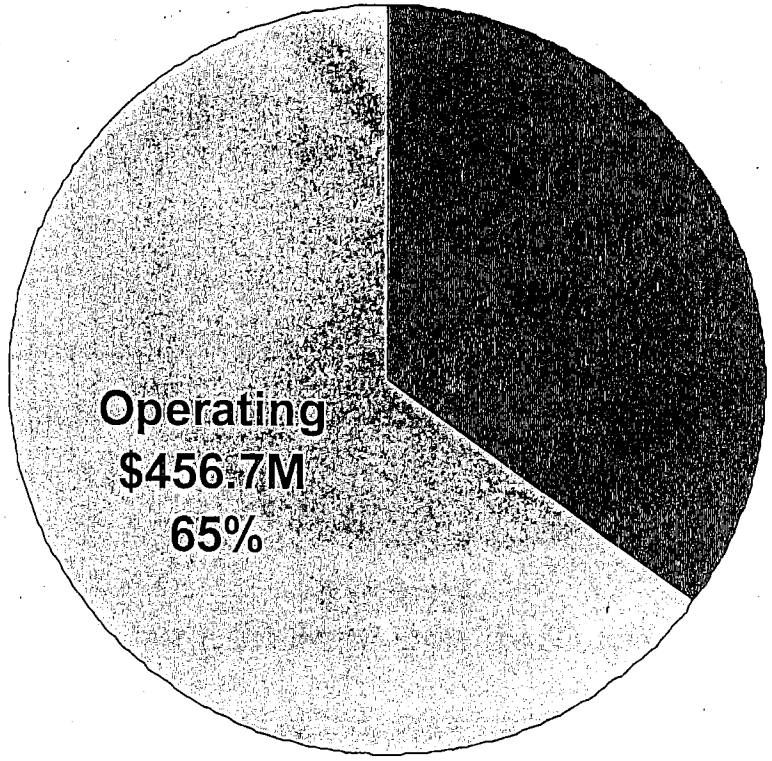
Two Year Budget Outlook

Current Year Budget: $693.6M

HSA FY12-13 Proposed Budget:
Operating vs Aid: $699.6M



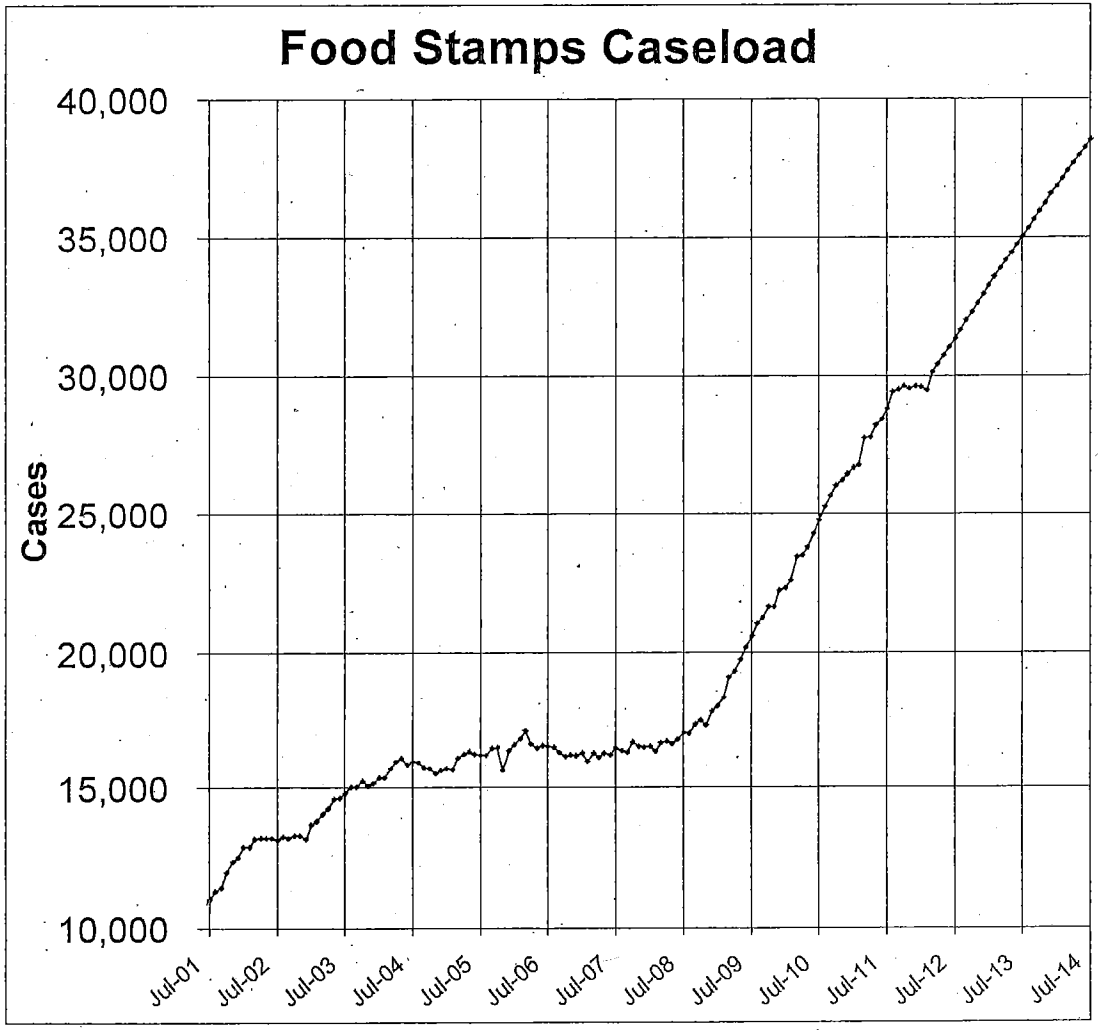
HSA FY13-14 Proposed Budget:
Operating vs Aid: $703.3M



836

CalFresh (Food Stamps)

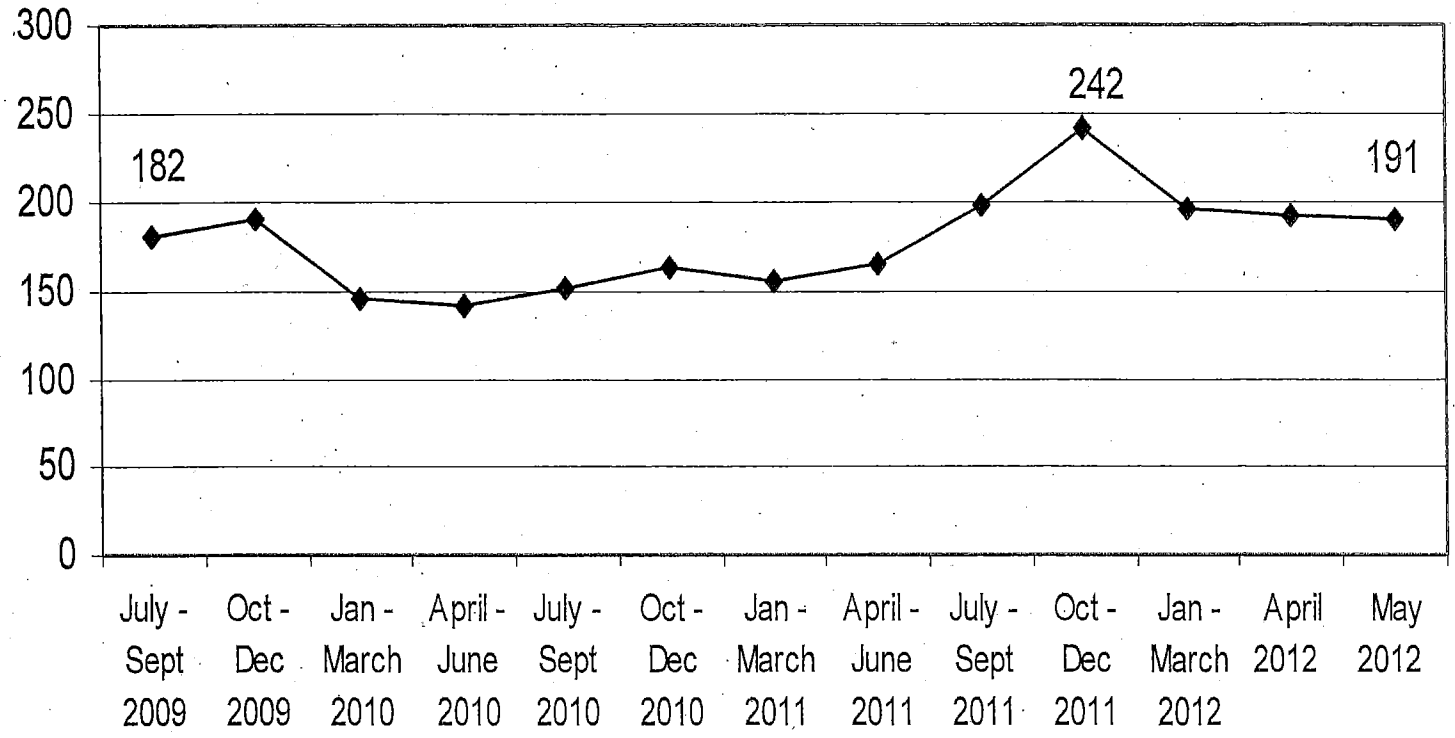
- **Caseload Increase:** Continued sharp increases in number of families seeking assistance (9% increase from March 2011 to March 2012).
- **Innovation:** With service center and online application, program has been able to serve dramatically increasing caseload with only minimal staff increases.
- **Increasing Access:** In March 2012, 39% of those applying accessed the application online.



837

Homeless Families on Shelter Waitlist

Average Number of Homeless Famliies on the Waiting List for Shelter

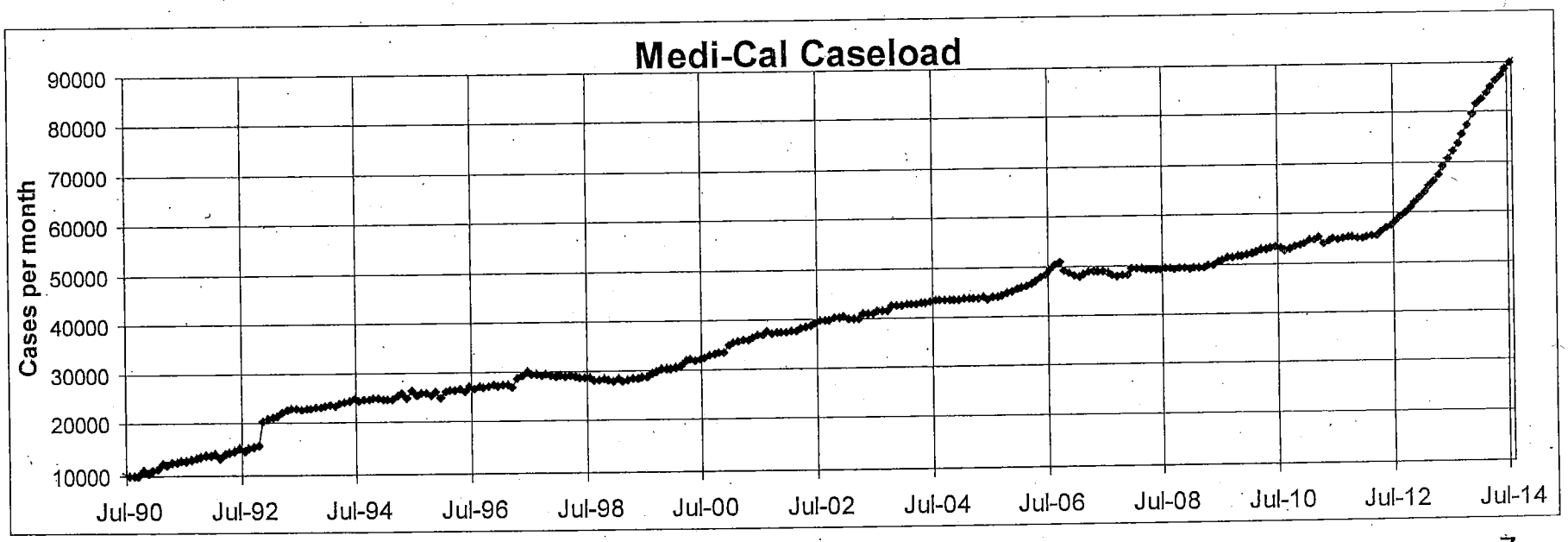


By Quarter

838

Medi-Cal

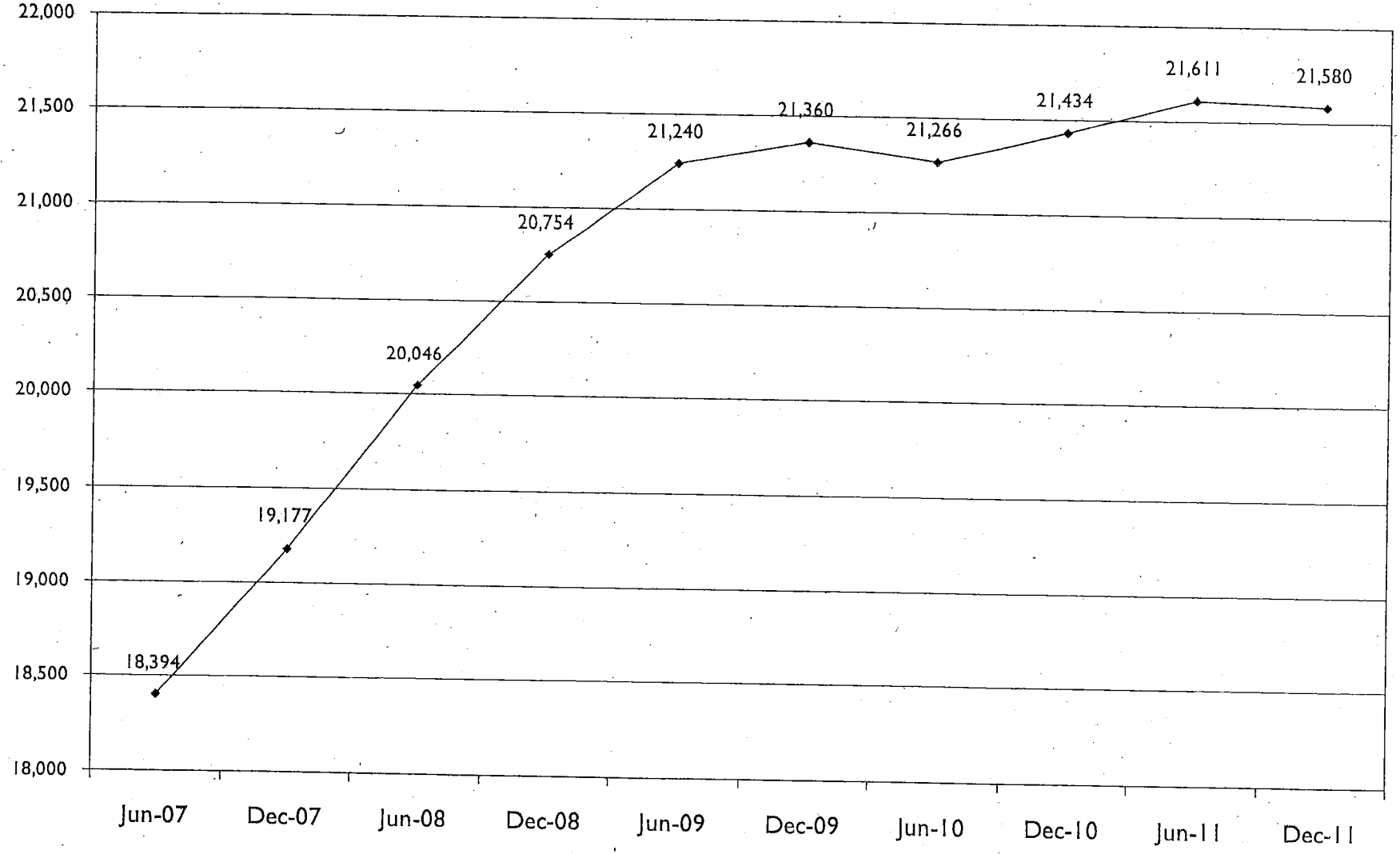
- State budget and Affordable Care Act call for huge Medi-Cal expansion in 2013 and 2014.
- 30,000 new clients will become eligible as of January 2014.
- Potential need for new staffing, streamlined business processes as yet unclear



839

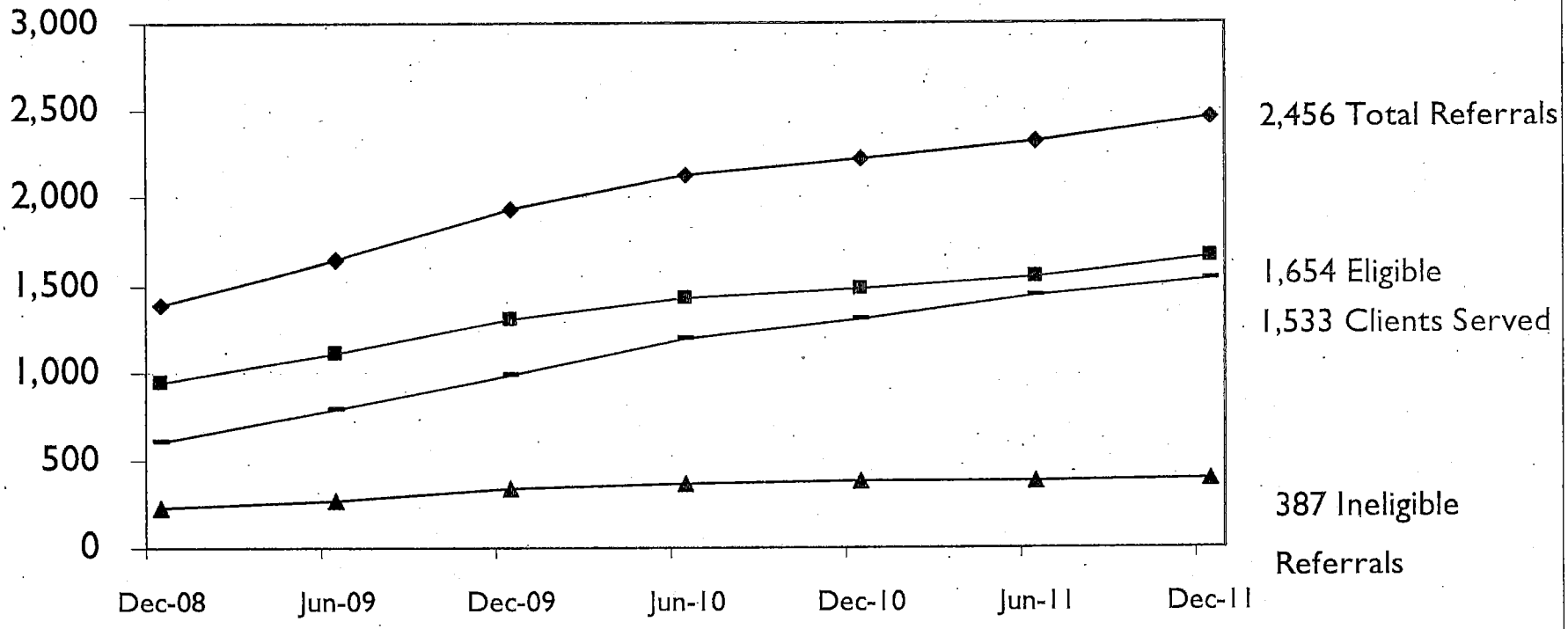
IHSS Caseload

Active Caseload Grows Slowly



840

Community Living Fund
Cumulative Referrals and Clients



Notes: Referrals are all referrals to the primary CLF program, operated by the Institute on Aging (IOA). Referrals are counted by month of referral. Clients served include those served by the IOA, as well as those receiving transitional care (Homecoming @ SFSC) and emergency meals. Clients served are counted based on program contact date.

841

HSA Budget Outreach

- Convened 6 CBO "round table" meetings to discuss the Housing & Homeless, FCS/Child Care, Economic Support and Self Sufficiency, and DAAS budgets
- Presented the budget to 2 Human Services Commission and 2 Aging and Adult Services Commission meetings
- Attended all 6 of the Mayor's Budget Town Hall meetings with Supervisors
- Convened monthly Family & Children's Services stakeholder meetings
- Attended/Convened 14 Housing & Homeless stakeholder meetings covering subsidies, rental assistance, shelter/family shelter, and supportive housing
- Attended 8 monthly Child Care stakeholder meetings (with CPAC, provider associations, DCYF, First 5, Head Start)
- Attended/Convened 5 Economic Support & Self Sufficiency program meetings

842

HSA Reduction Target	FY11-12	FY12-13	FY13-14
	$2,499,260	$4,998,519	$4,998,519

General Fund Reduction	FY11-12	FY12-13	FY13-14
Community First Choice Option Revenue	$0	$5,000,000	$0
Admin Efficiencies	$0	$500,000	$250,000
Title XIX Federal Health Related Revenue	$0	$0	$500,000
Expand CAAP to Provide Medi-Cal Eligibility under the Affordable Care Act	0	0	$1,025,000
Leveraged new Federal / State revenues	$0	$0	$2,225,000
Contract Savings – Contract terminations- No change in service. Total budget $133M)	$0	$500,000	$0
1% FTE Position Reductions	$0 0 FTE	$800,000 7.1 FTEs	$800,000 7.1 FTEs
Total	$0	$6,800,000	$4,800,000

$2.5M Contingency: Salary/Fringe	$2,500,000	$0	$0

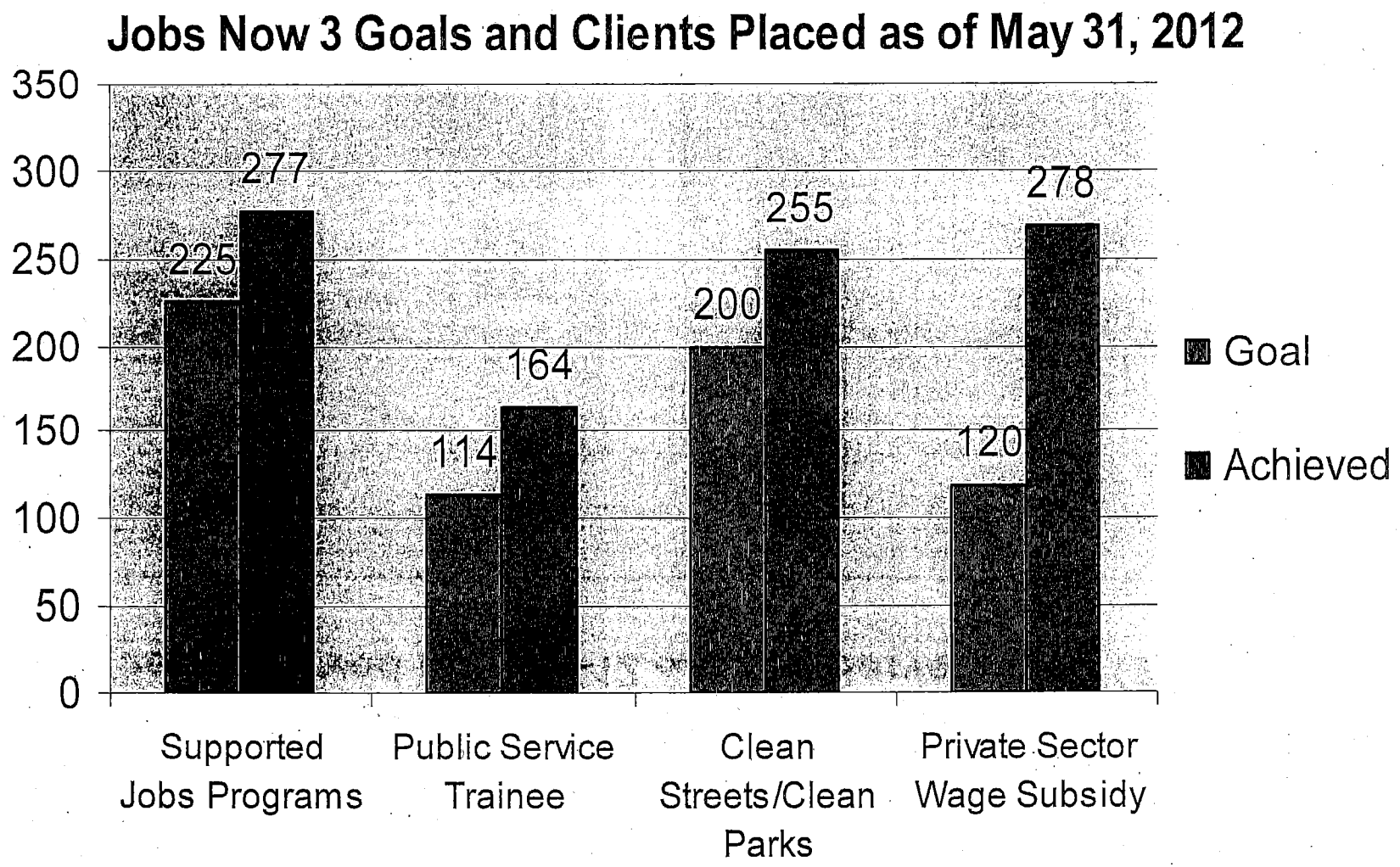
843

Job Creation & Summer Youth Employment Opportunities

- Jobs NOW: Employment program for CalWORKs clients and other City residents
- 1303 total employment placements since 7/1/2011
- 255 placements in Clean Streets / Clean Parks for city beautification
- 278 placements to date this year in private sector wage subsidy jobs at 161 separate employers
- Summer work experience program for 250 youth
- FY 12-13 Budget: $7.24M + $5.3M Mayor's initiative
- FY 13-14 Budget: $12.37M

844

Jobs Now 3: Surpassing Goals



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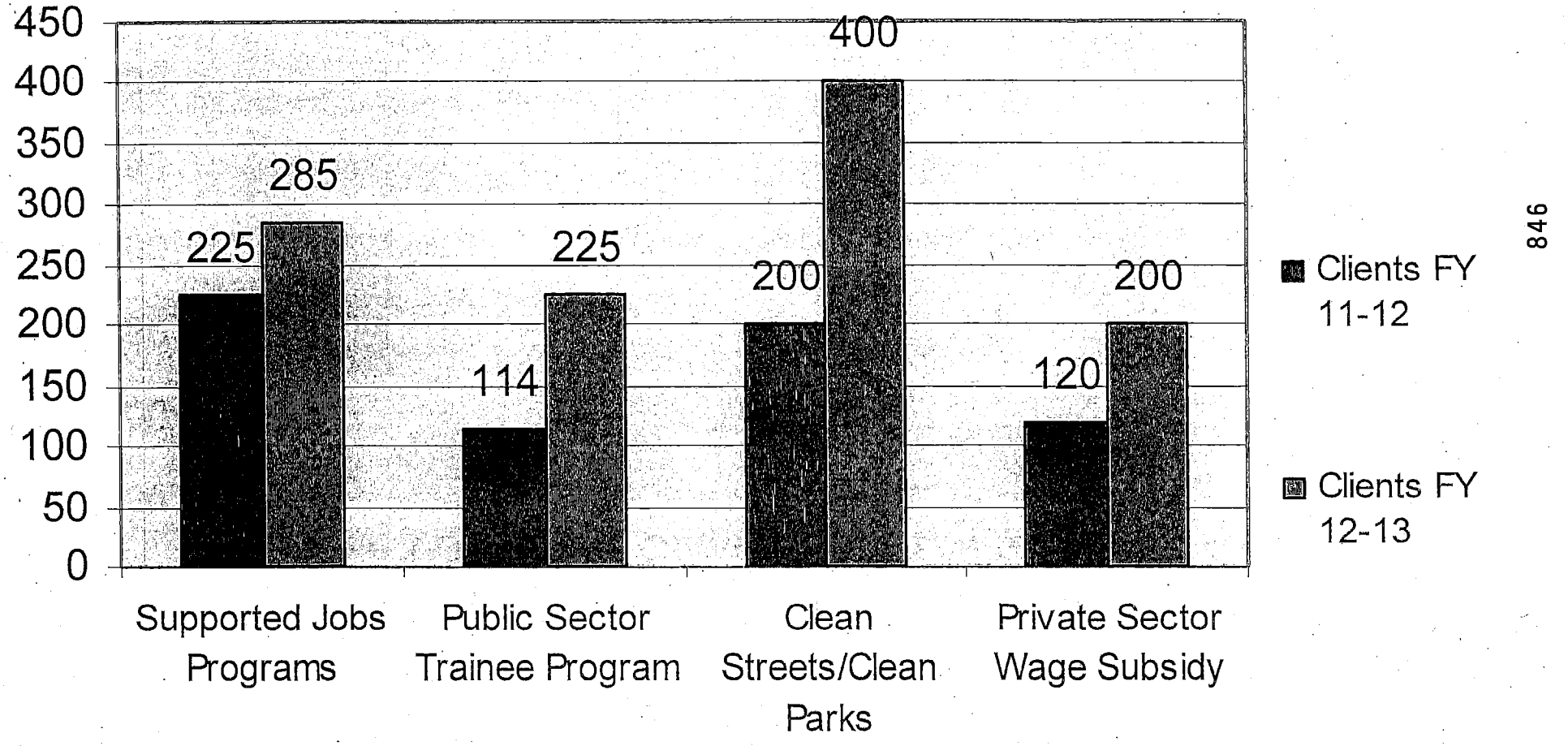
Jobs Now 4: A Strengthened Jobs Program for City Residents

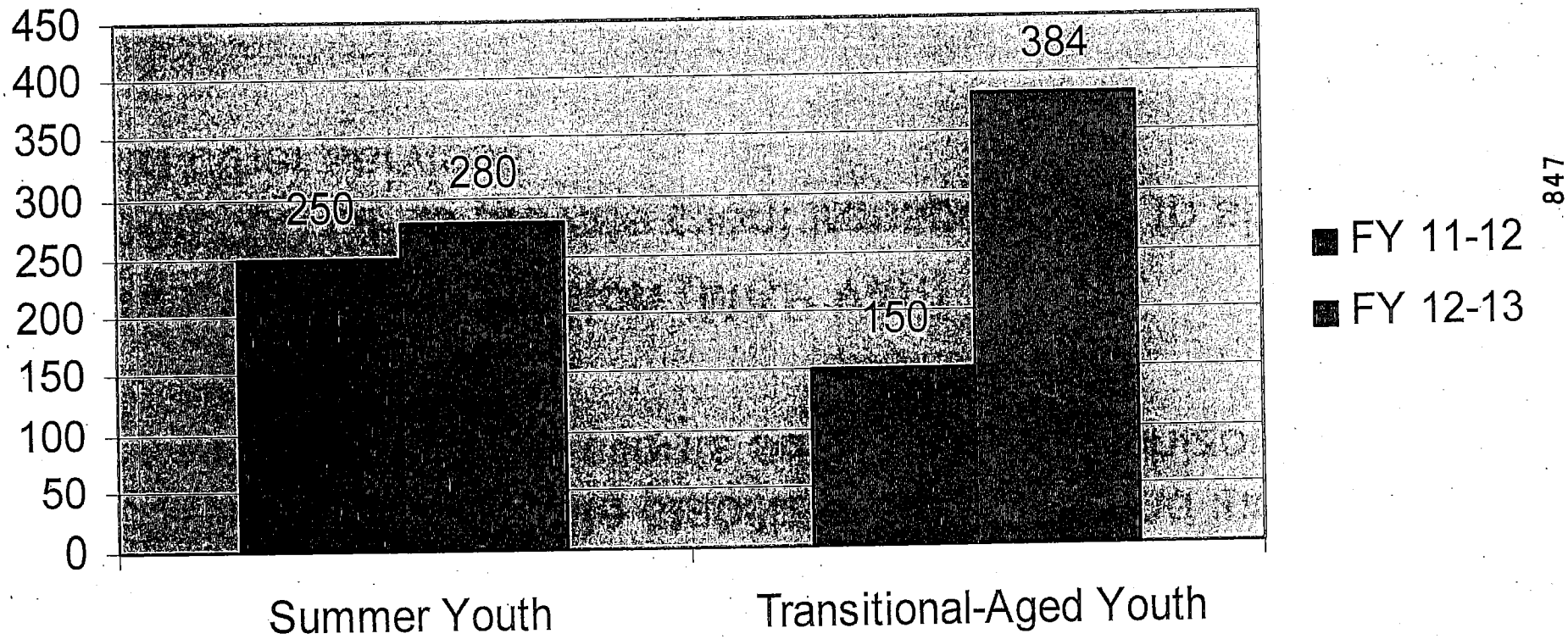
Clients Served in FY11-12 & to Be Served in FY12-13



846

Increased Resources for Youth Employment

Youth Clients to be Served FY 11-12 and FY 12-13



847

Major Initiatives

- **Housing Capacity for Schizophrenic Clients**

  $550,000 GF to create stabilization rooms and increase housing capacity for clients suffering from schizophrenia

- **Shelter Transportation (MAP Van)**

  $100,000 GF to provide client transportation to shelters and other services

- **Continued Support for Title V Child Care**

  $1M GF to continue backfill of FY11-12 state budget reduction (balance of backfill covered by current year Title V contract savings)

848

Major Initiatives

- **Community Based Adult Services (CBAS)**

  $70,000 GF to cover the cost of denied participants

- **Ross Grant**

  $200,000 GF to backfill federal reductions for senior services

- **Nutrition Services**

  $140,000 GF to backfill state reductions in senior nutrition services

- **170 Otis HVAC Project**

  $3.0M GF to improve energy efficiency, ensure compliance with environmental standards, and facilitate consolidation of locations to reduce future lease costs

849

Position Budget Changes

New positions:

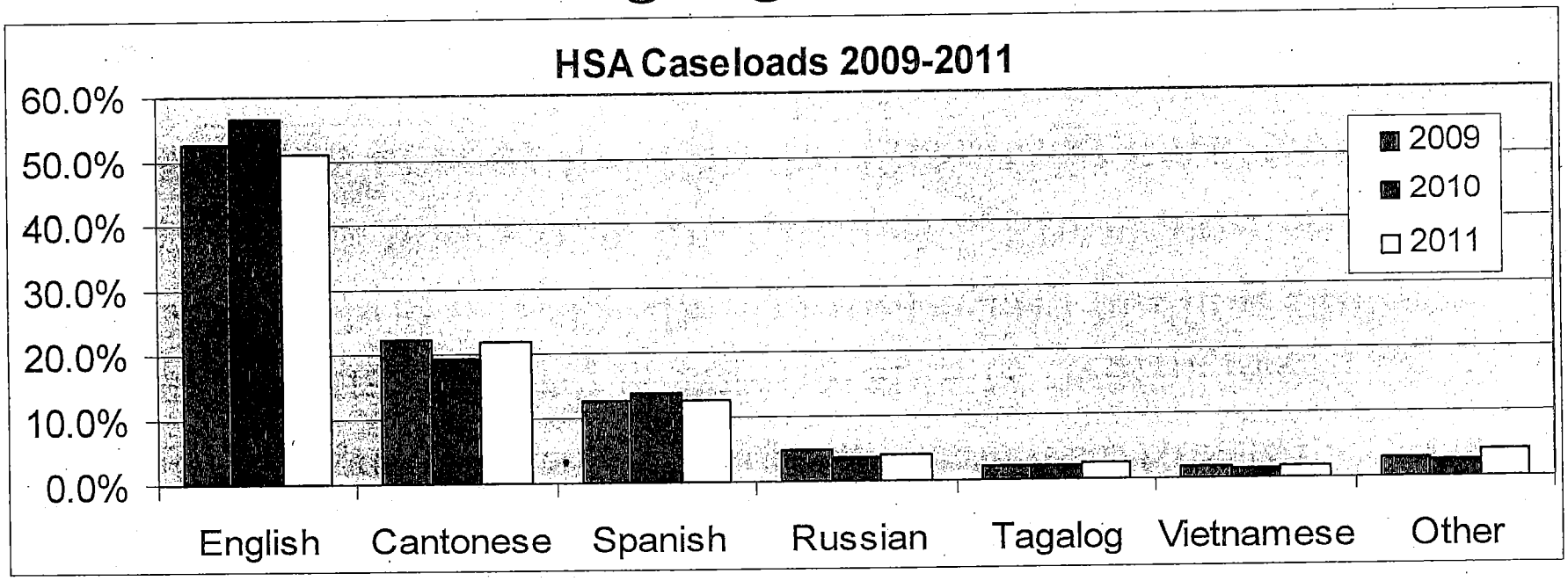
- 7.5 new grant-funded positions in DAAS
  - Health Care Innovation Grant
  - Broadband Technology Opportunities Program
  - Community-Based Care Transitions Program
- 3.5 new revenue-generating positions for SSI Advocacy
  - Producing $5 for every $1 spent
- 1.0 new grant-funded position for subsidized employment
  - Department of Labor
- 1.0 new position focused on LGBT seniors

Transferred 3 positions from DCYF and First Five for the new Office of Early Care and Education

Deleted 7 Positions in FY12-13 and FY13-14 to meet target reductions

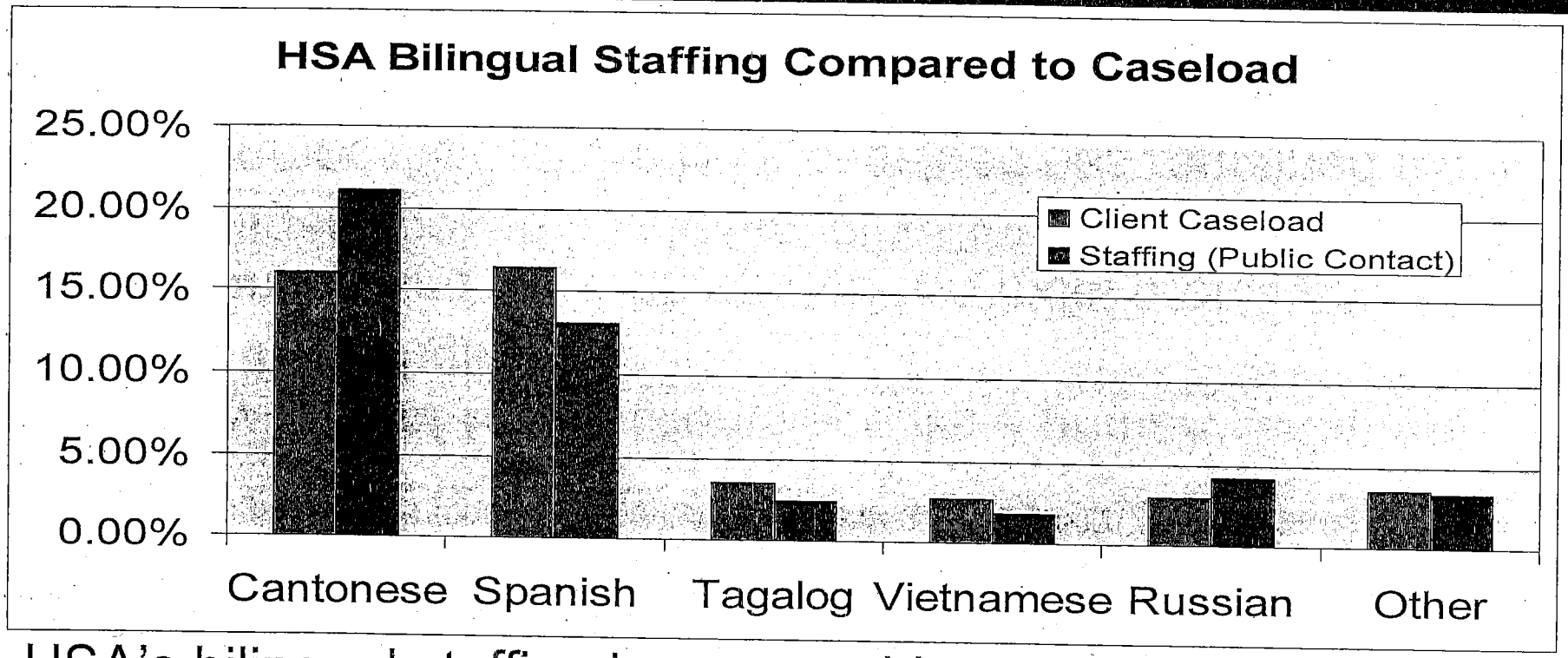
850

Language Access



- Nearly 50% of HSA's clients speaks a primary language other than English.
- Cantonese and Spanish are the two most prominent languages spoken by clients, other than English.
- The composition of the HSA caseload has remained fairly stable – in terms of language – over the past three years.

851



852

- HSA's bilingual staffing is comparable to overall client caseload due to analyzing caseloads and managing staffing patterns.
- HSA provides telephonic interpretive & translation services.
- HSA ensures access through the Language Line, Benefits CalWin (3 languages), form and notice translation into threshold languages, & established protocols for assisting individuals with a primary language other than English.

** Complete copy of document is located in
File No. 120597

Performance Audit of Governance and City Support:

The Asian Art Museum, Fine Arts Museums, War Memorial, and the Academy of Sciences

Prepared for the

Board of Supervisors
of the City and County of San Francisco

by the

San Francisco Budget and Legislative Analyst
June 5, 2012

CALIFORNIA
ACADEMY OF
SCIENCES

June 21, 2012

Dear Budget and Finance Committee Hearing Attendees:

This packet contains the following items pertaining to the California Academy of Sciences:

1. The Academy's presentation to the Budget and Finance Committee Hearing on June 21, 2012.
2. The Academy's summary of the recent Performance Audit of Governance and City Support from June 5, 2012
3. A copy of the Performance Audit of Governance and City Support from June 5, 2012
4. The Academy's FY11 School Group data by Supervisor district

Should you have any questions or need additional information, please contact me or Amy Wolfrum, Associate Director of Foundation and Government Relations at awolfrum@calacademy.org or (415) 379-5390.

Thank you,

Alison Brown

Alison Brown
Chief of Staff/CFO

Fine Arts Museums of San Francisco

Two Museums:

- de Young Museum established in 1895 and located in Golden Gate Park, rebuilt and re-opened in October 2005
- California Palace of the Legion of Honor established in 1924 located in Lincoln Park.

The Fine Arts Museums relationship with the City and County of San Francisco:

- 95% of the art work is owned by the City of San Francisco;
- The land on which each museum is located belongs to the City;
- Museum buildings are the property of the City of San Francisco.

The Fine Arts Museums employ 544 fulltime and part-time employees.

In fiscal year 2012, the Museums anticipate nearly 1.6 million visitors of which approximately 1.2 million (or 72%) entered free of charge.

Fiscal Year 2012 Major Exhibitions:

- *Picasso from the Musée National Picasso, Paris.* 335,000 visitors came to the de Young of which 73% were from outside the City and County which provided a positive impact upon the City's economy.
- *The Fashion World of Jean Paul Gaultier: From the Sidewalk to the Catwalk.* Since its opening, this exhibition has drawn over 135,000 visitors.
- *Cult of Beauty: The Victorian Avant-Gard,* an exhibition of Victorian paintings and decorative arts organized in collaboration with the Victoria and Albert Museum in London.

Fiscal Year 2013 Major Exhibitions:

- *The William S. Paley Collection: A Taste for Modernism*
- *Rudolf Nureyev: A Life in Dance*
- *Girl with a Pearl Earring: Dutch Paintings from the Mauritshuis*, featuring 35 Dutch masterpieces. The centerpiece of the exhibition is Vermeer's iconic *Girl with a Pearl Earring*, often called the "Dutch Mona Lisa."
- *Royal Treasures from the Louvre: Louis XIV to Marie-Antoinette*, the Fine Arts Museums have entered into an accord with the Louvre.
- *Impressionists on the Water* to celebrate San Francisco's mounting of the America's Cup race.

The Fine Arts Museums continue to identify and have secured equally superb exhibitions through fiscal year 2014.

Educational Programs:

- Museums Education programs served approximately 250,000 persons including 58,000 K through12 students.
- 26th annual Young at Art Festival with the SFUSD. Over 1,500 students displayed their visual art and 800 students performed at the de Young as part of the festival.
- The Museums hire over 70 SFUSD high school students each year to teach in our museum ambassador program.
- 8th season of Friday Nights and an average of 2000 attendees each Friday
- Educational programs provide bi-lingual docents, museum ambassadors as well as collaborative partnerships with our multi-cultural communities.

Accessibility Programs:

- Access Days for our visitors with disabilities. This past Monday 211 disabled visitors toured the Jean Paul Gaultier exhibition. More than 150 people took tours, including 25 hearing impaired attendees who were led by a deaf gallery lecturer using American Sign Language.
- Art Slam, the presentation of art by 240 artists with disabilities at our annual Open House and Disability Arts Festival. This event attracts 1,000 disabled visitors and guests.
- In fiscal year 2011-12 initiated a program of gallery sessions for visitors with early stage Alzheimer.
- Access Days and Open House have brought over 12,000 disabled visitors to the Museums in the past three years.

In looking forward over the next 3-5 years, the Fine Arts Museums face several key challenges and/or opportunities:

- One, maintaining and elevating the quality of our programs and exhibitions to sustain the great public interest we have generated.
- Two, the opportunity to maintain and make the much need repairs of both Museum facilities.
- And Third, to continue to expand the accessibility and availability of our artistic assets to the broadest segment of the general public.

In conclusion, we accept the Mayor's Proposed Budget for FY 2012-13 ($16,246,470) and FY 2013-14 ($16,963,081)

San Francisco War Memorial and Performing Arts Center
FY 2012-13 / FY 2013-14 High Level Budget Summary

Character	Title	FY 2011-12	Change from FY 2011-12	FY 2012-13	Change from FY 2012-13	FY 2013-14
REVENUES						
	Hotel Tax Revenue	$ 8,676,261	$ 482,239	$ 9,158,500	$ (87,500)	$ 9,071,000
	Earned Revenue	2,159,648	(110,360)	2,049,288	(373,394)	1,675,894
	Interdepartmental Recovery	268,673	(37,262)	231,411	-	231,411
	Use of Fund Balance	991,401	(314,731)	676,670	(153,293)	523,377
TOTAL REVENUES		**$ 12,095,983**	**$ 19,886**	**$ 12,115,869**	$ (614,187)	**$ 11,501,682**
EXPENDITURES						
OPERATING EXPENDITURES						
001	Salaries	$ 4,869,275	$ 244,691	$ 5,113,966	$ (268,970)	$ 4,844,996
013	Fringe Benefits	2,231,064	184,982	2,416,046	120,798	2,536,844
021	Non-Personal Services	772,016	15,306	787,322	(54,624)	732,698
040	Materials & Supplies	296,500	(8,500)	288,000	(49,500)	238,500
081	Services of Other Departments	3,029,639	(1,604)	3,028,035	(366,234)	2,661,801
TOTAL OPERATING		**$ 11,198,494**	**$ 434,875**	**$ 11,633,369**	$ (618,530)	**$ 11,014,839**
CAPITAL BUDGET EXPENDITURES						
06F	Facilities Maintenance	$ 490,500	$ (8,000)	$ 482,500	$ (87,500)	$ 395,000
067	Capital Projects	406,989	(406,989)	-	91,843	91,843
TOTAL CAPITAL BUDGET		**$ 897,489**	**$ (414,989)**	**$ 482,500**	**$ 4,343**	**$ 486,843**
TOTAL EXPENDITURES		**$ 12,095,983**	**$ 19,886**	**$ 12,115,869**	$ (614,187)	**$ 11,501,682**
TOTAL FTE		**62.73**	**0.60**	**63.33**	**(4.02)**	**59.31**

SAN FRANCISCO WAR MEMORIAL AND PERFORMING ARTS CENTER

MAJOR DEPARTMENT INITIATIVES AND EFFORTS

FY 2012-13 / FY 2013-14

VETERANS BUILDING SEISMIC UPGRADE AND IMPROVEMENTS PROJECT

- Completion of Design and Construction Documents Phases by 6/30/13
- Schedule, coordinate and implement the move-out of all Veterans Building occupants and contents by 6/30/13
- Schedule, coordinate and implement the relocation of War Memorial offices and office/meeting room spaces for the San Francisco American Legion Posts

CONVERSION TO *ARTIFAX* BOOKING SYSTEM

- Complete the transition of all scheduling and booking functions from current manual systems to ARTIFAX database system

OPERA HOUSE/DAVIES SYMPHONY HALL/ZELLERBACH REHEARSAL HALL

- Scheduling and booking of projected 403 performances and 483 rehearsal days
- On-going maintenance, repairs and building upgrades

SAN FRANCISCO VETERANS MEMORIAL PROJECT

- Completion of Design Development Phase 12/31/12
- Completion of Construction Documents, Permit, Bid & Award 5/31/13
- Implement Construction 6/1/13 - 10/31/13
- Dedication of Veterans Memorial 11/11/13

VETERANS BUILDING SEISMIC UPGRADE AND IMPROVEMENTS PROJECT

PROJECT SCOPE

CITY - CERTIFICATES OF PARTICIPATION - $132,455,590

- **Seismic Upgrade and Earthquake Damage and Repair**
- **Facility Preservation and Modernization Improvements**
  - Roof & Skylights Renovation
  - Replacement/Upgrade of Attic Catwalks and Service Platforms
  - Elevator Upgrades
- **Accessibility Upgrades**
- **Code-mandated Upgrades**
  - Energy Efficiency Upgrades
  - Fire Alarm and Fire Sprinkler Systems
  - Mechanical System Upgrades
  - Central Plant Replacement
- **Replacement of Water Piping & Drinking Water System**

WAR MEMORIAL CAPITAL/GIFT FUNDS - $6.3M

- **Additional Improvements**
  - Upgrades to Veterans' offices and meeting rooms
  - Expansion of Herbst Theatre backstage support spaces and accessible dressing rooms
  - Green Room kitchen facilities

SAN FRANCISCO OPERA - INVESTMENT OF $15M

- **Tenant Improvements**
  - Construction of 11,800 square feet of performance and rehearsal space

SAN FRANCISCO ARTS COMMISSION

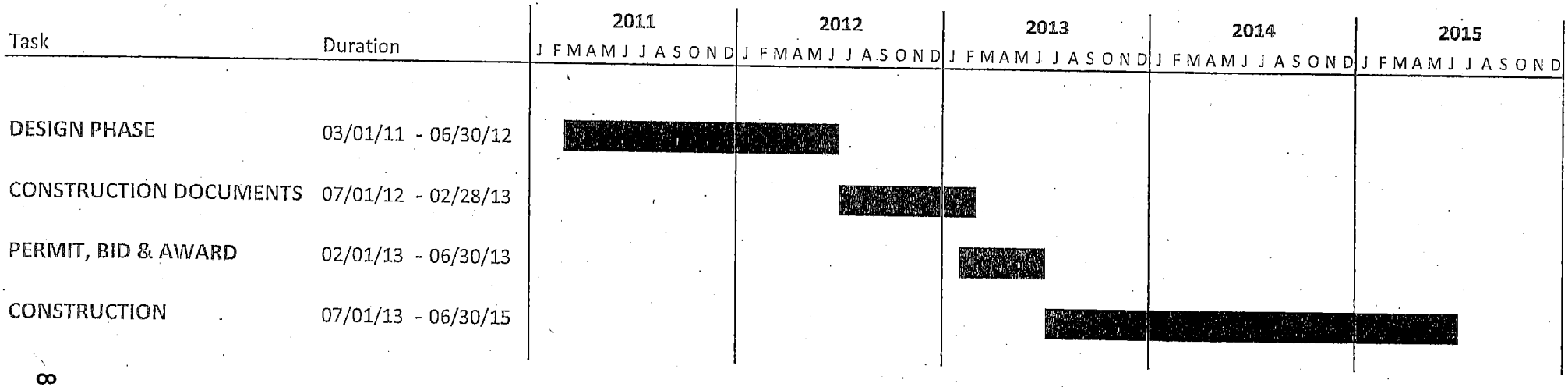
- **Tenant Improvements**
  - New Public Gallery Space on the first floor
  - New storage facility for the Civic Art Collection on the basement level
  - Relocation of offices to third floor

CAPITAL PROJECT JOB CREATION

- Utilizing the 'Job Creation Estimation Methodology' used by the Capital Planning Committee, it is estimated that 850 private jobs will be created from the Veterans Building Seismic Upgrade and Improvements Project.

VETERANS BUILDING SEISMIC UPGRADE AND IMPROVEMENTS PROJECT

SCHEDULE



SAN FRANCISCO WAR MEMORIAL AND PERFORMING ARTS CENTER

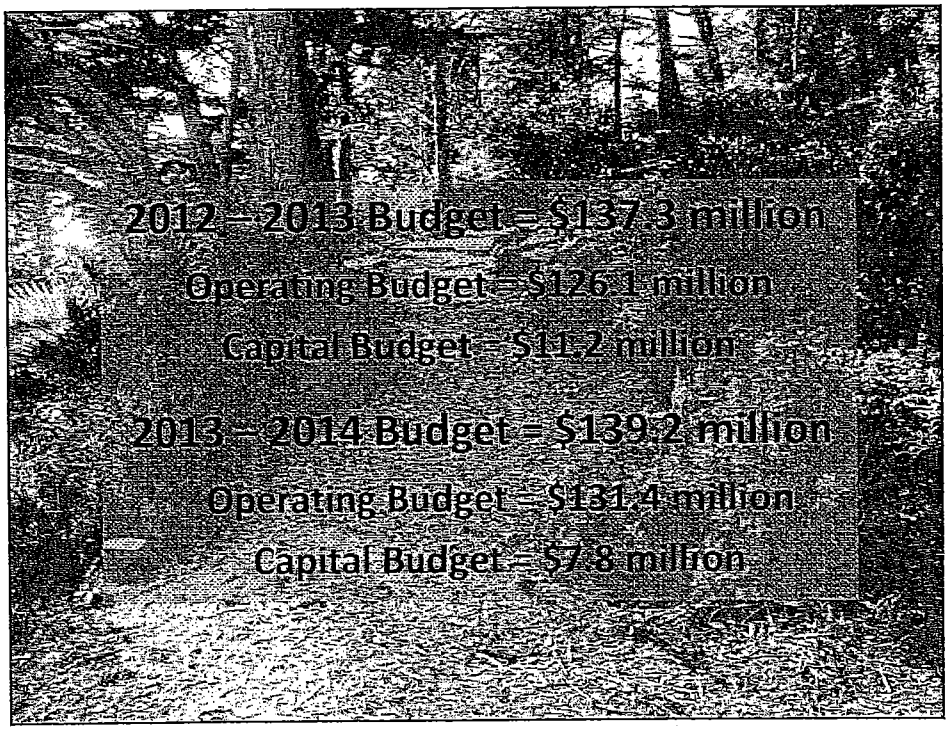
LANGUAGE ACCESS

- War Memorial is a Tier 2 department under San Francisco's Language Access Ordinance
- War Memorial participated in Language Access trainings in October 2010 and October 2011
- In October 2011, War Memorial opened an account with the City's preferred provider for interpretation services, Language Line.
- Language Line tabletop signs and brochures are available in the War Memorial reception office
- War Memorial has surveyed staff to make best use of bilingual staff. War Memorial administrative staff of 16 employees include employees who speak and read Spanish, Cantonese, Mandarin and Tagalog. Employees are prepared to assist with translation in person, writing or over the phone as necessary.

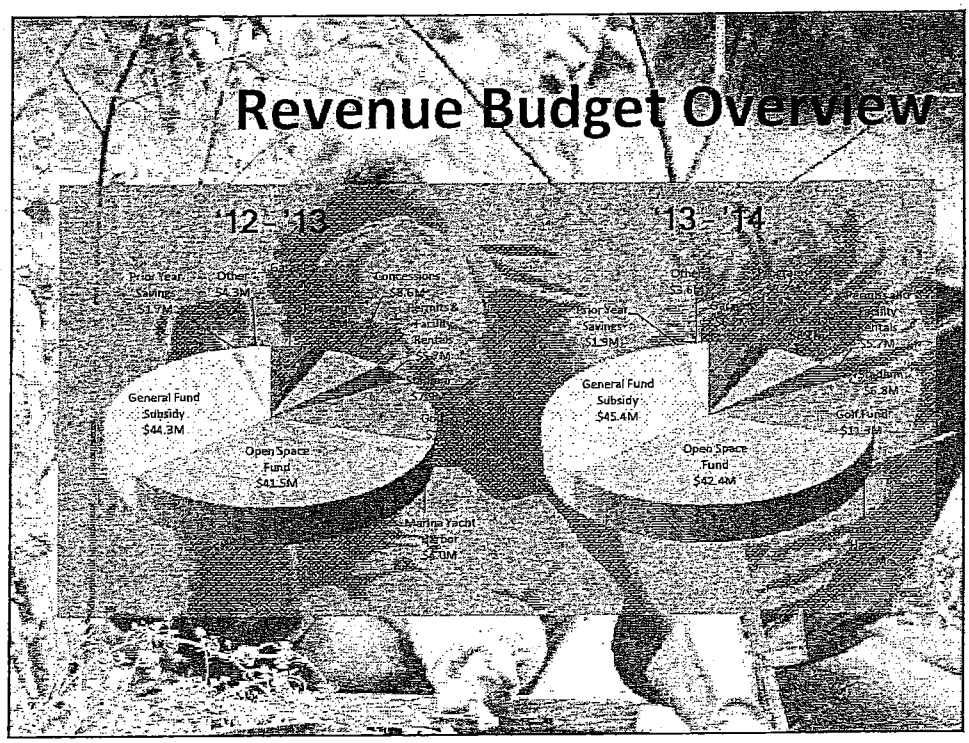
San Francisco Recreation and Park Department

Budget and Finance Committee

June 21, 2012

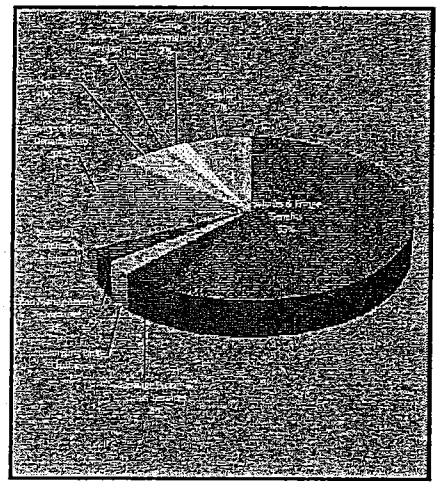


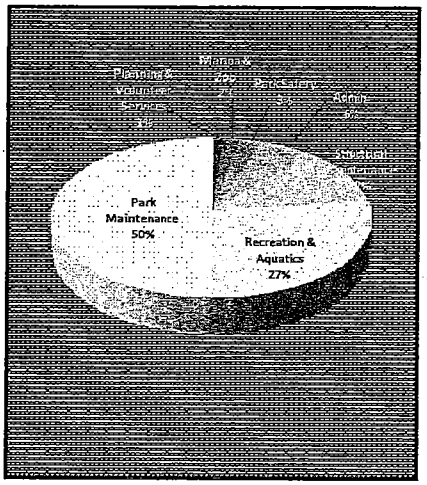
Revenue Budget Overview



Budget Solutions: Revenue

Expenditure Budget Overview





Operating Budget Initiatives

- Implemented an aquatics reorganization to improve service and accountability at the pools
- Reinvesting $300,000 of new recreation revenue to create additional recreation program hours
- Implemented a custodian as-needed program to ensure clean and open park restrooms seven days a week
- Enhanced the apprentice gardener program with ten new positions
- Included funding to grow the department's quarterly citywide family events
- Enhanced materials and supplies for parks and structural maintenance

Capital Budget Initiatives

- November 2012 G.O. Bond
- Lake Merced Boathouse Improvements
- Coit Tower Deferred Maintenance and Mural Restoration Work
- Telegraph Hill Stabilization
- ADA Compliance
- Boeddeker and Larsen Park Renovations
- Neighborhood Park Irrigation Improvements
- Court Resurfacing

RPD Job Creation

- Workreation Program provides 200 job training slots for teenagers, including participants in the "Mather Experience"
- GreenAgers Program has 12 intern slots
- Green Academy has 6 intern slots
- RPD employs 100 workers through the HSA JobsNow program
- Gardener Apprentice Program will have 25 participants in '12 – '13

Language Access

- [illegible]
- [illegible]
- [illegible]
- [illegible]

Thank you!

sfac san francisco arts commission

Proposed FY 2012-13 and 2013-14 Arts Commission Budget

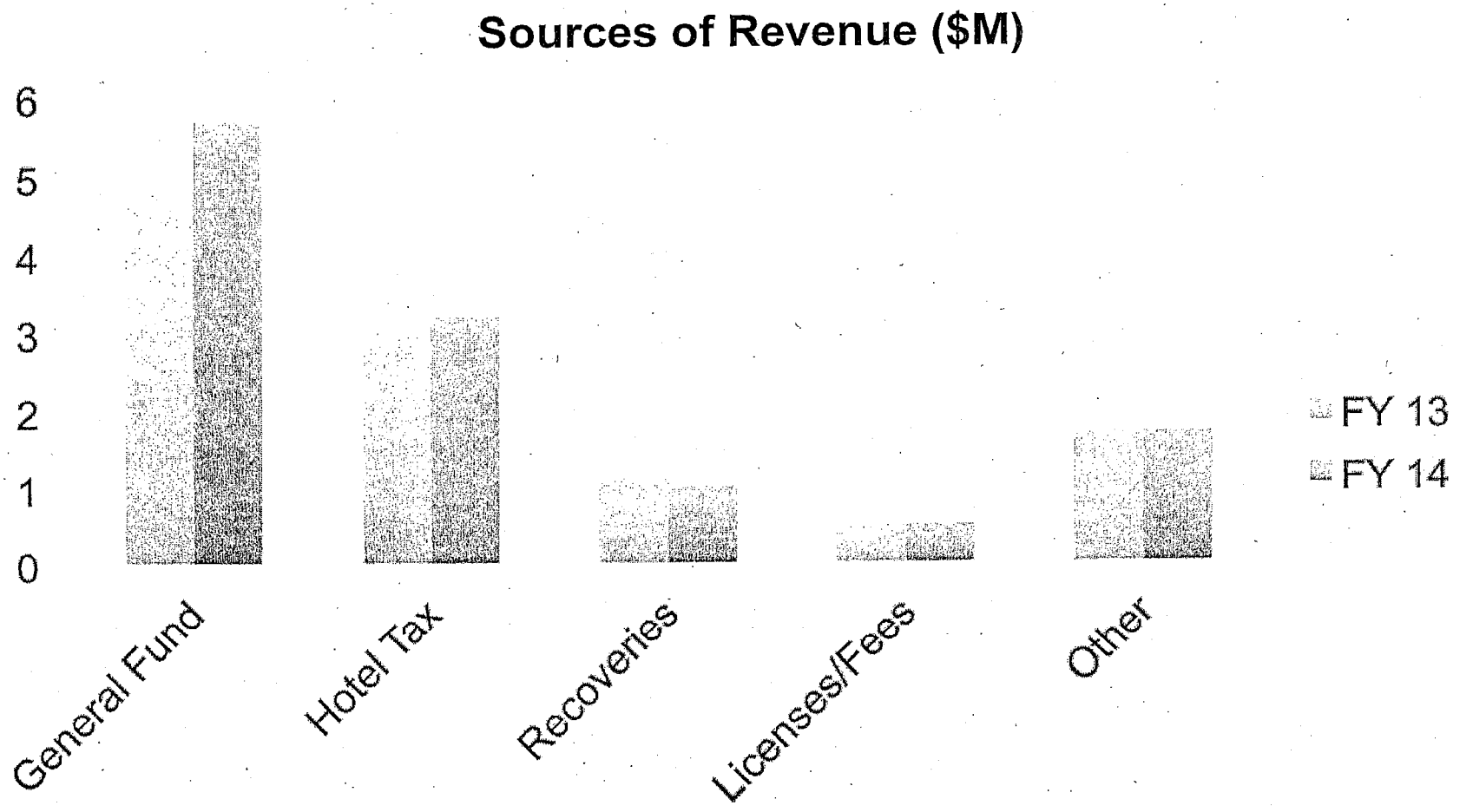
Presentation to the Board of Supervisors
Budget and Finance Committee

June 21, 2012

OVERVIEW

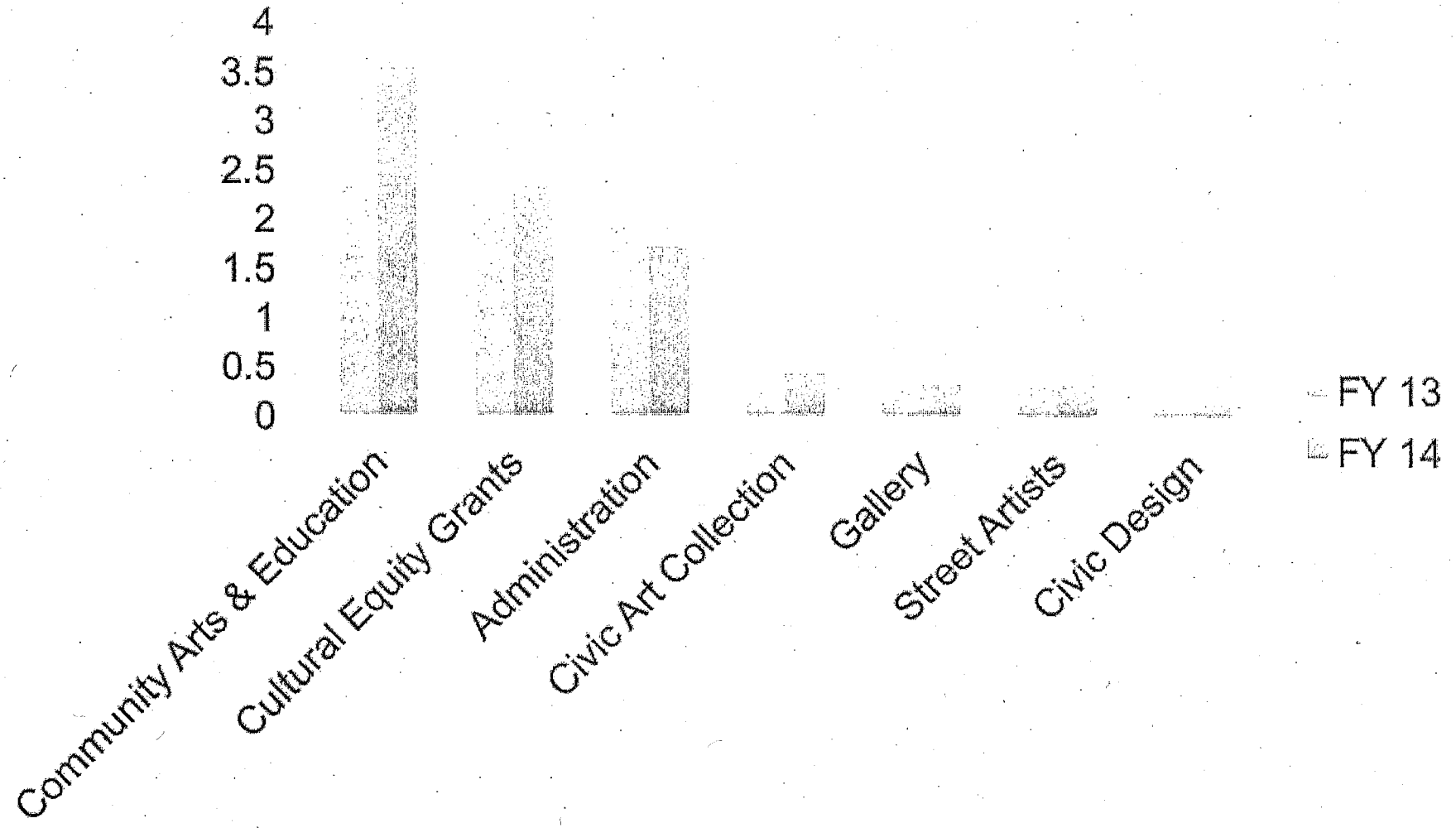
- New Director of Cultural Affairs & new Commission President
- Controller's Administrative and Financial Review
- Strategic plan
  - Community engagement and needs assessment
  - Public/Private partnership
  - Friends of the San Francisco Arts Commission
  - 10-year capital plan for cultural centers and civic art collection

REVENUES & EXPENDITURES



REVENUES & EXPENDITURES

Expenditures by Program ($M)



SERVING CONSTITUENTS

- Culturally responsive programming and language access
  - Staff, teaching artists, and students served are multi-lingual
  - RFQ's, informational material and forms translated
  - Cultural equity grants fund immigrant service organizations
  - Cultural centers offer arts programming in multiple languages
- Summer youth employment opportunities
  - Cultural equity grantees and cultural centers will employ a total of 253 youth this summer:
    - Grantees - 177
    - African-American Art & Culture Complex - 30
    - Bayview Opera House – 30
    - SOMArts – 12 (Downtown High School, Bridges)
    - Mission Cultural Center for Latino Arts – 4 (Horizons Unlimited)

HUMAN RESOURCES

- Controller's report:
  - Recommended improving alignment of classifications and duties
  - Survey documented low employee morale
- Corrective action:
  - Stabilize agency
    - Requesting 11 substitutions to create equity, parity, and promotive lines within the agency
    - Requesting 4 temporary positions be made permanent
    - Eliminated 5 temporary positions for savings
    - All positions are filled
  - Union support

INITIATIVES

Supporting our neighborhood arts infrastructure

- Capital Projects
  - FY 13: Mission Cultural Center for Latino Arts, HVAC & Roof - $442K
  - FY 14: African-American Art & Culture Complex, electrical & roof - $441K
    SOMArts, roof - $371K
  - Bayview Opera House - $2.2M (in progress)
- PUC investment in Community Arts & Education - $600K
- Move to the Veterans War Memorial (2015)
- Central Market partnership & Invest in Neighborhoods
- Preserving grants to community arts organizations

Q&A

Thank you & questions

DEPARTMENT
of
CHILD SUPPORT SERVICES

BUDGET PRESENTATION

to

SAN FRANCISCO BOARD OF SUPERVISORS

BUDGET AND FINANCE COMMITTEE

FY2012-2013 and FY2013-2014

Funding challenges:

($ in thousands)

	Current Year	Budget Year	Variance
State and Federal Revenue	13,145	12,651	(494)
Salary and Benefits Costs	10,843	11,704	(861)
Equipment		10	(10)
Non Salary	1,374	1,447	(73)
Work Orders	928	911	17
Total Shortfall			(1,421)

Funding solutions:
maximizing on-going savings

	Savings
Reduced vacant positions with related benefits savings, increased attrition to reflect savings in on-going vacancies, retirements, and salary savings	701,330
Reduce costs in rent, material and supplies, vehicle fleet, continued E-filing of court documents and service work order costs	409,238
Local collaborations (increased federal funding)	310,432
Total	1,421

Two year budget – Balanced!

Budget Allocation	Current Year	FY 2013	FY 2014
Revenue			
Federal Funds	8,675,899	8,543,215	8,547,187
State Funds	4,469,402	4,301,299	4,301,299
Work order recovery	280,000	400,433	409,821
	13,425,301	13,244,947	13,258,307
Expenditure			
Personnel Services	10,842,598	11,002,185	10,906,867
Non Salary Services	1,482,832	1,315,270	1,411,205
Professional Services Contracts(2)	53,000	60,140	60,140
Work Orders	1,046,871	867,352	880,095
	13,425,301	13,244,947	13,258,307

Funding Priority – maintaining direct services

- 93% of budget funds - Direct Services
- 7% of budget funds - Administration
- Language Access
  - 66% caseworkers are certified bilingual workers
    - 25% Cantonese, Mandarin, Tagalog
    - 75% Spanish
  - California Language Line available during business hours
  - TTY lines for the hearing impaired

Maintaining direct services:
opportunities for continued savings

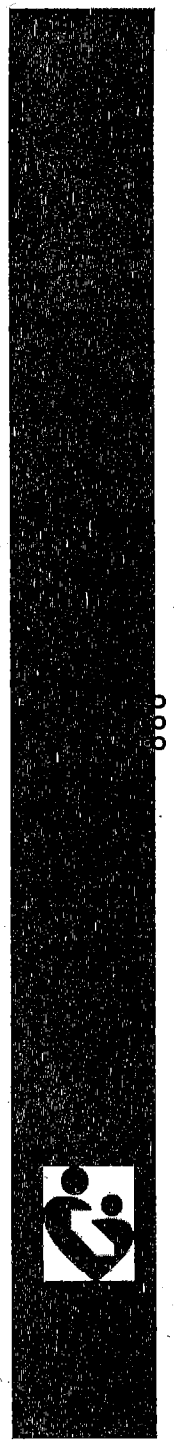
- Condensing office space
- Green technology
- Better utilization of staff
- Prevention of work place injuries
- Reduced document stored off-site
- Reduced vehicle fleet

Key Initiatives for the next two year

- Working with San Francisco's small business community to effectively problem solve and streamline compliance with wage assignments.
- Working with poor families who are just above the income line to qualify for TANIF but struggle to make ends meet.
- Supporting parents who are unemployed or underemployed helping impoverished families connect to work force development solutions.

Expanded client services and collaborations

- SCORE Initiative - **S**upporting **C**hildren through **O**pportunities, **R**esources and **E**mployment programs
    - Reentry services for parents – Adult Probation
    - NET (Noncustodial Parent Employment and Training)
    - COAP (Compromise of Arrears Program)
    - Project ED (Assist clients obtain GED/High School Diplomas)
    - Sheriff/Jail Outreach (reached over 3,000 parents)
    - Job Support Collaborative (Mayor's Workforce Development) Employment Opportunities
    - ETJD (Enhanced Transitional Jobs Demonstration) Grant



Asian Art Museum
City of San Francisco
Budget and Finance Committee

June 21, 2012

PHANTOMS OF ASIA:
CONTEMPORARY AWAKENS
THE PAST
MAY 18–SEPT 2, 2012
See more >

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Agenda

1. Two year budget outlook
2. Major initiatives
3. FTE's
4. Job creation & summer youth employment
5. Language access

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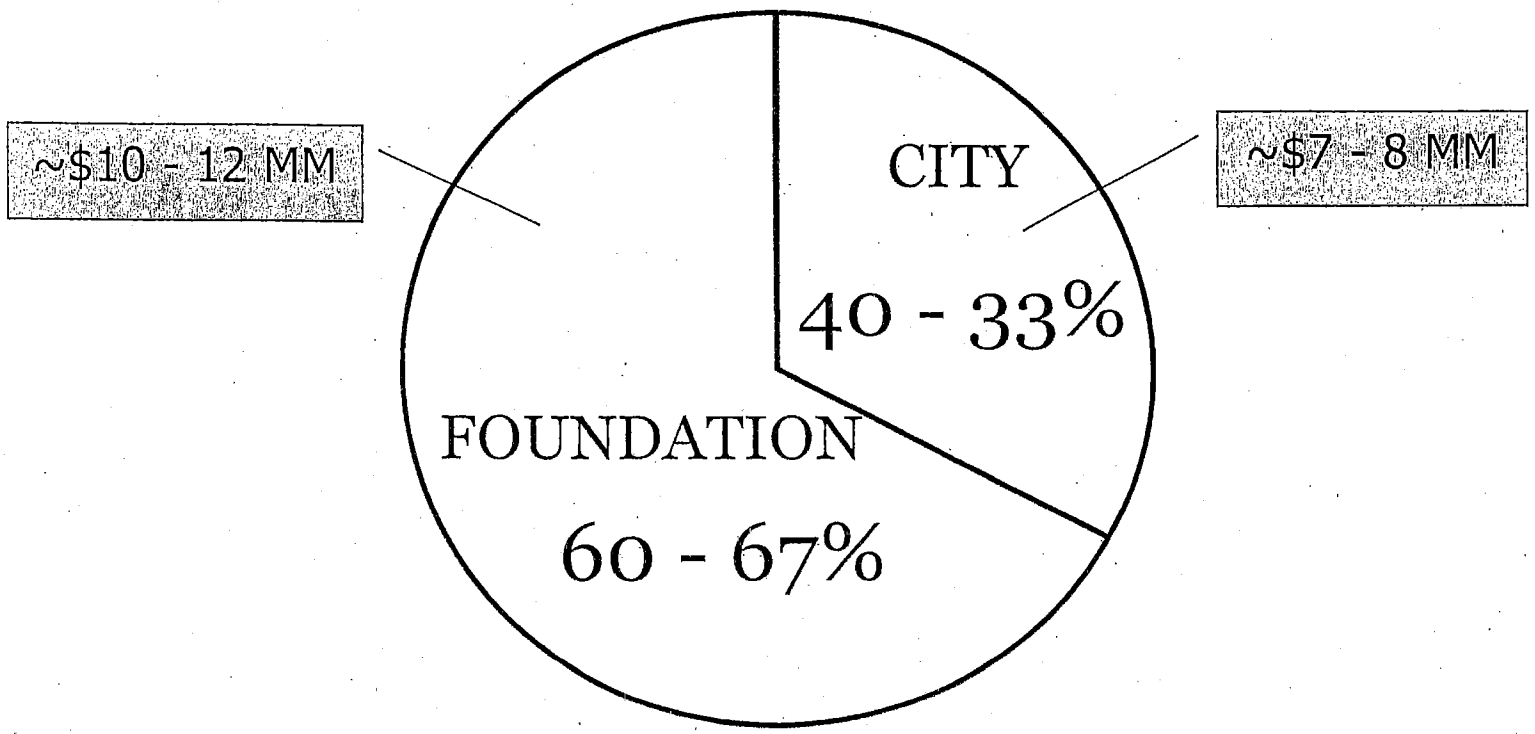
Integrated AAM Operations & Budget

The Asian Art Museum is a City department operating under the City Charter; The Asian Art Museum Foundation exists to raise funds to support the City department



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Integrated Budget

	2012 Fcst	2013 Plan	2014 Plan
Attendance (000's)	**187**	**202**	**215**
$ Millions			
Total Revenue	**19.3**	**21.3**	**21.8**
Foundation - Fundraising	7.0	8.7	8.7
Foundation - Earned	3.5	3.7	3.9
Foundation - Other	1.6	1.1	1.1
Total Foundation	12.1	13.5	13.7
City Revenue	7.2	7.8	8.1
Total Expenses	**19.3**	**20.9**	**21.4**
Departments	16.4	17.9	18.3
Exhibitions	2.7	2.8	2.8
Tech Reserve	0.2	0.2	0.3
Operating surplus	0.0	0.4	0.4
Contingency	0.0	(0.4)	(0.4)
Net	0.0	0.0	0.0

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City Revenue

Source of City Revenue	FY 2012-13 $ millions	FY 2012-13 %/ttl	FY 2013-14 $ millions	FY 2013-14 %/ttl
Hotel Tax Revenue	2.2	28%	2.2	27%
Facilities Maintenance	0.2	3%	0.2	3%
General Fund	5.4	69%	5.7	70%
Total	7.8	100%	8.1	100%

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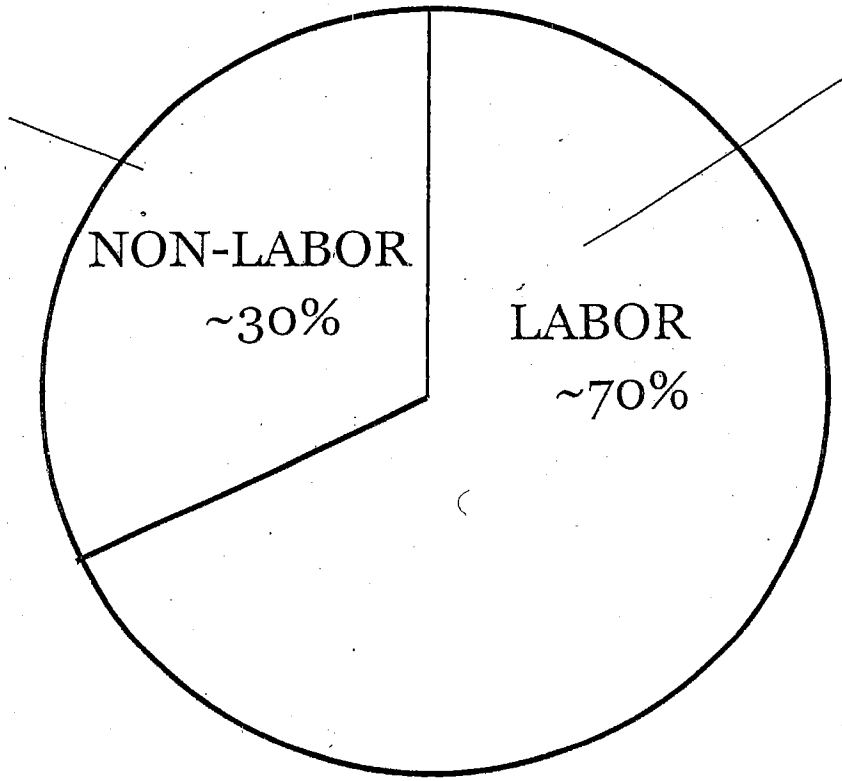
How are the City funds spent?

Fiscal Year 2013

$2.3 MM

- Art insurance
- Utilities
- 40% of maintenance cost



$5.5 MM

Of which $3.4 million (61%) pays for security staff

FY12 Accomplishments:

Continued implementation of strategic plan

Goals:

1. Increase audience impact and reach
2. Achieve and maintain financial stability
3. Improve organizational effectiveness

Launched public engagement campaign

- Refreshed museum's brand
- Developed new programs to broaden and deepen audiences
- Completed Management Consultant Study & launched 5 year / 20 year Business Plan
- Business plan will serve as foundation for a major fundraising initiative

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Upcoming for FY13 & 14:

Major Exhibitions

- Phantoms of Asia (thru Sep. 2nd)
- Decoding Chinese Calligraphy (Oct. 5 thru Jan. 13, 2013)
- China's Terracotta Warriors (Feb. 22 thru May 26)
- Japanese Masterworks (June 28 thru Sep. 22)
- Korea, Joseon Period (Oct 25 thru Jan 12, 2014)
- Yoga, The Art of Transformation (Spring, 2014)

Education Programs

- A major resource for learning about Asian art and culture, 24,000 children and chaperones participate annually in curriculum based K-12 school tours

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Museum Employment

Fiscal Year 2013

The Museum employs:

• City funded employees	58 FTE's
• Foundation funded employees	89 FTE's
For a total workforce of approximately	147 FTE's *

* Before taking into account temporary staffing in support of special exhibition set up and other seasonal needs

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Job Creation & Summer Youth Employment

- Accepted three teens in SF YouthWorks Program
  - One in visitor services
  - One in museum store
- Hired a former YouthWorks intern in visitor services
- We offer volunteer opportunities for teens throughout the summer in a variety of visitor facing roles

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Language Access

The Museum employs multimedia interpretation guides in the following languages:

- English
- Spanish
- French
- Korean
- Mandarin
- Cantonese

In addition, we provide discounts and promotions in various local Asian language papers, and in FY13 we will explore the potential to install additional foreign language signage in our building

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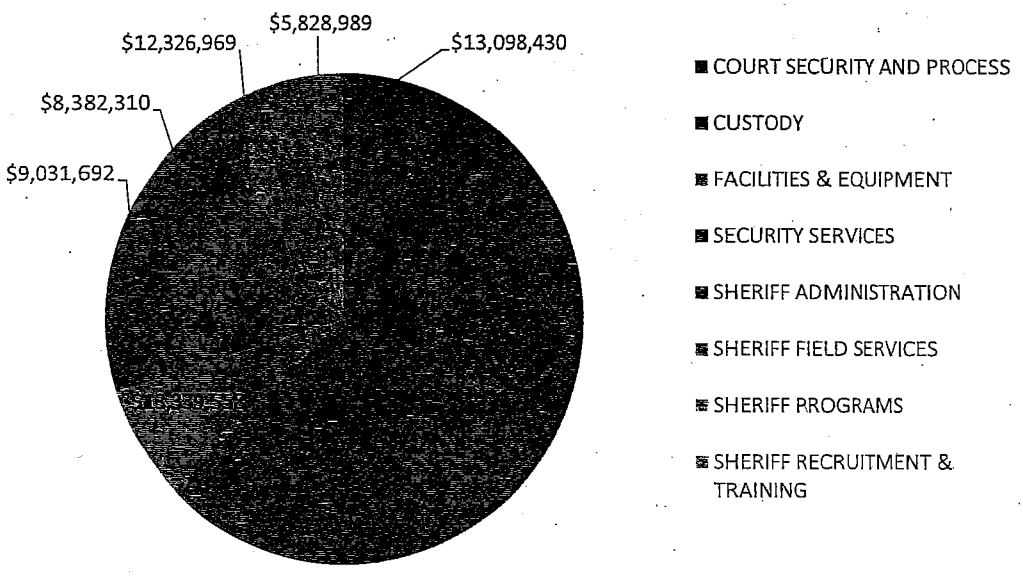
BUDGETARY OVERVIEW

- The Sheriff's budget is driven by changes in the requirements of service delivery, prisoner classification, program delivery and affected by safe minimum staffing requirements and significant changes in prisoner population (ADP).
- The ADP was static in FY 2011-12, and the Department expects it to be near the same level over the next two fiscal years. The current population allowed the Department to absorb the Realignment population using mostly existing resources.

Item	FY 2011 -2012	FY 2012 -2013	Change from FY 2011-12	FY 2013 - 2014	Change from FY 2011-12
Overall Budget ($ millions)	176.60	174.58	(2.02)	178.73	2.13
General Fund Support ($ millions)	148.62	137.95	(10.67)	141.02	(7.60)
Budgeted Overtime	9.98	6.49	(3.49)	6.49	0.0

San Francisco Sheriff's Department
FY 2012 – 2013 & FY 2013 – 2014 Budget

FY 2012-13 Department Uses by Program Area



REDUCTION PROPOSALS

General Fund Savings Proposals	FY 13 (millions)	FY 14 (millions)
Savings from County Jail #6 Remaining Closed	5.00	5.00
Use of grants to abate General Fund Costs	0.60	0.40
Reclassifying and deleting positions	0.76	0.76
Revenue from State – Housing Reentry Prisoners (Reentry Pod)	0.42	0.42
General Fund Savings Proposals Total	**6.78**	**7.1**

San Francisco Sheriff's Department
FY 2012 – 2013 & FY 2013 – 2014 Budget

EFFICIENCY PROPOSALS

Efficiencies	FY 13 (millions)	FY 14 (millions)
Civilianize two IT positions to enable the Department to redeploy sworn staff	(0.09)	(0.09)
COMPAS software and training	(0.11)	(0.07)
COIT critical network infrastructure renewal	(0.45)	(0.45)
Scheduling software for interface with Emerge	(0.05)	(0.05)
Additional permanent salary dollars to enable the Department to hire and reduce overtime costs	(0.60)	(0.60)
Additional overtime – due to the continued projected closure of the SF General Hospital Ward	(0.60)	(0.60)
Efficiency Proposals Total	**(1.90)**	**(1.94)**

MANDATORY COST INCREASES

Items	FY 13 (millions)	FY 14 (millions)
MOU Requirements	(2.56)	(2.56)
Loss of Revenue from the Housing Authority for Background Checks	(0.07)	(0.07)
Additional Mandatory Salary and Fringe Benefit Costs	(0.12)	(3.38)
Total Cost Increases	**(2.75)**	**(6.01)**

San Francisco Sheriff's Department
FY 2012 – 2013 & FY 2013 – 2014 Budget

OVERALL GENERAL FUND IMPACT

Savings / (Costs)	FY 13 (millions)	FY 14 (millions)
General Fund Savings Proposals	6.78	7.01
Efficiency Proposals	(1.90)	(1.94)
Mandatory Cost Increases	(2.75)	(6.01)
Subtotal - Net General Fund Saving	**2.13**	**(0.94)**
New Realignment Funding from the State that offsets General Fund Support for Sheriff	8.54	8.54
Total General Fund Savings Impact	**10.67**	**7.60**

AB 109 Realignment – In Custody Numbers

	New Admissions		Parole Violators	
Month	CDCR Estimate	Actual	CDCR Estimate	Actual Number in Jail
October	8	22	0	49
November	10	21	0	138
December	7	14	1	219
January	9	23	1	270
February	14	12	1	198
March	18	21	2	221
April	13	22	4	281
May	9	23	4	249
Total	88	158	13	

San Francisco Sheriff's Department
FY 2012 – 2013 & FY 2013 – 2014 Budget

AB 109 Realignment – May 2012 Snapshot

PC 1170 (h)	Number of offenders sentenced to local custody	28
PC 3454 (c)	Number of PRCS offenders booked on flash incarceration	1
PC 3455(a)	Number of PRCS offenders booked during the month	3
	Number of PRCS offenders booked on a new charge	8
	Number of PRCS offenders serving jail time for revocation	11
PC3056(a)	Number of persons booked on a Parole Violation only	22
	Number of Parole Violators serving jail time after hearing	249
	Number of Parole Violators booked with new local charges	42
	Number of Parole Violators serving a local sentence	17
PC 1170(h)	Prisoners sentenced to 3 years or more	16
	21.4 months average sentence/length of stay 51.1 days	

REALIGNMENT IMPACTS/UPDATE

- More prisoners than anticipated with longer stays in County Jail
- Higher percentage of prisoners classified as maximum as percentage of entire population
- Higher percentage of prisoners that:
  - have "keep aways"
  - are using mental health services -
  - need placements into safety cells for posing danger to self or others.
- Close collaboration with criminal justice partners
- Not as large of an impact on the General Fund as anticipated since regular county jail population levels remained static during FY 2011-12

San Francisco Sheriff's Department
FY 2012 – 2013 & FY 2013 – 2014 Budget

FIVE KEYS CHARTER SCHOOL

- Provides High School Education, GED Certificates, Community College Credits and Other Programs in custody jail programs and out of custody in community programs. 6/15/12 - 320 students out-of-custody; 394 in-custody.
- FY 2011/2012 – Over 5,000 students served; 53 diplomas, 22certificates for in-custody; 30 diplomas, 7 certificates and 14 GEDs for community students.
- Funding comes from a combination of State and Local SFUSD Revenue including grants and fundraising. State and SFUSD funding is based on Average Daily Attendance just like any other Charter High School in the City.
- FY 2011/2012 - budget of 4.90M
- These funds do not show up in the Sheriff's Department budget.

CAPITAL FUNDING FY 2012-13

Capital Projects - Total	2.81M
Cell Security and Hardware Upgrades - CJ2	0.22
Work Order to PW – HOJ Replacement Planning	1.3
Capital Renewal	
Security Hardware & Lighting - CJ3 and CJ4	0.15
Interior Finishes and Upgrades – CJ1 and CJ2	0.45
Roof Repairs – CJ1, CJ2 and CJ6	0.29
Sprinkler System – WRC – 930 Bryant St.	0.05
Facilities Maintenance	0.35

San Francisco Sheriff's Department
FY 2012 – 2013 & FY 2013 – 2014 Budget

LANGUAGE ACCESS & JOBS CREATION

Cantonese	Russian	Spanish	Tagalog	Vietnamese	Total Certified	%
35	1	75	20	2	132	13%

- Actively provides notices, signs and instructions in Spanish and Chinese.
- Survivor Restoration Program provides English as well as Spanish Language Program; ESL classes taught through 5 Keys Charter School.
- Public Counter – Civil Section – Assign staff who speak Spanish, Chinese and Tagalog.
- Funding through our regular Materials and Supplies Budget.

Job Creation

- The Garden Project provides full-time jobs for 35 at risk youth year round.
- The summer Garden Project provides an 8 week program, 20 hours per week, minimum wage for up to 108 at risk youth, 14 – 17 years old.
- Program funding: $2.0 million total - $400,000 through the Sheriff's Department and $1.6 million from the PUC.

NEW INITIATIVES/LOOKING FORWARD

- Reentry pod – Boarding prisoners immediately prior to their return to the community
- Working with Adult Probation and others to collaborate on community programs to prevent duplication and enhance effectiveness
- Hiring academy trained deputies to fill vacant positions and reduce overtime
  - No hiring since 2009, even though there have been over 74 separations
  - 25 staff currently on long term leave/disability – not expected to return
- Implementing phase one of wellness program to assist staff in preventing injuries/reduce workers' compensation costs, thereby reducing overtime
- Funding essential renewal of our technology critical infrastructure
- Beginning to investigate upgrades for Central Warrants Bureau and exploring the potential to consolidate with Central Records as an efficiency proposal
- Working with DPW and others on replacement of the Hall of Justice jails

San Francisco Sheriff's Department
FY 2012 – 2013 & FY 2013 – 2014 Budget

021- NON PERSONNEL SERVICES

Highlights Over 0.10 million	Amount *(millions)*
Debt Services – San Bruno Jail	8.84
Electronic Monitoring	0.58
Property Rent – 12 14th St.	0.47
San Bruno Sewer/Scavenger	0.32
Property Rent – 70 Oak Grove	0.22
Central Warrant Access to AWS	0.15

MANDATORY COST INCREASES

Items	FY 13 (millions)	FY 14 (millions)
MOU Requirements	(2.56)	(2.56)
Loss of Revenue from the Housing Authority for Background Checks	(0.07)	(0.07)
Additional Mandatory Salary and Fringe Benefit Costs	(0.12)	(3.38)
Total Cost Increases	**(2.75)**	**(6.01)**

San Francisco Sheriff's Department
FY 2012 – 2013 & FY 2013 – 2014 Budget

OVERALL GENERAL FUND IMPACT

Savings / (Costs)	FY 13 (millions)	FY 14 (millions)
General Fund Savings Proposals	6.78	7.01
Efficiency Proposals	(1.90)	(1.94)
Mandatory Cost Increases	(2.75)	(6.01)
Subtotal - Net General Fund Saving	**2.13**	**(0.94)**
New Realignment Funding from the State that offsets General Fund Support for Sheriff	8.54	8.54
Total General Fund Savings Impact	**10.67**	**7.60**

AB 109 Realignment – In Custody Numbers

	New Admissions		Parole Violators	
Month	CDCR Estimate	Actual	CDCR Estimate	Actual Number in Jail
October	8	22	0	49
November	10	21	0	138
December	7	14	1	219
January	9	23	1	270
February	14	12	1	198
March	18	21	2	221
April	13	22	4	281
May	9	23	4	249
Total	88	158	13	

San Francisco Sheriff's Department
FY 2012 – 2013 & FY 2013 – 2014 Budget

AB 109 Realignment – May 2012 Snapshot

PC 1170 (h)	Number of offenders sentenced to local custody	28
PC 3454 (c)	Number of PRCS offenders booked on flash incarceration	1
PC 3455(a)	Number of PRCS offenders booked during the month	3
	Number of PRCS offenders booked on a new charge	8
	Number of PRCS offenders serving jail time for revocation	11
PC3056(a)	Number of persons booked on a Parole Violation only	22
	Number of Parole Violators serving jail time after hearing	249
	Number of Parole Violators booked with new local charges	42
	Number of Parole Violators serving a local sentence	17
PC 1170(h)	Prisoners sentenced to 3 years or more	16
	21.4 months average sentence/length of stay 51.1 days	

Realignment Impacts/Update

- More prisoners than anticipated with longer stays in County Jail
- Higher percentage of prisoners classified as maximum as percentage of entire population
- Higher percentage of prisoners that:
  - have "keep aways"
  - are using mental health services -
  - need placements into safety cells for posing danger to self or others.
- Close collaboration with criminal justice partners
- Not as large of an impact on the General Fund as anticipated since regular county jail population levels remained static during FY 2011-12

San Francisco Sheriff's Department
FY 2012 – 2013 & FY 2013 – 2014 Budget

Five Keys Charter School

- Provides High School Education, GED Certificates, Community College Credits and Other Programs in custody jail programs and out of custody in community programs. 6/15/12 - 320 students out-of-custody; 394 in-custody.
- FY 2011/2012 – Over 5,000 students served; 53 diplomas, 22certificates for in-custody; 30 diplomas, 7 certificates and 14 GEDs for community students.
- Funding comes from a combination of State and Local SFUSD Revenue including grants and fundraising. State and SFUSD funding is based on Average Daily Attendance just like any other Charter High School in the City.
- FY 2011/2012 - budget of 4.90M
- These funds do not show up in the Sheriff's Department budget.

CAPITAL FUNDING FY 2012-13

Capital Projects - Total	2.81M
Cell Security and Hardware Upgrades - CJ2	0.22
Work Order to PW – HOJ Replacement Planning	1.3
Capital Renewal	
Security Hardware & Lighting - CJ3 and CJ4	0.15
Interior Finishes and Upgrades – CJ1 and CJ2	0.45
Roof Repairs – CJ1, CJ2 and CJ6	0.29
Sprinkler System – WRC – 930 Bryant St.	0.05
Facilities Maintenance	0.35

San Francisco Sheriff's Department
FY 2012 – 2013 & FY 2013 – 2014 Budget

LANGUAGE ACCESS & JOBS CREATION

Cantonese	Russian	Spanish	Tagalog	Vietnamese	Total Certified	%
35	1	75	20	2	132	13%

- Actively provides notices, signs and instructions in Spanish and Chinese.
- Survivor Restoration Program provides English as well as Spanish Language Program; ESL classes taught through 5 Keys Charter School.
- Public Counter – Civil Section – Assign staff who speak Spanish, Chinese and Tagalog.
- Funding through our regular Materials and Supplies Budget.

Job Creation

- The Garden Project provides full-time jobs for 35 at risk youth year round.
- The summer Garden Project provides an 8 week program, 20 hours per week, minimum wage for up to 108 at risk youth, 14 – 17 years old.
- Program funding: $2.0 million total - $400,000 through the Sheriff's Department and $1.6 million from the PUC.

NEW INITIATIVES/LOOKING FORWARD

- Reentry pod – Boarding prisoners immediately prior to their return to the community
- Working with Adult Probation and others to collaborate on community programs to prevent duplication and enhance effectiveness
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  - No hiring since 2009, even though there have been over 74 separations
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San Francisco Sheriff's Department
FY 2012 – 2013 & FY 2013 – 2014 Budget

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CITY AND COUNTY OF SAN FRANCISCO OFFICE OF THE CONTROLLER

Ben Rosenfield
Controller

Monique Zmuda
Deputy Controller

MEMORANDUM

TO: Supervisor Carmen Chu, Budget Committee Chair

FROM: Ben Rosenfield, Controller
Peg Stevenson

DATE: June 20, 2012

SUBJECT: Civilianization Options in the SFPD Budget

The San Francisco Charter Section 16.123 directs the Controller and Chief of Police to identify positions in the San Francisco Police Department (SFPD) that could be filled appropriately by civilian personnel.

Table A beginning on the next page identifies 65 potential positions for civilianization. All of the listed positions were recommended in at least one of the Board of Supervisors' prior annual budget reviews of civilianization, or were recommended by the 2008 Police Effectiveness Review study, or they were recommended by the current or former Chief of Police. This table represents both the SFPD's current preferred hiring strategy and civilianization recommendations from prior analyses.

As the table shows, the great majority of these positions have already been included in the Mayor's Budget proposal in one of the next two fiscal years. Those line items where there are positions that proposed for civilianization but not included in the Mayor's budget are highlighted in bold.

The positions in this table allow for the reassignment of uniformed officers to positions requiring public safety classifications and generally meet the requirements of Charter Section 16.123 wherein the City can reduce the Police staffing requirement of 1,971 officers. We note that some positions may be staffed by a "light duty" officer needing a temporary work assignment. The Controller's Office will work with the SFPD to identify light duty positions and report on this matter to the Budget Committee.

Table B and the accompanying chart summarizes the historical growth of civilian positions from FY2006-07 to FY2013-2014. As shown, budgeted positions increased each year except for a drop in FY2009-2010. Actual spending increased beginning in FY2007-08. Over the period from 2004 to now budgeted positions increased by approximately 89 FTEs and actual spending by approximately 82 FTEs.

Table C details the historical growth of civilian positions budgeted and hired in the SFPD from FY2006-07 to FY2011-12 by program and job class.

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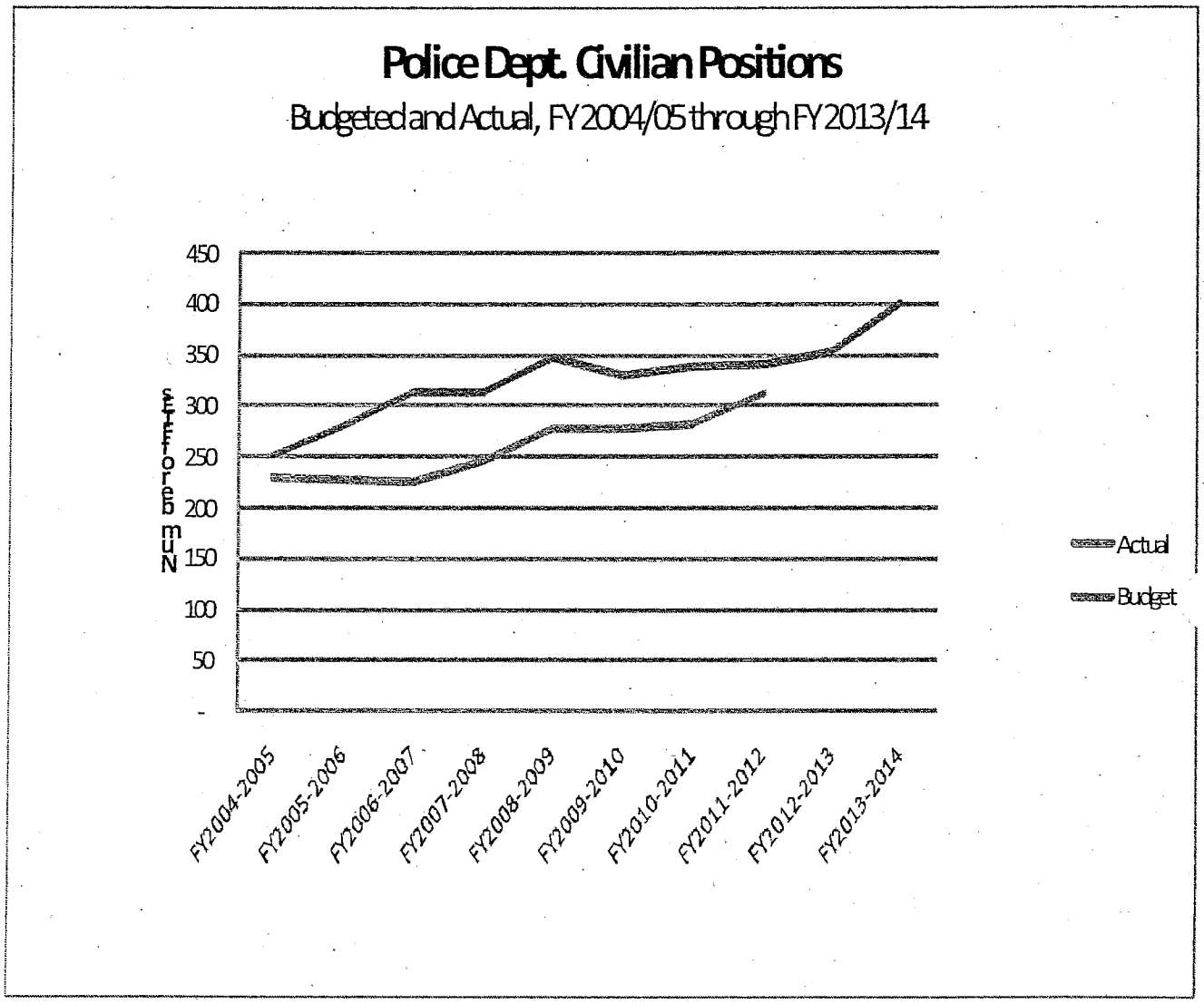
TABLE A – CIVILIANIZATION OPTIONS IN THE SFPD BUDGET

	Number of positions	Classification No.	Classification Title	Currently filled by uniform staff	Mayor's Budget Proposal
Permits	1	0922	Manager I	Full time	FY14
Technology	3	1023	Information Services Admin.	Full time	FY13
Behavioral Science	**1**	**1406**	**Senior Clerk**	**Full time**	**not proposed**
Permits	1	1408	Principal Clerk	Full time	FY14
Police Law Enforcement Services	**2**	**1408**	**Principal Clerk**	**Full time**	**1 in FY13, 1 in FY14**
Academy	1	1766	Media Production Technician	Full time	FY13
Crime Scene Investigation	1	1770	Photographer	Full time	FY13
Compstat	**13**	**1822**	**Administrative Analyst**	**Full time**	**5 in FY13, 5 in FY14**
Compstat	1	1823	Senior Administrative Analyst	Full time	FY14
Police Law Enforcement Services	1	1823	Senior Administrative Analyst	Full time	FY13
Academy	1	1842	Management Assistant	Full time	FY13
Alcohol Liaison Unit	2	1842	Management Assistant	Full time	FY14
Records Management - Professional Standards	1	1842	Management Assistant	Full time	FY14
Records Management - Contracts	**1**	**1844**	**Senior Management Assistant**	**Full time**	**not proposed**
Special Operations	1	1844	Senior Management Assistant	Full time	FY14

SFPD Unit	Number of positions	Classification No.	Classification Title	Currently filled by uniform staff	Mayor's Budget Proposal
Property	2	1934	Storekeeper	Full time	FY14
Facilities	**11**	**1942**	**Assistant Materials Coordinator**	**Full time**	**10 in FY14**
Permits/Property	**1**	**1944**	**Materials Coordinator**	**Full time**	**not proposed**
Crime Scene Investigation	1	5322	Graphic Artist	Full time	FY13
Fleet and Tactical	2	7410	Automotive Services Worker	Full time	FY14
Records Management - Contracts	1	8108	Senior Process Clerk	Full time	FY14
Records Management - Legal	2	8173	Legal Assistant	Full time	FY13
Academy	1	8259	Fire Arm Specialist	Full time	FY13 (to be 8252)
Crime Scene Investigation	1	8259	Criminalist	Full time	FY13 (as 8260)
Crime Scene Investigation	1	8260	Criminalist II	Full time	FY13
Operations Center and HSU	**10**	**9209**	**Community Police Service Aides**	**Full time**	**2 in FY14**
Academy	1	9772	Community Development Specialist	Full time	FY14
Total	**65**				
Additional Positions Included in Mayor's Budget					
Crime Lab Director	1	0933	Manager V	Yes	FY13
Mounted Unit	1	3310	Stable Attendant		
Total	**2**				

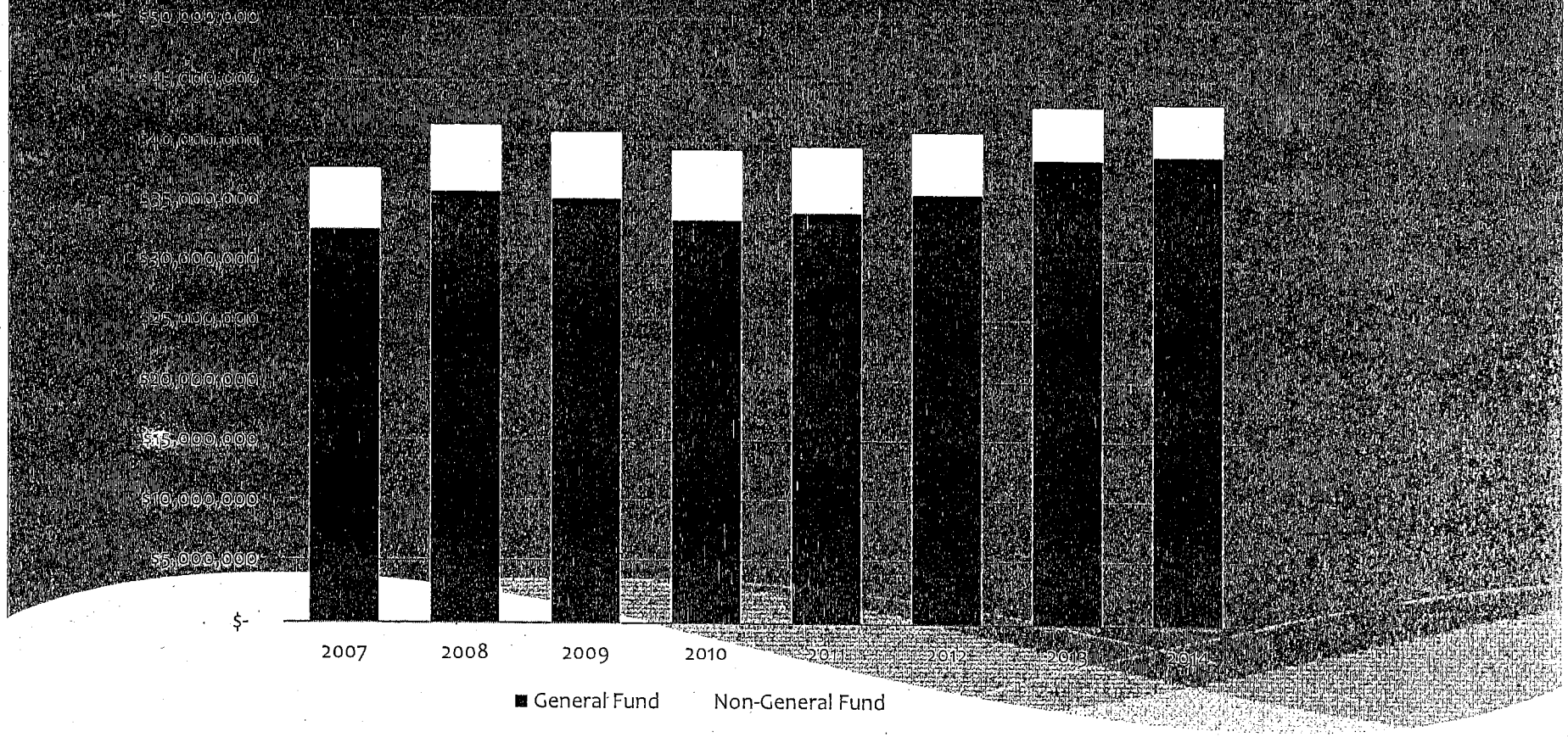
TABLE B HISTORICAL CIVILIANIZATION – SUMMARY BY FTE



San Francisco District Attorney

Proposed Budget FY 2012-13 & 13-14

District Attorney Budget
General Fund vs. Non GF Support



City & County of San Francisco

Master Fee Schedule of Budget Submissions

for

FY 2012-13 and FY 2013-14 Budget Deliberations

Controller's Office
April 2012

** Complete copy of document is located in

File No. 120591

City and County of San Francisco

Office of the Controller

Controller's Discussion of the Mayor's FY 2012-13 and 2013-14 Proposed Budget — June 14, 2012

Charter Section 9.102 requires that the Controller provide the Board of Supervisors with an opinion regarding the accuracy of economic assumptions underlying the revenue estimates in the Mayor's Proposed Budget and the reasonableness of such estimates. On May 31, 2012, Mayor Edwin Lee submitted his FY 2012-13 and FY 2013-14 Proposed Budget to the Board of Supervisors. An overview of the revenues is provided in Table 1.

Overall, the proposed two-year budget appears to be reasonable given the information currently available. The proposed budget reduces the City's recent reliance on one-time revenues and includes a gradual rebuilding of reserves, reducing prospective budgetary shortfalls, provided that the current economic recovery is sustained and potential future reductions in State revenues remain manageable.

Overview

As shown in Table 1, the Proposed Budget for FY 2012-13 of $3.5 billion General Fund and $7.3 billion All Funds represents a 7% increase from the FY 2011-12 original budget. The Proposed Budget for FY 2013-14 represents a further 3% increase in both General Fund and All Funds. Highlights include:

- **Local tax revenue estimates are reasonable given current economic assumptions but will continue to be monitored.** The proposed budget reflects the prevailing economic consensus in assuming a steady economic recovery through FY 2012-13 and FY 2013-14, with regular revenues increasing by $220 million over the FY 2011-12 budget (representing $92 million above the revised FY 2011-12 revenue outlook in the Controller's Nine Month Budget Status Report), and FY 2013-14 revenues increasing by a further $109 million. However, San Francisco's economy is vulnerable to national and international economic developments that could cause changes to the currently favorable trends in job growth, property values and tourism. Any significant economic slowdown would require the Mayor's Office and Board to adjust the budget to reflect reduced revenues. The Controller's Office will monitor local tax receipts and the overall economic outlook carefully and provide revenue projection updates throughout the budget years.

** Complete copy of document is located in File No. 120591

DBI Vacant/Abandoned Buildings' Registration Ordinance
Summary Overview- June 2012

- The Vacant/Abandoned buildings' registration ordinance took effect in October 2009, with DBI owner initial notification letters sent early in 2010. We are currently in the third year of implementing and enforcing this ordinance.

- In April 2012, 538 vacant buildings on the list after those that were either For Sale/For Lease/For Rent; the building was occupied/not vacant; owner had applied for permits to make the building code-compliant and return them to productive housing/other beneficial uses, etc.) were removed.

- Of the 538 buildings on the Vacant Building list, 183 paid the registration fee of $765.

- The remaining 355 buildings, or 66% of the total, have not paid the registration fee
    - Many of the owners inherited the vacant property, and do not have the financial resources to abate code violations/bring the property into compliance.
    - About 50% of the vacant buildings are owned by banks and financial institutions due to foreclosures/other issues. Many banks do not comply with the Vacant Building Ordinance, and some cities are in litigation to force compliance (Los Angeles, for example, is suing Deutsche Bank on this matter).

- A total of 397 First and Second Notices of Violation have been issued for failure to comply in 2012.

- A total of 46 vacant buildings are on the Lien List that will be heard at the Board of Supervisors on July 31, 2012.

- A total of $195,066 has been collected in 2012 by DBI in annual Registration fees and penalty fees.

- DBI participate annually in at least five regularly scheduled community or neighborhood events, including:
  - Chinese New Year Festival, in February, with DBI Booth usually on Grant or Jackson, both days of this annual two-day community event. Per DBI staff volunteers, more than 70 percent of their interaction with customers during the Festival is in Chinese during these two days.
  - St Patrick's Day, in March, with DBI booth in designated area of Civic Center. Per DBI staff volunteers, more than 25 percent of their interaction with customers during this outreach event is in Spanish.
  - Cinco de Mayo, in May, with DBI booth in designated area of Dolores Park. Per DBI staff volunteers, more than 70 percent of their interaction with customers during this event is in Spanish.
  - Sunset Community Festival, in September, with DBI booth in designated area. Per DBI staff volunteers, the majority of customer interactions at this event are in English.
  - Chinatown Resources Fair, in October, with DBI booth in designated area in Portsmouth Square Club House. Per DBI staff volunteers, more than 90 percent of interaction with customers during this event is in Chinese/Cantonese.
  - Excelsior Community Festival, in October, with DBI booth in designated area. Per DBI staff volunteers, the majority of customer interactions at this event are in English.
  - Bernal Heights Fiesta, in October, with DBI booth in designated area. Per DBI staff volunteers, more than 50 percent of their interaction with customers during this event is in Spanish.
  - Staff also invited episodically to participate in Town Halls or Special Neighborhood Task Forces with Supervisors in all 11 Supervisorial districts; and staff invited to brief neighborhood associations, such as the Planning Association of the Richmond (PAR), Coalition of SF Neighborhoods, Mission Merchants Association, etc., as well as Real Estate associations seeking briefings by DBI professional staff on the 3R Report process. The majority of these interactions with customers are in English.

DBI – Language Access Ordinance Compliance

- DBI is considered a Tier 1 Department by the Office of Engagement & Immigrant Affairs.
  - DBI has submitted the Annual Compliance Plan for calendar years 2010 and 2011.

- 25 designated bilingual 25 bilingual staff; including,
  - 18 Chinese bilingual (3 Inspectors and 15 Support Staff)
    - 10 Cantonese
    - 8 Mandarin
  - 7 Spanish Bilingual (4 Inspectors and 3 Support Staff)

- Bilingual inspection staff is assigned to districts with the most bilingual populations, facilitating communication essential to achieve code compliance. For example, Housing Inspection assigns
  - Spanish bilingual speaking inspectors to serve the Tenderloin, SOMA, Ingleside, and Mission districts.
  - Chinese bilingual speaking inspectors to serve t he Chinatown, Richmond, Sunset, and Visitation Valley districts.

- Bilingual support staff is assigned to serve the different department function including permit services, plan review, inspection services, records management, public information, and technical services.

- The Department has a dedicated bilingual telephone line for Chinese speaking customers and one for Spanish speaking customers.
  - These bilingual phone lines are programmed on some of the bilingual staff desk phone and customers can choose to be directed to those dedicated lines by calling directly or going through our main phone line.
  - From January 2012 to May 2012, bilingual staff has assisted 3,321 bilingual customers and have provided bilingual assistance over the phone to 3,124 customers.

- Selectron Interactive Voice Recognition System allows customers to schedule building, electrical, and plumbing inspections in English, Chinese, and Spanish. The phone message and complete process to schedule inspections is in these three languages. These are the percentages of calls requested of each of the languages via Selectron IVR for inspection scheduling.
  - English: 92.8%
  - Cantonese: 5.28%
  - Spanish: 1.92%

- Single Room Occupancy Program provides the following bilingual services;
  - Service Area 1: The Mission area servicing tenants in English and Spanish.
  - Service Area 2: The South of Market and Tenderloin areas servicing tenants in English, Russian, Spanish and Vietnamese.
  - Service Area 3: The Chinatown area servicing tenants in Cantonese, Mandarin and Toishanese.

- Code Enforcement Outreach Program provides the following bilingual services;
  - Service Area 1: The Mission area servicing tenants in English and Spanish.
  - Service Area 2: The South of Market area servicing tenants in English and Russian.
  - Service Area 3: The Chinatown area servicing tenants in Cantonese, Mandarin and Toishanese.
  - Service Area 4: The Tenderloin area servicing landlords and tenants in Spanish, Vietnamese and English.
  - Service Area 5: Throughout the City of San Francisco area servicing landlords in English and Chinese.

DBI Vehicles

- DBI's fleet is 99 vehicles and trucks - with 2 currently out of service and in need of replacement
- We currently have a backlog in vehicle maintenance and have 4 vehicles in the shop at all times, these vehicles are rotated as the maintenance is completed, which leaves 93 vehicles in active daily use.
- DBI has not purchased vehicles since 2007, and over half of the vehicles are older than the 2004 model year.

1999	4
2000	18
2001	14
2004	15
2005	23
2006	7
2007	18
	99

- There are currently 98 inspectors currently working full time with DBI. Once the vacancies are filled the Department will have 116 inspectors. If the 8 additional inspection positions requested in the FY 2012-14 budget are approved, there will be 124 budgeted inspectors, of which 13 are building inspectors assigned to plan check who do not need a daily assigned vehicle.
- 63 of the inspectors are currently assigned to Building, Electrical or Plumbing inspections where they are assigned to a district and have an average of 12 inspections per day and are in the field from 8:30 a.m. to 3 p.m.
- 29 of the inspectors are currently assigned to housing and code enforcement and conduct daily inspections in response to complaints or notices of violation. While they do not have a set schedule of inspections they are also in the field from 8:30 a.m. to 3:00 p.m.
- DBI tries to maintain 2 pool vehicles for any engineer or administrative staff to attend meetings or conduct a site inspection, but currently only has 1 vehicle available.
- The 4 vehicles mentioned above, that are currently being used to rotate vehicles through the maintenance requirements, will be assigned to inspectors and the Department is able to fill vacancies this fall and hopefully hire any newly approved positions.
- When DBI is fully staffed, we anticipate needing to share vehicles as there will be 115 field inspectors and only 99 vehicles.
- DBI is instituting a 10 year replacement cycle and intends to replace approximately 10 cars a year after the 1st year. We are requesting 11 in the first year to replace a vehicle that was hit in our parking lot and totaled.

Major changes in the FY 2012-14 Budget

Expenditure Category	FY 2012-13 Changes	FY 2013-14 Changes
Salaries	Addition of temporary help and overtime to deal with delays in the approval of positions and addition of new positions required to meet the increase in construction activity. ($4,614,202)	Addition of positions which is offset by a decrease in temporary help as we are assuming positions will be filled. ($3,02,999)
Training	Increase reflects (1) ongoing training for inspectors for CASP and other certifications, (2) supervisors training, and (3) code training – see Attachment 3 Training Requests for details. ($67,388)	Maintains FY 2012-13 level with minor changes. ($601)
Community Outreach	Increases outreach activities by $25,000 for educating citizens on permit process, including having more tables at neighborhood festivals – see Attachment 4 for details. ($25,000)	Maintains FY 2012-13 level. ($0)
City Grant Program	Increase of $148,972 reflects request from Single Room Occupancy (SRO) Collaboratives and Code Enforcement Outreach Program (CEOP) non-profit contractors that was received during the RFP process in November 2011. The RFPs equalized the units of service and respondents were asked to include the current cost of providing the service. ($148,972)	Maintains FY 2012-13 level. ($0)
Equipment	Increase for reinstatement of the vehicle replacement plan by the purchase of 11 clean energy vehicles ($300,000)	Maintains FY 2012-13 level. Vehicles to be determined by mileage and condition during Fiscal Year 2012-13. ($0)
Transfer to Digitization Project	We will charge 7 new clerks to the project using a combination of the existing balance and a new transfer - Project PBICOR. ($859,447)	A small increase in the transfer in FY 2013-14. ($24,227)

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Expenditure Category	FY 2012-13 Changes	FY 2013-14 Changes
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City and County of San Francisco

Baselines

- Children's Baseline funded above required levels in FY 2012-13 and FY 2013-14
- Other financial baselines funded at required levels
- Police Minimum Staffing and Substance Abuse Treatment on Demand Baselines likely not met i

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City and County of San Francisco

General Fund Reserve Uses and Deposits

Deposits to Reserves

- General Reserve growing to $32.2M in FY 12-13 (1% of general revenues) and $41.6 million in FY 13-14 (1.25% general revenues) per new policy

- Budget Stabilization Reserve- anticipated deposits of $17.8M and $7.3M Real Property Transfer Tax above prior 5-year adjusted average, per new policy

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City and County of San Francisco

General Fund Reserve Uses and Deposits

Uses of Reserves

- SFUSD withdrawal from Rainy Day Reserve: $6.3M (FY 12-13) and $4.7M (FY 13-14) maximum 25% withdrawals

- Use of Recreation and Park Savings Incentive Reserve ($1.7M/$1.9M) and Budget Savings Incentive Fund ($8.4M/$9.9M) for one-time projects

City and County of San Francisco

Major Local Taxes: Projected GF Growth Rates

Local Tax Revenues	FY 2012-13 Growth Estimate from FY 2011-12 Nine-Month Projection	FY 2013-14 Growth Estimate from FY 2012-13 Proposed Budget
Property Taxes	3.9%	2.9%
Business Taxes	6.1%	8.2%
Sales Tax	6.5%	5.0%
Hotel Room Tax	7.1%	11.4%
Utility Users Tax	3.0%	2.0%
Parking Tax	3.0%	3.0%
Real Property Transfer Tax	10.0%	-10.0%

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City and County of San Francisco

Overview of Budget Sources ($ millions)

General Fund			
	FY 2011-12	FY 2012-13	FY 2013-14
	Budget	Proposed	Proposed
Fund Balance - Prior Year Operating Surplus	$ 159	$ 92	$ 92
Fund Balance - Project Savings	incl above	4	1
Use of Reserves	13	16	16
Regular Revenues	2,933	3,213	3,326
Transfers, net	157	156	156
Total GF Sources	**$ 3,262**	**$ 3,481**	**$ 3,591**
Change from Prior Year	***$ -***	***$ 219***	***$ 109***
Percentage Change	***$ -***	**7%**	**3%**
All Funds			
	FY 2011-12	FY 2012-13	FY 2013-14
	Budget	Proposed	Proposed
Fund Balance	$ 254	$ 217	$ 195
Use of Reserves	13	20	21
Regular Revenues	6,568	7,110	7,338
Total All-Funds Sources	**$ 6,835**	**$ 7,347**	**$ 7,554**
Change from Prior Year	***$ -***	***$ 512***	***$ 207***
Percentage Change	***$ -***	**7%**	**3%**

Budget Overview

All Funds budget and General Funds budget are increasing 7% in FY 2012-13 and 3% in FY 2013-14.

General Fund regular revenues are increasing $280 million or 10% from FY 2011-12 budget, $113 million or 4% from FY 2012-13 budget.

Largest increases from FY 2011-12 budget:

- $85 million Real Property Transfer Tax (+$18 million from projection)
- $64 million Business Taxes (+$26 million from projection)
- $49 million Property Tax (+$40 million from projection)

Summary, continued

1. Local Tax Revenue Projections reflect prevailing expectation of continued moderate recovery – but economic environment could change.

- $220M growth projected for FY 12-13 over FY 11-12 budget ($92 million over 9-Month Projection).
- FY 2013-14 assumes $109 million further growth.
- National and international economic developments could change growth trajectory.
- Controller's Office will continue to monitor and report regularly.

2. State and Federal Budget Uncertainty: FY 2012-13 $15 million allowance for future State/federal budget reductions. No allowance in FY 2013-14 proposed budget.

Summary

- Revenue assumptions are reasonable
- Two-Year Budget framework with reduced reliance on fund balance and other one-time sources puts City on track to more sustainable budgeting
- Two notable factors to monitor:

  Local Tax Revenues

  Future State/Federal Budget Uncertainty

City and County of San Francisco

FY 2012-13 and FY 2013-14 Revenue Letter

Board of Supervisors

Budget & Finance Committee

June 18, 2012

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technical adjustment increasing the FY 2013-14 General Reserve deposit by $0.1 million is intended by the Mayor's Office to revise the reserve amounts to meet the Policy requirements.

3. Budget Stabilization Reserve. Established in 2010 by Administrative Code Section 10.60(c), the Budget Stabilization reserve augments the Rainy Day Economic Stabilization Reserve. The two reserves are available to support the City's budget in years when revenues decline. The Budget Stabilization Reserve is funded by the deposit each year of 75% of Real Property Transfer Taxes above the prior five-year average (adjusted for rate changes) and ending unassigned fund balance above that appropriated as a source in the subsequent year's budget. The first deposit into the Reserve of $27.2 million was made from FY 2010-11 surplus unassigned fund balance. The Mayor's Proposed Budget assumes that Real Property Transfer Tax receipts will be above the prior five year adjusted average in both FY 2012-13 and FY 2013-14, resulting in deposits to the Budget Stabilization Reserve of $17.8 million and $7.3 million respectively. The Controller's office will determine the actual amount to deposit in September of each year based on actual receipts during the prior fiscal year.

4. Salaries and Benefits Reserve. The Mayor's Proposed Budget provides $13.1 million for FY 2012-13 and FY 2013-14 in the General Fund to cover costs related to adopted Memorandum of Understandings (MOUs) with labor organizations. This represents a decline of $0.4 million from the $13.5 million budgeted for FY 2011-12.

5. Litigation Reserve. The $11.0 million litigation reserve proposed budget is intended to provide funding for potential judgments and claims that will need to be paid out by the City during the budget year, based on historical experience. The City also maintains a separate reserve funded from prior year appropriations for large cases pending against the City. The proposed level of funding is consistent with prior years funding and expenditures.

6. Reserve for Technical Adjustments. $2.5 million is provided in the FY 2012-13 and FY 2013-14 proposed budgets as an allowance for technical adjustments during the budget review process. The Mayor's Office has stated that they will inform the Budget and Finance Committee prior to the final Committee vote on the budget as to the amount required for technical adjustments up to that point and any balance that may be available for other uses.

Appendix 4 General Fund Reserve Withdrawals and Deposits

As discussed in Appendix 1, the Mayor's Proposed Budget includes using $16.4 million from reserves established in prior years during FY 2012-13 and $16.5 million during FY 2013-14.

As shown in Table 4-1 below, the Mayor's Proposed Budget also includes $76.6 million and $75.4 million in deposits to General Fund reserves during FY 2012-13 and FY 2013-14. These appear to be prudent and reasonably reflect anticipated Memoranda of Understanding (MOUs), litigation costs, and general contingency reserves.

Table 4-1. Proposed General Fund Reserve Uses and Deposits ($ millions)

General Fund - Use of Prior Year Reserves	FY 2011-12 Original Budget	FY 2012-13 Proposed Budget	FY 2013-14 Proposed Budget	Note
Rainy Day Reserve Allocated to the School District	$ 8.4	$ 6.3	$ 4.7	1
Recreation and Park's Budget Savings Incentive Reserve	4.4	1.7	1.9	1
Budget Savings Incentive Fund		8.4	9.9	1
Total - Use of Prior Year Reserves	**$ 12.8**	**$ 16.4**	**$ 16.5**	
General Fund - Deposits to Reserves				
General Reserve Anticipated Carryforward from Prior Year	$ -	$ 22.3	$ 32.2	2
Additional Budgeted General Reserve	25.0	9.9	9.3	2
Subtotal Deposits to General Reserve	**$ 25.0**	**$ 32.2**	**$ 41.5**	
Budget Stabilization Reserve	-	17.8	7.3	3
Salaries & Benefits Reserve	13.5	13.1	13.1	4
Litigation Reserve	11.0	11.0	11.0	5
Reserve for Technical Adjustments	-	2.5	2.5	6
Total General Fund Deposits to Reserves	**$ 49.5**	**$ 76.6**	**$ 75.4**	

Notes to Table 4-1.

1. Use of Prior Year Reserves: Rainy Day Reserve, Recreation and Park's Budget Savings Incentive Reserve and Budget Savings Incentive Fund. See discussion in Appendix 1, pages 5-6.

2. General Fund – General Reserve. Each year, the City sets aside funding to provide for revenue and expenditure uncertainties including funding for supplemental appropriations in the event that additional appropriation needs arise.

In April, 2010, the Board of Supervisors approved the Controller's proposed financial policies on reserves, codified in Administrative Code Section 10.60. The policy requires the Reserve to increase to 1% of budgeted general fund regular revenues in FY 2012-13 and 1.25% of budgeted general fund regular revenue in FY 2013-14. The budgeted General Reserve will continue to increase each year until it reaches 2% of budgeted General Fund regular revenues in FY 2016-17. Unused General Reserve is carried forward from the prior year into the new budget year.

The Mayor's Proposed budget anticipates $3.218 billion in regular General Fund revenues in FY 2012-13 and $3.325 billion in FY 2013-14, leading to General Reserve requirements (including carry forwards) of $32.18 million in FY 2012-13 and $41.57 million in FY 2013-14. Note that a

adding 48 new positions from new Officers completing the Academy by the end of the year brings this total to 1,758, or 213 positions below the baseline requirement.

The Mayor's FY 2013-14 Proposed Budget includes net funding authority for 2,090 full-time equivalent (FTE) officers outside the Airport (including 67 positions funded in the form of overtime). The Department's current statistics indicate that after taking into account officers on modified duty and medical and other leave, there will be 1,758 active full duty officers outside the Airport. Including retirements in FY 2013-14 and adding 120 new positions from new Officers completing the Academy by the end of the year, brings this total to 1,794, or 177 positions below the baseline requirement.

The Charter-mandated minimum staffing level may be reduced in cases where civilian hires result in the return of a full-duty officer to active police work, pursuant to Charter Section 16.123 (Proposition C). This voter-approved proposition provides that the Mayor and Board may convert a position from a sworn officer to a civilian through the budget process. A number of civilian positions have been added since the Charter Amendment. However, no formal certification has been approved by the Police Department. The Controller's Office is preparing an analysis of this issue for the Budget Committee's consideration in the coming weeks.

Neighborhood Firehouse Baseline. In November 2005, San Francisco voters passed the Neighborhood Firehouse Protection Act (Proposition F), which established new baseline service level requirements for San Francisco firehouse operations as detailed in Administrative Code Section 2A.97. The Act included minimum baseline requirements for 24-hour staffing of 42 firehouses, the Arson and Fire Investigation Unit, no fewer than 4 ambulances, and 4 Rescue Captains (medical supervisors). The Neighborhood Firehouse baseline requirements of $235.5 million for Fiscal Year 2012-13 and $241.5 million for Fiscal Year 2013-2014 have been met. Since this requirement is not contained in the Charter, the Board may approve an Annual Appropriation Ordinance that does not meet the requirement.

Treatment on Demand Baseline. In November 2008, voter-approved Proposition T created Section 19.23A of the Administrative Code, which required the Department of Public Health (DPH) to maintain an "adequate level of free and low cost medical substance abuse services and residential treatment slots" to meet the overall demand for these services. The measure requires the Department to report to the Board of Supervisors by February 1st of each year with an assessment of the demand for substance abuse treatment, and a plan to meet this demand. At the end of December 2011 (the most recently reported data), service providers reported that 97 slots were available and 167 clients were waiting, indicating that there were not sufficient treatment slots to meet overall demand, and this baseline requirement was not met. The budget does not include additional funding intended to meet this target. Since this requirement is not contained in the Charter, the Board may approve an Annual Appropriation Ordinance that does not meet the requirement.

and $38.4 million in FY 2012-13 and FY 2013-14 respectively for both Library Preservation and Open Space.

Public Education Enrichment Funding. The Mayor's FY 2012-13 and FY 2013-14 Proposed Budget includes $50.4 million and $52.3 million respectively for the Public Education Enrichment Fund Annual Contribution plus an allowance for $2.7 million and $2.9 million respectively in in-kind contribution to the San Francisco Unified School District, for a total contribution of $53.1 million in FY 2012-13 and $55.2 million in FY 2013-14. This funding, which was approved by voters in March 2004 through Proposition H and included in Charter Section 16.123-2, requires the City to support education initiatives with $60 million in FY 2009-10, and with annual contributions in FY 2010-11 through FY 2014-15 equal to the City's total contribution the prior year, adjusted for the change in aggregate discretionary revenue. In any year, if the joint report prepared by the Controller, the Mayor's Budget Director, and the Board of Supervisors' Budget Analyst projects a budgetary shortfall of $100 million or more, the Mayor and the Board of Supervisors may reduce the City's contribution to the Public Education Enrichment Fund by up to 25%. The FY 2012-13 and FY 2013-14 Proposed Budget includes this reduction in each year. The cumulative deferrals since FY 2008-09 including the budgeted amounts for FY 2012-13 and 2013-14 total $93 million. The City must pay back the combined deferrals by 2018 unless voters extend the measure or authorize a substantially similar measure.

City Services Auditor Baseline. Charter Section F1.113 establishes the Controller's Audit Fund and a baseline amount. This baseline was approved by voters in November 2003 and mandates that 0.2% of the budget be used to fund audits of City services. The Mayor's FY 2012-13 and FY 2013-14 Proposed Budgets appropriates $12.1 and $12.4 million respectively for the City Services Auditor Baseline.

Human Services Homeless Care Fund. Also known as Care not Cash, the Human Services Homeless Care Fund established in Administrative Code Section 10.100-7 was passed by voters in November 2002. The Administrative Code defines a formula for calculating the annual required contribution to the fund based on the number of homeless people expected to participate in County Adult Assistance Programs (CAAP) during each upcoming fiscal year as compared to a base year. The City is required to credit the fund with the difference between the average annual maximum cash grant for each program and the average annual special allowance or other residual cash payment provided by the City for each participant to whom the City expects to provide in-kind benefits in lieu of the full cash grant during the year. These funds are to be used on homeless outreach and service programs. In FY 2012-13 and FY 2013-14, new funding is budgeted at $13.7 million, unchanged from the FY 2011-12 budget. Since this requirement is not contained in the Charter, the Board may approve an Annual Appropriation Ordinance that does not meet the requirement.

Police Staffing Baseline. San Francisco Charter Section 4.127 mandates a minimum staffing baseline of not less than 1,971 full-duty officers. It appears that this requirement is not met in the proposed budget.

The Mayor's FY 2012-13 Proposed Budget includes net funding authority for 2,109 full-time equivalent (FTE) officers outside the Airport (including 68 positions funded in the form of overtime). The Department's current statistics from mid-June 2012 indicate that after taking into account officers on modified duty and medical and other leave, the Department will have 1,816 active full duty officers outside the Airport. Including planned retirements in FY 2012-13 and

Municipal Transportation Baselines. Charter section 8A.105 established a Municipal Transportation Fund to provide a predictable, stable and adequate level of funding for the Municipal Transportation Agency (MTA). Consistent with the Charter, in FY 2000-01 a base amount of funding was established. Charter subsection (c) (1) requires the Controller's Office to adjust the base amount from year to year by the percent increase or decrease in aggregate City discretionary revenues. Beginning in FY 2002-03, this Charter section also established a level of funding (required baseline) for the Parking and Traffic Commission based upon FY 2001-02 appropriations.

The Mayor's Proposed Budget includes funding for the Municipal Railway (MUNI) baseline at the required levels.

Children's Baseline. Charter Section 16.108 establishes a fund for children's services. Consistent with the Charter, in FY 2000-01 a base amount of funding was established, which is adjusted by the percent increase or decrease in aggregate City discretionary revenues. The required baselines for FY 2012-13 and FY 2013-14 are $115.3 million and $119.7 million respectively. Mayor's Proposed Budget has includes Children's Baseline appropriations of $128.9 million and $129.8 million, representing surplus funding of $13.6 million for FY 2012-13 and $10.1 million for FY 2013-14.

Library Baseline. Charter Section 16.109 establishes a Library Preservation Fund to provide library services and to construct, maintain, and operate library facilities. Consistent with the Charter, in FY 2006-07 a base amount of funding was established, which is adjusted by the percent increase or decrease in aggregate City discretionary revenues. Based on revenue in the Mayor's Proposed Budget the required Library Baseline appropriation is $53.0 million for FY 2012-13 and $55.0 million for FY 2013-14.

Public Education Services Baseline. Charter Section 16.123-2 establishes a Public Education Enrichment Fund. Consistent with the Charter, in FY 2001-02 a base amount of funding was established, which is adjusted by the percent increase or decrease in aggregate City discretionary revenues. Proposition H, passed by voters in March 2003, required not only enhancement funding for public education but also baseline funding established pursuant to FY 2002-03 appropriation levels, which were to be adjusted in subsequent years according to changes in aggregate discretionary revenues. The Mayor's Proposed Budget for the Department of Children, Youth & Their Families includes $6.7 million and $6.9 million for FY 2012-13 and FY 2013-14 for the Public Education Services baseline. The source of the funding is split equally between the General Fund and the Children's Fund.

Municipal Symphony Baseline. Charter Section 16.106(1) mandates that the City provide an appropriation equivalent to 1/8 of $0.01 of each $100 in assessed valuation of property tax for the symphony orchestra. Based on the current property tax assessed valuation projections, the required funding for the Municipal Symphony Baseline should be $2.0 million for FY 2012-13 and $2.1 million for FY 2013-14.

Other Property Tax-Related Set-Asides. Charter Sections 16.108, 16.109, and 1610.7 mandate three property tax-related set-asides, including amounts equivalent to 3.0% of property tax revenues for Children's Services, 2.5% for Library Preservation and 2.5% for Open Space. The Mayor's FY 2011-12 Proposed Budget includes required funding of $44.7 million and $46.0 million for Children's Services in FY 2012-13 and FY 2013-14 respectively, and $37.3 million

Appendix 3. Baselines & Mandated Funding Requirements

The Charter includes requirements for baseline levels of funding or staffing for a number of City Services. Table A3-1 below summarizes such required baselines and minimum staffing levels. The amounts listed as "Proposed Budget" include technical adjustments to be submitted to the Board of Supervisors Budget and Finance Committee as an amendment to the May 31, 2012 Proposed Budget.

Table 3-1. Key Baseline & Mandated Funding Requirements ($ millions)

	FY 2011-12 Original Budget	FY 2012-13 Proposed Budget	FY 2013-14 Proposed Budget
General Fund Aggregate Discretionary Revenue (ADR)	*$ 2,074.0*	*$ 2,317.9*	*$ 2,405.9*
Financial Baselines			
Municipal Transportation Agency (MTA)			
MTA - Municipal Railway Baseline 6.686% ADR	$ 138.7	155.0	160.9
MTA - Parking & Traffic Baseline 2.507% ADR	52.0	58.1	60.3
MTA - 80% Parking Tax In-Lieu	57.6	61.2	63.1
Subtotal Municipal Transportation Authority	**$ 248.2**	**$ 274.3**	**$ 284.2**
Library Preservation Fund			
Library - Baseline 2.286S% ADR	47.3	53.0	55.0
Library - Property Tax Set-aside $0.025 per $100 Net Assessed Valuation (NAV)	35.6	37.3	38.4
Subtotal Library	**82.8**	**90.3**	**93.4**
Children's Services			
Children's Services Baseline Requirement 4.973% ADR	*103.2*	*115.3*	*119.6*
Children's Services Baseline-Eligible Items Budgeted	123.8	127.1	126.6
Public Education Services Baseline	6.0	6.7	7.0
Children's Fund Property Tax Set-Aside $0.03 per $100 NAV	42.7	44.7	46.0
Public Education Enrichment Fund (prior to 25% deferral) - 3.057% ADR			
1/3 Annual Contribution to Children and Families Commission- Preschool for All after 25% deferral	15.9	17.7	18.4
2/3 Annual Contribution to SFUSD after deferral:			
Share of SFUSD Contribution provided as In-Kind Services	2.5	2.8	2.9
Balance of SFUSD Contribution direct funding	29.2	32.7	33.9
Subtotal Childrens Services	**220.0**	**231.7**	**234.8**
Open Space Property Tax Set-Aside $0.025 per $100 NAV	35.6	37.2	38.4
Human Services Homeless Care Fund - amount based on aid savings	13.7	13.7	13.7
Municipal Symphony Baseline $0.00125 per $100 NAV	2.0	2.0	2.1
City Services Auditor 0.2% Citywide Budget	12.1	12.4	31.2
Total Financial Baselines	**$ 614.5**	**$ 661.6**	**$ 697.7**
Staffing and Service-Driven Baselines			
Police Minimum Staffing		Requirement likely not met	
Fire Neighborhood Firehouse Funding		Requirement met	
Treatment on Demand		Requirement likely not met	
Office of Economic Analysis Staffing		Requirement met	

Appendix 2. Selected Nonrecurring Revenue Policy Compliance

When one-time or nonrecurring sources are used to support ongoing operations, this creates a budget gap for future years, requiring either that expenditures be reduced or replacement resources be identified. In December 2011, the Board approved a Nonrecurring Revenue Policy, codified in Administrative Code Section 10.61, that requires selected nonrecurring revenues to be used only for identified nonrecurring expenditures. The Controller is required to certify compliance with this policy. The selected revenues include:

- General fund prior year-end unassigned fund balance above the prior five-year average, and when replacement resources will be required in future years, be unavailable in future years to support future budgets;
- The General Fund share of revenues from prepayments provided under long-term leases, concessions, or contracts after accounting for any Charter-mandated revenue transfers, set-asides, or deposits to reserves;
- Otherwise unrestricted revenues from legal judgments and settlements; and,
- Otherwise unrestricted revenues from the sale of land or other fixed assets.

Controller's Certification

General Fund prior year-end unassigned fund balance budgeted at $96.6 million for FY 2012-13 and $93.2 million for FY 2013-14 falls substantially below the prior five year averages for each year of $141.3 million and $138.3 million (estimated), respectively.

The only nonrecurring revenues that appear to fall within the policy is the Department of Public Health's anticipated $1.8 million sale of property located at 35-45 Onondaga Avenue. The Mayor's Office has identified nonrecurring expenditures in the Department of Public Health's budget that will be funded with the proceeds of this sale. Therefore, the Controller's Office is certifying compliance with the policy.

Other Nonrecurring Sources

Table 2-1 shows other General Fund and Hospital Fund nonrecurring revenues in operating funds that do not fall under the policy, $112.6 million in FY 2012-13 and $119.4 million in FY 2013-14. This is a substantial reduction from the $181.0 million in such sources in the FY 2011-12 budget.

Table 2-1. General Fund and Hospital Fund Nonrecurring Sources
operating funds only, excludes sources dedicated to specific projects, $ millions

	FY 2012-13	FY 2013-14
General Fund Prior Year Fund Balance - Operating Surplus	$ 92.4	$ 92.4
General Fund Prior Year Fund Balance - Project close-outs	4.2	0.8
America's Cup Extra Local Taxes (Sales, Hotel, Payroll)	-	16.2
Retroactive reimbursement of 4th Street Bridge construction costs	-	10.0
Expected extra 49ers contribution to exit Candlestick Park lease early	1.0	-
Public Health Retroactive State Plan Amendment Revenues	15.0	-
Total Nonrecurring General Fund Revenues	**$ 112.6**	**$ 119.4**

19. Intergovernmental-Federal. The $5.8 million reduction in FY 2012-13 reflects the loss of one-time federal stimulus incentive funds in the prior year tied to the implementation of electronic medical records.

20. Hospital State – Health & Welfare Realignment. The $0.8 million reduction in FY 2012-13 is due to reductions from state Vehicle License Fee collections offset by improved State Sales Tax collections. See State Health and Welfare Realignment discussion in the General Fund regular revenues section.

21. Hospital State-Other. This category includes insurance reimbursements, including Federal and State Medi-Cal reimbursements for hospital services. The $3.2 million reduction in FY 2012-13 is a result of loss of State Health Care Initiative revenue, which is projected to increase by $1.5 million in FY 2013-14.

22. Charges for Services. This category includes insurance reimbursements, including Federal and State Medi-Cal reimbursements for hospital services. The $14.1 million increase from FY 2011-12 to FY 2013-14 includes the net effects of:

- $9.1 million increase due to funding allocations under the State Section 1115 Medicaid Waiver, including revised funding from the Safety Net Care Pool and Delivery System Reform Incentive Pool
- A reduction of $6.2 million in patient revenues at Laguna Honda Hospital resulting from a State action to reduce Medi-Cal reimbursement rates at skilled nursing facilities, partially offset by supplemental federal payments and other patient revenues.
- $11.8 million net increase in other charges for services based current trends and rates.

23. Hospital Other Revenues. This includes federal reimbursement for a share of the City's debt service costs associated with the construction of Laguna Honda Hospital, authorized by State legislation known as SB1128. In FY 2011-12, the City received its first distribution of $67.6 million in these revenues covering multiple prior years.

The table excludes the effect of automatic CPI adjustments and increased patient rates at the Department of Public Health. Legislation to automatically adjust City Planning's CEQA fees for inflation is not expected to result in increased revenue.

In addition to the above fees, the FY 2012-13 budget assumes Fire Department ambulance billing recoveries increase by $7.7 million over FY 2011-12 actual revenues and increase $5.9 million in FY 2013-14 above FY 2012-13 budget, due to AB 678 - Medi-Cal: Ground Emergency Medical Transport, passed by the State legislature in 2011.

San Francisco General Hospital and Laguna Honda Hospital Revenues and General Fund Support

San Francisco General Hospital and Laguna Honda Hospital operations are included in the Department of Public Health. These hospital operations are budgeted in Enterprise funds outside the General Fund, but receive substantial transfers in from the General Fund and are considered "General Fund Supported" enterprises. As a result, any surpluses or shortfalls in the hospitals are ultimately felt by the General Fund as reductions or increases in transfer in requirements.

As shown in Table 1-11, San Francisco General Hospital and Laguna Honda Hospital regular revenues are budgeted to decrease by $61.1 million (8%) in FY 2012-13 from the FY 2011-12 revised budget, primarily because the FY 2011-12 revised budget included the accumulated federal reimbursement of $67.6 million for a share of multiple years' worth of Laguna Honda Hospital construction debt service costs. Revenues are projected to increase by $18.5 million (2.2%) in FY 2013-14. This increase includes the loss of some major revenue streams, offset by new ones, as discussed in the notes below.

Table 1-11. San Francisco General and Laguna Honda Hospital Revenues ($ millions)

Sources of Funds	FY 2011-12 Revised Budget	FY 2012-13 Proposed Budget	FY 2013-14 Proposed Budget	Notes
Rents & Concessions	0.6	0.6	0.6	
Intergovernmental - Federal	11.3	4.1	5.1	19
State - Health & Welfare Realignment	49.6	48.8	49.8	20
State - Other	30.2	27.0	28.5	21
Charges for Services	717.2	731.9	745.6	22
Recoveries from City Departments	1.4	1.7	1.7	
Other Revenues	88.5	23.3	24.7	23
Regular Revenues	**898.7**	**837.6**	**856.1**	
Net Transfer In from General Fund		101.0	146.2	
Total Sources	**898.7**	**938.6**	**1,002.3**	

15. State - Public Safety Realignment. Public Safety Realignment (AB 109, enacted in early 2011), transfers responsibility for supervising certain kinds of felony offenders and state prison parolees from state prisons and state parole agents to county jails and probation officers. Based on revised allocation formulas, Public Safety Realignment revenue is budgeted at $17.3 million in FY 2012-13, an $11.5 million increase over FY 2011-12 projected actual revenues. The allocation methodology used for 2012-13 projections is not permanent, as more time and programmatic experience is required before the State settles on a final allocation formula. In light of this uncertainty, the budget for FY 2013-14 remains at $17.3 million, unchanged from the FY 2012-13 budgeted amount.

16. Allowance for State Revenue Loss. The budget contains a $15 million FY 2012-13 allowance for future State funding cuts and realigned program responsibilities. This is equal to the amount included in the FY 2011-12 original budget. There is no allowance for additional State funding cuts in the FY 2013-14 proposed budget.

17. State – Other. Other State funding is projected to decrease in FY 2012-13 by $2.6 million (1.0%) to $269.2 million and decrease in FY 2013-14 by $12.5 million (4.6%) to $256.8. Decreases in both years are primarily a result of reductions to federal Short-Doyle Medi-Cal funds drawn down through the State of $8.5 million and $14.2 million in FY 2012-13 and FY 2013-14 respectively.

18. Charges for Services. The FY 2012-13 Proposed Budget assumes approval of a small number of fee increases, resulting in increased fee revenue of approximately $900,000 compared to FY 2011-12, summarized in Table 1-10.

Table 1-10. Key General Fund Fee Changes Assumed in the FY 2012-13 Budget ($ millions)

Department	Fee Description	Value
Fire	Increase fees in Section 113.10 and 113.21 for certain Fire Department services, and making environmental findings.	0.35
City Administrator	Revise fees in Section 2A.22.1 charged for plan and site review for compliance with federal disability access laws and to make environmental findings.	0.11
Police	Car Park Solicitiation(Commercial Parking Garage or Lot). Car Park Garage Permit Fee.	0.24
Public Health	Business & Tax Regulations and Health Codes- Food Product and Marketing Establishment License Fees.	-
Recreation and Parks	Adjust Fees at Harding, Fleming, Lincoln, Sharp, and Golden Gate Golf Courses.	0.20
Recreation and Parks	Increase rates for professional tennis lessons on park property, and set two-tier pricing based on instructor certification level.	-
Total		$ 0.90

primarily to $10 million in expected Federal participation in final payments related to the Fourth Street bridge project.

13. State - Public Safety Sales Tax. Public Safety (Proposition 172) sales tax revenue is budgeted at $79.0 million in FY 2012-13, and $81.7 in FY 2013-14. In FY 2012-13 revenue from this subvention is expected to increase $9.9 million (14.3%) from the FY 2011-12 budget and $4.1 million (5.4%) from Nine Month Report projections; FY 2013-14 revenue is projected to increase 3.5% ($2.7 million) from the FY 2012-13 budget. These revenues are allocated to counties by the State separately from the local one percent sales tax discussed above, and are used to fund police and fire services. Disbursements are made to counties based on the County Ratio, which is the county's percent share of total statewide sales taxes in the most recent calendar year. The Proposed Budget for FY 2012-13 assumes a 1.4% increase in the County Ratio and a 3.5% increase in state sales taxes over projected FY 2011-12 actual revenues, reflecting San Francisco's relatively stronger recovery in taxable sales compared to the state. The FY 2013-14 budget assumes no change in the County Ratio and state sales taxes increasing 3.5%, consistent with projected continued economic recovery statewide and resultant increases in taxable spending.

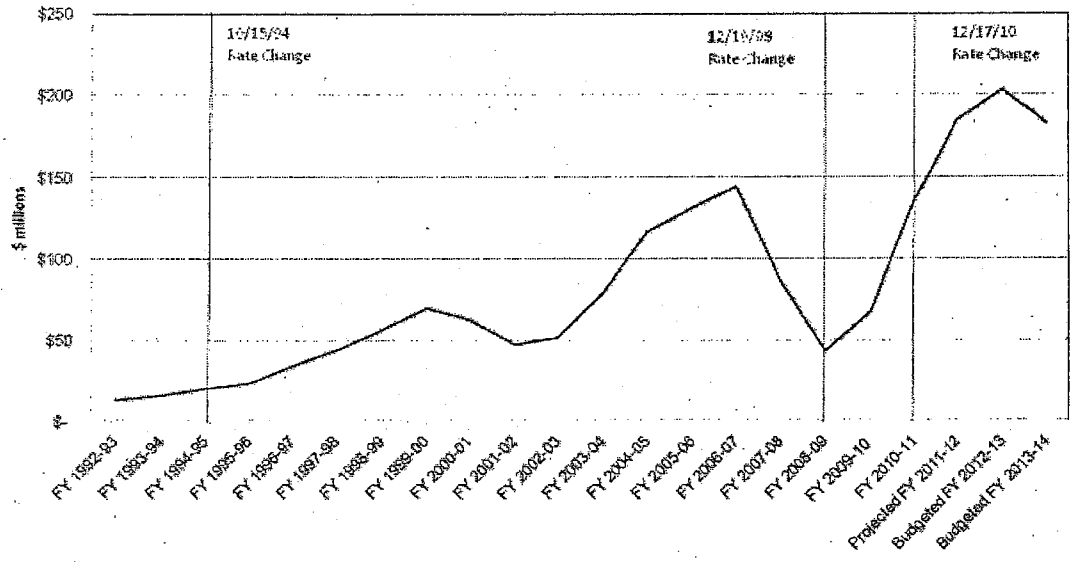
14. State – Health & Welfare Realignment. Realignment allocations from the State for Health and Welfare are comprised of three components: statewide sales tax, motor vehicle license fee (VLF) receipts, and CalWORKS Maintenance of Effort (MOE), budgeted as follows:

Health & Welfare Realignment – Sales Tax. In FY 2012-13 and FY 2013-14, General Fund realignment revenue from sales taxes are anticipated to increase 3.5% each year, consistent with statewide sales tax growth projections discussed above. This results in a $10.3 million increase in Health and Welfare sales tax allocation from the FY 2011-12 budget, and a $3.8 million increase (3.5%) over Nine Month Report projections; FY 2013-14 revenue from this source is projected to increase $3.9 million from the FY 2012-13 budget, or 3.5%.

Health & Welfare Realignment – Vehicle License Fee (VLF). General Fund realignment revenues from VLF receipts in FY 2012-13 are expected to decrease $3.1 million from FY 2011-12 budgeted levels, and increase $0.6 million (1.5%) over Nine Month Report projections; FY 2013-14 revenue from this source is projected to increase $0.4 million (1.0%) from the FY 2012-13 budget. Although new vehicle sales continue to increase from prior years (16.6% in the first three quarters of FY 2011-12 compared to the same period in FY 2010-11), new car sales generate only 20% of VLF revenue. The erosion in the amortized value of existing vehicles, which declined dramatically during the recession, temper revenue projections: the budget assumes modest growth in the value of vehicles upon which the VLF is assessed (1.5% in FY 2012-13 and 1.0% in FY 2013-14).

Health & Welfare Realignment – CalWORKs Maintenance of Effort (MOE). San Francisco's CalWORKs MOE allocations are tied to what the county would have received under the 1991 realignment formula for distribution of funding for mental health services. In FY 2012-13, realignment revenues from this subvention are projected to increase $1.5 million from FY 2011-12 budgeted levels and $0.8 million over Nine Month Report projections, based on projected growth in state sales taxes and VLF revenue. In FY 2013-14 revenue from this source is projected to increase $0.8 million (2.8%) from the FY 2012-13 budget.

Table 1-9. Real Property Transfer Tax Revenues ($ millions)



In April 2010, the Board of Supervisors and Mayor approved the Controller's proposed financial policies, submitted in accordance with the provisions of Proposition A, passed in November 2009. These policies included the creation of a Budget Stabilization Reserve to be funded with a portion of volatile revenues, beginning in FY 2011-12, including 75% of transfer tax revenue in excess of the prior five-year average, adjusted for any rate increases during the period. Transfer Tax revenue is projected to exceed the prior five-year average in both FY 2012-13 and FY 2013-14 by $23.7 million and $9.7 million respectively, triggering Budget Stabilization Reserve deposits of $17.8 million in FY 2012-13 and $7.3 million in FY 2013-14. See Appendix 4 for more detail on the Budget Stabilization Reserve.

10. Access Line Tax. Access Line Tax revenues are budgeted at $43.0 million in FY 2012-13, an increase of $1.9 million (4.6%) from the FY 2011-12 budget and an increase of $1.3 million (3.0%) from the FY 2011-12 Nine Month Report projection. The budget reflects a proposed inflationary increase to the Access Line Tax rate of 2.9% as required under Business and Tax Regulations Code Section 784. Access Line Tax revenues are budgeted at $44.3 million in FY 2013-14, a 3.0% ($1.3 million) increase from FY 2012-13.

11. Interest & Investment Income. General Fund interest and investment income for FY 2012-13 is projected to increase by $0.7 million (12.0%) to $6.8 million from the FY 2011-12 budget and a decrease of $1.1 million (13.5%) from the FY 2011-12 Nine Month Report projection. This assumes average net monthly interest rates will decrease by 25.5%, from 1.1% in FY 2011-12 to 0.8% in FY 2012-13, and that average cash levels of unallocated General Fund revenue will remain flat. In FY 2013-14, interest and investment income is expected to decrease 14.4% ($1 million) compared with FY 2012-13 budget, and assumes interest rates decline 12.2% from FY 2012-13 to approximately 0.7% in FY 2013-14.

12. Intergovernmental – Federal. Federal support for the General Fund is projected to decrease by $9.9 million (4.8%) to $198.8 million in FY 2012-13 due primarily to the loss of federal aid for foster care and adoptions due to a projected decrease in expenditures. Federal support is projected to rebound in FY 2013-14 and increase $11.4 million (5.4%) to $210.3 million due

9. Real Property Transfer Tax. Real property transfer tax is budgeted at $203.5 million in FY 2012-13, and $183.1 in FY 2013-14. The FY 2012-13 budget represents an $84.7 million (71%) increase over the FY 2011-12 budget of $118.8 million, and an $18.5 million (10%) increase compared to the FY 2011-12 9-Month Projection of $185.0 million, primarily due to the anticipated continued strengthening of market fundamentals across all property sectors, resulting in increased demand from institutional investors, as well as owner-users. The FY 2013-14 budget is 10% lower ($20.3 million) than the FY 2012-13 budget, reflecting projected strong market conditions, but reduced from the expected peak of sales activity in the coming year.

Table 1-8 summarizes recent history for this revenue by transaction size and illustrates the high levels of revenue generated in FY 2005-06 and FY 2006-07 from sales of high value (largely commercial) properties. The transfer taxes generated by these transactions fell by over 50% in FY 2008-09 due to severe downturn, rebounded in FY 2009-10, and are projected to surpass prior peak levels in FY 2011-12, due in part to tax rate increases in November 2008 and 2010, as well as an increase in transaction volume, particularly at the higher tax brackets from commercial investment activity.

Table 1-8. Real Property Transfer Tax Revenues by Transaction Size ($ millions)

Real Property Transfer Tax Revenue ($ millions)*

Tax Rate	@ 0.50% <$250K	@ 0.68% >$250K	@ 0.75% >$1 M	@ 1.5% >$5 M	@ 2.5% >$10 M	Total Revenue
FY 2005-06	$ 0.5	$ 31.4	$ 98.3	N/A	N/A	$ 130.2
FY 2006-07	0.4	29.3	114.3	N/A	N/A	144.0
FY 2007-08	0.5	24.8	61.0	N/A	N/A	86.2
FY 2008-09	0.8	19.8	27.1	1.2	N/A	48.9
FY 2009-10	1.8	24.8	26.5	30.7	N/A	83.7
FY 2010-11	1.0	21.7	31.1	53.1	32.0	138.8
FY 2011-12 Projection	1.0	22.2	28.2	18.7	114.8	185.0
FY 2012-13 Budget	1.1	24.4	31.0	20.6	126.3	203.5
FY 2013-14 Budget	1.0	22.0	27.9	18.5	113.7	183.1

*Amounts to be adjusted for timing differences between Recorder's System and revenue recognition requirements at year end.

Proposition N, passed by the voters in November 2010, increased the property transfer tax rate on transactions valued at $5 million to $10 million from 1.5% to 2.0%, and from 1.5% to 2.5% for transactions values at over $10 million. In FY 2011-12, the total value of all transactions is anticipated to top $13.1 billion, generating $185 million in transfer taxes. The Proposed Budget assumes continued strong market demand with total sales volume increasing to $14.4 billion in FY 2012-13, approximately 25% less than the transaction volume in the prior peak FY 2006-07, yet generating higher taxes due to the change in the tax rate. The Proposed Budget assumes revenues revert toward the long term trend line in FY 2013-14, as illustrated in Table 1-9.

Table 1-7. FY 2011-12 Hotel Room Tax Revenue Allocation ($ millions)

	FY 2011-12 9-Month Estimate	FY 2012-13 Municipal Code Allocation	FY 2012-13 Proposed Allocation	FY 2013-14 Municipal Code Allocation	FY 2013-14 Proposed Allocation
General Fund Unallocated (discretionary)	$ 157.4	$ 122.1	$ 170.2	$ 136.6	$ 192.3
Grants for the Arts - Recurring	11.2	23.3	11.2	24.7	11.2
Grants for the Arts - Non-Recurring	0.2	0.4	0.2	0.4	0.2
Fine Arts Museum	5.6	7.4	5.6	7.8	5.6
Asian Art Museum	2.2	2.9	2.2	3.1	2.2
Academy of Sciences - Steinhart Aquarium	1.2	-	1.2	-	1.2
Administration (Tax Collector)	0.1	0.2	0.1	0.2	0.1
Cultural Centers	1.5	2.8	1.5	3.0	1.5
Cultural Equity Endowment	1.7	3.2	1.7	3.4	1.7
War Memorial & Performing Arts	8.7	14.0	9.2	14.8	9.1
Moscone / Convention Facilities	34.1	52.8	34.1	56.0	34.1
Convention & Visitors Bureau	7.6	12.2	7.6	12.9	7.6
Low-Income Housing - Capital Projects	-	8.3	-	8.8	-
Low-Income Housing - Rental Assistance	0.5	0.7	5.5	0.7	5.6
Yerba Buena Gardens (Redevelopment Agency)	3.3	3.2	3.2	3.1	3.1
Total	$ 235.4	$ 253.5	$ 253.5	$ 275.6	$ 275.6
Budgeted in General Fund	$ 181.2	$ 162.4	$ 194.0	$ 179.2	$ 216.1
Budgeted in Non-General Fund	50.9	88.0	56.4	93.3	56.4
Budgeted in SF Redevelopment Agency	3.3	3.2	3.2	3.1	3.1
Total, All Entities	$ 235.4	$ 253.5	$ 253.5	$ 275.6	$ 275.6

7. Utility Users Tax. Utility user tax revenue is budgeted at $91.9 million in FY 2012-13, $3.7 million (3.9%) less than the FY 2011-12 Original Budget, but $2.7 million (3%) over the FY 2011-12 9-Month Report projection. Telephone user taxes, water user tax revenues, and gas and electric user taxes are budgeted to grow by 3% over FY 2011-12 projected actual revenues, reflecting growth in private employment and CPI anticipated during FY 2012-13. In FY 2013-14, Utility user tax is budgeted at $93.73 million, which is $1.8 million, or 2%, over the FY 2012-13 budgeted amount.

8. Parking Tax. Parking tax is budgeted at $76.5 million in FY 2012-13, an increase of $4.6 million (6.3%) compared to the FY 2011-12 budget, and a $2.2 million increase from the 9-Month Report FY 2011-12 projection. Parking tax revenues are correlated with business activity, employment, and rate increases. The recovery in business activity and employment have largely driven this increase. Additionally, much of the increases from the FY 2011-12 original budget to the FY 2011-12 9 Month projection are attributable to increased enforcement efforts beginning in December 2010, to collect parking tax from parking lot operators who do not hold Certificates of Authority. In FY 2013-14, parking tax is projected at $78.8 million, a 3.0% increase ($2.3 million) from FY 2012-13. Parking tax revenues are deposited into the General Fund, from which an amount equivalent to 80% is transferred to the MTA for public transit as mandated by Charter Section 16.110.

showing steady growth over last year's peak of 80.1% for the same time-period. Strong demand from all segments of the market (tourist, convention, and business) combined with no additions to inventory, have exerted upward pressure on room rates, with ADR increasing to $197 in the first three quarters of FY 2011-12, a 14% increase over the same period last year and nearly 5% above the prior peak in FY 2007-08. Revenue per available room (RevPAR), the combined effect of occupancy and ADR, reached a record high of nearly $160 in FY 2011-12 (year-to-date), a 9% increase from the previous peak in FY 2007-08. Double-digit increases in RevPAR during the first calendar quarter of 2012 are expected to slow through the second quarter ending June 30, 2012. The Proposed Budget assumes an annual increase in RevPAR of approximately 6.0% in both FY 2012-13 and FY 2013-14, due to anticipated continued strong demand. Table 1-6 provides a recent history of RevPAR levels.

Table 1-6. Revenue Per Available Room (RevPAR): Fiscal Year 2007-08 to 2011-12

	2007-08	2008-09	2009-10	2010-11	2011-12	Change - $	Change - %
July	$156	$167	$131	$141	$171	$30	22%
August	162	167	134	154	176	22	14%
September	175	178	152	166	189	23	14%
October	184	171	174	174	204	30	17%
November	146	122	107	111	151	40	36%
December	100	112	85	106	108	2	2%
January	117	102	96	123	135	12	10%
February	142	91	102	136	156	21	15%
March	141	110	117	136	147	11	8%
April	139	116	118	130			
May	146	114	133	164			
June	169	121	129	157			
Average YTD	**$148**	**$131**	**$123**	**$141**	**$160**	**$21**	**15.4%**
$ Change from PY	**$13**	**($17)**	**($8)**	**$18**	**$18**		
% Change from PY	**9.3%**	**-11.6%**	**-5.9%**	**14.8%**	**15.4%**		

General Fund hotel tax totals $194.0 million in FY 2012-13, of which $170.2 million is unallocated. This is a General Fund increase of $28.1 million or 17.4% from the FY 2011-12 budget and 7.1% from the Nine Month Report projection. Similar growth is expected during FY 2013-14 with the General Fund hotel tax totals are projected to grow by $22.1 million (11.4%) to $216.1 million in FY 2013-14, of which $192.3 million is unallocated.

The completion of Moscone Convention Center renovations and opening of all facility space available is expected by July 1, 2012, enabling growth from convention-related business. Additionally, these projections include $8.4 million in additional one-time revenue in FY 2013-14 from the America's Cup yacht racing event and adjustments to defer revenue related to ongoing litigation.

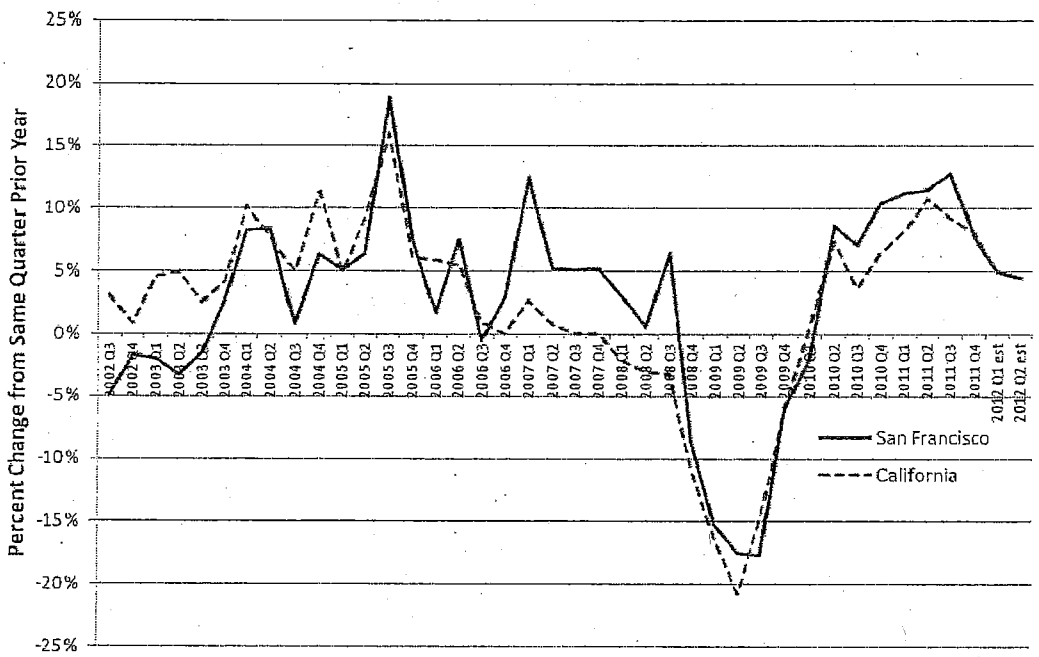
Table 1-7 illustrates how hotel room tax revenues would be allocated pursuant to the Municipal Code and how they are allocated in the FY 2012-13 and FY 2013-14 Proposed Budgets.

with no payroll) are exempt. As a result, only about ten percent of registered businesses in the City pay payroll tax, and within that group the City relies on a single sector—business and professional services—for more than 40% of revenue. This concentration means that tax receipts can change more quickly and at different rates than data on total employment and wages may indicate.

5. Sales Tax. Local sales tax in FY 2012-13 is projected to generate $121.7 million in revenue in FY 2012-13, an increase of $15.2 million (14.2%) from the FY 2011-12 original budget and $7.4 million (6.5%) more than the FY 2011-12 9 Month Report projections. Continued growth is expected during FY 2013-14 as revenues are expected to reach $130.0 million, 6.8% more than FY 2012-13. The FY 2013-14 projection includes $2.2 million in additional one-time revenue from the America's Cup yacht racing event.

Table 1-5 shows historical changes in quarterly sales tax receipts for both the City and State.

Table 1-5. Historical Changes in Local and State Sales Tax Receipts
2002 Q3 through 2012 Q2 Projection



The rate of recovery plateaued in FY 2010-11 and slowed while continuing to grow in an absolute sense during FY 2011-12. New multifamily construction and household formation will support continued revenue growth in the later projection years.

6. Hotel Room Tax. Total hotel tax revenue is projected to be $253.5 million in FY 2012-13, a 15.2% increase from FY 2011-12 original budget a 7.7% increase from the Nine Month Report projection. Continued revenue growth is projected for in FY 2013-14 with total revenue projected at $275.6 million, an increase of 8.7%.

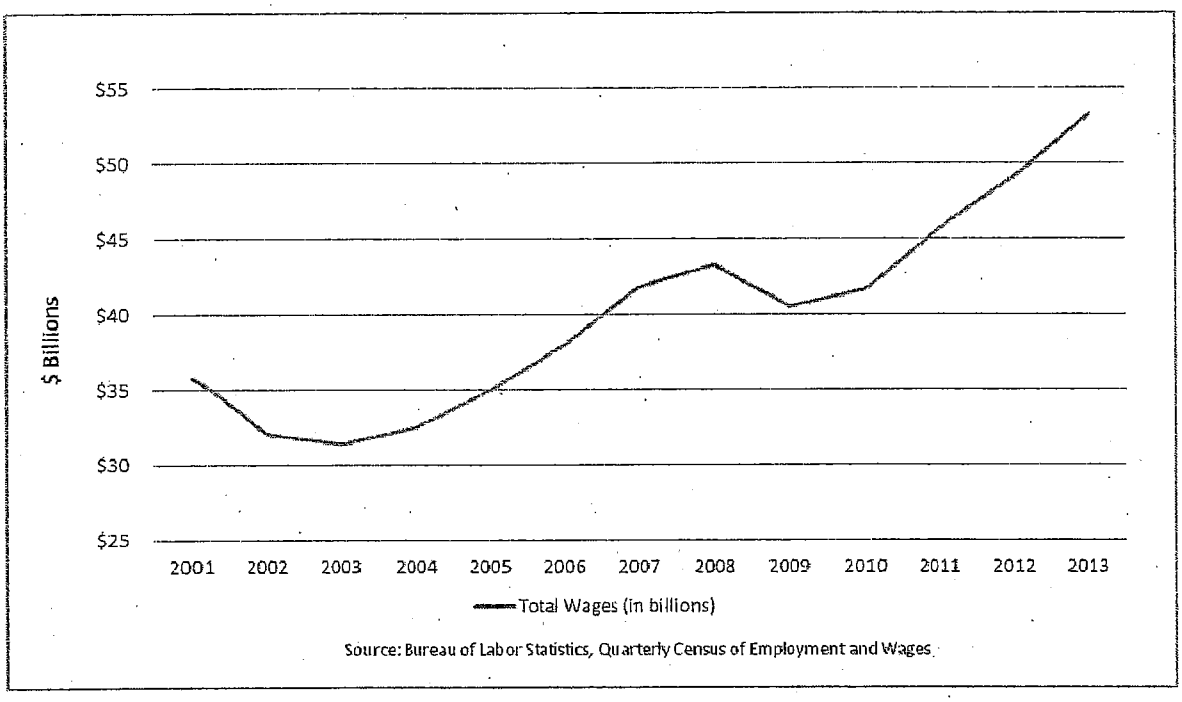
Hotel tax revenue growth is a function of changes in occupancy, average daily room rates (ADR) and room supply. Through March FY 2011-12, monthly occupancy rates averaged 80.7%,

corrected tax rate area assignments, and new construction anticipated in the Mission Bay North, Mission Bay South, and Transbay redevelopment project areas.

4. Business Taxes. Business taxes are budgeted at $454.3 million in FY 2012-13 and 491.3 million in FY 2013-14, which are increases of $64.4 million (16.5%) and $37.0 million (8.1%) respectively. Business tax revenues include $445.6 million and $483.1 million in payroll taxes during FY 2012-13 and FY 2013-14, respectively, and $8.7 million in business license registration fees during both years. The projection for FY 2013-14 payroll tax includes $5.6 million in additional one time revenue resulting from the America's Cup yachting event.

As seen in Table 1-4, strong wage growth is expected in both 2012 and 2013, with projected increases of 5.2% in FY 2012-13 and 4.4% in FY 2013-14. Private employment, a key lagging indicator, which reached a trough in 2010, is expected to grow at a rate of approximately 2.3% in FY 2012-13 and 2.9% in FY 2013-14

Table 1-4. Total San Francisco County Wages, Calendar Years 2001 to 2013



San Francisco entered the recession late and its unemployment rate has been below that of the state and other large cities. This was partly because it experienced less of a residential construction-related boom in employment before the recession. In 2011, internet, publishing and computer systems design payrolls improved markedly in San Francisco, while finance and insurance industry payrolls have bottomed out but not yet recovered. Overall, employment growth appears to have finally reached levels indicating a sustainable jobs recovery.

Not all employers are subject to San Francisco's business tax: the California Constitution prohibits taxation of certain financial corporations, while nonprofits, government employers and small businesses (firms with less than $250,000 in taxable payroll, including sole proprietorships

The reserve amount anticipated for Assessment Appeals Board (AAB) decisions for FY 2012-13 appeals is expected to decline, helping to increase the estimated General Fund revenues by $11.4 million compared to the amount originally budgeted in FY 2011-12. The reserve carries forward balances from the prior year to allow for potential refunds based on appeals that continue to be pending from prior years.

FY 2013-14 Estimated Property Tax Revenues

The Controller's estimate for FY 2013-14 indicates secured Proposition 13 base property roll growth of 4.4% from the FY 2012-13 preliminary working roll estimates. This growth in the secured base property roll primarily reflects a 2.0% forecasted increase in the California Department of Industrial Relation's California Consumer Price Index (CCPI) and $750 million in increased Proposition 13 base property values where there have been changes in ownership during calendar year 2012 or new construction completed and assessed by the Assessor-Recorder by December 31, 2012.

Proposition 8 reductions in taxable assessed values are estimated to decline to $2.2 billion or about -1.5% in FY 2013-14, a level similar to FY 2011-12. This amount is challenging to estimate because unlike Proposition 13, which limits increases in secured base property roll values to a maximum of 2.0%, Proposition 8 temporary reductions may vary with no limitation other than the Proposition 13 base property roll value.

The estimated net increase in the secured taxable value would translate into approximately $37.1 million in higher General Fund share revenues in FY 2013-14 compared to the proposed FY 2012-13 budget amount.

For the AAB reserve deposit in FY 2013-14, it is currently estimated that the amount will decrease by about 15% compared to the estimate for FY 2012-13. This would help to add $5.3 million to General Fund revenues in FY 2013-14 compared to the estimated revenues for FY 2012-13.

Other factors affecting property tax revenues in FY 2012-13 and FY 2013-14 include:

- $51.0 million General Fund share is budgeted for supplemental and escape property tax assessments that the Assessor expects to process in FY 2012-13. This is an increase of about $10.5 million compared to the $40.5 million originally budgeted for FY 2011-12. As the Assessor-Recorder works through most of the prior year outstanding reassessments due to new construction and changes in ownership, $29.7 million General Fund share is budgeted for supplemental and escape property tax assessments in FY 2013-14.

- $14.0 million budgeted for penalties and interest revenue from payments of delinquent property taxes in FY 2012-13 and FY 2013-14, representing a slight decline compared to the $14.2 million budgeted for FY 2011-12.

- $124.1 million budgeted in FY 2012-13 and $134.8 million budgeted in FY 2013-14 in gross property tax increment from properties within redevelopment project areas formed prior to the dissolution of the San Francisco Redevelopment Agency (SFRA) on February 1, 2012 to be paid to other affected taxing entities as AB 1290-required pass-through payments or to the Successor Agency to the San Francisco Redevelopment Agency. In FY 2011-12, $119.0 million was used for the same purposes. The increases represent updated assessments,

Rainy Day Reserve's Economic Stabilization Account is projected to be $25.1 million. The Mayor's Proposed Budget assumes no use of the Reserve by the City in FY 2012-13 or FY 2013-14. The budget assumes that the maximum 25% allowance for the San Francisco Unified School District will be withdrawn in each budget year, representing $6.3 million in FY 2012-13 and $4.7 million in FY 2013-14, leaving a remaining balance in the Reserve of $14.1 million.

b. Recreation & Park's Savings Reserve. The Recreation and Parks Saving Incentive Reserve, established by Charter Section 16.107(c), is funded by the retention of year-end net expenditure savings by the Recreation and Park Department and must be dedicated to one-time expenditures. The Mayor's Proposed Budget assumes the use of $1.7 million from this reserve in FY 2012-13 and $1.9 million in FY 2013-14.

c. Budget Savings Incentive Fund (BSIF). The Citywide Budget Savings Incentive Fund (BSIF) is authorized by Administrative Code Section 10.20. The Fund receives 25% of year-end departmental expenditure savings to support one-time expenditures. The Fiscal Year 2011-12 Nine Month Report anticipated that the year-end balance in the BSIF would be $18.3 million. The proposed budget appropriates $8.4 million of the reserve for projects in FY 2012-13 and a further $9.9 million for FY 2013-14. Proposed uses of the Reserve are outlined in separate legislation submitted by the Mayor's Office.

3. Property Taxes. The FY 2012-13 General Fund share of property tax revenue is estimated at $1,078.1 million, which is 4.8% ($49.4 million) more than the FY 2011-12 budget and 3.9% ($40.1 million) more than the FY 2011-12 Nine Month Report projection.

The FY 2013-14 General Fund share of property tax revenue is estimated at $1,109.7 million, which is 2.9% ($31.6 million) more than the proposed FY2012-13 budget.

FY 2012-13 Estimated Property Tax Revenues

Preliminary working roll estimates from the Assessor's Office indicate FY 2012-13 secured Proposition 13 base property roll value growth of 2.7% from the FY 2011-12 certificate value. This growth in the secured base property roll primarily reflects a 2.0% calculated inflation increase based upon the California Department of Industrial Relation's California Consumer Price Index (CCPI) and increases in Proposition 13 base property value assessments where there have been changes in ownership.

Offsetting the expected increase in the secured Proposition 13 base property roll value are the estimated temporary Proposition 8 reductions in secured taxable assessed values in FY 2012-13 for about 7% of the total number of San Francisco's taxable and non-segregated (timeshare) properties by the Assessor-Recorder. Those temporary reductions are estimated to reduce the secured taxable property value by about $3.1 billion or -2% of the secured property roll in FY 2012-13 (compared to a reduction of about $2.3 billion or -1.5% in FY 2011-12). Temporary Proposition 8 reductions have most commonly been applied to the recently constructed buildings and condominiums in the eastern South of Market District and Mission Bay areas where many dwellings were purchased between 2005 and 2009. The temporary reductions in secured taxable property value may adjust back up to the Proposition 13 base property roll value, stay the same, or decline in future years.

The estimated net increase in secured taxable property values should provide $18.8 million more in General Fund share revenues in FY 2012-13 compared to the FY 2011-12 budget.

Table 1-2. General Fund Major Local Tax Revenues: Projected Growth Rates

Local Tax Revenues	FY 2012-13 Growth Estimate from FY 2011-12 Nine-Month Projection	FY 2013-14 Growth Estimate from FY 2012-13 Proposed Budget
Property Taxes	3.9%	2.9%
Business Taxes	6.1%	8.2%
Sales Tax	6.5%	5.0%
Hotel Room Tax	7.1%	11.4%
Utility Users Tax	3.0%	2.0%
Parking Tax	3.0%	3.0%
Real Property Transfer Tax	10.0%	-10.0%
Stadium Admissions Tax	2.0%	2.0%
Access Line Tax	3.0%	3.0%
Total	**5.2%**	**3.7%**

1. Prior Year Fund Balance. The proposed budget anticipates a $189.8 million General Fund surplus to be available at the end of FY 2011-12, comprised of $184.9 million from FY 2011-12 operating surplus (split equally between FY 2012-13 and FY 2013-14 budgets) and $4.9 million from reductions in project-specific budgets, including $4 million of surplus appropriation in the Public Campaign Finance Fund and $0.9 million savings in the Controller's City Services Auditor project. The operating surplus projection is $12.4 million more than the $172.4 million ending fund balance projection in the Controller's FY 2011-12 Nine Month Budget Status Report. The updated projection reflects $8 million that has been identified as available to release from litigation reserves after a reevaluation of outstanding liabilities and $4.4 million in additional revenue surplus and expenditure savings identified since publication of the Nine Month Report.

2. Use of Reserves. As shown in Table 1-3, the Mayor's Proposed Budget includes using $16.4 million from reserves established in prior years during FY 2012-13 and $16.5 million during FY 2013-14.

Table 1-3. General Fund Use of Reserves ($ millions)

	Actual FY 2011-12	Proposed FY 2012-13	Proposed FY 2013-14
Rainy Day Reserve Allocated to the School District	$ 8.4	$ 6.3	$ 4.7
Recreation and Park's Budget Savings Incentive Reserve	4.4	1.7	1.9
Budget Savings Incentive Fund	-	8.4	9.9
Total Use of Reserves	$ 12.8	$ 16.4	$ 16.5

a. Rainy Day Reserve. Charter Section 9.113.5 establishes a Rainy Day Economic Stabilization Reserve (Rainy Day Reserve) funded by excess revenue growth in good years, which can be used to support the City General Fund and San Francisco Unified School District operating budgets in years when revenues decline. The FY 2011-12 year-end balance of the

Appendix 1. General Fund and Hospital Fund Sources

Table 1-1 provides a summary of the Mayor's FY 2012-13 and FY 2013-14 Proposed Budget's assumptions regarding General Fund sources and the change compared to the FY 2011-12 budget. Table 1-2 provides projected growth rates for major local tax revenues. Notes are provided below.

Table 1-1. General Fund Sources ($ millions)

Sources of Funds	FY 2011-12 Budget	FY 2012-13 Proposed Budget	FY 2013-14 Proposed Budget	Notes
Prior Year Fund Balance - Operating Surplus	$ 159.4	$ 92.4	$ 92.4	1
Prior Year Fund Balance - Project Close-outs	incl. above	4.2	0.8	1
Use of Reserves	12.8	16.4	16.5	2
Regular Revenues				
Property Taxes	1,028.7	1,078.1	1,109.7	3
Business Taxes	389.9	454.3	491.3	4
Sales Tax	106.6	121.7	130.0	5
Hotel Room Tax	165.9	194.0	216.1	6
Utility Users Tax	95.6	91.9	93.7	7
Parking Tax	72.0	76.5	78.8	8
Real Property Transfer Tax	118.8	203.5	183.1	9
Stadium Admissions Tax	2.3	2.7	2.8	
Access Line Tax	41.1	43.0	44.3	10
Licenses, Permits & Franchises	24.3	25.3	25.7	
Fines and Forfeitures	7.7	7.1	7.1	
Interest & Investment Income	6.1	6.8	5.8	11
Rents & Concessions	22.9	21.4	21.0	
Intergovernmental - Federal	208.8	198.8	210.3	12
State - Public Safety Sales Tax	69.1	79.0	81.7	13
State - Health & Welfare Realignment	143.7	150.9	155.2	14
State - Public Safety Realignment	-	17.3	17.3	15
Allowance for State Revenue Loss	(15.0)	(15.0)	-	16
State - Other	271.8	269.2	256.8	17
Charges for Services	143.2	155.5	160.5	18
Recovery of Gen. Govt. Costs	10.4	12.1	12.1	
Other Revenues	18.8	18.6	22.3	
Subtotal Regular Revenues	***2,932.6***	***3,212.8***	***3,325.5***	
Net Transfers	157.0	156.0	155.8	
Total Sources	**3,261.7**	**3,481.8**	**3,591.0**	

budgeted regular revenues ($32.2 million) in FY 2012-13 and 1.25% of budgeted regular revenues ($41.6 million) in FY 2013-14. The General Reserve is available to be appropriated by the Board for any purpose to accommodate shortfalls or new requirements during the course of the budget year.

- **The budget contains a $15 million FY 2012-13 allowance for future State funding cuts and realigned program responsibilities.** As of this writing, the California State budget has not been passed. The State's budget is premised upon voter approval of new income and sales tax measure on the November 2012 ballot, with significant trigger cuts to public education if the ballot measures fail. Should the measures fail, it is possible that the State Legislature could make alternative reductions to local government programs in order to reduce the impact to public education. There is no allowance for additional State funding cuts in the FY 2013-14 proposed budget. Future budget adjustments are likely to be necessary should the Mayor and Board wish to backfill potential State service reductions in FY 2013-14 or that exceed the $15 million allowed for in the FY 2012-13 budget.

- **Budgetary baselines and set-asides are funded at voter-approved levels, with limited exceptions.** Appendix 3 provides details on voter-approved mandates that determine some minimum levels of revenues, expenditures or service levels for various programs. Items of interest include:

    - **Children's Baseline:** The Children's baseline is funded at $128.9 million in FY 2012-13 and $129.8 million in FY 2013-14, which is above required levels by $13.6 million and $10.1 million respectively.

    - **Police Staffing**: Police Baseline staffing requires 1,971 officers. Based on the Proposed FY 2012-13 and FY 2013-14 Budgets it appears that this staffing requirement has not been met.

    - **Treatment on Demand:** Section 19.23A of the Administrative Code, approved by voters in December 2008, requires the Department of Public Health to meet overall demand for free and low-cost medical substance abuse services and residential treatment slots. The Department's recent reports indicate that as of December 2011 the target is not being met. The budget does not include additional funding intended to meet this target.

Conclusions

The proposed two-year budget appears to be reasonable given the information currently available, and with cautionary notes regarding its reliance on continued revenue growth and uncertainty in the State budget. The budget also sets the City to have reduced shortfalls in future years, due to the reduced reliance on prior year fund balance and the anticipated rebuilding of economic stabilization reserves. The Controller's Office will continue to work closely with the Mayor and the Board of Supervisors to share information provide estimates that will be necessary to ensure that the City's budget remains balanced.

Appendices

1. General Fund and Hospital Revenues p. 4
2. One-time Sources and Nonrecurring Revenue Policy Compliance p. 18
3. Baselines and Mandated Funding Requirements p. 20
4. Reserve Deposits and Withdrawals p. 24

Table 1. Overview of Budget Sources ($ millions)

General Fund

	FY 2011-12 Budget	FY 2012-13 Proposed	FY 2013-14 Proposed
Fund Balance - Prior Year Operating Surplus	$ 159	$ 92	$ 92
Fund Balance - Project Savings	incl above	4	1
Use of Reserves	13	16	16
Regular Revenues	2,933	3,213	3,326
Transfers, net	157	156	156
Total GF Sources	**$ 3,262**	**$ 3,481**	**$ 3,591**
Change from Prior Year	***$ -***	***$ 219***	***$ 109***
Percentage Change	***$ -***	***7%***	***3%***

All Funds

	FY 2011-12 Budget	FY 2012-13 Proposed	FY 2013-14 Proposed
Fund Balance	$ 254	$ 217	$ 195
Use of Reserves	13	20	21
Regular Revenues	6,568	7,110	7,338
Total All-Funds Sources	**$ 6,835**	**$ 7,347**	**$ 7,554**
Change from Prior Year	***$ -***	***$ 512***	***$ 207***
Percentage Change	***$ -***	***7%***	***3%***

- **The proposed General Fund budget reduces reliance on prior year fund balance and other one-time sources:** As discussed in Appendix 2, use of fund balance and other one-time sources comprise just $113 million and $119 million of the proposed FY 2012-13 and FY 2013-14 General Fund operating budgets, respectively. This is a substantial reduction from the $181 million of such sources used to support the FY 2011-12 General Fund budget. This reduced reliance upon one-time sources will make it easier for the City to balance future budgets.

- **The proposed budget implements new financial policies that rebuild reserves:** The City's Budget Stabilization reserve policy adopted in April 2010 provides that 75% of the amount of Real Property Transfer Tax above the prior five-year average be deposited into a Budget Stabilization Reserve, which complements the City's previously existing Rainy Day Reserve. These two reserves provide an economic cushion for the City during economic downturns when revenues decline. The proposed budget estimates that continued strength in the commercial real estate market will lead to $25 million in deposits to the Budget Stabilization Reserve over the two-year budget period. The two-year budget also proposes $11 million for the maximum allowable withdrawals from the Rainy Day Reserve to benefit the San Francisco Unified School District. Assuming no other deposits over this time horizon, this would result in a net increase to the City's economic stabilization reserves of $14 million, raising their combined balance to $66 million from the current level of $52 million. In addition, the budget also complies with the Board's new General Reserve policy, also adopted in April 2010, which calls for increasing the General Fund Reserve to 1% of

City and County of San Francisco

Office of the Controller

Controller's Discussion of the Mayor's FY 2012-13 and 2013-14 Proposed Budget — June 14, 2012

Charter Section 9.102 requires that the Controller provide the Board of Supervisors with an opinion regarding the accuracy of economic assumptions underlying the revenue estimates in the Mayor's Proposed Budget and the reasonableness of such estimates. On May 31, 2012, Mayor Edwin Lee submitted his FY 2012-13 and FY 2013-14 Proposed Budget to the Board of Supervisors. An overview of the revenues is provided in Table 1.

Overall, the proposed two-year budget appears to be reasonable given the information currently available. The proposed budget reduces the City's recent reliance on one-time revenues and includes a gradual rebuilding of reserves, reducing prospective budgetary shortfalls, provided that the current economic recovery is sustained and potential future reductions in State revenues remain manageable.

Overview

As shown in Table 1, the Proposed Budget for FY 2012-13 of $3.5 billion General Fund and $7.3 billion All Funds represents a 7% increase from the FY 2011-12 original budget. The Proposed Budget for FY 2013-14 represents a further 3% increase in both General Fund and All Funds. Highlights include:

- **Local tax revenue estimates are reasonable given current economic assumptions but will continue to be monitored.** The proposed budget reflects the prevailing economic consensus in assuming a steady economic recovery through FY 2012-13 and FY 2013-14, with regular revenues increasing by $220 million over the FY 2011-12 budget (representing $92 million above the revised FY 2011-12 revenue outlook in the Controller's Nine Month Budget Status Report), and FY 2013-14 revenues increasing by a further $109 million. However, San Francisco's economy is vulnerable to national and international economic developments that could cause changes to the currently favorable trends in job growth, property values and tourism. Any significant economic slowdown would require the Mayor's Office and Board to adjust the budget to reflect reduced revenues. The Controller's Office will monitor local tax receipts and the overall economic outlook carefully and provide revenue projection updates throughout the budget years.

City and County of San Francisco

FY 2012-13 and FY 2013-14 Revenue Letter:

Controller's Discussion of the Mayor's FY 2012-13 and FY 2013-14 Proposed Budget

June 14, 2012

Questions?

Workforce Development: Jobs Readiness Initiative

- Budget includes $1 Million in funding to complete remaining commitment for Jobs Readiness Initiative and transition work into Office of Economic and Workforce Development

Visitacion Valley

- Schlage Lock site work will continue at OEWD, with MOU in progress for developer to fund work
- Through Invest In Neighborhoods, OEWD will continue to provide economic development support along Leland Avenue
  - Leland will undergo a Phase I corridor assessment early in FY 12-13 to determine needs.
  - Leland will have access to all the baseline tools, and will be assigned customized interventions upon the completion
  - OEWD will help the community leverage funds from related Citywide programs, including loans from the Mayor's Small Business New Jobs Investment Fund

999

Bayview

- City continuing work in Bayview, including Third Street Corridor, initiated under Redevelopment Agency, $4.7 M over the 2 years.
  - Capital funds for Southeast Health Center planning
  - SF Shines Façade and Tenant Improvement Program
  - Programming Grants for Mendell Plaza Activation
  - Community Ambassadors
  - Catalyst Real Estate Project in town center
  - Neighborhood Community Engagement

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Mid-Market

- City investing in economic revitalization activities on Central Market and Sixth Street, informed by Central Market Economic Strategy, $3.0 M over the 2 years.
  - Business Attraction and Retention
  - Community Ambassadors
  - Continuation of Alleyway improvements
  - Completion and operation of Sixth Street Police Substation
  - SF Shines Façade and Tenant Improvement Program
  - Sixth Street Cleaning and Maintenance
  - Arts Programming and Planning
  - Economic Development Planning
  - Neighborhood Community Engagement

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Housing & HOPE SF

- General Fund Supported Housing Commitments
  - Hotel Tax Allocation
    - $5 million in hotel tax funding for the development of low-income rental housing for elderly and disabled residents now with MOH
  - HOPE SF
    - Backfilling $200,000 for services connection and vocational services at Hunters View and Alice Griffith HOPE SF sites
    - HOPE SF Initiative Director to spearhead this estimated $2 billion public-private partnership and to complete the $30.5 million HUD Choice Neighborhoods Initiative grant

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KH2

General Fund Support of Non-Enforceable Activities

SOURCES (in millions)	FY 12-13	FY 13-14
General Fund Impact of Successor Work Compared to FY 11-12	$ 2.8	$ 2.5
USES (in millions)		
Housing and Community Development		
Hotel Tax	(5.0)	(5.0)
HOPE SF	(0.2)	(0.2)
Supportive Housing at DPH & HSA	(1.6)	(1.6)
Neighborhood Based Economic Development		
Mid Market	(1.6)	(1.5)
Bayview	(3.7)	(1.0)
Visitacion Valley	(0.1)	(0.1)
Workforce Development		
Jobs Readiness	(1.0)	(0.8)
TOTAL USES	$ (13.2)	$ (10.2)
Total Net Additional GF Cost	$ (10.4)	$ (7.7)

Work that is not obligated and Successor Agency will no longer be able to perform

- Major impacted areas
  - Housing & HOPE SF
  - Community and Neighborhood Economic Development
    - Mid-Market
    - Bayview
    - Visitacion Valley
  - Workforce Readiness
    - Jobs Readiness Initiative

- New costs to the General Fund to fill in gaps

974

Successor Housing Agency: Mayor's Office of Housing (MOH)

- Implementation of housing obligations and mgt of housing assets transferred on 2/1/12
  - RDA commitments to complete predevelopment and affordable housing construction for enforceable obligations
  - Property management costs for single-family assets until sold
  - Housing staffing and program delivery costs
  - Planned Projects → Enforceable Obligations:
    - Major Approved Development Area Housing Projects
    - Match/Implementation of Federal Grant- Alice Griffith Rebuild
    - Replacement Housing Obligations
- FY 12-13 Proposed Budget: $8 million; $2.6 in new TI
- FY 13-14 Proposed Budget: $8 million; $4.5 in new TI

975

Successor Agency: GSA - Community Reinvestment Division

- Community Reinvestment Division has been continuing activities based on the ROPS:
  - Fulfill debt related obligations (bonds)
  - Continue to Implement Major Approved Development Projects & Other Obligations
  - Manage Assets
  - Transfer
  - Wind Down
- FY 12-13 Proposed Budget : $140.2 Million
- FY 13-14 Proposed Budget : $127.4 Million

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Tax Increment Allocated to Enforceable Obligations

Millions of Dollars	budget FY 11-12	budget FY 12-13	budget FY 13-14
SOURCES			
Net Tax Increment after pass-throughs and required audits	$ 134.5	$ 135.6	$ 143.1
USES			
Debt Service from tax increment	$ 98.1	$ 96.8	$ 97.6
Enforceable Redevelopment project activities from tax increment	$ 6.5	$ 10.0	$ 15.9
Enforceable Housing project activities from tax increment	$ 1.6	$ 1.0	$ 2.0
Redevelopment operations (staff/overhead) from tax increment	$ 5.8	$ 4.4	$ 4.9
MOH operations (staff/overhead) from tax increment	$ -	$ 1.6	$ 3.5
Total Tax Increment to RDA/Successor Agency/MOH	$ 112.0	$ 113.9	$ 123.8

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Overall budget impact on City

- SFRA's budget was comprised of Tax Increment, Bond Proceeds and Other Revenues.
- Going forward, these same sources are available, for somewhat more restricted uses.
  - Overall tax increment request is slightly increasing, driven by increased required passthroughs as well as Mission Bay paygo which is fully committed
  - Debt service remains largest cost and relatively flat ($98.1M in FY 11-12 to $96.8M in FY 12-13)
  - Project and staffing costs are lower, constrained by ROPS and administrative allowance requirements

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Staffing

SFRA FY 11-12 Budgeted Positions
112 FTE

Positions Retained for Enforceable Obligations
54 FTE

Positions Eliminated
58 FTE

Mayor's Office of Housing
10 FTE

City Administrator
35 FTE

Port
9 FTE

Overview of Dissolution

- AB 26 dissolved California Redevelopment Agencies
- City and County became the Successor Agency
- Assets transferred to Admin Services, MOH, Port
- Oversight Board oversees fiscal management of certain former Agency assets
- 3 Major Projects and housing work will continue
- Approved Recognized Obligation Payment Schedule (ROPS) details eligible activities
- Impact of Budget Trailer Bill in State Budget is currently being evaluated

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Agenda

- Overview of Dissolution
- Staffing Changes
- Budget
  - Tax Increment
  - GSA and MOH Budget Overview
  - General Fund Impact
- General Fund Supported Housing and Economic Development Activities
  - Housing / HOPE SF
  - Workforce Development
  - Economic Development
- Questions

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Post-Redevelopment Budget
Budget & Finance Committee

Monday, June 18, 2012

Neighborhood Development

Invest in Neighborhoods

24th Street (Noe Valley)
Broad Street
Broadway (Chinatown)
Central Market
Clement (Richmond)
College Hill
Divisadero (Western Addition)
Fillmore (Western Addition)
Fisherman's Wharf
Grant Street (North Beach)
Irving (Sunset)
Japantown (Western Addition)
Leland Avenue (Vis Valley)
Little Saigon (Tenderloin)
Lombard Street
Lower 24th Street (Mission)
Lower Polk Street
Middle Polk Street
Mission Street (Excelsior)
Noriega (Sunset)
Ocean Avenue (OMI)
San Bruno Avenue (Portola)
Taraval (Sunset)
Third Street (Bayview)
Union Street
Upper Market/Castro (Castro)
West Portal

Neighborhood Development

Invest in Neighborhoods

Overview

- $1.5 million in new grant funding over 2 years, a 150% increase in support for commercial corridors and small businesses
- 2 new FTEs at OEWD
- 25 Commercial Corridors will receive an initial assessment, a point person at City Hall, eligibility for small project grants, and access to a range of other services

What's New & Different

- Allows expansion of commercial district support to additional geographic areas across the City
- OEWD will coordinate the deployment of customized interventions to meet the specific needs of various commercial districts
- New programming: vacancy tracking system, mini grant program, business recruitment services, increased neighborhood capacity building

Neighborhood Development

Central Market Partnership

- $1.7 million over two years for economic revitalization activities on Central Market and Sixth Street
- Priorities informed by Central Market Economic Strategy, completed in December 2011
- Focus on filling vacancies and creating jobs while preventing displacement of existing nonprofits and small businesses
- Includes funding for business attraction and retention, façade improvements, arts and public space programming, and predevelopment for catalyst arts/mixed-use projects

Third St. Corridor/Bayview

- $1.2 million over two years to continue work initiated under Redevelopment Agency
- Includes $600,000 for SF Shines Façade and Tenant Improvement Program
- Also includes funding for regular events and safety programming focused on Mendell Plaza and for catalyst mixed-use development projects

Neighborhood Development

Jobs Squad

- **Helping Small Businesses In the Neighborhoods:** Job Squad brings City Hall to where small businesses are – in the neighborhoods.
- **Outreach and Education:** Includes 2 FTEs focused on promoting valuable city programs, educating businesses about regulations and helping businesses one-on-one with their issues.
- **Rapid Assistance:** The Jobs Squad would work citywide but would focus on where the need is.
- **Identity and Escalate Systemic Issues:** Provides early warning to more systemic issues.

Loans

- $4 million in financial assistance programs for small and growing businesses – $2 million in each of the next 2 years. Includes a mix of loans, forgivable loans and grants for ADA and façade improvements.

Nightlife and Entertainment

- Half-time temporary position to support the nightlife and entertainment sector. The staffer will focus on direct business assistance and develop a strategy for promoting the sector in San Francisco.

Neighborhood Development

Budget Summary

Program	FY 2011-12	FY 2012-2013 (Proposed)	FY 2013-2014 (Proposed)
Economic Development	4,578,112	14,578,342	10,196,120

FY 11-12 Accomplishments

- Loans - In 2011-12, using prior investment of $800K, we made 31 loans and created 83 jobs.
- Bayview - Fresh and Easy Grocery store, Limon Rotisserie, Radio Africa Kitchen opened; launched weekly events at Mendell Plaza; continued Third St. Corridor program
- Central Market - Payroll tax exclusion and other interventions resulted in 450,000s.f. of new leases signed= 3,800 jobs
- Neighborhoods - In 8 of the neighborhood commercial districts participating in NMI, vacancy rate went from average 9% to 7.8% in a struggling economy

Office of Small Business

Goals for FY 12-13

- **Small Business Commission:**
  - Twice Monthly Meetings. Starting July 2012, the commission will meet twice a month. This will enable the commission to more effectively work with the legislative body and departments on legislative and policy matters.
- **Office of Small Business**
  - **Attract and retain Jobs:** Continue to help business start, stay and grow. Increase the number of clients services to 3000, a 6% increase.
  - **Return to full counter service hours:** M –F 8:00 am to 5:00 pm. Current counter service hours are M-T 8:00 – 5:00 pm, Friday by appointment only.
  - **Analyze OSB Services and Programs:** Conduct an analysis of OSB client data, determine the effectiveness of its function, services and programs.
  - **Launch a license/permit portal:** Launch a portal that allow new business to obtain a list of licenses and permits needed through self navigation by business type.
  - **Expand and Improve OSB website:** Site will be easier for businesses to navigate and find information.
  - **Streamlining Report**: Complete in conjuction with OEWD an analysis of the existing laws, regulations, roles, procedures and responsibilities of the key departments that regulate small businesses.
  - **Small Business Week 2013**: To include a "Doing Business with the City" procurement fair.

Office of Small Business

Program	FY 2011-12	FY 2012-2013 (Proposed)	FY 2013-2014 (Proposed)
Office of Small Business	707,907	787,895	819,192

FY11-12 Accomplishments

- Client Services: Number of clients served as or May 31, 2012 is 2520. Office is expecting to end the fiscal year with an increase in the number of clients serviced by 3%.
- Small Business Week 2012: Increased the number of small business workshop from 36 to 50 and small business participation by 30%
- Presentations and Workshop: OSB staff presented at 51 workshops and forums, 21 highlighted ADA, 14 Enterprise Zone, 13 Jobs Now3, and 3 for Mobile Food Facilities .

America's Cup

Budget Summary

Program	FY 2011-12	FY 2012-2013 (Proposed)	FY 2013-2014 (Proposed)
America's Cup	12,000,000	10,000,000	10,000,000

Overview

- On schedule to obtain all required approvals in time to host 2012 events and complete all needed construction for 2013 events
- FY 2011-12 expenditures below projections
  - $12 million originally budgeted, $10.9 million projected at time of Board of Supervisors approval in March
  - Costs are now projected to come in below $8.5 million, due to consolidation of event plan and timing/efficiency of regulatory approval procurement
- FY 2012-13 focus is the successful hosting of 2012 America's Cup World Series events (August and October) and preparing for Louis Vuitton Cup Challenger Series and America's Cup Final in 2013
- OEWD has executed MOU with America's Cup Organizing Committee regarding fundraising and reimbursements
  - Initial reimbursement of City expenses targeted before June 30
  - Further reimbursements made on a quarterly basis per MOU

Business Development

FY 11-12 Accomplishments

- Business Retention / Expansion: Retained major employers ensuring current employees and future job growth stays in San Francisco: Riverbed, Macys.com, Yelp, Autodesk, Zoosk, Airbnb, Yammer, One Kings Lane, Dropbox
- Business Attraction: Attracted new businesses including: Pac-12 Enterprises, LinkedIn, Heath Ceramics, Enfinity Solar, Gree, Pfizer, Greenstart, China Sunergy

Goals for FY 12-13

- Attract and Retain Jobs: Continue to help businesses start, stay and grow in San Francisco
- Enterprise Zone Program: OEWD will launch a new on-line system for the enterprise zone program which improves efficiency and convenience for local businesses.
- Launch Manufacturing Initiative: Launch initiative to support local manufacturers and drive the creation and retention of good manufacturing jobs.
- Expand International Program: Strengthen international business recruitment and investment by expanding international programs.

Major Development Projects

Key Projects for FY 12-13

- CPMC Rebuild (expected to be approved very early in the fiscal year)
- Pier 30-32 Waterfront Facility
- Seawall Lot 337 Development
- Pier 70 Development
- Moscone Expansion
- America's Cup
- Schlage Lock Development
- Octavia Boulevard Land Sales
- 5M Development

Film

Budget Summary

Program	FY 2011-12	FY 2012-2013 (Proposed)	FY 2013-2014 (Proposed)
Film Office	1,207,171	1,291,625	1,300,000

FY 11-12 Achievements

- Overall production in San Francisco increased by 3.4% since FY 10/11
- The number of productions which have applied for the Scene in San Francisco Rebate Program is growing with increased Film Office outreach:
  - 2006-2010: 3 feature films; 1 television production received a rebate
  - 2010-2012: 3 features films applied for and received a rebate
  - 2012: 3 feature films have applied but have not received a rebate to date
- Since 2006 a little over $1.5 million in rebates has generated more than 4,000 local jobs with over $12 million dollars in wages and more than $40 million in local spending.
- Established the SF Film Collective - currently have 10 local filmmaking groups in low cost offices
- HBO's Hemingway & Gellhorn used the Scene in San Francisco Rebate and was shot in San Francisco and the surrounding Bay Area. SF has enjoyed worldwide news coverage.
- Collaborated with Supervisor Farrell to successfully extend the Scene in San Francisco Rebate Program for 2 more years, until June 30, 2014

FY 12-13 Goals

- Attract more film productions to San Francisco
- Work with local unions, neighborhood and merchants associations to promote SF as film friendly and affordable
- Find more ways to reduce costs for productions shooting in San Francisco

Workforce

Budget Summary

Program	FY 2011-12	FY 2012-2013 (Proposed)	FY 2013-2014 (Proposed)
Workforce Development	14,017,120	19,390,563	15,852,038

Key Initiatives

- **Three Department of Labor Grant Initiatives:**
  - TechSF: Technical Skills Training Grant for IT Sector (New)
  - Disability Employment Initiative (New)
  - Enhanced Transitional Jobs Demonstration Project (Year 2)
- **Ongoing Projects:**
  - Sector Academies: CityBuild, HealthCare, Hospitality, Tech
  - One-Stop Career Link Services
  - Job Readiness Services
  - **Youth Employment: RAMP, GED+**
- **Overall Impact (per year):**
  - 4,000 Residents Served; 800 Youth Enrolled
  - 2,000 Job Placements; 1,000 Training Placements

Language Access Efforts

Overview

- OEWD currently serves a range of San Francisco residents and business owners, and employees.
- OEWD has 14 bilingual staff in public contact positions who speak Spanish and Chinese. OEWD provides materials in Spanish and Chinese.
- OEWD's two largest direct service delivery divisions are the Office of Small Business and the Workforce Development Division

Office of Small Business Summary:

- Total # of OSB clients: 2,418
- # of LEP clients: 266
- % of LEP clients: 11%
- LEP Clients broken down by District:

D1 5%	D 7 4%
D2 3%	D8 5%
D3 8%	D9 7%
D4 5%	D10 7%
D5 6%	D11 7%
D6 11%	Unknown/ Other 32%

Workforce Development Division Summary:

- Total # of Participants Enrolled in Workforce Development Programs: 2,709*
- # of LEP clients: 657
- % of total clients who are LEP: 24%
- LEP Clients broken down by Program:
  - WIA Adult Programs: 120
  - WIA Youth Programs: 74
  - WIA Dislocated Worker Programs: 174
  - CDBG Job Readiness/ESL Programs: 289

* Through April 30, 2012

SAN FRANCISCO
Office of Economic and Workforce Development

OEWD FY 12-13 2-Year Proposed Budget

Program	FY 2011-12	FY 2012-2013 (Proposed)	FY 2013-2014 (Proposed)
Economic Development	$ 4,578,112	$ 14,578,342	$ 10,196,120
Workforce Development	14,017,120	19,390,563	15,852,038
Film Office	1,207,171	1,291,625	1,300,000
Office of Small Business	707,907	787,895	819,192
America's Cup	12,000,000	10,000,000	10,000,000
TOTAL	**$ 32,510,310**	**$ 46,048,425**	**$ 38,167,350**

SAN FRANCISCO
Office of Economic and Workforce Development

Office of Economic and Workforce Development
FY 12 -13 Budget Presentation

June 18, 2012

Jennifer Matz, Director

SAN FRANCISCO
Office of Economic and Workforce Development

Providing Increased Language Access to Better Serve the Public

- Send out Notices of Assessed Valuation (NAV) letters in Spanish or Chinese upon request
- Translated FAQ form for the NAV letter available in Spanish, Chinese, Russian, Tagalog, Vietnamese, and Japanese
- Provide translation services in-person at ASR's front counter and over-the-phone (Language Line)
- Requested translation languages include:
  - Cantonese, Spanish, Mandarin, Farsi, Vietnamese, Burmese, Cambodian, Indonesian, Russian, Korean

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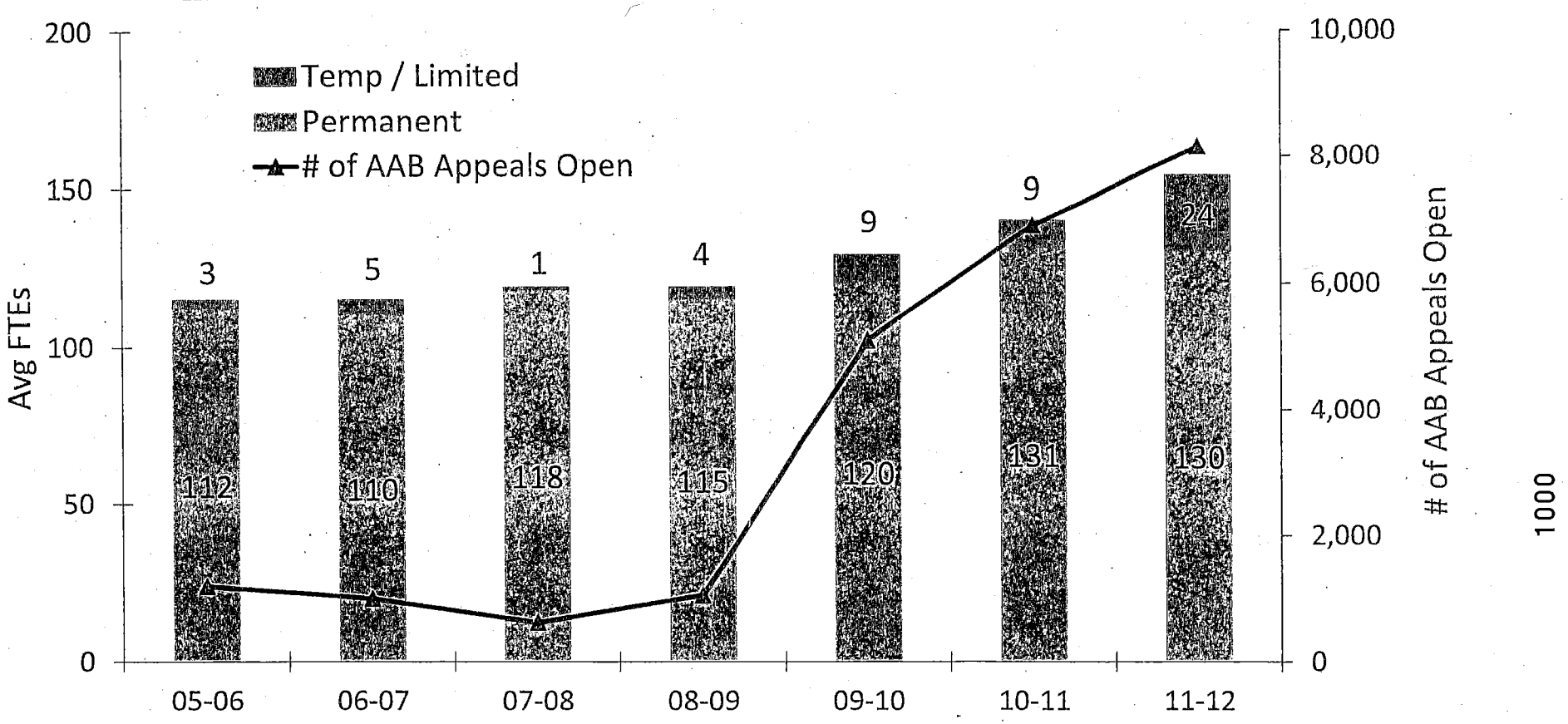
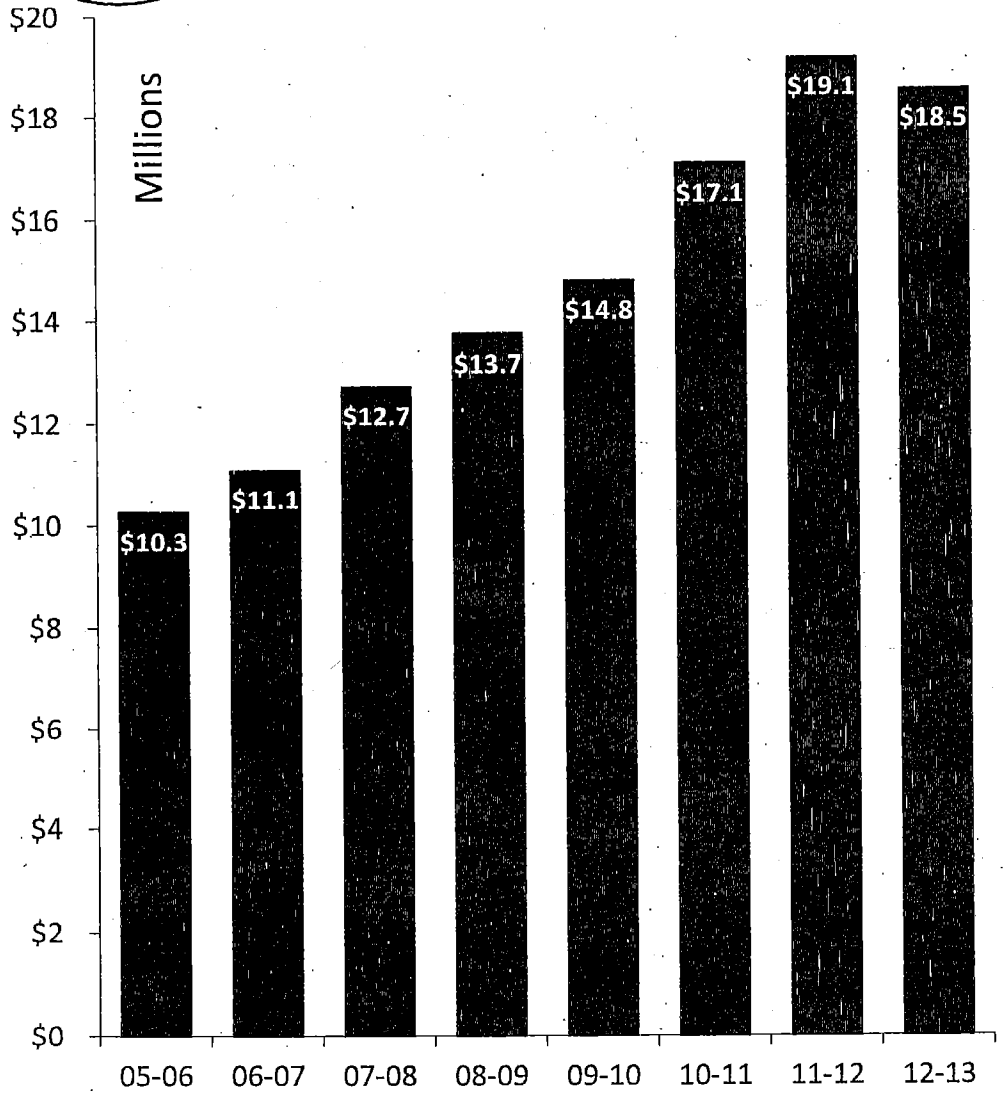
ASR's Staffing Compared to Workload



- Temp / limited staffing has increased with the larger workload
- *Staffing / workload outlook:* As AAB appeals return to "normal" levels, temp / limited staffing to be reduced, but workload is still enormous:
  - 8,100 currently open AAB appeals
  - 27,000 Prop 8 requests reviewed in FY2011-2012

ASR General Fund Budget



- ***No new positions proposed in FY2011-2012***
- Total General Fund budget down 3.4% year-on-year
- *Expenditure outlook:*
  - Limited staffing and legal services expenditure should decline as AAB workload diminishes
  - City's property tax database system is outdated; a major, multi-million dollar investment in a new and more effective system is inevitable in the next 3-5 years

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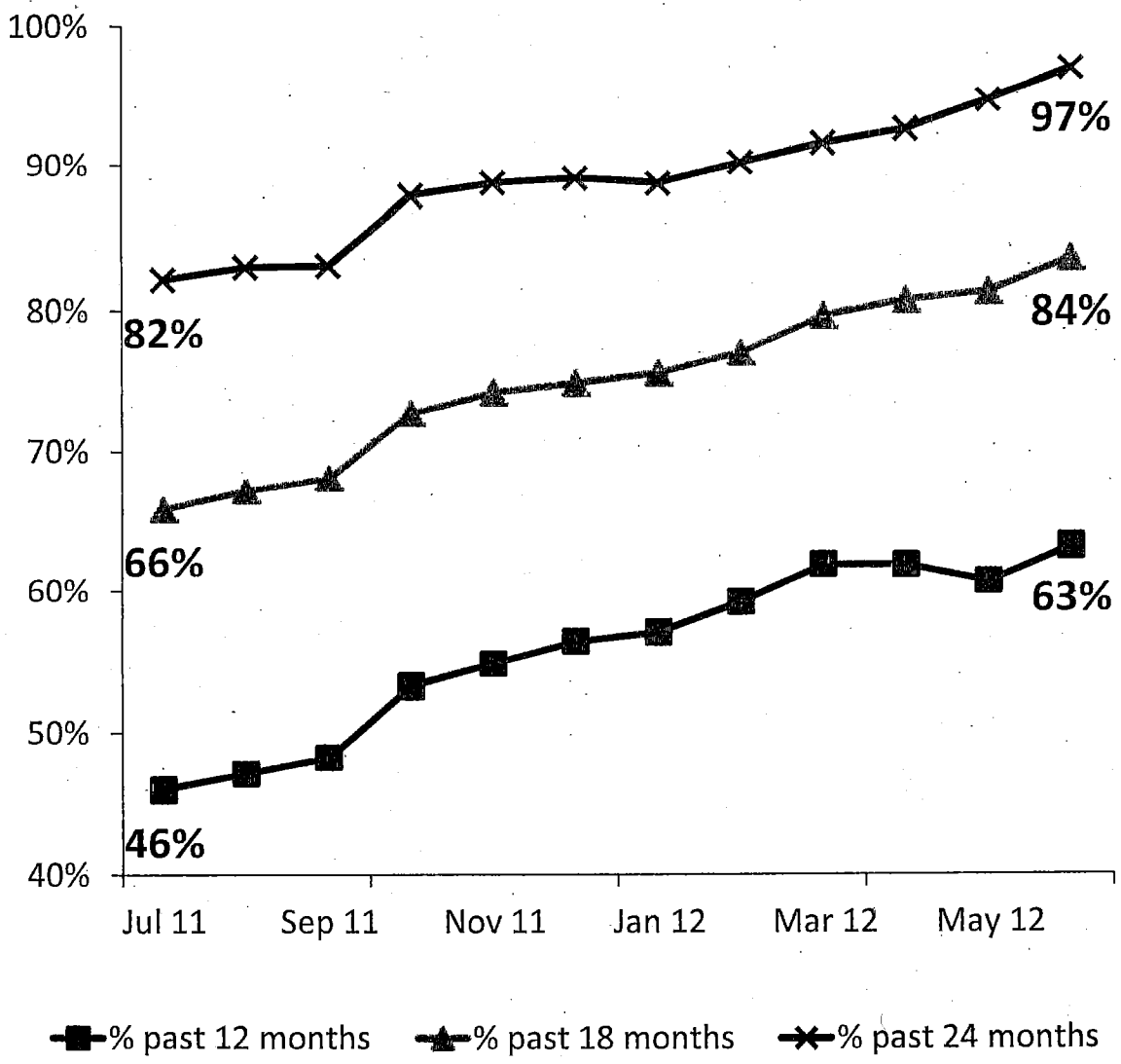
Weekly Real Property Report: Tracking Appraiser Productivity

Appraiser	TOTAL WORKED (excl AAB)	Weighted Avg/Day	Avg/Day	CIO				NC				PMGT	Prop 8/ IRs	Other *	ALL AAB	SD	IR Proj	Days Worked	Weighted Total Worked
				08-09	09-10	10-11	08-11	08-09	09-10	10-11	08-11								
	28	5.6	5.6			28	28				0							5	28.0
	16	3.2	3.2				0				0		10	6				5	16.0
	57	11.4	11.4			11	11				0		46					5	57.0
	10	2.2	2.0			2	2			4	4		1	3				5	10.8
	111	*5.6*	*5.6*	*0*	*0*	*41*	*41*	*0*	*0*	*4*	*4*	*0*	*57*	*9*	*0*	*0*	*0*	*20*	*111.8*
	42	10.0	8.4		6	2	8		9	1	10			24	1			5	50.2
	14	2.9	2.8		1	2	3			1	1		10					5	14.4
	22	4.4	4.4			13	13				0		3	6				5	22.0
	51	12.2	10.2			1	1		50		50							5	61.0
	129	*7.4*	*6.5*	*0*	*7*	*18*	*25*	*0*	*59*	*2*	*61*	*0*	*13*	*30*	*1*	*0*	*0*	*20*	*147.6*
	12	2.5	2.4				0		3		3		8	1				5	12.6
	20	4.4	4.0				0				0	1		18				5	22.0
	15	3.2	3.0	1	2	11	14				0			1				5	15.3
	12	10.3	2.4	5		7	12				0				6			5	54.5
	53	*5.3*	*3.6*	*6*	*2*	*18*	*26*	*0*	*3*	*0*	*3*	*1*	*8*	*21*	*6*	*0*	*0*	*20*	*105*
	0	0.0	0.0				0				0							0	0
	6	6.8	1.2		1		1		5		5				1			5	34.2
	10	2.0	2.0				0				0		9	1				5	10.0
	0	33.8	0.0				0				0				5			4	135.0
	0	75.0	0.0				0				0				14			4	300.0
	16	*26.6*	0.9	*0*	*1*	*0*	*1*	*0*	*5*	*0*	*5*	*0*	*9*	*1*	*20*	*0*	*0*	*18*	*475.2*
	53	79.9	11.8		3	1	4		55		55				6			5	393.6
	19	4.4	3.8			4	4			14	14		1					5	21.8
	10	2.4	2.0				0			10	10							5	12.0
	88	*28.9*	5.9	*0*	*3*	*5*	*8*	*0*	*55*	*24*	*79*	*0*	*1*	*0*	*6*	*0*	*0*	*15*	*453.4*
	20	4.4	4.0		5		5		6		6			9				5	22.2
	0	0.0	0.0				0				0							2	0.0
	8	6.0	2.7				0				0			6	2			3	18.0
	10	3.0	2.0			10	10				0				1			5	15.0
	20	6.4	5.0			3	3			2	2			15	1			4	25.4
TEAM SUBTOTAL	58	*4.2*	3.1	*0*	*5*	*13*	*18*	*0*	*6*	*2*	*8*	*0*	*6*	*32*	*4*	*0*	*0*	*19*	*80.6*

- Weekly report includes 16 different tracked metrics
- Each metric assigned a multiplier based on task complexity
- Appraisers with weighted production averages more than 20% below the median are placed on "report status", i.e. daily reporting

1002

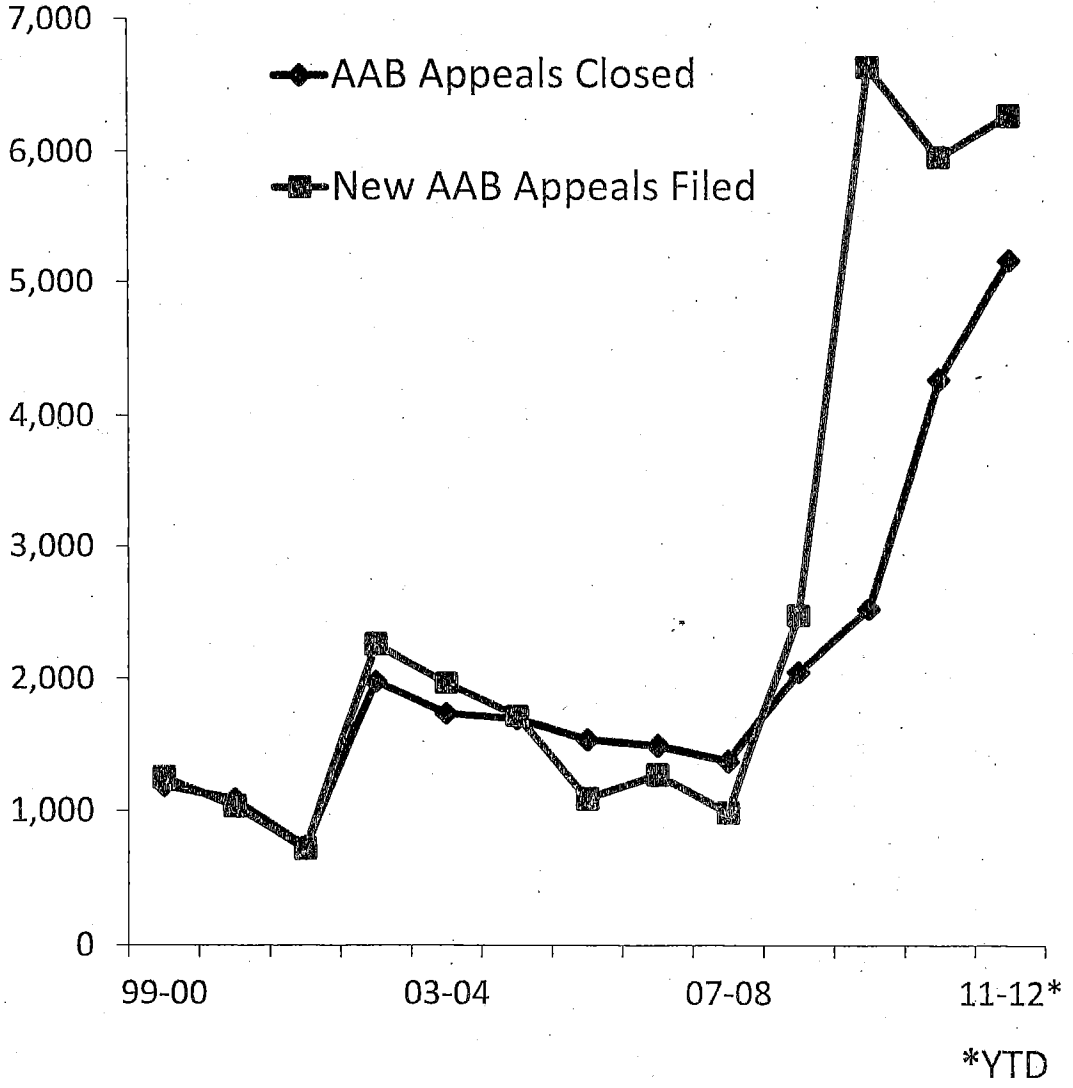
Age of Pending Events
Based on Event Date or DBI Permit Date



- Overall "quality" of pending events has improved significantly in FY2011-2012
- Almost all pending events currently are less than 24 months old
- Over half (63%) currently less than 12 months old

1003

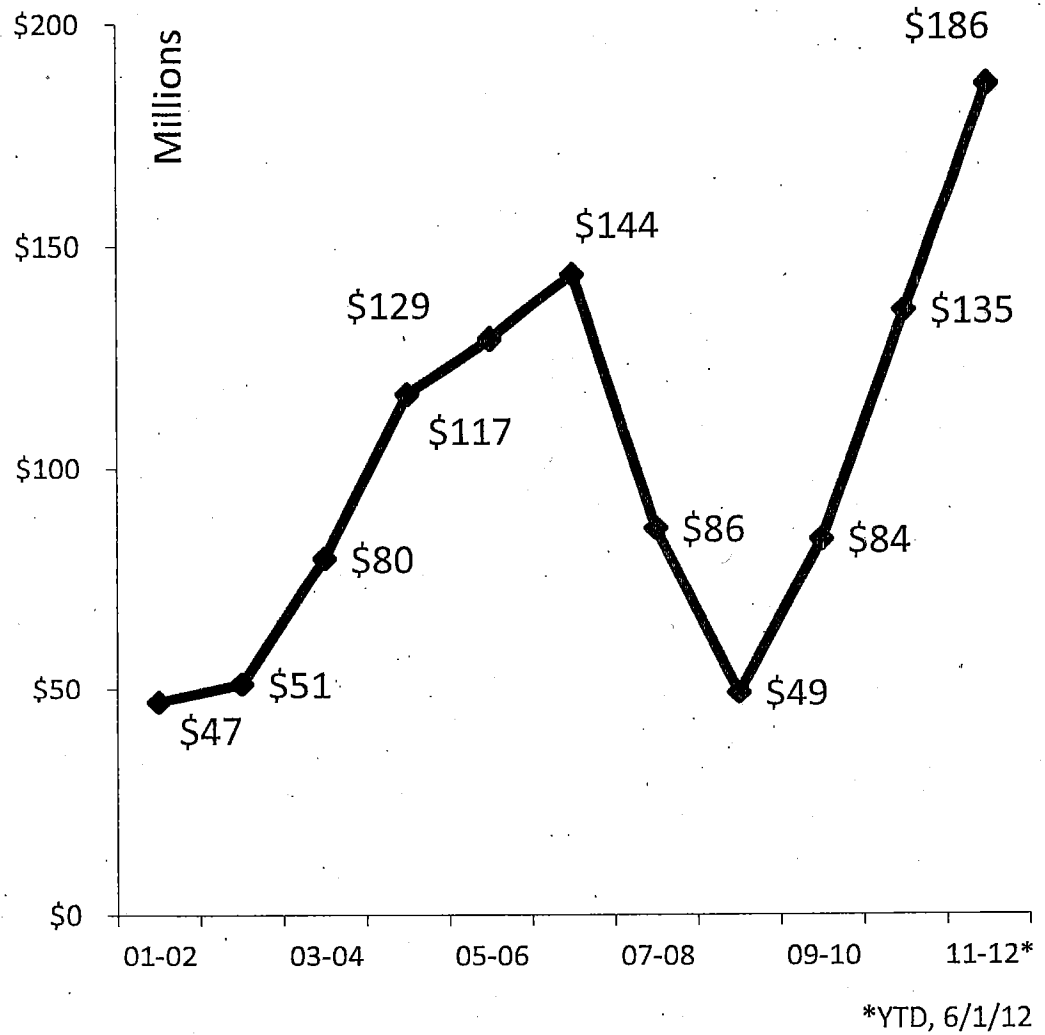
AAB Appeals Workload at All-time High



- Projected to close over 5,600 AAB cases – a 32% increase over last FY
- Currently, $384 million of property tax at risk
- *Outlook:*
  - Resolution of AAB appeals will result in property tax refunds in medium term
  - Rate of new appeals filed should slow in the next few years

1004

Transfer Tax – Record High Revenue, 57% over Original Forecast

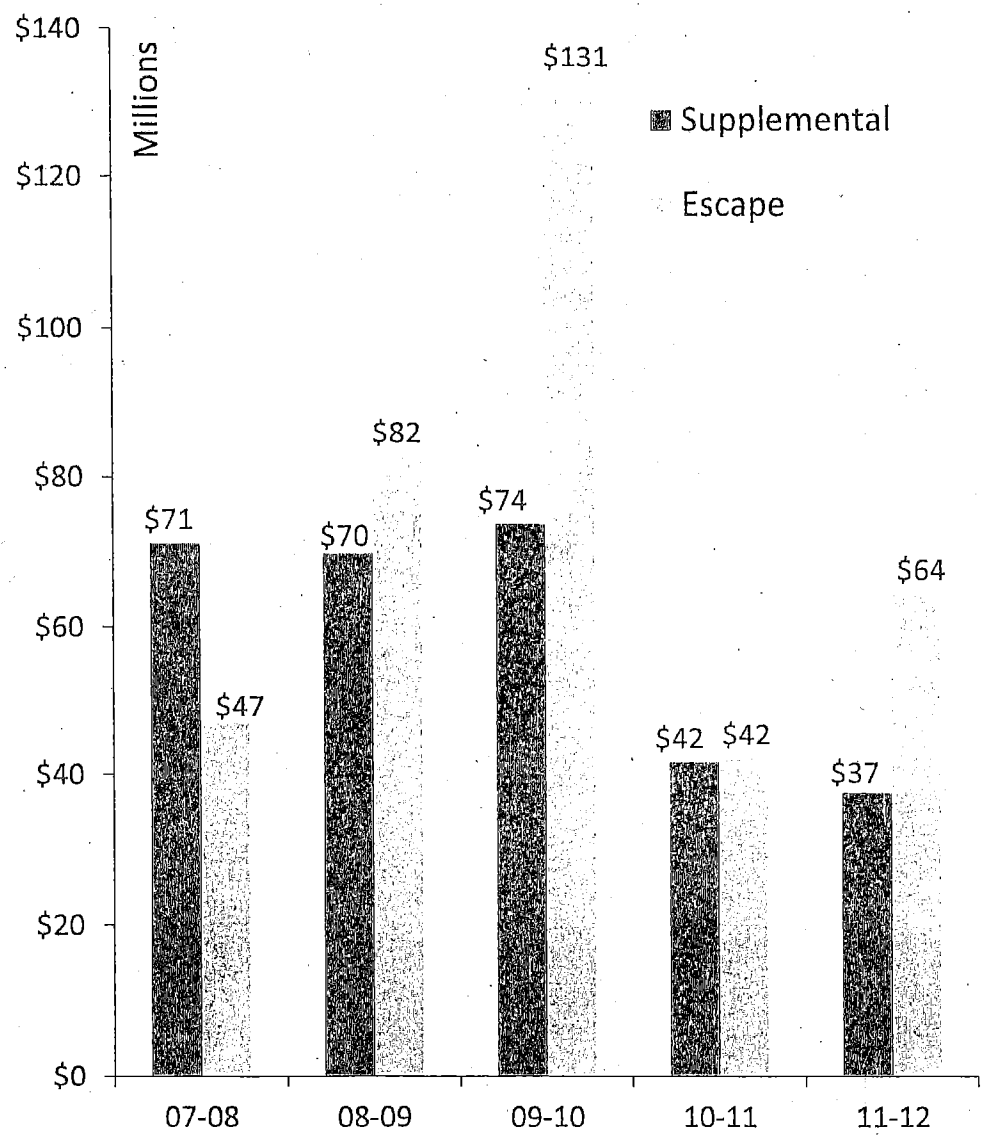


*YTD, 6/1/12

- FY2012-2013 goal: to rigorously collect transfer tax from Legal Entity Ownership transactions and scrutinize under payments
- Underreported / unrecorded transfer tax captured: $16.5 million, a 4% year-on-year increase

1005

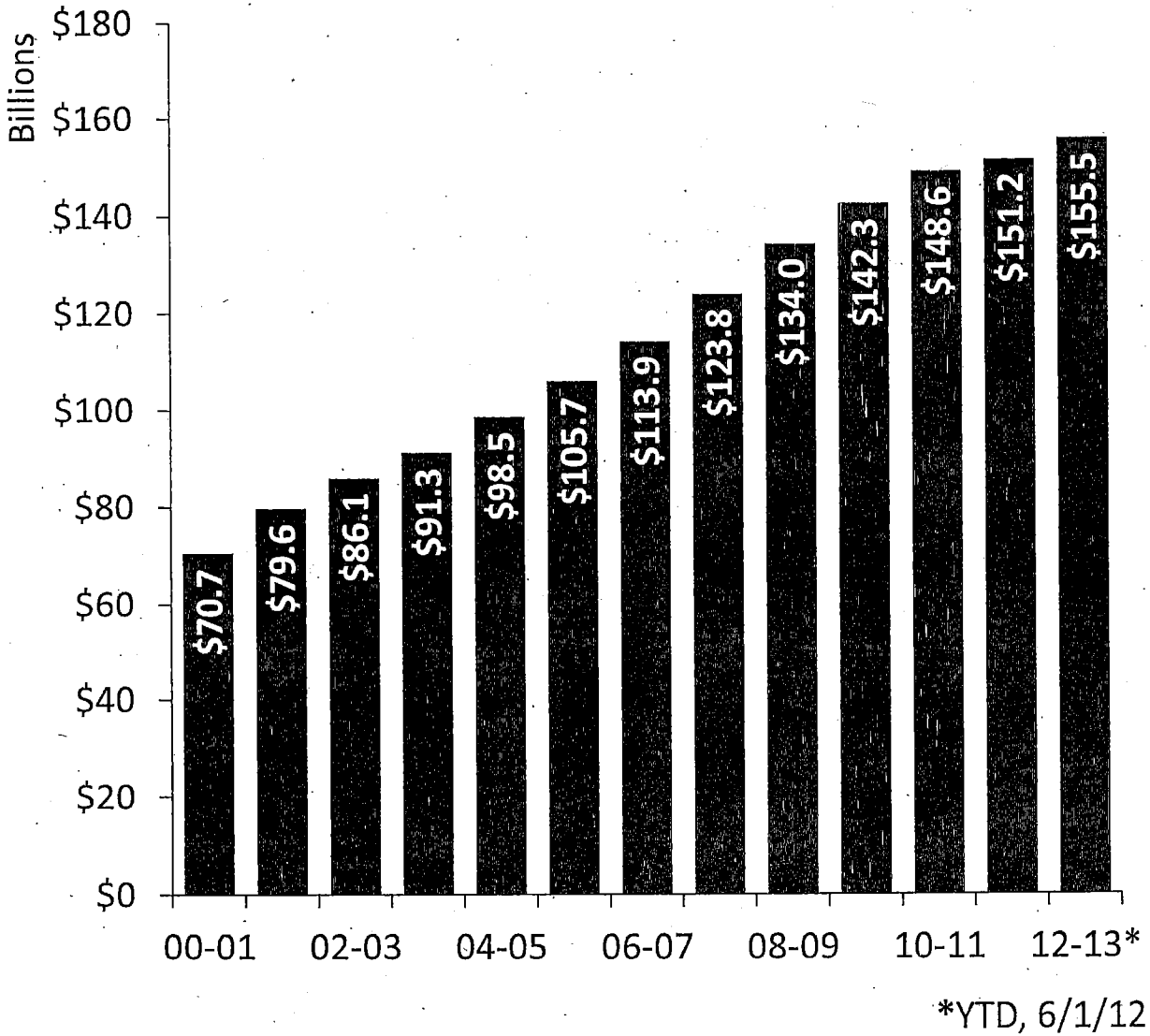
Supplemental & Escape Revenue: Exceeding Original Revenue Forecast by $20 million



- Two new limited-term AAB teams added in FY2011-2012
- New AAB teams freed up more experienced appraisers to assess pending Change in Ownership & New Construction events, therefore generating revenue
- FY2012-2013 goal: to continue to work down the backlog and generate this type of one-time revenue
- *Longer-term revenue outlook:* This one-time revenue will decline over time as the backlog is reduced – this is actually a positive development

1006

Secured Real Property Assessment Roll Continues to Grow



*YTD, 6/1/12

- Anticipated CCSF roll increase of approximately 3% contrasts with declining trend in other counties statewide
- *Revenue outlook:* Property tax roll value expected to increase, in spite of economic climate

1007

Office of the Assessor-Recorder

FY2012-2013 Budget
Board of Supervisors
Budget & Finance Committee Hearing

Phil Ting, Assessor-Recorder

June 18, 2012

1008

Questions?

SAN FRANCISCO
PLANNING DEPARTMENT

Language Access Efforts

- **FY12-13 & FY13-14 Proposed Budget of $17,550**
  - On-site language interpretation services provided by a vendor.
  - Compensatory pay for bilingual employees.
  - Telephonic translation services provided by a vendor.
- Translation of required materials, such as notices and complaint forms, in Chinese and Spanish.
- Translation at community workshops, particularly if the workshop is being held in a community with a large percentage of LEP residents.
- **Public Engagement Project**: develop methodologies to better reach people who do not normally engage in public outreach processes, including LEP individuals.
- **Communications Manager**: assist with the development of a public engagement strategy, and to develop strategies, policies and procedures to access and provide service to LEP communities.

Job Creation & Summer Youth Employment Opportunities

Program	Number of Youth Served	Job Description
Planning Internship Program	11	Conduct research and collect and analyze data for planning work related to historic preservation, open space/urban design, transportation, sustainable development, and legislation.
Information & Analysis Program	2	Digitize 1985 Land Use Survey records.
Planning Libraries	1	Set up and maintenance of department libraries.
SF YouthWorks	2	Scan motions and resolutions, organize current dockets and historic materials.
Summer High School Graduate	1	Mapping work for historic resource staff.
IT Help Desk Assistant	1	Assist help desk, set up new computers for staff.
Total	18	

Position Changes Cont.

#	Position Description	Class	FY12-13 FTE Count	Division	Budget Action
7	Code Enforcement Planner	5278	0.77	Zoning Admin	Substitution from PI to PII
8	Legislative Affairs	5291	0.77	Admin.	New Position
9	Web Support	1053	0.50	Admin.	New Position
10	Payroll & Personnel Clerk	1222	0.50	Admin.	New Position
11	Manager, Commissions Office	5291	0.77	Commission	New Position

Position Changes

#	Position Description	Class	FY12-13 FTE Count	Division	Budget Action
1	Assistant Current Planning Director	0923	0.77	Current	Substitution from PIII to 0923
2	Management Assistant	1842	0.50	Current	Substitution from 1426 to 1842
3	Strengthening Neighborhoods	5291	0.55	Citywide	New Position
4	Warrior's Arena Urban Design & Environmental Review	5291 & 5298	2.00	Citywide & Environ.	New Positions
5	Assistant Environmental Review Officer	0923	0.77	Environ.	Substitution from PIV to 0923
6	Environmental Planners for Public Projects	5298	1.54	Environ.	New Positions

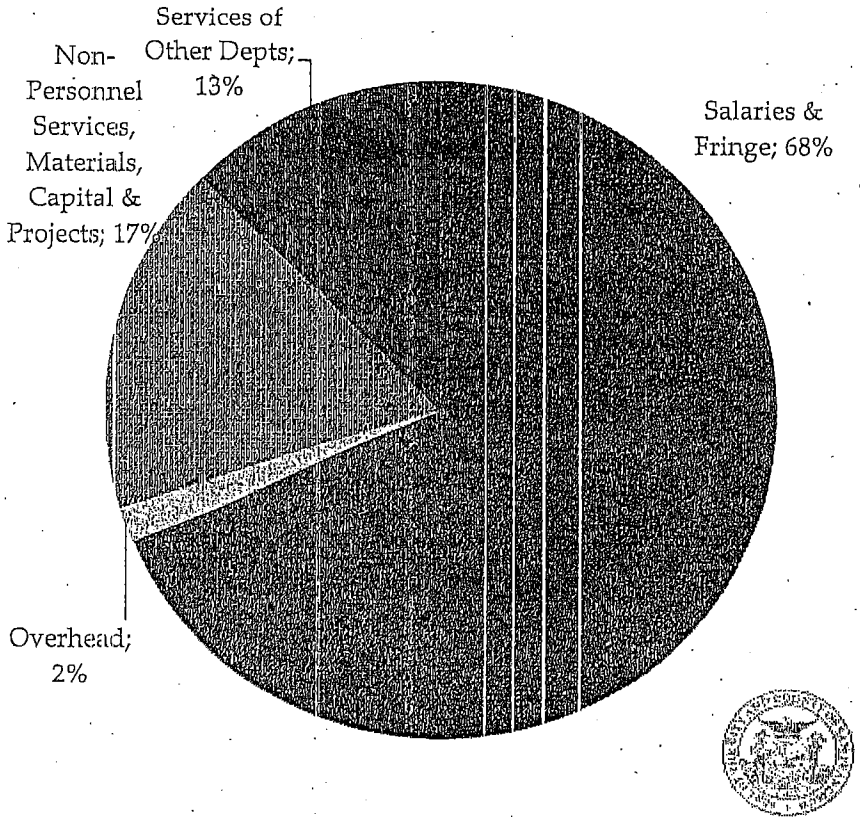
Major Department Initiatives

#	Initiative	Funding Type	FY12-13 Mayor's Budget	FY13-14 Mayor's Budget
1	Better Market Street (BMS)	Capital	$182,501	$100,000
2	Pavement to Parks Program (P2P)	Capital	95,000	0
3	Street Tree Inventory	Capital	0	200,000
4	Permit & Project Tracking System (PPTS)	Technology	641,527	0
5	Transportation Sustainability Program (TSP)	General Fund	600,000	0
6	Central Corridor EIR	General Fund	224,999	125,000
7	Warrior's Arena (Urban Design & Environmental)	Fees	278,010	301,828
	Total		$2,022,037	$726,828

Expenditure Budget

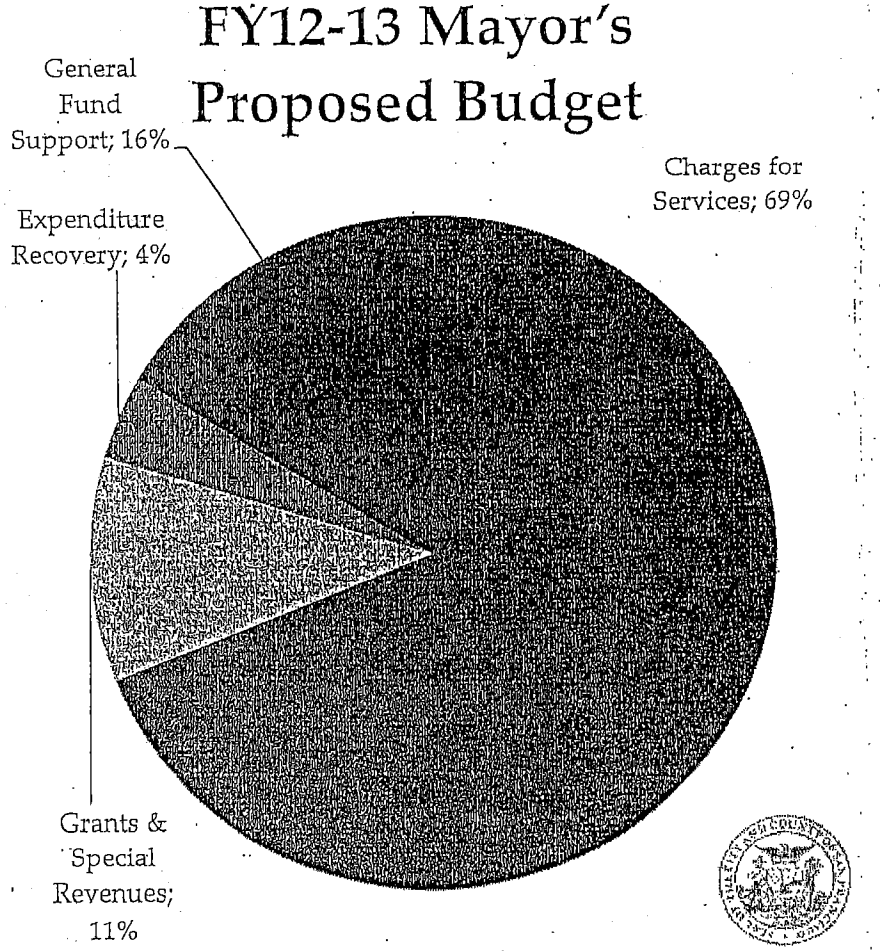
Expenditures ($ Millions)	FY11-12 Adopted Budget	FY12-13 Mayor's Budget	FY13-14 Mayor's Budget
Salary & Fringe	$19.8	$21.0	$22.2
Overhead	0.1	0.6	0.6
Non-Personnel Services, Materials, Capital & Projects	1.3	5.3	1.6
Services of Other Departments	3.4	3.9	3.9
Total Expenditures	$24.6	$30.7	$28.2

FY12-13 Mayor's Proposed Budget

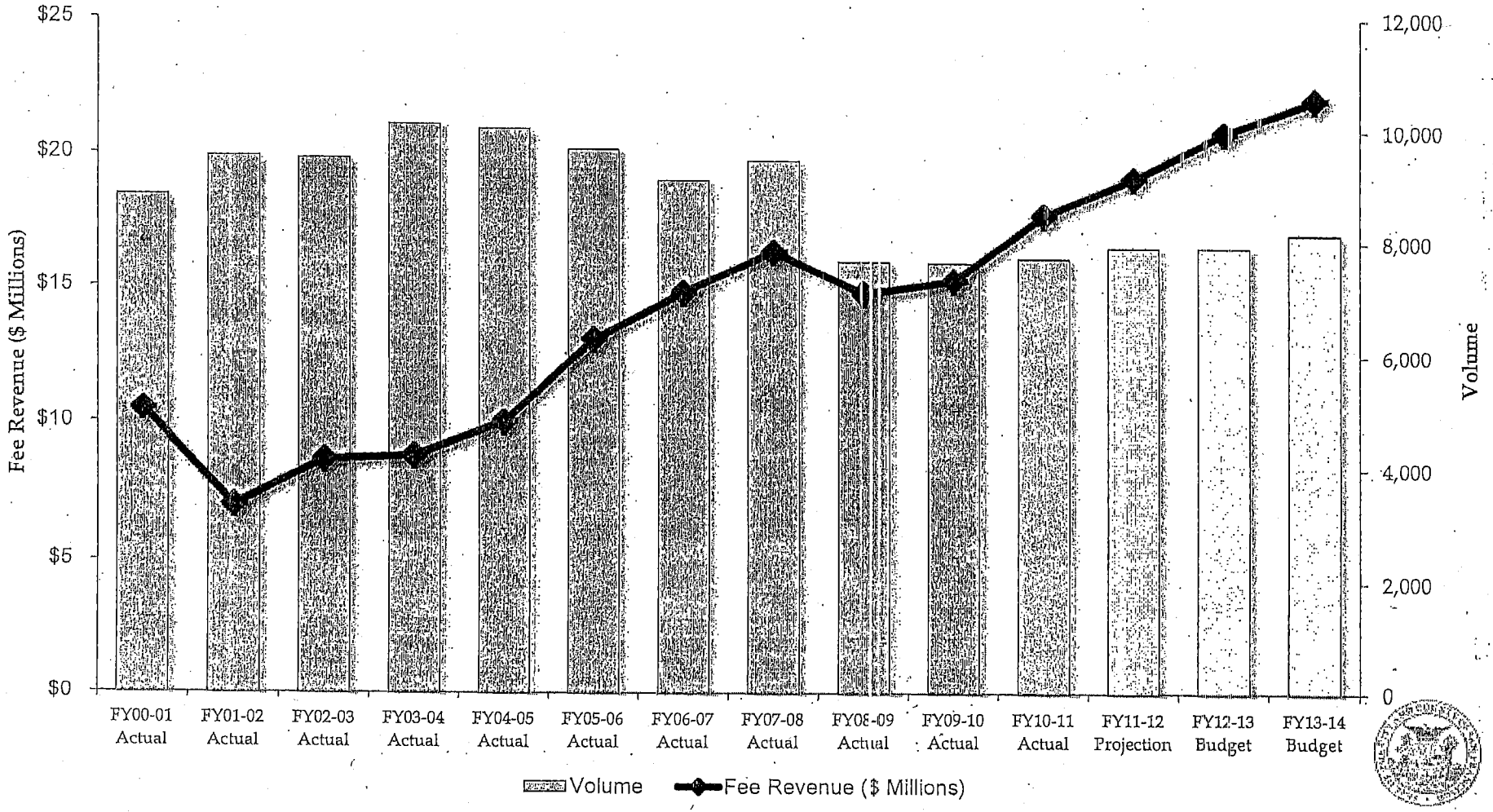


Revenue Budget

Revenues ($ Millions)	FY11-12 Adopted Budget	FY12-13 Mayor's Budget	FY13-14 Mayor's Budget
Charges for Services	$19.6	$21.1	$22.4
Grants & Special Revenues	1.4	3.3	1.1
Expenditure Recovery	1.6	1.2	0.9
General Fund Support	1.9	5.0	3.9
Total Revenues	$24.6	$30.7	$28.2



Case & Permit Volume Trends



Major Accomplishments FY11-12

1. Transit Center District Plan approved by the Planning Commission
2. America's Cup 34 environmental review complete
3. California Pacific Medical Center (CPMC) Long Range Development Plan Project approved
4. Restaurant Legislation adopted
5. Central Corridor Area Plan development
6. Permit & Project Tracking System (PPTS) on schedule

Agenda

1. Major Accomplishments FY11-12
2. Case & Permit Volume Trends
3. Revenue & Expenditure Budget
4. Major Department Initiatives FY12-14
5. Position Changes
6. Job Creation & Summer Youth Employment Opportunities
7. Language Access Efforts

Planning Department
Fiscal Year 2012-2014
Budget

June 18, 2012

John Rahaim, *Planning Director*

SAN FRANCISCO
PLANNING DEPARTMENT

Department of Public Works

Capital Budget

DPW FY 12/13 & 13/14 CAPITAL BUDGET				
	FY 12/13		FY 13/14	
	General Fund	Other Funds	General Fund	Other Funds
Major Projects	**$ 4,316,275**	**$ 9,784,749**	**$ 1,603,000**	**$ 1,257,211**
Includes: Fire Department Capital Projects - ESER, Great Streets Program, Market Street Environmental Review, Jefferson Street Streetscape, Law Library Reserve (FY 14).				
Facilities Maintenance	**$ 3,001,800**	**$ -**	**$ 3,251,115**	**$ -**
Includes: facility maintenance, pothole repair, asbestos & lead abatement, median maintenance, emergency capital improvements.				
Capital Renewals	**$ 2,135,472**	**$ 15,944,840**	**$ 2,764,752**	**$ 16,582,633**
Includes: street resurfacing (funded by State gas tax swap), sidewalk inspection, repair & renewal of street structures & plazas, landslide abatement, new tree establishment, roof replacement project.				
Total by Source	$ 9,453,547	$ 25,729,589	$ 7,618,867	$ 17,839,844
Grand Total All Sources	**$**	**35,183,136**	**$**	**25,458,711**

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Department of Public Works

General Fund/Gas Tax FTE Changes

General Fund/Gas Tax FTEs									
	FY 07/08 FTE	FY 08/09 FTE	FY 09/10 FTE	FY 10/11 FTE	FY 11/12 FTE	Change from FY 11/12	FY 12/13 FTE	Change from FY 12/13	FY 13/14 FTE
Building Repair	16.6	16.1	10.7	9.5	8.0	0.9	8.9	-	8.9
Street Environmental Services	297.9	277.3	236.4	216.9	225.6	(0.8)	224.8	(0.2)	224.6
Street Use & Mapping	27.4	27.4	20.8	17.3	16.1	2.2	18.3	-	18.3
Street & Sewer Repair	12.0	11.0	10.0	9.0	8.8	0.1	8.9	-	8.9
Urban Forestry	53.0	54.1	42.5	35.4	32.3	(1.0)	31.2	-	31.2
Total	406.9	385.9	320.4	288.0	290.8	1.3	292.2	(0.2)	291.9

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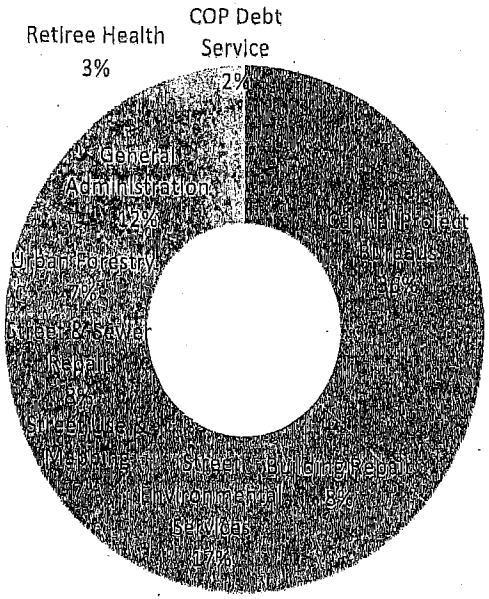
- General Fund/Gas Tax supported positions stay relatively flat over the two year budget period but are down almost 30% compared to FY 2007-08.
- We are adding 43.77 new FTEs in the Capital Project Bureaus to support delivery of major capital projects.

Department of Public Works

Two Year Budget Outlook - Uses

Bureau	Uses ($ in Millions) FY 11/12	Change	FY 12/13 Proposed	Change	FY 13/14 Proposed
Capital Project Bureaus	$ 61.9	$ 8.6	$ 70.5	$ 2.9	$ 73.3
Building Repair	$ 15.1	$ 0.8	$ 15.9	$ 0.6	$ 16.5
Street Environmental Services	$ 32.1	$ 1.2	$ 33.3	$ (0.1)	$ 33.2
Street Use & Mapping	$ 12.1	$ 0.7	$ 12.7	$ 0.3	$ 13.1
Street & Sewer Repair	$ 12.5	$ 2.0	$ 14.5	$ 0.3	$ 14.8
Urban Forestry	$ 14.0	$ 0.4	$ 14.5	$ 0.5	$ 14.9
General Administration	$ 18.7	$ 4.1	$ 22.8	$ 0.8	$ 23.6
Retiree Health	$ 6.1	$ 0.3	$ 6.4	$ 0.6	$ 7.0
COP Debt Service	$ 2.6	$ 0.9	$ 3.5	$ 2.0	$ 5.5
Total	$ 175.2	$ 18.9	$ 194.1	$ 7.8	$ 201.9

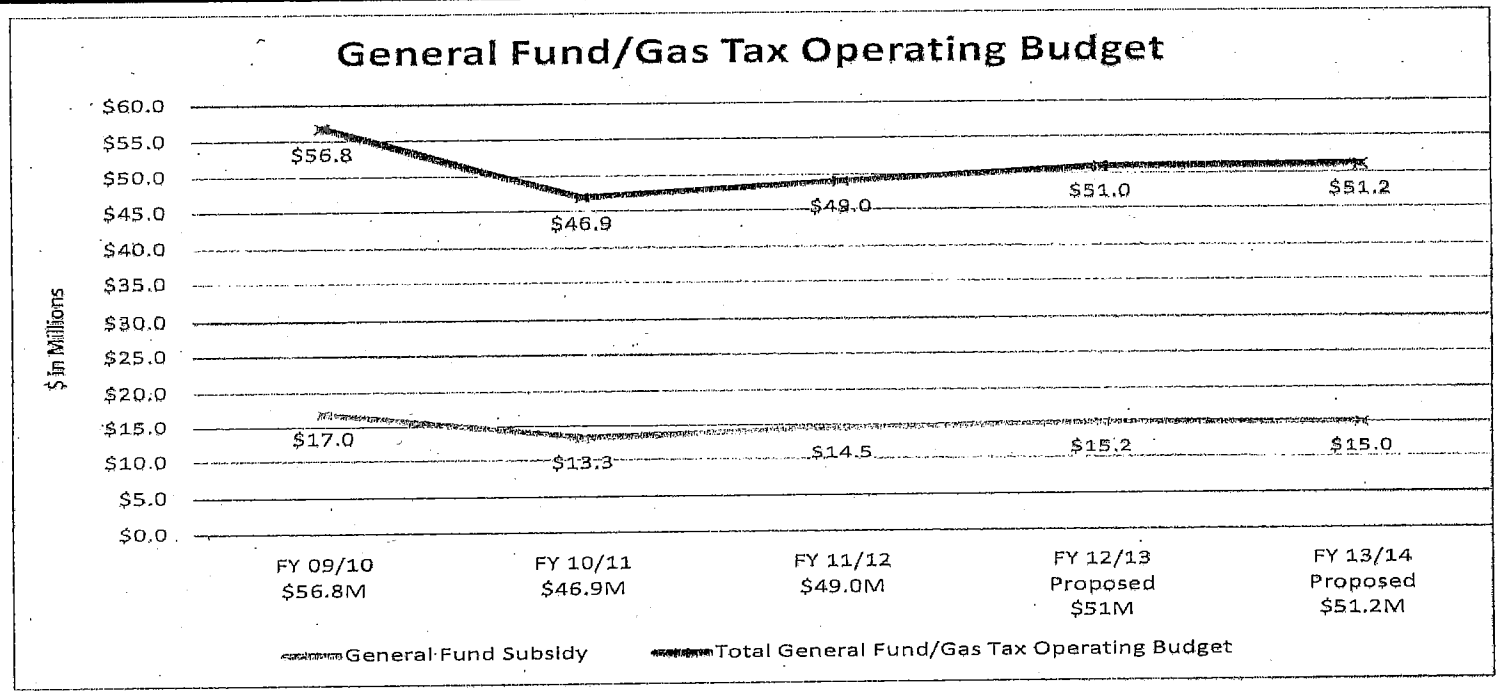
FY 12/13 Proposed Budget Uses



Department of Public Works

Two Year Budget Outlook - Sources

Sources ($ in Millions)					
	FY 11/12	Change	FY 12/13 Proposed	Change	FY 13/14 Proposed
Fund Source					
General Fund/Gas Tax	$ 49.0	$ 1.9	$ 51.0	$ 0.2	$ 51.2
Work Orders, Bonds, Grants, Special Funds	$ 123.5	$ 16.1	$ 139.6	$ 5.6	$ 145.2
COP Debt Service Subsidy	$ 2.6	$ 0.9	$ 3.5	$ 2.0	$ 5.5
Total Gross Operating Budget	$ 175.2	$ 18.9	$ 194.1	$ 7.8	$ 201.9

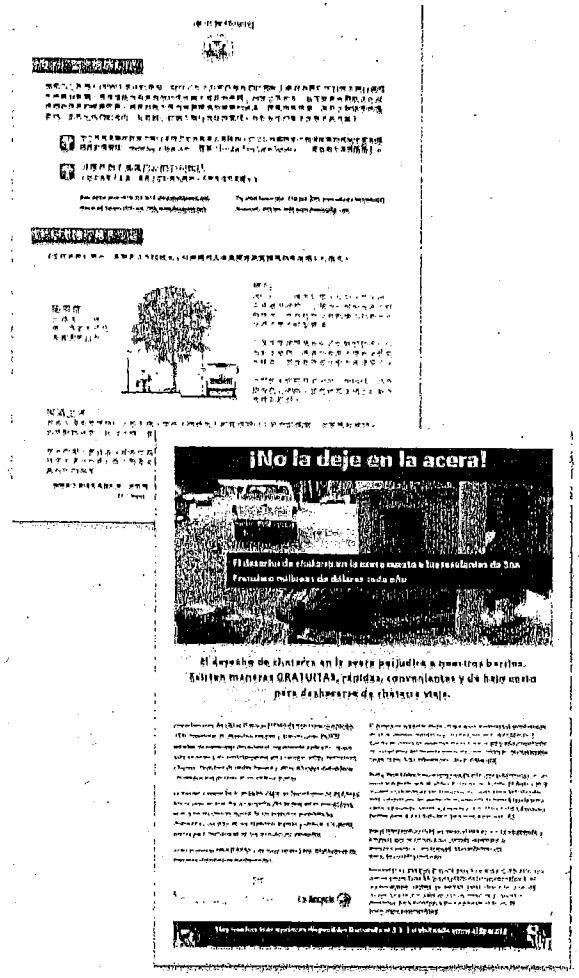


1025

Language Access

DPW Language Access efforts include:

- Translating key outreach materials
- Staffing 107 bilingual employees, seven of whom are certified by DHR to provide translation services
- Utilizing 311 and language line when DPW staff are not available to speak to constituents on the phone
- Providing translation services at public meetings and hearings (with 72 hour notice)
- Assigning a Federal Title VI program coordinator who ensures compliance with the federal program and tracks public outreach efforts
- Working with local community organizations to conduct public outreach to ensure that those with limited English proficiency can access DPW projects and programs
- Completing the Language Access ordinance Annual Compliance Plan



1026

Department of Public Works

Job Creation

Summer Youth Employment Program	Partnership with the Mission Neighborhood Center to hire approximately 160 youth ages 16 – 21. Program runs from May 29 – August 3rd.
Community Corridors Pre-Apprenticeship Program	Community Corridors Pre-Apprenticeship Program prepares Public Service Aides for future training as apprentice gardeners and laborers. DPW will employ 90 people through JobsNow!, and 18 additional apprentices through a contract with a community based organization. Pre-Apprentices work hand in hand with DPW employees in the City's key thoroughfares.
Apprenticeship Program	DPW plans to expand enrollment in our state certified General laborer "7501" and Gardener apprenticeship programs. Programs provide classroom and on-the job training to individuals seeking future employment as gardeners and laborers. New apprenticeships will include cement masons, painters, carpenters & electricians. A new apprenticeship curriculum for asphalt workers and arborists will be developed in FY 12/13 for implementation in FY 13/14.

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Major Initiatives

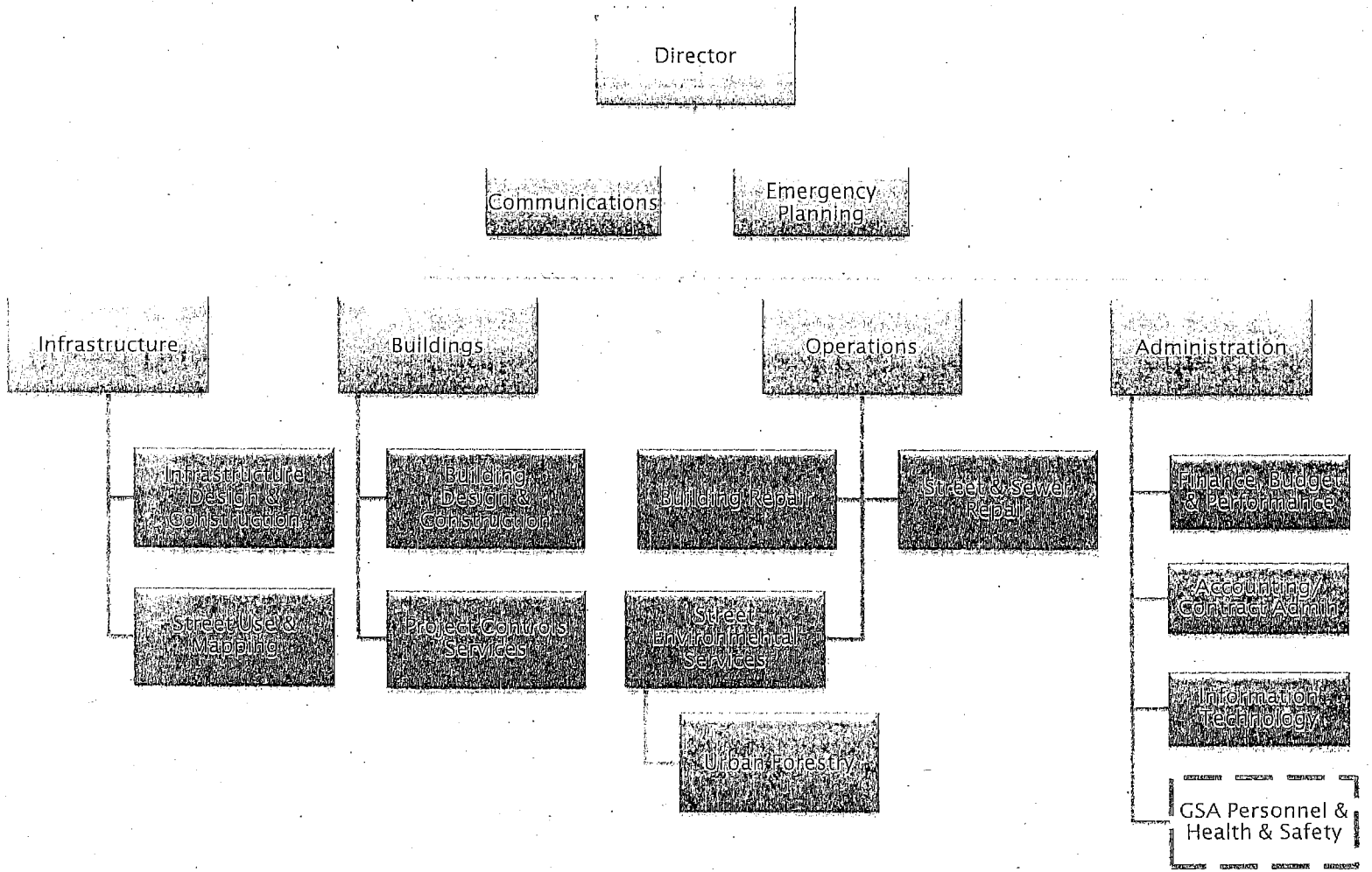
Capital Bureaus Reorganization	Consolidate the Engineering, Architecture and Construction Management Bureaus into two Divisions of Infrastructure and Buildings. The change improves integration between designers, architects, engineers, construction and project managers, making project delivery more efficient.
IT Centralization; Business Intelligence Tools and Financial Applications Development	Centralize IT staff and eliminate duplication of support functions. DPW's IT group will continue replacing legacy software systems with new web-based applications and tools that eliminate paper based processes, improve data management and collection, and create internal and external efficiencies.
Permitting and Inspection Consolidation	Tree permitting and inspection functions were moved from the Bureau of Urban Forestry to the Bureau of Street Use and Mapping to eliminate confusion for residents/business seeking permits.
Continue Tree Maintenance Transfer	Continue transferring City maintained street trees to fronting property owners to better align responsibilities with existing resources. In FY 2011-12 DPW will transfer ~6,400 street trees. Up to 10,000 additional trees are anticipated to be transferred over the next two fiscal years.

Department of Public Works

Major Initiatives

Strategic Plan Update	DPW is undergoing a comprehensive update to the 2009 Strategic Plan. The 2012 Plan will layout DPW's approach to achieving our mission, vision and goals. The Plan will also integrate the Mayor's Jobs Plan and be used to assess employee performance through annual work plans and appraisals.
GO Bond and Capital Project Delivery	DPW management of major capital projects including: General Hospital, Public Safety Building, Cruise Ship Terminal, Veteran's Memorial Building, Earthquake Safety projects and the Road Repaving and Street Safety Bond.
Illegal Dumping Education & Prevention	Continue the "Don't Leave it On the Sidewalk" outreach & education campaign in partnership with Recology and SF Environment. New partnerships with retired Sherriff and Police Officers as well as the SF Housing Authority will increase community awareness and accountability.
Community Corridors Partnership	With the aid of Community Ambassadors, DPW's Spruce up by Sun up inspection program ensures that the cities cleanliness codes and ordinances are observed.
Greening the City	DPW continues to create safe, clean & green infrastructure and rights-of-way through myriad programs, including Street Parks, Urban Gleaning, Parklets, and Great Streets.

Department of Public Works
Organizational Chart



1030

Department of Public Works

Budget Development Strategy

- **Context**
  - Demand for services continues to increase as well as expectations for delivery of major bond and capital projects
  - Significant cuts have reduced level of service since FY 2008-09
- **Principles**
  - Preserve core services by
    - Restructuring and consolidating to improve service and realize operating and administrative efficiencies
    - Seeking additional revenues
    - Creating strategic partnerships and utilizing a robust volunteer force to backfill cuts made between FY 2008-09 and FY 2011-12
  - Invest in infrastructure and create local jobs

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City and County of San Francisco

Department of Public Works

FY 2012-13 & 2013-14 Proposed Budget

Budget & Finance Committee

June 18, 2012

Office of the City Administrator

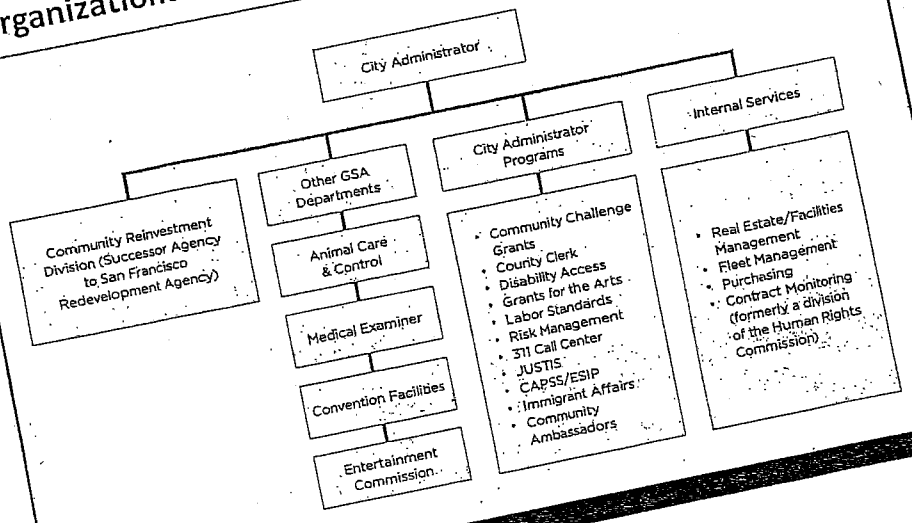
FY2012-13 & FY2013-14 Budget Presentation

Budget and Finance Committee

June 18, 2012

Naomi Kelly – City Administrator

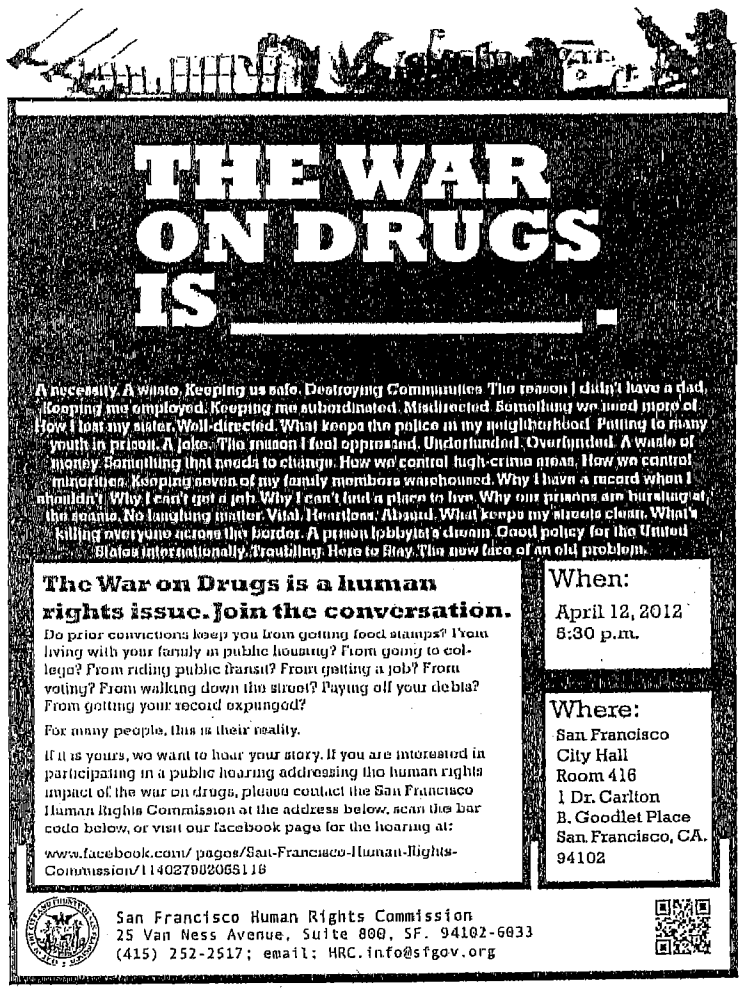
Organizational Structure of City Administrator's Office



Job Creation and Summer Youth Employment Opportunities (continued)

The UC Hastings/HRC Law Clinic

In 2011, HRC established the UC Hastings/HRC Law Clinic, a joint collaboration between HRC and UC Hastings Social-Change Lawyering and Community Group Advocacy Clinic which teaches law students how to intersect their passion for social justice with various themes, such as lawyers as problem-solvers, lawyers as intermediaries and client-centered lawyering. The first culmination of this collaborative was a public hearing held on April 12, 2012 on "The Human Rights Impact of the War on Drugs". Working with HRC staff throughout the school semester, law students conducted research, interviewed city law enforcement executives, and developed a marketing strategy on the impact the national War on Drugs has had in San Francisco. In addition, they met with and obtained recommendations from community leaders, criminal justice experts, persons with drug convictions and direct service providers.



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Job Creation and Summer Youth Employment Opportunities

Internship Opportunities						
Name of Program	Start/End Dates	Total Number of Interns Served	Ages of Youth Served	Eligibility Criteria	Purpose	Wages/Stipends
DCYF	Every Summer	1 per summer	See DCYF guidelines	See DCYF guidelines	Clerical and Special Projects	See DCYF guidelines
Project Pull	Every Summer	2 per summer	See Project Pull guidelines	See Project Pull guidelines	Clerical and Special Projects	See Project Pull guidelines
Public Interest Law Program	Summer, Fall, Winter school semesters	2 per semester	18+	Law/graduate students with interest in public policy and social justice	Assist with legal research, legal writing, policy analysis and organizing panels and hearings	$0 - students to receive academic credit
UC Hasting Social Justice Lawyering Clinic	Fall and Winter school semesters	2 per semester	18+	Law/graduate students with interest in public policy and social justice	Assist with legal research, legal writing, policy analysis and organizing panels and hearings	$0 - students to receive academic credit
African American Leadership Council	Summer, Fall, Winter school semesters	1 per semester	18+	College/graduate students with interest in public policy and social justice	Assist with legal research, legal writing, policy analysis and organizing panels and hearings	$0 - students to receive academic credit
Housing, Employment and Public Accommodation Discrimination Division	Summer, Fall, Winter school semesters	1 - 2 per semester	18+	College/graduate students with interest in policy or law	Assist with legal research, legal writing, policy analysis and organizing panels and hearings	$0 - students to receive academic credit

Total Number of Interns for FY11-12: 18

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Policy Division

FY11-12 Performance Data (continued)

Public Forums, Meetings & Hearings

- Participated in quarterly meetings with the Coalition against Hate Violence.
- Participated in quarterly meetings with the San Francisco Collaborative against Human Trafficking.
- Coordinated and staffed "Beyond the Castro: Expanding Services to LGBT Communities".
- Coordinated and staffed various forums and community meetings on reducing barriers for "Persons with Prior Arrest or Convictions" (PACR)
- Coordinated and staffed Beyond Marriage Forum to discuss the need for recognizing unrecognized familial relationships.
- Represented HRC in the Building Communities of Trust forum held by FBI and Homeland Security.
- Coordinated and staffed various forums on reducing barriers for "Persons with Prior Arrest or Convictions" (PACR).
- Coordinated and staffed the panel discussions on the stigmatization and criminalization of persons with HIV.
- Met with San Francisco Housing Development Corporation and members of the community on foreclosure prevention in San Francisco's Bayview District.
- Coordinated a hearing before the Board of Supervisors to discuss needs of LGBT seniors.
- Coordinated panel discussions with the Commonwealth Club on the needs of LGBT seniors.
- Held hearing on the Human Rights Impact of the War on Drugs
- Attended various community meetings regarding supporting immigrant rights, including Immigrant Rights Day and the San Francisco Foundation's Building Inclusive Community's
- Coordinated panel on LGBT housing
- Attended BOS Government Audit Committee meeting on LGBT senior task force legislation.
- Participated in Coalition for Safe San Francisco retreat
- Participated in meetings w City departments on replicating Super Bowl anti-trafficking campaigns for the America's Cup in San Francisco.

Research, Analysis & Publications

- Released initial guidelines for preventing discrimination against persons with arrest and criminal records (PACR).
- Released final draft of the Report on the Implementation of the Recommendations made by the 2011 AAMEMSA Report.
- Made initial proposal to the SF International Airport to notify travelers on their rights against racial and religious profiling.
- Published the 2012 Hate Crimes Directory of Services for Victims of Hate Violence.
- Commenced research into issues related to Environmental Justice.
- Conducted weekly interviews with female inmates with drug convictions at San Francisco County Jail to determine impact of War on Drugs on this segment of the community.
- Determined means by which to replicate the Super Bowl anti-trafficking campaigns for the America's Cup in San Francisco.
- Researched and analyzed how to minimize the impact of foreclosures on the African American Community in San Francisco.
- Analyzed possibility and means by which to pass legislation in San Francisco similar to the "End Racial Profiling Act"

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Policy Division

FY11-12 Performance Data

Education, Training & Awareness

- Staffed monthly meetings by the LGBT, Equity Advisory and the newly created African American Leadership Council Committees.
- Staffed the 2012 Global Commission on HIV and the Law.
- Made various presentations to United States Congresswoman Jackie Spier, Coalition for Safe San Francisco and Stanford University regarding the finds and recommendations of the 2011 AAMEMSA report.
- Launched youth mentorship and internship program
- Conducted 12(N) City Ordinance Youth Sensitivity and Cultural Competency training.
- Served as advisors to the Jewish Community Relations Council, the San Francisco Inter-Faith Council, and Mayor's Office on removing a ban on circumcision from the November 2011 ballot
- Launched the Comprehensive Transgender Healthcare Initiative.
- Coordinated tour of SFPD's Special Victims Unit for members of the San Francisco Collaborative against Human Trafficking.
- Made presentations to the Immigrant Legal Defense Network and the Interfaith Coalition for Immigrant Rights on San Francisco's Sanctuary City Ordinance.
- Coordinated tour of SFPD's Special Victims Unit for members of the San Francisco Collaborative against Human Trafficking.
- Made presentations to the Immigrant Legal Defense Network and the Interfaith Coalition for Immigrant Rights on San Francisco's Sanctuary City Ordinance.
- Collaborated with DPH and SF Youth Commission to create City-Wide Training Module for the 12(N) City Ordinance related to youth sensitivity and cultural competency
- Collaborated with local retail outlet in Pac Heights Commercial District seeking to develop and increase positive community relations with City's LGBT community.
- Corresponded with private employers and government contractors regarding the impact of overbroad use of criminal background checks.
- Collaborated with San Francisco Interfaith Coalition for Human Rights regarding Sanctuary City ordinance enforcement.
- Met with Supervisor Weiner and Department of Public Health regarding discrimination against Transgendered persons in Healthy SF.
- Met with visitors from Belarus on human trafficking issues.

Advocacy

- Investigated the first of its kind complaint based on the Sanctuary City Ordinance.
- Investigated and mediated various transgender discrimination complaints.
- Launched the formal implementation of the recommendations made in the 2011 AAMEMSA Report.
- Issued various letters to CA State Assembly in support of Domestic Workers' Bill of Rights.
- Launched the formal implementation of recommendations made by HRC's 2011 Bisexuality Invisibility Report.
- Meeting with Department of Public Health to discuss necessity for including transgender health care in HealthySF.
- Issued an Executive Directive affirming the City's commitment to the retention and reinvigoration of the African American Community and the implementation of the recommendations found in the equity and disparity reports from 1993-2010.
- Issued letter for formal adoption by the HRC Commissioners on HRC's support of the Trust Act.
- Issued letter to Minnesota Department of Human Rights regarding discrimination of African American Transgender inmates.
- Issued letter to HUD regarding barriers to housing for persons with convictions.
- Presented the School Board Curriculum Subcommittee with HRC resolution for LGBTQ student rights.
- Issued letter for formal adoption by the HRC Commissioners on the creation of a task force for LGBT Seniors.

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Discrimination Division

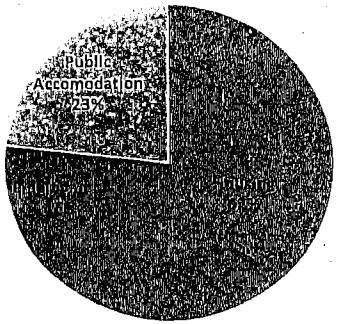
FY11-12 Performance Data

Number of Inquries and Intakes:
1560

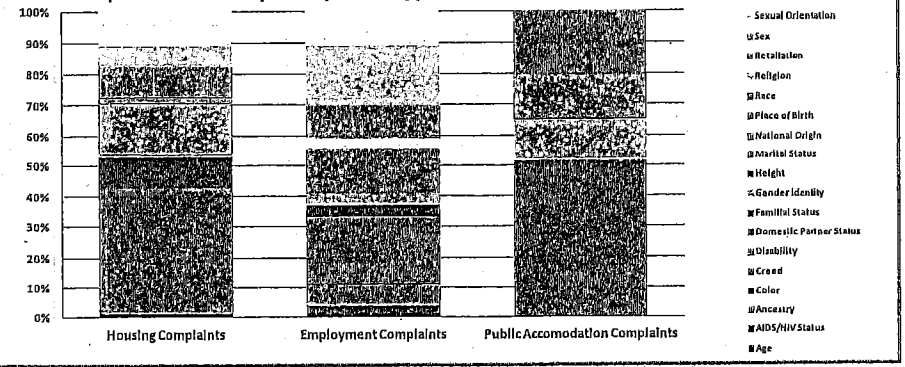
Complaint Type Most Filed or Settled by HRC:
Housing Complaints

Protected Class Most Raised in Any Complaint Type Filed or Settled:
Discrimination based on *Disability*

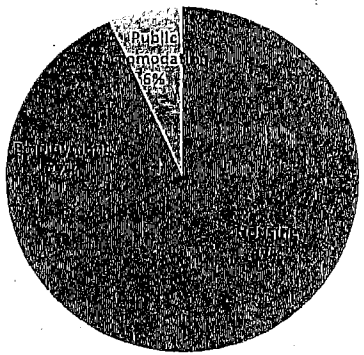
Complaints Filed by Complaint Type



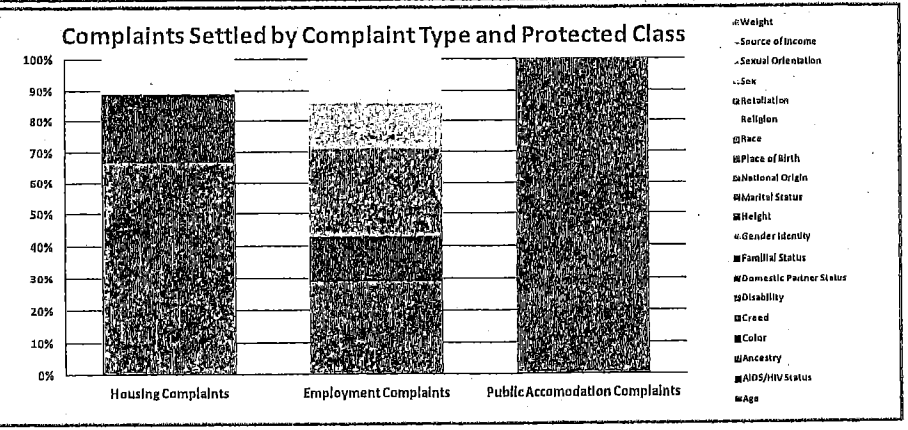
Complaints Filed by Complaint Type and Protected Class



Complaints Settled by Complaint Type



Complaints Settled by Complaint Type and Protected Class



1038

Current Projects and Initiatives

Other Initiatives

Sanctuary City Ordinance Enforcement and Drop the "I-Word" Campaign

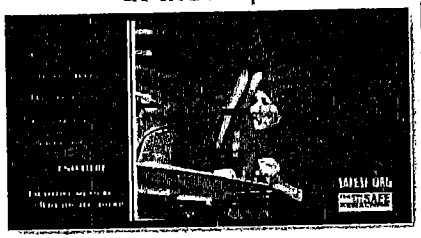
Purpose:

Enforce San Francisco's Sanctuary Ordinance, investigate all complaints of discrimination by city employees and educate the public about discrimination faced by undocumented immigrants.

Process:

Work with all City agencies, community organizations and non profits to raise awareness about SCO and its enforcement. Document daily uses of "illegal immigrant" in local media and educate the public and the local media regarding the marginalizing and dehumanizing impact of use the term "illegal" instead of "undocumented" when referring to this segment of the population.

Profiling of Arab, African, Middle Eastern, Muslim and South Asians Communities at the Airport



Purpose:

Promote fair and equal treatment at San Francisco airport for travelers and lessen inappropriate questioning and searching based on race, religion or national origin, and other protected categories.

Process:

Create accountability and provide know your rights information to travelers. Document instances of profiling of Arab, African, Middle Eastern, Muslim and South Asians and other communities traveling through SFP. Work with TSA and CBP to improve conditions for travelers and advise them of their rights. Provide training to TSA and CBP on cultural competency and best practices.

Reduce Barriers for Persons with Prior Arrest and Conviction Records

Purpose:

Reduce barriers to employment and housing for persons with prior arrest and conviction records given that studies consistently show that despite relatively equal rates of drug use among racial/ethnic groups, people of color, particularly African Americans and Latinos, are disproportionately arrested, prosecuted, and sent to prison for drug crimes and, as such, are disproportionately and unfairly impacted by such barriers.

Process:

Continue holding hearings amongst all stakeholders. Submit HRC's findings and policy recommendations to federal, state and local policy makers, including U.S. Equal Employment Office, and Department of Housing and Urban Development.

Youth Sensitivity and Cultural Competency Training Module

Purpose:

Raise anti-bullying awareness through education and training pursuant to Chapter 12N of the San Francisco Administrative Code which requires all City departments to provide lesbian, gay, bisexual, transgender sensitivity training to all staff who have direct contact with youth, or whose work directly affects youth. San Francisco is the first city in the country currently involved in a project of this nature.

Process:

Collaborate with the San Francisco Youth Commission, the Department of Public Health and Bayview Hunters Point Center for Arts Technology (BAYCAT) to create a web based module that will be conceptually similar to the "Its Gets Better" video series.

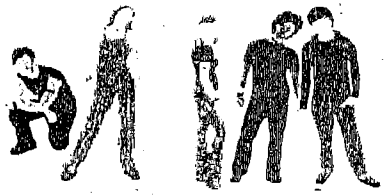
1039

Current Projects and Initiatives

LGBT Initiatives

LGBTQ Youth Workgroup

Empower LGBTQ youth and ensure that they are receiving quality services at school to better promote healthier lives. Create a system of accountability for all components of Resolution No. 912-8A3; identify any gaps in services to ensure LGBTQ youth are adequately served; and generate a report to document all findings.

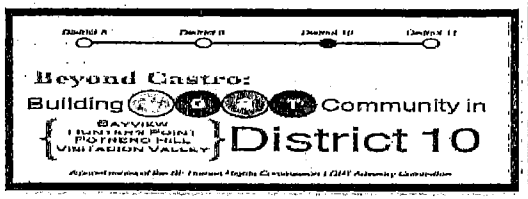


LGBT & Faith Communities

Create a dialogue between the LGBT community and faith communities to build mutual respect and create channels in which LGBT groups and faith groups can work together to identify common issues.

LGBT Housing Group

Identify and provide policy recommendations to address the issues faced by the homeless and marginally housed LGBT community, with a particular focus on people living with disability and HIV/AIDs. Provide specific policy recommendations to policy makers to increase safety, opportunity and access for this group.

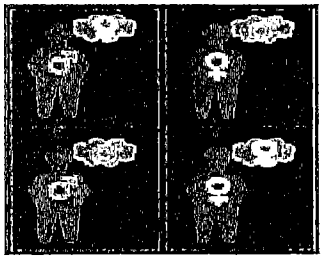


Beyond Castro

Highlight issues of race and ethnicity in the LGBT community and increase awareness and inclusivity for programs and services that meet specific and unique needs of the LGBT community in District 10, the Mission, and the Tenderloin.

Impact of Bisexual Invisibility

Increase awareness within the LGT and heterosexual communities that dismissal, lack of recognition, and suppression of bisexual identity has serious consequences on bisexuals' health, economic well-being, and funding for bi organizations and programs.



1040

Current Projects and Initiatives

2012 Human Rights Commission HERO Awards

HRC "HERO" Awards

Established in 2012, HRC's HERO awards recognizes local "unsung heroes" for their outstanding contributions in the field of human rights advocacy and for local organizations whose programming advances equity in education for youth in vulnerable communities throughout the City and County of San Francisco. Nominees are submitted by the community; finalists are selected based on their demonstrated commitment to human rights, community service and fostering positive change in and throughout the City's diverse and multicultural communities.

HERO Legacy Award for Lifetime Achievement in Human Rights Advocacy

Reverend Amos Brown – Pastor, Third Baptist Church and President, NAACP (San Francisco Chapter); 2009 Mayor's Task Force on African American Out-Migration.

Aileen Hernandez – Civil Rights Activist and Chair, 2009 Mayor's Task Force on African American Out-Migration.

Doris Ward – Former County Supervisor and Assessor; 2009 Mayor's Task Force on African American Out-Migration

Espanola Jackson – Southeast Community Facility Commission and Community Icon.

HERO Award for Outstanding Contribution in Human Rights Advocacy

Jose Romero – Bayview Hunters Point Community Activist and LGBT Youth/Diversity Advocate

Karena Franses – MSW, LCSW– Social Worker, Compassion Specialist and Advocate for persons living with HIV/AIDS

HERO Award for Outstanding Contribution toward Equity in Education

The Omega Boys Club Leadership Academy – Provides academic development and life skills education, including college preparation and scholarship support serving youth in marginalized communities in San Francisco.

Japanese Community Youth Council (JCYC) Educational Hub – Assists low income youth that have the potential to be the first generation of their family to graduate from high school and enroll in a program of postsecondary education.

1041

Current Projects and Initiatives

2012 African American Community Empowerment Initiative

The African American Leadership Council

In 2012, HRC's policy group under the direction of Executive Director Theresa Sparks formally launched the African American Leadership Council (AALC). AALC, composed entirely of the members of the community, will serves as a conduit between the African American Community and City government to create measures by which to address "Black Flight", ensure that the needs of this community are heard, and improve the quality of life for African Americans in San Francisco .

2012 African American Community Empowerment Initiative

Purpose: Address, prevent and remediate the negative impact of the "out-migration" of the African American community in San Francisco by implementing the findings and recommendations of numerous reports, spanning more than two decades, which examine the parity of the African American community in San Francisco

Outcome: Ensure greater inclusiveness and representation of the African American community at the policy and decision-making level where the community is disproportionally impacted and foster the retention of African Americans to San Francisco, a city renowned for its diverse and multicultural landscape and its commitment to the inclusion of all its ethnic communities toward the City's overall economic viability, industry and commerce.

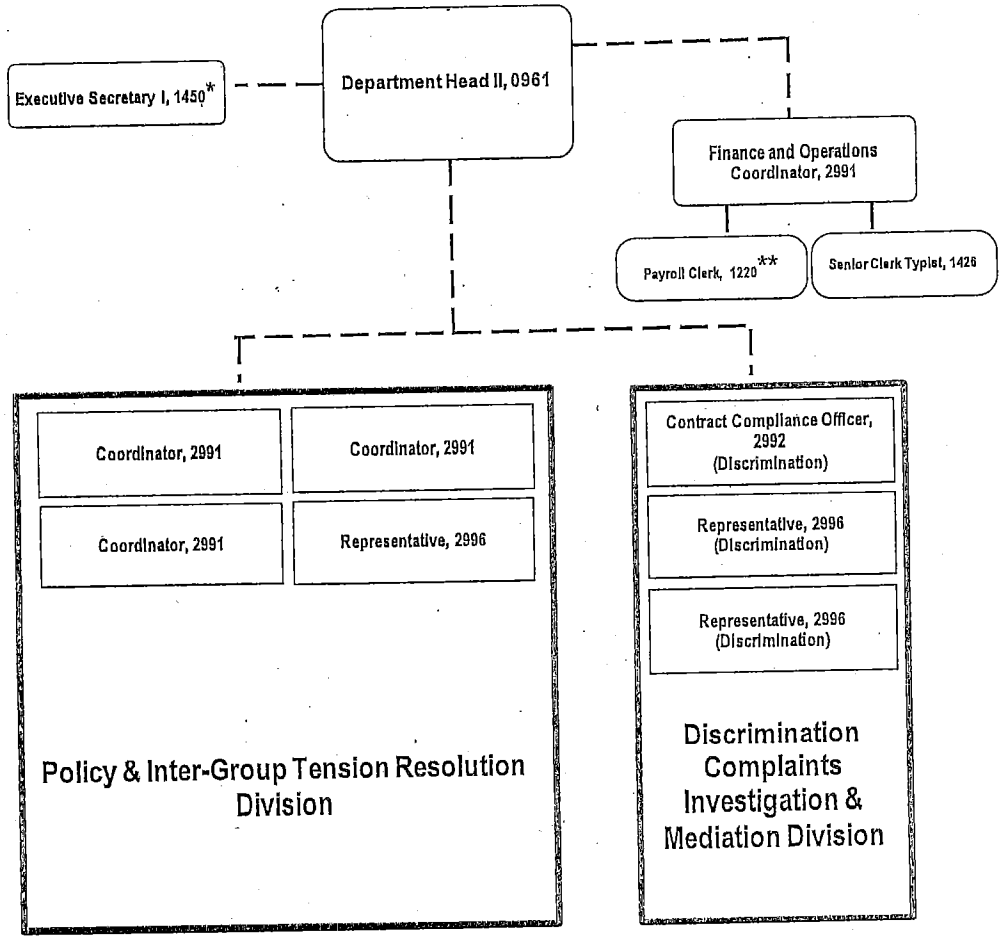
Process:

- Establish a city-wide cultural competency and sensitivity action plan to counter the popular sentiment that San Francisco does not embrace or support the African American community at the same level of other ethnic communities in the City.
- Create a Minority Youth Economic, Civic and Vocational Internship/Mentorship Program to groom young African Americans to become leaders in their communities.
- Develop a mechanism whereby City leaders and agencies have to inform the community of any potential action plans that advance the City's commitment to implement the recommendations found in the various equity and disparity reports.
- Create opportunities for African American community stakeholders to experience the behind the scenes methodology by which public policy is created.
- Direct greater resources to Community Benefits Organizations and non-profits that can assist in community development and economic growth.

1042

FY12-14: Positions

HRC's Two-Year Organizational Chart and ASO Summary



FY12-14 ASO

Class	Title	FTE Count
0962	Department Head II	1
1220	Payroll Clerk	1
1426	Senior Clerk Typist	1
1450	Executive Secretary I	1
2991	Coordinator	4
2992	Contract Compliance Officer	1
2996	Representative	3
	Total	**12**

1043

* *Also performs Commission Secretary functions.*

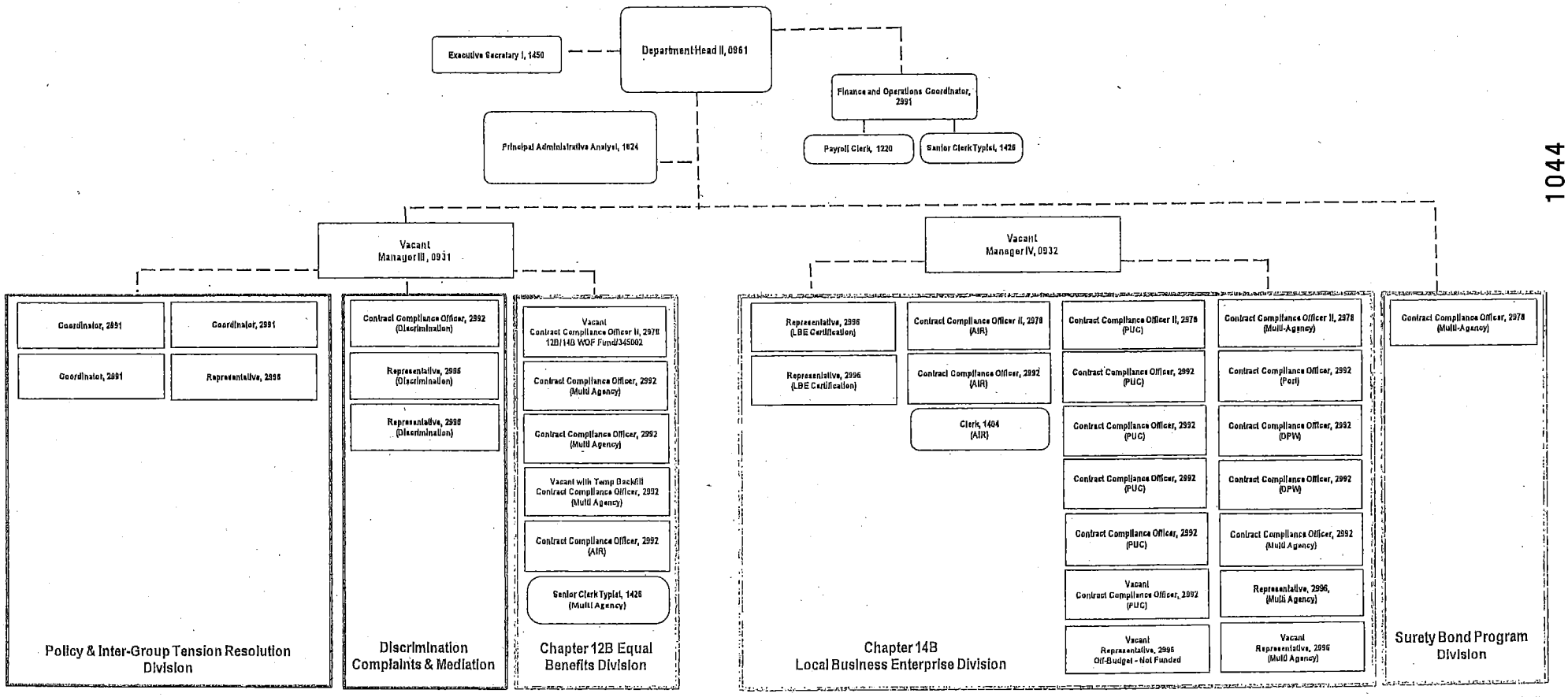
** *Also performs all FAMIS accounting, purchasing and back up to front desk functions.*

FY12-14: Positions

Transfer of Functions from HRC to General Services Agency

Total staff remaining at HRC (all boxes in green): 12

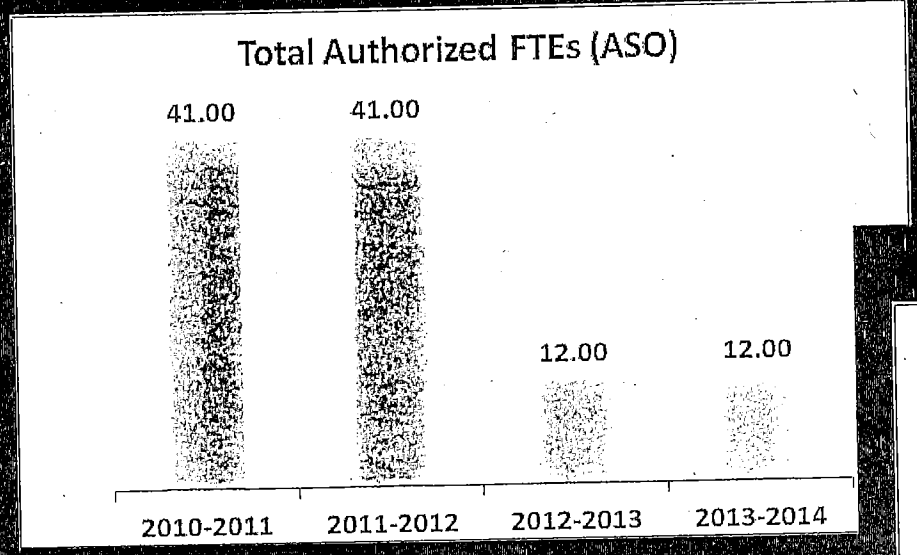
Total staff transferred to General Services Agency (all boxes in grey): 29



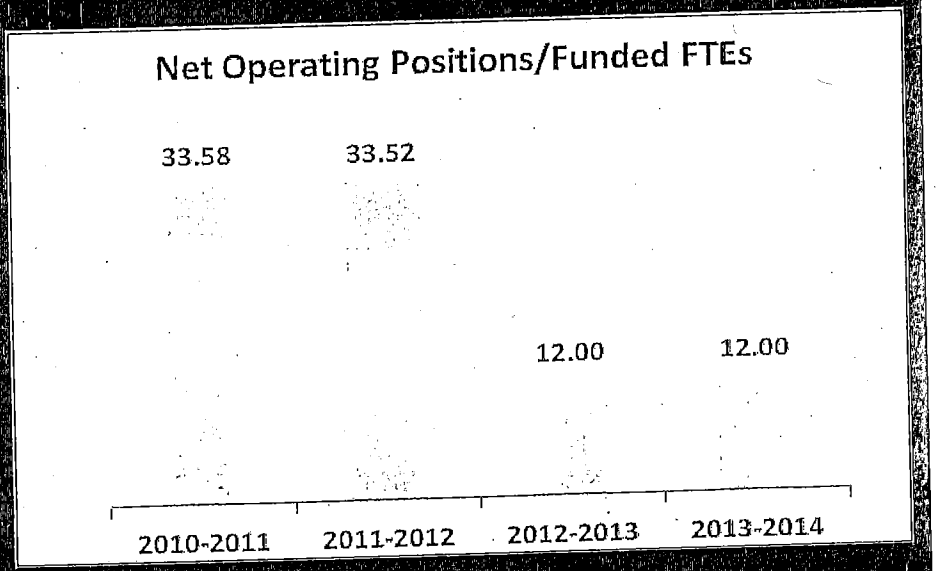
1044

FY12-14: Positions

Changes to Authorized and Funded FTEs



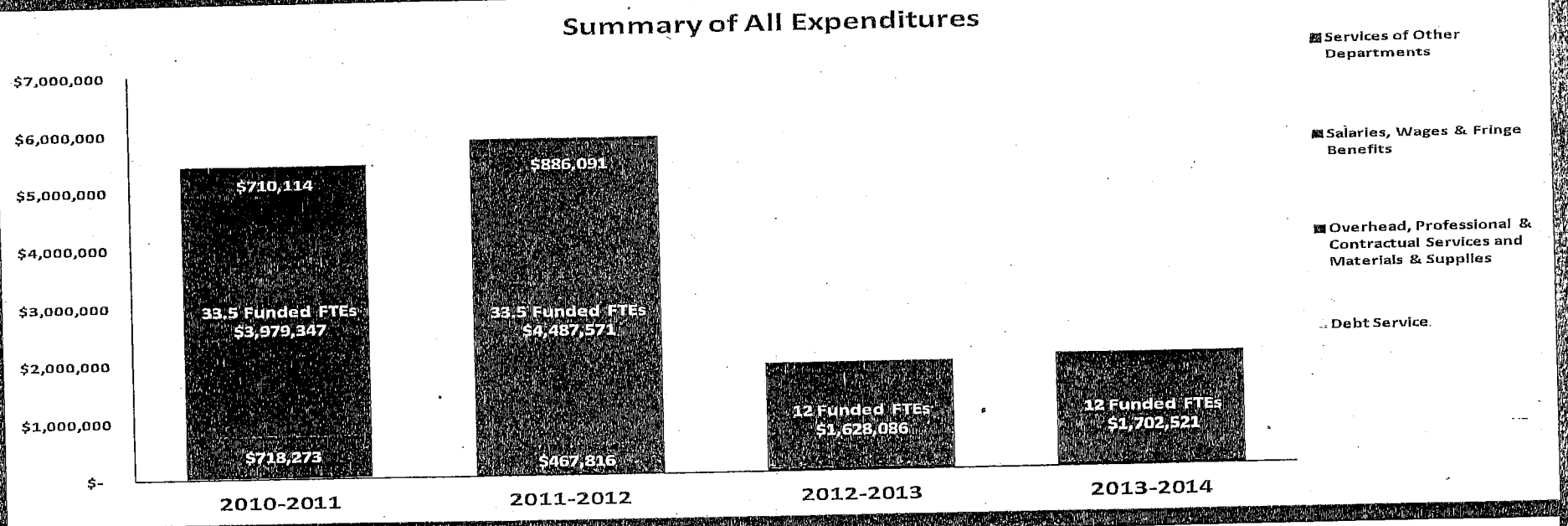
FY 12-14 :
71% reduction in *authorized* FTEs



FY 12-14 :
64% reduction in *funded* FTEs

1045

FY12-14: Uses



Year to Year Comparison	2011-2012	2012-2013	2013-2014
Salaries, Wages & Fringe Benefits	13%	-64%	4%
Overhead, Professional & Contractual Services and Materials & Supplies	-35%	-92%	0%
Debt Service	-100%	0%	0%
Services of Other Departments	25%	-78%	0%
Total	**8%**	**-68%**	**4%**

1046

FY12-14: Sources

General Fund

GENERAL FUND (FY12-14)	FY11-12	FY12-13			FY 13-14		
	BY Original Amount	BY Mayor Amount	Change over BY Original Amount ($)	Change over BY Original Amount (%)	BY+1 Mayor Amount	Change over BY Original Amount ($)	Change over BY Original Amount (%)
GENERAL FUND	933,501	1,215,774	282,273	30%	1,224,717	8,943	1%
EXP REC FR ADMINISTRATIVE SERVICES (AAO)	-	647,946	647,946	NA	713,438	65,492	10%
TOTAL	**933,501**	**1,863,720**	**930,219**	100%	**1,938,155**	**74,435**	4%

In the proposed budgets for fiscal years 2013 and 2014, HRC's overhead and staff will be funded by a combination of General Fund support and work order recoveries from Administrative Services. The work order recoveries from Administrative Services in FY 2012-14 is intended to facilitate the transfer of functions and assist GSA in matters previously dealt with by HRC over the last two decades with regard to the Equal Benefits, LBE and Surety Bond Programs.

New Funding Sources?

Beginning in FY12-13, HRC will seek new funding sources which will include one or more of the following:

Dedicated funding source similar to those secured by other City agencies, including the Department of Environment, the Arts Commission, the Rent and Arbitration Board and the Department of Building Inspections.

Federal grants from various federal agencies, including HUD, Department of Justice and Department of Labor.

Private grants from various private foundations which share the vision and goals of the SFHRC through the assistance of the newly reconstituted Friends of HRC.

1047

FY12-14: Sources

12B/14B and Surety Bond Work Order Funds

12B/14B Work Order: Redirected to Admin Services

12B/14B WOF FUND RECOVERIES (FY12-14)		FY 12-14 BY Original Amount	BY Mayor Amount	Change over BY Original Amount ($)	Change over BY Original Amount (%)
EXP REC FR AIRPORT (AAO)	086AC	525,783	-	-525,783	-100%
EXP REC FR ADMINISTRATIVE SERVICES (AAO)	086AD	28,730	-	-28,730	-100%
EXP REC FR BLDG INSPECTION (AAO)	086BI	42,387	-	-42,387	-100%
EXP REC FR ENVIRONMENT (AAO)	086EV	57,870	-	-57,870	-100%
EXP REC FR SF GENERAL HOSPITAL (AAO)	086HG	209,939	-	-209,939	-100%
EXP REC FR PUBLIC LIBRARY (AAO)	086LB	11,033	-	-11,033	-100%
EXP REC FR PORT COMMISSION (AAO)	086PO	216,332	-	-216,332	-100%
EXP REC FR PUBLIC TRANSPORTATION(AAO)	086PT	129,279	-	-129,279	-100%
EXP REC FR PUBLIC WORKS (AAO)	086PW	888,551	-	-888,551	-100%
EXP REC FR REAL ESTATE (AAO)	086RE	116,364	-	-116,364	-100%
EXP REC FR REC & PARK (AAO)	086RP	85,246	-	-85,246	-100%
EXP REC FR SHERIFF (AAO)	086SH	49,253	-	-49,253	-100%
EXP REC FR HUMAN SERVICES (AAO)	086SS	62,272	-	-62,272	-100%
EXP REC FROM ISD (AAO)	086TI	88,661	-	-88,661	-100%
EXP REC FR PUC (AAO)	086UC	1,765,071	-	-1,765,071	-100%
EXP REC FR MAYOR (NON-AAO)	087MY	60,034	-	-60,034	-100%
TOTAL 12B/14B WOF FUND RECOVERIES		**4,336,805**	**-**	**-4,336,805**	**-100%**

Surety Bond Work Orders: Redirected to Risk Management

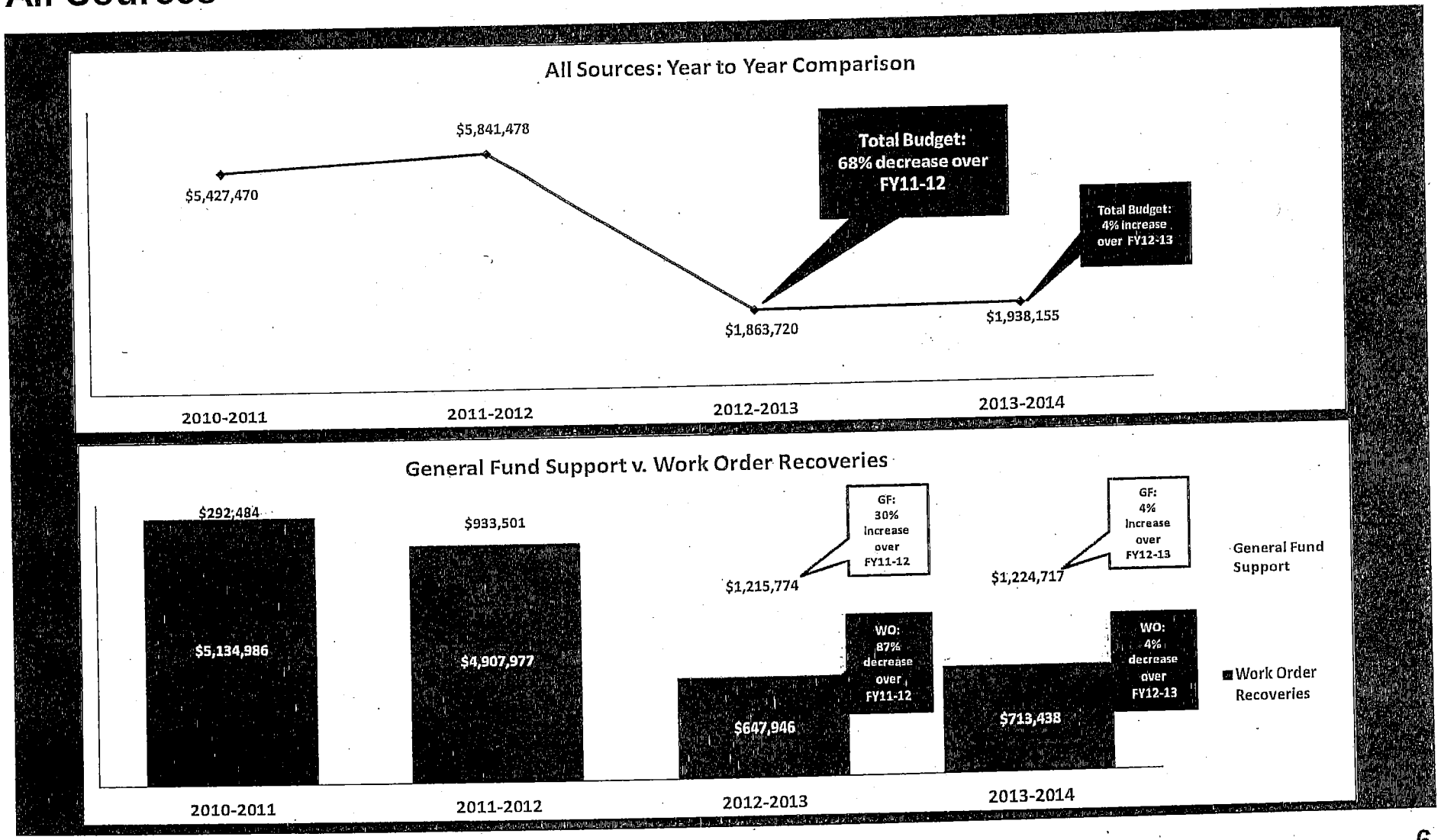
SURETY BOND FUND RECOVERIES (FY12-14)	FY 12-14 BY Original Amount	BY Mayor Amount	Change over BY Original Amount ($)	Change over BY Original Amount (%)
EXP REC FR AIRPORT (AAO)	85,455	-	-85,455	-100%
EXP REC FR ADMINISTRATIVE SERVICES (AAO)	21,364	-	-21,364	-100%
EXP REC FR PORT COMMISSION (AAO)	37,076	-	-37,076	-100%
EXP REC FR PUBLIC TRANSPORTATION(AAO)	85,455	-	-85,455	-100%
EXP REC FR PUBLIC WORKS (AAO)	85,456	-	-85,456	-100%
EXP REC FR REC & PARK (AAO)	42,727	-	-42,727	-100%
EXP REC FR PUC (AAO)	213,639	-	-213,639	-100%
TOTAL SURETY BOND FUND RECOVERIES	**571,172**	**-**	**-571,172**	**-100%**

Beginning FY12-13, the General Services Agency will oversee Chapter 12B Equal Benefits Program, Chapter 14B LBE Program, and Chapter 14B Surety Bond Program. All work orders between HRC and the above-mentioned agencies will now be redirected to Administrative Services (who will be overseeing Chapter 12B Equal Benefits and Chapter 14B LBE Programs) and Risk Management (who will be overseeing Chapter 14B Surety Bond Program).

1048

FY12-14: Sources

All Sources



1049

FY12-14: Budget Outlook

HRC BUDGET HISTORICAL COMPARISON	2010-2011	2011-2012	2012-2013		2013-2014	
	Actual	Original Budget	Proposed Budget	$ Chg from 2011-12	Proposed Budget	$ Chg from 2012-13
POSITIONS						
Total Authorized FTEs (ASO)	41.00	41.00	12.00	-29.00	12.00	0.00
Non-Funded FTEs (Includes off budget and attrition FTEs)	(7.42)	(7.48)	0.00		0.00	
Net Operating Positions/Funded FTEs	**33.58**	**33.52**	**12.00**	**-21.52**	**12.00**	**0.00**
SOURCES						
Charges for Services	264	0	0	0	0	0
Work Order Recoveries	$ 5,134,986	$ 4,907,977	$ 647,946	$ (4,260,031)	$ 713,438	$ 65,492
General Fund Support	$ 292,484	$ 933,501	$ 1,215,774	$ 282,273	$ 1,224,717	$ 8,943
Sources Total	**$ 5,427,734**	**$ 5,841,478**	**$ 1,863,720**	**$ (3,977,758)**	**$ 1,938,155**	**$ 74,435**
USES- OPERATING EXPENDITURES						
Salaries, Wages & Fringe Benefits	$ 3,979,347	$ 4,487,571	$ 1,628,086	$ (2,859,485)	$ 1,702,521	$ 74,435
Overhead (020 Character/CALCAP)	$ 284,307	$ 49,896	$ -	$ (49,896)	$ -	$ -
Professional & Contractual Services (021 Character)	$ 421,118	$ 396,345	$ 34,300	$ (362,045)	$ 34,300	$ -
Materials & Supplies (041 Character)	$ 12,848	$ 21,575	$ 5,000	$ (16,575)	$ 5,000	$ -
Debt Service (070 Character)	$ 20,000	$ -	$ -	$ -	$ -	$ -
Services of Other Departments (081 Character)	$ 710,114	$ 886,091	$ 196,334	$ (689,757)	$ 196,334	$ -
Uses-Operating Expenditures Total	**$ 5,427,734**	**$ 5,841,478**	**$ 1,863,720**	**$ (3,977,758)**	**$ 1,938,155**	**$ 74,435**
USES BY PROGRAM RECAP						
Human Rights Commission	$ 5,427,734	$ 5,841,478	$ 1,863,720	$ (3,977,758)	$ 1,938,155	$ 74,435
Uses by Program Recap total	**$ 5,427,734**	**$ 5,841,478**	**$ 1,863,720**	**$ (3,977,758)**	**$ 1,938,155**	**$ 74,435**

1050

Divisions and Programs

FY 11-12

Policy & Inter-Group Tension Resolution Division

Discrimination Complaints
Investigation & Mediation Division

Chapter 12B Equal Benefits Division

Chapter 14B Local Business Enterprise Division

Surety Bond and Financing Assistance Division

Total Program Areas: Five

FY 12-14

Policy & Inter-Group Tension Resolution Division

Discrimination Complaints
Investigation & Mediation Division

12B Equal Benefits Division moved to Administrative Services under the General Services Agency

14B LBE Division moved to Administrative Services under the General Services Agency

Surety Bond Division moved to Risk Management under the General Services Agency

Total Program Areas: Two

1051

Agency Background

The San Francisco Human Rights Commission provides leadership and advocacy in securing, protecting and promoting human rights for all people.

- Sanctuary City Enforcement
- Hate Crime Coalition
- Human Trafficking Collaborative
- Anti-Bullying Programs

- Studies, investigates and mediates all incidents of discrimination and intergroup tension.
- Prepares, encourages and coordinates programs of voluntary affirmative action.
- Prepares and disseminates educational materials relating to prejudice and discrimination.
- Provides guidance and technical assistance private persons, public agencies and private institutions.

1052

Established: 1964

Charter Commission: 1990

Agenda

* *Denotes topics requested by Supervisor Carmen Chu*

Topic	Slide Number(s)
Agency Background	3
*Divisions and Programs	4
*FY12-14: Budget Outlook	5
*FY12-14: Sources	6-8
*FY12-14: Uses	9
*FY12-14: Positions	10-12
Current Projects and Initiatives	13-16
Discrimination Division FY11-12 Performance Data	17
Policy Division FY11-12 Performance Data	18-19
*Job Creation and Summer Youth Employment Opportunities	20-21

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San Francisco Human Rights Commission FY12-14 Budget Presentation to the Board of Supervisors

June 18, 2012

Theresa Sparks
Executive Director

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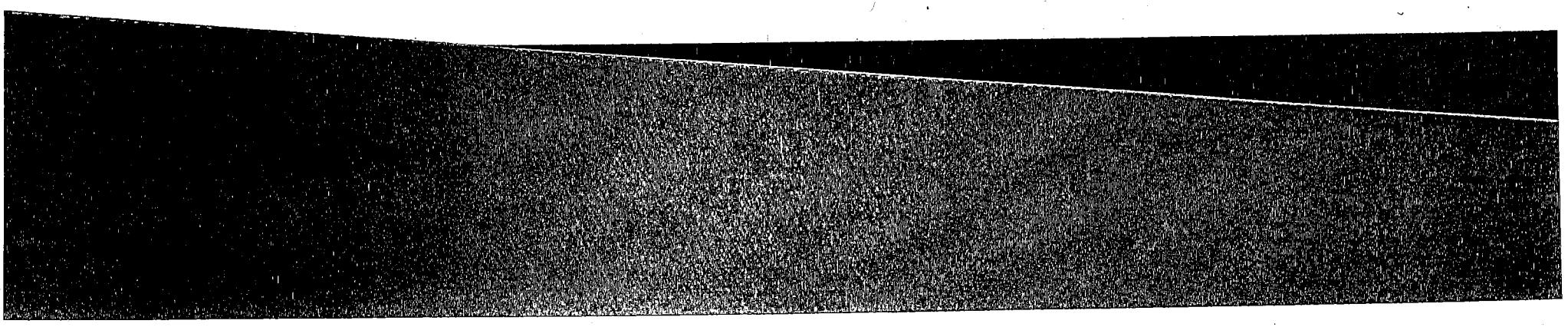


QUESTIONS

Language Access

- Provide the public materials and information in multiple languages
  - Informational brochure is printed in English, Spanish, and Chinese
    - Available at the front counter in the Office of the Clerk of the Board
  - All pages on the department's website can be translated by using the Google Translate tool featured on every page
  - "Speaker cards" contain information in English, Chinese, and Spanish
  - Interpretation and Translation services provided upon request

1057

SUMMER YOUTH EMPLOYMENT

- Youth Commission
  - Mission to advise the Mayor and the Board of Supervisors on youth-related policy and law
  - Works year-round with various agencies in our community to promote jobs for youth in San Francisco
  - In FY 2011-2012, worked in close partnership with the San Francisco Youth Employment Coalition to make San Francisco's Summer Jobs+ program a reality
  - Successfully promoted the inclusion of "youth involvement plans" in future real estate, tax break, and other development deals between the City and the private sector

- Expanded participation in YouthWorks in summer 2012
  - 11 placements 2011-2012 school year
  - 15 placements summer 2012
    - Youth Commission
    - Supervisors' offices
    - Assessment Appeals Board
    - Office of the Clerk of the Board

1058

Staffing Plan

Staff transitions

- Matching job classifications to business needs in the Clerk's Office
- Using training programs for career ladder and cost savings

Reclassifications

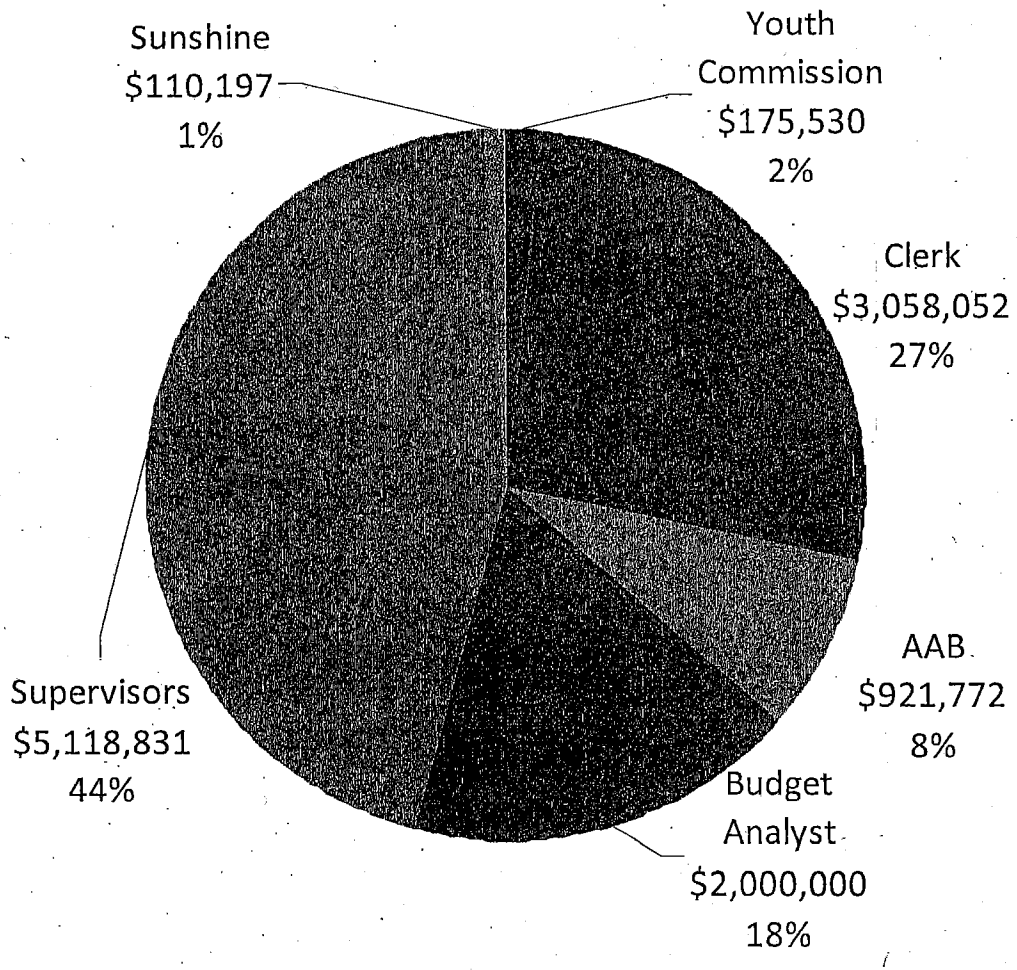
- Substituted 0922 Manager I to 1823 Senior Administrative Analyst
- Potential substitution of 1023 to 1052 Business Analyst II for IT business/work process analysis and project management

Apprenticeships and Training

- 1492 Assistant Clerk – Committee Clerk
  - Three filled at apprenticeship level for two year training
- 1652 Accountant II
  - Using Controller's internship program to backfill retirement
  - Potential for work order if scope of role is reduced and if another department has the capacity to absorb this work

1059

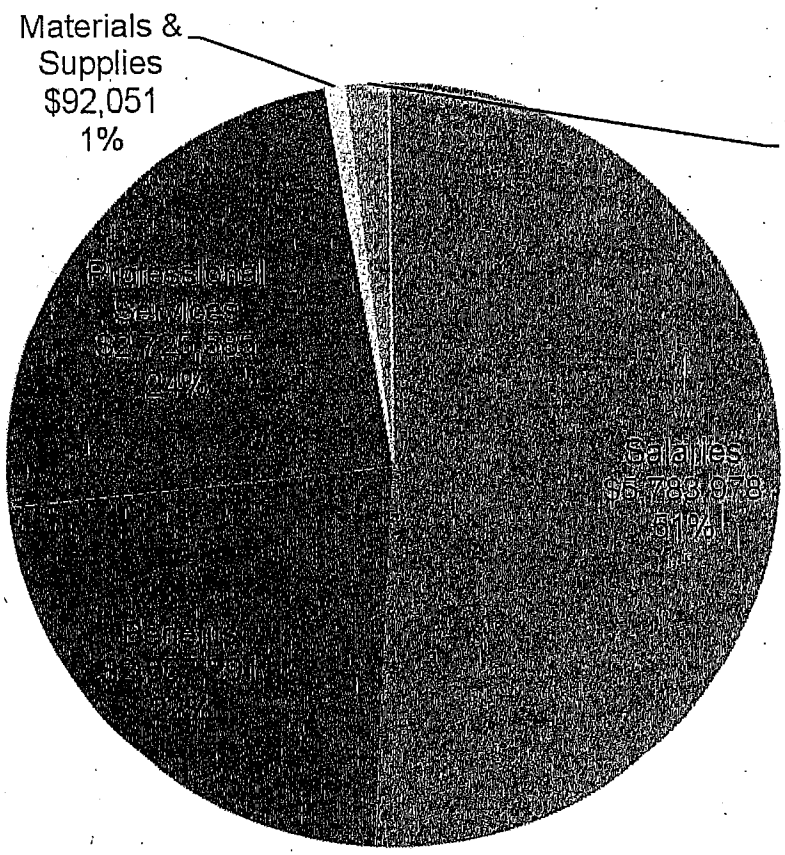
FY 2012-2013 Proposed Budget: By Division



Division	Current Year	Change
Youth	169,933	5,597
Clerk	2,706,898	351,154
AAB	578,457	343,315
Budget	2,050,000	(50,000)
Supervisors	4,942,952	175,879
Sunshine	172,957	(62,760)
LAFCO	0	0

1060

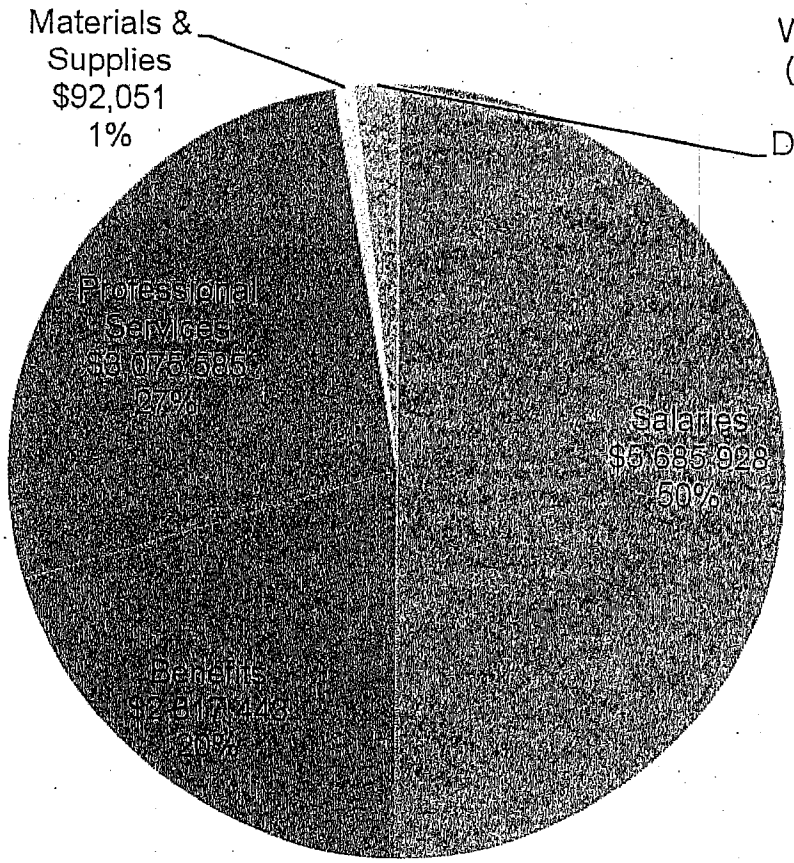
FY 2013-2014 Budget: By Expense Type



- 73% of budget is salaries and benefits
- 1% of the budget is allocated to all departmental office materials and supplies
- Of professional services 91% are for:
  - Budget & Legislative Analyst
  - CAFR
  - Citywide Memberships
  - AAB Project
- All other services include:
  - Multi-function printer leases/copier charges
  - Services purchased from Supervisors' legislative accounts
  - Advertising

1061

FY 2012-2013 Proposed Budget: By expense Type



- 70% of the budget is salaries and benefits
- 1% of the budget is allocated to all departmental office materials and supplies
- Of professional services 92% are for:
  - Budget & Legislative Analyst
  - CAFR
  - Citywide Memberships
  - AAB Project
- All other professional services include:
  - Multi-function printer leases/copier charges
  - Services purchased from Supervisors' legislative accounts
  - Advertising

1062

Major Expenses and Revenues

- Total expenditures $11.4M
  - $8.0M and $8.3M for salaries and benefits (70% and 73% of total)
  - $2.0M for budget and legislative analysis (18% of total)
  - $1.4M and $1.0M all other costs (12% and 9% of total)
    - Assessment Appeals Board COIT project (12-13 only)
    - Comprehensive Annual Financial Report (CAFR) contract
    - Work orders
    - Materials & supplies
    - Non-personnel services

- Total revenues $465,250 and $435,250
  - Assessment appeals projected to remain high, but begin to return to usual levels in FY 2013-2014

1063

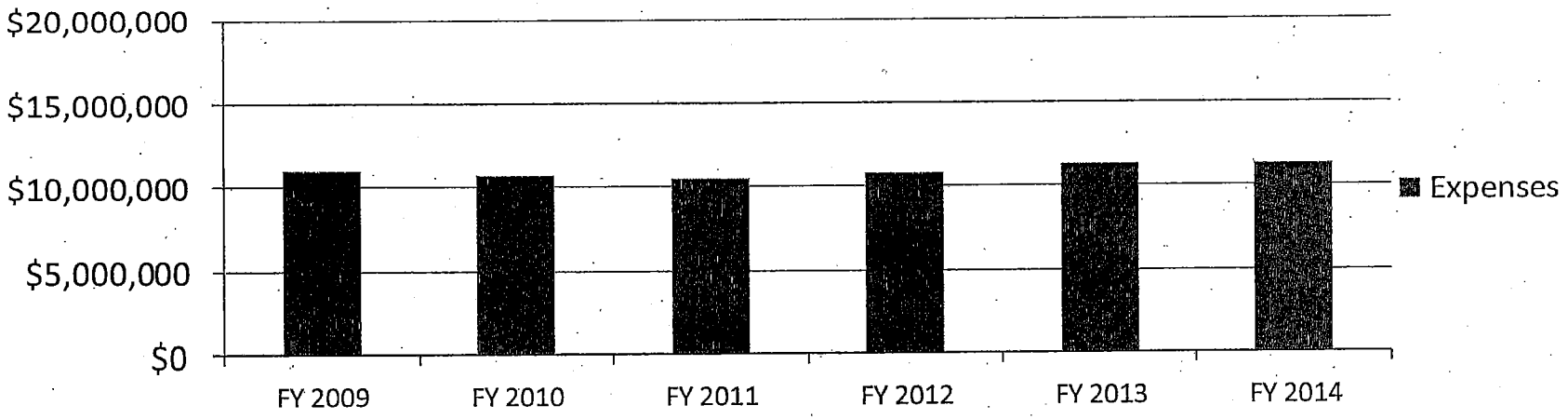
Major Department Initiatives

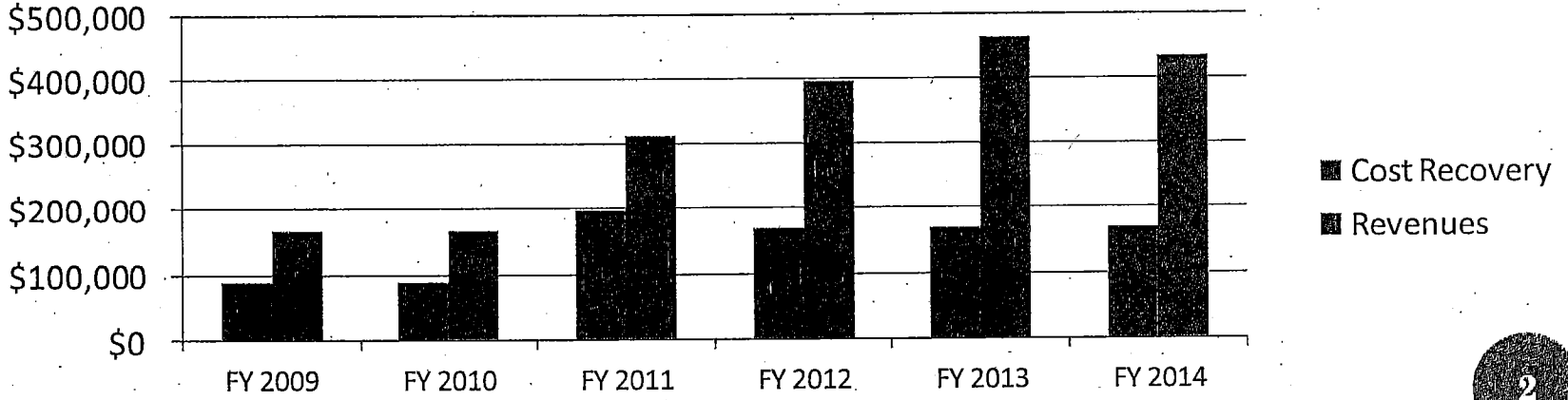
- Assessment Appeals Board
  - Tracking system replacement
    - COIT funded for $350,000
    - To replace unsupported, outdated system

- Records Management
  - Position substituted from 0922 to 1823 classification
    - $23,000 savings
  - COIT funding request pending for FY 13-14 records digitization project
    - $400,000 request

1064

EXPENDITURE AND REVENUE BUDGETS
HISTORICAL AND PROPOSED





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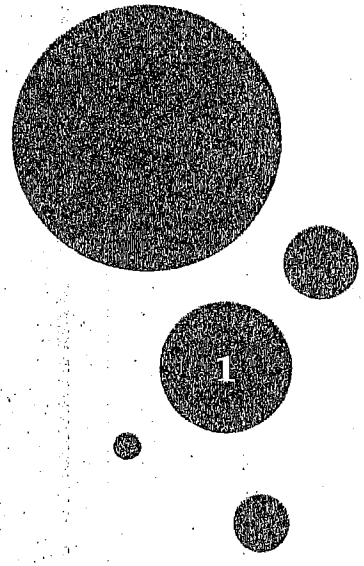

BOARD OF SUPERVISORS

FY 2012-2013 and FY 2013-2014 Proposed Budgets

June 18, 2012

1066

ETHICS COMMISSION
CITY AND COUNTY OF SAN FRANCISCO

BENEDICT Y. HUR
CHAIRPERSON

JAMIENNE S. STUDLEY
VICE-CHAIRPERSON

BEVERLY HAYON
COMMISSIONER

DOROTHY S. LIU
COMMISSIONER

PAUL A. RENNE
COMMISSIONER

JOHN ST. CROIX
EXECUTIVE DIRECTOR

Date: June 18, 2012

To: Board of Supervisors Budget Committee

From: John St. Croix, Executive Director

Re: FY 12-14 Budget for Ethics Commission

1) Two-year budget outlook: The Commission's budget for FY 12-14 is relatively stable. The bulk of the Commission's expenditures come from salary and benefits – because the Commission substituted four higher paid positions to four lower paid positions in FY 11-12, it will experience $59,077 salary savings in FY 13 and $51,253 savings in FY 14. The Commission does not anticipate the creation of any new positions; however, it hopes to be able to fill an investigator position that has remained vacant to meet expected attrition savings goals.

The other major cost in the Commission's budget is the public financing program. Recent changes to the Campaign Finance Reform Ordinance increased the eligibility thresholds for supervisorial candidates and capped the maximum amount of public funds at $152,500 for incumbents or $155,000 for non-incumbents. The projected disbursement of public funds for the November 2012 election is $1,343,380. (The next election will not occur until November 2014, and disbursements of public funds for that election may not begin until mid-June 2014, near the end of FY 13-14.)

2) Major department initiatives and their budget/operational impacts: In the next two fiscal years, the Commission will propose legislation to allow it to designate the electronic version of campaign finance filings as the official record, thereby eliminating the need for paper filings. The Commission may also approve regulations to move to an all electronic campaign consultant filing system. This too would eliminate the need for paper filings. Reducing paper filings would enable staff to work on other mandates other than scanning documents to put them on our website.

3) FTE changes: None.

4) Job creation and summer youth employment opportunities: The Commission lacks funding to provide such opportunities.

5) Department's efforts in Language Access: In December 2011, our annual survey determined that we serve 0% LESPs. On inquiries regarding issues that are within our jurisdiction, our staff who speak Spanish, Cantonese, and Mandarin have been able to address them.

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25 Van Ness Avenue, Suite 220 • San Francisco, CA 94102-6053• Phone (415) 252-3100• Fax (415) 252-3112
E-Mail Address: ethics.commission@sfgov.org Web site: http://www.sfethics.org

ETHICS COMMISSION
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DEPARTMENT OF ELECTIONS | CITY & COUNTY OF SAN FRANCISCO

Department's Efforts in Language Access

- **26 bilingual employees certified by DHR in public contact positions**
  - (13 Cantonese, 5 Mandarin, 3 Russian, 8 Spanish, 1 Tagalog - the breakdown of languages spoken exceeds the number of total bilingual staff because some employees speak more than one language)
- **Dedicated telephone lines**
  - Provide election-related information in Cantonese, Mandarin, and Spanish
- **Protocol for serving limited-English proficiency voters in crisis or emergency situations** (e.g., postponement or cancellation of an election if ordered by the Governor of California)

Department's Efforts in Language Access

❖ Bilingual Poll Worker Program

- As many as 1,000 bilingual poll workers are recruited to provide language assistance in Cantonese, Mandarin, and Spanish to voters on Election Day

❖ Outreach and Education Program

- All official election materials and outreach presentations are provided in English, Chinese, and Spanish (i.e., official ballots, Voter Information pamphlets, Vote-by-Mail applications, Voter Registration forms, voter notices, polling place materials and signage, voter education brochures)
- Partnership with mass media outlets in the Chinese and Spanish communities to raise awareness of the election and requirements to participate

DEPARTMENT OF ELECTIONS | CITY & COUNTY OF SAN FRANCISCO

Job Creation and Summer Youth Employment Opportunities

❖ Administers High School Student Poll Worker Program

- Nearly 1,300 students are recruited for each election
  - get an inside look at the election by working at polling places on Election Day
  - receive $122 stipend

❖ Supports San Francisco YouthWorks High School Internship Program

- 2-3 interns perform administrative and clerical work related to the Department's operations

1071

DEPARTMENT OF ELECTIONS | CITY & COUNTY OF SAN FRANCISCO

New Initiatives and Positions

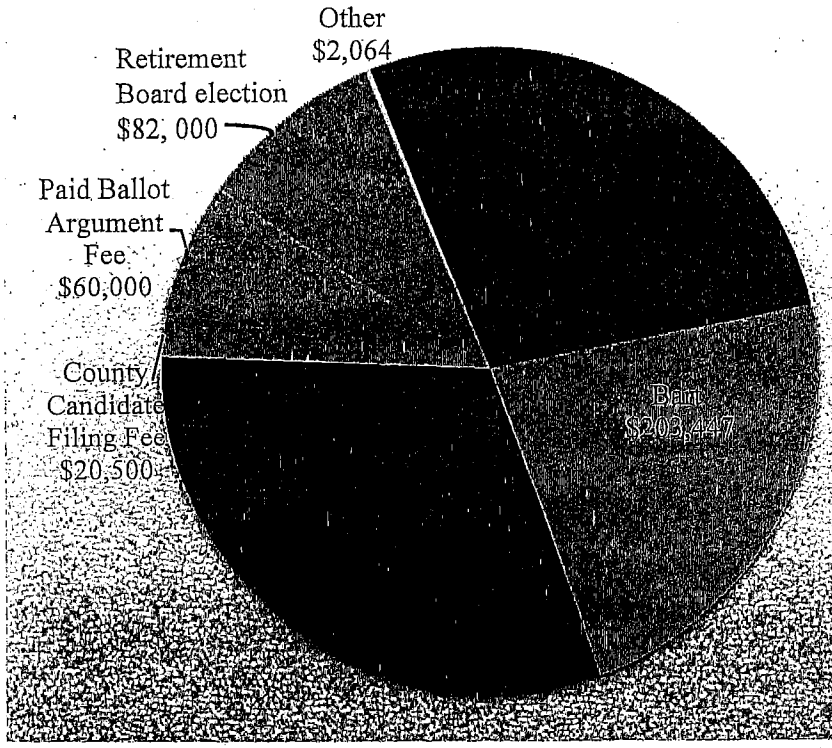
- The Department does not have any new initiatives or new positions

DEPARTMENT OF ELECTIONS | CITY & COUNTY OF SAN FRANCISCO

Two-Year Budget Outlook: Sources of Revenue

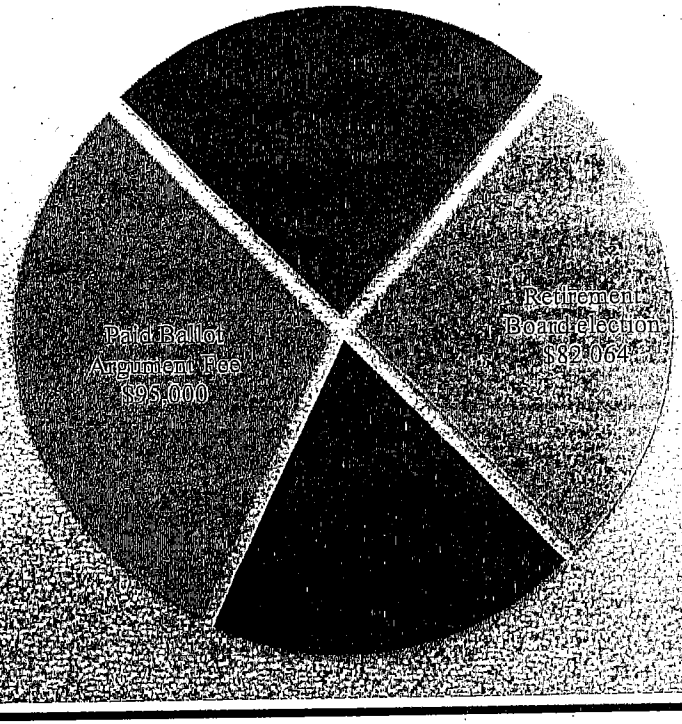
FY 2012-2013

Total: $892,356



FY 2013-2014

Total: $308,060



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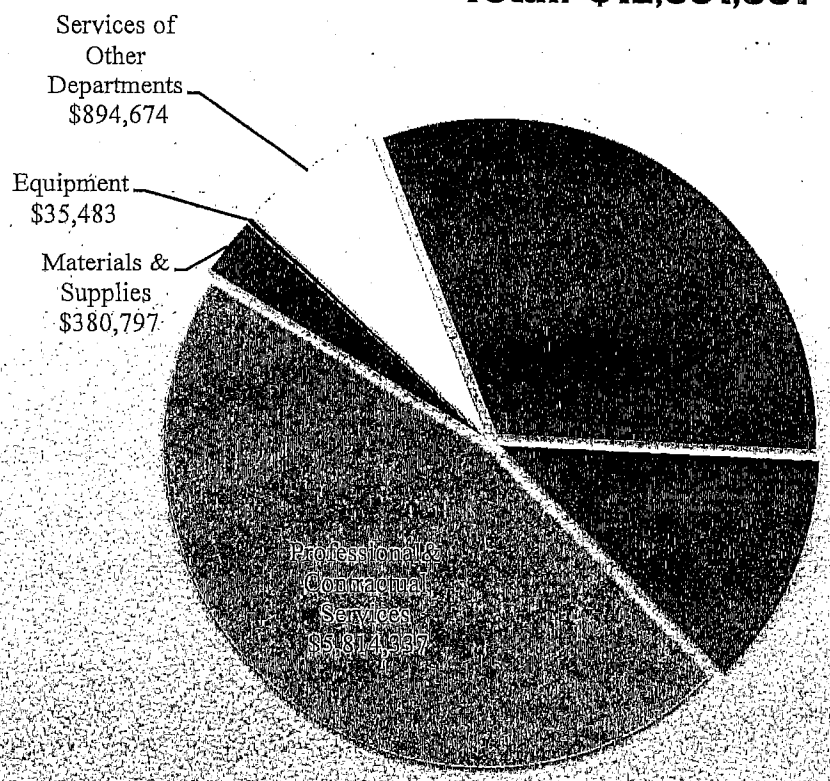
DEPARTMENT OF ELECTIONS | CITY & COUNTY OF SAN FRANCISCO

Two-Year Budget Outlook: Expenses

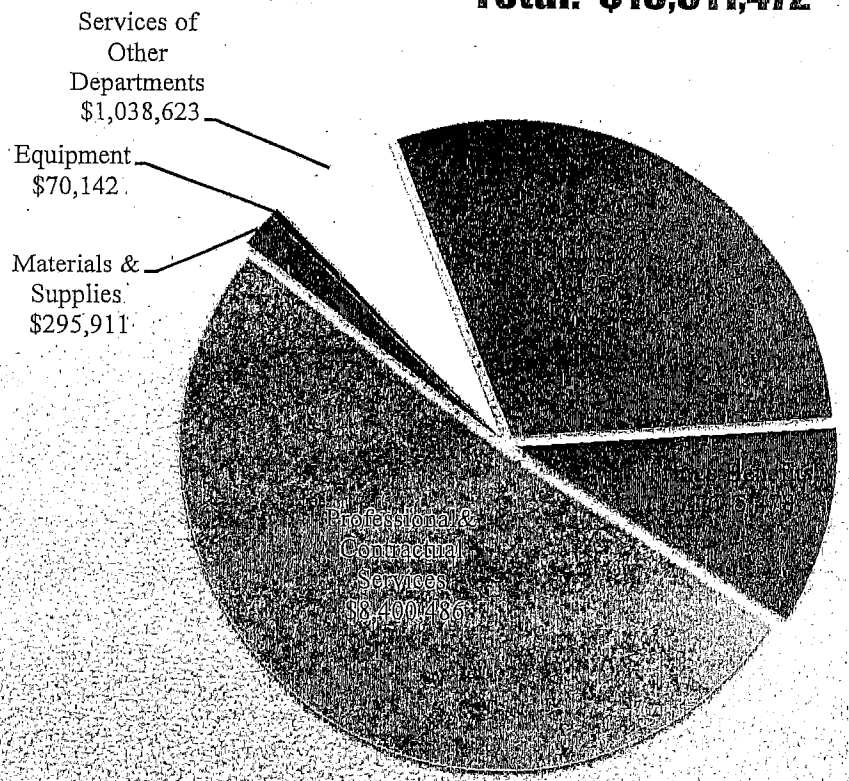
FY 2012-2013

Total: $12,591,551



FY 2013-2014

Total: $16,311,472



1074

DEPARTMENT OF ELECTIONS | CITY & COUNTY OF SAN FRANCISCO

Scheduled Elections

FY 2012-2013

- November 6, 2012
  Consolidated Presidential Election

FY 2013-2014

- November 5, 2013
  Municipal Election

- June 3, 2014
  Consolidated Gubernatorial Primary Election

1075

DEPARTMENT OF ELECTIONS
CITY & COUNTY OF SAN FRANCISCO

Department of Elections
Proposed Budget

FY 2012-2013 and FY 2013-2014

Language Access

- "Language Access Tools" are used on average 50 times a day
- SFPD has a designated Language Access Officer to further develop Limited English Proficiency (LEP) services
- 467 or 18% of SFPD is bilingual in one of 34 languages
- 163 Officers are certified in one of five core languages
- SFPD is developing a Training Video for Officers in LEP
- DEM is updating system to show real time which bilingual officers are working and available
- SFPD meets monthly with OCC and quarterly with community stakeholders to address and resolve language access issues

1077

Three Year Technology Plan

FY11 – FY13

Technical Support Services

- Consolidate Technology Team Location ✓
- Hire proper team (in progress)
- Implement 24 X 7 Help Desk for 24 police locations and vehicle MDTs

Predictive Policing

- Web based incident reports and online search tool ✓
- Provide crime data to JUSTIS hub ✓
- Mapping and geo-coding crime
- Run suspect summary screen
- Self serve incident reports added to CDW (Coplogic)
- Start using Sheriff's Jail Management system

Mobile Technology for Officers

- Provide email to all SFPD ✓
- Automated Phone Directory for SFPD ✓
- Finish rollout of Cal Photo in cars (in progress)
- Pilot mobile devices for officers (in progress)

Automate Crime Reporting

- Department Operations Center Set-up ✓
- Compstat reporting
- UCR and BCS Reporting to Dept. of Justice
- Ad hoc reports for Captains

Community Engagement

- Provide Business cards w/email address ✓
- Better format for police newsletters
- Agreements on data sharing for JUSTIS

Improve Operations

- Cable access at airport ✓
- Single sign on (in progress)
- Workstation upgrades (in progress)
- Academy upgrades
- Public Safety Building planning
- Improve network speed

✓ = Complete

1078

FY 12-13 Budget

Capital & Technology Initiatives

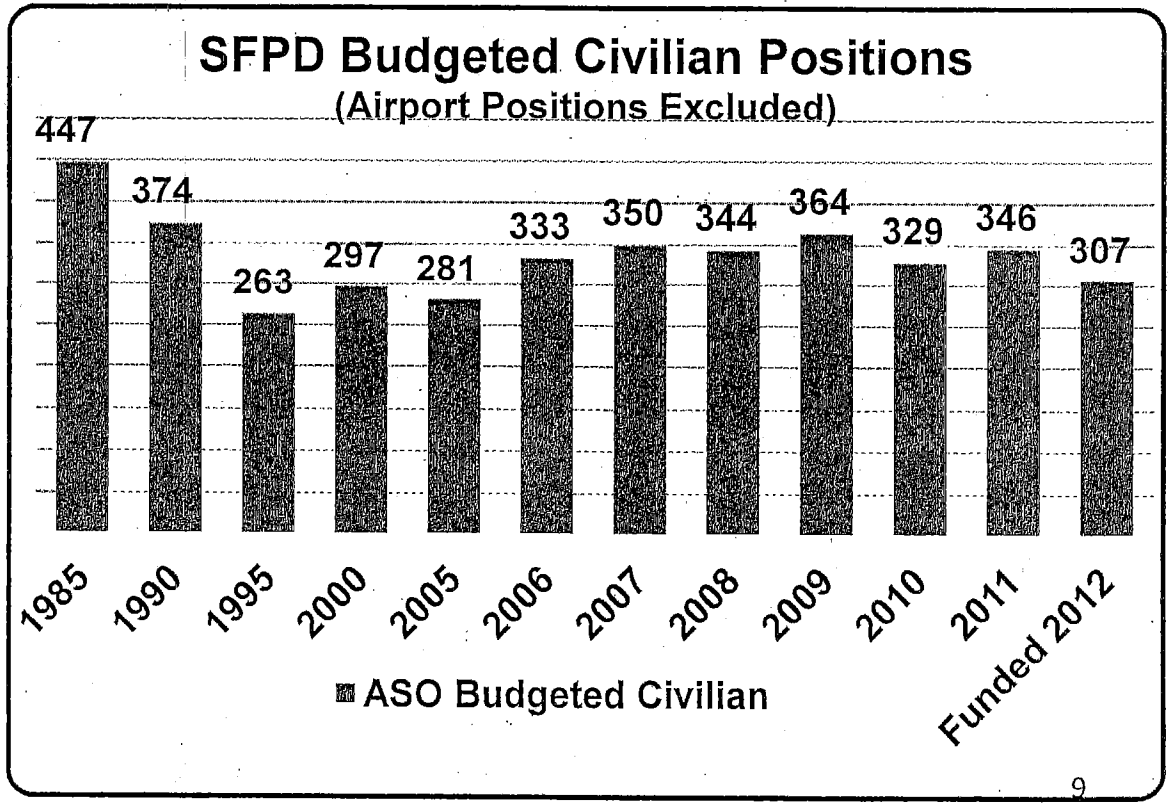
- New Public Safety Building - $490K + $8.5m
- Crime Lab Relocation - $1.15m
- Crime Data Warehouse - $380K
- Improving Network Speed at District Stations - $150K

1079

Re-Civilianization Plan

- 21 Positions in FY 12-13
- 31 Positions in FY 13-14

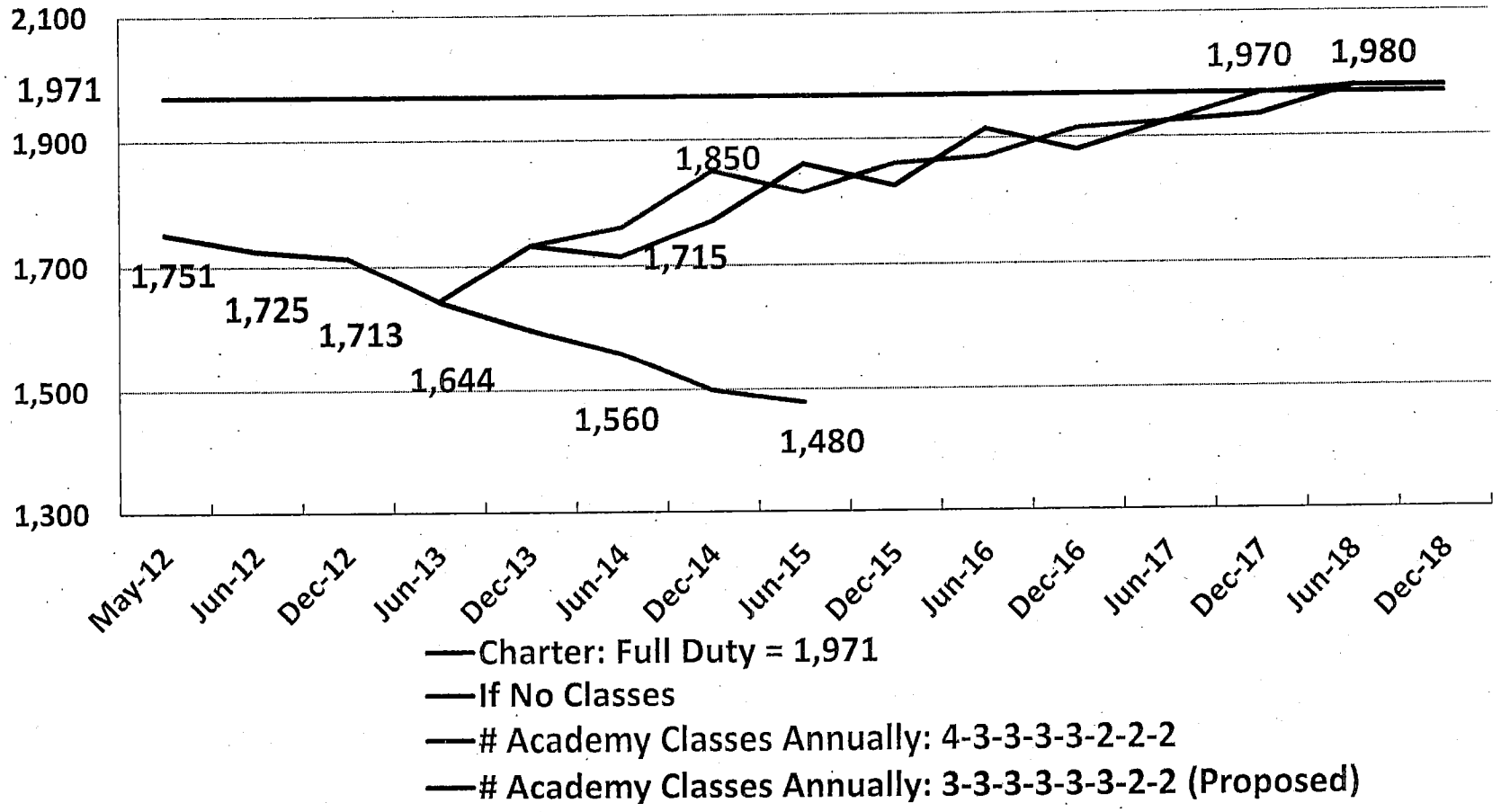
These civilianized positions will allow 52 officers, who had been in Patrol prior, to be redeployed back to the field.



1080

FY 12-13 Budget

Multi-Year Staffing Plan to Reach 1,971 Full Duty



FY 12-13 Budget

Scheduling Efficiencies

- 10-hour day industry standard for Patrol since 1986
- Scheduling adjustments for units, not assigned to Patrol, nets nearly 16,000 additional days (66 FTEs valued at $10.5m at no added cost) – Officers are available for deployment
- Significantly more officers assigned to night and weekend shifts

1082

FY 12-13 Budget

Community Policing Initiatives

- Current Activities
  - Community Relations Unit
  - 10 Community Forums
  - District Station Community Advisory Boards
  - Summer Youth Employment – 108 Youth Internships
    - Police Foundation & Wells Fargo – 28 interns
    - SFPD & PUC Project Pull – 10 interns
    - SFPD & PUC Garden Project – 70 interns from Bayview & Hunter's Point
- FY 12-13 Initiatives
  - Cameras on Plain Clothes Supervisors - $100,000
  - Mobile Devices to Keep Officers in the Field - $300,000
  - Scheduling Changes to Increase Availability For Deployment

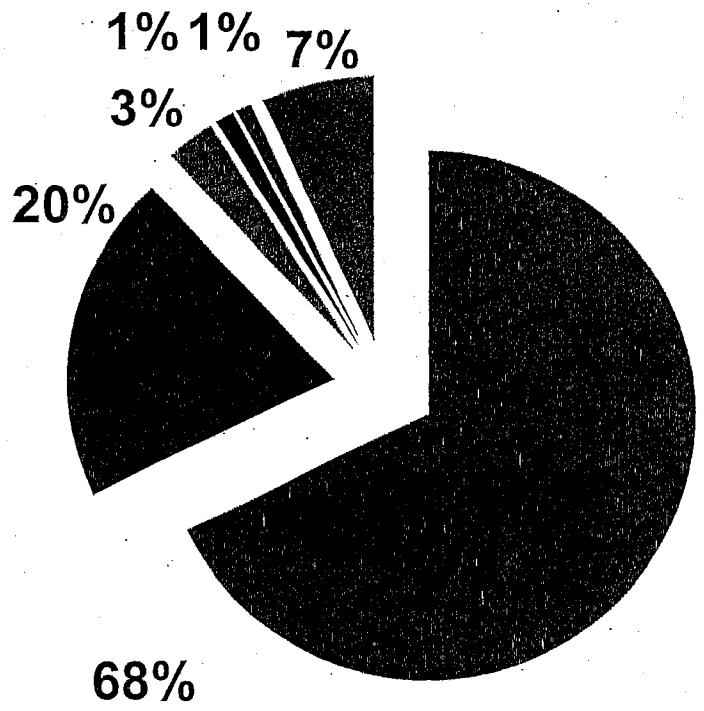
1083

Work Order / Police Services

	FY 2012-13	FY 2013-14
Airport	$47,645,035	$49,827,889
Municipal Trans. Agen. (MTA)	$14,415,674	$14,788,431
Port of San Francisco	$621,550	$628,637
Public Utilities Commission	$300,000	$300,000
Library	$189,000	$189,000
Human Services Agency	$171,731	$171,731
Moscone Convention Center	$75,000	$75,000
Treasure Island	$74,234	$77,230
DPW Graffiti Abatement	$60,000	$60,000

FY 12-13 Budget

All Funds Expenditures by Category $492,124,231

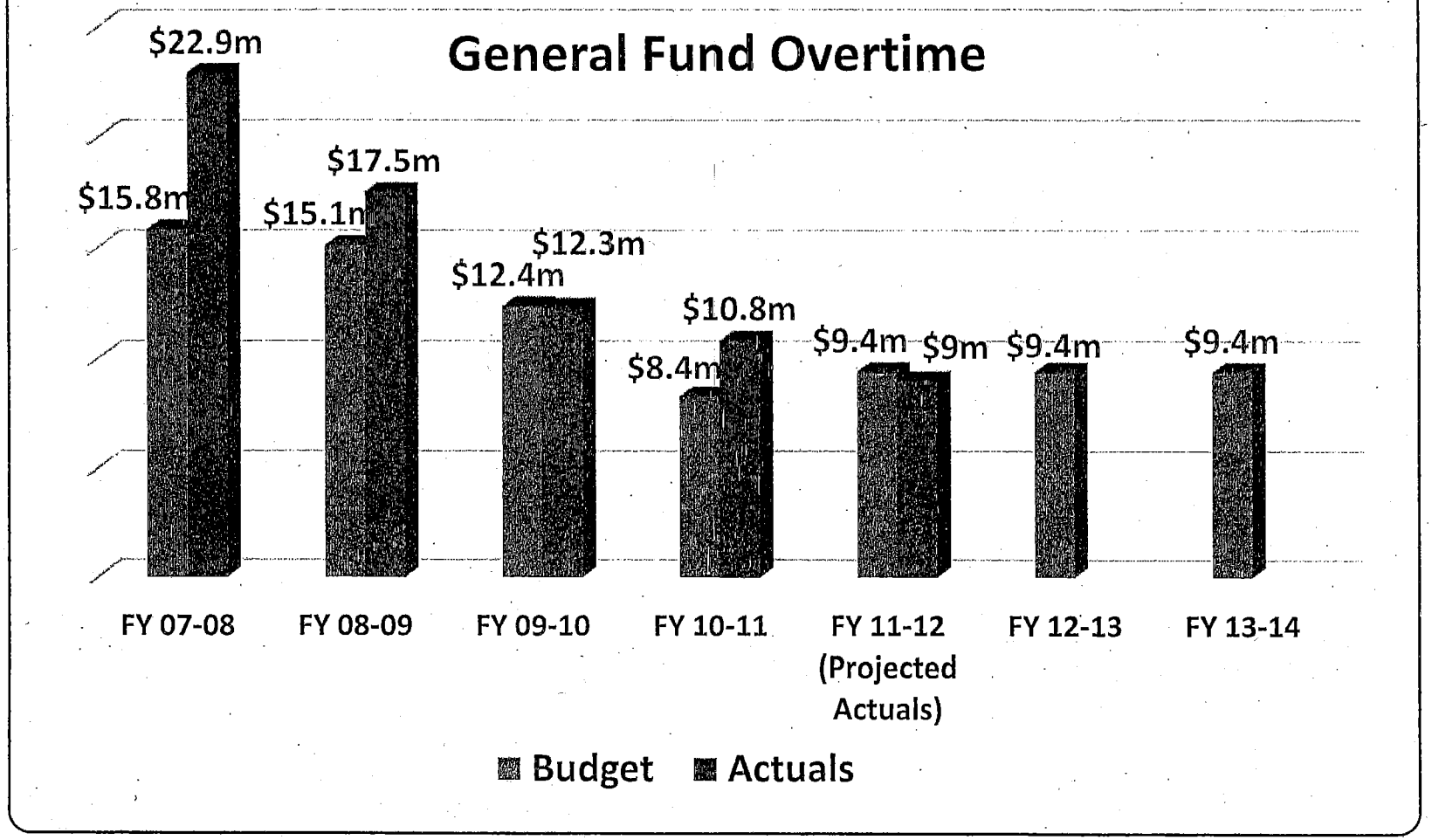


- Salaries - $333.5m / 68%
- Fringe Benefits - $99.9m / 20%
- Non-Personnel, Prof. Services - $14.6m / 3%
- Materials and Supplies - $5.6m / 1%
- Capital Outlay - $4.8m / <1%
- Department Service Charges - $33.4m / 7%

General Fund = 89%

1085

Police Department



1086

Police Department

	FY 2011-12 Budget	FY 2012-13 Budget	FY 2013-14 Budget
Expenditures	$461,807,061	$492,124,231	$512,549,197
Sworn FTEs	2,243	2,216	2,202
Civilian FTEs	482	490	537
Total FTEs (Funded)	2,725	2,706	2,739
Total Sworn FTEs			
Airport Sworn	179	173	178
All Other Sworn	2,064	2,043	2,024
Total Civilian FTEs			
Airport	142	138	138
Office of Citizen Complaints	33	35	35
All Other	307	317	364

1087

Chief Gregory P. Suhr

San Francisco Police Department

Proposed Budget FY 12-13 and FY 13-14

1088

Major Comparable California County Law Libraries

COUNTY LAW LIBRARY	GROSS SQ FT MAIN LIBRARY	VOLUMES & LINEAR SHELF FEET (LSF)	NUMBER OF USER SEATS	NO. OF PUBLIC COMPUTERS	CONFERENCE ROOMS SPECIAL USE SPACES	NO. OF ATTORNEYS
SAN FRANCISCO LAW LIBRARY Current	*14,310*	*90,078 vols = 18,015 LSF; but 10,830 actual LSF. + storage 166,000 vols.*	20 (tables) 8 (PCs) 4 casual	9	Conf. Rooms: 2 Seminar Room: 1 (capacity 40) Board Room: 0 Copy Center: 0 Staff: lounge, kitchen, lockers: 0	18,316
City Hall at 1995 move-out	*16,900 Some 14' high shelves*	*284,600 vols in 34,000 LSF, but needed 56,920 LSF for all vols*	87	0	Conf. Rooms: 1 (capacity 4) No other special use spaces	
ALAMEDA COUNTY LAW LIBRARY	*31,300*	*75,000 vols 19,822 LSF*	91	11	Conf. Rooms: 7 Classroom: 1 (capacity 28) Board Room: 1 Copy Center: 0 Staff: lounge, kitchen, shower	6,648
LOS ANGELES LAW LIBRARY	*173,000*	*656,220 vols*	200	27	Conf. Rooms: 4 Seminar: 1 (capacity 70) Specialty: 1 Members Study Copy Center: 1 Staff: lounge, kitchen, lockers	49,006
ORANGE COUNTY LAW LIBRARY	*47,454*	*159,313 vols 63,106 LSF (27,750 in compact shelves)*	121	9	Conf. Rooms: 1 Seminar: 1 (capacity 49) Board Room: 1 Specialty: 1 Computer lab Copy Center: 1 Staff: lounge, kitchen, lockers	14,816
SAN DIEGO COUNTY LAW LIBRARY	*35,000*	*120,265 vols 28,057 LSF*	133	12-16	Conf. Rooms: 2 Seminar/Training Room: 1 Board room: 1 Copy Center: 1 Staff: lounge, kitchen	16,306

Sources: California Library Statistics 2010 for FY 2008-09, Calif. State Library, 9/2010; Library sizes, vol. counts, LSF, special use spaces provided by law library directors 2009-12

Law Library's Present Condition

How Has the Library Reduced Space Needs to Save Costs?

- Thousands of books were deleted from the collection during the 1995 move from City Hall
- Aggressive routine weeding
- More than 100,000 items have been deleted from the library's collection in the past ten years
- Cancelled hundreds of print subscriptions including case reports, treatises and over 370 law reviews
- Replaced thousands of volumes with electronic databases
- Reduced annual linear shelf growth rates from 1,000 LSF (2010) to 588 LSF (2012) to 400 LSF (2018)
- An estimated 25-30% or more of the stored collection will have to be discarded as a result of damaging storage conditions (41,500 – 49,800 volumes)
- Reduced the estimated amount of space needs from 64,164 gsf to 45,473 gsf to the year 2023

Space Comparisons – Actuals & Deficiencies: City Hall, Current, Proposed

City Hall 1994	Current Vets Bldg	Proposed Space
16,900 GSF (incl some 14' high shelves) **32,500 GSF required at 1994**	14,310 GSF	43,663 GSF
34,000 LSF actual = only 170,000 vols 284,600 total volumes Deficient 22,920 LSF (on floors) **56,920+ LSF required for 284,600 vols**	10,537 LSF actual = 52,685 vols 90,078 actual vols = 18,015 LSF Deficient 7,478 LSF (on floors) **18,015+ LSF required for 90,078 vols;** + Additional 166,000 vols in storage	40,340 LSF

More than 100,000 volumes have been deleted from the Library's collection.

SINCE 1870

SAN FRANCISCO
LAW LIBRARY

Professional Legal Reference Services Available Only at the Law Library

In order for patrons to resolve or understand their legal issues, law librarians:

- help them identify their legal issues
- determine the areas of the law that are pertinent
- identify the legal information, procedures, forms they need to address their issues
- inform them about any agencies, legal advocacy groups or other resources they may need to consult
- provide instruction in how to use and understand computer and print legal resources
- locate legal information materials from outside sources for patrons

An example of reference services provided during one week by one law librarian:

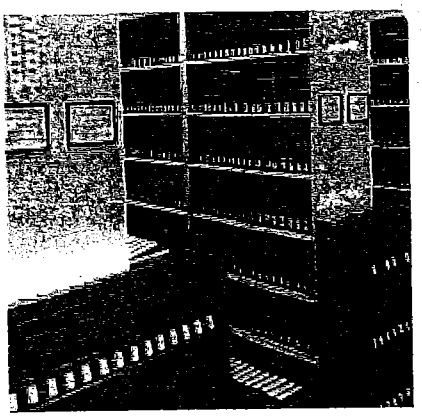
- new Tree Maintenance Transfer Plan issues and the appeal process
- how to oppose a ticket for parking on a grade
- assisted people struggling with their landlord, or individual landlords struggling with tenant issues who want to know what to do, how to resolve or address the problems effectively
- a request for powers of attorney when a mother or father is suddenly put in hospice care
- condominium owners trying to understand changes in their association rules
- partners seeking information on domestic partnerships and dissolutions
- child custody issues, often when one parent is planning to leave town
- helped journalists and others obtain difficult to find legislative and historical documents
- handled requests to track aspects of the SF Municipal Code to earlier origins
- assisted a small business owner who needed to defend an action from an unhappy client, that was ultimately dismissed
- helped an artist who sought information about how to assert her right to a share of the resale value of a painting sold by a gallery which resulted in her successfully obtaining payment for her work
- obtained documents for a law firm from the Dept of Labor Standards of Enforcement for State Wage and Hour orders which are not available in print or online, and often decades old
- identified resources and located references for a law firm on a specific issue new to their practice
- helped lawyers in a small firm and legal nonprofits to track regulations backwards in time
- guided solo practitioner in the use of legal databases for preparation of an appeal
- helped new lawyers or those transitioned out of their jobs determined to set up their own practices, to find information on how to start, set up, and maintain a practice
- provided assistance to an attorney taking on a pro bono appeal on constitutional issues on behalf of an indigent prisoner, who used the Law Library to draft the appeal briefs and to build skills and technique for oral argument

About the Law Library

- There is a great need for print materials which are unavailable elsewhere.
- Many archival materials are essential to maintain but are not available electronically and will not be retrospectively digitized.
- Print collections remain necessary to ensure equal access to all – those who cannot afford computers or the cost of printing, or are unable to use complex databases.

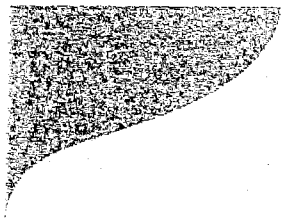
Why is the Law Library an essential resource?

- As a national and international commercial and legal center, San Francisco requires and deserves a major, full service public law library.
- Its collection contains comprehensive legal resources in print as well as electronic and Internet formats to enable the people of San Francisco to conduct their legal affairs and preserve their rights.
- It archives, preserves and retains special collections and precedential materials, much of it unavailable anywhere else.
- It provides professional legal research assistance.
- Its resources are unavailable to the public anywhere else in San Francisco.



The current library location only houses 14,310 sf.

The Law Library requires at least 43,663 sf.



About the Law Library

What benefits and services does the Law Library provide?

- Serves people who are not eligible for pro bono or legal services programs, who have been unable to secure or afford counsel, and those who choose to represent themselves.
- A comprehensive collection of legal information resources including San Francisco, California and Federal law, regulations and cases, court and legal forms, self-help materials in print and electronic formats.
- Key legal resources unavailable to the public and attorneys that they do not have, cannot obtain elsewhere, are beyond their financial resources to acquire, and not available electronically.
- Maintains archival collections unavailable anywhere else, such as:
  - A very rare collection of San Francisco municipal codes going back to the original Charter used frequently by City departments, law firms and citizens; not all of which is available in the SF Public Library.
  - Administrative Registers for the California Code of Regulations back to 1945 when they were created; online sources only available from 2002.
  - Historical collection of SF and California Building Codes, which is not available online, even to the present.
- Free use of legal databases, including Westlaw & Lexis.
- In depth reference assistance and training in the use of legal databases.
- Helps the public in finding, using and understanding legal information.

Why does the City need a Law Library when so much is available on the Internet?

- Digital media is an important resource that saves space, and the Law Library has significantly reduced its print needs by replacing print collections with digital collections.
- But digital resources do not replace the need for print legal materials; there are large gaps in Internet sources of essential legal information.
- Legal publishers do not provide free access to their databases; they are extremely expensive making them beyond the financial resources of most solo and small firm attorneys and the public.
- Electronic publishers have licensing restrictions and do not permit off-site access; patrons must use them in libraries.

JOB CREATION & OPPORTUNITIES

Law Library reference librarians are required to have a law degree or extensive law library experience. All of the Law Library's reference team members are attorneys or law school graduates. The Law Library has provided temporary, part time employment to law students, and law graduates studying for the Bar for decades, and continues to do so. Other library positions require extensive law library experience. The Law Library welcomes students and all members of the public, and provides resources geared to the non-lawyer, information about the practice of law and how to become a lawyer or member of the legal profession. We have facilitated individuals graduate school projects in law librarianship, and provided some volunteer opportunities.

Language Access

The law is an entire new language to most people in and of itself, and the duty of the Law Library is to assist everyone in their efforts to use and understand the legal processes and legal information. The language challenges for persons whose primary languages are other than English are exacerbated by the complexity of the Law. The Law Library provides legal resources that are available in languages other than English, but very few such resources are offered by legal publishers. Patrons with special language needs are served by the staff with those language skills, and when that is not possible, the Library staff contacts organizations, agencies and legal associations who do provide services in other languages. The Library also provides legal information services to limited English speaking patrons through online sources such as LawHelpCA.org and courtinfo.ca.gov.

Other Important Information about the Law Library

Enclosed is additional information about the unique services and benefits the Law Library provides San Franciscans, why the City needs a Law Library when so much is available on the Internet, and an example of professional legal reference services that are provided daily by the Library and unavailable elsewhere.

Because the Library must be relocated, also enclosed is information about how the Library has reduced space needs to reduce costs, the library's space needs requirements, and how San Francisco's public law library space compares with other California metropolitan county law libraries including Alameda, San Diego, Orange County and Los Angeles.

*****

The Law Library Board of Trustees on behalf of the Law Library, its patrons and staff, thank the Board of Supervisors, the Mayor and City officials for their continued support of the San Francisco Law Library, and look forward to working with you to develop a solution for the relocation of the Law Library that will meet the needs of the people of San Francisco and the City and County.

9601

SINCE 1870

SAN FRANCISCO
LAW LIBRARY

SAN FRANCISCO LAW LIBRARY FY 2013-2014
BUDGET HEARING
June 20, 2012

TWO YEAR BUDGET OUTLOOK

The Law Library is an autonomous agency pursuant to state law governed by an independent Board of Trustees. The Law Library is the Access to Justice resource for the people of the City and County of San Francisco and it provides essential services and resources unavailable elsewhere in San Francisco. It serves the public, the legal community, City and County departments, government agencies, businesses, attorneys, law firms, legal advocacy organizations and non-profits. Annually, the Law Library serves approximately 32,000 people, answers 30,000 questions, and provides more than 9,000 individual professional legal reference service sessions.

Pursuant to state law and the San Francisco Charter Section 8.103 mandate, the City and County of San Francisco funds Law Library rent and related expenses, salaries and benefits for three management positions, and $443 a year for material and supplies. The City does not fund operating expenses including legal materials and electronic databases, staff salaries and benefits, taxes, supplies, equipment, computers and all other necessary expenses.

The Charter requires the City and County to provide Law Library quarters and furnishings sufficient to meet its needs. The Law Library was therefore housed in City Hall from 1914 until 1995 when it closed for a retrofit project. It was moved temporarily for the retrofit to reduced quarters in the Veterans Building, and was to return to City Hall when it reopened. It was not however, and the Law Library has remained in the insufficient Veterans Building space for more than 17 years, awaiting a move to an appropriate, permanent space pursuant to the Charter.

The Law Library must move out of the Veterans Building when it closes for renovations May 2013. No space has been identified as the new location for the Library. The Department of Real Estate has informed the Law Library that space in a building at 1455 Market Street is a potential location for the Library.

As has been the case for decades, the Law Library's basic budget programs and position counts are not expected to change during this two year budget period.

PENDING MAJOR ISSUE

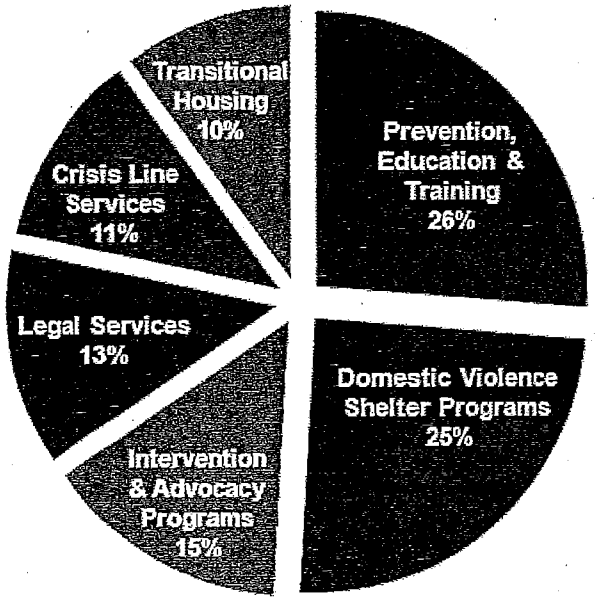
In FY 2013 and FY 2014, funds will be required to relocate the Law Library. These one-time relocation costs must include move expenses, tenant improvements and necessary furnishings, including bookshelves and stacks. These expenses are an investment in the preservation of San Franciscans rights and their ability to conduct their legal affairs. They will not be ongoing annual budget expenses.

Lease costs are expected to increase as a result of the relocation of the Law Library.

VIOLENCE AGAINST WOMEN (VAW) PREVENTION AND INTERVENTION GRANTS PROGRAM
FISCAL YEAR 2012 - 2014

Total Allocation per Fiscal Year: $2,761,665

Funding Allocation By Service Area

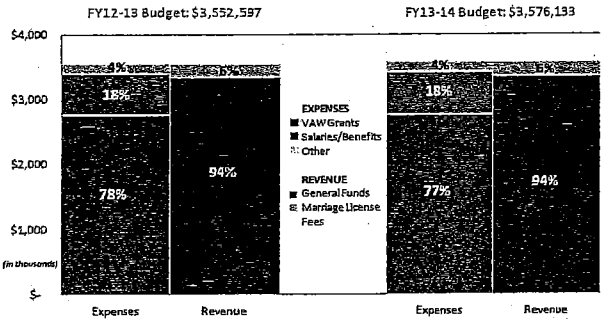


Partner Agencies

Prevention, Education & Training	
Arab Cultural & Community Center	Arab Women's Program
Asian Pacific Islander Legal Outreach	Asian Anti-Trafficking Collaborative
Community United Against Violence	LBT Prevention and Education Services
Community Youth Center – S.F.	Young Asian Women Against Violence
Filipino Community Center	Babae Domestic Violence Program
Glide Foundation	Glide Women's Center
Horizons Unlimited of San Francisco, Inc.	Females Against Violence Peer Leadership Program
Institute on Aging	Preventing Domestic Violence Late in Life
Lavender Youth Recreation & Information Center	Queer Young Women's Health & Safety Project
Mission Neighborhood Centers, Inc.	Real Arising Issues Creating Empowered Students
S.F. Women Against Rape	SA Education
S.F. Women Against Rape	Students Talking About Non-Violent Dating (S.T.A.N.D.)
Women in Dialogue	In Defense of Prostitute Women's Safety
Domestic Violence Shelter Programs	
Asian Women's Shelter	Domestic Violence Shelter Program
La Casa de las Madres	Domestic Violence Shelter Services
St. Vincent de Paul (Riley Center)	Rosalie House
Intervention & Advocacy Programs	
APA Family Support Services	Home Visitation
Donaldina Cameron House	Asian Domestic Violence Advocay
Mujeres Unidas y Activas	Sanando el Alma
S.F. Women Against Rape	Sexual Assault Advocacy
W.O.M.A.N., Inc.	Therapy and Latina Case Management Program
Legal Services	
Asian Pacific Islander Legal Outreach	Asian/Pacific Domestic Violence Project
Bay Area Legal Aid	Domestic Violence Legal Services
S.F. Bar Volunteer Legal Services	Cooperative Restraining Order Clinic (CROC)
S.F. Bar Volunteer Legal Services	Domestic Violence Project (VSLP)
Crisis Line Services	
S.F. Women Against Rape	Sexual Assault Crisis Line
W.O.M.A.N., Inc.	Domestic Violence Crisis Line
Transitional Housing	
Gum Moon Women's Residence	Transitional Housing for Immigrant DV Women
Jewish Family and Children's Services	Dream House
Mary Elizabeth Inn	INNroads
St. Vincent de Paul (Riley Center)	Brennan House

City and County of San Francisco
Department on the Status of Women
FY12-14 Budget Presentation
June 20, 2012

Two-year Budget Outlook



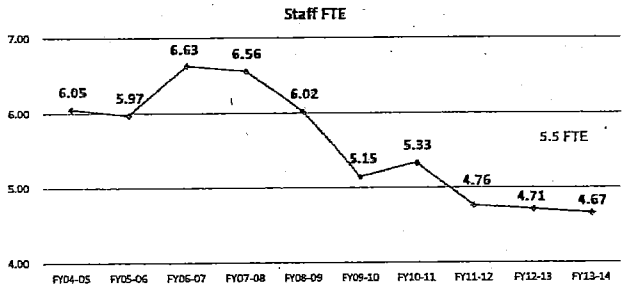
Major Department Initiatives

- Violence Against Women Intervention and Prevention Grants Program
  - $2.8 million, 31 community programs
  - FY10-11 outcomes
    - 34,902 individuals served
    - 54,215 hours of supportive services
    - 17,566 bed nights at emergency shelters and transitional/supportive housing programs
    - 21,797 crisis calls fielded

Major Department Initiatives

- Gender Equality Principles (GEP) Initiative
  - Adopted by the UN Global Compact
  - Awarded the 2012 International Work-Life Balance Award for Continent America
- 5th World Conference on Women (2015 proposed)
  - Joint Statement by the United Nations Secretary-General and President of the General Assembly
- Justice & Courage Oversight Panel
- Family Violence Council
- SF Collaborative Against Human Trafficking

FTE Changes

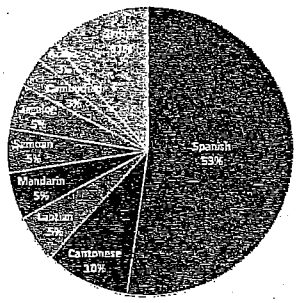


Job Creation & Summer Youth Employment Opportunities

- YouthWork Interns
  - 1 during the school year
  - 2 during the summer
- 5th World Conference on Women (2015 proposed)
  - Draw in thousands of domestic and international conference attendees
  - Increase in demand for hotels, restaurants, and other local businesses

Department's Language Access

- Partner Agencies provide multilingual services and have access to the language lines
- Staff language capability
  - Spanish, Cantonese, Mandarin, Japanese, Italian



FY10-11 VAW Grants Program
Non-English speaking clients served, (n=7,251)

Fiscal Year 2012-14 Budget Presentation

- Two-Year Budget Outlook

  All costs of administering SFERS are paid from investment earnings on SFERS Trust
  All costs of administering SFDCP are reimbursed by Plan third-party administrator

- Major Department Initiatives – SFERS Strategic Plan (October 2011)

  1) Enhanced Customer Service – move toward self-service model
  2) Enhanced website – 24/7 access to personalized retirement information through secure member portal; benefit modeling calculator
  3) Investment risk measurement and reporting
  4) Electronic Content Management system to replace obsolete electronic archiving technology

- New Positions

  SFDCP – 2 new positions (Manager I and Benefits Technician) to augment existing SFDCP staff to support the Plan's new products (Target Date Funds and Roth), services and monitoring

  SFERS – 1 new Senior Benefits Analyst to support disability application processing

- Summer Youth Employment Opportunities

  The Department's FY2012-14 budgets include an allocation for the Mayor's Summer Youth Work Program

- Language Access Ordinance

  Retirement is a Tier 2 Department under the ordinance
  The Department provides all members access to interpreter services upon request
  Certified counseling staff for Mandarin, Cantonese and Spanish speaking members

SFERS
San Francisco Employees' Retirement System

1099

SFDCP Deferred Compensation Plan: Established in 1997

- **SFDCP Participants (May 2012):**

  13,742 actively contributing (approximately 50% of eligible participants)
  24,173 total participants

- **SFDCP Assets as of May 31, 2012 - $2.1 billion**

SFERS
San Francisco Employees' Retirement System

SFERS Trust Funding Levels

Fiscal Year	Actuarial Liability	Actuarial Value of Assets	Actuarial Value Funding Ratio	Market Value of Assets	Market Value Funding Ratio
2006-07	$13.541 billion	$14.929 billion	110.0%	$16.952 billion	125.1%
2007-08	$15.359 billion	$15.941 billion	103.8%	$15.832 billion	103.0%
2008-09	$16.499 billion	$16.005 billion	97.0%	$11.887 billion	72.3%
2009-10	$17.643 billion	$16.069 billion	91.1%	$13.137 billion	74.5%
2010-11	$18.599 billion	$16.313 billion	87.7%	$15.599 billion	83.9%

1101

SFERS
San Francisco Employees' Retirement System

SFERS Membership Trends over the Past 5 Fiscal Years

Fiscal Year	Active Members	Vested Members	Reciprocal Members	Total Non-retired	Retirees/ Continuants	Active to Retiree Ratio
2006-2007	30,190	3,096	774	34,060	21,116	1.613
2007-2008	30,650	3,877	869	35,396	21,514	1.645
2008-2009	29,975	4,096	890	34,961	22,294	1.568
2009-2010	28,222	4,515	978	33,715	23,500	1.435
2010-2011	27,955	4,499	1,021	33,475	24,292	1.378

- **Active members decreased by 2,235 or 7.5% over the 5-year period**
- **Vested members increased by 1,403 or 45.3% over the 5-year period**
- **Reciprocal members increased by 247 or 31.9% over the 5-year period**

- **Retired members/continuants increased by 3,176 or 15.0% over the 5-year period**

SFERS
San Francisco Employees' Retirement System

1102

Department Overview

SFERS Defined Benefit Plan: Established in 1924

- Currently administering 14 separate SFERS benefit plans:
  - Miscellaneous, Police and Fire members hired before 1976 (1-year Final Comp)
  - Miscellaneous, Police and Fire members hired after 1976 (1-year Final Comp)
  - Miscellaneous, Police and Fire members hired after July 1, 2010 (2-year Final Comp)
  - Miscellaneous, Police, Fire, Sheriff and Miscellaneous Safety members hired after January 7, 2012 (3-year Final Comp)

- SFERS Membership (CCSF, SFUSD, SFCCD and Trial Courts): July 1, 2011

  33,475 non-retired
  24,292 retired
  57,767 total

1103

SFERS
San Francisco Employees' Retirement System

San Francisco Employees' Retirement System

Department Budget Presentation

Prepared for: Budget and Finance Committee of the San Francisco Board of Supervisors
Supervisor Carmen Chu, Chair
Supervisor John Avalos, Vice Chair
Supervisor Jane Kim
Supervisor Malia Cohen
Supervisor Scott Wiener

June 20, 2012

SFERS
San Francisco Employees' Retirement System

1104

Budget Overview - HSS Budget Cuts

- HSS Administration is predominately funded through Work-Order Recoveries and approximately 60% is from General Fund Departments and 40% is from Non-General Fund Departments
- HSS Cut 5% ($90,000) in FY 2012-2013
- HSS Cut an additional 5% ($180,000) in FY 2013-2014
- HSS has been historically understaffed and proposed no decreases or increases to FTEs

Budget Overview – HSS Budget Cuts

- In FY 2012-2013 the increase of $136,126 (2.1%) represents increases to only *existing* salaries and benefits and *existing* departmental work orders
- In FY 2013-2014 the increase of $169,600 (2.6%) represents increases to only *existing* salaries and benefits, and *existing* departmental work orders

Language Access

- With the passage of the Patient Protection and Affordable Care Act (PPACA) health plans are required to provide Summary of Benefits and Coverage(SBC)
- Will be effective for HSS with the plan year starting January 1, 2013
- Will include availability in translations to other languages that are the primary language for 10% or more of the County's population

Budget Overview - Expenditures

Program	FY 2011-2012 Budget	FY 2012-2013 Proposed Budget	Increase From FY 2011-2012 Budget	FY 2013-2014 Proposed Budget	Increase From FY 2011-2012 Budget
Health Service System	6,462,314	6,598,440	136,126	6,768,040	169,600
	6,462,314	6,598,440	136,126	6,768,040	169,600

eMerge (PSoft 9.0)

- Significant impact on HSS Benefit Administration, including:
  - PSoft 9.0 will be unavailable two weekdays per month; HSS will not be able to support benefit changes, payments, reinstatements and other inquires and transactions that require access – HSS will be able to serve SFUSD, CCD, and retirees during these outages
  - Most processes will require additional steps, very few will result in fewer steps

eMerge (PSoft 9.0), continued

- Expect improved timeliness of Leaves of Absence (LOAs), terminations, and retirements, thus reducing retroactive adjustments
- Sets the stage for future deployment (2015) of an online open enrollment process

Health Service System

FY 2012-2013 and FY 2013-2014 Budget Presentation

June 20, 2012

Catherine Dodd, PhD, Director

Change in Plan Year

Proposition C was approved by voters in November, 2011, which allowed the Health Service Board to shift from a fiscal year plan year to a calendar year plan year, thus enabling:

- *One-time* six month plan year savings of $16.9 million
- Implementing an *ongoing* Medicare Employer Group Waiver Plan (EGWP) to replace the Retiree Drug Subsidy plan, with estimated $2.325 million *additional* savings per year
- Required two sets of rate negotiations and two open enrollments in one calendar year; currently HSS is negotiating rates for calendar year 2013

Language Access Ordinance

- SFPL staff provide core public library service in 8 languages
  - Interpretation services provided as needed
  - Public programs offered regularly in Spanish, Cantonese, Mandarin & Russian
  - American Sign Language services available & will be enhanced beginning in FY 13
  - Library Collections include over 40 languages
  - Library's website is available in English, Spanish & Chinese
  - Online tutorials and Citizenship Toolkit are available in Chinese, Spanish, Russian, Filipino & Korean
  - Proposed budget increases translation service to ensure all policies & procedures are available in multiple languages

1110

Job Creation and Employment Resources

Job Creation

- YouthWorks – 28 employment slots
- Mayor's Employment and Education Program – 7 employment slots
- Project Pull – new investment in FY 13
- Youth Design Advisory Board - 15 teens to lead, design and program activities for the new Main Library Teen Center and Digital Media Learning Lab

Employment Resources

- Jobs and Careers Center at the Main Library
- Resume Workshops
- Online job and career tutorials
- Job Searching with Social Media workshops
- Job Seekers Lab

1111

Youth Engagement

Laptop Lending Program

- Bridging the digital divide
- Available at 24 branch locations for in-branch use
- FY 13: $60,000 enhancement funded from departmental efficiencies

Teen Center & Digital Media Learning Lab at Main Library

- IMLS-MacArthur Grant to develop a digital media learning center
- FY 13: $200,000 & FY 14: $250,000 for site design & bid documents

1112

MacArthur Foundation

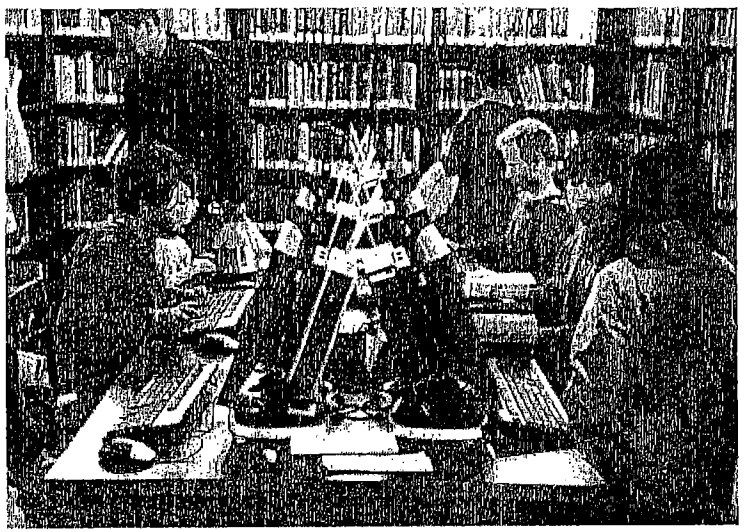
INSTITUTE of Museum and Library SERVICES

Literacy and Learning

Collections Enhancement

Proposed Collection Budgets:

- FY 13: $9.9M & FY 14: $10.4M
- Investments - FY 13: $833,500
  FY 14: $532,000



1113

Collections investments include:

- eResources
- books
- audio visual materials
- youth materials

Techmobile: FY 13: $32,000

- Outfits 3 bookmobiles to run cleaner & greener energy supply for operating technology equipment
- Retrofit Bookmobile interior to provide digital literacy programs, & access to technology

Hours of Operations:

Open	2006-07	2007-08	2008-09	2009-12	2012-14
5 days/wk	13	6	2	0	0
6 days/wk	8	13	14	15	13
7 days/wk	8	9	12	13	15

Proposed budget includes additional day of service at Visitacion Valley & Portola branch libraries resulting in:

- 2.5 new FTEs on an annualized basis
- 1,326 operating hrs/wk or 115 hours more than required by the charter
- An increase of 120 operating hrs/wk since 2007

1114

	SFPL	San Jose	Seattle	Chicago	Philadelphia
% of facilities open 7 days/wk	54%	5%	44%	4%	2%

Branch Library Improvement Program

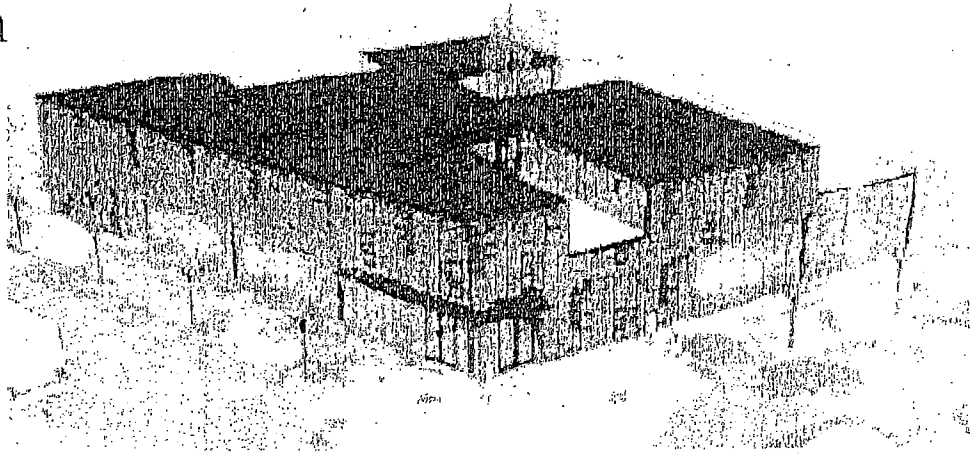
- 22 of 24 projects complete
- Two remaining projects
  - **Bayview Branch Library**

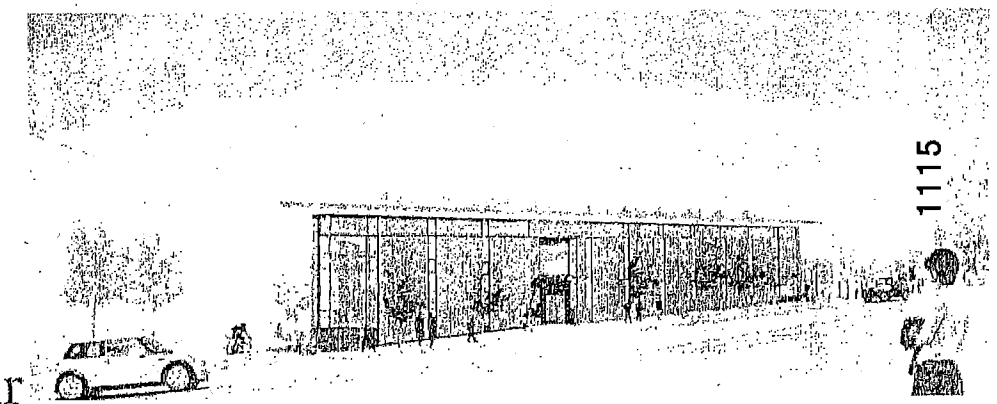
    Budget: $13,567,244

    Anticipated Opening: Feb 2013
  - **North Beach Branch Library**

    Budget: $ 14,548,574

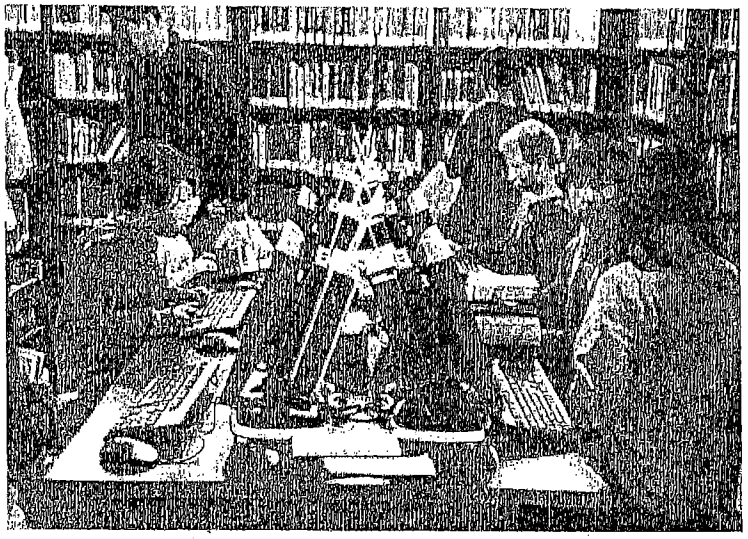
    Anticipated Opening: March 2014
- Post Occupancy Evaluation
  - Branch survey in FY 12
  - $100,000 allocation per fiscal year over the next two years





Strategic Priorities

- Literacy & Learning
- Digital Strategy
- Youth Engagement
- Strategic Partnerships
- Diversity in Programming



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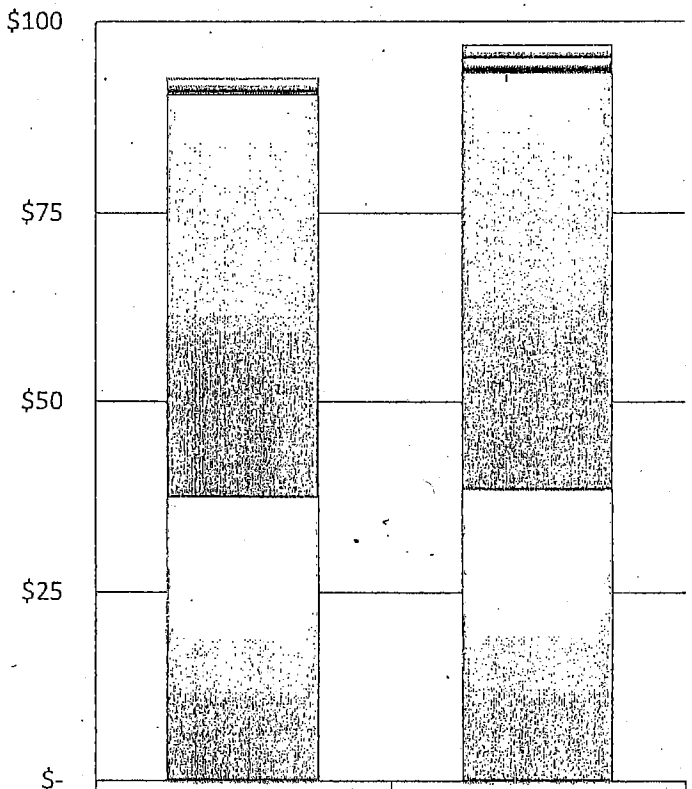
Other Investments

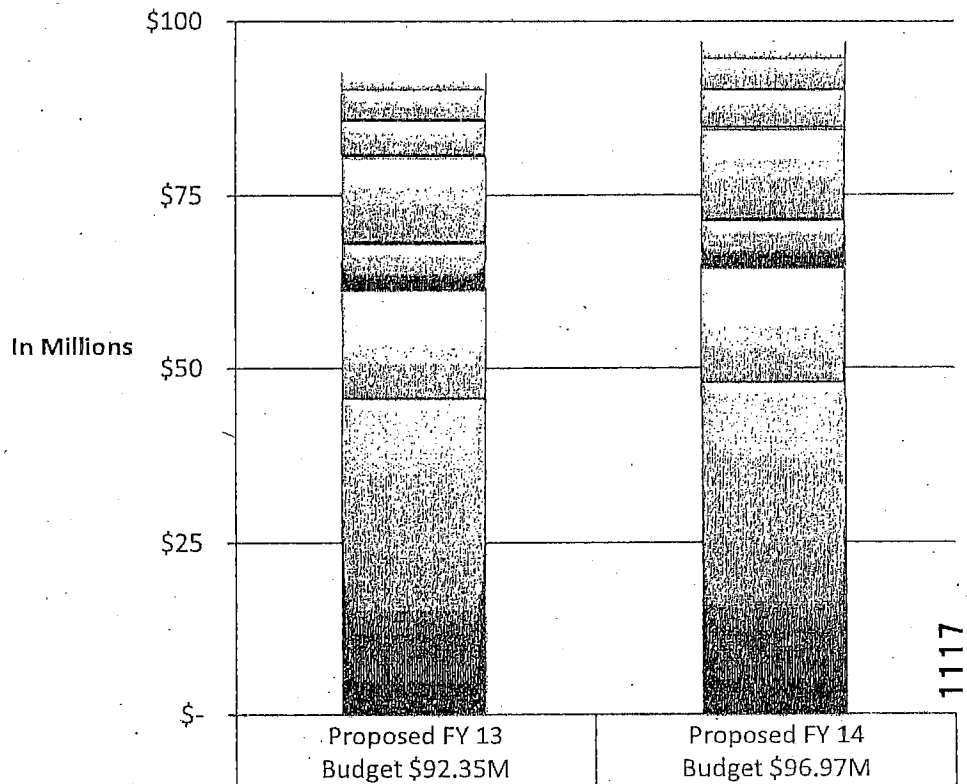
- Facilities & BLIP Post Occupancy Evaluation
- Efficiencies & Personnel Adjustments

SFPL Sources



	Proposed FY 13 Budget $92.35M	Proposed FY 14 Budget $96.97M
State Grants	$0.17	$0.17
Misc. Annual Sources	$1.73	$1.73
LPF Fund Balance	$0.44	$2.04
General Fund Baseline	$52.75	$54.68
Property Tax Setaside	$37.27	$38.36

SFPL Uses



	Proposed FY 13 Budget $92.35M	Proposed FY 14 Budget $96.97M
Debt Service	$2.52	$2.52
Retiree Health	$4.47	$4.87
Administration	$5.00	$5.19
Capital	$0.30	$0.35
Facilities	$12.18	$12.89
IT	$6.49	$6.70
Library Collections	$15.87	$16.63
Direct Public Service	$45.52	$47.82

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SFPL Overview

The San Francisco Public Library system is dedicated to free and equal access to information, knowledge, independent learning and the joys of reading for our diverse community.

Employs
889 full and part-time staff

Circulates
11 million items annually

Serves
Over 7 million people annually

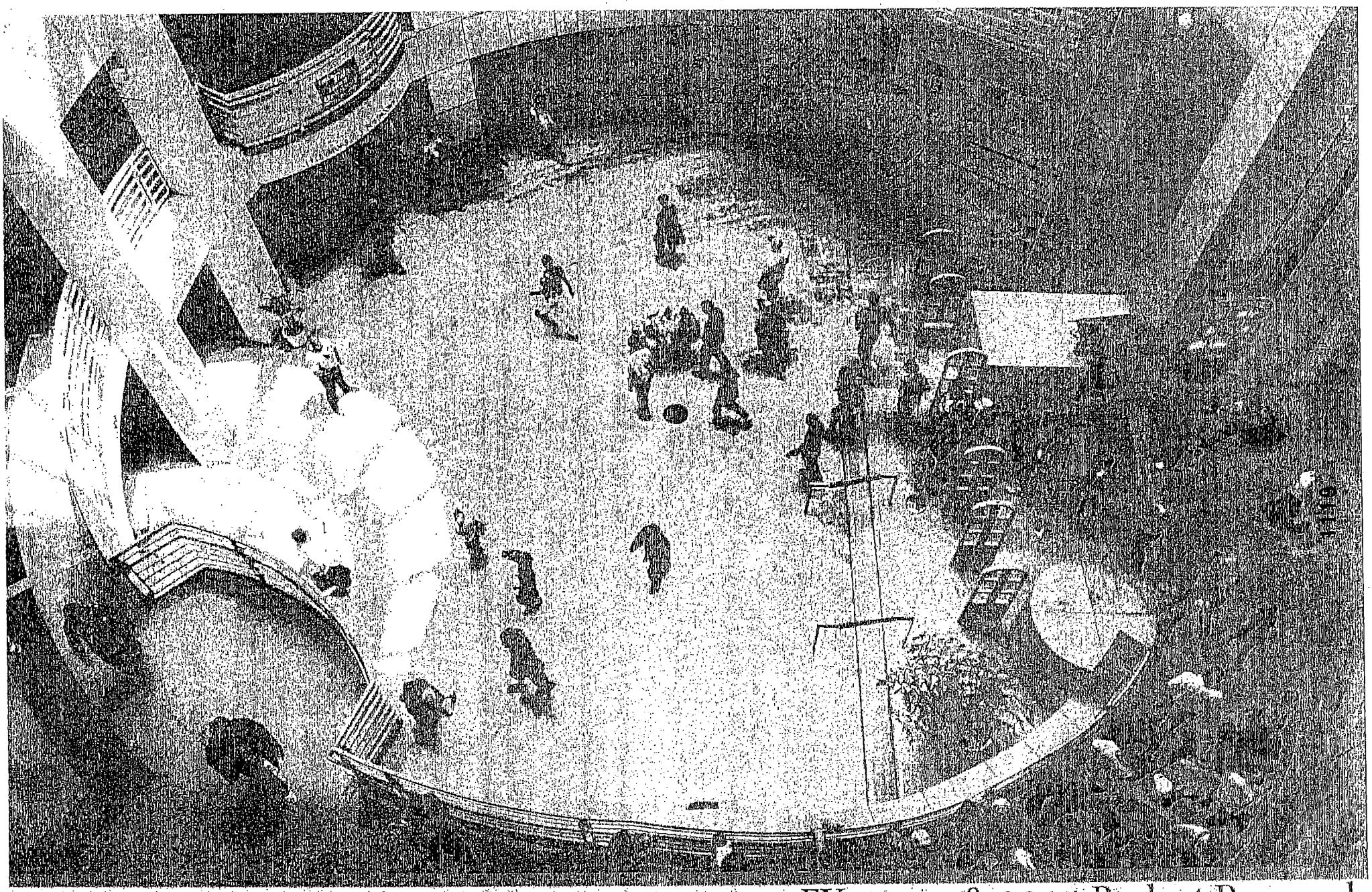
Provides programs
Over 100 educational, literary, & recreational programs for children, teens and adults monthly

Provides access to the internet
842 computers in 28 locations

Branch Library Improvement Program
- 22 of 24 branches remodeled or rebuilt
- 2 Certified LEED Gold, 2 Certified LEED Silver
- Numerous design & historical preservation awards

Collection
- 7.5 million printed & multi-media items
- Special collections
- 80 on-line databases
- Materials in 50 languages

1118



FYs 2013 & 2014 Budget Proposal

San Francisco Public Library

Budget & Finance Committee

June [illegible], 2012

Overtime Spending by Department ($ Millions)

Fund/Service Area	FY 2009-10 Actual	FY 2010-11 Actual	FY 2011-12 Adj. Revised Budget *	FY 2011-12 Straight Line Year End Projection based on last Pay Period (5/25/2012)	FY 2012-13 Proposed Budget	FY 2013-14 Proposed Budget
MTA						
Municipal Railway	$ 44.2	$ 50.4	$ 30.3	$ 51.1	$ 40.4	$ 35.4
Parking & Traffic	2.1	1.9	1.8	2.3	1.5	1.5
Capital Projects and Others	1.5	2.3	-	1.4	0.0	0.0
Subtotal - MTA	47.8	54.6	32.1	54.7	41.9	36.9
Police						
General Fund Operations	13.8	13.1	12.1	10.2 **	11.5	11.3
Special Law Enforcement Services (10B)	10.5	8.6	10.8	10.8	10.8	10.8 ***
Grants & Other Non-10B Special Revenues	0.9	1.5	1.4	1.4	1.2	1.3
Airport	1.7	1.4	1.7	1.8	1.8	1.7
Subtotal - Police	26.9	24.6	26.1	24.1	25.3	25.1
Public Health						
All Other Non-Hospital Operations	0.8	0.8	0.8	0.7	0.8	0.8
Grants & Other Special Revenues	0.0	0.0	-	0.0	0.0	0.0
SF General	2.9	4.2	4.5	4.9	4.5	4.5
Laguna Honda Hospital	5.1	5.6	4.8	5.6	4.8	4.8
Subtotal - Public Health	8.9	10.6	10.1	11.3	10.1	10.1
Fire						
General Fund Operations	21.0	27.7	32.7	32.3	36.0	37.9 ****
Grants & Other Special Revenues	0.0	-	-	-	0.0	0.0
Airport	2.2	2.5	2.8	2.7	2.7	2.6
Port	0.2	0.3	0.4	0.2	0.4	0.4
Subtotal - Fire**	23.5	30.5	35.8	35.2	39.0	40.9
Sheriff	7.1	5.8	9.7	8.2	6.3	6.3
Public Utilities Commission	5.3	5.9	3.9	4.9	4.0	4.0
Airport Commission	1.7	2.2	2.3	2.2	2.6	2.6
Subtotal	**121.1**	**134.3**	**120.0**	**140.7**	**129.2**	**125.8**
All Other Departments	10.1	10.1	8.4	9.3	7.3	7.5
Total	**131.2**	**144.3**	**128.4**	**150.0**	**136.5**	**133.4**
Top 7 % of Total	*92.3%*	*93.0%*	*93.4%*	*93.8%*	*94.6%*	*94.4%*
Change from Prior Year Actual / Projected	$ (12.0)	$ 14.0	$ (15.9)		$ (13.49)	$ (3.13)
Total Gross Salaries (Cash Compensation)	$ 2,595.8	$ 2,529.6	$ 2,582.9		$ 2,640.31	$ 2,684.48
Overtime as a % of Total Gross Salaries	*5.0%*	*5.7%*	*5.0%*		*5.2%*	*5.0%*

* Revised Budget includes Fire and Police Overtime Supplemental in FY2011-12

** The Police Department's revised budget includes $0.93 million for a 3 year workorder with MTA, from a grant started in March 2012; as of 6/18/2012, there have been $0.03 million in the expenditure. The full three year grant total was all budgeted in FY2011-12, but the majority will be spent in FY2012-13 and FY2013-14.

*** The Police Department's 10B budget is projected to be consistent.

**** The Fire Department's overtime budget increases in FY2012-13 and FY2013-14 are attributed to 1) MOU 3.5% increase in salary, approximately $1.2 million; 2) Projecting $2.5 million overtime needed for re-activating Engine 35 with no staffing increase. This will bring the estimated annual expense to $36.0 million in FY2012-13. For the FY2013-14 Overtime budget, there will be a technical adjustment to reduce the overtime budget by $3.3 million, as the additional academy class for the second year was announced in late May to make changes in the department's budget to properly reflect the department's overtime and regular salary costs. This will result in a proposed overtime budget of $34.6 million for FY2013-14.

San Francisco Police Commission
Office of Citizen Complaints
Joyce M. Hicks
Executive Director

Impact of Budget Analyst Cuts to Office of Citizen Complaints 2012/2013 and 2013/2014 Budgets

	Program	Amount	Budget Analyst Description	OCC Justification for Not Cutting This Item
16)	385021 OCC	$94,952	Subobject 00101 Reduce 8124 position	**Elimination of large caseloads for the 8124 investigators.** The reduction of an additional 8124 investigator would perpetuate the OCC's inability to reduce its investigators' caseloads to 16 cases per investigator as recommended by the Controller's City Services Audit Division's 2007 recommendation after auditing the OCC. Between 2007 and 2011 OCC investigators' caseloads averaged 27 cases. The average number of investigators with full caseloads during that same period has been 13. With 18 investigators, the caseload would equal 18 cases. Both complainants and police officers have expressed dissatisfaction with the time it takes to investigate and close OCC cases. California Government Code section 3304 requires most investigations of allegations of police misconduct be completed within one year.
17)	385021 OCC	$11,179	Subobject 00501 Reduce Temporary Salaries	**Prompt backfill of unplanned vacancies due to long term medical leaves, family leaves and unexpected resignations and temporary hiring for complex investigations.** A reduction in temporary salaries from $21,179 to $10,000 would hamper the OCC's ability to quickly backfill unplanned vacancies due to long term medical leaves, family leaves and unexpected resignations and its ability to hire specialized investigators for complex investigations. Without temporary salaries, the 8124 investigators' caseloads would increase to absorb the absent investigators' caseloads. This would lead to longer times to investigate and close an OCC case. The temporary salary subobject shows zero expenditures in 2011/2012 when in fact $32,000 was expended on temporary salaries. The temporary salaries were paid out of Subobject 00101 but are fully accounted for.
	Program	Amount	Budget Analyst	OCC Justification for Not Cutting This Item

1121

San Francisco Police Commission
Office of Citizen Complaints
Joyce M. Hicks
Executive Director

Impact of Budget Analyst Cuts to Office of Citizen Complaints 2012/2013 and 2013/2014 Budgets

			Description	
18)	385021 OCC	$10,000	Subobject 02700 Reduce Professional Services	**Funding for Information Technology Improvements, Training and Document Production Costs** A reduction of professional services from $25,000 to $15,000 would preclude the OCC from moving forward with a planned IT improvement project that was recommended by the City's Controller in 2007. The OCC's professional services budget is used for specialized projects such as online complaint filing and auto-prompt calendaring which cannot be addressed by existing staff. Additionally overages in Character 21 are absorbed by subobject 02700. The OCC is using $9,000 of its 2011/2012 professional services budget to implement online complaint filing. The OCC planned to use $7,000 of its 2012/2013 budget to implement auto-prompt calendaring. The Controller's City Services Audit Division's 2007 audit contained recommendations that the OCC implement online complaint filing and auto-prompt calendaring. Additionally, State Bar dues are paid for the office's five lawyers as required by an MOU. Training costs and document production costs are also paid from this budget. With a $10,000 reduction, the OCC would be unable to implement auto-prompt calendaring and would be over budget in dues and document production costs. Additional professional services are needed to 1) migrate the OCC's database to a more robust and better performing storage system and 2) upgrade user interface. Professional services for investigators include translation services, forensics, audio and video enhancement. Finally, the OCC's Training program would shrink with the loss of $10,000 from its professional services budget.

1122

Language Access (Continued)

9-1-1 Translated Calls

Language Line: June 1, 2011 – May 31, 2012

Language	# of Calls	% of Total Translations
SPANISH	8,055	62%
CANTONESE	2,985	23%
MANDARIN	900	7%
RUSSIAN	389	3%
VIETNAMESE	197	2%
ALL OTHER (31)	553	3%
TOTAL	**13,079**	**100%**

Department of Emergency Management
FY 2012-2014 Budget

Language Access

- DEM is a Tier I Department for language access.
- 72hours.org - Brochures and website in English, Spanish, Chinese, Russian, and Vietnamese.
- Tuesday noon sirens: "This is a test" message broadcast in Spanish (2) and Cantonese (18), out of a total of 109 sirens.

1125

Department of Emergency Management
FY 2012-2014 Budget

New Positions

FY 2012-2013:

Program	Subfund	Index	Class	FTE	Note
BIV	2SPPFHLS	771013	0932	1.00	Regional Project Manager - Grant position funded through the UASI FY10 Program. No GF Match requirement.
BIV	2SPPFHLS	771013	0931	1.00	Medical & Public Health Project Manager - Grant position funded through the UASI FY10 Program. No GF Match requirement.
BIV	2SPPFHLS	771224	0931	1.00	Resilience and Recovery Manager - Accept & Expend (Ord. 51-12) was approved in FY 11-12, thus, this position is being annualized as part of the FY 12-13 budget.
BIV	2SPPFHLS	771012	5291	1.00	Strategic Communications Planner - Limited Tenure Grant position (will end 06-30-2013) funded through the UASI FY10 Program. No GF Match requirement.

1126

FY 2013-2014:

Program	Subfund	Index	Class	FTE	Note
BIV	2SPPFHLS	771112	8603	1.00	External Affairs Planner - Grant position funded through the UASI FY11 Program. No GF Match requirement.

Department of Emergency Management
FY 2012-2014 Budget

Job Creation

- New Emergency Services Coordinator (ESC) Series:
  - Class 8600 – ESC Assistant
  - Class 8601 – ESC I
  - Class 8602 – ESC II
  - Class 8603 – ESC III
  - Class 8604 – ESC IV

- Position Based Exams will be taking place this summer

1127

Department of Emergency Management
FY 2012-2014 Budget

SFDEM
SAN FRANCISCO DEPARTMENT OF EMERGENCY MANAGEMENT

New Initiatives

- Computer Aided Dispatch (CAD) System Project:
  - 3-Year Project to be completed by March 2014
  - Total Project cost of $3.64M with $1.2M allocated in FY 11-12, another $1.2M in FY 12-13, and the balance will need to be budgeted in FY 13-14

- BayWEB Project:
  - $226K in FY 12-13 for Leases, Permits, & DT staff time

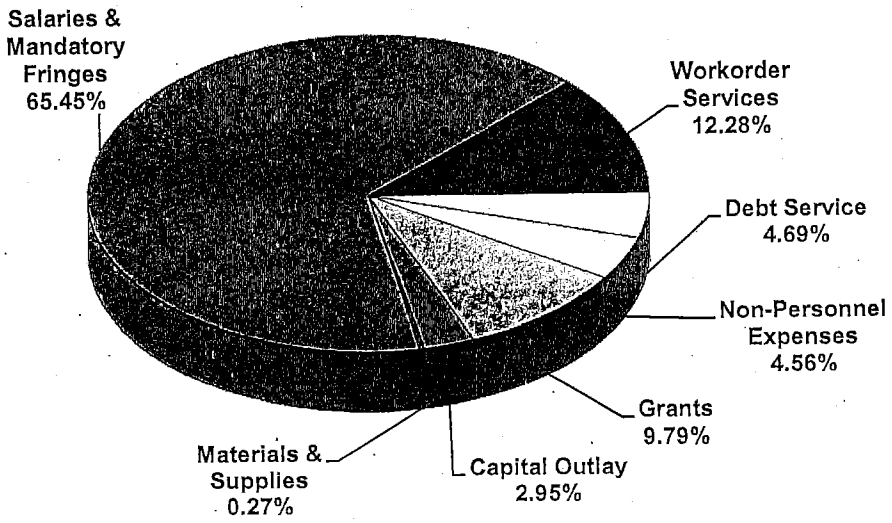
- Exempt Transition Project:
  - Conversion of Positions from Exempt to PCS appointments

1128

Department of Emergency Management
FY 2012-2014 Budget

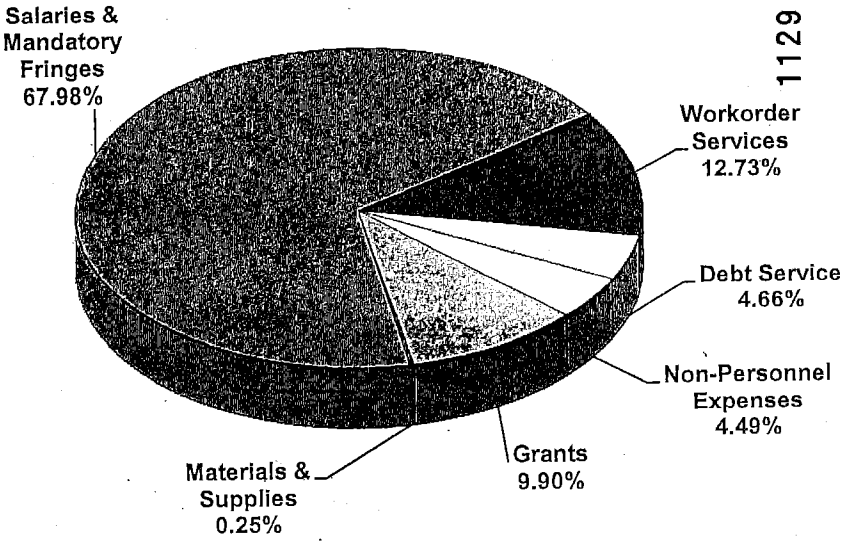
FY 12-13 Uses

Total Budget = $47.2M



FY 13-14 Uses

Total Budget = $46.7M



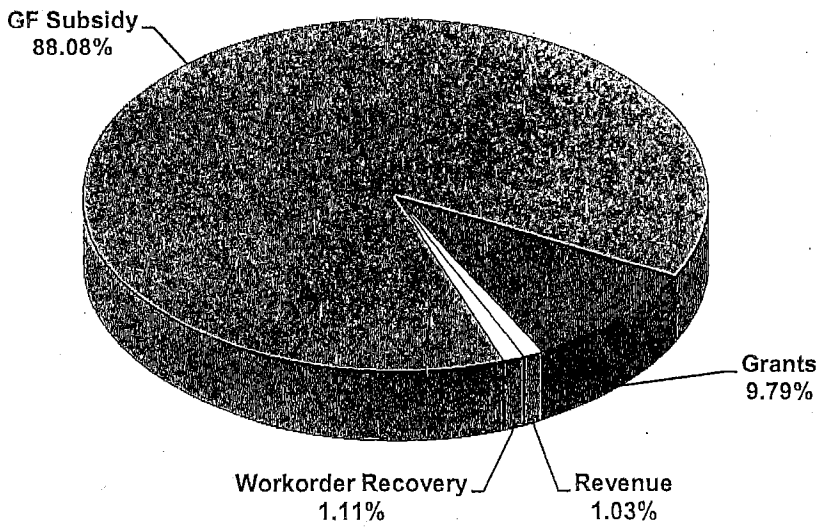
1129

Department of Emergency Management
FY 2012-2014 Budget

SFDEM
SAN FRANCISCO DEPARTMENT OF EMERGENCY MANAGEMENT

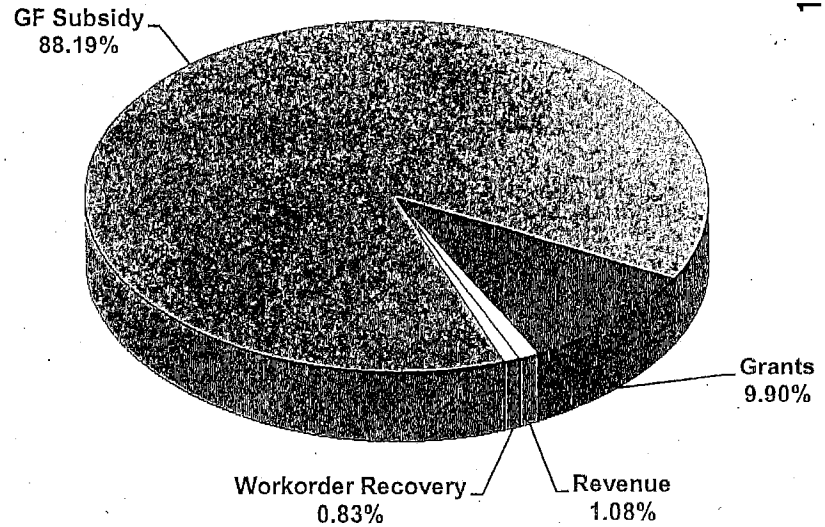
FY 12-13 Sources

Total Budget = $47.2M



FY 13-14 Sources

Total Budget = $46.7M



1130

Budget & Finance Committee

DEM's FY 2012-2014 Budget Proposal

June 20, 2012

Language Access

- More than one-third of employees in the office are bilingual employees.
- Our bilingual employees speak Spanish, Cantonese, Mandarin, Russian, Tagalog, French, Japanese, Korean, Samoan, and Vietnamese.
- Telephonic translation services are used if no staff person is fluent in the language.
- All attorneys use certified court interpreters for all matters relating to court representation.
- Annual budget for interpreter and telephonic translation services is $72,100 in 2012-2013 and 2013-2014.

Job creation & Summer youth employment

- The Public Defender has employed nearly 200 high school interns over the past 10 years.
- This year, the Public Defender will provide 18 internships;
  - 14 from YOUTHWORKS (Sept-May and summer)
  - 2 from Enterprise
  - 2 from School District
- Total budget in 2012-2013: $33,600

FTEs

Grant Writer (8446)

- Will allow the department to compete for over $2 million in grant funds
- New federal program to fund public defender programs
- Will help maintain department's current grant programs

Juvenile Social Worker (2910)

- Current position subject to grant re-funding in September
- Off-budget position (unfunded position) will allow current social worker to continue work using salary savings if grant funded not received
- Monitors 150 youth who are released from out of home placements

Case-weighting system

ATTORNEY	CASE TYPE	WEEKLY HOURS PROJECTED ON EACH CASE TYPE	TOTAL CASELOAD	TOTAL WEEKLY HOURS
ATTORNEY 6 (Felony attorney)	LEVEL 1 - 21 LEVEL 2 - 11 LEVEL 3 - 5 LEVEL 4 - 1 LEVEL 5 – 1	24.1 hours 10.1 hours 7.7 hours 3.2 hours 4.8 hours	39 cases	49.9 hours
ATTORNEY 1 (Misdemeanor attorney)	LEVEL 1 – 4 LEVEL 2 – 16 LEVEL 3 – 42 LEVEL 4 - 1	1.3 hours 7.3 hours 64.6 hours 2 hours	63 cases	74.3 hours

Attorney Total Hours

Attorneys	Hours Per Week	Detail
Total attorney hours	2080 hours	260 Work days
Less vacation hours	104 hours	Average of 13 days
Less administrative leave	80 hours	Average of 10 days
Less sick leave	40 hours	Average of 5 days
Total hours less vacation administrative and sick leave	1700 hours	232 days
Less training	78 hours	
Less 10% Administrative tasks	178 hours	
Total Trial Hours	300 hours	Assumes 3 jury trials per year; 10 days per trial, 10 hours per day
Total Non-Trial Hours Available	1,300 hours	

Case-types and weights

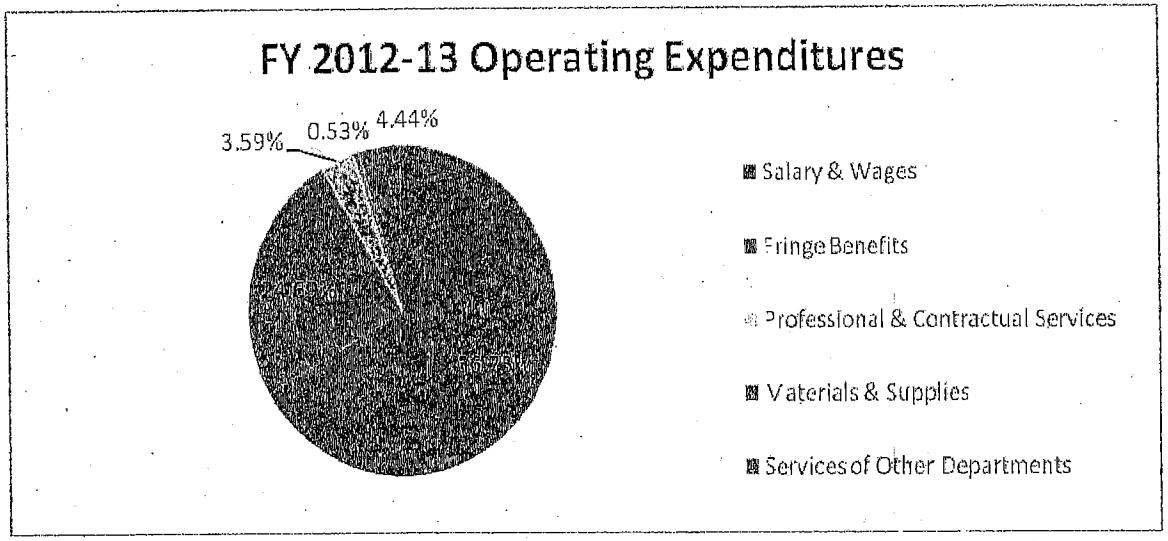
Case Type	Charges	Total Hours Allocated Per Case	Average disposition time
Type 1 (Regular Felonies)	HS 11350, 11351, 11351.5, 11352, 11358, 11360; PC 118, 290, 459 second degree, 476, 487, 666, 12020, 12021, 12025a, 12031, probation violations, WC 10980; VC 2800.2, 10851	10 hours	2 months
Type 2 (Serious Felonies)	212.5, 245a1, 273.5, 368, 422, 451, 455, 459 first degree, 503, VC 20001, 23153, any two strikes case or case involving mental illness	20 hours	5 months
Type 3 (Special Felonies)	203, 207, 209, 215, 220, 245a2, 261, 288, 289, 664/187	60 hours	9 months
Type 4 (Murder)	187	250 hours	18 months
Type 5 (Murder with special circumstances)	187 murder with special circumstances	500 hours	2 years

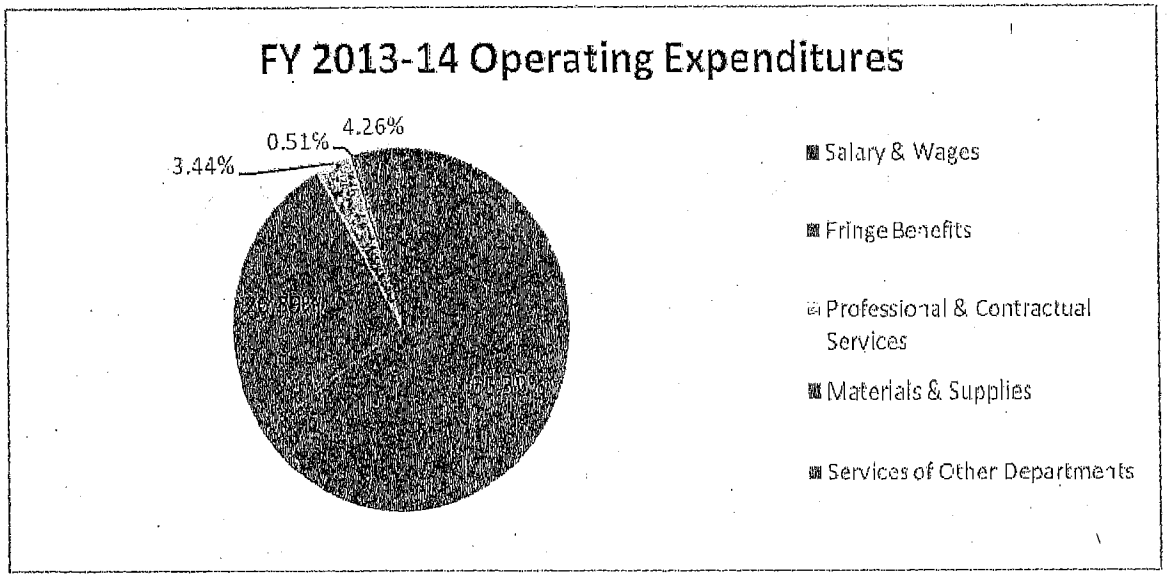
Case-weighting report is based on statistics provided by the Superior Court's Case Management System and the case-weighting standards established by the City Controller in 2003.

Major Department Initiatives

- In July 2012, the department will implement its *Gideon* case tracking and management system, which will help automate most functions and result in department efficiencies.
- The department has initiated a new case-weighting method to manage its caseload, following recent recommendations proposed by the American Bar Association.
- The department has begun new training programs for all employees and has updated its Manual of Policy and Procedures.
- The department will continue to work with the court and other agencies to identify new efficiencies, such as staffing the CJC and re-alignment.

Public Defender's Two Year Budget Overview

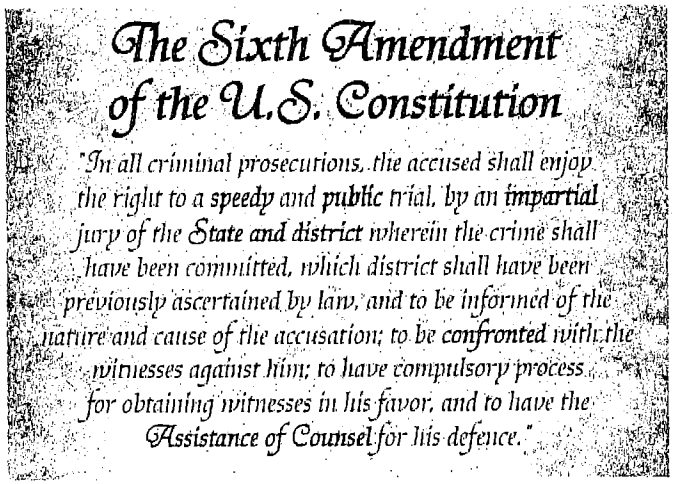




Of the Public Defender's total operating budget:

- 92% goes to pay salaries and benefits
- 3.5% non-personal services as experts, training, and legal research
- 4% to inter-department services, including building lease, telecommunications, worker's compensation, and reproduction mail services
- 0.5% materials and supplies

Public Defender's Mission



- To provide high quality legal representation to over 28,000 indigent persons each year
- The right to counsel guaranteed by US and California Constitutions

Department's Summer Youth Employment Program

- While job creation is not within the scope of our responsibilities, **we maintain a robust internship program** that assists with the training of the next generation of criminal justice professionals.
- Our internship program **encompasses high school students, undergraduates, law school students, and post graduate law school students.**
- The program has three sessions, Fall, Spring and Summer that engage approximately **60 to 70 youth ages 16 to 24** in tasks geared towards exposing them to careers associated with criminal justice system.
- While most of the internships are unpaid, we **offer stipends to approximately 15 second year law clerks and 5 post bars law clerks annually.**

1140

Department Language Access Program

- Approximately **16% of all clients accessing services** are LEP.
- The Department seeks out qualified bi-lingual candidates when hiring.
- There are approximately **74 or 31% of our staff that are multi-lingual.** This is up from 70 or 29% the previous year.
- Just this year the District Attorney launched a **financial fraud hotline that recorded messages in English, Spanish, Chinese, Tagalog, and Russian.**
- The Department prepares most publications in English, Spanish, and Chinese. The Department also prepares publications in different languages when there is a need. The office just completed an **Elder Abuse public service announcement where all printed materials were prepared in English, Spanish, Chinese, and Russian.**

Department Capital Plan

- The San Francisco District Attorney's Office **primary capital need is to have its physical plant replaced.** The Department faces daily challenges due to the limitations of the physical plant. The physical plant limitations include:
  - Lack of **space for confidential interviews of witnesses and victims;**
  - Inability to provide **safe and secure spaces for victims** to wait as they seek services or await court proceedings;
  - **Unable to adequately house existing staffing** or any contemplated growth
  - **Unable to provide appropriate work space for managers** who currently have to share offices with non managerial staff;
  - **Inadequate conference or training spaces** for staff;
- The District Attorney is currently soliciting ideas on a public/private venture project to consolidate and replace the District Attorney's physical plant.

Continued Investment Trial Integrity

- With the recently developed Brady protocols and in influx of recent hires, the Department has **placed a higher premium on training** than ever before.
- **Implemented 7 full day "Boot camp" for all new hires** prior to first court appearance;
- **Developed a 10 week Trial Advocacy College** for continuing education on trial skills for misdemeanor and preliminary hearing attorneys
- Result of all above training is appreciable: misdemeanor trial convictions **improved from 40% during last 2 years to 67%** YTD this calendar year.

Continued Investment Realignment

- Hired an **Alternative Sentencing Planner** position to provide support to prosecutors in identifying and assessing alternative sanction options to hold offenders accountable.
- Collaborating with Delancey Street Foundation to open a **transitional housing program for offenders**, supported through a grant from the US Department of Justice
- Worked with SF Superior Court, the Public Defender and the defense bar, to expand the use of the **Early Resolution Calendar**, which has doubled in capacity, enabling us to resolve cases and prison eligible cases quickly and early, saving resources and enhancing the opportunities for the use of alternatives where appropriate.
- Engaged in **extensive internal staff training** on the parameters of Realignment and best practices in recidivism reduction

Continued Investment Neighborhood Based Services

- In 2011 with existing staff we started offering services to victims in the community. We have community office hours at Cameron House in Chinatown, Mujeres Unidas in the Mission and the YMCA in the Bayview.
- Also with existing staff we have pulled together various community groups to develop stronger community partnerships. We now have advisory groups in the Latino, African American, LGBT, and Women's community. We are currently planning on expanding into the API community and other areas as well.

Continued Investment Neighborhood Court

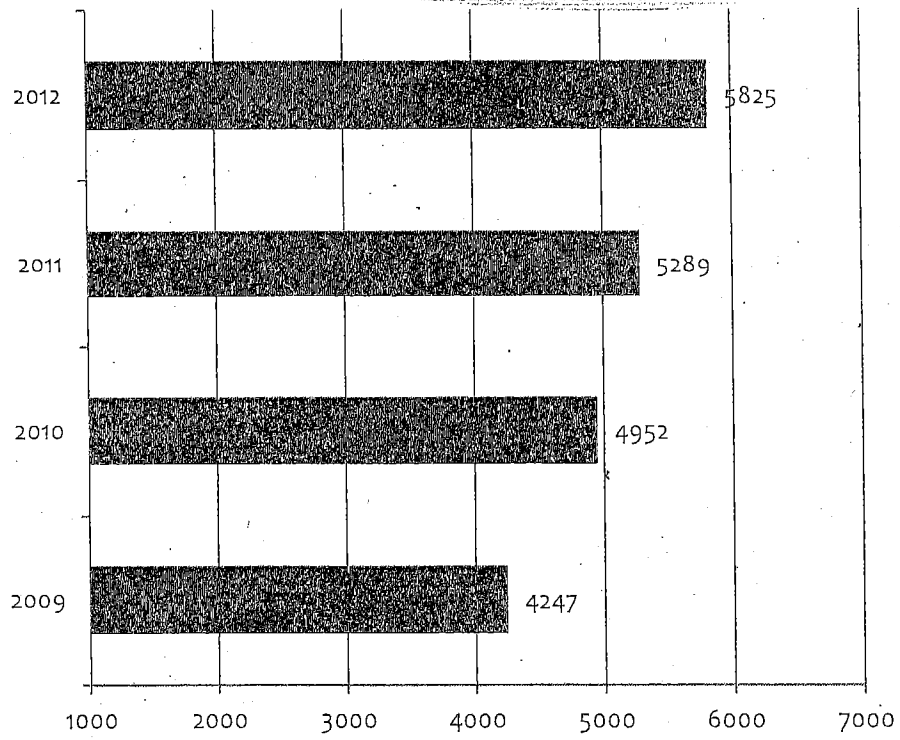
- In 2011 the SF District Attorney's Office launched a new initiative to create a Neighborhood Prosecutor Program and expand the scope of Neighborhood Courts.
- This initiative quickly refers nonviolent criminal cases to these courts so community members can decide how to best address the problems that commonly plague that particular neighborhood.
- Using existing staffing, a total of 5 Neighborhood Prosecutors have been reassigned from HOJ to Police District Stations to quickly review and refer appropriate misdemeanor and infractions to the Neighborhood Courts and to work with the community and Police on public safety challenges.

Continued Investment
Homicide Backlog Reduction

- Homicide Prosecutor – With the addition of 1 prosecutor to the Homicide team, the Department has reduced its backlogged cases 4 years or older by 76% in the past 12 months.

Continued Investment Victim Services

- The District Attorney has placed bi-lingual Victim Advocates in the community to outreach to victims who otherwise wouldn't come to the Hall of Justice
- Since 2009 the number of victims served has risen 37%
- Services include but not limited to funeral assistance, restitution, TRO assistance, orientation to criminal justice system, crisis intervention, court escort, relocation assistance, claims assistance.



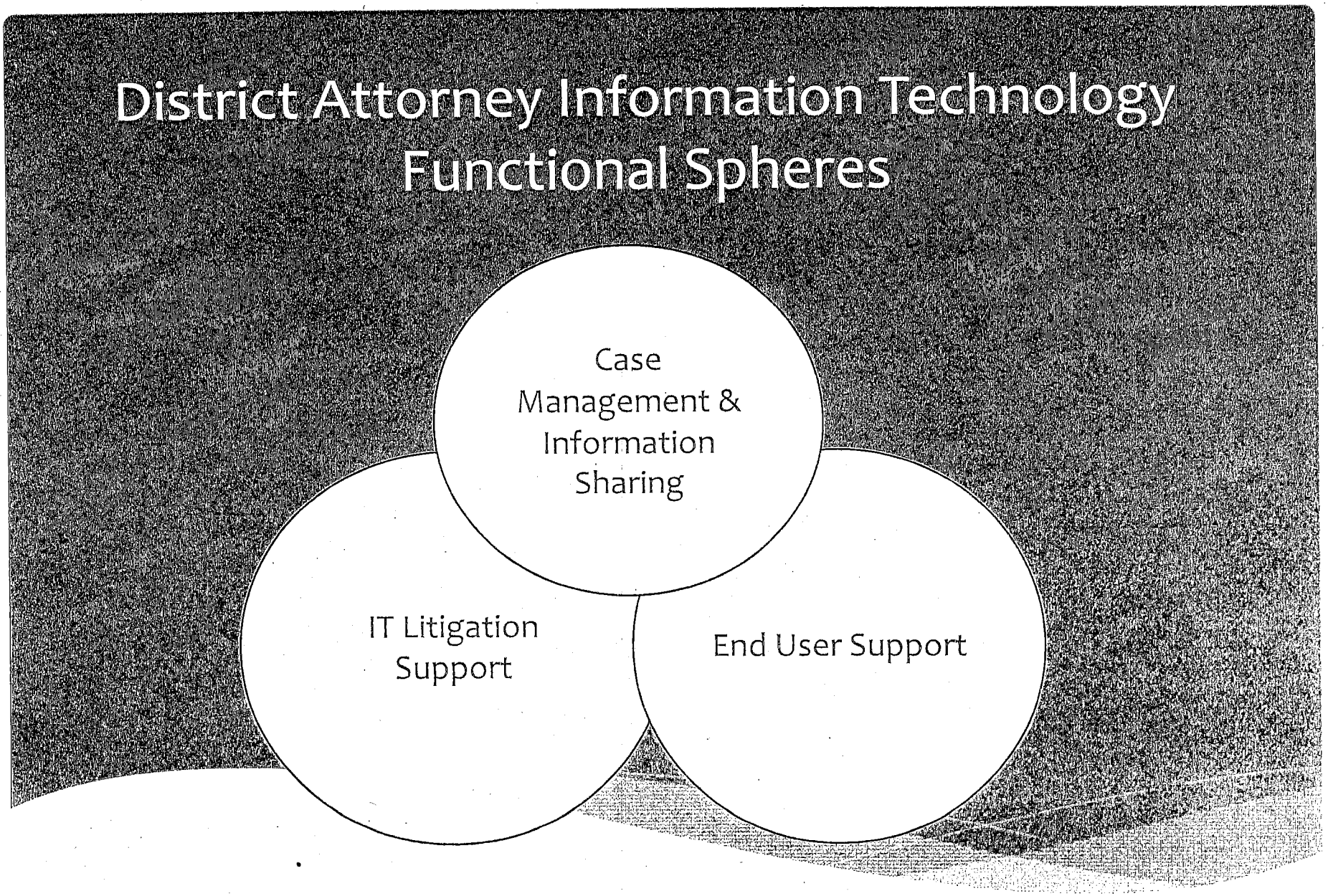
* 2012 Data is projected based on YTD information

New Investments
Information Technology Efficiencies

- **Chief Information Officer**
  - This position will be **responsible for driving the analysis and re-engineering of existing business processes** throughout the Office by integrating technological solutions into everyday workflows .
  - This position will be tasked with **identifying and developing new technological tools to create efficiencies in the work of the Office** as well as how we provide information to its clients, constituents, business partners and stakeholders.

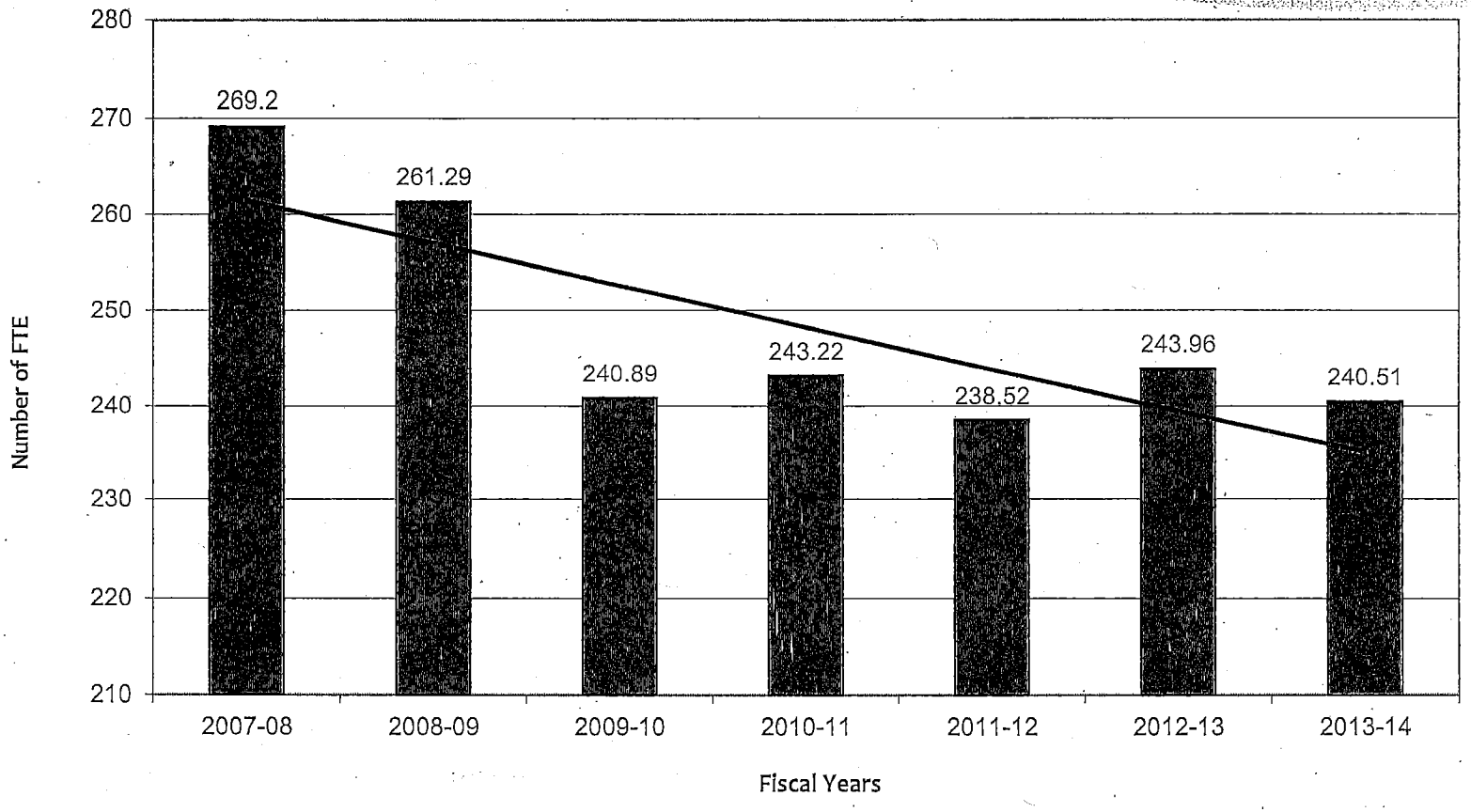
- **DAMION Case Management System Upgrade**
  - DAMION is the **case management system that allows us to track and manage our case processing data.**
  - We are **developing full DAMION functionality** throughout our office by updating to the latest version of the software which would allow us to design statistical reports and implement new modules.
  - Our business objective is to **create a seamless environment which would enable us to access key information using the current platform in a real time basis.**

District Attorney Information Technology Functional Spheres

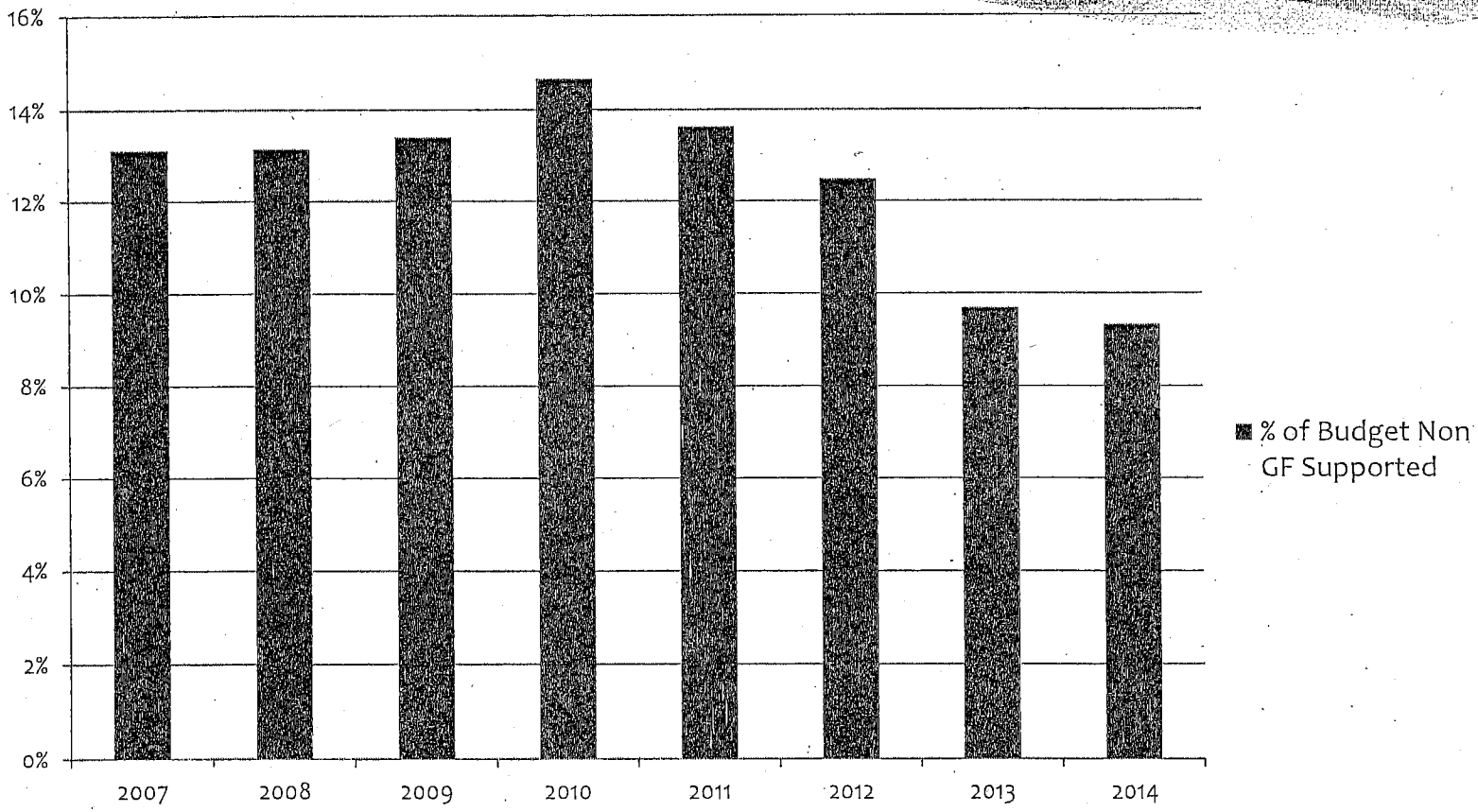


1150

Proposed District Attorney FTE Count



Decline of Grant Funded Budget



File No. 120592

Committee Item No. _____
Board Item No. _____

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: Budget and Finance Committee **Date** 6/25/12 and 6/27/12

Board of Supervisors Meeting **Date** _____

Cmte	Board	
☐	☐	Motion
☐	☐	Resolution
☒	☐	*Ordinance
☐	☐	Legislative Digest
☒	☐	**Budget and Legislative Analyst Report (Located in File No. 120591)
☐	☐	Legislative Analyst Report
☐	☐	Youth Commission Report
☐	☐	Introduction Form (for hearings)
☒	☐	Department/Agency Cover Letter and/or Report
☐	☐	MOU
☐	☐	Grant Information Form
☐	☐	Grant Budget
☐	☐	Subcontract Budget
☐	☐	Contract/Agreement
☐	☐	Form 126 – Ethics Commission
☐	☐	Award Letter
☐	☐	Application
☐	☐	Public Correspondence

OTHER (Use back side if additional space is needed)

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Completed by: Victor Young **Date** June 22, 2012
Completed by: Victor Young **Date** _____

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

RECEIVED
BOARD OF SUPERVISORS
SAN FRANCISCO
2012 MAY 31 AM 11:48

CITY AND COUNTY OF SAN FRANCISCO

PROPOSED ANNUAL SALARY ORDINANCE

May 31, 2012

File No. _____ Ordinance No. _____

FISCAL YEAR ENDING JUNE 30, 2013 and
FISCAL YEAR ENDING JUNE 30, 2014

** Complete copy of document is located in

File No. 120592

The Budget and Legislative Analyst Reports for the Mayor's Fiscal Year 2012-2013 to Fiscal Year 2013-2014 Budget for the following files are located in Board of Supervisors **File No. 120591:**

120592
120593
120595
120596
120597
120598
120599
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OFFICE OF THE MAYOR
SAN FRANCISCO

EDWIN M. LEE
MAYOR

June 12, 2012

To: Honorable Members of the Board of Supervisors' Budget and Finance Committee
Angela Calvillo, Clerk of the Board of Supervisors
Harvey Rose, Board of Supervisors' Budget Analyst

From: Kate Howard, Mayor's Budget Director

Re: Interim Exceptions to the Annual Salary Ordinance

I herein present exceptions to the Interim Annual Salary Ordinance (ASO) for consideration by the Budget and Finance Committee of the Board of Supervisors. The City's standard practice is to budget new positions at 0.77 FTE. Where there is justification for expedited hiring, however, the Board may authorize exceptions to the Interim ASO, which allow new positions to be filled in the first quarter of the fiscal year, prior to final adoption of the budget. Exceptions are being requested for the following positions:

Redevelopment Related Positions (53.60 FTE)

- **Office of the City Administrator (35.00 FTE).** The City Administrator's Office is adding 35 positions due to the increase in work associated with the transition of the former Redevelopment Agency to the City and County of San Francisco. This includes one 0932 Manager IV, one 0933 Manager V, one 0953 Deputy Director III, three R030 Management Assistant III positions, three R035 Management Assistant II positions, two R535 Development Services Managers, two R550 Senior Project Managers, one R565 Senior Civil Engineer, one R585 Contract Compliance Supervisor, one R586 Contract Compliance Specialist III, three R590 Project Managers, two R615 Development Specialists, one R630 Senior Financial Analyst, one R635 Architect, one R640 Contract Compliance Specialist II, one R695 Accountant III, one R720 Senior Programmer Analyst, one R730 Associate Planner, one R775 Accountant II, one R855 Records Specialist II, two R880 Records Specialist I positions, one R930 Staff Associate V, one R970 Accounting Supervisor, and two R990 Assistant Project Managers.

- **The Mayor's Office of Housing (10.00 FTE).** The Mayor's Office of Housing is adding ten positions due to the increase in work associated with the transition of the former Redevelopment Agency (RDA) to the City and County of San Francisco. These interim exceptions are needed to transition former RDA employees to the Mayor's Office of Housing to continue implementing housing obligations and responsibilities. The positions include one 1657 Accountant, one 5502 Project Manager I, one R035 Management Assistant II, one R590 Project Manager, three R615 Development Specialists, one R670 Financial Systems Accountant, one R705 Assistant Development Specialist, and one R895 Office Assistant I.

- **Port (8.60 FTE).** The Port is adding ten positions due to the increase in work associated with the transition of the former Redevelopment Agency (RDA) to the City and County of San

Francisco. The Port is absorbing one R030 Management Assistant III, one R740 Harbormaster, three R840 Harbor Attendants, two 80%-time R865 Harbor Office assistants, and two R890 Harbor Security Officers from the Redevelopment Agency for the maintenance and management of South Beach Harbor.

- In addition there are several departments (listed below) that are requesting additional positions due to increased work related to the City taking on the functions of the former SFRA, including the City Attorney's Office (3.0 FTE), the Treasurer Tax Collector (1.0 FTE), and the City Administrator (1.0 FTE).

General Fund Positions (73.00 FTE)

- **Art Commission (2.50 FTE).** The Art Commission has budgeted two new full-time positions and one 0.5 new part-time position as part of their Department reorganization, including one full-time 0951 Deputy Director I, one full-time 1842 Management Assistant, and one part-time 3549 Arts Program Assistant. All of these positions are currently filled with temporary employees.

- **Department of the Assessor-Recorder (5.00 FTE).** The Assessor-Recorder has budgeted five new limited-tenure positions, including three 4213 Assessor-Recorder Office Assistants, one 4265 Real Property Appraiser and one 4267 Principal Real Property Appraiser, to work on Real Property assessment and appeals backlogs. These positions are all currently in the Department's budget as limited-term positions that were set to expire in the budget year, thus the "new" action actually reflects renewal of the limited terms. These require interim exceptions because: the 4265 is currently filled; the 4267 recruitment process is underway and an eligible list is expected to be ready by mid-May 2012; and the three 4213s are part of the Office Assistant reorganization for which the budget contains a set amount of attrition for all positions not currently filled.

- **Office of the City Administrator (2.00 FTE).** The City Administrator's Office is adding two interim exception positions; one is a 0931 Manager III position due to the increase in human resources work associated with the transition of the former Redevelopment Agency to the City and County of San Francisco. The Department is also adding an 1824 Principal Administrative Analyst to the Office of Immigrant Affairs; this position is currently filled with a temporary employee and will be filled on a permanent basis starting in July.

- **Office of the City Attorney (5.00 FTE).** The City Attorney's Office is adding two 8177 Attorney positions and one 8169 Legislative Assistant position due to the increase in work associated with the transition of the former Redevelopment Agency to the City and County of San Francisco. The Department is also adding one 8177 Attorney and one 8169 Legislative Assistant to start its revenue generating Consumer Protection Unit.

- **City Planning (2.00 FTE).** The City Planning Department requires one new limited-tenure 5298 Environmental Planner III and one new limited-tenure 5291 Planner III to provide environmental review and other planning services for the Warriors project; if these two positions are not approved as interim exceptions the work will be delayed for this project. These positions will be fee-funded.

- **Human Services Agency (4.00 FTE).** The Human Services Agency budgeted four new interim exception positions. This includes one 9704 Employment & Training Specialist III to manage a 3-year Department of Labor grant to provide subsidized employment for non-custodial parents identified by Department of Child Support Services. The Department's budget also includes two 1822 Administrative Analyst positions for the federally-funded Broadband Technology Opportunities Program; these positions will focus on increasing broadband access and adoption for seniors and clients with disabilities. Delays in hiring for these positions will slow down the spending of the grant monies and the implementation of these important programs. Finally, the Department budgeted one new 0922 Manager I to lead the new Lesbian, Gay, Bisexual and Transgender Seniors Task Force introduced to the Board of Supervisors by Supervisors Wiener, Campos and Olague. If approved, the Task Force will begin its work in July 2012, with a focus on making its first set of planning and policy recommendations to the Board within an 18 month time period. This position will staff the Task Force and manage the group's efforts in addition to working to implement the Excellence in Dementia Care Plan; if this position is not approved as an interim exception it would be difficult for the Task Force to meet the above mentioned times lines.

- **Department of Public Health (1.00 FTE).** The Department of Public Health has budgeted one 2930 Psychiatric Social Worker to start on July 1. This position will work with the Child Abuse Intervention Program (CAIP), which is a new requirement established in the Penal Code to address child abuse. The Department is already recruiting for this position and intends to fill it shortly after the start of the new fiscal year to ensure compliance.

- **Department of Public Works (46.00 FTE).** The Department of Public Works is adding 46 project-funded, off-budget/limited term positions for various bonds, Certificate of Participation, and work order funded projects. These projects include the Earthquake Safety and Emergency Response bond; the Road Repaving and Streets Safety bond; the San Francisco General Hospital Rebuild bond; the War Memorial Veterans Building rebuild; and various capital projects for the Public Utilities Commission, the Library, the Fire Department, and other departments. The positions are: one 0932 Manager IV, one 1822 Administrative Analyst, one 1840 Junior Management Assistant, one 1842 Management Assistant, ten 5203 Assistant Engineers, five 5207 Associate Engineers, six 5260 Architectural Assistant I positions, six 5262 Landscape Architectural Associate I positions, two 5502 Project Managers, one 5508 Project Manager IV, one 5620 Regulatory Specialist, eight 6318 Construction Inspectors, one 6331 Building Inspector, one 7282 Street Repair Supervisor II, and one 9254 Assistant to the Director, Public Affairs. The recruitment process has begun in anticipation of filling these positions at the beginning of Fiscal Year 2012-13 to meet project time line needs.

- **Sheriff's Department (4.00 FTE).** The Sheriff's Department is adding four 8504 Deputy Sheriff positions to perform security work at the new Public Utilities Commission (PUC) building (construction recently finished). The PUC is funding these positions through a work order; hiring them at the start of the fiscal year will help control overtime costs at the Sheriff's Department.

- **Office of the Treasurer & Tax Collector (1.50 FTE).** The Office of the Treasurer and Tax-Collector is budgeting one new 1654 Accountant III due to the increase in banking related work associated with the transition of the former Redevelopment Agency to the City and County of San Francisco. The Department is also adding one new 0.5 part-time 1840 Junior

Management Assistant to work on the Kindergarten to College and financial literacy program. This position is complimented by a new grant-funded 0.5 1840 described in Non-General Fund Positions below, thus 1.0 FTE will split their time between two different financial programs. This position is also currently filled by a temporary employee, and the General Fund half will be funded by a work order from the Department of Children, Youth and their Families (DCYF).

Non-General Fund Positions (36.00 FTE)

- **Airport (3.00 FTE).** The Airport is proceeding with a Federally-required Airfield project during the summer construction season and has budgeted three new off-budget 9212 Airport Security Officers to complete this project. Current staffing levels are not sufficient to ensure completion of the project in the planned time frame and hiring must commence immediately.

- **Art Commission (0.50 FTE).** The Art Commission has budgeted one 0.5 part-time 3549 Arts Program Assistant which is funded by the Community Arts and Education Youth Arts project. The position is currently filled with a temporary employee, and if this interim exception is not approved we would need to adjust temporary salaries to continue seamless programming.

- **Office of the City Administrator (8.00 FTE).** The City Administrator's Office is adding eight 2708 Custodian positions for the opening of the new PUC building. The PUC is funding these positions through a work order, and they are needed July 1 since building construction has finished.

- **Department of Emergency Management (3.00 FTE).** The Department of Emergency Management has budgeted three new grant funded positions as part of an exempt transition project in coordination with the Department of Human Resources. These positions include one 5291 Planner III, one 0931 Manager III that is budgeted between two index codes, and one 0932 Manager IV that is also budgeted between two index codes. Immediate hiring is needed to perform this important work and spend down grant funds.

- **Human Services Agency (5.00 FTE).** The Human Services Agency budgeted five new grant-funded positions. This includes four 2920 Medical Social Workers, and one 2924 Medical Social Work Supervisor. These positions will support the Community-Based Care Transitions Program funded by the federal government, and the Center for Medicare and Medicaid Innovation grant to develop new payment and delivery models. Each of these positions is currently being recruited for and is expected to be filled by the beginning of the fiscal year. If the interim exceptions for these positions are not approved, the Department's assumed grant revenue should be reduced accordingly.

- **Police Department (1.00 FTE).** The Police Department is budgeting one new off-budget 1824 Principal Administrative Analyst to support police positions funded by an Urban Areas Security Initiative (UASI) grant and to plan and provide analysis on UASI projects. Immediate hiring is needed to perform this important work and spend down grant funds.

- **Port (2.00 FTE).** The Port is budgeting one new 1244 Senior Personnel Analyst and one new 1054 Principal IS-Business Analyst. The 1244 is currently filled by an existing temporary employee, and if this interim exception is not approved the Department will need to adjust

temporary salaries to continue the current work being done. The 1054 has been budgeted to perform critical software upgrades to the Department's Oracle system and is needed immediately to perform this important work.

- **Office of the Public Defender (1.00 FTE).** The Public Defender's Office is adding one off-budget 2910 Social Worker. This position will be funded by the Edward Byrne Memorial JAG grant; it is needed July 1 to perform the work required by the grant and to spend down the grant funds.

- **Department of Public Health (6.00 FTE).** The Department of Public Health budgeted six grant funded positions to start on July 1; the process to hire these employees began in FY 2011-12, and the Department will be ready to start spending these funds in July of 2012. The positions include one 2586 Health Worker II to implement a pilot that started in FY 2011-12 to integrate Primary Care into Substance Abuse program settings; one 2818 Health Program Planner to complete work for a Community Transformation Grant to integrate evidence-based strategies to reduce death and disability due to tobacco use, obesity, and heart disease and stroke; and four 2830 Public Health Nurses that will start making home visits in July to families living within at-risk communities to implement a grant received from the State.

- **Department of Public Works (1.00 FTE).** The Department of Public Works is adding one project-funded limited-term 1822 Administrative Analyst position for the implementation of the Road Repaving and Streets Safety bond. The recruitment process has begun in anticipation of filling this position at the beginning of Fiscal Year 2012-13 to meet project timeline needs.

- **Recreation and Park Department (5.00 FTE).** The Recreation and Park Department included five new 3410 Apprentice Gardeners in their budget submission. The Department plans to have these employees start immediately with a new cohort of apprentice gardeners.

- **Office of the Treasurer & Tax Collector (0.50 FTE).** The Office of the Treasurer and Tax-Collector is budgeting one new grant-funded part-time 1840 Junior Management Assistant to work on financial literacy programs. This position is complimented by a new 0.5 1840 described in General Fund Positions above, thus 1.0 FTE will split their time between two different financial programs. The position is needed July 1 to perform this important work and spend down grant funds.

Please do not hesitate to contact me if you have any questions regarding the requested interim exceptions to the ASO.

BOS-11, B/F clerk, COB, cpag

City and County of San Francisco

Edwin M. Lee
Mayor

Department of Human Resources

Micki Callahan
Human Resources Director

File 120592

RECEIVED
BOARD OF SUPERVISORS
SAN FRANCISCO
2012 JUN -7 AM 9:40
AK

May 30, 2012

Ms. Angela Calvillo
Clerk of the Board
Board of Supervisors
City Hall, Room 244
San Francisco, California 94102

Dear Ms. Calvillo:

In accordance with the provisions of the San Francisco Administrative Code, Chapter 3, Section 3.10, the Department of Human Resources prepared and submitted the Administrative Provisions of the Interim Annual Salary Ordinance (ASO) for the fiscal year ending June 30, 2013. Below are the proposed changes:

2) Section 2. Compensation Provisions.

Section 2.1 was updated to include the Health Service System's stipend amounts for PUC employees assigned to Hetch Hetchy, and Recreation and Park employees permanently assigned to Camp Mather for FY 2012-13.

This sentence was added to clarify the effective dates of the stipend amounts. "These rates are effective July 1, 2012 to December 31, 2012 only, and may change as of January 1, 2013."

Please contact Gilda Cassanego, Senior Personnel Analyst, at 557-4859 if you have any questions or concerns.

Very truly yours,

Micki Callahan
Human Resources Director

cc: Harvey Rose, Budget Analyst
Kate Howard, Mayor's Office
Ben Rosenfield, Controller

File No. 120426

Committee Item No. _____
Board Item No. _____

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: Budget and Finance Committee **Date** 6/25/12

Board of Supervisors Meeting **Date** _____

Cmte	Board	
☐	☐	Motion
☐	☐	Resolution
☒	☐	Ordinance
☐	☐	Legislative Digest
☒	☐	Budget and Legislative Analyst Report
☐	☐	Legislative Analyst Report
☐	☐	Youth Commission Report
☐	☐	Introduction Form (for hearings)
☒	☐	Department/Agency Cover Letter and/or Report
☐	☐	MOU
☐	☐	Grant Information Form
☐	☐	Grant Budget
☐	☐	Subcontract Budget
☐	☐	Contract/Agreement
☐	☐	Form 126 – Ethics Commission
☐	☐	Award Letter
☐	☐	Application
☐	☐	Public Correspondence

OTHER **(Use back side if additional space is needed)**

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Completed by: Victor Young **Date** June 22, 2012
Completed by: Victor Young **Date** _____

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

CITY AND COUNTY OF SAN FRANCISCO

PROPOSED BUDGET

AND

ANNUAL APPROPRIATION ORDINANCE

FOR SELECTED DEPARTMENTS

AS OF MAY 1, 2012

File No. 120426 Ordinance _____

FISCAL YEAR ENDING JUNE 30, 2013 and
FISCAL YEAR ENDING JUNE 30, 2014

** Complete copy of document is located in

File No. 120426

Ben Rosenfield
Controller

Monique Zmuda
Deputy Controller

PROPOSED BUDGET AND ANNUAL APPROPRIATION ORDINANCE FOR SELECTED DEPARTMENTS AS OF MAY 1, 2012

FISCAL YEAR ENDING JUNE 30, 2013 and FISCAL YEAR ENDING JUNE 30, 2014

The Proposed Budget and Annual Appropriation Ordinance for Selected Departments as of May 1, 2012 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 and departments, detailed by department and 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 Controller's website (http://www.sfcontroller.org). 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.

** Complete copy of document is located in

File No. 120426

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CITY AND COUNTY OF SAN FRANCISCO

BOARD OF SUPERVISORS

BUDGET AND LEGISLATIVE ANALYST

1390 Market Street, Suite 1150, San Francisco, CA 94102 (415) 552-9292
FAX (415) 252-0461

May 22, 2012

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 2012-2013 to Fiscal Year 2013-2014 Budget.

Page

Descriptions for Departmental Budget Hearing, May 24, 2012 Meeting, 10:00 a.m.

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MTA Municipal Transportation Agency 28

Harvey M. Rose

cc: Supervisor Chu
Supervisor Avalos
Supervisor Kim
Supervisor Cohen
Supervisor Wiener
President Chiu
Supervisor Campos
Supervisor Elsbernd
Supervisor Farrell
Supervisor Mar
Supervisor Olague
Clerk of the Board
Cheryl Adams
Mayor Lee
Controller
Kate Howard

DEPARTMENT: PUC – PUBLIC UTILITIES COMMISSION

BUDGET REVIEW EXECUTIVE SUMMARY
FIXED TWO YEAR BUDGET, FY 2012-13 & FY 2013-14

YEAR ONE (FY 2012-13)

Budget Changes

The department's proposed budget of $704,956,414 for FY 2012-13 is $18,536,224 or 2.6% less than the original budget of $723,492,638 for FY 2011-12.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2012-13 is 1,622 FTEs, which is 6 FTEs more than the 1,616 FTEs in FY 2011-12. This represents 0.4% increase in FTEs from the original budget for FY 2011-12.

Revenue Changes

Department revenues, consistent with expenditures, have decreased by $18,536,224 or 2.6%, from the original FY 2011-12 budget of $723,492,638 to the proposed FY 2012-13 budget of $704,956,414.

YEAR TWO (FY 2013-14)

Budget Changes

The department's proposed budget of $775,739,283 for FY 2013-14 is $70,782,869 or 10.0% more than the proposed budget of $704,956,414 for FY 2012-13.

Personnel Changes

The number of FTEs budgeted for FY 2013-14 is 1,623 FTEs, which is 1 FTE more than the 1,622 FTEs in FY 2012-13.

Revenue Changes

Department revenues, consistent with expenditures, have increased by $70,782,869 or 10.0%, from the proposed FY 2012-13 budget of $704,956,414 to the proposed FY 2013-14 budget of $775,739,283.

RECOMMENDED REDUCTIONS

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $2,576,394 in FY 2012-13 and $2,801,604 in FY 2013-14.

DEPARTMENT: PUC – PUBLIC UTILITIES COMMISSION

SUMMARY OF PROGRAM EXPENDITURES:

	FY 2011-12 Original Budget	FY 2012-13 Proposed Budget	Increase/ (Decrease) from FY 2011-12	FY 2013-14 Proposed Budget	Increase/ (Decrease) from FY 2012-13
PUBLIC UTILITIES COMMISSION					
ADMINISTRATION	$112,184,853	$188,958,806	$76,773,953	$208,772,837	$19,814,031
CUSTOMER SERVICES	11,984,647	12,561,644	576,997	12,975,905	414,261
DEBT SERVICE	212,923,930	232,022,270	19,098,340	274,689,954	42,667,684
ENGINEERING	0	0	0	0	0
FINANCE	10,148,226	10,684,141	535,915	10,958,753	274,612
GENERAL MANAGEMENT	(55,946,417)	(59,207,238)	(3,260,821)	(60,648,302)	(1,441,064)
HETCH HETCHY CAPITAL PROJECTS	73,686,500	2,000,000	(71,686,500)	2,000,000	0
HETCHY WATER OPERATIONS	50,487,873	59,486,896	8,999,023	55,417,772	(4,069,124)
HUMAN RESOURCES	9,581,837	10,135,362	553,525	10,420,474	285,112
MANAGEMENT INFORMATION	19,542,846	20,525,731	982,885	20,746,225	220,494
OPERATING RESERVE	13,434,935	20,798,138	7,363,203	36,122,807	15,324,669
POWER INFRASTRUCTURE DEVELOPMENT	9,316,096	21,721,891	12,405,795	22,297,133	575,242
POWER PURCHASING/ SCHEDULING	44,505,295	45,851,628	1,346,333	45,971,131	119,503
POWER UTILITY SERVICES	11,869,084	342,000	(11,527,084)	357,000	15,000
STRATEGIC PLANNING/ COMPLIANCE	10,596,544	12,785,185	2,188,641	12,881,037	95,852
WASTEWATER CAPITAL PROJECTS	30,652,450	0	(30,652,450)	0	0
WASTEWATER COLLECTION	30,100,426	31,317,585	1,217,159	31,890,746	573,161
WASTEWATER OPERATIONS	6,413,336	3,051,622	(3,361,714)	3,072,021	20,399
WASTEWATER TREATMENT	69,931,755	70,704,830	773,075	72,039,834	1,335,004
WATER CAPITAL PROJECTS	39,270,330	5,001,000	(34,269,330)	5,713,000	712,000
WATER SOURCE OF SUPPLY	20,925,744	20,002,385	(923,359)	21,127,014	1,124,629
WATER TRANSMISSION/ DISTRIBUTION	49,043,342	50,988,696	1,945,354	51,668,436	679,740
WATER TREATMENT	37,910,802	42,618,602	4,707,800	42,882,303	263,701
Subtotal	$818,564,434	$802,351,174	($16,213,260)	$881,356,080	$79,004,906
Less Interdepartmental Recoveries And Transfers	(95,071,796)	(97,394,760)	(2,322,964)	(105,616,797)	(8,222,037)
Net Uses	$723,492,638	$704,956,414	($18,536,224)	$775,739,283	$70,782,869

DEPARTMENT: PUC – PUBLIC UTILITIES COMMISSION

FY 2012-13

The PUC's proposed budget for FY 2012-13 is $18,536,224 less than the budget for FY 2011-12. The PUC has proposed the following major changes in FY 2012-13:

- Scheduled debt service has increased due to increasing debt payments for outstanding Water Revenue Bonds to fund the Water Systems Improvement Program (WSIP), which began in 2005 and involves the rebuild and retrofit of the Hetch Hetchy Water System.

- The department is proposing two new positions: (1) one new 5148 Water Operations Analyst is being requested by the Wastewater Enterprise to help respond to various sewer inquiries from the public and other agencies that have increased as a result of sewer condition assessments; and (2) one new 7246 Sewer Repair Supervisor to support sewer condition assessments and help prioritize sewer replacement for areas with critical needs.

- Professional services contracts in the Wastewater Enterprise have increased to (a) respond to an Environmental Protection Agency inspection of the Southeast Water Pollution Control Plant facility and collection system; (b) examine the unexpected results from acute toxicity tests at the Southeast Water Pollution Control Plant; and (c) enable compliance with new regulatory mandates under the revised National Pollutant Discharge Elimination System Municipal Separate Storm Sewer System (MS4) Phase II General Permit.

- New funding is included in the Hetch Hetchy Water Division for fisheries studies as ordered by the Federal Energy Regulatory Commission (FERC) as part of the requirements under the Turlock and Modesto Irrigation Districts' FERC license to operate the Don Pedro Project.

- The Hetch Hetchy Water Division has negotiated a water transfer with Modesto Irrigation District as anticipated by the WSIP and approved by the Public Utilities Commission in October 2008. This includes funding for a California Environmental Quality Act (CEQA) review of potential water transfer from Modesto Irrigation District.

- New funding is included for the Hetch Hetchy Water Division for Western Electricity Coordinating Council (WECC)/North American Electric Reliability Corporation (NERC) regional standard compliance for owners, operators and users of the Bulk Electric System (BES).

- The Hetch Hetchy Power Division includes new funding for a business and strategic assessment to assist Hetchy Power to better serve an increasing number of retail electric customers and for the Advance Metering Infrastructure (AMI) Master Data Management (MSM) implementation.

- An increase in permanent salaries and mandatory fringe benefits due to Memoranda of Understanding (MOU) changes.

- The Department has prioritized completion of WSIP, resulting in decreased funding for Capital Improvement Projects in the Water Enterprise.

- PUC is proposing reduced administrative costs to the Water, Wastewater, and Hetch Hetchy divisions.

DEPARTMENT: PUC – PUBLIC UTILITIES COMMISSION

FY 2013-14

The PUC's proposed budget for FY 2013-14 is $70,782,869 and includes the following major changes:

- Annualization of new positions.
- An increase in scheduled debt service resulting from increasing debt payments for outstanding Water Revenue Bonds to fund WSIP.
- Increases in mandatory fringe benefits for department staff.
- A decrease in the Capital Improvement Projects for the Water Division due to WSIP.

DEPARTMENT PERSONNEL SUMMARY:

The number of FTEs in FY 2012-13 is 1,622 or 6 more than the 1,616 FTEs in FY 2011-12.

The number of FTEs in FY 2013-14 is 1,623 or 1 more than the 1,622 FTEs in FY 2012-13.

The Water Enterprise's FY 2012-13 budget includes 11 positions that are reassigned from the Infrastructure division.

The Wastewater Enterprise's FY 2012-13 budget includes two new positions noted above, annualization of positions approved in FY 2011-12, and budget system adjustments. No positions are proposed for deletion in FY 2012-13 and FY 2013-14.

The PUC Bureaus include increased FTEs from 13 positions that were new in FY 2011-12 and are annualized in the FY 2012-13 budget. The Bureaus budget includes two positions that are new in FY 2012-13.

DEPARTMENT: PUC – PUBLIC UTILITIES COMMISSION

Revenues

The PUC receives operating revenue from utility rates charged to San Francisco individuals and businesses for water and wastewater use; wholesale water rates charged to the PUC's wholesale customers; electricity sales from power generated by Hetch Hetchy, and other sources. Revenues in the proposed FY 2012-13 and FY 2013-14 PUC budgets include:

- Increased revenues from the sale of water to San Francisco consumers based rate increases which are part of the five-year rate plan the PUC implemented in FY 2008-09.[1]
- Increased revenues from the water rate increases for wholesale customers, as part of the five-year rate plan the PUC implemented in FY 2008-09.
- Increased revenues from sewer services to San Francisco consumers based rate increases which are part of the five-year rate plan the PUC implemented in FY 2008-09.[2]

LEGISLATION

Items 4 and 9. Files 12-0428 and 12-0469

File 12-0428 is an ordinance that would appropriate $587,756,000 of proceeds from wastewater revenue bonds, wastewater revenues and interest income in order to finance improvements to the San Francisco City sewer system, renewal and replacement projects for sewer and treatment facilities, the Treasure Island Project, other wastewater capital projects, and City Auditor costs. File 12-0428 would also accept and expend a Department of Water Resources grant in the amount of $24,146,000. **File 12-0469** is an ordinance that would increase the PUC's authority under San Francisco's 2002 Proposition E to issue Water Revenue Bonds by $522,810,000.

In 2002, San Francisco voters approved Proposition E, which allows the PUC to issue debt without further approval of the voters, subject to approval of two-thirds of the Board of Supervisors.

Under File 12-0469, the PUC is requesting Proposition E authority for up to $522,810,000 for (a) various wastewater projects (a list is in Table 3), (b) financing costs (as shown in Table 1, below), and (c) $30,000,000 in water revenue bonds that the Board of Supervisors had previously approved for expenditure in FY 2011-12, as shown in Table 1. According to Mr. Mike Brown, Capital Finance Analyst for the PUC, legislation to issue $30,000,000 in water revenue bonds had not been previously approved by the Board of Supervisors in FY 2011-12 and is being included in File 12-0469 for Board of Supervisors approval.

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[1] In accordance with Charter Section 8B.125, the Board of Supervisors has the authority to reject proposed increases in water rates. Such rate increases were previously presented to the Board of Supervisors.

[2] In accordance with Charter Section 8B.125, the Board of Supervisors has the authority to reject proposed increases in sewer rates. Such rate increases were previously presented to the Board of Supervisors.

DEPARTMENT: PUC – PUBLIC UTILITIES COMMISSION

Table 1

Revenue Bond Issuance Authority	Amount
Wastewater Capital Projects	$428,530,000
Financing Costs	63,180,000
City Auditor Costs	1,100,000
Subtotal: Wastewater Revenue Bonds	**$492,810,000**
Previously Approved Water Revenue Bonds in FY 2011-12	30,000,000
Total	**$522,810,000**

Under File 12-0428, the PUC is requesting a supplemental appropriation of $587,756,000 for capital improvement projects in FY 2012-13 through FY 2013-14. The sources of funds, which include proceeds from the issuance of wastewater revenue bonds requested in File 12-0469 above, as well as the use of funds are shown in Tables 2 and 3.

Table 2

Sources	Amount
Proceeds from Sale of Wastewater Revenue Bonds (File 12-0469)	$492,810,000
Wastewater Enterprise Revenue	70,000,000
Department of Water Resources Grant	24,146,000
Interest Income	800,000
Total Sources	**$587,756,000**

Table 3

Uses	Amount
Improvements to San Francisco City Sewer System	$327,654,000
Renewal and Replacement for Sewer and Treatment Facilities	135,706,000
Treasure Island Project	5,470,000
Other Wastewater Capital Projects	54,647,000
Financing Costs	63,183,752
City Auditor Costs	1,095,248
Total Uses	**$587,756,000**

Recommendation: Approve Files 12-0428 and 12-0469.

DEPARTMENT: PUC – PUBLIC UTILITIES COMMISSION

Items 5 and 7. Files 12-0429 and 12-0467

File 12-0429 is an ordinance that would appropriate $171,001,000 of proceeds from revenue bonds, water revenues, and interest income in order to finance improvements to San Francisco City water mains, regional water system improvements, and City Auditor costs. **File 12-0467** is an ordinance that would increase the PUC's authority under San Francisco's 2002 Proposition E to issue Water Revenue Bonds by $163,400,000 to finance improvements to San Francisco City water mains, the PUC's Hetch Hetchy Water and Power System, and City Auditor costs.

In 2002, San Francisco voters approved Proposition E, which allows the PUC to issue debt without further approval of the voters, subject to the approval of two-thirds of the Board of Supervisors. The Board of Supervisors has previously approved two ordinances authorizing the PUC to issue Water Revenue Bonds as shown in Table 4 below.

Table 4

Ordinance	Date	Amount	Projects
189-09	8/4/2009	$1,310,307,119	WSIP
89-10	4/30/2010	1,737,724,038	WSIP Other Water Capital Projects (Local Water Mains) Automated Water Meter Program
100-11	6/20/2011	49,100,000	Water System Improvement Project Other Water Capital Projects (Local Water Mains)
Total		**$3,097,131,157**	

Under **File 12-0467**, the PUC is requesting Proposition E authority for the issuance and sale of up to $163,400,000 in water revenue bonds for two projects and City Auditor costs. According to Mr. Todd Rydstrom, Assistant General Manager and Chief Financial Officer for the PUC, the $163,400,000 in Proposition E authority would be allocated to the following projects as shown in Table 5.

Table 5

Water Revenue Bond Issuance Authority	Project Costs	Financing Costs	Total
Improvements to San Francisco City Water Mains and Regional Water System (File 12-0467)	$96,563,000	$19,009,624	$115,572,624
City Auditor Costs - Water Enterprise	303,376	N/A	303,376
Subtotal: Water Improvements	**$115,876,000**	**$19,009,624**	**$115,876,000**
Hetch Hetchy Water and Power System Improvements	39,602,350	7,841,795	47,444,145
City Auditor Costs – Hetch Hetchy Water	$79,205	N/A	$79,205
Total	**$136,547,931**	**$26,851,419**	**$163,399,350***

* Rounded up to $163,400,000.

DEPARTMENT: PUC – PUBLIC UTILITIES COMMISSION

Under File 12-0429, the PUC is requesting a supplemental appropriation of $171,001,000 for capital improvement projects in FY 2012-13 through FY 2013-14. The sources of funds, which include proceeds from the issuance and sale of water revenue bonds requested in File 12-0467 above, as well as the use of funds are shown in Tables 6 and 7.

Table 6

Sources	Amount
Proceeds from Sale of Water Revenue Bonds (File 12-0467)	$115,876,000
Water Enterprise Revenue	49,125,000
Interest Income	6,000,000
Total Sources	**$171,001,000**

Table 7

Uses	Amount
Improvements to City Water Mains and Regional Water System	$151,688,000
Financing Costs	19,009,624
City Auditor Costs	303,376
Total Uses	**$171,001,000**

Recommendations: Approve Files 12-0429 and 12-0467.

Item 6. File 12-0430

File 12-0430 is an ordinance that would appropriate $141,171,000 for the Hetch Hetchy Water and Power Enterprise's Capital Improvement Program in FY 2012-13 and FY 2013-14. The ordinance would place applicable appropriations by project on Controller's Reserve subject to California Environmental Quality Act (CEQA) approval, where required, as well as receipt of proceeds on indebtedness and loan funds.

Under File 12-0430, $141,171,000 is a proposed appropriation to be funded by Hetchy revenue, a Californian Energy Commission (CEC) loan, and PUC Power Revenue bonds (File 12-0468) and Water Revenue bonds (File 12-0467) as shown in Table 8 below.

DEPARTMENT: PUC – PUBLIC UTILITIES COMMISSION

Table 8

Sources	Amount
Hetch Hetchy Revenue, Continuing Capital Project Fund	$78,347,650
Californian Energy Commission Loan Fund	3,000,000
Hetchy Power Division Revenue Bonds (File 12-0468 – see below)	12,300,000
Water Enterprise Revenue Bonds (File 12-0467)	47,523,350
Total	**$141,171,000**

Under File 12-0430, the $141,171,000 proposed appropriation would be appropriated for Hetch Hetchy Water and Power Enterprise's Capital Improvement Program projects and for financing and City Auditor costs, as shown in Table 9.

Table 9

Uses	Amount
Hetch Hetchy Power Division Projects	$91,347,650
Hetch Hetchy Water Division Projects	39,602,350
Hetchy Power Enterprise Revenue Bond Financing Costs (File 12-0468)	9,959,100
City Auditor Costs	261,900
Total	**$141,171,000**

With the approval of the Board of Supervisors, the proposed appropriations are effective July 1, 2012. The bond-funded portion shall be placed on Controller's Reserve pending the availability of funds. Additionally, the portion of the appropriation funded by FY 2013-14 operating revenues would be placed on Controller's Reserve until July 1, 2013.

Recommendation: Approve File 12-0430.

Item 8. File 12-0468

File 12-0468 is an ordinance that would approve the issuance and sale of power revenue bonds of an amount not to exceed $12,300,000 by the PUC to fund Hetchy Power Division capital projects, pursuant to City Charter Section 9.107(8).

Under File 12-0468, the PUC is requesting authority to issue up to $12,300,000 for various capital improvement projects in the Hetch Hetchy Enterprise. According to Mr. Rydstrom, of the $12,300,000

not to exceed amount, an estimated $10,000,000 would be allocated to the projects proposed under File 12-0430 noted above, and $2,300,000 would be used for financing and City Auditor costs.

Recommendation. Approve File 12-0468.

Item 10. File 12-0544

File 12-0544 is a requested release of $20.0 million on reserve to implement, advance, promote or enhance policies and projects consistent with City Energy Policies. The funds were placed on reserve by the Board of Supervisors on August 7, 2007 (File 07-0315). The source of funds is a $20.0 million payment from Trans Bay Cable LLC to the PUC (the SF Electricity Reliability Payment), for Trans Bay Cable LLC's construction on and use of Port property.

Under File 07-0315, as previously approved by the Board of Supervisors, the PUC was required to consult with the Department of the Environment, the Department of Public Health (DPH), and the community in spending the $20.0 million SF Electricity Reliability Payment on renewable energy, conservation, and environmental health programs benefiting low income, at-risk, and environmentally disadvantaged communities. On April 24, 2012, the PUC submitted a $20.0 million spending plan, attached to this report, including (a) energy retrofits at the Human Services Agency and DPH; (b) air quality and energy retrofits at various City locations; (c) other energy projects, including energy efficiency projects with SFUSD; (d) renewable energy projects; (e) implementation of new programs, including environmental justice and education programs; and (f) green jobs training and placement. According to Mr. Carlos Jacobo, PUC Budget Manager, the PUC consulted with the Department of Environment, DPH, and the community in the development of this spending plan.

The PUC's proposed FY 2012-13 budget includes $3.6 million of the reserved funds and the proposed FY 2013-14 budget includes an additional $3.3 million of the reserved funds, for a total of $6.9 million. The attached budget shows that the remaining $13.1 million would be in FY 2014-15 through 2020-21, subject to Board of Supervisors approval.

Recommendation: Approve File 12-0544.

COMMENTS:

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $2,576,394 in FY 2012-13 and $2,801,604 in FY 2013-14.

Proposed uses of SF Electric Reliability Payment: FY 2012-2021 (Project costs tentative, pending detailed site evaluations)
March 30, 2012

1 Energy Efficiency / Environmental Health	FY2011-12	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17	FY2017-18	FY2018-19	FY2019-20	FY2020-21	TOTAL
Energy Retrofits at Human Services Agency:	$0	$1,085,000	$715,000	$0	$0	$0	$0	$0	$0	$0	$1,800,000
Project locations selected according to established location criteria:		*$1,085,000*	*$715,000*								*$1,800,000*
Career Link Center - 3120 Mission St											
Earl P. Mills Community Center - 100 Whitney Young Cir											
Human Services Agency - 170 Otis St											
Independent Living Skills Program - 225 Valencia St											
Family & Children's Svcs. / Southeast Community Services - 3801 3rd St											
Mission Neighborhood Resource Center - 165 Capp St											
MLK Childcare Center - 200 Cashmere St											
Sojourner Truth Child Center - 1 Cashmere St											
1440 Harrison (MediCal / CAPI) - 1440 Harrison St											
160 South Van Ness (investigations) - 160 South Van Ness Ave											
Energy Retrofits at Department of Public Health:	$0	$0	$450,000	$1,250,000	$0	$0	$0	$0	$0	$0	$1,700,000
Project locations to be finalized in consultation with DPH, based on facility condition and energy use, according to established location criteria:			*$450,000*	*$1,250,000*							*$1,700,000*
**Caleb Clark/Potrero Health Center - 1050 Wisconsin St*											
**Chinatown / North Beach Mental Health Services - 729 Filbert St*											
**Chinatown Child Development Center -720 Sacramento St*											
**CHN Headquarters - 2789 25th St*											
**Curry Senior Service Center - 933 Turk St*											
**San Francisco City Clinic (VD Control Center) - 356 07th St*											
**SE Child/Family Therapy Center - 100 Blanken Ave*											
**Silver Avenue Health Center - 1525 Silver Ave*											
**South of Market Mental Health Services - 760 Harrison St*											
Air Quality / Energy Retrofits to Reduce Polluting Emissions:	$0	$300,000	$300,000	$0	$0	$0	$0	$0	$0	$0	$600,000
Project locations to be finalized based on boiler condition upon detailed site inspection, according to established location criteria:		*$300,000*	*$300,000*								*$600,000*
**Retrofit/replace non-compliant boiler at Coffman (McLaren) Community Pool - 136 Hahn St*											
**Retrofit/replace non-compliant boiler at Garfield Square Pool - 25th St & Harrison St*											
**Retrofit/replace non-compliant boiler at Potrero Hill Rec Center - 22nd St & Arkansas St*											
**Retrofit/replace non-compliant boiler at St. Mary's Park Rec Center - 300 Murray St*											
Other Projects and Project Development:	$0	$225,000	$50,000	$50,000	$900,000	$900,000	$900,000	$900,000	$900,000	$900,000	$5,725,000
Energy audit of greenhouses and urban agriculture nursery complex - 1150 Phelps St		*$90,000*									*$90,000*
**Energy audit of Southeast Community Facility - 1800 Oakdale Ave*											
School energy audits and commissioning, with locations to be finalized in consultation with SFUSD. Assistance will leverage SFUSD bond funding in order to integrate energy efficiency measures at planned school improvement sites:		*$85,000*									*$85,000*
**Cesar Chavez Elementary School - 825 Shotwell St*											
**Daniel Webster Elementary & CDC - 465 Missouri St.*											
**Longfellow Elementary - 755 Morse St*											
**Starr King Elementary - 1215 Carolina St*											
**Willie Brown Alternative School - 2055 Silver Ave*											
Project development, as well as other projects to be selected for consideration in future years based on facility condition and energy use, according to established location criteria.		*$50,000*	*$50,000*	*$50,000*	*$900,000*	*$900,000*	*$900,000*	*$900,000*	*$900,000*	*$900,000*	*$5,550,000*

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Attachment
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	FY2011-12	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17	FY2017-18	FY2018-19	FY2019-20	FY2020-21	TOTAL
Renewable Energy	$0	$1,300,000	$1,100,000	$500,000	$500,000	$500,000	$0	$0	$0	$0	$3,900,000
Project locations to be finalized based on facility condition and energy use, according to established location criteria. Feasibility studies underway at:		$1,300,000	$1,100,000								$2,400,000
**Southeast Community Facility - 1800 Oakdale Ave*											
**Earl P. Mills Community Center - 100 Whitney Young Cir*											
**Bayview Opera House - 4705 3rd St*											
**Southeast Health Ctr. - 2401 Keith St or Silver Avenue Health Ctr. - 1525 Silver Ave*											
**School sites TBD in consultation with SFUSD, according to established location criteria.*											
Other projects to be selected for consideration in future years based on facility condition and energy use, according to established location criteria.				$500,000	$500,000	$500,000					$1,500,000
Implementation of New Programs	$0	$475,000	$475,000	$475,000	$475,000	$475,000	$475,000	$475,000	$475,000	$475,000	$4,275,000
Development and implementation of SFPUC Environmental Justice programs		$120,000	$120,000	$120,000	$120,000	$120,000	$120,000	$120,000	$120,000	$120,000	$1,200,000
Development and implementation of Environmental Education Shuttle project and other SFPUC environmental education programs		$200,000	$200,000	$200,000	$200,000	$200,000	$200,000	$200,000	$200,000	$200,000	$1,800,000
Development and implementation of SF green test bed program and other emerging technology initiatives		$75,000	$75,000	$75,000	$75,000	$75,000	$75,000	$75,000	$75,000	$75,000	$675,000
Implementation of San Francisco's 2011 Updated Electricity Resource Plan		$80,000	$80,000	$80,000	$80,000	$80,000	$80,000	$80,000	$80,000	$80,000	$720,000
Green Jobs Training and Placement	$0	$200,000	$225,000	$225,000	$225,000	$225,000	$225,000	$225,000	$225,000	$225,000	$2,000,000
In collaboration with OEWD, development and implementation of programs based on findings and recommendations of energy efficiency jobs strategy currently in development.	$0	$200,000	$225,000	$225,000	$225,000	$225,000	$225,000	$225,000	$225,000	$225,000	$2,000,000
SF Electric Reliability Payment - Total Funds Encumbered	$0	$3,585,000	$3,315,000	$2,500,000	$2,700,000	$2,400,000	$1,600,000	$1,600,000	$1,600,000	$1,600,000	$20,000,000
Cumulative Funds Encumbered	$0	$3,585,000	$6,900,000	$9,400,000	$11,500,000	$13,600,000	$15,200,000	$16,800,000	$18,400,000	$20,000,000	
**Cumulative Funds Deposited by Licensee by Beginning of Fiscal Year	$2,000,000	$4,000,000	$6,000,000	$8,000,000	$10,000,000	$12,000,000	$14,000,000	$16,000,000	$18,000,000	$20,000,000	
**Cumulative Funds Deposited by Licensee by Midpoint of Fiscal Year	$4,000,000	$6,000,000	$8,000,000	$10,000,000	$12,000,000	$14,000,000	$16,000,000	$18,000,000	$20,000,000	$20,000,000	

*Indicates tentative project. As projects are developed, exact list of projects and budgets may change based on site conditions.

** Annual payments are subject to increases in the Consumer Price Index (Base year: 2010). Amounts shown are nominal.

PUC - Public Utility Commission Bureaus

Object Title	FY 2012-13 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T	FY 2013-14 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T
	BCR - General Management													
Attrition Savings	(0.11)	(0.21)	($12,585)	($23,914)	$11,329		x							
Mandatory Fringe Benefits			($4,731)	($8,990)	$4,259		x							
			Total Savings	*$15,588*										
	The Assurance and Internal Controls unit has two vacant 1824 positions, only one of which it plans on having filled by July 1, 2012. An increase in attrition savings of $11,329 will allow for sufficient salaries in FY 2012-13.							Rationale						
Step Adjustments			$58	($18,688)	$18,746					$58	($18,688)	$18,746		
Mandatory Fringe Benefits			$14	($4,511)	$4,497					$14	($4,511)	$4,497		
			Total Savings	*$23,243*						*Total Savings*	*$23,243*			
	The Assurance and Internal Controls unit has yet to fill two vacant 1824 positions. An increaed step adjustment of $18,746 will allow the department to fill these positions at the mid-step, on average.							Ongoing savings						
Air Travel			$1,500	$350	$1,150					$1,500	$350	$1,150		
Air Travel			$8,953	$5,953	$3,000					$8,953	$5,953	$3,000		
			Total Savings	*$4,150*						*Total Savings*	*$4,150*			
	Department budgeted $1,500 for flight costs for one staff member to San Diego. A reduction of $1,150 will leave sufficient funding for this flight. Department budgeted $8,953 for multiple additional flights for training; a reduction of $3,000 will allow sufficient funds for these flights.							Ongoing savings.						
Rent & Leases										$7,500	$4,500	$3,000		
								Budget inadvertantly included $3,000 for water purification at 1155 Market Street, however the Department will have moved out of 1155 Market Street by FY 2013-14.						
	BCS - Management Information													
Equipment										$1,752,499	$1,749,447	$3,052		x
								Reduce requested amount by $3,052 to reflect vendor quote.						
	BCT - Finance													
Air Travel			$5,450	$4,100	$1,350					$5,450	$4,100	$1,350		
	A reduction of $1,350 in air travel costs will allow for sufficient funding for air travel to conferences identified by the department.							A reduction of $1,350 in air travel costs will allow for sufficient funding for air travel to conferences identified by the department.						

PUC - Public Utility Commission Bureaus

Object Title	FY 2012-13 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T	FY 2013-14 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T
Principal Administrative Analyst II	1.00	0.00	$121,212	$0	$121,212			1.00	0.00	$121,212	$0	$121,212		
Mandatory Fringe Benefits			$44,015	$0	$44,015					$49,402	$0	$49,402		
Principal Administrative Analyst	0.00	1.00	$0	$110,708	($110,708)			0.00	1.00	$0	$110,708	($110,708)		
Mandatory Fringe Benefits			$0	$41,924	($41,924)					$0	$46,914	($46,914)		
			Total Savings	*$12,595*						*Total Savings*	*$12,992*			
	Disapprove upward substitution. Position does not serve in supervisorial role.							Ongoing savings						
	BCV - External Affairs													
Attrition Savings	(0.81)	(1.75)	($85,593)	($135,258)	$49,665		x							
Mandatory Fringe Benefits			($33,265)	($52,567)	$19,302		x							
			Total Savings	*$68,967*										
	External Affairs Unit has 7 FTE vacancies it plans to fill in the first quarter of FY 2012-13. A one-time increase in attrition savings will still allow for full-staffing of the unit as scheduled.													
Manager IV	1.00	0.00	$137,904	$0	$137,904			1.00	0.00	$137,904	$0	$137,904		
Mandatory Fringe Benefits			$51,014	$0	$51,014					$57,147	$0	$57,147		
Government and Public Affairs Manager	1.00	2.00	$114,938	$229,875	($114,937)			1.00	2.00	$114,938	$229,875	($114,937)		
Mandatory Fringe Benefits			$46,555	$93,111	($46,556)					$51,820	$103,639	($51,819)		
			Total Savings	*$27,425*						*Total Savings*	*$28,295*			
	Disapprove upward substitution. Unit already has 3 Managers FTEs and 1 Deputy Director FTE.							Ongoing savings						
Professional Services			$415,000	$365,000	$50,000		x							
	The Department is requesting an increase in its Professional Services budget $150,000 above the previously approved amount for a new Education Initiative with a $100,000 budget. Reduce by $50,000 to match the budget.													
	BDA - Hetchy Hetchy Administration (5T-AAA-AAA)													
Non-Air Travel			$20,546	$19,046	$1,500					$20,446	$18,946	$1,500		
	Reduce to reflect projected expenditures in FY 2011-12.							Ongoing reduction.						
Air Travel			$14,074	$12,974	$1,100					$14,174	$13,074	$1,100		
	Reduce to reflect projected expenditures in FY 2011-12.							Ongoing reduction.						
Training			$71,926	$63,926	$8,000					$71,926	$63,926	$8,000		
	Reduce to reflect projected expenditures in FY 2011-12.							Ongoing reduction.						

PUC - Public Utility Commission Bureaus

Object Title	FY 2012-13							FY 2013-14						
	FTE		Amount					FTE		Amount				
	From	To	From	To	Savings	GF	1T	From	To	From	To	Savings	GF	1T
BDA - Water Administration (5W-AAA-AAA)														
Training			$253,184	$214,809	$38,375					$253,184	$214,809	$38,375		
	The Department is requesting an increase in expenditures for training in FY 2012-13. However, based on projected actual expenditures in FY 2011-12, as well as actual expenditures in previous years, $214,809 is sufficient for training needs.							Ongoing reduction.						
BDC - Wastewater Treatment (5C-AAA-AAA)														
Attrition Savings	(2.68)	(3.09)	($293,463)	($338,573)	$45,110		x							
Mandatory Fringe Benefits			($109,907)	($126,801)	$16,894		x							
			Total Savings	*$62,004*										
	Increase attrition savings to reflect actual hire date for one vacant 5366 Engineering Associate II position that has been vacant since 2010.													
Premium Pay			$1,093,328	$1,043,328	$50,000					$1,093,328	$1,043,328	$50,000		
Mandatory Fringe Benefits			$86,372	$82,422	$3,950					$86,372	$82,422	$3,950		
			Total Savings	*$53,950*						*Total Savings*	*$53,950*			
	Reduce Premium Pay to reflect projected actual expenditures in FY 2011-12.							Ongoing reduction.						
Maintenance Services - Equipment			$607,500	$207,500	$400,000					$601,220	$201,220	$400,000		
			$705,225	$305,225	$400,000					$705,225	$305,225	$400,000		
			Total Savings	*$800,000*						*Total Savings*	*$800,000*			
	Reduce to reflect projected expenditures in FY 2011-12.							Ongoing reduction.						
Equipment Purchase										$265,039	$130,000	$135,039		x
								The Department has not provided sufficient justification for new equipment purchases in FY 2013-14.						
BDE - Wastewater Collection (5C-AAA-AAA)														
Maintenance Services - Buildings and Structures			$1,210,496	$1,040,496	$170,000					$1,134,701	$964,701	$170,000		
	Reduce to reflect projected expenditures in FY 2011-12.							Ongoing reduction.						

PUC - Public Utility Commission Bureaus

Object Title	FY 2012-13 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T	FY 2013-14 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T
Equipment Purchase			$102,538	$94,892	$7,646		x			$102,538	$0	$102,538		x
										$75,400	$0	$75,400		x
										$55,552	$0	$55,552		x
										$386,582	$260,710	$125,872		x
	Based on vendor quote.									*Total Savings*		$359,362		
								The Department has not provided sufficient justification for new equipment purchases in FY 2013-14. Additionally, the Department is requesting to replace a 2003 vehicle in FY 2013-14 (WP1415R) which has not been adequately justified.						
	BDG Hetch Hetchy Power Purchasing/Scheduling (5T-AAA-AAA)													
Professional & Specialized Services			$3,327,606	$3,227,606	$100,000					$3,497,606	$3,397,606	$100,000		
	Reduce to reflect prior year expenditures in FY 2011-12 and considering average expenditure since FY 2007-08 (4 years).							Ongoing reduction.						
	BDJ - Water Source of Supply (5W-AAA-AAA)													
Attrition Savings	(4.61)	(4.92)	($414,542)	($442,542)	$28,000		x							
Mandatory Fringe Benefits			($170,729)	($182,261)	$11,532		x							
			Total Savings		$39,532									
	Increase attrition savings to reflect actual hire date for one 0922 Manager I.													
Maintenance Services - Buildings and Structures			$404,394	$184,394	$220,000					$404,394	$184,394	$220,000		
	Reduce to reflect projected expenditures in FY 2011-12.							Ongoing reduction.						
Equipment Purchase			$188,000	$171,556	$16,444		x			$188,000	$173,056	$14,944		x
	Reduce Equipment Purchase to reflect vendor quotes.							Reduce Equipment Purchase to reflect vendor quotes.						
	BDK - Water Transmission/Distribution (5W-AAA-AAA)													
Attrition Savings			($1,833,242)	($1,923,242)	$90,000					($1,833,242)	($1,923,242)	$90,000		
Mandatory Fringe Benefits			($792,747)	($831,666)	$38,919					($879,892)	($923,089)	$43,197		
			Total Savings		$128,919					*Total Savings*		$133,197		
	Increase Attrition Savings to reflect projected salary surplus in FY 2011-12.							Ongoing reduction.						

PUC - Public Utility Commission Bureaus

Object Title	FY 2012-13 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T	FY 2013-14 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T
Maintenance Services - Buildings and Structures			$1,100,000	$670,000	$430,000					$1,100,000	$670,000	$430,000		
	Reduce to reflect projected expenditures in FY 2011-12.							Ongoing reduction.						
Equipment Purchase										$242,486	$240,431	$2,055		x
	BDM - Water Treatment (5W-AAA-AAA)							Reduce Equipment Purchase to reflect vendor quotes.						
Equipment Purchase			$180,214	$164,285	$15,929		x							
			$44,500	$39,823	$4,677		x							
	Total Savings			$20,606										
	Reduce Equipment Purchase to reflect vendor quotes.													
	BDO - Hetchy Hetchy Water Operations (5T-AAA-AAA)													
Non-Air Travel			$43,506	$41,506	$2,000					$43,506	$41,506	$2,000		
	Reduce to reflect projected expenditures in FY 2011-12.							Ongoing reduction.						
Training			$62,822	$58,822	$4,000					$62,822	$58,822	$4,000		
	Reduce to reflect projected expenditures in FY 2011-12.							Ongoing reduction.						
Professional & Specialized Services			$1,332,360	$1,132,360	$200,000					$967,360	$767,360	$200,000		
	Reduce to reflect prior year expenditures in FY 2011-12 and considering average expenditure since FY 2007-08 (4 years).							Ongoing reduction.						
Maintenance Services - Buildings and Structures			$198,000	$168,000	$30,000					$198,000	$168,000	$30,000		
	Reduce to reflect projected expenditures in FY 2011-12.							Ongoing reduction.						
Facilitities Maintenance			$3,294,000	$3,255,000	$39,000					$2,194,000	$2,172,000	$22,000		
	Reduce projected budget to reflect actual salary costs.							Ongoing reduction.						

FY 2012-13
Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	$0	$0	$0
Non-General Fund	$280,787	$2,295,607	$2,576,394
Total	$280,787	$2,295,607	$2,576,394

FY 2013-14
Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	$0	$0	$0
Non-General Fund	$514,452	$2,287,152	$2,801,604
Total	$514,452	$2,287,152	$2,801,604

DEPARTMENT: ENV - ENVIRONMENT

BUDGET REVIEW EXECUTIVE SUMMARY
TWO YEAR ROLLING BUDGET, FY 2012-13 & FY 2013-14

YEAR ONE (FY 2012-13)

Expenditure Changes

The Department of the Environment's proposed expenditures of $18,016,350 for FY 2012-13 is $419,604 or 2.38% more than the original budget of $17,596,746 for FY 2011-12.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2012-13 is 72.93 FTEs, which is 14.38 FTEs more than the 58.55 FTEs in FY 2011-12. This represents a 24.56% increase in FTEs from the original budget for FY 2011-12.

Revenue Changes

Department revenues, consistent with expenditures, have increased by $419,604 or 2.38%, from the original FY 2011-12 budget of $17,596,746 to the proposed FY 2012-13 budget of $18,016,350.

YEAR TWO (FY 2013-14)

Expenditure Changes

The Department of the Environment's proposed expenditures of $14,824,114 for FY 2013-14 is $3,192,236 or 17.72% less than the proposed budget of $18,016,350 for FY 2012-13.

Personnel Changes

The number of FTEs budgeted for FY 2013-14 is 72.75 FTEs, which is .18 FTEs less than the 72.93 FTEs proposed for FY 2012-13.

Revenue Changes

Department revenues, consistent with expenditures, would decrease by $3,192,236 or 17.72% from the proposed FY 2012-13 budget of $18,016,350 to the proposed FY 2013-14 budget of $14,824,114.

RECOMMENDED REDUCTIONS

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $127,806 in FY 2012-13 and $95,423 in FY 2013-14. These reductions would still allow an increase of $291,798 or 1.7% in the Department's FY 2012-13 budget.

DEPARTMENT: ENV – ENVIRONMENT

SUMMARY OF PROGRAM EXPENDITURES:

	FY 2011-12 Original	FY 2012-13 Proposed	Increase/ (Decrease) from FY 2011-12	FY 2013-14 Proposed	Increase/ (Decrease) from FY 2012-13
Clean Air	$972,716	$781,857	($190,859)	$801,290	$19,433
Climate Change/Energy	1,586,521	2,954,097	1,367,576	467,556	(2,486,541)
Environment	7,280,462	7,257,325	(23,137)	6,392,110	(865,215)
Environment-Outreach	219,328	219,521	193	224,868	5,347
Environmental Justice/Youth Employment	499,505	173,709	(325,796)	180,097	6,388
Green Building	416,919	383,130	(33,789)	397,347	14,217
Recycling	4,404,837	4,708,172	303,335	4,779,479	71,307
Solid Waste Management	272,162	0	(272,162)	0	0
Toxics	1,908,354	1,500,874	(407,480)	1,542,283	41,409
Urban Forestry	35,942	37,665	1,723	39,084	1,419
Total	**$17,596,746**	**$18,016,350**	**$419,604**	**$14,824,114**	**($3,192,236)**

FY 2012-13

The Department of the Environment's proposed budget for FY 2012-13 is $419,604 more than the original budget for FY 2011-12, largely due to:

- The Department is planning to conduct a Refuse Rate Review process for the refuse system, based on an anticipated application from Recology, the current refuse hauler, to be funded by Solid Waste Impound Fees. This Refuse Rate Review process typically occurs every five years and results in the setting of new residential refuse rates for the following five years. The last Refuse Rate Review was in 2006, six years ago. Solid Waste Impound Fees were originally budgeted in FY 2011-12 for this Review and will be carried forward to FY 2012-13 for the anticipated Refuse Rate Review process.

- The Department is launching a City-wide Zero Waste campaign in its efforts to meet the goal of achieving Zero Waste by 2020 and to support residential compliance with the City's Mandatory Recycling and Composting Ordinance.

- The Department is continuing to devote resources to the Environment Now Program, which commenced in FY 2011-12, funded by Solid Waste Impound fees, which includes an extensive education and outreach campaign in neighborhoods with the goal of increased participation in the City's waste diversion and toxics reduction programs.

- The Department currently receives approximately $4,500,000 in grants from the Federal government, with approximately $3,500,000 from the American Recovery and Reinvestment Act of 2009 (ARRA). Many of these grants terminate in FY 2011-12 and other grants will terminate in FY 2012-13, primarily impacting the Department's Energy and Clean Transportation

programs. The Department is increasing its fundraising efforts to secure other ongoing funding for these programs.

FY 2013-14

The Department of the Environment's proposed budget for FY 2013-14 is $3,192,236 less than the proposed budget for FY 2012-13, largely due to:

- Termination of approximately $1 million in Federal grants in FY 2012-13.
- Reduced funding for the Climate Change/Energy Program in FY 2013-14. However, the Department anticipates actions being taken by the State in FY 2012-13 to implement the State's cap-and-trade program which could potentially create a major local revenue stream for the Department.
- Inability to predict grant funding 18-24 months ahead of time, as the Department typically receives notice of grant awards only two to six months prior to commencement of new grants, such that the Department cannot accurately budget new grant funds for the second year of the City's two-year budget cycle. In addition, the Department advises that grant periods often do not coincide with the City's fiscal year, such that these grant funds are not included in the Department's annual budget. The Department will separately request authorization to accept and expend grant funds from the Board of Supervisors, as future year grant funding is received.
- The Department also anticipates continuing the six-year planning for a new processing facility, which would allow processing and recycling of current landfill waste.

DEPARTMENT PERSONNEL SUMMARY:

The number of FTEs in FY 2012-13 is 72.93 or 14.38 more than the 58.55 FTEs in FY 2011-12.

The number of FTEs in FY 2013-14 is 72.75 or .18 less than the 72.93 FTEs in FY 2012-13.

The Department of the Environment's FY 2012-13 budget includes an additional 14.38 FTEs, due to an increase of 14.5 FTEs in Temporary Salaries, for the Environment Now Program, which provides education and outreach on waste diversion and toxics reduction. The Education Now Program funds were previously approved in the FY 2011-12 budget, but were not designated as FTEs at that time because all funds for the new Environment Now Program were allocated in one line-item of the budget, without any specification on the use of those funds for positions. The Department has now budgeted those funds specifically in the FY 2012-13 and FY 2013-14 budgets.

DEPARTMENT REVENUES:

The Department of the Environment receives the following revenues:

- Approximately $8 million annually of Solid Waste Impound Fees collected from San Francisco's refuse customers by Recology are used to support 68 FTE positions providing related services;

- Approximately $6 million annually of Public Goods charges collected from San Francisco rate payers by PG&E are used to support 15 FTE positions that provide Energy Efficiency programs;
- Approximately $1.3 million annually of workorder funds from other City departments are used to support 9 FTE positions for Commuter Benefits, Climate and Green Building services;
- Approximately $850,000 annually from other recurring grants support 7.5 FTE positions providing Clean Air and Oil Recycling programs; and
- Approximately $4,500,000 of grant funds from the Federal government over the past two fiscal years, including approximately $3,500,000 from the American Recovery and Reinvestment Act of 2009 (ARRA), will terminate in FY 2011-12 and FY 2012-13. As discussed above, although additional grant funds are anticipated for FY 2013-14, the sources and amounts of such grants cannot be fully determined at this time.

ITEM 11– FILE 12-0454:

The proposed resolution would authorize the City, as lessee, to enter into a new lease for 24,440 square feet of space on the 12th floor at 1455 Market Street with Hudson 1455 Market, LLC (Hudson 1455 Market), as lessor, for a seven-year term from October 1, 2012 through September 30, 2019, with one option to extend the lease by an additional five years, or through September 30, 2024.

Current Department of Environment Leases

The Department of the Environment is currently housed in two separate locations, (a) the Department's main offices at 11 Grove Street, which includes basement storage space, and (b) a satellite office located at 401 Van Ness Avenue in the War Memorial building. The Department's existing 15,419 square foot lease at 11 Grove Street expires on May 31, 2012. On April 3, 2012, Mr. John Updike, Director of Real Estate, signed a 5-month Holdover Notice with the lessor at 11 Grove Street, the Yully Company, which stipulates that the Department will continue to occupy the 15,419 square feet of space at 11 Grove Street on a month-to-month basis at the current monthly rent of $37,001, or an average of $2.40 per square foot per month ($28.80 per square foot annually) for the 24,440 square feet of space, until October 31, 2012. Mr. Updike advises that if the Department needs to occupy the space at 11 Grove Street past October 31, 2012, the terms and rent would need to be renegotiated at that time.

In addition, the Department's existing 3,816 square foot lease for the War Memorial Building space at 401 Van Ness Avenue expires on December 31, 2012 but allows for 60 days' notice to terminate at any point prior to its expiration. Due to pending seismic renovations at the War Memorial Building, the Department will not be able to occupy their War Memorial space past the expiration of the existing lease. As shown in Table 1 below, the Department currently leases this 3,816 square feet of space in the War Memorial Building for $48,840 annually, or an average of $12.80 per square foot annually. Table 1 below summarizes the total square feet, the rate per square foot, and rent paid under the Department's existing leases and the proposed lease at 1455 Market Street.

DEPARTMENT: ENV – ENVIRONMENT

Table 1: Summary of Current Lease Square Footage, Annual Rates Per Square Foot, and Total Rent Paid Under Both the Existing Leases and the Proposed Lease at 1455 Market Street

	11 Grove Street Offices	11 Grove Street Basement	401 Van Ness Avenue	Total Under Existing Leases	Proposed Lease at 1455 Market Street
Total Square Feet	14,472	947	3,816	19,235	24,440
Annual Rate Per Square Foot	$29.52	$17.52	$12.80	$25.62	$28.00
Annual Rent	$427,213	$16,800	$48,840	$492,853	$684,324
Monthly Rent	$35,601	$1,400	$4,070	$41,071	$57,027

Based on a review of the Department's prior year budgets, the Department has grown from 57 FTE positions in 2006 to 119 FTE positions in 2012, an increase of 62 FTE positions, or approximately 109 percent over six years. In addition, Mr. David Assmann, Deputy Director for the Department of the Environment advises that the Department has approximately 30 Interns who work and/or volunteer for the Department, such that the current offices are over-crowded and additional square footage is needed to accommodate the current size of the Department staff. Based on the 119 FTE staff, the proposed 24,440 square feet of space will provide an average of 205 square feet per staff position.

According to Mr. Assmann, the Department has been investigating multiple space location alternatives over the past 14 months before deciding on the proposed 24,440 square foot space at 1455 Market Street, which will allow for consolidation of the Department's two existing office spaces into one centralized facility. In addition, Mr. Assmann advises that leasing multiple office locations is inefficient for the Department, requiring frequent trips between the two locations on a daily basis, which hampers staff collaboration. Furthermore, Mr. Assmann notes that the Department would need to find additional office space to replace the office space currently leased at 401 Van Ness Avenue, once the seismic renovations commence in December of 2012.

Fiscal Impacts

As summarized in Table 1 above, the proposed lease would increase the Department's space from 19,235 total square feet to 24,440 total square feet, an increase of 5,205 square feet, or 27 percent. In addition, as shown in Table 1 above, the proposed lease would increase the total annual rental cost for the Department from $492,853 to $684,324, an increase of $191,471 or approximately 39 percent. According to Mr. Josh Keene, Project Manager for the Real Estate Division, the initial annual rate per square foot of $28 under the proposed lease is below market rate, with other recent leases of similar spaces in the Civic Center area ranging from $29 to $41.05 per square feet annually. Mr. Assmann advises that both the existing and proposed rental costs are allocated to the Department's various

funding sources, including the Solid Waste Impound Fees, Public Goods charges, workorders and ongoing grant funds. These annual rental costs are included in the Department's proposed FY 2012-13 and FY 2013-14 budgets.

As shown in Table 2 below, the rent under the proposed seven-year lease would increase by $1 per square foot per year, ranging from $513,243 in the first year, after accounting for a three-month rent credit included in the proposed first year of the lease, to $830,964 annually in the seventh year of the proposed lease.

Table 2: Rent Increases Under Proposed Lease at 1455 Market Street

Year Under Lease	Time Period	Monthly Rent	Annual Rent	Rate Per Square Foot
1	10/1/2012 - 9/30/2013	$57,027	$513,243*	$28
2	10/1/2013 - 9/30/2014	59,063	708,756	29
3	10/1/2014 - 9/30/2015	61,100	733,200	30
4	10/1/2015 - 9/30/2016	63,137	757,644	31
5	10/1/2016 - 9/30/2017	65,173	782,076	32
6	10/1/2017 - 9/30/2018	67,210	806,520	33
7	10/1/2018 - 9/30/2019	$69,247	$830,964	$34

* Year 1 results in $513,243 in annual rent due to the first three months' rent of $171,081 being credited by Hudson 1455 Market, such that the first year's total rent would be $684,324.

Mr. Assmann advises that, as shown in Table 3 below, the Department estimates one-time relocation, potential double rent, furniture, and wiring and related data installation costs from the existing two locations to the proposed 1455 Market Street location at $417,080. The Department anticipates funding the estimated $417,080 in relocation costs with one-time savings from FY 2011-12 and budgeted Solid Waste Impound Fees and workorder funds in FY 2012-13.

Table 3: Estimated One-time Costs

Moving/Relocation	$75,000
Potential Double Rent Prior to Moving to New Location	15,000
Furniture Budget	152,080
Wiring and Data Installation	175,000
Total Estimated Relocation Expenses	**$417,080**

In addition to a three-month rent credit, the proposed lease also provides for Hudson 1455 Market to provide $1,490,840, or $61 per square foot for tenant improvements. According to Mr. Keene, in addition to the above-noted one-time costs of $417,080, the Real Estate Division estimates that the Department of the Environment's tenant improvements will cost a total of $1,833,000, or $75 per square

foot based on 24,440 square feet, leaving an additional balance of $342,160 ($1,833,000 total tenant improvement costs less $1,490,840 lessor contribution), or $14 per square foot in funding needed. The Budget and Legislative Analyst notes that the current total tenant improvement estimated cost is not based on actual bids, but rather on the Department of Real Estate's preliminary estimates based on discussions with Hudson 1455 Market.

According to Mr. Keene, there are three possibilities for funding the $342,160 difference for tenant improvements, or $14 per square foot, shortfall: (1) the Department raises in-kind donations, grants, or reductions in construction cost through the donation of needed materials, (2) Hudson 1455 Market pays up to an additional $244,400, or $10 per square foot, of the $342,160 needed, such that the Department amortizes the lessor's additional contribution at an eight percent interest rate and repays those monies to Hudson 1455 Market by paying an increase in rent per square foot over the seven-year term of the proposed lease and the City pays the remaining shortfall, not to exceed $97,760 ($342,160 less $244,400) which would be funded from the Department of the Environment's FY 2012-13 budget, or (3) some combination of the above.

Table 3 below summarizes the costs if the Department were to borrow and amortize between $244,400 and $50,000 of additional tenant improvement funding by the lessor.

Table 3: Estimated Increased Rent If up to $244,400 in Tenant Improvements are Borrowed and Amortized at 8% Annually Over the 7-Year Term of the Proposed Lease

	Total Annual Increased Expense Over 7 Years of the Loan	Rate Increase Per square Foot Annually	Monthly Rate Increase Per Square Foot	Total Monthly Increased Expense Over 7 Years	Total Increased Expense Over 7 Years of the Loan
$244,400 Borrowed and Amortized	$46,942	$1.92	$0.16	$3,912	$328,597
$200,000 Borrowed and Amortized	38,414	1.57	0.13	3,201	268,901
$150,000 Borrowed and Amortized	28,811	1.18	0.10	2,401	201,674
$100,000 Borrowed and Amortized	19,207	0.79	0.07	1,601	134,451
$50,000 Borrowed and Amortized	$9,604	$0.39	$0.03	$800	$67,225

DEPARTMENT: ENV – ENVIRONMENT

According to Mr. Assmann, the Department is planning to launch a capital campaign to focus on securing funding, as well as donated products and services, to cover the estimated shortfall for tenant improvements of up to $342,160. Mr. Assmann advises that the Department has already received in-kind engineering technical assistance of $800 and architectural assistance of $2,000 and will begin meeting in the next two to three weeks with other potential donors.

Policy Considerations

As of the writing of this report, the Budget and Legislative Analyst notes that a final lease has not been approved by the lessor and the City. Mr. Updike advises that Real Estate is still negotiating some minor provisions, which will not significantly change the major fiscal provisions of the proposed lease. However, given that a final lease has not yet been approved by the Real Estate Division or the lessor, the Budget and Legislative Analyst recommends that the proposed resolution be continued to the Call of the Chair pending a final lease agreement.

In addition, the Budget and Legislative Analyst questions approving the proposed lease, given that the Department of the Environment has not yet secured the balance of up to $342,160 ($1,833,000 total tenant improvement costs less $1,490,840 lessor contribution), or $14 per square foot based on 24,440 square feet in funding needed for the estimated tenant improvements. Given that the Department has not identified sufficient revenues to fund the proposed tenant improvements, the Budget and Legislative Analyst further recommends that the proposed resolution be continued to the Call of the Chair.

Recommendation: Continue the proposed resolution pending (a) a final lease agreement and (b) identification of the specific funding sources for completing the required tenant improvements.

COMMENTS:

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $127,806 in FY 2012-13 and $95,423 in FY 2013-14. These reductions would still allow an increase of $291,798 or 1.7% in the Department's budget for FY 2012-13.

ENV - Environment

Object Title	FY 2012-13 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T	FY 2013-14 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T
	CIS-Recycling													
Temporary - Miscellaneous	16.72	16.55	$1,376,229	$1,361,859	$14,370			16.73	16.56	$1,376,229	$1,361,859	$14,370		
Mandatory Fringe Benefits			$108,722	$107,587	$1,135					$108,722	$107,587	$1,135		
			Total Savings		$15,505					*Total Savings*		$15,505		
	The Department has provided a workplan which includes $1,361,859 in Temporary Salaries for the Environment Now Program. A reduction of $14,370 in Temporary Salaries and $1,135 in corresponding Mandatory Fringe Benefits would provide for sufficient monies to fund those Temporary Salaries.							Ongoing reduction.						
Other Professional Services			$150,000	$100,000	$50,000					$150,000	$100,000	$50,000		
	Not adequately justified professional service contracts.							Ongoing reduction.						
Graphics			$10,000	$7,000	$3,000		x			$10,000	$0	$10,000		x
	Reduction based on vendor quote and invoice examples provided.							Eliminate funding in FY 2013-14 to reflect one-time need in FY 2012-13.						
Other Current Expenses			$10,000	$6,000	$4,000		x			$10,000	$0	$10,000		x
	Inadequate justification fpr the cost of producing training videos for Environment Now Program.							Eliminate funding in FY 2013-14 to reflect one-time need in FY 2012-13.						
	CIG-Environment													
Air Travel - Employees			$4,155	$2,500	$1,655					$4,155	$2,500	$1,655		
	Reduction based on historical spending.							Ongoing reduction.						
Non-Air Travel - Employees			$4,585	$3,000	$1,585					$4,585	$3,000	$1,585		
	Reduction based on historical spending.							Ongoing reduction.						

ENV - Environment

Object Title	FY 2012-13 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T	FY 2013-14 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T
Air Travel - Employees			$4,800	$2,978	$1,822					$4,800	$2,978	$1,822		
	Reduction based on historical spending.							Ongoing reduction.						
Non-Air Travel- Employees			$5,297	$3,441	$1,856					$5,297	$3,441	$1,856		
	Reduction based on historical spending.							Ongoing reduction.						
Training Costs Paid to Vendor			$8,041	$6,041	$2,000					$8,041	$6,041	$2,000		
	Reduction based on historical spending.							Ongoing reduction.						
Training Costs Paid to Employees			$3,396	$2,396	$1,000					$3,396	$2,396	$1,000		
	Reduction based on historical spending.							Ongoing reduction.						
Property Rent			$375,763	$330,380	$45,383		x							
	The Budget and Legislative Analyst estimates that a total of $330,380 is needed in rent and relocation, furniture and wiring installation costs for FY 2012-13 given a move-in date into the Department's new office spaces of October 1, 2012. This does not include the additional $342,160 that the Department indicates will be funded through private fundraising efforts.													

FY 2012-13
Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	$0	$0	$0
Non-General Fund	$52,383	$75,423	$127,806
Total	$52,383	$75,423	$127,806

FY 2013-14
Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	$0	$0	$0
Non-General Fund	$20,000	$75,423	$95,423
Total	$20,000	$75,423	$95,423

BUDGET REVIEW EXECUTIVE SUMMARY

YEAR ONE: FY 2012-13

Expenditure Changes

The department's proposed $823,675,725 budget for FY 2012-13 is $43,108,614 or 5.5% more than the original FY 2011-12 budget of $780,567,111.

Personnel Changes

The number of full-time equivalent operating positions (FTE) budgeted for FY 2012-13 is 4,386.15 FTEs, which is 245.56 FTEs more than the 4,140.59 FTEs in the original FY 2011-12 budget.

Revenue Changes

Department revenues have increased by $24,458,614 or 4.1%, from the original FY 2011-12 budget of $589,817,111 to the proposed FY 2012-13 budget of $614,275,725.

General Fund revenues have increased by $18,650,000 or 9.8% from the original FY 2011-12 budget of $190,750,000 to the proposed FY 2012-13 budget of $209,400,000.

YEAR TWO: FY 2013-14

Expenditure Changes

The department's proposed $843,156,458 budget for FY 2013-14 is $19,480,733 or 2.4% more than the original FY 2012-13 budget of $823,675,725.

Personnel Changes

The number of operating FTEs budgeted for FY 2013-14 is 4,411.06 FTEs, which is 24.91 FTEs more than the 4,386.15 FTEs in the original FY 2012-13 budget.

Revenue Changes

Department revenues have increased by $11,830,733 or 1.9%, from the original FY 2012-13 budget of $614,275,725 to the proposed FY 2013-14 budget of $626,106,458.

General Fund revenues have increased by $7,650,000 or 3.7% from the original FY 2012-13 budget of $209,400,000 to the proposed FY 2012-13 budget of $217,050,000.

RECOMMENDATIONS

The Director of Transportation should report to the Budget and Finance Committee in the May 24, 2012 hearing on:

- The status of inactive encumbrances, funded by Muni or Parking and Traffic operating funds, totaling $9,501,325, including the funds of $5,284,356 encumbered for a payment to BART, and whether the unexpended balances can be reallocated to other uses; and
- The SFMTA's plans to reduce overtime use from the FY 2011-12 projected overtime expenditures of $54,095,765 to the overtime budget of $41,951,990 in FY 2012-13 and of $36,951,990 in FY 2013-14.

DEPARTMENT: SFMTA – MUNICIPAL TRANSPORTATION AGENCY

SUMMARY OF PROGRAM EXPENDITURES:

	FY 2011-12 Proposed	FY 2012-13 Proposed	Increase/ (Decrease) from FY 2011-12	FY 2013-14 Proposed	Increase/ (Decrease) from FY 2012-13
Accessible Services	$21,549,070	$20,913,337	($635,733)	$22,190,745	$1,277,408
Administration	58,987,665	69,256,239	10,268,574	68,526,331	(729,908)
Agency Wide Expenses	126,785,319	98,125,518	(28,659,801)	91,822,450	(6,303,068)
Capital Programs and Construction	0	104,048	104,048	105,012	964
Development and Planning	604,441	714,905	110,464	912,796	197,891
Parking and Traffic	73,186,298	80,756,408	7,570,110	88,750,313	7,993,905
Parking Garages and Lots	22,201,245	24,371,088	2,169,843	27,705,632	3,334,544
Transit	418,967,316	446,906,864	27,939,548	457,420,010	10,513,146
Security, Safety, Training, Enforcement	55,876,450	78,848,078	22,971,628	81,836,176	2,988,098
Taxi Services	2,409,307	3,679,240	1,269,933	3,886,993	207,753
Total	**$780,567,111**	**$823,675,725**	**$43,108,614**	**$843,156,458**	**$19,480,733**

The Department's proposed FY 2012-13 budget has increased by $43,108,614 largely due to staffing, including the end of unpaid furlough days for many Department employees[1]. The largest increases in program budgets in FY 2012-13 are in the Transit Division, and Security, Safety, Training and Enforcement programs.

The Department's proposed FY 2013-14 budget has increased by $19,480,733 largely due to increases in fringe benefit costs, and materials and supplies. Most of the increases in materials and supplies are for the SFMTA's program to increase maintenance for light rail vehicles, buses, and rights-of-way, and other maintenance (see below).

SFMTA Organization and Budget

SFMTA is divided into five divisions, reporting to the Director of Transportation:

- Administration, Safety and Training
- Capital Programs and Construction
- Finance and Information Technology
- Sustainable Streets (Parking and Traffic)
- Transit (Muni)

[1] Labor unions, with the exception of the Transport Workers' Union (TWU), agreed to wage concessions in FY 2010-11 and FY 2011-12 in the form of unpaid furlough days.

DEPARTMENT: SFMTA – MUNICIPAL TRANSPORTATION AGENCY

The SFMTA operating budget is comprised of the following funds, which are allocated to each of the five divisions, depending on the use of each of these funds:

- Muni
- Parking and Traffic
- Taxi Commission
- Off-Street Parking
- Bicycle
- Pedestrian

Transit Division Staffing

The Controller's Office projects a $5.2 million salary and fringe benefit deficit in all SFMTA programs in FY 2011-12[2]. This projected salary and fringe benefit deficit includes a projected deficit of $26.9 million in the Muni operating budget, offset by surpluses in other budget areas.

SFMTA projects FY 2011-12 year-end Transit Division overtime expenditures[3] of:

- $25,685,269 for transit operators, which is $671,215 or 2.7% more than the revised FY 2011-12 overtime budget of $25,014,054 for transit operators; and
- $25,280,919 for transit supervisors, automotive mechanics, electrical transit system mechanics, electronic maintenance technicians, station agents, and other miscellaneous employees in the Transit Division, which is $20,950,559 or 483.8% more than the revised FY 2011-12 overtime budget of $4,330,360 for these employees.

Proposed Increases in Transit Division Positions in FY 2012-13

According to Ms. Sonali Bose, SFMTA Director of Finance and Information Technology, the projected FY 2011-12 deficits in salary and fringe benefit expenditures for the Transit Division's transit operators is due to higher than budgeted staffing and Muni service. According to Ms. Bose, the FY 2010-11 and FY 2011-12 budgets provided for a higher level of Muni service reductions than actually occurred. As a result, SFMTA has more actual transit operator positions than were provided for in the budget. The SFMTA FY 2012-13 proposed budget includes an increase of 216 transit operator positions, as shown in Table 1 below, to account for the increased number of actual transit operators to meet current Muni service levels.

The SFMTA proposed FY 2012-13 budget also includes 30.08 new automotive mechanics, automotive service workers, electrical transit system mechanics, automotive machinists, and other crafts, offset by an increase in attrition savings and deletion of other positions, as shown in Table 1 below. According to Ms. Bose, the new positions shown in Table 1 are necessary to meet Muni's maintenance requirements and are part of the SFMTA's program to improve system maintenance (see below).

[2] Based on Controller's high level monthly financial report for the pay period ending April 13, 2012.
[3] Based on SFMTA overtime report to the SFMTA Board of Directors for the pay period ending April 13, 2012.

DEPARTMENT: SFMTA – MUNICIPAL TRANSPORTATION AGENCY

Table 1
Transit Division Positions
FY 2012-13 and FY 2013-14

	FY 2011-12	FY 2012-13	Increase/ (Decrease) from FY 2011-12	FY 2013-14	Increase from FY 2012-13
Transit Operators	1,959.50	2,175.50	216.00	2,175.50	0.00
Transit Supervisors	185.50	176.50	(9.00)	176.50	0.00
Automotive Mechanics, Automotive Service Workers, Electrical Transit System Mechanics, Automotive Machinists, and Other Crafts	1,178.00	1,208.08	30.08	1,209.00	0.92
Planning and Other	12.75	13.75	1.00	13.75	0.00
Custodial and Grounds	62.00	58.00	(4.00)	58.00	0.00
Administrative and Support	41.00	52.00	11.00	52.00	0.00
Senior Managers and Managers	47.00	47.00	0.00	47.00	0.00
Temporary	6.70	5.98	(0.72)	5.98	0.00
Attrition Savings	(395.83)	(459.40)	(63.57)	(459.40)	0.00
Total	3,096.62	3,277.41	180.79	3,278.33	0.92

Overtime

Transit Division Overtime

According to Ms. Bose, the Transit Division has historically incurred overtime expenditure deficits in each year that have been offset by other salary savings. Ms. Bose states that the historical use of overtime has resulted from high vacancy rates due to staff turnover, delays in recruiting and hiring, and high numbers of newly-hired employees who do not successfully complete training. As shown in Table 2 below, SFMTA has increased total Transit Division overtime by $10,110,243 in the proposed FY 2012-13 budget, and decreased total Transit Division overtime by $5,000,000 in the proposed FY 2013-14 budget.

DEPARTMENT: SFMTA – MUNICIPAL TRANSPORTATION AGENCY

Table 2
Transit Division Salary and Overtime Budget
FY 2012-13 and FY 2013-14

	FY 2011-12	FY 2012-13	Increase from FY 2011-12	FY 2013-14	Increase/ (Decrease) from FY 2012-13
Miscellaneous Salaries	$89,718,568	$90,917,271	$1,198,703	$91,337,145	$419,874
Transit Operators Salaries	103,822,596	119,474,015	15,651,419	119,474,015	0
Holiday, Premium and Other Pay	11,060,281	11,053,781	(6,500)	11,053,781	0
Overtime					
Miscellaneous	4,330,360	17,147,016	12,816,656	10,868,037	(6,278,979)
Transit Operators Unscheduled	2,200,000	4,916,434	2,716,434	3,594,253	(1,322,181)
Transit Operators Scheduled	22,814,054	17,391,207	(5,422,847)	19,992,367	2,601,160
Subtotal Overtime	29,344,414	39,454,657	10,110,243	34,454,657	(5,000,000)
Total	$233,945,859	$260,899,724	$26,953,865	$256,319,598	($4,580,126)

Department Overtime

The SFMTA FY 2012-13 budget has increased overtime expenditures department-wide by $10,000,000 from $31,951,990 to $41,951,990, as shown in Table 3 below. The proposed overtime budget of $41,951,990 in FY 2012-13 is $12,143,775 less than SFMTA's projected FY 2011-12 overtime expenditures of $54,095,765. According to Ms. Bose, SFMTA will need to actively manage overtime use in FY 2012-13 to meet the department's overtime budget.

Table 3
SFMTA Overtime Budget
FY 2012-13 and FY 2013-14

	FY 2011-12	FY 2012-13	Increase from FY 2011-12	FY 2013-14	Increase/ (Decrease) from FY 2012-13
Transit	29,344,414	39,454,657	10,110,243	34,454,657	(5,000,000)
Security, Safety, Training and Enforcement	1,313,350	1,070,350	(243,000)	1,070,350	0
Parking and Traffic	542,043	674,800	132,757	674,800	0
Other	752,183	752,183		752,183	0
Total	$31,951,990	$41,951,990	$10,000,000	$36,951,990	($5,000,000)

SFMTA should report to the May 24, 2012 Budget and Finance Committee on how the department will manage overtime and salary deficits in FY 2012-13 and FY 2013-14 to ensure that actual overtime and salary expenditures are within the budgeted amount, including how SFMTA proposes to manage a $5,000,000 reduction in overtime in FY 2013-14.

New Expenditures for Transit Maintenance

The proposed SFMTA budget includes $17,555,000 for increased maintenance expenditures in FY 2012-13 and $30,010,000 for increased maintenance expenditures in FY 2013-14, compared to FY 2011-12 maintenance expenditures. These increased expenditures include new staffing costs as well as materials and other expenditures. SFMTA has allocated 70% these new maintenance expenditures to the Transit Division in FY 2012-13, as shown in Table 4 below.

Table 4
Proposed Increased Expenditures for Maintenance
FY 2012-13 and FY 2013-14[4]

	FY 2012-13		FY 2013-14	
	Amount	Percent of Total	Amount	Percent of Total
Transit Division				
Light Rail Vehicle Maintenance	$2,875,000	16%	$5,750,000	19%
Bus Maintenance	2,875,000	16%	5,750,000	19%
Right-of-Way Maintenance	6,470,000	37%	10,340,000	34%
Total, Transit Division	**$12,220,000**	**70%**	**$21,840,000**	**73%**
Other Divisions				
Transit Effectiveness Project	$375,000	2%	$750,000	2%
Sustainable Streets	1,250,000	7%	2,500,000	8%
Safety and Enforcement	2,400,000	14%	2,900,000	10%
Administration and Support	1,310,000	7%	2,020,000	7%
Total, Other Divisions	**$5,335,000**	**30%**	**$8,170,000**	**27%**
Total	**$17,555,000**	**100%**	**$30,010,000**	**100%**

Security, Safety, Training, and Enforcement Division

Positions in SFMTA's Security, Safety, Training and Enforcement program are funded by the Muni and Parking and Traffic operating budgets. These positions include transit fare inspectors, parking control officers, and related management, supervisory and support staff.

In FY 2012-13, SFMTA proposes to add 10 transit fare inspector positions to the Security, Safety, Training and Enforcement Division by decreasing attrition savings to allow for the hiring of vacant positions. According to Ms. Bose, these positions will be used to facilitate Muni's new all-door boarding policy.

Rainy Day Reserve

The FY 2012-13 and FY 2013-14 budgets contain a rainy day reserve of $10,000,000 in each year for a total reserve of $20,000,000. According to Ms. Bose, the SFMTA Board of Directors has an adopted reserve policy which includes a reserve goal of 10% of the operating budget, which would be $82,367,572 based on the proposed FY 2012-13 budget of $823,675,725. The purpose of the reserve is

[4] These expenditures of $17,555,000 in FY 2012-13 and $30,010,000 in FY 2013-14 are included in the expenditure line items for salaries, materials and supplies, and other line items in the SFMTA budget and are not detailed separately.

to protect against SFMTA's revenue shortfalls and unpredicted one-time expenses and to ensure that adequate funds are available for the agency.

Unexpended Project and Encumbered Funds

Unexpended Project Funds

SFMTA has $25,300,000 in previously appropriated project funds for parking infrastructure procurement which have not been expended. According to Ms. Bose, these funds will be used to pay for new parking meters for the SF Park program. SFMTA will issue a Request for Proposals (RFP) for new parking meters citywide for the SF Park program.

SFMTA also has $20,000,000 in previously appropriated project funds for land and building procurement which have not been expended. According to Ms. Bose, these funds will be used to purchase property (1) at Broadway and Sansome to provide long-term replacement housing for tenants displaced by construction of the Central Subway, and (2) 2650 Bayshore Avenue for storage of SFMTA vehicles currently stored on Port property.

Unexpended and Encumbered Funds

City departments encumber funds that have been appropriated by the Board of Supervisors to pay for purchase orders, work orders with other City departments, projects, and other purposes. Technically, encumbrances are funds that have been set aside to pay for goods or services that have been ordered but not yet received or billed. Therefore, encumbered funds have not yet been expended.

SFMTA has $9,501,325 in unexpended and encumbered funds that were (1) appropriated in FY 2010-11 and prior years, (2) have not posted activity in FY 2011-12, and (3) are funded by the Muni or Parking and Traffic operating budgets. Based on the Budget and Legislative Analyst's request, SFMTA provided the following information on the status of these encumbrances, as shown in Table 5 below:

Table 5
SFMTA Encumbrances

Encumbrances	Muni Operating Funds	Parking and Traffic Operating Funds	Total
Can be closed out	$2,335,178	$874,988	$3,210,166
Held open pending invoices	6,272,692	0	6,272,692
Subtotal	8,607,869	874,988	9,482,857
Active project	18,095	373	18,468
Total	**$8,625,964**	**$875,361**	**$9,501,325**

As shown in Table 5, SFMTA has $3,210,166 in encumbrances that can be closed out and the funds re-allocated to other one-time uses.

Of the $6,272,692 in encumbered accounts, for which SFMTA is holding the account open pending the receipt of pending invoices, accounts with balances totaling $5,704,869 have had no activity since 2010. The largest of these encumbered accounts is for a payment to the Bay Area Rapid Transit (BART), totaling $5,284,346, for which the last date of recorded activity of December 2, 2010. SFMTA should

immediately determine the status of the account with BART and other large inactive accounts in order to close out the unexpended balances and re-allocate the funds to other one-time uses.

SFMTA should report to the Budget and Finance Committee in the May 24, 2012 hearing on the status of $9,501,325 in encumbered funds, including the funds of $5,284,346 encumbered for a payment to BART, and whether the unexpended balance can be reallocated to other uses.

DEPARTMENT REVENUES:

FY 2012-13: Department revenues have increased by $24,458,614 or 4.1%, from the original FY 2011-12 budget of $589,817,111 to the proposed FY 2012-13 budget of $614,275,725.

General Fund revenues have increased by $18,650,000 or 9.8% from the original FY 2011-12 budget of $190,750,000 to the proposed FY 2012-13 budget of $209,400,000

FY 2013-14: Department revenues have increased by $11,830,733 or 1.9%, from the original FY 2012-13 budget of $614,275,725 to the proposed FY 2013-14 budget of $626,106,458.

General Fund revenues have increased by $7,650,000 or 3.7% from the original FY 2012-13 budget of $209,400,000 to the proposed FY 2012-13 budget of $217,050,000.

	FY 2011-12	FY 2012-13	FY 2013-14
Transit Fares and Advertising Revenues	$207,736,734	$224,544,634	$228,233,972
Permits, Fees, Fines	122,687,325	115,690,539	116,267,713
Parking Meters and Garages	91,853,058	94,639,056	98,361,428
Recoveries for Services	60,111,666	87,479,058	91,538,321
State and Federal Operating Grants	106,892,909	113,700,000	115,670,000
Miscellaneous	3,200	0	0
General Fund Contribution to SFMTA	190,750,000	209,400,000	217,050,000
General Fund In Lieu of Parking Tax	57,578,400	62,147,000	64,011,000
Net Transfers[5]	(57,046,181)	(83,917,362)	(87,968,776)
Total	**$780,567,111**	**$823,682,925**	**$843,163,658**

Transit Fares

SFMTA increases transit fares based on the Automatic Indexing Implementation Plan, approved by the SFMTA Board of Directors in April 2009, which provides for fare increases based on the Consumer Price Index (CPI) and other costs, such as labor and fuel. The Automatic Indexing Implementation Plan was not subject to Board of Supervisors approval. The FY 2012-13 and FY 2013-14 SFMTA budgets do not propose increases in cash fares but do propose increases in some monthly fast passes and other fares as follows:

[5] Net transfers are transfers between SFMTA operating funds and project funds.

	FY 2011-12	FY 2012-13 Proposed	FY 2013-14 Proposed
Fast Pass Combined With BART in San Francisco			
Adult	$72.00	$74.00	$76.00
Disabled/Youth/Senior	$26.00	$27.00	$28.00
Fast Pass Muni Only			
Adult	$62.00	$64.00	$66.00
Disabled/Youth/Senior	$24.00	$22.00	$23.00
Other Passes			
Lifeline (Low Income) Pass	$31.00	$32.00	$33.00
Cable Car All-Day Pass	$14.00	$14.00	$15.00
One-Day Passport	$14.00	$14.00	$15.00
Three-Day Passport	$21.00	$22.00	$23.00
Seven-Day Passport	$27.00	$28.00	$29.00
Interagency Sticker (Excludes BART and Cable Car)	$57.00	$59.00	$61.00
Class Pass	$25.00	$26.00	$27.00
Special Event - Round Trip			
Adult	$12.00	$12.00	$13.00
Disabled/Youth/Senior	$10.00	$10.00	$11.00
Add-On Fare	$8.00	$8.00	$9.00

These fare increases are not subject to Board of Supervisors approval.

Parking and Other Increases

The proposed budget includes:

- Additional parking meter revenue in FY 2012-13 FY 2013-14 for (a) parking meter enforcement on Sunday from 12 pm to 6 pm, and (b) addition of 500 to 1,000 new metered parking spaces;
- Increases to various fees and penalties, based on the Automatic Indexing Implementation Plan or cost recovery calculation; and
- Fees applied to parking citations of (a) $2.00 to recover SFMTA's costs for the Local Courthouse Construction Fee, which is being remitted to the State but has not been included in citation amounts, and (b) $3.00 in FY 2012-13 to recover SFMTA's costs for the Trial Court Trust Fund Fee, which under California Government Code, SFMTA can collect in FY 2012-13 but not in FY 2013-14.

General Fund

The proposed SFMTA budget in FY 2012-13 and FY 2013-14 includes General Fund contributions, consistent with the Three-Year Budget Projections for FY 2012-13 through FY 2014-15, prepared jointly by the Controller, Budget and Legislative Analyst, and Mayor's Budget Director.

Free Muni for Low-Income Youth

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DEPARTMENT: AIR – AIRPORT

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions (FTE) budgeted for FY 2012-13 is 1,469.52 FTEs, which is 92.21 FTEs more than the 1,377.31 FTEs in the original FY 2011-12 budget. This represents 6.7 percent increase in FTEs from the original FY 2011-12 budget.

The number of FTEs budgeted for FY 2013-14 is 1,488.42 FTEs, which is 18.9 FTEs more than the 1,469.52 FTEs in the proposed FY 2012-13 budget.

DEPARTMENT REVENUES:

Department revenues have increased by $81,871,314 or 10.8 percent from FY 2011-12 to FY 2012-13. Revenue increases are resulting from:

- An increase in enplanements (the number of passengers boarding a plane) from FY 2011-12 to FY 2012-13. Recent increases in service primarily reflect domestic growth, with new or more frequent flights by United Airlines following its merger with Continental Airlines, and the continued expansion of Virgin America. The Airport has also seen an increase in international flights. These changes will lead to increased revenues from landing fees, airline rental fees, parking and transportation, and other concessions. The Department expects these changes will lead to landing fee revenue increases from FY 2011-12 to FY 2012-13 based on landed weight forecasts.

- The Department also expects increased revenues from FY 2011-12 to FY 2012-13 due to increased rental rates and increased leased space as United Airlines takes on additional space in Boarding Area B and increased parking and other concession revenue.

Department revenues have increased by $27,684,723 or 3.3 percent in the proposed FY 2013-14 budget. Revenue increases are resulting from:

- Department forecasts that enplanements will continue to increase from FY 2012-13 to FY 2013-14. This will lead to increased revenues from landing fees, airline rental fees, parking and transportation, and other concessions to increase. The Department expects revenues from Airport landing fees to increase from FY 2012-13 to 2013-14 based on landed weight forecasts.

- Increases in rental rates and leased space. Additionally, the Department expects total concession revenue to increase from FY 2012-13 to FY 2013-14 due to increased passenger activity.

COMMENTS:

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $1,995,765 in FY 2012-13 and $1,940,941 in FY 2013-14. These reductions would still allow an increase of $79,875,549 or 10.6 percent in the Department's FY 2012-13 budget and $25,743,782 or 3.1 percent in the Department's FY 2013-14 budget.

Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2012-13 and FY 2013-14 Fixed Two-Year Budget

AIR - Airport

	FY 2012-13							FY 2013-14						
	FTE		Amount					FTE		Amount				
Object Title	From	To	From	To	Savings	GF	1T	From	To	From	To	Savings	GF	1T
BG1- Administration (5A AAA AAA)	SFIA Operating Non-Project Controlled													
1043 IS Engineer, Senior	1.00	0.00	$124,644	$0	$124,644					$124,644	$0	$124,644		
1042 IS Engineer, Journey	0.00	1.00	$0	$112,476	($112,476)					$0	$112,476	($112,476)		
Mandatory Fringe Benefits			$44,697	$42,276	$2,421					$50,216	$47,333	$2,883		
	Total Savings			$14,589				*Total Savings*			$15,051			
	Disapprove the upward substitution of a 1042 IS Engineer, Journey to 1043 IS Engineer, Senior. This reduction will still allow the Department to substitute another 1042 IS Engineer, Journey position to a 1043 IS Engineer, Senior.							Ongoing reduction						
Permanent Salaries-Miscellaneous			($4,080,242)	($4,230,242)	$150,000					($3,391,497)	($3,541,497)	$150,000		
Mandatory Fringe Benefits			($1,776,334)	($1,841,584)	$65,250					($1,671,765)	($1,737,015)	$65,250		
	Total Savings			$215,250				*Total Savings*			$215,250			
	Increase Attrition Savings by $150,000, thus reducing Permanent Salaries, to reflect actual expenditures in prior fiscal years and projected expenditures in FY 2011-12.							Ongoing reduction						
Professional & Specialized Services			$1,379,499	$1,354,499	$25,000					$1,248,228	$1,223,228	$25,000		
	The Department's contract with Catholic Healthcare West (aka Dignity Health) provides medical clinic services. The Department has increased the contract amount by $146,842, from $1,232,657 in FY 2011-12 to $1,379,499 in FY 2012-13. The proposed reduction of $25,000 reflects projected expenditures in FY 2012-13 as well as historical expenditures.							Ongoing reduction						
Professional & Specialized Services			$450,000	$400,000	$50,000		x			$200,000	$200,000	$0		
	The Department has a contract with SFOtec for after-hours, weekend and holiday network monitoring, reporting and restoration of Airport Systems and Networks. The Department has requested a $140,000 increase in the contract from $310,000 in FY 2011-12 to $450,000 in FY 2012-13, but is not projected to fully expend on the contract in FY 2011-12. This $50,000 reduction would still allow a $40,000 increase in the contract amount from FY 2011-12 to FY 2012-13.													
Maintenance Services-Equipment			$1,024,250	$949,250	$75,000					$1,324,250	$1,249,250	$75,000		
	Reduce to reflect actual expenditures in prior fiscal years and projected expenditures in FY 2011-12.							Ongoing reduction						
Other Current Expenses			$2,863,350	$2,788,350	$75,000					$2,837,725	$2,762,725	$75,000		
	Reduce to reflect actual expenditures in prior fiscal years and projected expenditures in FY 2011-12.							Ongoing reduction						

GF = General Fund
1T = One Time

Recommendations of the Bud[illegible]nd Legislative Analyst

For Amendment of Budget Items in the FY 2012-13 and FY 2013-14 Fixed Two-Year Budget

AIR - Airport

	FY 2012-13							FY 2013-14						
	FTE		Amount					FTE		Amount				
Object Title	From	To	From	To	Savings	GF	1T	From	To	From	To	Savings	GF	1T
Equipment Purchase			$458,500	$447,662	$10,838		x			$388,000	$384,387	$3,613		x
	Based on vendor quote.							Based on vendor quote.						
BG2- Business & Finance (5A AAA AAA)	**SFIA Operating Non-Project Controlled**													
Premium Pay			$28,594	$26,094	$2,500					$28,594	$26,094	$2,500		
Mandatory Fringe Benefits			$2,270	$2,072	$198					$2,270	$2,072	$198		
	Total Savings			$2,698				*Total Savings*			$2,698			
	Reduce to reflect actual expenditures in prior fiscal years and projected expenditures in FY 2011-12.							Ongoing reduction						
Professional & Specialized Services			$2,193,747	$2,043,747	$150,000					$2,193,747	$2,043,747	$150,000		
	The Department has a contract with Smart Carte for the provision of free luggage carts in the International Terminal customs area. The Department has not fully expended on the contract in FY 2011-12 and is projected to expend less than the budgeted amount for FY 2012-13.							Ongoing reduction						
Maintenance Services-Equipment			$475,768	$275,768	$200,000					$475,765	$275,765	$200,000		
	Reduce to reflect projected expenditures for FY 2012-13.							Ongoing reduction						
Other Current Expenses			$137,170	$129,670	$7,500					$138,445	$130,945	$7,500		
	Reduce to reflect actual expenditures in prior fiscal years and projected expenditures in FY 2011-12.							Ongoing reduction						
Equipment Purchase			$25,000	$18,448	$6,552		x			$0	$0	$0		
	Based on vendor quote.													

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GF = General Fund

1T = One Time

Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2012-13 and FY 2013-14 Fixed Two-Year Budget

AIR - Airport

	FY 2012-13							FY 2013-14						
	FTE		Amount					FTE		Amount				
Object Title	From	To	From	To	Savings	GF	1T	From	To	From	To	Savings	GF	1T
BG3- Communications & Marketing (5A AAA AAA)	**SFIA Operating Non-Project Controlled**													
Professional & Specialized Services			$1,152,400	$1,132,400	$20,000					$1,152,400	$1,132,400	$20,000		
	The Department has a contract with the International Strategic Marketing Alliance Pool to promote tourism, trade, and international air traffic to San Francisco. The Department did not expend the entirety of the contract in FY 2010-11 and is not projected to do so in FY 2011-12.							Ongoing reduction						
Other Current Expenses			$126,955	$106,955	$20,000					$126,955	$106,955	$20,000		
	Reduce to reflect actual expenditures in prior fiscal years and projected expenditures in FY 2011-12.							Ongoing reduction						
BG4- Chief Operating Officer (5A AAA AAA)	**SFIA Operating Non-Project Controlled**													
Other Current Expenses			$239,500	$234,500	$5,000					$240,000	$235,000	$5,000		
	Reduce to reflect actual expenditures in prior fiscal years and projected expenditures in FY 2011-12.							Ongoing reduction						
BG6- Facilities (5A AAA AAA)	**SFIA Operating Non-Project Controlled**													
Premium Pay			$3,007,000	$2,992,000	$15,000					$3,007,000	$2,992,000	$15,000		
Mandatory Fringe Benefits			$238,756	$237,565	$1,191					$238,756	$237,565	$1,191		
			Total Savings		$16,191					*Total Savings*		$16,191		
	Reduce to reflect actual expenditures in prior fiscal years and projected expenditures in FY 2011-12.							Ongoing reduction						
Professional & Specialized Services			$24,000	$20,000	$4,000					$24,000	$20,000	$4,000		
	Reduce to reflect actual expenditures in prior fiscal years and projected expenditures in FY 2011-12.							Ongoing reduction						
9993 M Attrition Savings			($1,349,846)	($1,649,846)	$300,000					($1,239,846)	($1,539,846)	$300,000		
Mandatory Fringe Benefits			($627,813)	($767,343)	$139,530					($639,183)	($793,842)	$154,659		
			Total Savings		$439,530					*Total Savings*		$454,659		
	The Department has reduced Attrition Savings by $1,087,059 from ($2,436,905) in FY 2011-12 to ($1,349,846) in FY 2012-13. The proposed increase in Attrition Savings reflects projected actual salary savings and should provide sufficient funds for salaries.							Ongoing reduction						

GF = General Fund
1T = One Time

Recommendations of the Bud[illegible]nd Legislative Analyst
For Amendment of Budget Items in the FY 2012-13 and FY 2013-14 Fixed Two-Year Budget

AIR - Airport

	FY 2012-13							FY 2013-14						
	FTE		Amount					FTE		Amount				
Object Title	From	To	From	To	Savings	GF	1T	From	To	From	To	Savings	GF	1T
9993 M Attrition Savings			($35,896)	($135,896)	$100,000					($35,896)	($135,896)	$100,000		
Mandatory Fringe Benefits			($16,736)	($63,360)	$46,624					($18,553)	($70,238)	$51,685		
	Total Savings $146,624							*Total Savings* $151,685						
	The Department has reduced Attrition Savings by $500,617 from ($536,513) in FY 2011-12 to ($35,896) in FY 2012-13. The proposed increase in Attrition Savings reflects projected actual salary savings and should provide sufficient funds for salaries.							Ongoing reduction						
Maintenance Services-Buildings & Structures			$1,591,400	$1,391,400	$200,000					$1,646,400	$1,446,400	$200,000		
	Reduce to reflect actual expenditures in prior fiscal years and projected expenditures in FY 2011-12.							Ongoing reduction						
Equipment Maintenance Supplies			$2,044,708	$1,984,708	$60,000					$2,040,183	$1,980,183	$60,000		
	Reduce to reflect actual expenditures in prior fiscal years and projected expenditures in FY 2011-12.							Ongoing reduction						
BG7- Operations and Security (5A AAA AAA)	**SFIA Operating Non-Project Controlled**													
Maintenance Services-Equipment			$15,804,723	$15,604,723	$200,000					$16,593,828	$16,393,828	$200,000		
	Reduce to reflect projected expenditures for FY 2012-13.							Ongoing reduction						
Equipment Purchase			$45,000	$42,006	$2,994		x			$0	$0	$0		
	Based on vendor quote.													
BG8- Bureau of Design & Construction (5A AAA AAA)	**SFIA Operating Non-Project Controlled**													
Premium Pay			$58,053	$48,053	$10,000					$58,053	$48,053	$10,000		
Mandatory Fringe Benefits			$4,276	$3,539	$737					$4,610	$3,816	$794		
	Total Savings $10,737							*Total Savings* $10,794						
	Reduce to reflect actual expenditures in prior fiscal years and projected expenditures in FY 2011-12.							Ongoing reduction						

GF = General Fund
1T = One Time

Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2012-13 and FY 2013-14 Fixed Two-Year Budget

AIR - Airport

	FY 2012-13							FY 2013-14						
	FTE		Amount					FTE		Amount				
Object Title	From	To	From	To	Savings	GF	1T	From	To	From	To	Savings	GF	1T
Equipment Purchase			$30,000	$21,238	$8,762		x			$0	$0	$0		
	Based on vendor quote.													
BG9- Planning Division (5A AAA AAA)	SFIA Operating Non-Project Controlled													
Other Materials & Supplies			$14,500	$10,000	$4,500					$14,500	$10,000	$4,500		
	Reduce to reflect actual expenditures in prior fiscal years and projected expenditures in FY 2011-12.							Ongoing reduction						
BGQ- Fire Airport Bureau (5A AAA AAA)	SFIA Operating Non-Project Controlled													
Training			$130,000	$120,000	$10,000					$130,000	$120,000	$10,000		
	Reduce to reflect actual expenditures in prior fiscal years and projected expenditures in FY 2011-12.							Ongoing reduction						
BGR- Police Airport Bureau (5A AAA AAA)	SFIA Operating Non-Project Controlled													
Training			$78,000	$63,000	$15,000					$78,000	$63,000	$15,000		
	Reduce to reflect projected expenditures in FY 2012-13.							Ongoing reduction						

FY 2012-13
Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	$0	$0	$0
Non-General Fund	$79,146	$1,916,619	$1,995,765
Total	$79,146	$1,916,619	$1,995,765

FY 2013-14
Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	$0	$0	$0
Non-General Fund	$3,613	$1,937,328	$1,940,941
Total	$3,613	$1,937,328	$1,940,941

GF = General Fund
1T = One Time

CITY AND COUNTY OF SAN FRANCISCO

BOARD OF SUPERVISORS

BUDGET AND LEGISLATIVE ANALYST

1390 Market Street, Suite 1150, San Francisco, CA 94102 (415) 552-9292
FAX (415) 252-0461

May 21, 2012

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 2012-2013 to Fiscal Year 2013-2014 Budget.

Descriptions for Departmental Budget Hearing, May 23, 2012 Meeting, 10:00 a.m.

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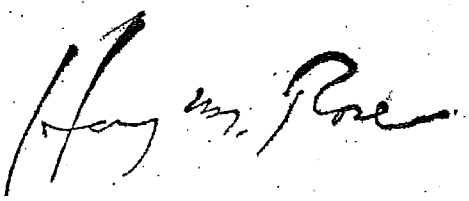

Harvey M. Rose

cc: Supervisor Chu
Supervisor Avalos
Supervisor Kim
Supervisor Cohen
Supervisor Wiener
President Chiu
Supervisor Campos
Supervisor Elsbernd
Supervisor Farrell
Supervisor Mar
Supervisor Olague
Clerk of the Board
Cheryl Adams
Mayor Lee
Controller
Kate Howard
Greg Wagner

BUDGET REVIEW EXECUTIVE SUMMARY

YEAR ONE: FY 2012-13

Budget Changes

The department's proposed $838,016,536 budget for FY 2011-12 is $81,871,314 or 10.8 percent more than the original FY 2011-12 budget of $ 756,145,222.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2012-13 is 1,469.52 FTEs, which is 92.21 FTEs more than the 1,377.31 FTEs in the original FY 2011-12 budget. This represents 6.7 percent increase in FTEs from the original FY 2011-12 budget.

Revenue Changes

Consistent with expenditures, the Department's revenues have increased by $81,871,314 or 10.8 percent from the original FY 2011-12 budget of $756,145,222 to the proposed FY 2012-13 budget of $838,016,536.

YEAR TWO: FY 2013-14

Budget Changes

The department's proposed $865,701,259 budget for FY 2013-14 is $27,684,723 or 3.3 percent more than the proposed FY 2012-13 budget of $838,016,536.

Personnel Changes

The number of FTEs budgeted for FY 2013-14 is 1,488.42 FTEs, which is 18.9 FTEs more than the 1,469.52 FTEs in the proposed FY 2012-13 budget.

Revenue Changes

Consistent with expenditures, the Department's revenues have increased by $27,684,723 or 3.3 percent, from the proposed FY 2012-13 budget of $838,016,536 to the proposed FY 2013-14 budget of $865,701,259.

RECOMMENDED REDUCTIONS

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $2,340,846 in FY 2012-13 and $2,217,127 in FY 2013-14. These reductions would still allow an increase of $79,530,468 or 10.5 percent in the Department's FY 2012-13 budget and $25,467,596 or 3 percent in the Department's FY 2013-14 budget.

RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEARS 2012-13 & 2013-14

DEPARTMENT: AIR – AIRPORT

SUMMARY OF PROGRAM EXPENDITURES:

Program	2011-2012 Budget	2012-2013 Proposed	Change From 2011-2012	2013-2014 Proposed	Change From 2012-2013
ADMINISTRATION	36,899,762	42,335,878	5,436,116	44,572,563	2,236,685
AIRPORT DIRECTOR	16,579,536	8,681,265	(7,898,271)	8,823,278	142,013
BUREAU OF DESIGN AND CONSTRUCTION	5,621,140	13,346,864	7,725,724	14,027,455	680,591
BUSINESS & FINANCE	428,766,832	448,091,868	19,325,036	467,436,020	19,344,152
CAPITAL PROJECTS AND GRANTS	39,498,903	80,519,484	41,020,581	76,229,491	(4,289,993)
CHIEF OPERATING OFFICER	4,595,869	4,811,312	215,443	5,111,470	300,158
COMMUNICATIONS & MARKETING	5,862,433	6,301,302	438,869	6,480,587	179,285
CONTINUING PROJECTS, MAINT AND RENEWAL	7,075,000	10,500,000	3,425,000	9,310,000	(1,190,000)
FACILITIES	148,844,080	155,996,876	7,152,796	164,167,236	8,170,360
FIRE AIRPORT BUREAU NON-PERSONNEL COST	811,248	678,947	(132,301)	598,434	(80,513)
OPERATIONS AND SECURITY	55,098,535	59,634,287	4,535,752	61,941,342	2,307,055
PLANNING DIVISION	4,019,107	3,551,512	(467,595)	3,827,380	275,868
POLICE AIRPORT BUREAU NON-PERSONNEL COST	2,472,777	3,566,941	1,094,164	3,176,003	(390,938)
AIRPORT COMMISSION Total	**756,145,222**	**838,016,536**	**81,871,314**	**865,701,259**	**27,684,723**

The Department's proposed FY 2012-13 budget has increased by $81,871,314 largely due to:

- The annualized cost of positions added in prior years as well as proposed new positions;
- Additional services and cost increases for shuttle bus, parking management, and the Airline Liaison Office as well as a proposed parking tax on the ballot in San Mateo County;
- Police Academy trainees to replace officers assigned to SFO; and,
- Higher debt service expenses as the result of scheduled increases for previously issued bonds.

The Department's proposed FY 2013-14 budget will be increasing by $27,684,723 largely due to:

- The additional cost of positions added in prior years and proposed new positions;
- Additional services and cost increase for information technology services, parking management services, and equipment maintenance; and,
- Higher debt service payments that will increase again as the result of scheduled increases for previously issued bonds.

DEPARTMENT: AIR – AIRPORT

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions (FTE) budgeted for FY 2012-13 is 1,469.52 FTEs, which is 92.21 FTEs more than the 1,377.31 FTEs in the original FY 2011-12 budget. This represents 6.7 percent increase in FTEs from the original FY 2011-12 budget.

The number of FTEs budgeted for FY 2013-14 is 1,488.42 FTEs, which is 18.9 FTEs more than the 1,469.52 FTEs in the proposed FY 2012-13 budget.

DEPARTMENT REVENUES:

Department revenues have increased by $81,871,314 or 10.8 percent from FY 2011-12 to FY 2012-13. Revenue increases are resulting from:

- An increase in enplanements (the number of passengers boarding a plane) from FY 2011-12 to FY 2012-13. Recent increases in service primarily reflect domestic growth, with new or more frequent flights by United Airlines following its merger with Continental Airlines, and the continued expansion of Virgin America. The Airport has also seen an increase in international flights. These changes will lead to increased revenues from landing fees, airline rental fees, parking and transportation, and other concessions. The Department expects these changes will lead to landing fee revenue increases from FY 2011-12 to FY 2012-13 based on landed weight forecasts.

- The Department also expects increased revenues from FY 2011-12 to FY 2012-13 due to increased rental rates and increased leased space as United Airlines takes on additional space in Boarding Area B and increased parking and other concession revenue.

Department revenues have increased by $27,684,723 or 3.3 percent in the proposed FY 2013-14 budget. Revenue increases are resulting from:

- Department forecasts that enplanements will continue to increase from FY 2012-13 to FY 2013-14. This will lead to increased revenues from landing fees, airline rental fees, parking and transportation, and other concessions to increase. The Department expects revenues from Airport landing fees to increase from FY 2012-13 to 2013-14 based on landed weight forecasts.

- Increases in rental rates and leased space. Additionally, the Department expects total concession revenue to increase from FY 2012-13 to FY 2013-14 due to increased passenger activity.

COMMENTS:

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $2,340,846 in FY 2012-13 and $2,217,127 in FY 2013-14. These reductions would still allow an increase of $79,530,468 or 10.5 percent in the Department's FY 2012-13 budget and $25,467,596 or 3 percent in the Department's FY 2013-14 budget.

AIR - Airport

	FY 2012-13							FY 2013-14						
	FTE		Amount					FTE		Amount				
Object Title	From	To	From	To	Savings	GF	1T	From	To	From	To	Savings	GF	1T
BG1- Administration (5A AAA AAA)	SFIA Operating Non-Project Controlled													
0933 Manager V	1.00	0.00	$148,830	$0	$148,830			1.00	0.00	$148,830	$0	$148,830		
0932 Manager IV	0.00	1.00	$0	$137,904	($135,200)			0.00	1.00	$0	$137,904	($137,904)		
Mandatory Fringe Benefits			$53,134	$51,014	$2,120					$59,684	$57,147	$2,537		
	Total Savings			$15,750				*Total Savings*			$13,463			
	Disapprove the upward substitution of a 0931 Manager II to 0933 Manager V. Instead, allow upward substitution to 0932 Manager IV, which is an appropriate position to handle the anticipated responsibilities.							Ongoing reduction						
Permanent Salaries-Miscellaneous			($4,080,242)	($4,230,242)	$150,000					($3,391,497)	($3,541,497)	$150,000		
Mandatory Fringe Benefits			($1,776,334)	($1,841,584)	$65,250					($1,671,765)	($1,737,015)	$65,250		
	Increase Attrition Savings by $150,000, thus reducing Permanent Salaries, to reflect actual expenditures in prior fiscal years and projected expenditures in FY 2011-12.							Ongoing reduction						
Professional & Specialized Services			$1,379,499	$1,254,499	$125,000					$1,248,228	$1,123,228	$125,000		
	The Department's contract with Catholic Healthcare West (aka Dignity Health) provides medical clinic services. The Department has increased the contract amount by $146,842, from $1,232,657 in FY 2011-12 to $1,379,499 in FY 2012-13. The proposed reduction of $125,000 reflects projected expenditures in FY 2012-13 as well as historical expenditures.							Ongoing reduction						
Professional & Specialized Services			$450,000	$350,000	$100,000		x			$200,000	$200,000	$0		
	The Department has a contract with SFOtec for after-hours, weekend and holiday network monitoring, reporting and restoration of Airport Systems and Networks. The Department has requested a $140,000 increase in the contract from $310,000 in FY 2011-12 to $450,000 in FY 2012-13, but is not projected to fully expend on the contract in FY 2011-12. This $100,000 reduction would still allow a $40,000 increase in the contract amount from FY 2011-12 to FY 2012-13.													
Maintenance Services-Equipment			$1,024,250	$899,250	$125,000					$1,324,250	$1,199,250	$125,000		
	Reduce to reflect actual expenditures in prior fiscal years and projected expenditures in FY 2011-12.							Ongoing reduction						
Other Current Expenses			$2,863,350	$2,788,350	$75,000					$2,837,725	$2,762,725	$75,000		
	Reduce to reflect actual expenditures in prior fiscal years and projected expenditures in FY 2011-12.							Ongoing reduction						

GF = General Fund
1T = One Time

Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2012-13 and FY 2013-14 Fixed Two-Year Budget

AIR - Airport

	FY 2012-13							FY 2013-14						
	FTE		Amount					FTE		Amount				
Object Title	From	To	From	To	Savings	GF	1T	From	To	From	To	Savings	GF	1T
Equipment Purchase			$458,500	$447,662	$10,838		x			$388,000	$384,387	$3,613		x
	Based on vendor quote.							Based on vendor quote.						
BG2- Business & Finance (5A AAA AAA)	**SFIA Operating Non-Project Controlled**													
Premium Pay			$28,594	$26,094	$2,500					$28,594	$26,094	$2,500		
Mandatory Fringe Benefits			$2,270	$2,072	$198					$2,270	$2,072	$198		
	Reduce to reflect actual expenditures in prior fiscal years and projected expenditures in FY 2011-12.							Ongoing reduction						
Professional & Specialized Services			$2,193,747	$2,043,747	$150,000					$2,193,747	$2,043,747	$150,000		
	The Department has a contract with Smart Carte for the provision of free luggage carts in the International Terminal customs area. The Department has not fully expended on the contract in FY 2011-12 and is projected to expend less than the budgeted amount for FY 2012-13.							Ongoing reduction						
Professional & Specialized Services			$18,538,661	$18,338,661	$200,000					$19,150,568	$18,950,568	$200,000		
	The Department's contract with New South Parking provides parking management services. The Department did not expend all budgeted funds in FY 2010-11 and is not projected to do so in FY 2011-12. This $200,000 reduction would still allow a $363,315 increase in the contract from FY 2010-11 to FY 2011-12.							Ongoing reduction						
Other Current Expenses			$137,170	$129,670	$7,500					$138,445	$130,945	$7,500		
	Reduce to reflect actual expenditures in prior fiscal years and projected expenditures in FY 2011-12.							Ongoing reduction						
Equipment Purchase			$25,000	$18,448	$6,552		x			$0	$0	$0		
	Based on vendor quote.													
BG3- Communications & Marketing (5A AAA AAA)	**SFIA Operating Non-Project Controlled**													
Travel			$87,305	$72,305	$15,000					$87,305	$72,305	$15,000		
	Reduce to reflect actual expenditures in prior fiscal years and projected expenditures in FY 2011-12.							Ongoing reduction						

GF = General Fund
1T = One Time

Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2012-13 and FY 2013-14 Fixed Two-Year Budget

AIR - Airport

	FY 2012-13							FY 2013-14						
	FTE		Amount					FTE		Amount				
Object Title	From	To	From	To	Savings	GF	1T	From	To	From	To	Savings	GF	1T
Professional & Specialized Services			$1,152,400	$1,052,400	$100,000					$1,152,400	$1,052,400	$100,000		
	The Department has a contract with the International Strategic Marketing Alliance Pool to promote tourism, trade, and international air traffic to San Francisco. The Department did not expend the entirety of the contract in FY 2010-11 and is not projected to do so in FY 2011-12.							Ongoing reduction						
Other Current Expenses			$126,955	$106,955	$20,000					$126,955	$106,955	$20,000		
	Reduce to reflect actual expenditures in prior fiscal years and projected expenditures in FY 2011-12.							Ongoing reduction						
BG4- Chief Operating Officer (5A AAA AAA)	**SFIA Operating Non-Project Controlled**													
Other Current Expenses			$239,500	$234,500	$5,000					$240,000	$235,000	$5,000		
	Reduce to reflect actual expenditures in prior fiscal years and projected expenditures in FY 2011-12.							Ongoing reduction						
BG6- Facilities (5A AAA AAA)	**SFIA Operating Non-Project Controlled**													
Manager II	1.00	0.00	$119,128	$0	$119,128					$119,128	$0	$119,128		
Manager I	0.00	1.00	$0	$111,066	($111,066)					$0	$111,066	($111,066)		
Mandatory Fringe Benefits			$47,369	$45,864	$1,505					$52,792	$50,922	$1,870		
	Total Savings			$9,567				*Total Savings*			$9,932			
	Disapprove the upward substitution of a 0922 Manager I to 0923 Manager II. A Manager I position is sufficient for the proposed responsibilities.							Ongoing reduction						
Premium Pay			$3,007,000	$2,992,000	$15,000					$3,007,000	$2,992,000	$15,000		
Mandatory Fringe Benefits			$238,756	$237,565	$1,191					$238,756	$237,565	$1,191		
	Reduce to reflect actual expenditures in prior fiscal years and projected expenditures in FY 2011-12.							Ongoing reduction						
Professional & Specialized Services			$24,000	$20,000	$4,000					$24,000	$20,000	$4,000		
	Reduce to reflect actual expenditures in prior fiscal years and projected expenditures in FY 2011-12.							Ongoing reduction						
9993 M Attrition Savings			($1,349,846)	($1,549,846)	$200,000					($1,239,846)	($1,439,846)	$200,000		
Mandatory Fringe Benefits			($627,813)	($720,833)	$93,020					($639,183)	($742,289)	$103,106		
	The Department has reduced Attrition Savings by $1,087,059 from ($2,436,905) in FY 2011-12 to ($1,349,846) in FY 2012-13. The proposed increase in Attrition Savings reflects projected actual salary savings and should provide sufficient funds for salaries.							Ongoing reduction						

GF = General Fund
1T = One Time

Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2012-13 and FY 2013-14 Fixed Two-Year Budget

AIR - Airport

	FY 2012-13							FY 2013-14						
	FTE		Amount					FTE		Amount				
Object Title	From	To	From	To	Savings	GF	1T	From	To	From	To	Savings	GF	1T
9993 M Attrition Savings			($35,896)	($135,896)	$100,000					($35,896)	($135,896)	$100,000		
Mandatory Fringe Benefits			($16,736)	($63,360)	$46,624					($18,553)	($70,238)	$51,685		
	The Department has reduced Attrition Savings by $500,617 from ($536,513) in FY 2011-12 to ($35,896) in FY 2012-13. The proposed increase in Attrition Savings reflects projected actual salary savings and should provide sufficient funds for salaries.							Ongoing reduction						
9993 M Attrition Savings			($57,030)	($157,030)	$100,000					($57,030)	($157,030)	$100,000		
Mandatory Fringe Benefits			($23,468)	($64,618)	$41,150					($26,160)	($72,031)	$45,871		
	The Department has reduced Attrition Savings by $496,922 from ($553,952) in FY 2011-12 to ($57,030) in FY 2012-13. The proposed increase in Attrition Savings reflects projected actual salary savings and should provide sufficient funds for salaries.							Ongoing reduction						
Maintenance Services-Buildings & Structures			$1,591,400	$1,391,400	$200,000					$1,646,400	$1,446,400	$200,000		
	Reduce to reflect actual expenditures in prior fiscal years and projected expenditures in FY 2011-12.							Ongoing reduction						
Equipment Maintenance Supplies			$2,044,708	$1,984,708	$60,000					$2,040,183	$1,980,183	$60,000		
	Reduce to reflect actual expenditures in prior fiscal years and projected expenditures in FY 2011-12.							Ongoing reduction						
BG7- Operations and Security (5A AAA AAA)	**SFIA Operating Non-Project Controlled**													
1822 Administrative Analyst	1.00	0.00	$81,824	$0	$81,824					$81,824	$0	$81,824		
1408 Principal Clerk	0.00	1.00	$0	$69,316	($69,316)					$0	$69,316	($69,316)		
Mandatory Fringe Benefits			$34,402	$31,066	$3,336					$38,274	$34,465	$3,809		
	Total Savings			$15,844				*Total Savings*			$16,317			
	Disapprove the upward substitution of a 1408 Principal Clerk to 1822 Administrative Analyst. A 1408 Principal Clerk position is sufficient for the proposed responsibilities.							Ongoing reduction						

GF = General Fund
1T = One Time

AIR - Airport

	FY 2012-13							FY 2013-14						
	FTE		Amount					FTE		Amount				
Object Title	From	To	From	To	Savings	GF	1T	From	To	From	To	Savings	GF	1T
1823 Senior Administrative Analyst	1.00	0.00	$95,654	$0	$95,654					$95,654	$0	$95,654		
1844 Senior Management Assistant	0.00	1.00	$0	$86,322	($69,316)					$0	$86,322	($86,322)		
Mandatory Fringe Benefits			$38,513	$35,602	$2,911					$42,957	$39,645	$3,312		
			Total Savings		$29,249					*Total Savings*		$12,644		
	Disapprove the upward substitution of a 1844 Senior Management Assistant to 1823 Senior Administrative Analyst. A 1844 Senior Management Assistant position is sufficient for the proposed responsibilities.							Ongoing reduction						
Professional & Specialized Services			$9,136,874	$8,936,874	$200,000					$9,319,612	$9,119,612	$200,000		
	The Department has a contract with SFO Shuttle Bus for shuttle bus services for long-term and employee parking lots. The Department did not expend all funds on the contract in FY 2010-11 and is not projected to do so in FY 2011-12. This reduction would still allow for a $873,063 increase from FY 2011-12 to FY 2012-13.							Ongoing reduction						
Equipment Purchase			$45,000	$42,006	$2,994		x			$0	$0	$0		
	Based on vendor quote.													
BG8- Bureau of Design & Construction (5A AAA AAA)	**SFIA Operating Non-Project Controlled**													
Premium Pay			$53,801	$43,801	$10,000					$53,801	$43,801	$10,000		
	Reduce to reflect actual expenditures in prior fiscal years and projected expenditures in FY 2011-12.							Ongoing reduction						
Equipment Purchase			$30,000	$21,238	$8,762		x			$0	$0	$0		
	Based on vendor quote.													
BG9- Planning Division (5A AAA AAA)	**SFIA Operating Non-Project Controlled**													
Other Materials & Supplies			$14,500	$10,000	$4,500					$14,500	$10,000	$4,500		
Mandatory Fringe Benefits			$1,151	$794	$357					$1,151	$794	$357		
	Reduce to reflect actual expenditures in prior fiscal years and projected expenditures in FY 2011-12.							Ongoing reduction						

GF = General Fund
1T = One Time

Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2012-13 and FY 2013-14 Fixed Two-Year Budget

AIR - Airport

	FY 2012-13							FY 2013-14						
	FTE		Amount					FTE		Amount				
Object Title	From	To	From	To	Savings	GF	1T	From	To	From	To	Savings	GF	1T
BGQ- Fire Airport Bureau (5A AAA AAA)	SFIA Operating Non-Project Controlled													
Training			$130,000	$105,000	$25,000					$130,000	$105,000	$25,000		
	Reduce to reflect actual expenditures in prior fiscal years and projected expenditures in FY 2011-12.							Ongoing reduction						

FY 2012-13
Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	$0	$0	$0
Non-General Fund	$129,146	$2,211,700	$2,340,846
Total	$129,146	$2,211,700	$2,340,846

FY 2013-14
Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	$0	$0	$0
Non-General Fund	$3,613	$2,213,514	$2,217,127
Total	$3,613	$2,213,514	$2,217,127

GF = General Fund
1T = One Time

DEPARTMENT: PRT - PORT

BUDGET REVIEW EXECUTIVE SUMMARY
FIXED TWO YEAR BUDGET, FY 2012-13 & FY 2013-14

YEAR ONE (FY 2012-13)

Expenditure Changes

The Port's proposed expenditures of $85,788,804 for FY 2012-13 is $7,036,645 or 8.9% more than the original budget of $78,752,159 for FY 2011-12.

Personnel Changes

The number of full-time equivalent (FTE) net operating positions budgeted for FY 2012-13 is 237.38 FTEs, which is 14.22 FTEs more than the 223.16 FTEs in FY 2011-12. This represents a 6.4% increase in FTEs from the original budget for FY 2011-12.

Revenue Changes

Port revenues, consistent with expenditures, have increased by $$7,036,645 or 8.9%, from the original FY 2011-12 budget of $78,752,159 to the proposed FY 2012-13 budget of $85,788,804.

YEAR TWO (FY 2013-14)

Expenditure Changes

The Port's proposed expenditures of $87,871,163 for FY 2013-14 is $2,082,359 or 2.4% more than the proposed budget of $85,788,804 for FY 2012-13.

Personnel Changes

The number of FTEs net operating positions budgeted for FY 2013-14 is 238.38 FTEs, which is 1.0 FTE more than the 237.38 FTEs in FY 2012-13.

Revenue Changes

Port revenues, consistent with expenditures, have increased by $2,082,359 or 2.4%, from the proposed FY 2012-13 budget of $85,788,804 to the proposed FY 2013-14 budget of $87,871,163.

RECOMMENDED REDUCTIONS

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $439,382 in FY 2012-13 and $442,776 in FY 2013-14. These reductions would still allow an increase of $6,597,263 or 8.4% in the Department's FY 2012-13 budget and $1,639,583 or 1.9% in the Department's FY 2013-14 budget.

DEPARTMENT: PRT - PORT

SUMMARY OF PROGRAM EXPENDITURES:

	FY 2011-12 Original	FY 2012-13 Proposed	Increase/ (Decrease) from FY 2011-12	FY 2013-14 Proposed	Increase/ (Decrease) from FY 2012-13
Administration	$23,084,714	$26,181,961	$3,097,247	$27,005,951	$823,990
Engineering & Environmental	4,194,296	4,354,256	159,960	4,493,181	138,925
Maintenance	34,793,060	32,102,682	(2,690,378)	33,828,836	1,726,154
Maritime Operations & Marketing	3,832,466	8,412,256	4,579,790	8,502,353	90,097
Planning & Development	2,944,527	4,341,865	1,397,338	3,422,927	(918,938)
Real Estate & Management	9,903,096	10,395,784	492,688	10,617,915	222,131
Total	**$78,752,159**	**$85,788,804**	**$7,036,645**	**$87,871,163**	**$2,082,359**

FY 2012-13

The Port's proposed budget for FY 2012-13 is $7,036,645 more than the original budget for FY 2011-12, primarily due to:

- $3,097,247 increase in Administration for (a) $2,100,000 increase for debt service from additional financing payments from the $34.6 million Certificates of Participation for the Cruise Terminal ($21 million) and America's Cup ($13.6 million) projects, (b) approximately $700,000 increase for additional salaries and fringe benefits due to changes in positions and increasing labor and health/dental costs, and (c) various changes in workorders which result in a net increase of approximately $200,000 for additional parking meter and traffic management services from the Department of Parking and Traffic.
- $4,579,790 increase in Maritime Operations & Marketing because of the addition of the South Beach Harbor and Marina projects, which were previously under the Redevelopment Agency.
- $1,397,338 increase in Planning & Development because of one-time $1 million professional services consultant study for the America's Cup related to Piers 30-32, and additional labor and fringe benefit costs.
- $2,690,378 reduction in Maintenance because of reduced available funding for capital expenditures, due to the need to drawdown the Port's operating surpluses to fund the Cruise Terminal Project and the America's Cup Project in FY 2012-13.

FY 2013-14

The Port's proposed budget for FY 2013-14 is $2,082,359 more than the proposed budget for FY 2012-13, largely due to:

- $1,726,154 increase in Maintenance because of additional funds allocated to capital improvements to address the physical infrastructure of the Port.
- $823,900 increase in Administration generally due to increases in labor and fringe benefit costs.
- $918,938 reduction in Planning and Development because of reduction of $1 million one-time study in FY 2012-13 related to the America's Cup.

DEPARTMENT: PRT - PORT

DEPARTMENT PERSONNEL SUMMARY:

The budgeted number of FTEs in FY 2012-13 is 237.38 or 14.22 more than the 223.16 FTEs in FY 2011-12, primarily due to:

- 9.0 FTEs for the addition of the South Beach Harbor and Marina projects, which were previously under the Redevelopment Agency.
- 5.0 FTE new positions, including (a) 1.0 FTE limited tenure Principal Business Analyst to assist in upgrading the Port's financial and asset management systems, (b) 1.0 FTE limited tenure Personnel Analyst to manage labor issues in the Maintenance division, (c) 1.0 FTE General Laborer due to an expanded workload, (d) 1.0 FTE Planner III position to address expanded community planning, urban design and other regulatory Port planning requirements, and (e) transition of two 0.5 FTE positions from off-budget to the Port's operating budget.
- In addition, 2.0 FTE off-budget maintenance positions are proposed for FY 2012-13 only to ensure timely completion of the America's Cup project.

The budgeted number of FTEs in FY 2013-14 is 238.38 or 1.0 more than the 237.38 FTEs in FY 2012-13, which reflects the addition of 1.0 FTE Project Manager I position that is proposed to transition from off-budget to the Port's operating budget.

REVENUES:

The Port's major source of revenue is office, commercial and industrial leasing of Port property, which is projected to increase from approximately $37.9 million in FY 2011-12 to (a) $40.6 million in FY 2012-13, an increase of $2.7 million, and (b) $42 million in FY 2013-14, or an additional $1.4 million due to economic recovery. In addition, the General Fund, through the Office of Economic and Workforce Development, is projected to contribute (a) $500,000 in FY 2011-12, (b) $2,228,000 in FY 2012-13, and (c) $494,000 in FY 2013-14, or a total of $3,222,000 as Payments in Lieu of Rent to offset the Port's lost rent revenues from moving Port tenants out of Port facilities that will be used for the America's Cup events. In accordance with a Memorandum of Understanding (MOU) approved in March, 2011 by the Board of Supervisors (File 10-1564), the Port originally projected receiving $6,700,000 of General Fund revenues as Payments in Lieu of Rent, instead of the currently anticipated $3,222,000, a savings of approximately $3,478,000 of General Fund revenues due to fewer piers being used for the America's Cup.

The Port's other major sources of revenues in FY 2012-13 are: (a) $19.3 million from maritime, cargo, ship repair, and cruise services, (b) $15.7 million from parking lots, meters and fines, and (c) approximately $2 million from other permit, special events, and miscellaneous receipts. All of these revenues are projected to further increase in FY 2013-14 due primarily to increased number of cruise bookings, ship repairs, installation of additional parking meters along the Southern Waterfront, and inflation.

DEPARTMENT: PRT - PORT

NEW CAPITAL POLICY AND FIVE YEAR FINANCIAL PLAN UPDATE:

The Port's 10-year Capital Plan identified a total of $2.2 billion of capital improvements. In March, 2012, the Port Commission approved a new Capital Policy to require the Port to commit a minimum of 20 percent of operating revenues to capital each fiscal year. However, neither the proposed FY 2012-13 nor FY 2013-14 Port budgets commit 20 percent of operating revenues to capital improvements, because the Port's available fund balance is needed to fund the Cruise Terminal and other related America's Cup projects. The Port includes $9,803,160 of capital expenditures for FY 2012-13 or 13.1 percent of the Port's $74,646,369 FY 2012-13 operating revenues, and $12,555,666 of capital expenditures for FY 2013-14, or 16.5 percent of the Port's $76,088,339 FY 2013-14 operating budget.

The Port's 5-Year Financial Plan identifies increasing operating expenses relative to projected revenues, such that reductions to capital improvements or to operating expenses will be necessary in the future.

OTHER ISSUES

In May, 2012, the Board of Supervisors approved the sale of $45,000,000 of Certificates of Participation (COPs) and the appropriation of the $45,000,000 of COPs and $13,700,580 of other Port revenue bond and capital funds, for a total of $58,700,580 for the (a) Pier 27 Cruise Terminal ($23,800,003), (b) America's Cup projects ($18,740,662), (c) Pier 70 Shoreside Power projects ($5,700,000) and (d) debt issuance and related costs ($10,459,915). The proposed FY 2012-13 and FY 2013-14 budgets include the additional debt financing costs for these COPs.

In addition, although not included in the proposed Port budget, the Port and the Office of Economic and Workforce Development staff advise that a total of $6,500,000 will be included in the Office of Economic and Workforce Development's FY 2012-13 budget, including (a) $4,900,000 of General Fund revenues and (b) $1,600,000 of America's Cup Organizing Committee fundraising revenues to fund the Port's Cruise Terminal and America's Cup projects in FY 2012-13.

COMMENTS:

The Budget and Legislative Analyst's recommended reductions to the proposed budget total $439,382 in FY 2012-13 and $442,776 in FY 2013-14. These reductions would still allow an increase of $6,597,263 or 8.4% in the Department's budget for FY 2012-13 and $1,639,583 or 1.9% in the Department's budget for FY 2013-14.

Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2012-13 and FY 2013-14 Fixed Two-Year Budget

PRT - Port

Object Title	FY 2012-13 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T	FY 2013-14 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T
BKO - Administration														
Project Manager								1.00	0.00	$117,494	0	$117,494		
IS Administrator								0.00	1.00	$0	$109,903	($109,903)		
Fringe Benefits										$48,521	$45,832	$2,689		
	Total Savings				$0			*Total Savings*				$10,280		
								Substitute one 1024 IS Administrator position, for the existing 5502 Project Manager off-budget position. For FY 2013-14, the Port is proposing to transfer one grant-funded 5502 Project Manager position to the Port's Operating budget, due to a reduction of Homeland Security grant funding. However, the position that would actually be transferred is a lower-classification 1024 IS Administrator position. The recommended 1024 IS Administrator will be responsible for continuing to oversee technical Homeland Security projects and Police Department operations at the Port.						
Senior IS Business Analyst	1.00	0.00	$105,092	$0	$105,092			1.00	0.00	$105,092	$0	$105,092		
Fringe Benefits			$40,498	$0	$40,498					$45,301	$0	$45,301		
	Total Savings				$145,590			*Total Savings*				$150,393		
	Delete existing 1053 Senior IS Business Analyst position. The Port is proposing to add one new 1054 Principal IS Business Analyst in the FY 2012-13 budget. The existing budgeted 1053 IS Business Analyst position will becoming vacant in the near future and there is not a need for both positions.							Ongoing reduction from elimination of one 1053 Senior IS Business Analyst position in FY 2012-13.						
Equipment Purchase			$52,560	$52,560	$0					$52,560	$26,280	$26,280		x
	Port is requesting purchase of two replacement sedans in FY 2012-13, which is not recommended for reduction.							Purchase one replacement sedan, instead of two replacement sedans in FY 2013-14, given that the Department has also budgeted replacing two sedans in FY 2012-13.						
Equipment Purchase			$177,390	$139,065	$38,325		x							
	Eliminate Google Search Appliance proposed to be purchased in FY 2012-13 because this Intranet indexing system is not critical to Port operations at this time.													

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GF = General Fund
1T = One Time

PRT - Port

Object Title	FY 2012-13 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T	FY 2013-14 FTE From	FTE To	Amount From	Amount To	Savings	GF	1T
	BKY - Maintenance													
Pile Worker	12.00	11.00	$1,038,024	$951,522	$86,502			12.00	11.00	$1,038,024	$951,522	$86,502		
Fringe Benefits			$446,328	$409,134	$37,194					$495,522	$454,229	$41,293		
Pile Worker Apprentice II	0.00	1.00	$0	$82,186	($82,186)			0.00	1.00	$0	$82,502	($82,502)		
Fringe Benefits			0	36,043	($36,043)					$0	$39,470	($39,470)		
			Total Savings	$5,467						*Total Savings*	$5,823			
	Reduce the number of 9330 Pile Workers from 12 FTEs to 11 FTEs and create one new 9329 Pile Worker Apprentice II position based on the new classification recently created by the Department of Human Resources for the Port.							Ongoing reduction from substituting one 9330 Pile Worker position for one lower classification 9329 Pile Worker Apprentice II position.						
Capital Projects			$2,025,000	$1,825,000	$200,000					$550,000	$350,000	$200,000		
	Reduce to reflect double-budgeting of electrical costs for America's Cup Event Authority in FY 2012-13 and FY 2013-14.							Reduce to reflect double-budgeting of electrical costs for America's Cup Event Authority in FY 2012-13 and FY 2013-14.						
	BKD - Maritime Operations													
Professional Services			$1,391,702	$1,341,702	$50,000					$1,309,605	$1,259,605	$50,000		
	Reduce Professional Services to reflect actual projected need.s							Reduce to reflect ongoing reduction in Professional Services.						

FY 2012-13
Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	$0	$0	$0
Non-General Fund	$38,325	$401,057	$439,382
Total	$38,325	$401,057	$439,382

FY 2013-14
Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund	$0	$0	$0
Non-General Fund	$26,280	$416,496	$442,776
Total	$26,280	$416,496	$442,776

GF = General Fund
1T = One Time

DEPARTMENT: PAB – PERMIT APPEALS BOARD

BUDGET REVIEW EXECUTIVE SUMMARY
TWO YEAR BUDGET
FY 2012-13 & FY 2013-14

YEAR ONE: FY 2012-13

Expenditure Changes

The department's proposed $934,735 budget for FY 2012-13 is $9,446, or 1.0%, more than the original FY 2011-12 budget of $925,289.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2012-13 is 5, which is unchanged from the original FY 2011-12 budget.

Revenue Changes

Department revenues have increased by $9,446 or 1.0%, from the original FY 2011-12 budget of $925,289 to the proposed FY 2012-13 budget of $934,735.

YEAR TWO: FY 2013-14

Expenditure Changes

The department's proposed $949,328 budget for FY 2013-14 is $14,593, or 1.6%, more than the original FY 2012-13 budget of $934,735.

Personnel Changes

The number of FTEs budgeted for FY 2013-14 is 5, which is unchanged from the original FY 2012-13 budget.

Revenue Changes

Department revenues have increased by $14,593 or 1.6%, from the original FY 2012-13 budget of $934,735 to the proposed FY 2013-14 budget of $949,328.

DEPARTMENT: PAB – PERMIT APPEALS BOARD

SUMMARY OF PROGRAM EXPENDITURES:

	FY 2011-12 Original Budget	FY 2012-13 Proposed Budget	Increase/ (Decrease) from Prior Year	Percent Change	FY 2013-14 Proposed Budget	Increase/ (Decrease) from Prior Year	Percent Change
Program							
Appeals Processing	$925,289	$934,735	$9,446	1.0%	$949,328	$14,593	1.6%
Total, Permit Appeals Board	**$925,289**	**$934,735**	**$9,446**	1.0%	**$949,328**	**$14,593**	1.6%

FY 2012-13

The Permit Appeals Board's proposed budget for FY 2012-13 is $9,446 more than the budget for FY 2011-12. The Permit Appeals Board has proposed new or increased programs in FY 2012-13, as noted below, offset by other reductions:

- An increase in permanent salaries and mandatory fringe benefits due to Memoranda of Understanding (MOU) changes; and

Increases in Professional and Specialized Services to cover the cost of annual maintenance and support for a new database that will allow the Department to better automate appeal processing and tracking. These increases are partially offset by a reduction in the Department's workorder with the City Attorney, as reduced City Attorney services are anticipated in FY 2012-13.

FY 2013-14

The Permit Appeals Board's proposed budget for FY 2013-14 is $14,593 more than the budget for FY 2012-13, largely due to:

- Increases in mandatory fringe benefits for department staff.

Increases are partially offset by a reduction in the Department's workorder with the City Attorney, as reduced City Attorney services are further anticipated in FY 2013-14.

Personnel

The number of FTEs in FY 2012-13 is 5 or unchanged from the 5 FTEs in FY 2011-12.

The number of FTEs in FY 2013-14 is 5 or unchanged from than the 5 FTEs in FY 2012-13.

The Department currently has no vacancies and anticipates no layoffs in the upcoming two year budget cycle.

DEPARTMENT: PAB – PERMIT APPEALS BOARD

Revenues

The Permit Appeals Board receives operating revenue from permit application filing fees and a Board of Appeals surcharge. The proposed budget includes modest increases in revenue from the Board of Appeals surcharge in FY 2012-13 and 2013-14, and no increase in budgeted permit application filing fee revenues in either FY 2012-13 or FY 2013-14

Expenditures

The Board of Appeals major expenditure increases over the next two years are for mandatory fringe benefits for Board of Appeals staff, and a new service contract to provide maintenance and support for the Board of Appeals' new database, which will automate portions of the appeal processing and tracking.

COMMENTS:

The Budget and Legislative Analyst has no recommended reductions to the proposed budget.

DEPARTMENT: RNT – RENT BOARD

BUDGET REVIEW EXECUTIVE SUMMARY
TWO YEAR ROLLING BUDGET, FY 2012-13 & FY 2013-14

YEAR ONE (FY 2012-13)

Expenditure Changes

The Rent Board's proposed expenditures of $6,000,593 for FY 2012-13 is $45,241 or 0.8% more than the original budget of $5,955,352 for FY 2011-12.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2012-13 is 28.53 FTEs, which is 0.38 FTEs less than the 28.91 FTEs in FY 2011-12. This represents a 1.3% decrease in FTEs from the original budget for FY 2011-12.

Revenue Changes

Department revenues, consistent with expenditures, have increased by $45,241 or 0.8%, from the original FY 2011-12 budget of $5,955,352 to the proposed FY 2012-13 budget of $6,000.593.

YEAR TWO (FY 2013-14)

Expenditure Changes

The Rent Board's proposed expenditures of $6,212,995 for FY 2013-14 is $212,402 or 3.5% more than the proposed budget of $6,000,593 for FY 2012-13.

Personnel Changes

The number of FTEs budgeted for FY 2013-14 is 28.53 FTEs, the same as proposed for FY 2012-13.

Revenue Changes

Department revenues, consistent with expenditures, would increase by $212,402 or 3.5%, from the proposed FY 2012-13 budget of $6,000,593 to the proposed FY 2013-14 budget of $6,212,995.

RECOMMENDED REDUCTIONS

None.

DEPARTMENT: RNT – RENT BOARD

SUMMARY OF PROGRAM EXPENDITURES:

	FY 2011-12 Original	FY 2012-13 Proposed	Increase/ (Decrease) from FY 2011-12	FY 2013-14 Proposed	Increase/ (Decrease) from FY 2012-13
Rent Board	$5,955,352	$6,000,593	$45,241	$6,212,995	$212,402

FY 2012-13

The Rent Board's proposed budget for FY 2012-13 is $45,241 more than the budget for FY 2011-12, primarily due to:

- $94,232 increase in salaries and $33,049 increase in fringe benefits based on negotiated labor agreements;
- $18,525 increase in Tax Collector workorder to process and collect Rent Board fees;
- $40,000 decrease in professional services from one-time technology contract in FY 2011-12; and
- $56,787 decrease in Real Estate Division workorder due to one-time painting and carpeting expenses completed in FY 2011-12.

FY 2013-14

The Rent Board's proposed budget for FY 2013-14 is $212,402 more than the proposed budget for FY 2012-13, largely due to:

- $42,294 increase in salaries and $171,499 increase in fringe benefits based on negotiated labor agreements.

DEPARTMENT PERSONNEL SUMMARY:

The number of FTEs in FY 2012-13 is 28.53 or 0.38 less than the 28.91 FTEs in FY 2011-12, primarily due to increased Attrition savings.

The number of FTEs in FY 2013-14 is 28.53, the same as proposed for FY 2012-13.

REVENUES:

The Rent Board is fully supported by an annual $29 Rent Stabilization and Arbitration Fee charged to the owners for each of their rental units in the City that are subject to the City's Rent Ordinance. Each year, the Controller calculates the annual Rent Board fee by July 31 of each year, based on the projected annual cost of operating the Rent Board, less any remaining fund balance from the previous year, divided by the number of residential units subject to the annual fee. Such Rent Board fees are collected by the Tax Collector's Office, together with Property Taxes. The annual Rent Board fee is estimated to remain at $29 per rental unit for FY 2012-13 and FY 2013-14.

DEPARTMENT: RNT – RENT BOARD

The Rent Board also receives recoveries of an estimated $96,000 annually to conduct hearings on an as-needed basis for the Human Services Agency Care Not Cash hearings ($70,000), the Department of Public Works Litter Abatement Hearings ($16,000) and City Planning's Sign Ordinance hearings ($10,000).

COMMENTS:

No recommended reductions.

Airport Commission
FY 2012-13 and 2013-14 Budget Highlights

FY 12/13	FY 13/14	
$34.9 M	$35.7M	Annual Service Payment
$17.2 M	$17.0M	Work orders for General Fund services
$68.6 M	$71.4M	Direct services from the Police and Fire Depts
$120.8M	124.1M	About 25% of the Airport's budget

Stronger Air Traffic Growth - Higher Concession Revenues and Annual Service Payments

- Traffic is 7.6% higher fiscal year-to-date. April has 10.7% higher enplanements than last year and was the fourth straight month of double digit increases. SFO will surpass previous peak year.
- Enplanements increasing 7.8% in FY12/13 and 1.8% in FY 13/14

FY 12/13	FY 13/14	
+24.7M	+3.9M	Parking and Rental Car Revenues
+5.5M	+1.2M	Food and Beverage, Retail
+4.6M	+0.8M	Annual Service Payment

Promoting Job Growth and Local Business Development

- Since January 2012, airport construction projects have generated an estimated 1,200 jobs.
- Airport capital projects will create 4,000 jobs over 5 years and 11,900 jobs over 10 years.

Notable Current Airport Projects include:

Boarding Area E and T3	$161 million	Fall 2013
Air Traffic Control Tower	$123 million	Fall 2015
Runway Safety Areas	$214 million	Fall 2015

- Since January 2012, new concession employers have created 367 jobs.
- 43% of food and beverage concessionaires are SF-based.

Supporting Workforce Development and Youth

	FY 11/12	FY 12/13	FY 13/14
Workforce Development Placements	50	45	45
Internship Placements	76	90	90
Grand Total	**126**	**135**	**135**

Summary of Major Budget Changes

Category	FY 12/13	Major Changes	FY 13/14	Major Changes
Salaries and Fringe	+21.5	16 new positions	+12.4	3 new positions
Non Labor	+2.0	Shuttle Bus and Security Services New parking tax	+4.0	

Board of Appeals

Budget Presentation

FY13 & FY14

Board of Appeals

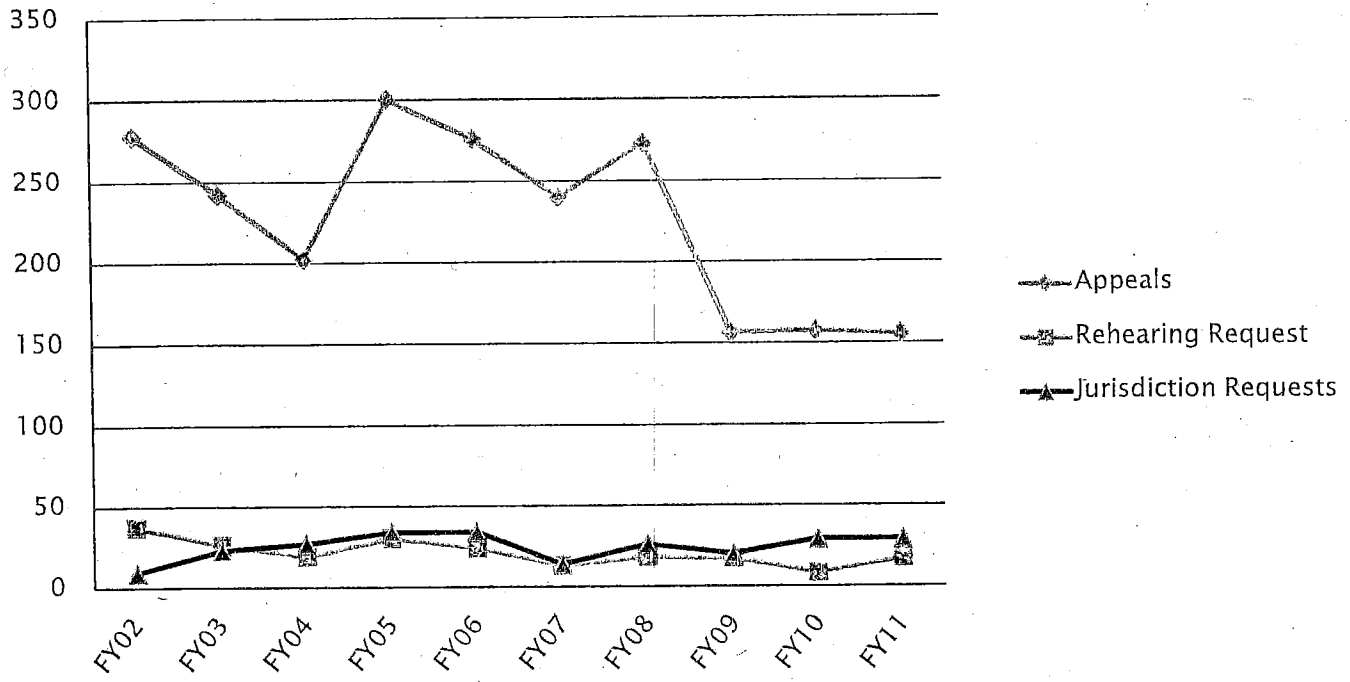
Mission

- Provide the public with a final administrative review process for the issuance, denial, suspension, revocation and modification of City permits, licenses and and other determinations.

- Provide an efficient, fair, and expeditious public hearing and decision-making process before an impartial panel.

Appeal Experience – Volume

Number of Cases Filed with the Board Over Time



Since 2008, appeal volume has been down 32% from the ten year average but has remained level for the past 3 years; as the economy improves, appeal volume is expected to return to more normal levels.

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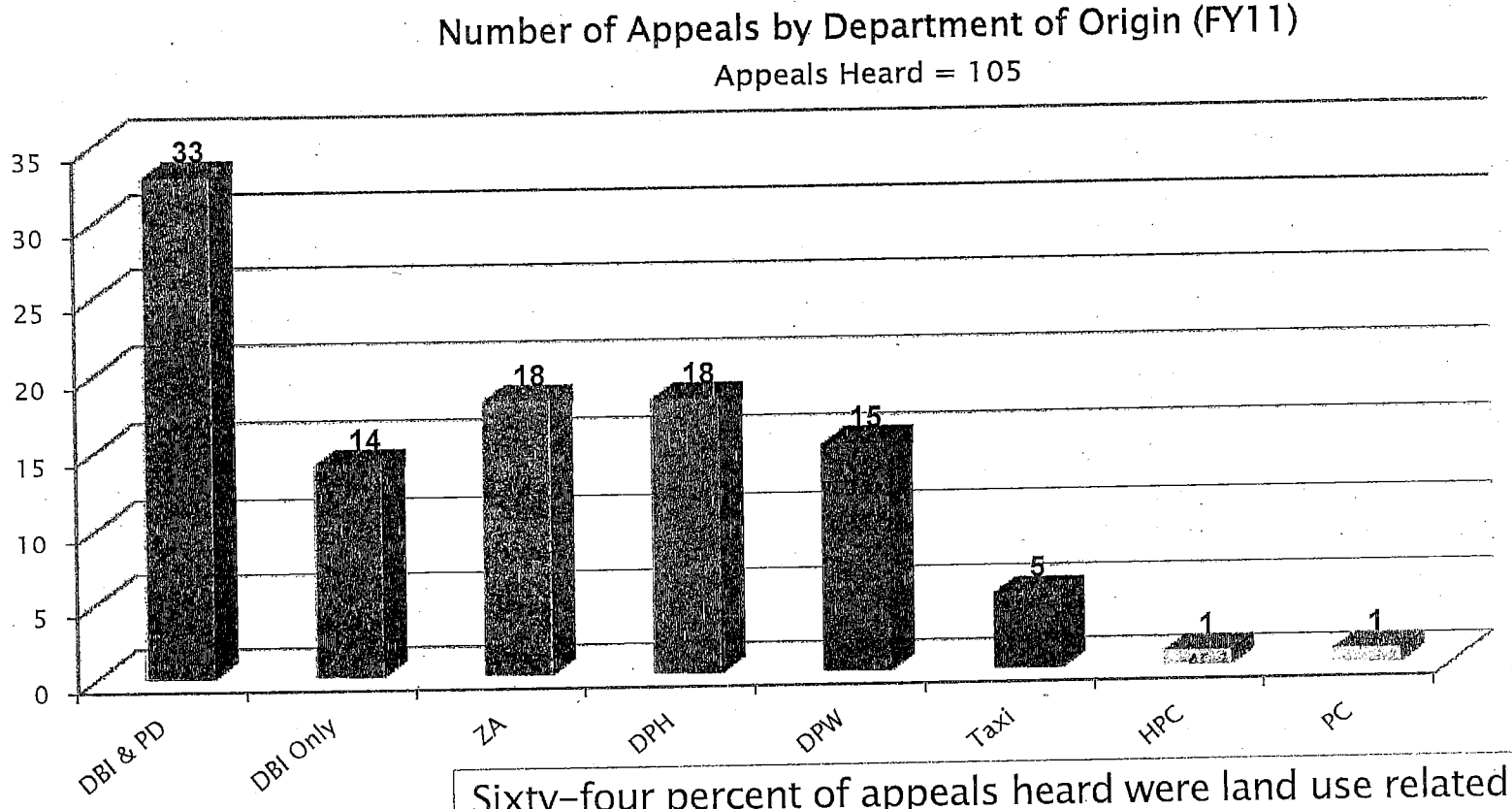
Appeal Experience – Type



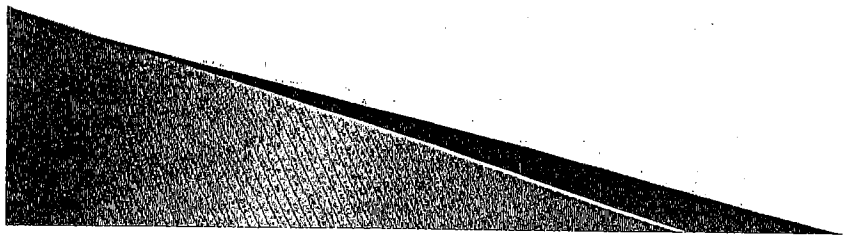
Sixty-four percent of appeals heard were land use related.

The Board also heard 29 requests for late jurisdiction and 17 rehearing requests.

1237

Appeal Experience – Trends

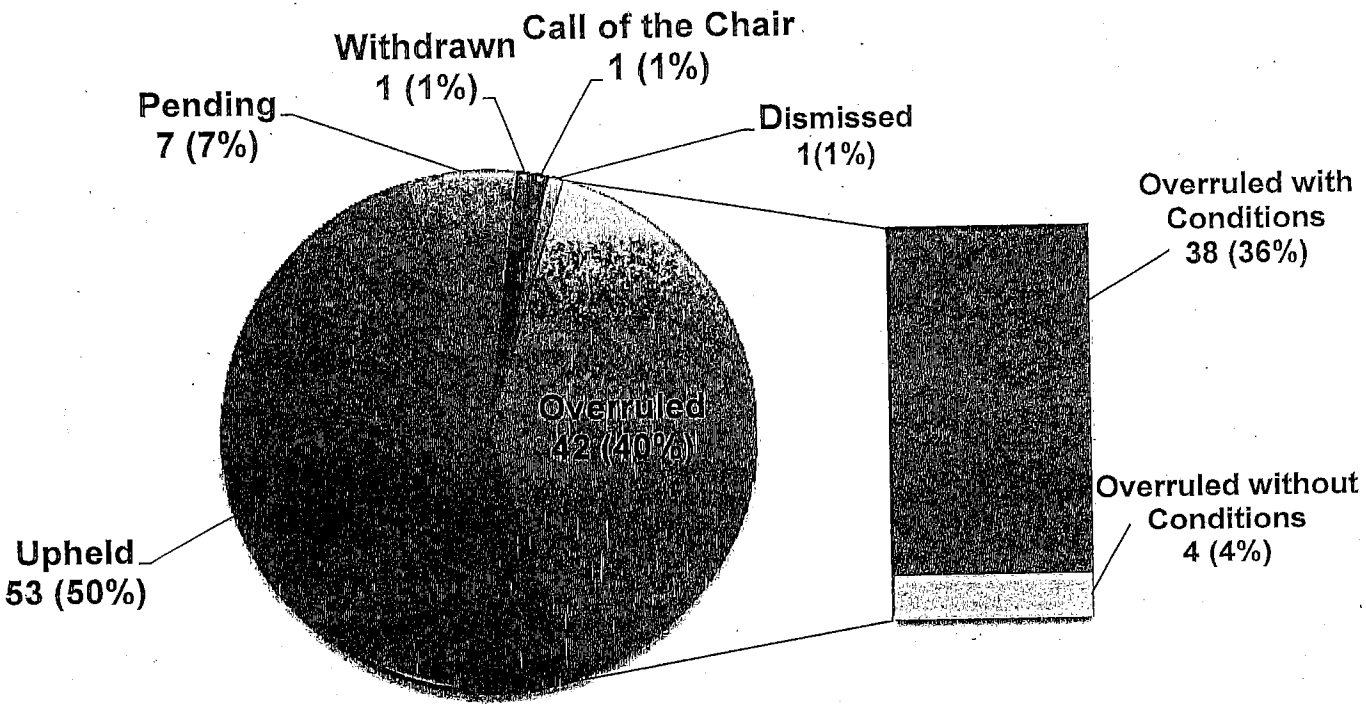
- Expect the majority of appeals to remain land use–related
- Largest increase expected in DPW–related appeals:
  - Wireless Site Permits
  - Mobile Food Facility Permits
- Other increases:
  - DPH appeals revoking permits to operate restaurants
  - Entertainment Commission decisions re extended hours and conditions on place of entertainment permits



1238

Appeal Experience – Decisions

Outcome of Appeals Heard (FY11)



Conditions imposed by the Board include such things as revising building permits and changing how long a permit is suspended, the number of trees to be planted, and where a food truck may operate.

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Two Year Budget Outlook

Revenue

- Surcharges = 95% of budget
  - Collected on new and renewed permits
  - Rate proportional to % of cases originating from each department
  - Controller may increase annually by CPI
    - One surcharge to be adjusted: tobacco sales permits issued by DPH (+$1.00/permit)
  - Adjustment beyond CPI requires legislation
    - No legislation proposed for FY13 or FY14
    - Controller projects sufficient revenue at current surcharge rates
- Filing Fees = 5%
  - Collected by Board when new appeals are filed
  - No significant change expected until appeal volume increases

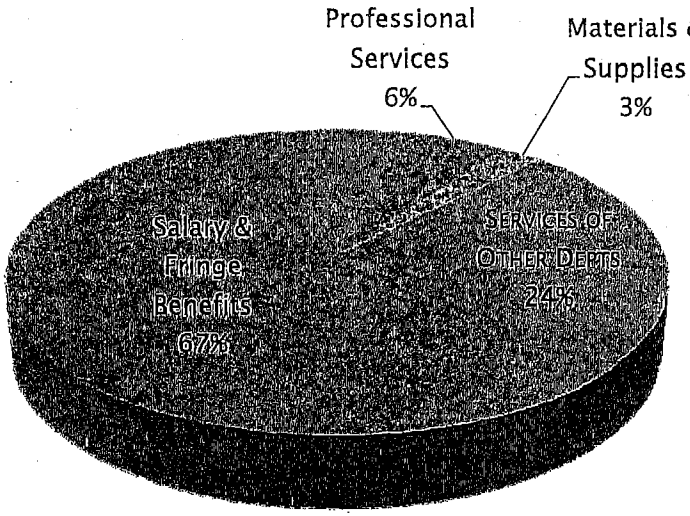
Surcharges	
CY	$879,252
FY13	$888,698
% Change	1.1%
FY14	$903,291
% Change	1.6%

Filing Fees	
CY	$46,037
FY13	$46,037
% Change	0%
FY14	$46,037
% Change	0%

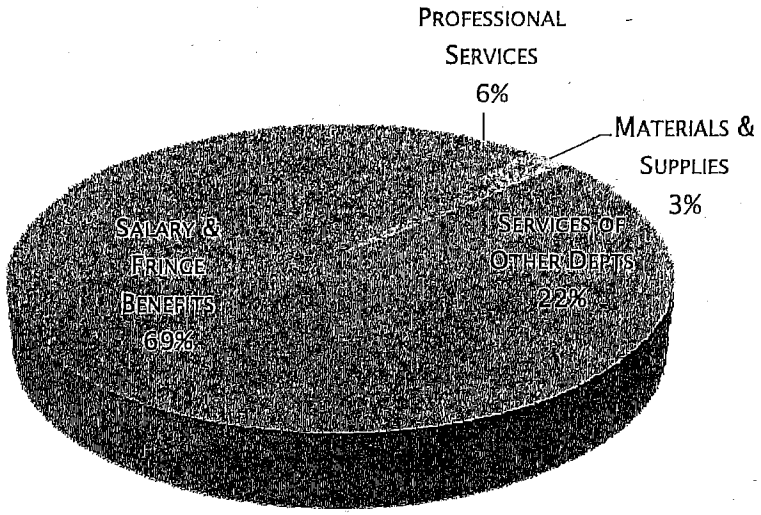
1240

Two Year Budget Outlook

Expenses – Overview



FY13



FY14

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Two Year Budget Outlook

Change in Expense Budget

Reason for Change	CY	FY13	Amount Change	FY14	Amount Change
Mandatory Increases in Salaries & Fringe Benefits	$593,226	$630,485	$37,259	$655,546	$25,061
Professional Services Contract for Database Support	$30,992	$57,992	$27,000	$57,992	0%
Reduction in City Attorney Work Order	$277,973	$223,160	($54,813)	$212,692	($10,468)
Net Change in Budget			$9,446		$14,593

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Major Department Initiative

New Database for Appeal Management

- Project Goals:
  - Streamline appeal filing to improve customer service
  - Facilitate appeal tracking and public access to current and historical appeal information
  - Expand analysis and reporting capability
  - Increase data sharing capacity with other City departments
- Under Construction by Department of Technology
  - Expected FY13 Q1 launch
- Budget Impact
  - Development costs paid in prior FY
  - Ongoing costs for maintenance & support
    - Technology Store Vendor
    - Estimated at $27K per year

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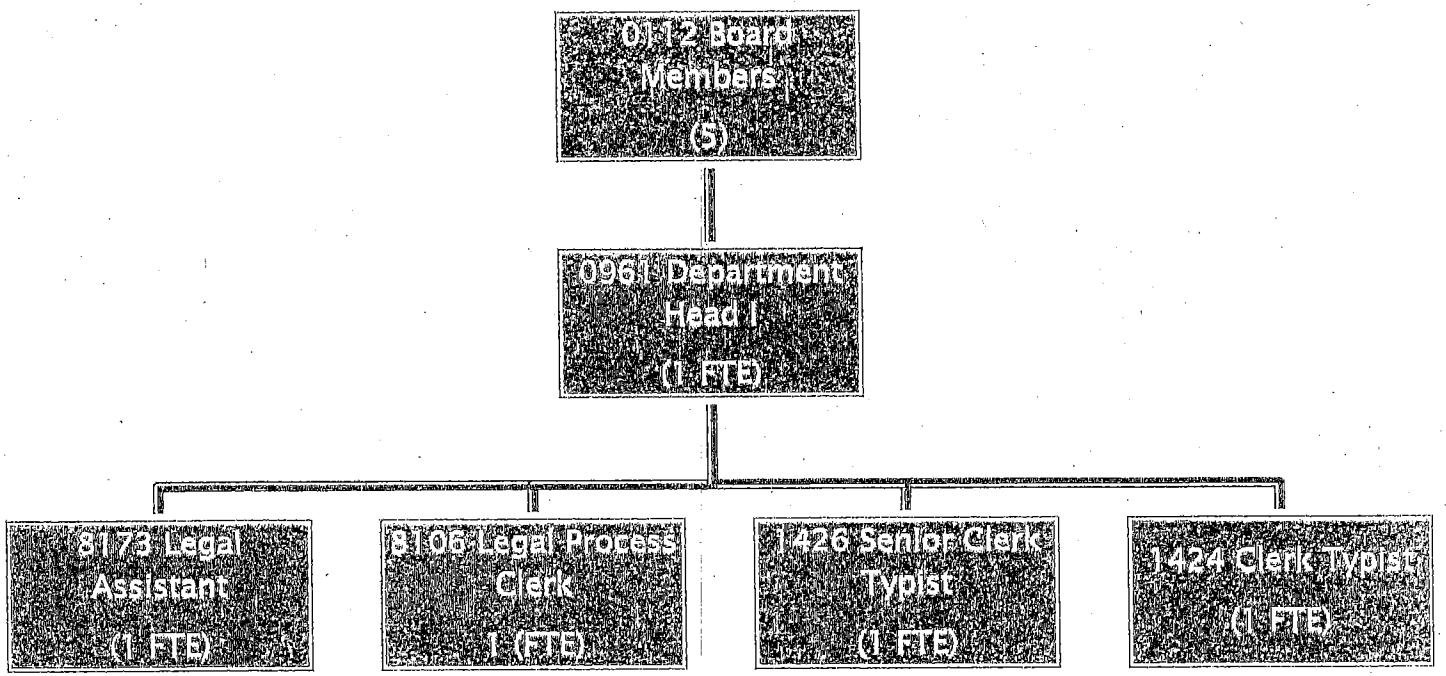
FTEs

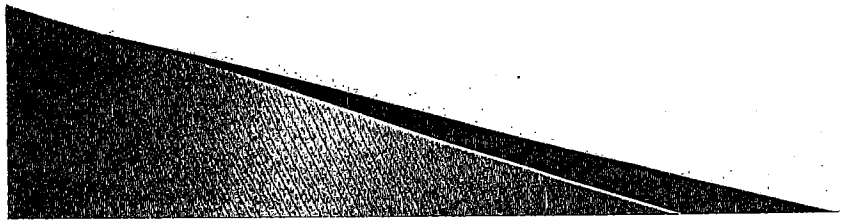
- Staff reductions occurred at the onset of the economic downturn
- No changes currently proposed



1244

Impact on Job Creation

- While the Board's mission doesn't include job creation, it recognizes the impact that appeals and related permit suspensions can have on the job market
- The Board works diligently to hear and decide appeals in a fair and timely manner
  - Most appeals are calendared for hearing within 45 days of filing
- The Board has established a process to expedite review of cases where financial hardship caused by project delay is demonstrated

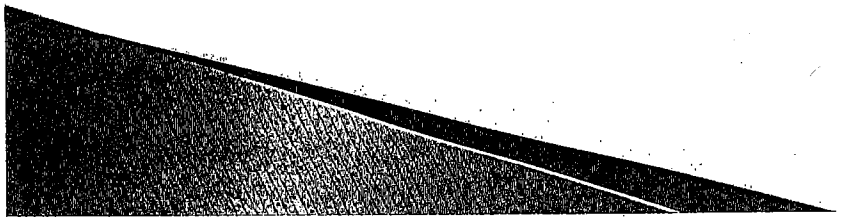


1245

Language Access

- Key documents translated into Spanish & Chinese
  - In print at Board offices
  - Posted on Board website: www.sfgov.org/boa
- Bilingual staff fluent in Cantonese, Mandarin and Spanish
- Contract for Language Line services in place
  - Over-the-phone interpretation services in over 170 languages
  - Service availability posted at reception desk in multiple language
  - All staff trained on use
- Interpreter services available at Board meetings upon request

Appendix



1247

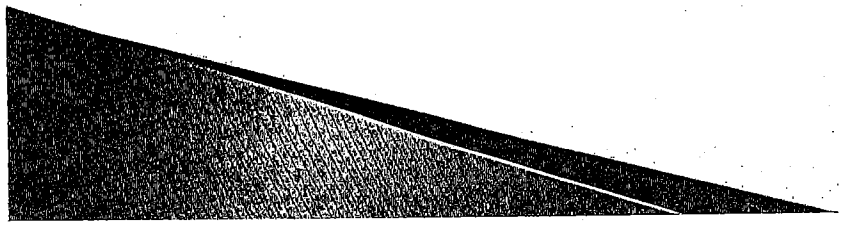
Appeal Experience – Detail

The following is a breakdown, by type, of the 105 appeals heard by the Board in FY11:

- Department of Building Inspection and Planning Department Combined
  - Issuance of a building permit (30)
  - Denial of a building permit (3)
- Department of Building Inspection Only
  - Issuance of a building permit (8)
  - Imposition of penalties (6)
- Zoning Administrator
  - Variance decisions (8)
  - Notices of Violation and Penalties (5)
  - Requests for Release of Suspension (3)
  - Letter of Determination (1)
  - Request for Revocation (1)
- Historic Preservation Commission
  - Denial of a Certificate of Appropriateness
- Planning Commission
  - Motion allowing an exception to the setback requirements for a large office building

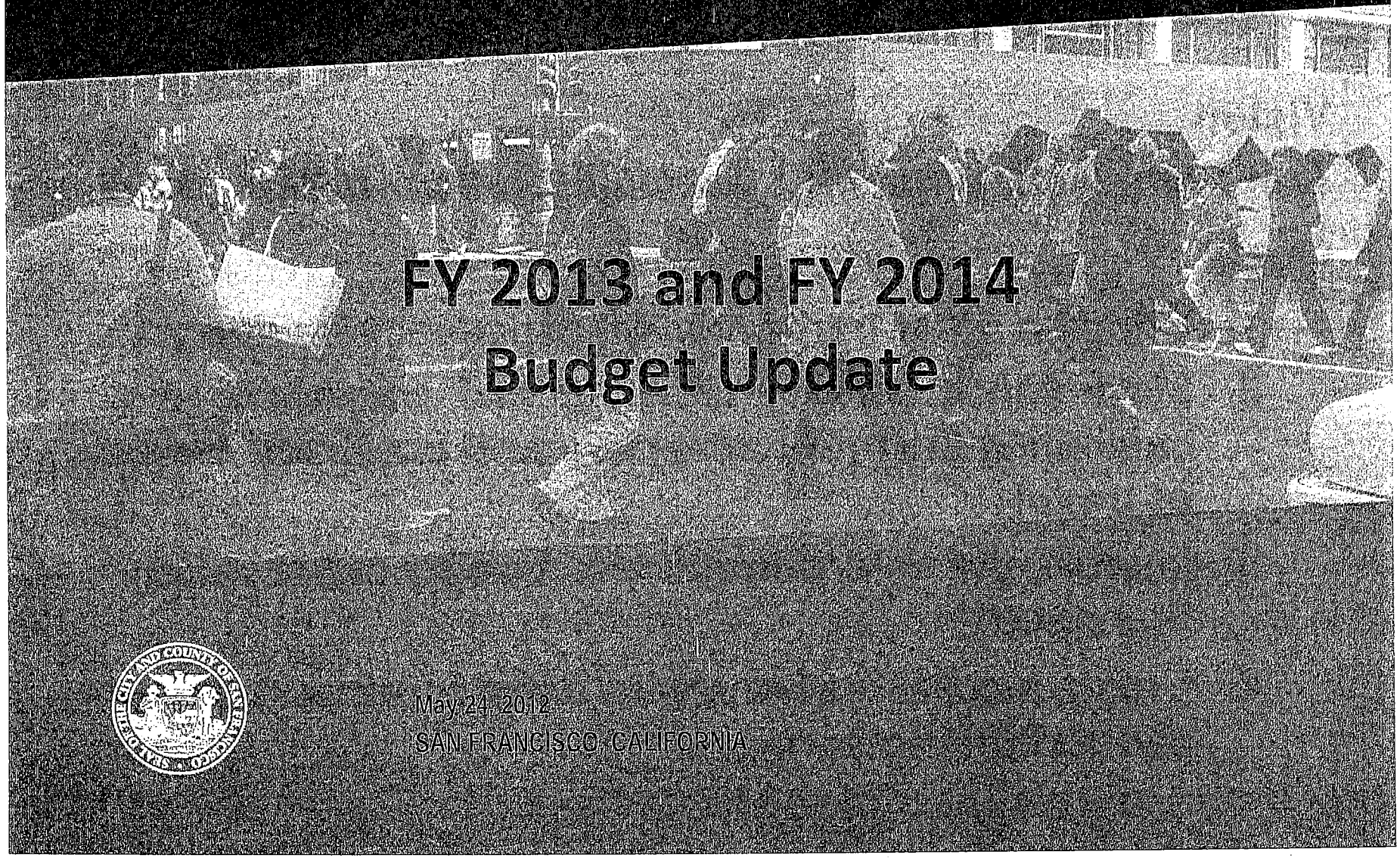
Appeal Experience – Detail, cont'd.

- Department of Public Health
  - Suspension of Tobacco Sales Establishment permits (16)
  - Revocation of Permits to Operate massage and tattoo parlors (2)
- Department of Public Works
  - Tree removal permits (10)
  - Wireless Site permits (2)
  - Minor Sidewalk Encroachment permit (1)
  - Sidewalk Table & Chairs permit (1)
  - Street Occupancy permit (1)
- Municipal Transportation Authority Division of Taxis and Accessible Services
  - Denial of taxi medallion (4)
  - Revocation of taxi medallion and color scheme permit (1)



1249

MTA | Municipal Transportation Agency



FY 2013 and FY 2014 Budget Update

May 24, 2012
SAN FRANCISCO, CALIFORNIA

FY 13-18 SFMTA Strategic Plan

Vision

San Francisco: great city, excellent transportation choices

Goals

1. Create a **safer** transportation experience for everyone
2. Make transit, walking, bicycling, taxi, ridesharing and carsharing the **most attractive and preferred means of travel**
3. Improve the **environment and quality of life** in San Francisco
4. Create a collaborative environment to support delivery of **outstanding service**

1252

Selected SFMTA Initiatives

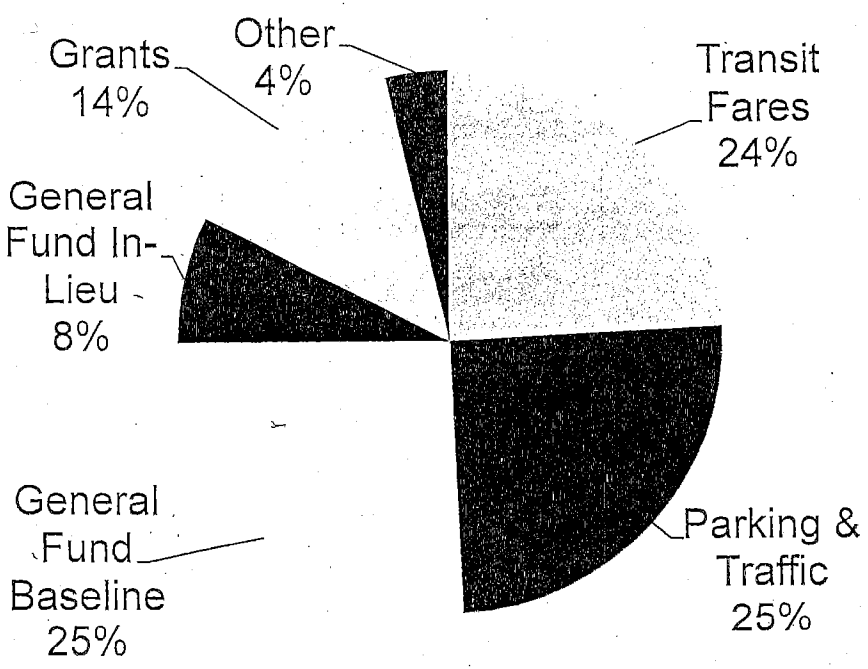
- **Muni**
  - Maintenance
  - Efficiency (TEP, all-door boarding)
- **Bike/Ped Safety**
  - Implementation of Streets Bond, other projects
  - Education, enforcement
- **Taxi**
  - Medallion reform
  - Supply analysis
  - Dispatching
- **Parking**
  - Enforcement restructuring
  - Meter upgrades

1253

Revenues

FY 2012 Projected Operating Budget
FY 2013 and FY 2014 Adopted Operating Budget ($M)

Revenue Category	FY 2012 Year End Projection	FY 2013 Adopted Budget	FY 2014 Adopted Budget
Transit Fares	193.4	198.3	201.2
Operating Grants	106.9	113.7	115.7
Parking and Traffic Fees & Fines	194.7	206.8	210.9
Other (Advertising, Interest, Inter-departmental Recovery, Taxi)	42.6	30.7	31.6
General Fund Basleine	190.8	209.4	217.1
General Fund In-Lieu	57.6	62.1	64.0
TOTAL	**$786.0**	**$821.0**	**$840.5**



Adopted Revenue Plan
Changes from Current Budget

- **Inflation Indexing** ($3.8M, $3.8M)
  - Transit fares, Parking fines
  - All agency cost recovery fees
- **Parking Management** ($6.8M, $8.3M)
  - State fee passthrough
  - Metered parking expansion
    - 500-1,000 new meters
    - Sunday enforcement 12-6PM, four-hour time limit
- **Low-Income Youth Fare Pilot** (-$9.4M)
  - 22-month pilot, low-income youth
  - Contingent on local/regional funding
- **General Fund Increases** ($10.4M, $16.0M)

1255

Expenditures

FY 2012 Projected Operating Budget
FY 2013 and FY 2014 Adopted Operating Budget ($M)

Expenditure Category	FY 2012 Year End Projection (includes carryforwards)	FY 2013 Adopted Budget	FY 2014 Adopted Budget
Salaries & Benefits	513.1	513.5	520.9
Contracts and Other Services	58.6	81.6	86.5
Materials & Supplies	39.9	67.6	71.9
Equipment & Maintenance	58.8	10.9	11.2
Rent & Building	9.2	6.1	6.9
Insurance, Claims & Payments to Other Agencies	75.6	66.2	67.1
Rainy Day Reserve	0.0	10.0	10.0
Work Orders	65.2	64.9	66.0
TOTAL	**$820.4**	**$821.0**	**$840.5**

- **Cuts include:**
  - Management ($2)
  - Overtime ($5 in 2014)
  - Workers comp ($1)
  - Equipment ($10)
  - Labor concessions ($14.6)
- **Investments:**
  - Maintenance ($22)
  - TEP planning/design ($0.8)
  - Fare inspection ($0.9)
  - Crossing guards ($0.5)
  - Safety staff ($1.0)

Adopted Expenditure Plan
Investing in Maintenance and Future

- **Reductions**
  - Streamline
  - Realize efficiencies
  - Minimal/accountable budgeting
- **Additions**
  - Rightsize support services to properly deliver service plan (maintenance, safety)
  - Invest in future improvements (Transit Effectiveness Project)

Benefits

- Aligned to **Transit First** policy and strategic plan
- Improved service
- Increased **safety**, reliability, and efficiency
- Reverse trend of deferred maintenance
- Establishes **accountability**
- Supports expedited implementation of TEP

1257

Selected Strategic Plan Targets

In first two years:

- **Reduce crime, collisions, injuries** by 10%
- **Eliminate Muni bunches/gaps** for 25% of ridership

Over six years:

- **Achieve 50% mode share** for non-private auto modes (currently 38%)
- **Close structural budget gaps**

1258

Issues

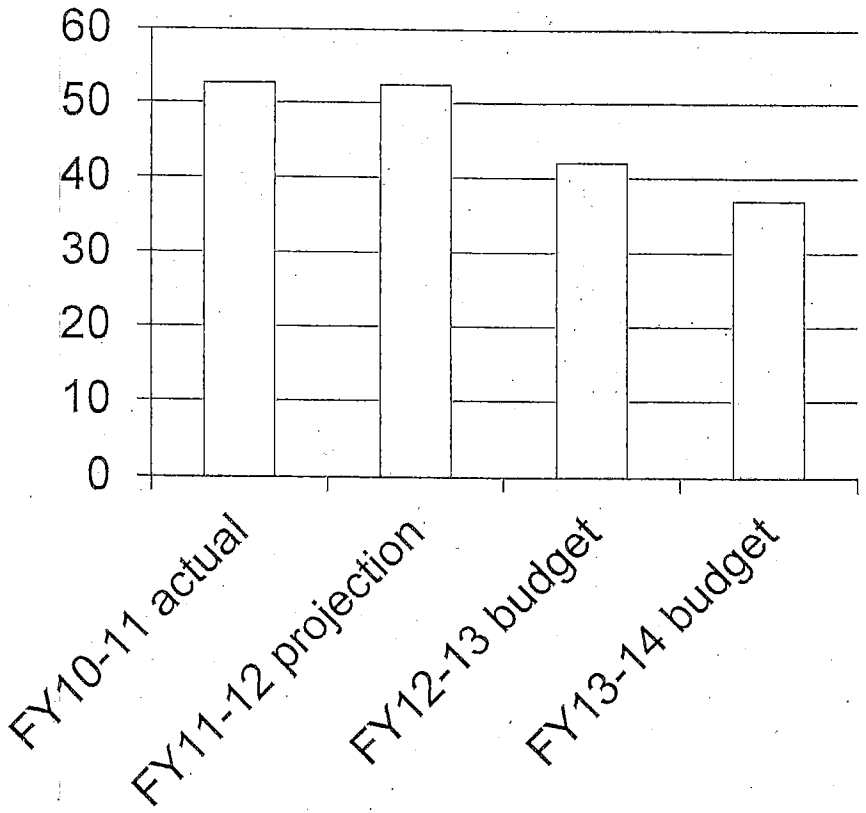
- **Overtime –** reduced significantly
- **Work Orders –** consistent with current budget
- **Labor Concessions –** assumed savings not realized*
- **Other Risks**
  - Fuel costs
  - Youth fare pilot regional funding
  - Special events costs
  - Economy, ridership, etc.

** Will require re-balancing, technical adjustment submission in June*

1259

Overtime

- Hiring front-line staff
- Improved cost recovery
- Better management
- Capital improvements, procurements



Full-Time Equivalent Employee Changes

Division	FY11-12	FY12-13	FY13-14
Transit	3,112	3,313	3,314
Sustainable Streets	624	729	748
Capital	195	170	170
Finance	332	257	261
Administration, Safety, Training	251	281	282
Total	4,514	4,750	4,775

Almost all increases due to front-line staff investment in maintenance, safety, and enforcement.

1261

Job Creation

- **Robust capital program**
  - Core system upgrades (~$250 million/year)
  - Central Subway ($200+ million/year)
- **Youth programs**
  - College Internships (24)
  - Youth Works (10)
  - Jobs Now (5)
  - Mayor's Office Interns (3)
  - City Hall Fellows (2-3)
- **Employee Hiring**
- **Transportation!**

Language Access

- **Multilingual handouts**, signage, meeting notices and other customer outreach materials; print and broadcast (radio and television) media
- **Translated content** at www.sfmta.com, in Chinese, Spanish, Tagalog, Russian, Vietnamese, Korean, Japanese, French and Thai;
- **Promoting 311** (over 170 languages via Language Line), through multilingual "Take Ones" and a "311 Free Language Assistance" tagline in nine languages included on all outreach materials;
- Agency-wide **access to Language Line Services**, including at Station Agent booths, Customer Service Center, front desks;
- **Training** for designated public contact employees (Station Agents, Customer Service reps, Fare Inspectors, etc.) by SFMTA and the Office of Civic Engagement and Immigrant Affairs;
- **Outreach** to community based-organizations serving LEP populations
- **Translation-related costs** range from $100-200K/year, not including Central Subway. Production costs add another $100K/year.

1263

SFMTA | Municipal Transportation Agency

Language Access Handouts

info

For information on Muni routes, schedules, fares, accessibility, safety, security and other SFMTA programs and services, call the San Francisco 311 Customer Service Center for free language assistance by dialing 311 within San Francisco or 415.701.2311 outside of San Francisco. www.sfmta.com.

SPANISH

Para información sobre Muni en cuanto a rutas, horarios, tarifas, accesibilidad, seguridad y protección, así como sobre otros programas y servicios de SFMTA, llame al Centro de Servicio al Cliente 311 de San Francisco. Obtenga ayuda gratuita con el idioma marcando al 311 dentro de San Francisco o al 415.701.2311 desde fuera de San Francisco. www.sfmta.com.

CHINESE

有關Muni路線、時間表、票資、殘障人服務、安全、保安和其他SFMTA計劃和服務的資訊，請致電三藩市311客戶服務中心獲得免費的語言協助：在三藩市內請致電311，在三藩市外請致電415.701.2311。www.sfmta.com。

JAPANESE

Muni の路線、時刻表、料金、アクセス、安全危機管理に関するサンフランシスコ市営交通局 (SFMTA) のプログラム、サービスについては、顧客管理センター 311 にお電話ください。サンフランシスコ市外の方は 415-701-2311 にお電話ください。無料言語サービスが受けられます。www.sfmta.com

RUSSIAN

За информацией о транспортных маршрутах MUNI, расписании, плате за проезд, безопасности, удобном доступе к транспорту и других программах и услугах Агентства Городского Транспорта Сан-Франциско (SFMTA) обращайтесь в Центр обслуживания клиентов 311, где вам бесплатно предоставят помощь переводчика; в Сан-Франциско звоните 311 или за его пределами набирайте 415.701.2311. www.sfmta.com

FRENCH

Pour les informations sur les routes de Muni, les horaires, les tarifs, l'accès, la sûreté, la sécurité et les autres programmes et services de SFMTA, appeles, le Centre de Service San Francisco 311 pour le service de language gratuit. Appelez 311 si vous habitez à San Francisco, ou 415-701-2311 si vous êtes au dehors de San Francisco. www.sfmta.com

TAGALOG

Para sa impormasyon tungkol sa mga ruta ng Muni, iskedyul, pasahe, paraan ng paggamit, kaligtasan, seguridad at iba pang mga programa at serbisyo ng SFTMA, tumawag sa San Francisco 311 Customer Service Center para sa libreng tulong sa lengguwahe sa pamamagitan ng pag-dayal sa 311 kung nasa loob ng San Francisco o tumawag sa 415.701.2311 kung nasa labas ng San Francisco. www.sfmta.com

THAI

สำหรับข้อมูลเกี่ยวกับเส้นทาง Muni ตาราง ราคา ความเข้าถึงได้ ความปลอดภัย และโปรแกรมและบริการอื่นๆของ SFMTA โปรดโทรศัพท์ติดต่อศูนย์บริการ 311 เมืองซานฟรานซิสโก สำหรับความช่วยเหลือทางภาษาโปรดกด 311 หากโทรจากภายในเมืองซานฟรานซิสโกหรือ 415.701.2311 หากโทรจากภายนอกเมืองซานฟรานซิสโก www.sfmta.com

VIETNAMESE

Để được thông tin trên các tuyến đường Muni, lịch trình, giá vé, khả năng tiếp cận, an toàn, an ninh và những chương trình và dịch vụ khác của SFMTA, xin quý vị gọi cho Trung tâm Dịch Vụ Khách Hàng San Francisco 311 cho tiếng Việt miễn phí, bằng cách bấm số 311 (trong vùng San Francisco) hoặc số 415-701-2311 (nếu ở ngoài vùng San Francisco).

KOREAN

Muni 노선, 일정, 운임, 접근성, 안전, 보안 및 기타 SFMTA 프로그램과 샌프란시스코 311 고객센터(샌프란시스코 내에서 311 또는 샌프란시스코 밖에서는 415-701-2311)로 전화하셔서 무료 언어지원을 받으십시오. www.sfmta.com

311 Free language assistance / 免費語言協助 / Ayuda gratuita con el idioma / Бесплатная помощь переводчиков / Trợ giúp Thông dịch Miễn phí / Assistance linguistique gratuite / 무료 언어 지원 / Libreng tulong para sa wikang Tagalog / การช่วยแปลภาษาฟรี / ไม่มีค่าใช้จ่าย

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TITLE VI

The SFMTA does not discriminate on the basis of race, color or national origin. For more information or to file a complaint, visit SFMTA.com or contact 311.

SFMTA no discrimina en base de raza, color u origen nacional. Para obtener más información o presentar una queja, visite SFMTA.com o comuníquese al 311.

SFMTA не дискриминирует граждан по расовым, этническим или национальным признакам. За более подробной информацией или для подачи жалоб посетите SFMTA.com или звоните по номеру 311.

SFMTA不會基於種族、膚色或原國籍進行歧視。有關更多資訊或提出投訴，請瀏覽SFMTA.com或致電311。

Sở Giao thông Thành phố San Francisco (SFMTA) không kỳ thị trên căn bản chủng tộc, màu da và nguồn gốc dân tộc.

SFMTA 인종, 피부색 또는 출신국가로 차별하지 않습니다. 추가 정보 또는 이의 제기는 SFMTA.com 또는 무료 언어 지원이 되는 311로 연락하십시오.

La SFMTA ne pas faire de discrimination sur la base de la race, la couleur ou l'origine nationale. Pour de plus amples renseignements ou pour déposer une plainte, visitez le site SFMTA.com ou contactez le 311 pour une aide.

サンフランシスコ市営交通局 (SFMTA) は、人種、民族、国籍によって差別を実施することはありません。これに関するお問い合わせ、苦情の申立ては、SFMTA.com をご覧ください、または、無料の言語支援サービス 311 にご連絡ください。

SFMTA ไม่เลือกปฏิบัติตามเชื้อชาติ สีผิว หรือถิ่นกำเนิดของชาติ ดูข้อมูลเพิ่มเติมหรือยื่นเรื่องร้องเรียน ได้ที่ SFMTA.com หรือโทรติดต่อ 311 ได้ รับบริการช่วยเหลือด้านภาษาฟรีได้ที่ 311 ไม่มีค่าใช้จ่าย

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SFMTA | Municipal Transportation Agency

1264

Encumbrances

- **$3.3M miscellaneous Muni project funds**
  - Will be reconciled as part of end-of-year accounting process to balance budget
- **$0.9M Parking & Traffic project funds**
  - Will be reconciled as part of end-of-year accounting process to balance budget
- **$5.3M BART invoice**
  - Will be resolved as part of larger negotiation with BART re various interagency agreements

Capital Budget Funding Sources

- Federal Formula Funds Section 5309 and 5307
- Proposition K Local Transportation Sales
- Proposed City General Obligation Bond: $150 m for Transit Effectiveness Project (TEP) capital needs
- SFMTA Revenue Bonds: $155 m for Transit and Garage Projects (2 Bond issues)
- SFMTA Operating Budget for Local Match: $5 m for 2-year Capital Budget
- Other Funds: AB664 Bridge Toll Funds, Transportation Development Act (Article 3) Funds
- Competitive Grants (numerous State and Federal)

5-YEAR CIP/2-YEAR BUDGET SUMMARY

($MILLIONS) as of 3/26/2012		2-YEAR BUDGET		5-YEAR CIP
CAPITAL PROGRAM	PRIOR YEAR CARRYFORWARD	FY 13	FY 14	FY13 -17
Central Subway	$57.1	$214.7	$233.0	$1,038.0
Security	$35.2	$7.1	$10.1	$82.6
Safety	$1.7	$1.9	$0.4	$4.8
Bicycle	$3.1	$2.5	$3.3	$18.5
Pedestrian	$4.5	$7.2	$7.4	$27.1
Transit Optimization/Expansion	$19.8	$40.4	$9.6	$257.6
Traffic/Signals	$18.2	$14.2	$19.3	$65.9
Transit Fixed Guideway	$100.0	$52.9	$52.2	$315.6
Fleet	$131.8	$56.3	$2.0	$541.4
Facility	$61.7	$1.1	$0.0	$87.9
Traffic Calming	$3.6	$2.1	$2.8	$15.7
Parking	$18.9	$5.0	$46.2	$70.1
School	$1.3	$2.4	$0.5	$5.4
Taxi	$0.0	$0.7	$1.1	$3.3
Accessibility	$10.7	$1.1	$0.8	$13.6
Communications/IT Infrastructure	$124.4	$18.2	$13.4	$157.1
Reserve	$0.0	$1.4	$0.9	$2.3
Total	**$592.0**	**$429.2**	**$403.0**	**$2,706.9**

Balanced 5-Year Capital Improvement Program (includes 2-Yr budget)

Funding Priorities:

- **Maintain State of Good Repair Investments at $250 m per FY**
- **Invest in System Safety Projects**
- **Invest in Transit Reliability Projects**
- **Invest in Complete Street Investments**

- Developed long range look at competitive grants to make San Francisco more competitive and generate additional outside funding.
- Proposing a specific list of projects for accountability and transparency

1267

Selected Planned Capital Projects

State of Good Repair

- Replace 150 Muni Trolley and Motor Coaches
- Upgrade Traffic Signals at Masonic, Franklin, 19th
- Rehabilitate Muni Metro Sunset Tunnel
- Repair roof at Green Maintenance Facility (LRVs)
- Replace rail at Muni Metro Turnaround (MMT)
- Rehabilitate 18 Parking Garages

System Safety

- Providing Bicycle Safety Education Classes
- Installation of Pedestrian Flashing Beacons (24th & Fair Oaks, Sloat & Beachmount, Page at Masonic & Ashbury), Post and Octavia)
- Design and Construction of Safe Route to Schools Improvements at Denman, Jean Parker and Redding
- Installation of New Traffic Signals at 5 Intersections

1268

Selected Planned Capital Projects (2)

Transit Reliability

- Implement Transit Signal Priority on the Muni Rapid Network
- Design and Construction of the 14 Mission, 8X Bayshore and N Judah Mobility Maximization Projects
- Implement Muni Metro Signal Standardization
- Detail Design of Van Ness Bus Rapid Transit

Complete Streets

- Construction of Market/Haight Complete Street Improvements (Transit, Bicycle, Pedestrian, Traffic)
- Detail Design of Masonic Avenue Complete Streets Project (Bicycle, Pedestrian & Traffic Calming)
- Design and Construction of signal improvements, bicycle lanes, pedestrian improvements on Prop. B GO Bond Paving Corridors
- Complete street infrastructure improvements as part of major Transit Projects

1269

Sunday Parking Enforcement

- Program
  - Meters to be enforced 12PM (noon) – 6PM
  - Four-hour time limits, prepay available
- Rationale
  - Current lack of management dates to era with no commercial activity on Sundays
  - Managed parking supports local businesses, reduces circling/congestion
  - Sunday parking enforcement is common nationwide practice
    - San Francisco Port, Los Angeles, Chicago, Portland, Vancouver, Montreal, etc.

Meter Expansion

Street	Block(s)	Segment	spaces
23rd St	2300-2600		45
Avalon	unit-200	north side	30
Bay	1000		30
Bay	1100-1300	north side	30
Bosworth	400		50
Fulton	300		30
Geary	1300-1400		80
Geary	1500-1600	south side	35
Geneva	1000		20
Gough	1000-1200	west side	45
Green	200		15
Guerrero	unit		20
Jones	900		10
Judah	2200-2600		70
LaPlaya	1300	west side	40
Linden	300		10
Lisbon	unit	west side	30
Lombard	2500		30
Lombard	1900-2000	north side	20
Lyell	unit	west side	20
Mission	5000		20
Mission	4100-4200		40
Octavia	500		20
Post	1400-1500		80
Potrero	900-1000	east side	40
RH Dana	unit		10
Rose	unit		15
Sansome	900-1000		50
Silver	300		40
Spear	300	west side	20
Sutter	1900	south side	20
Tehama	unit		25
Van Ness	3200		30
Van Ness	3000-3100	east side	15
Webster	1300-1400		40
Total			**1,125**

1271

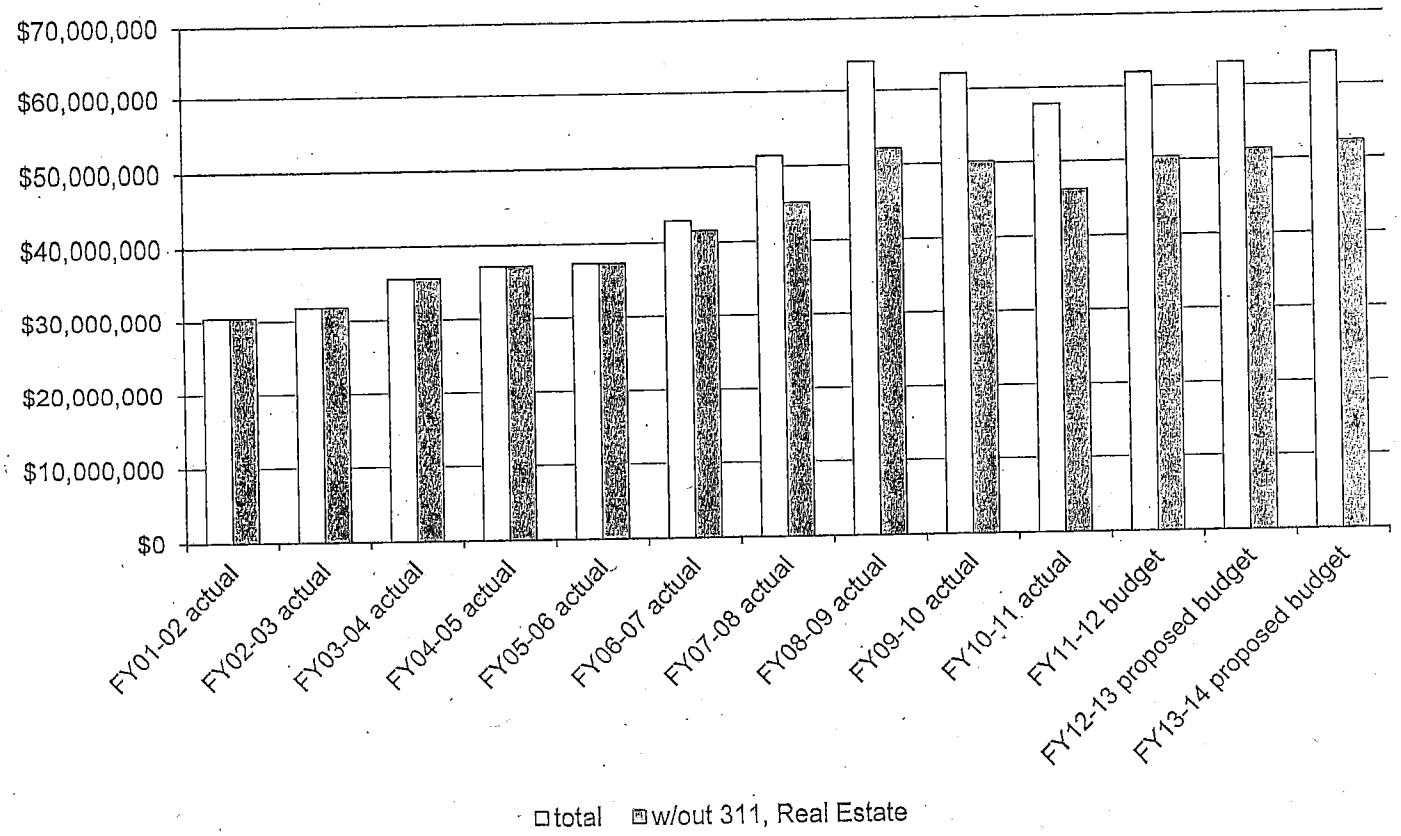
Work Orders

facilities/power	18,700,042	19,599,810	20,510,266
department service – mandatory	15,614,501	15,880,046	15,862,536
city function allocation	14,412,949	14,421,733	14,559,147
policy nexus	9,665,116	10,074,076	10,374,199
department service – discretionary	3,624,047	4,362,657	4,325,887
Total	**62,016,655**	**64,338,322**	**65,632,035**

- **Accounting mechanism to allocate citywide costs**
- **Cost recovery for department services**
- **Means of procuring service within government, outside of core competency**
- **Most SFMTA work orders**
  - Core infrastructure services
  - Services with mandated city provider

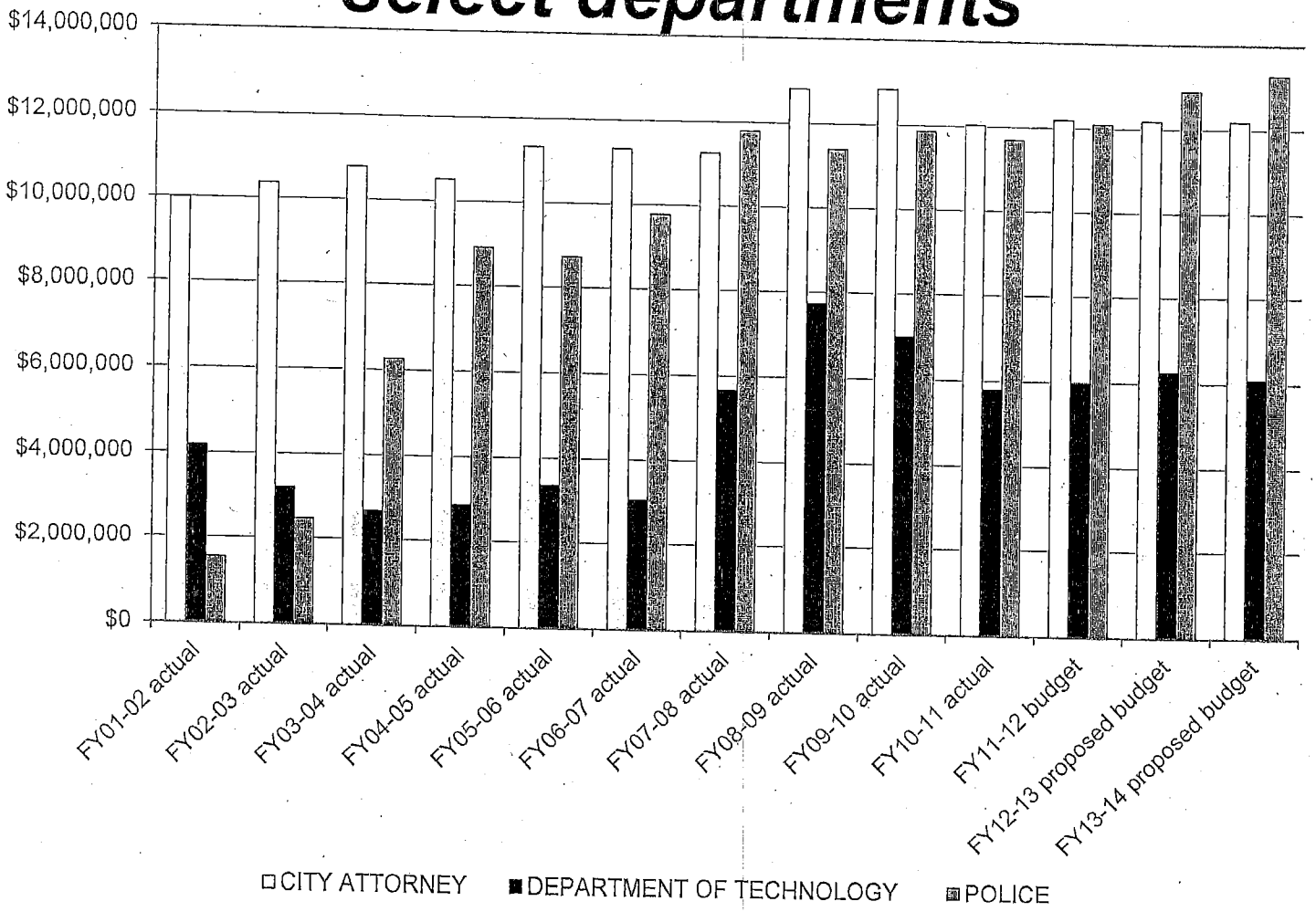
1272

Work Order History



1273

Work Order History
select departments



CITY AND COUNTY OF SAN FRANCISCO RENT BOARD

DATE: May 22, 2012

TO: Budget Committee, Board of Supervisors

FROM: Delene Wolf, Executive Director, Rent Board

SUBJECT: **Information Request for FY 2012-13 and FY 2013-14 Budget - Rent Board**

1. Two-Year Budget Outlook-Major Expenses/Sources Of Revenue

FY2012-13 is the first year of the Rent Board's two-year budget cycle.

Major expenses for both FY2012-13 and FY2013-14 are expected to remain relatively the same. The proposed budget for FY12-13 is $6,000,593, an increase of 0.8% from this fiscal year due to minor increases for salary adjustments and fringe benefits. The budget for FY13-14 is $6,212,995, an increase of 3.5%, also due to increases in fringe benefits and salary adjustments.

The primary source of revenue to fund the Rent Board budget is the rental unit fee, which appears on the landlord's property tax bill. After payment, the landlord can collect one-half of the fee (currently $29.00 per apartment unit and $14.50 per residential hotel unit) from the tenant. The fee is calculated by the Controller's Office each year based on the final budget approved by the Board of Supervisors minus carryover funds. Carryover funds from the current fiscal year are expected to be generated from both additional revenue due to mandatory rounding of the rental unit fee to the nearest whole dollar and collections that exceed the Controller's delinquency rate, and from expense savings due to temporarily unfilled employee positions and work order billings from other City departments such as the City Attorneys Office that are less than budgeted. The rental unit fee has been $29.00 for the last four years, and we expect the Controller's calculations to result in a fee of $29.00 for FY12-13 and FY13-14.

The following information is provided in response to Supervisor Chu's request for departmental staffing levels and workload statistics for each of the Board's units over the past few years. Attached is the Rent Board's Organizational Chart showing currently budgeted positions of 28.53 FTEs. In Fiscal Year 2008-09 the number of FTE ALJ positions was reduced from 10 to 9.5. One ALJ position is presently unfilled after an ALJ retired in March 2012, and we will evaluate the department's need to fill the position after October 1, 2012. In addition, one clerical position is presently unfilled, although a requisition to fill the position is pending.

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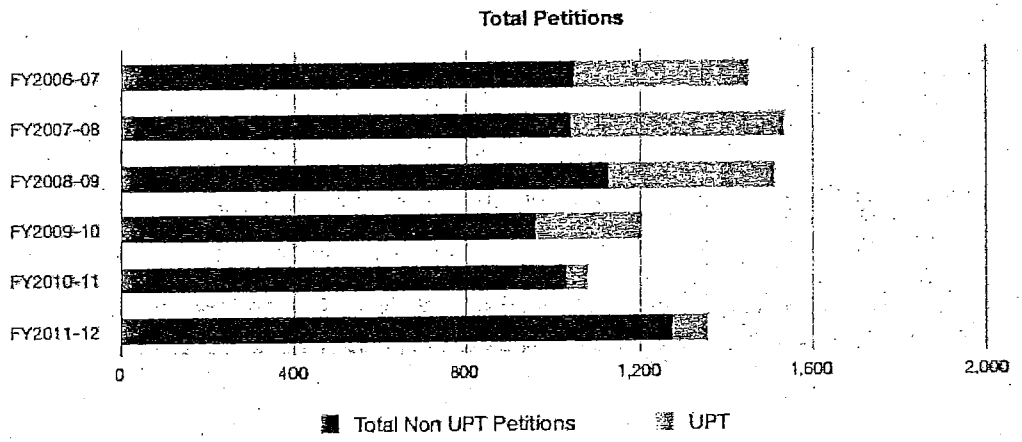
The chart below is a comparison of the total number of petitions filed at the Rent Board since FY 2006-07, plus the current Fiscal Year based on data for the first three quarters from July 1, 2011-March 31, 2012.

	FY2006-07	FY2007-08	FY2008-09	FY2009-10	FY2010-11	FY2011-12
Total Non UPT Petitions	1,041	1,036	1,122	956	1,025	1,271
UPT	406	494	387	244	53	81



Utility Passthrough Petitions (UPT) were first required by the Board in November 2004 to ensure landlords were doing the passthrough calculations correctly. These petitions were decided without a hearing unless questions or problems arose in staff review of the petitions. In January 2009, due to success in educating landlords concerning proper calculation of passthrough amounts, the Board reduced the petition-filing requirement to once every five years. Non-UPT petitions constitute all other petitions filed with the Board. As shown above, the total number of non-UPT petitions is projected projected to be a total of 1,271 for the current fiscal year, and increase of 25% from FY 2010-11.

Unless withdrawn before scheduling, each non-UPT petition is scheduled either as an arbitration hearing or mediation before an Administrative Law Judge (ALJ). Elimination of the annual requirement to file UPT petitions in FY2008-09 allowed the Board to more quickly process non-UPT petitions, so that the average number of days before a non-UPT petition was scheduled for arbitration or mediation was reduced from 119 days in FY 2006-07 to 63 days in FY2011-12, an improvement of almost 100% as shown below.

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Average Number of Days from Rent Board Petition Filing Date to Hearing/Mediation Date

Fiscal Year	No. of Petitions Filed that were Scheduled for Hearing/Mediation	Average No. of Days from Filing Date to Hearing/Med. Date
2006-07	868	119
2007-08	903	107
2008-09	981	117
2009-10	804	80
2010-11	914	67
2011-12 (through 5/14/12)	894	63

One of the Rent Board's Performance Measures is the average number of days it takes an ALJ to prepare a decision after the hearing is completed. Another Performance Measure is the number of days clerical staff takes to initially process Reports of Alleged Wrongful Eviction. The following chart shows the data for the last five fiscal years for these two Performance Measures.

Fiscal Year	Number of Days for ALJ to Prepare Decisions	Number of Days for Clerical to Process Report of Eviction
FY2006-07	24.0	1.6
FY2007-08	24.0	1.2
FY2008-09	19.0	1.1
FY2009-10	19.0	1.1
FY2010-11	18.0	1.2

The main function of the Citizen Complaints Officer is to provide information about the Rent Ordinance to the public. The following charts show the number of counseling calls and the number of counter visits at the Rent Board since December 2008, when the phone counseling services were redesigned. The lower number of calls and visits in December reflect employee furloughs and reduced staffing during the holidays. Consistent with the increase in petition filings, the department is experiencing a similar increase in the number of people calling and visiting the office for counseling.

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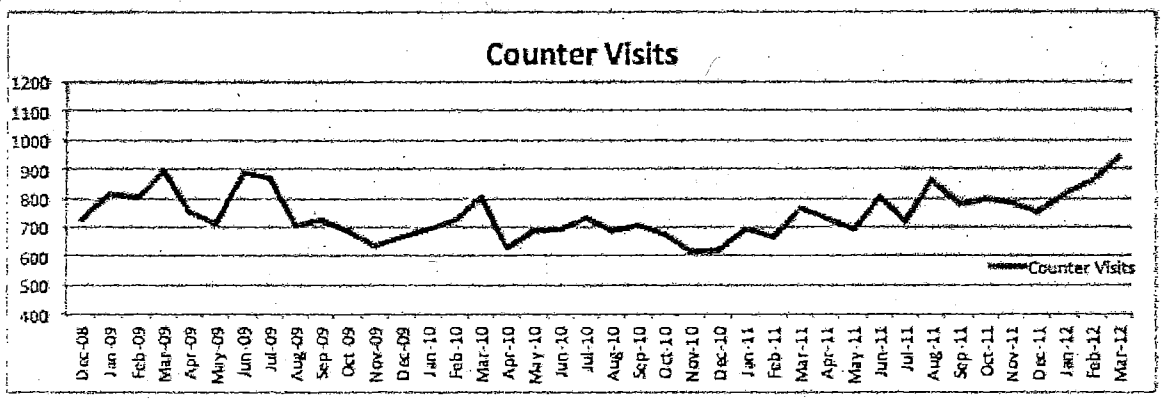

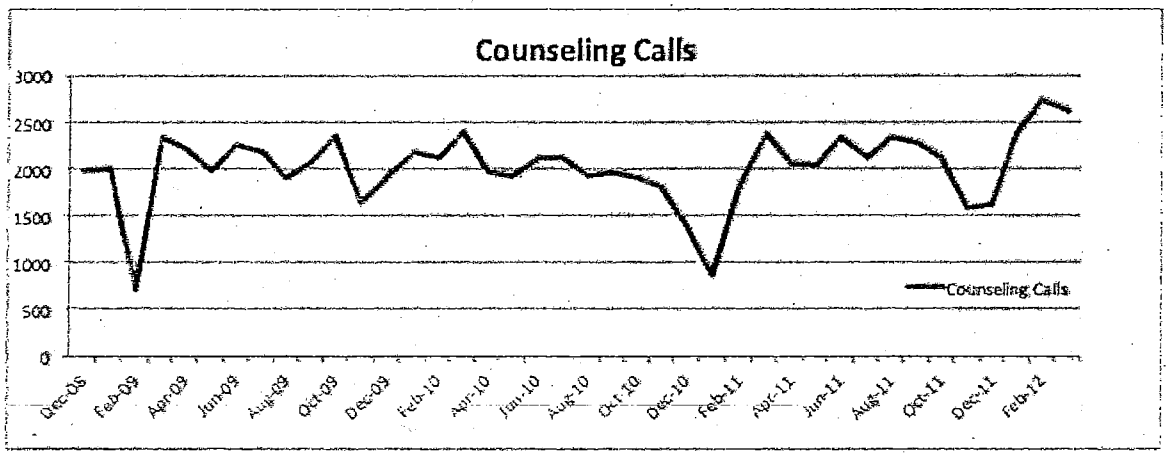

2. Major Department Initiatives

None at this time.

3. New Positions

No new positions.

4. Summer Youth Employment Opportunites

The Department is highly supportive of the Mayor's citywide effort to create summer jobs and opportunities for San Francisco youth. To that end, the Rent Board has applied to the San Francisco Youthworks Program for a summer intern. We will be mentoring this student to ensure that they have a relevant work experience and gain an appreciation for public service. Additionally, at the end of the internship, we will be asking the student to prepare an evaluation of the effectiveness of the agency, including any suggestions they have for improving service delivery to the public.

5. Language Access

The San Francisco Rent Board is deeply committed to serving all of the members of our community. Since the early 1990's, the Rent Board's informational materials have been

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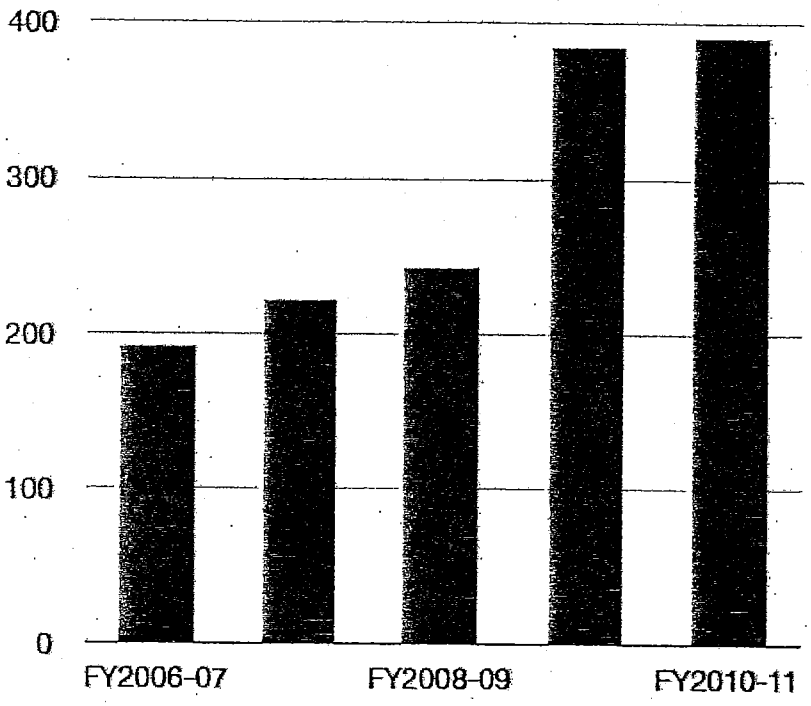
available in English, Chinese and Spanish and the automated telephone system is also trilingual. The Rent Board has a performance measure which quantifies the number of translated documents available every year (see the chart and graph below).



The Rent Board's web site contains over 160 pages of information in Chinese and Spanish. The Board strives to hire staff with language skills: three of our counselors speak Cantonese, and one is a Spanish speaker. Two of our clerical staff speak Vietnamese, and one speaks Mandarin and Cantonese. When there is not a staff member with the necessary language skills available, we use the services of Language Line to access telephone based interpreters in over 170 languages. The Rent Board also provides interpreters for hearings in any language when a party requires such assistance. In addition, the Rent Board has outreach agreements with some non-profits to provide outreach to the broader San Francisco community, including Causa Justa: Just Cause, the Asian Law Caucus and Chinatown Community Development Center.

The Rent Board remains committed to following the requirements of the San Francisco Language Access Ordinance (LAO) and insuring that all members of the San Francisco Community, including Limited English Proficient (LEP) community members, can fully access its services.

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San Francisco Water Power Sewer

Services of the San Francisco Public Utilities Commission

SFPUC Proposed Budget FY 2012-13 and FY 2013-14

Budget & Finance Committee

May 24, 2012

1281

San Francisco Water Power Sewer

Today's SFPUC-Related Items

1) AAO – Operating Budget
2) ASO – Authorized Positions
3) Prop J – Security Services
4) Sewer Capital Supplemental incl. Grant Funds
5) Water Capital Supplemental
6) Hetch Hetchy Capital Supplemental
7) Water Bond Financing Authorization
8) Power Bond Financing Authorization
9) Sewer Bond Financing Authorization
10) TransBay Project Plan Reserve Release

1282

San Francisco Water Power Sewer

Major Initiatives

Maintain Ratepayer Affordability

Flat Operating Budgets & Staffing

Low-Cost Bond Funding

Make Capital Investments

Water – WSIP Completion, Local Water Mains

Power – Streetlights, System Upgrades

Sewer – SSIP Planning, Design, Construction

Local Sewer Mains

1283

San Francisco Water Power Sewer

Budget Up $62.8 M, Staffing Flat

	Budget*	Positions**
FY 2011-12	$ 818.6	2,395
FY 2012-13	$ 802.4	2,404
FY 2013-14	$ 881.4	2,405

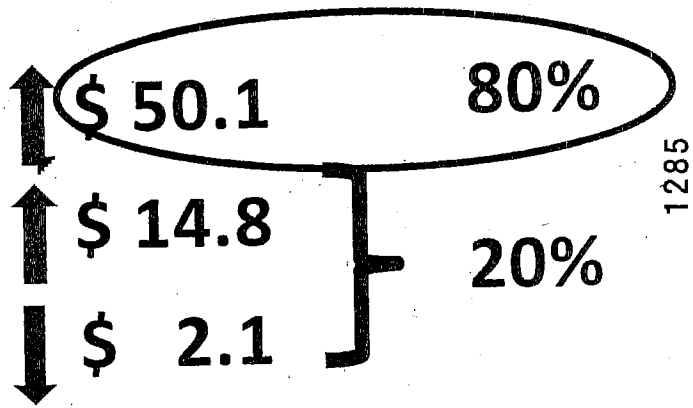
*AAO Operating Budget
**ASO Authorized Positions

1284

San Francisco Water Power Sewer

Proposed Budget - Capital Funding Up

$ Millions	Next 2 Years	
Capital - Cash & Debt Funded	$ 50.1	80%
Personnel	$ 14.8	20%
All Other Operating Costs	$ 2.1	
Total Change	$ 62.8	



1285

San Francisco Water Power Sewer

Capital Supplementals ($ Millions)

Enterprise	FY 2012-13	FY 2013-14	Total
Water (non - AWSS)	$60.1	$110.9	$171.0
Wastewater	299.4	288.4	587.8
of which SSIP	157.0	169.0	326.0
Hetch Hetchy Water	36.6	62.5	99.1
Hetch Hetchy Power	14.8	27.3	42.1
Total including Financing Costs	**$410.9**	**$489.1**	**$900.0**
Financing Costs	**$38.9**	**$55.1**	**$94.0**
Total excluding Financing Costs	**$372.0**	**$434.0**	**$806.0**

1286

San Francisco Water Power Sewer

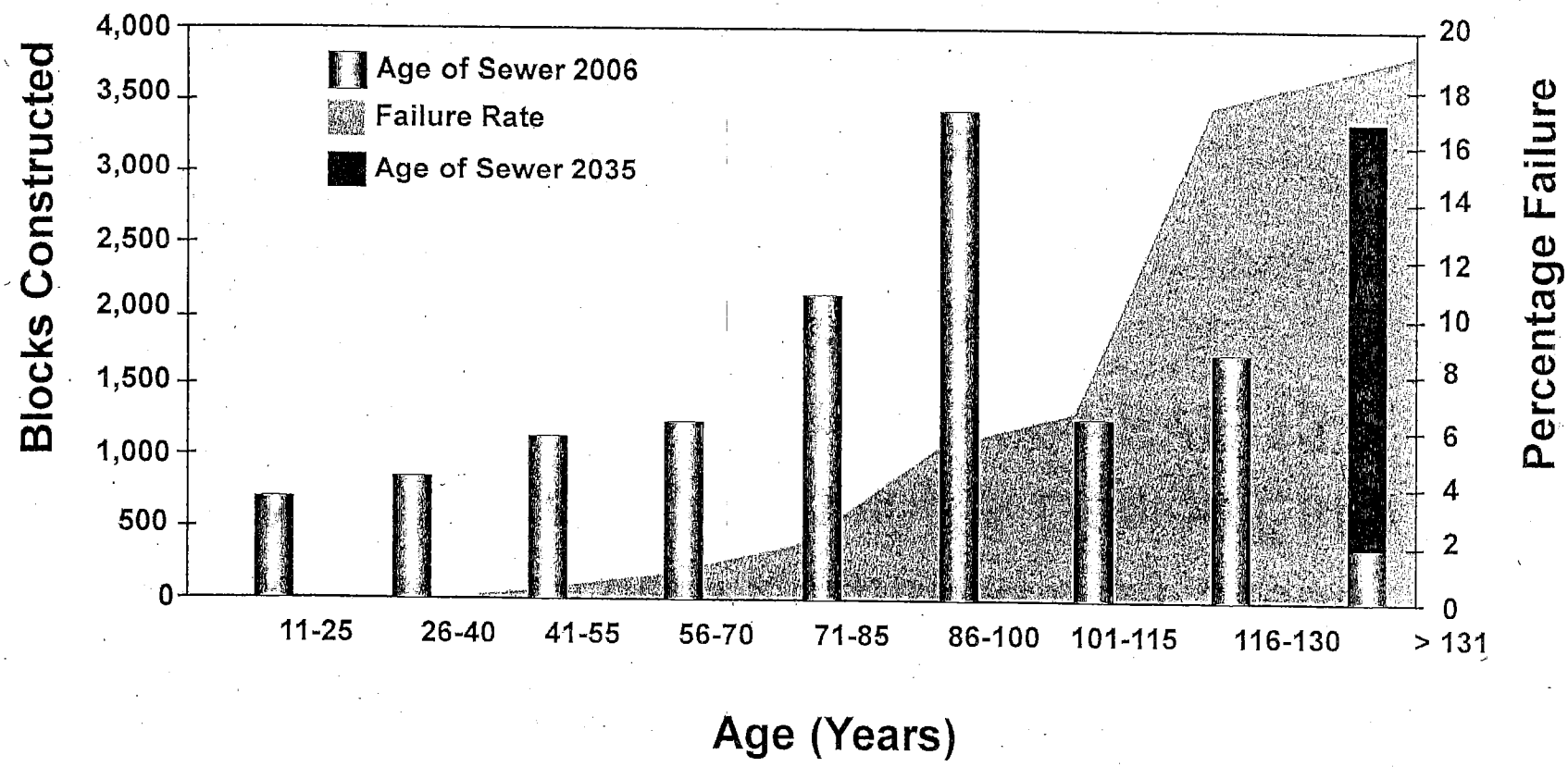
Sewer System Improvement Program

- $6-7 B Next 20 Years Estimated SSIP Need
- $4 B Next 10 Years, Planning & Design Early Years
- $326 M in Capital Supplemental for FYE 13 & 14
- $90 M Previously Appropriated
  - Digester Planning
  - Collection System Construction
- Summer 2012 SSIP Cost and Scope Validation
- Return to Board For All Future Approvals
- Balance Capital Investment with Bill Affordability

1287

San Francisco Water Power Sewer

Sewer Ages and Failure Rates



1288

San Francisco
Water
Power
Sewer

Community Benefits & Jobs

1289

San Francisco Water Power Sewer

Workforce Highlights

Local Hire Legislation Implementation: Year 1 Achievements

- Six Projects Subject to Local Hire 20% Mandate
- SFPUC's Average Project Participation: 30%
- Local Apprenticeship Participation: Over 50%

Regional Community Based-Organization Partners

- Cypress Mandela, Job Train, Youth Build

Apprenticeship Opportunities

- Over 45% Increase for WSIP Placements of Disadvantaged Community Residents

Pilot Workforce Programs

- Bioregional Habitat Restoration Training
- Calaveras Project - Carpenter, Operating Engineer, Laborer Specialized Training
- Miner Tender Program - Tunneling Training

Summer Youth Employment

- Over 200 Youth Employed by SFPUC
- Garden Project, Project Pull, SF Conservation Corp, Student Engineers

1290

San Francisco Water Power Sewer

Community Benefits Program Updates

- CB Language in SSIP Professional Services RFPs
- Re-Aligning Arts Enrichment Funding
- Urban Agriculture Pilot Program
- Revitalization of Southeast Community Facility
- Contractors Assistance Center
- Drinking Water Tap Stations in SF Public Schools
- Developing Jobs Components of Enterprise Initiatives (e.g., Energy Efficiency Programs)
- Language Access and Competency

1291

San Francisco Water Power Sewer

Language Access Accomplishments

- 180,000 Customer Calls Annually
  - English, Spanish, Chinese and Tagalog
- Conducted SFPUC's First Language Needs Survey
  - Through our paper and digital customer newsletters
- Translated SFPUC Notices, Brochures & Signage
  - English, Spanish and Chinese
- Created 220 Common Terms & Phrases Glossary
  - English, Spanish and Chinese
- Developed a LAO Complaint Forms
- Translated Information for Public Workshops
- Offered Interpreter Services for Public Workshops

1292

San Francisco Water Power Sewer

Questions

1293

San Francisco Water Power Sewer

Other Background Slides

1) Other Updates –TransBay Cable Funds, GoSolarSF
2) Bond Authorizations
3) 2-Year Operating Budget Change by Enterprise
4) 2-Year Capital Budgets with 10-Year Plan Totals
5) Ratepayer Affordability – Bills & Rates
6) 5-Year Budget Change by Enterprise

1294

San Francisco Water Power Sewer

Other Updates

1295

San Francisco Water Power Sewer

TransBay Cable Project

- Reserve Release Requested
- 10-year SF Electrical Reliability Payment
- $20.0M Total Program
- $2.0M Annual Payments & Appropriation
- Programs Funded

  $3.5M Energy Efficiency Retrofits at HSA and DPH

  $6.3M Environmental Health & Energy Efficiency

  $3.9M Renewable Energy

  $2.0M Green Jobs Training and Placement

  $4.3M Enviro. Justice, Education & Other Programs

1296

San Francisco Water Power Sewer

GoSolarSF Program Update

- $18.0M total budget, FY 2007-08 thru FY 2011-12
- Fully Allocated as of March 2012
- Appropriated $3M in FY 2011-12
- Requesting $2M in FY 2012-13 and $2M in FY 2013-14
- Funding available July 1, 2012
- Proposed Changes to Program Subsidies
- Jobs
    - 13 jobs created in FY 2011-12
    - 86 total jobs created, short and long-term

1297

San Francisco
Water
Power
Sewer

Bond Authorizations

1298

San Francisco Water Power Sewer

Revenue Bond Authorizations Needed

$163.4M Water Enterprise

$522.8M Wastewater Enterprise

$ 12.3M Hetchy Power Enterprise

1299

San Francisco Water Power Sewer

2-Year Budget Change by Enterprise

1300

San Francisco Water Power Sewer

Two-Year Budget

$ Millions	FY 2011-12	FY 2012-13	FY 2013-14
Water	373.1	385.0	440.0
Wastewater	241.6	241.0	253.5
Hetchy	203.9	176.4	187.9
Bureaus Allocation	(74.9)	(80.0)	(80.2)
Subtotal	**743.7**	**722.4**	**801.2**
SFPUC Bureaus	74.9	80.0	80.2
Total Budget (AAO)	**$ 818.6**	**$ 802.4**	**$ 881.4**
Change		$ (16.2)	$ 79.0
Total Authorized Positions	2,395	2,404	2,405

1301

San Francisco Water Power Sewer

Proposed FY 2012-13 & FY 2013-14

$ Millions	FY 2011-12	FY 2012-13	FY 2013-14
Budget	$818.6	$802.4	$881.4
Changes:			
Capital - Debt Service		↑ 29.0	↑ 45.6
Salaries and Fringe Benefits		↑ 8.3	↑ 6.5
All Other		↑ 3.1	↓ 5.2
Capital - Revenue Funded		↓ 56.6	↑ 32.1

1302

San Francisco Water Power Sewer

FY 2012-13 & FY 2013-14 Proposed Budgets – AAO View Water Enterprise

$ Millions	FY 2011-12	FY 2012-13	FY 2013-14
Budget	$373.1	$385.0	$440.0

Changes:

Capital - Debt Service	↑ 23.3	↑ 38.5
Salaries and Fringe Benefits	↑ 3.1	↑ 3.0
All Other	↑ 3.0	↓ 1.2
Capital - Revenue Funded	↓ 17.5	↑ 14.7

1303

San Francisco Water Power Sewer

FY 2012-13 & FY 2013-14 Proposed Budgets – AAO View Wastewater Enterprise

$ Millions	FY 2011-12	FY 2012-13	FY 2013-14
Budget	$241.6	$241.0	$253.5

Changes:

Capital - Debt Service	↑ 4.6	↑ 5.7
Salaries and Fringe Benefits	↑ 3.0	↑ 2.4
All Other*	↓ 7.3	↑ 0.4
Capital - Revenue Funded	↓ 0.9	↑ 4.0

*General Reserve Reduction of $5.6M

1304

San Francisco Water Power Sewer

FY 2012-13 & FY 2013-14 Proposed Budgets – AAO View Hetch Hetchy Water & Power

$ Millions	FY 2011-12	FY 2012-13	FY 2013-14
Budget	$203.9	$176.4	$187.9

Changes:

Capital - Debt Service	↑ 1.1	↑ 1.3
Salaries and Fringe Benefits	↑ 2.1	↑ 1.3
All Other*	↑ 7.5	↓ 4.5
Capital - Revenue Funded	↓ 38.2	↑ 13.4

*Federal Energy Regulatory Commission (FERC) increase of $2.8M, Water Transfer Increase of $2.6M, and WECC/NERC Power Compliance Costs of $3.4M

1305

San Francisco Water Power Sewer

2-Year Capital Budgets by Enterprise

1306

San Francisco Water Power Sewer

Water Enterprise 10-Year Capital Plan, Excluding Financing Costs

$ Millions	FYE 2011-12 Approved	FYE 2012-13 Requested	FYE 2013-14 Requested	FYE 2013-22 Capital Plan
Uses				
Local Water/Conveyance	$24.2	$24.6	$44.2	$498.4
Regional Water	16.3	25.7	49.2	452.6
Recycled Water - Local	0.0	0.5	0.9	206.3
Local Treasure Island	6.5	0.0	3.0	6.0
Building & Grounds - Local	0.0	3.1	0.5	5.1
Auxiliary Water System	8.4	33.0	29.3	94.0
Total Uses	**$55.4**	**$86.9**	**$127.0**	**$1,262.4**
Excluding AWSS	**$47.0**	**$53.9**	**$97.8**	**$1,168.4**
Sources				
Revenue Bonds	$31.7	$30.7	$65.8	$745.1
Operating Revenue	15.3	17.2	31.9	403.3
General Obligation Bonds	8.4	33.0	29.3	94.0
Capacity Fees	0.0	0.0	0.0	14.0
BAB Interest Income/Regional	0.0	6.0	0.0	6.0
Total Sources	**$55.4**	**$86.9**	**$127.0**	**$1,262.4**
Surplus / (Shortfall)	0.0	0.0	0.0	0.0

1307

San Francisco Water Power Sewer

Wastewater Enterprise 10-Year Capital Plan, Excluding Financing Costs

$ Millions	FYE 2011-12 Approved	FYE 2012-13 Requested	FYE 2013-14 Requested	FYE 2013-22 Capital Plan
Uses				
SSIP				
Treatment Facilities	$13.0	$86.8	$82.3	$2,112.4
Sewer/Collection System	31.0	34.6	38.7	1,456.5
Flood Control	6.5	21.6	34.0	350.7
Program Wide Efforts	8.3	9.0	14.0	111.0
Biofuel/Alternative Energy	2.0	5.0	0.0	5.0
Total	**60.8**	**157.0**	**169.0**	**4,035.6**
Wastewater Interim CIP	79.3	25.9	0.0	25.9
Renewal and Replacement				
Collection System	36.4	51.3	63.9	757.2
Treatment Plant	7.4	8.6	11.8	139.2
Total	**43.8**	**59.9**	**75.7**	**896.4**
Treasure Island	3.0	1.1	4.4	109.3
Wastewater Facilities & Infrastructure	0.0	24.0	6.5	40.5
Total Uses	**186.9**	**267.9**	**255.6**	**5,107.7**
Sources				
Revenue Bonds	$156.3	$210.0	$218.6	$4,612.8
Revenue - Current Year	30.6	33.0	37.0	443.0
Capacity Fee - New Development	0.0	0.0	0.0	27.0
State - Water Supply Reliability Grant	0.0	24.1	0.0	24.1
Revenue - BAB Interest Income	0.0	0.8	0.0	0.8
Total Sources	**186.9**	**267.9**	**255.6**	**5,107.7**
Surplus / (Shortfall)	**0.0**	**0.0**	**0.0**	**0.0**

1308

San Francisco Water Power Sewer

Hetch Hetchy Water & Power 10-Year Capital Plan, Excluding Financing Costs

$ Millions	FYE 2011-12 Approved	FYE 2012-13 Requested	FYE 2013-14 Requested	FYE 2013-22 Capital Plan
Uses				
Hetchy Power				
Streetlight	$9.5	$3.0	$9.9	$43.0
525 Golden Gate	11.0	0.0	0.0	0.0
Treasure Island	0.0	0.0	3.9	32.9
Renewable Generation	4.9	3.7	3.2	24.5
Transmission/Distribution	0.0	7.3	4.2	13.7
Energy Efficiency	6.8	2.6	2.1	10.1
Power - Total	**32.2**	**16.6**	**23.3**	**124.2**
Hetchy Water				
Water Infrastructure	$5.6	$8.0	$20.0	$194.7
Power Infrastructure	13.8	10.7	26.7	109.4
Water Infrastructure - Joint	2.6	1.3	3.8	123.2
Facilities/Buildings/Roads - Joint	16.5	13.6	7.0	86.6
Water - Total	**38.5**	**33.6**	**57.5**	**513.9**
Total Uses	**70.7**	**50.2**	**80.8**	**638.1**
Sources				
CEC Loan - Streetlight	$0.0	$3.0	$0.0	$3.0
Water Bonds - Water & 45% Joint	14.1	14.7	24.9	289.1
Revenue - Current Sources	46.6	23.3	28.5	293.0
525 Golden Gate - (QECBs)	8.3	0.0	0.0	0.0
Power Bonds - Power & 55% Joint	0.0	0.0	10.0	26.3
Fund Balance	0.0	9.2	17.4	26.7
Power Bonds - (CREBs)	1.7	0.0	0.0	0.0
Total Sources	**$70.7**	**$50.2**	**$80.8**	**$638.1**
Surplus / (Shortfall)	**0.0**	**0.0**	**0.0**	**0.0**

1309

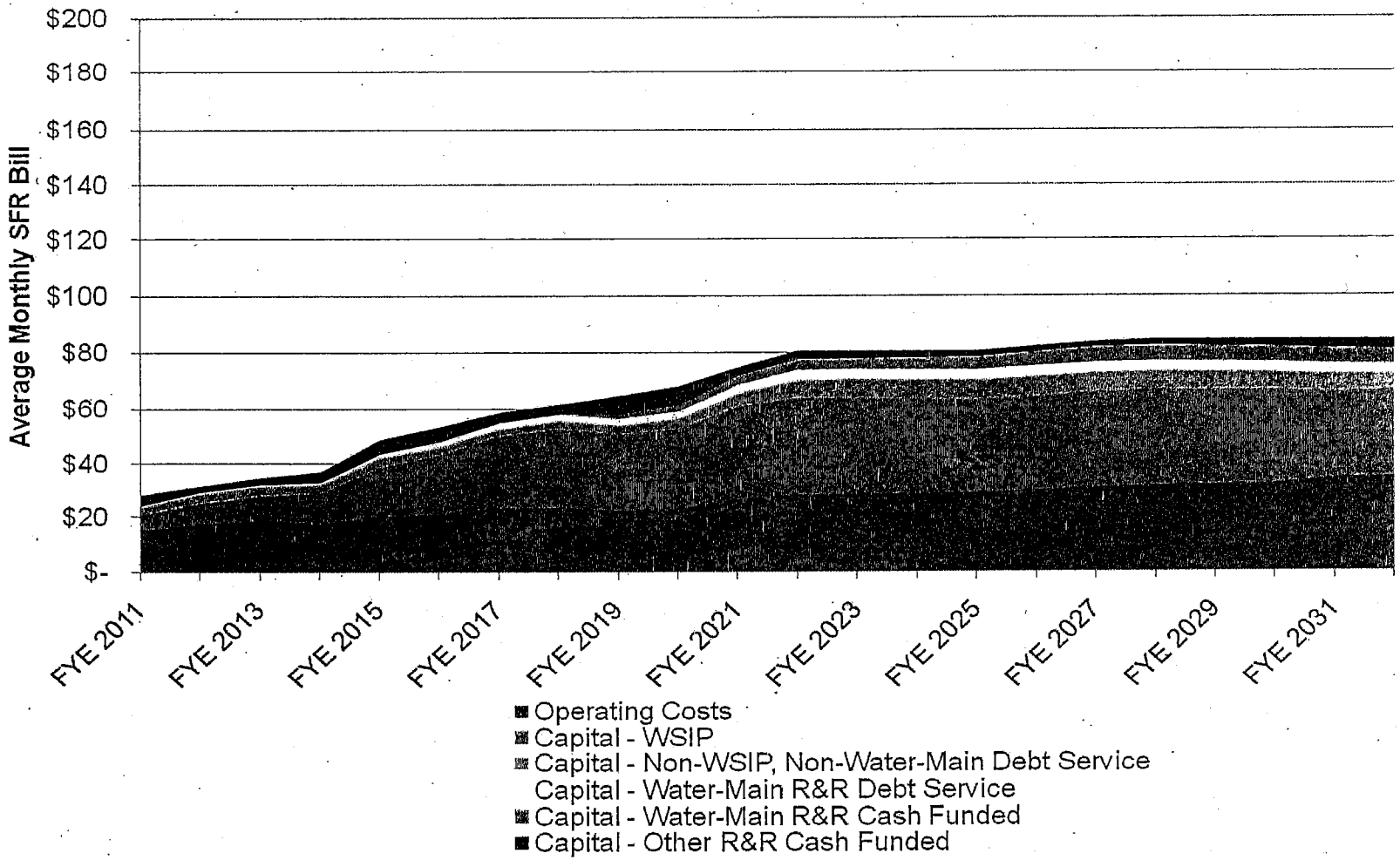
San Francisco Water Power Sewer

Ratepayer Affordability

1310

San Francisco Water Power Sewer

Average Monthly Water Bill
San Francisco Retail



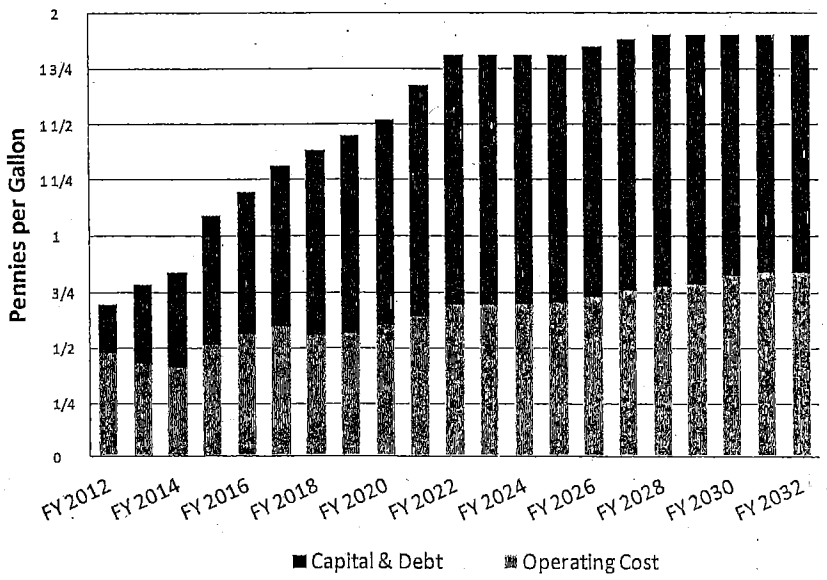
1311

San Francisco Water Power Sewer

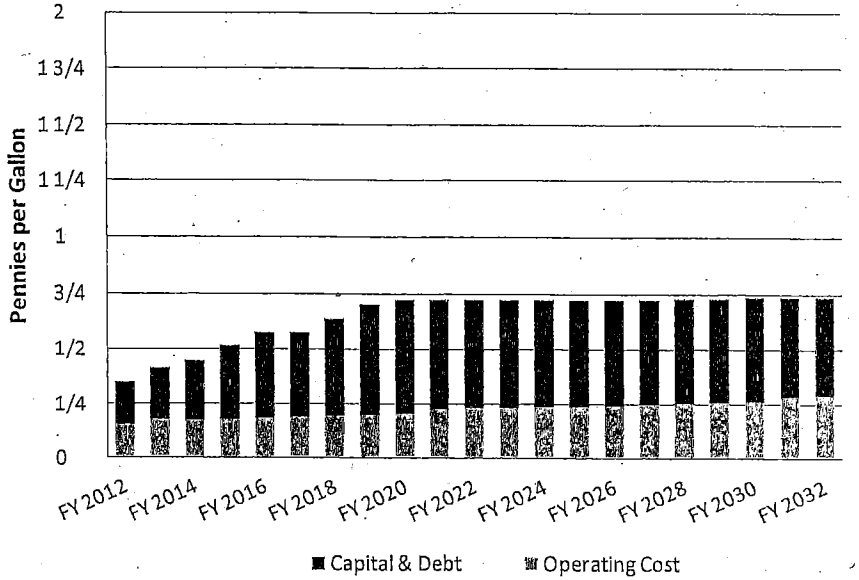
Pennies Per Gallon Delivered/Treated

- Affordable rates at less than one penny per gallon for water

Retail



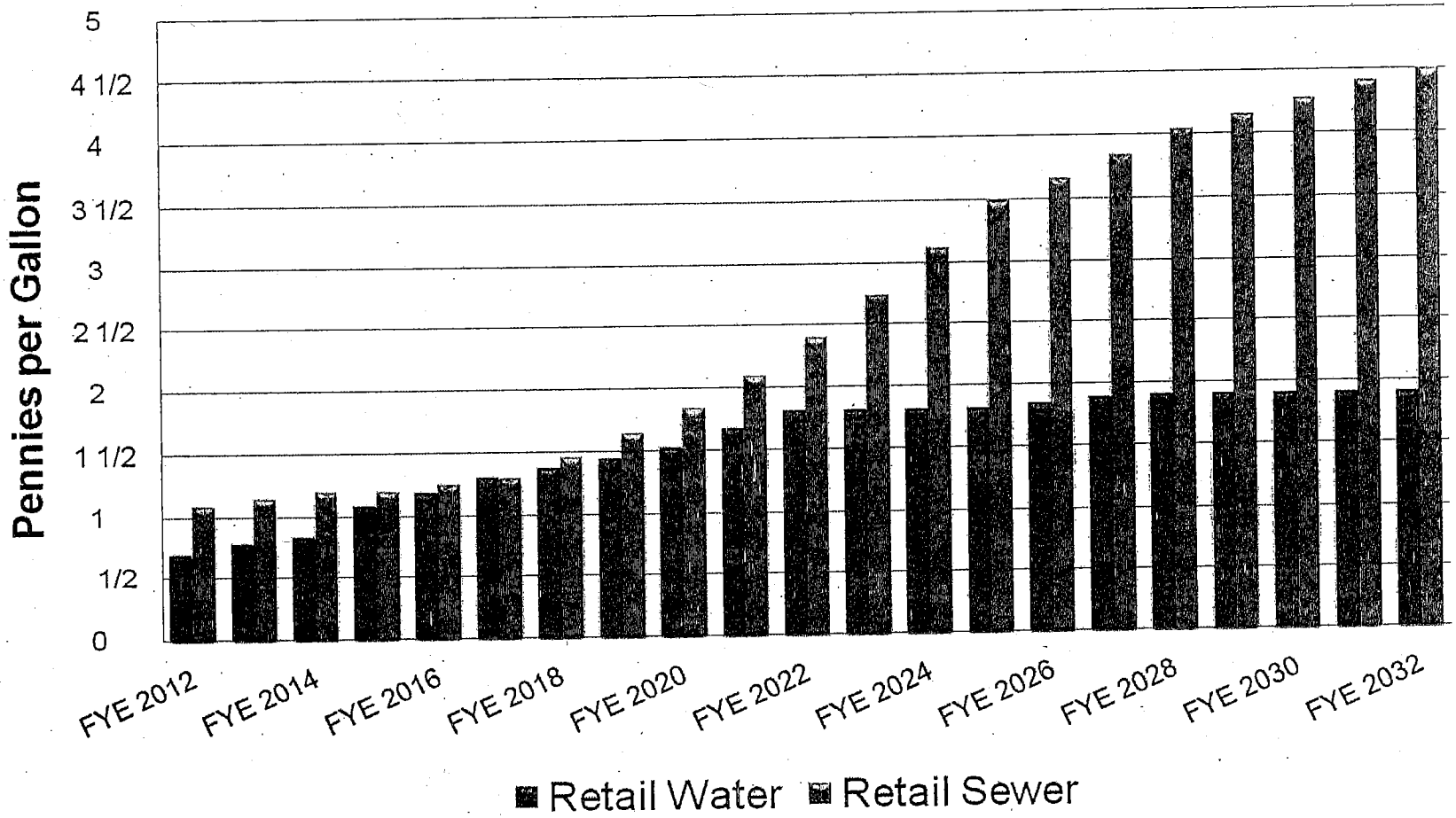
Wholesale



1312

San Francisco Water Power Sewer

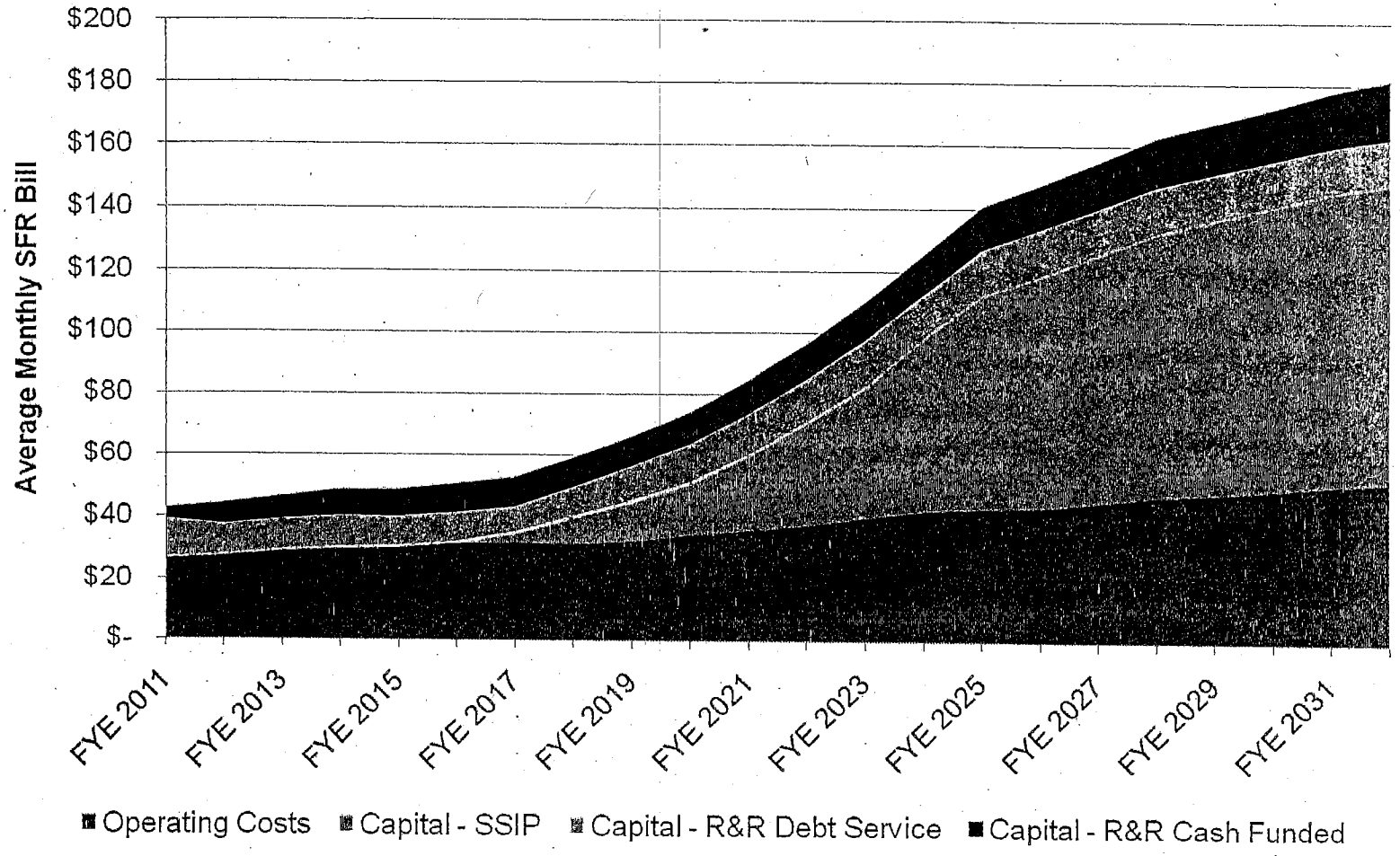
Water & Wastewater - Retail
Pennies Per Gallon Delivered / Treated



1313

San Francisco Water Power Sewer

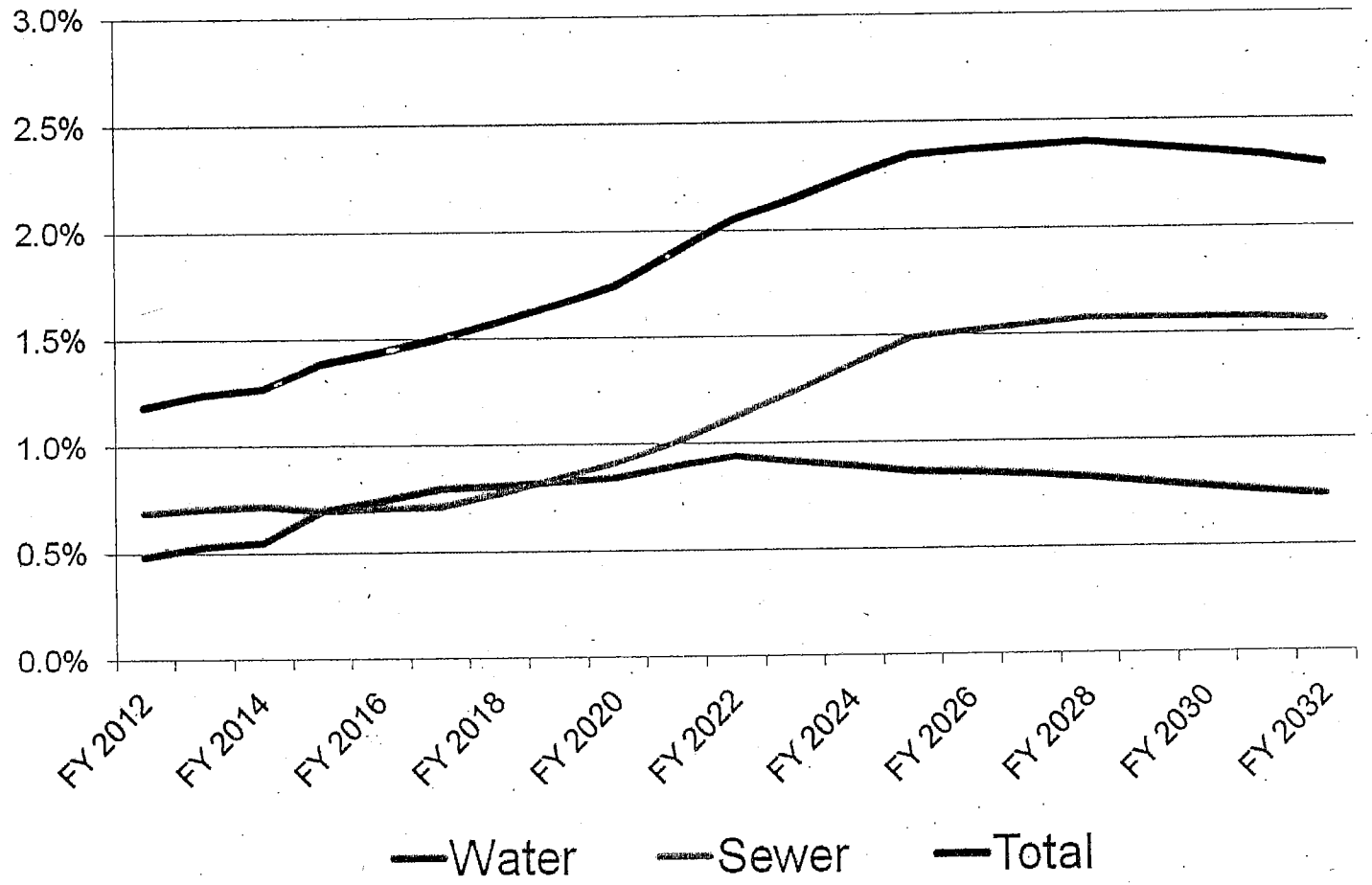
Average Monthly Sewer Bill
San Francisco Retail



1314

San Francisco Water Power Sewer

Affordability as a % of Average Income*

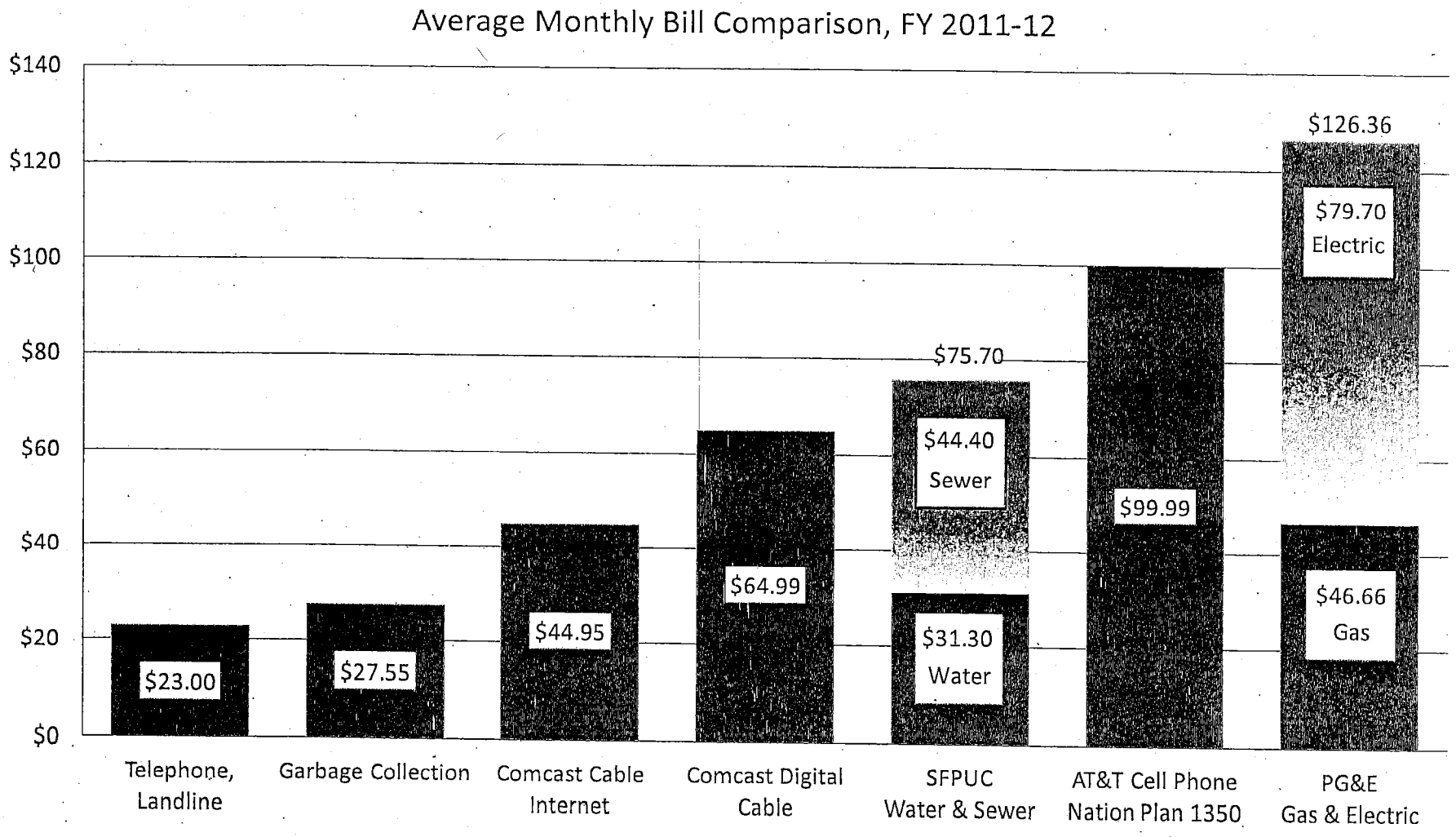


* 2009 Average SF Household income of $70,640 inflated at 3% annually

1315

San Francisco Water Power Sewer

Water and Sewer Service Affordability



1316

San Francisco
Water
Power
Sewer

5-Year Budget Change by Enterprise

1317

San Francisco Water Power Sewer

Water – 5-Year Budget Change

$ Millions		Total FY 2011-12 to FY 2015-16
FY 2011-12 Budget	**$**	**373.1**
Operations		15.9
Capital - Revenue Funded		30.4
Capital - Debt Service		145.3
Hetchy Transfer		4.7
Total		**569.4**
Fund Balance, FY End 2015-16		**40.4 ***

*Assumes a $50M early repayment from Wholesale Customers for capital costs already owed from the former contract.

1318

San Francisco Water Power Sewer

Wastewater – 5-Year Budget Change

$ Millions		Total FY 2011-12 to FY 2015-16
FY 2011-12 Budget	$	241.6
Operations		18.1
Capital - Revenue Funded		11.5
Capital - Debt Service		(3.1)
Total		268.1
Fund Balance, FY End 2015-16		83.0

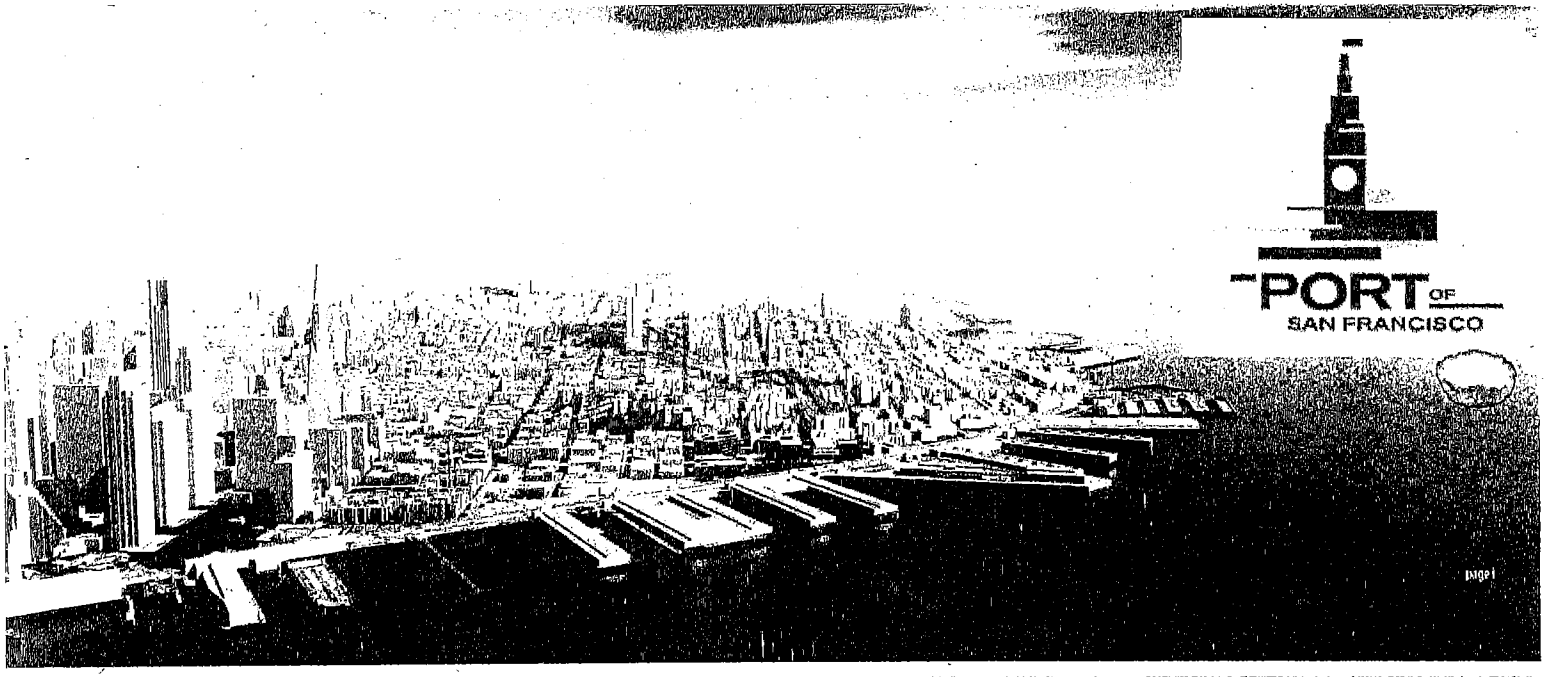
1319

San Francisco Water Power Sewer

Hetch Hetchy 5-Year Budget Change

$ Millions		Total FY 2011-12 to FY 2015-16
FY 2011-12 Budget	$	203.9
Operations		36.4
Capital - Revenue Funded		(26.1)
Capital - Debt Service		3.0
Total		217.2
Fund Balance, FY End 2015-16		23.2

1320



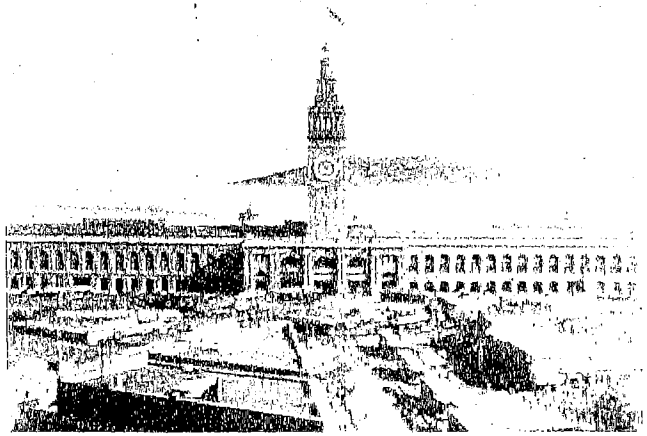
Port of San Francisco

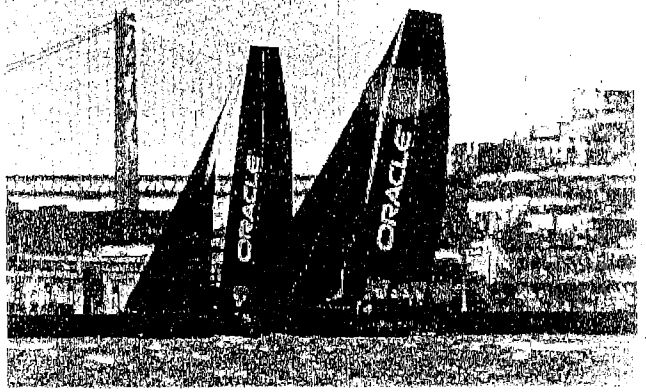
FY 2012-13 & 2013-14 Budget Proposal

Budget & Finance Subcommittee, May 23, 2012

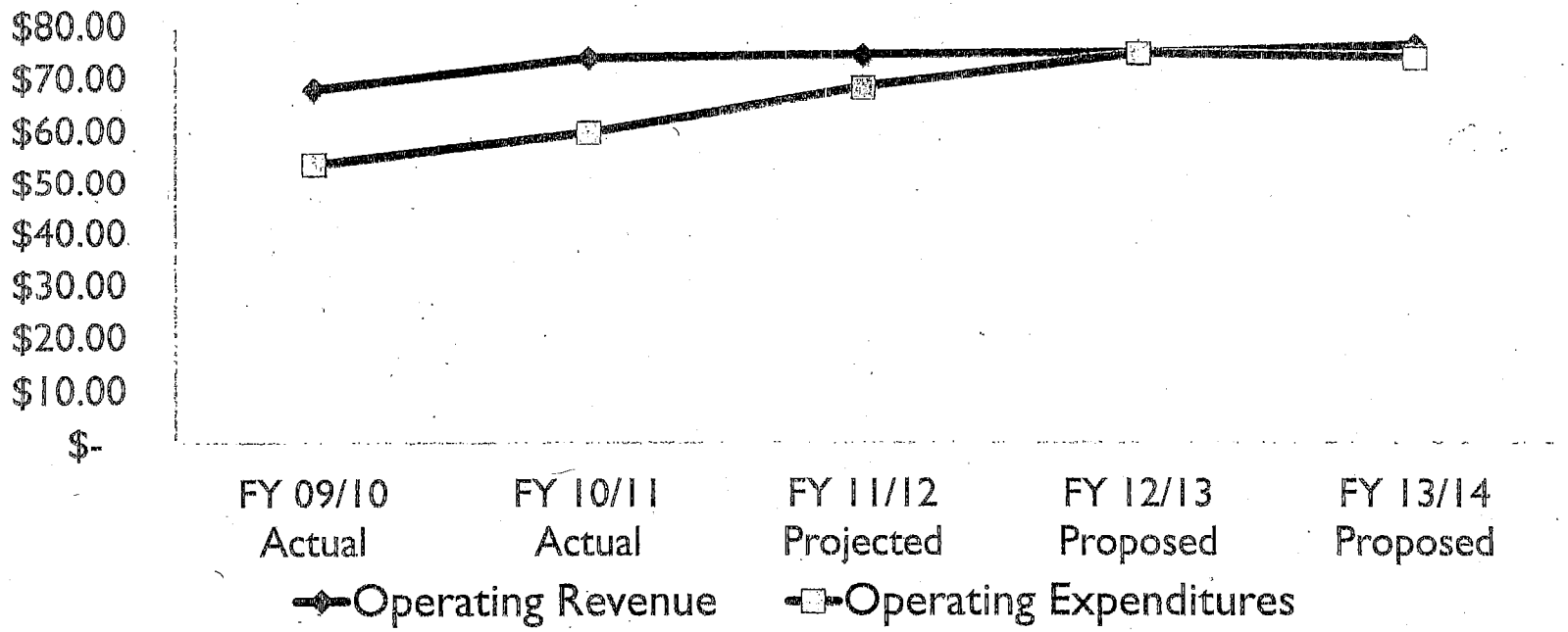
Port of San Francisco
Rich Past, Dynamic Present & Future

- Port turns 150 on April 24, 2013
- Consist of 7½ miles of Waterside
- Budget Goals & Challenges:
  - Maintain a Balanced Operating Budget
  - Address Aging Infrastructure
  - Support current employment & create jobs
  - Deliver a successful 34th America's Cup Event
  - Operate & Maintain South Beach Harbor and Marina (formerly under the Redevelopment Agency)



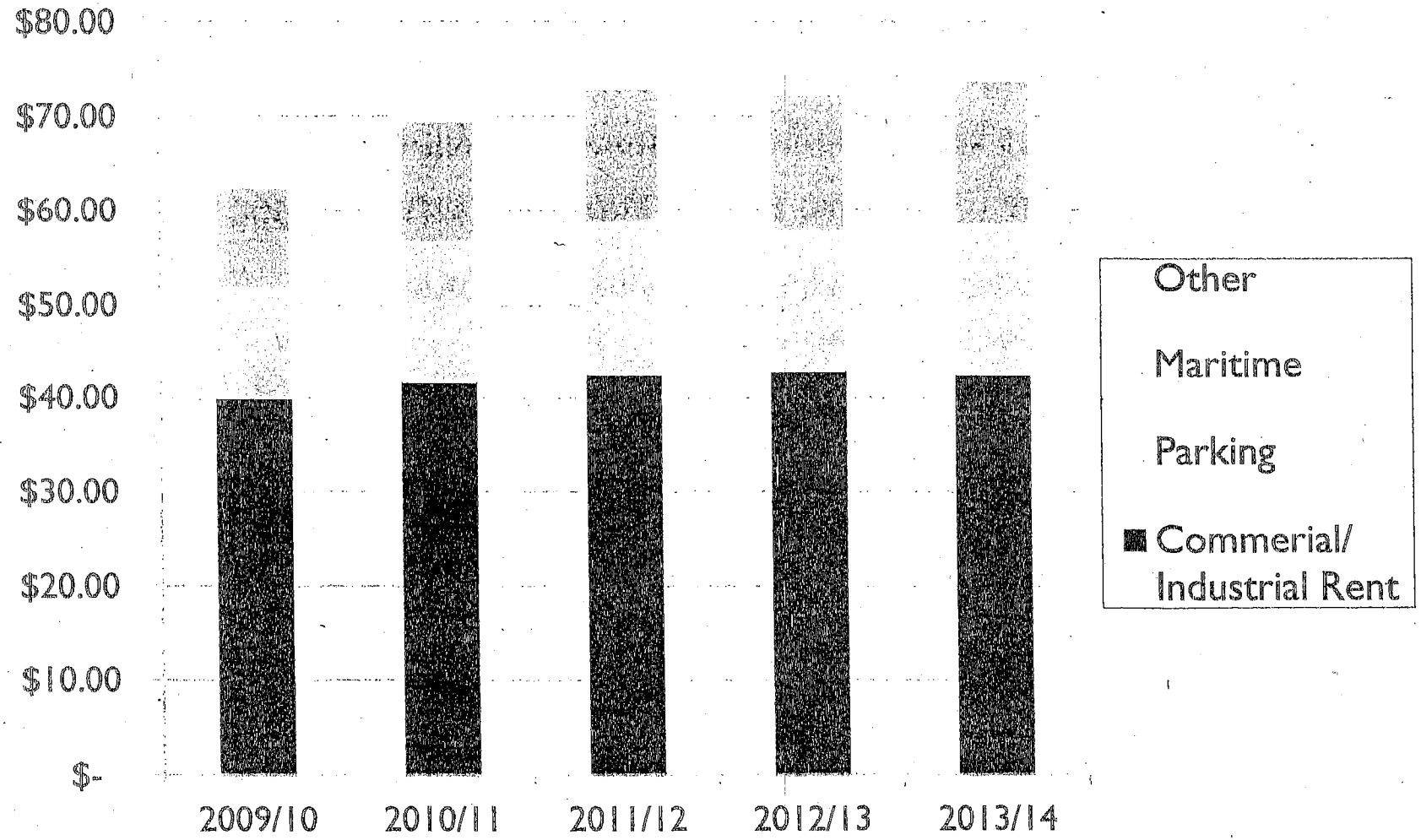


Historical & Budget Trends ($000)

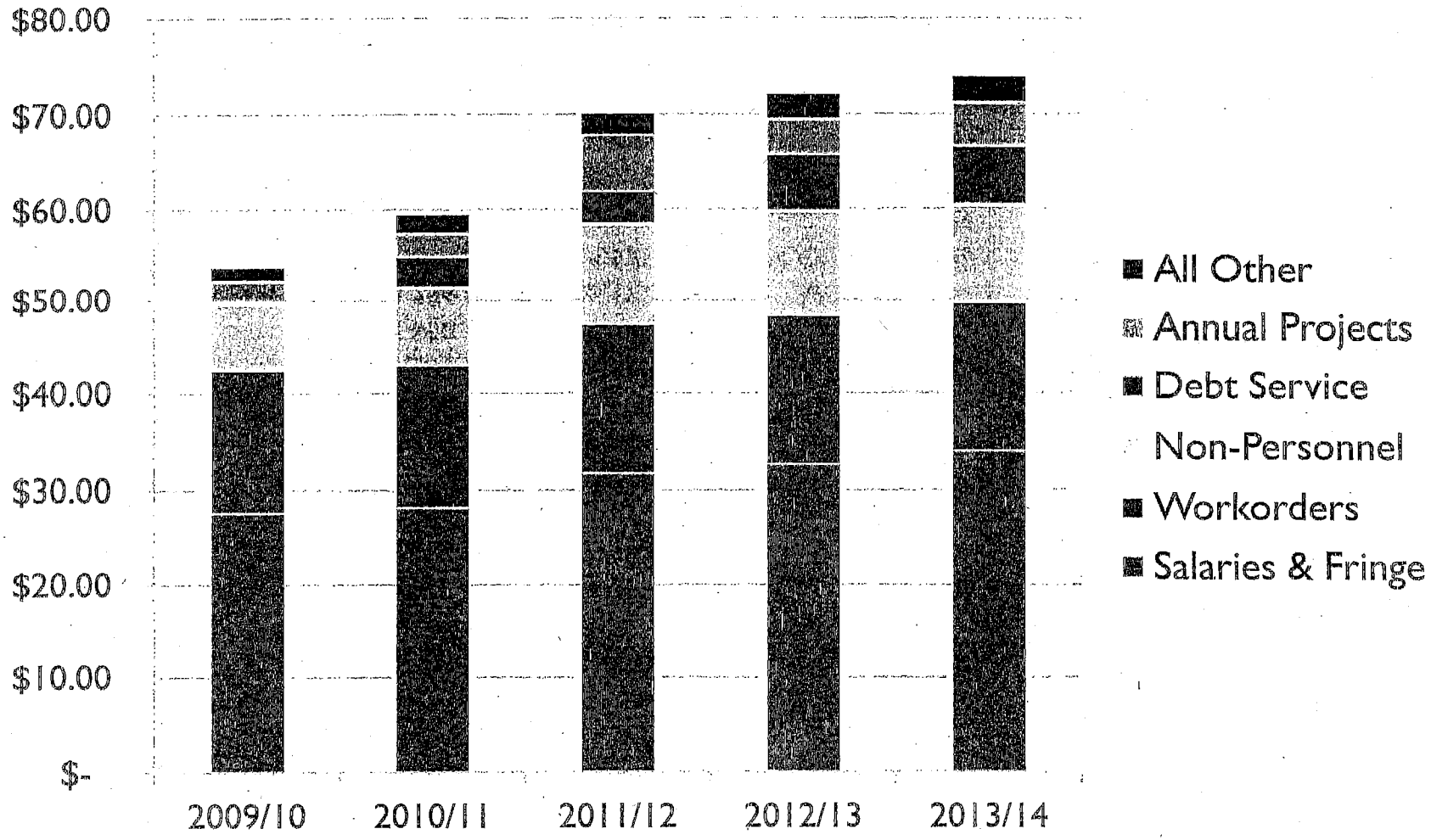


- Since FY 2009/10, the operating budget has shown an upward trend
- Revenues have steadily improved, but expenditures are catching up
- The FY 2012/13 and FY 2013/14 budgets capture this ongoing growth

Operating Revenue Trends ($000)



Operating Expenditure Trends ($000)



Fiscal Year 2012-13

		Budget 2011/12	Proposed 2012/13	Increase/ (Decrease) Amount	%
SOURCES	Maritime	$ 13,127,000	$ 14,641,424	$ 1,514,424	12%
	Real Estate	51,503,000	55,531,000	4,028,000	8%
	AC34 Transfer In	2,183,760	2,228,000	44,240	2%
	South Beach Harbor	-	4,631,430	4,631,430	0%
	Other	2,296,662	2,436,113	139,451	6%
	Subtotal Operating	*69,110,422*	*79,467,967*	*10,357,545*	*15%*
	Fund Balance	12,239,936	9,119,921	(3,120,015)	-25%
	Transbay Revenue	550,000	550,000	-	0%
	Total Sources	**$ 81,900,358**	**$ 89,137,888**	**$ 7,237,530**	**9%**
USES	Salaries & Fringe	$ 30,509,095	$ 32,677,304	$ 2,168,209	7%
	Non-Personnel	12,310,752	13,438,475	1,127,723	9%
	Annual Projects	3,602,812	6,019,808	2,416,996	67%
	Debt Service	3,850,937	5,995,560	2,144,623	56%
	Workorders	16,206,645	16,572,151	365,506	2%
	South Beach Harbor	-	4,631,430	4,631,430	0%
	Designated to Capital	-	-	-	0%
	Subtotal Operating	*66,480,241*	*79,334,728*	*12,854,487*	*19%*
	Capital Appropriations	15,420,117	9,803,160	(5,616,957)	-36%
	Total Uses	**$ 81,900,358**	**$ 89,137,888**	**$ 7,237,530**	**9%**

- Sources
  - Revenues improved primarily by reflecting growth in Parking and Commercial/ Industrial Rents
  - Fund Balance declined due to current year supplemental appropriations
- Uses
  - Salaries/Fringe up $2.2M
  - Debt Service increased $2.1M due to issuance of new debt
  - Capital Budget declined $5.6M

Fiscal Year 2013-14

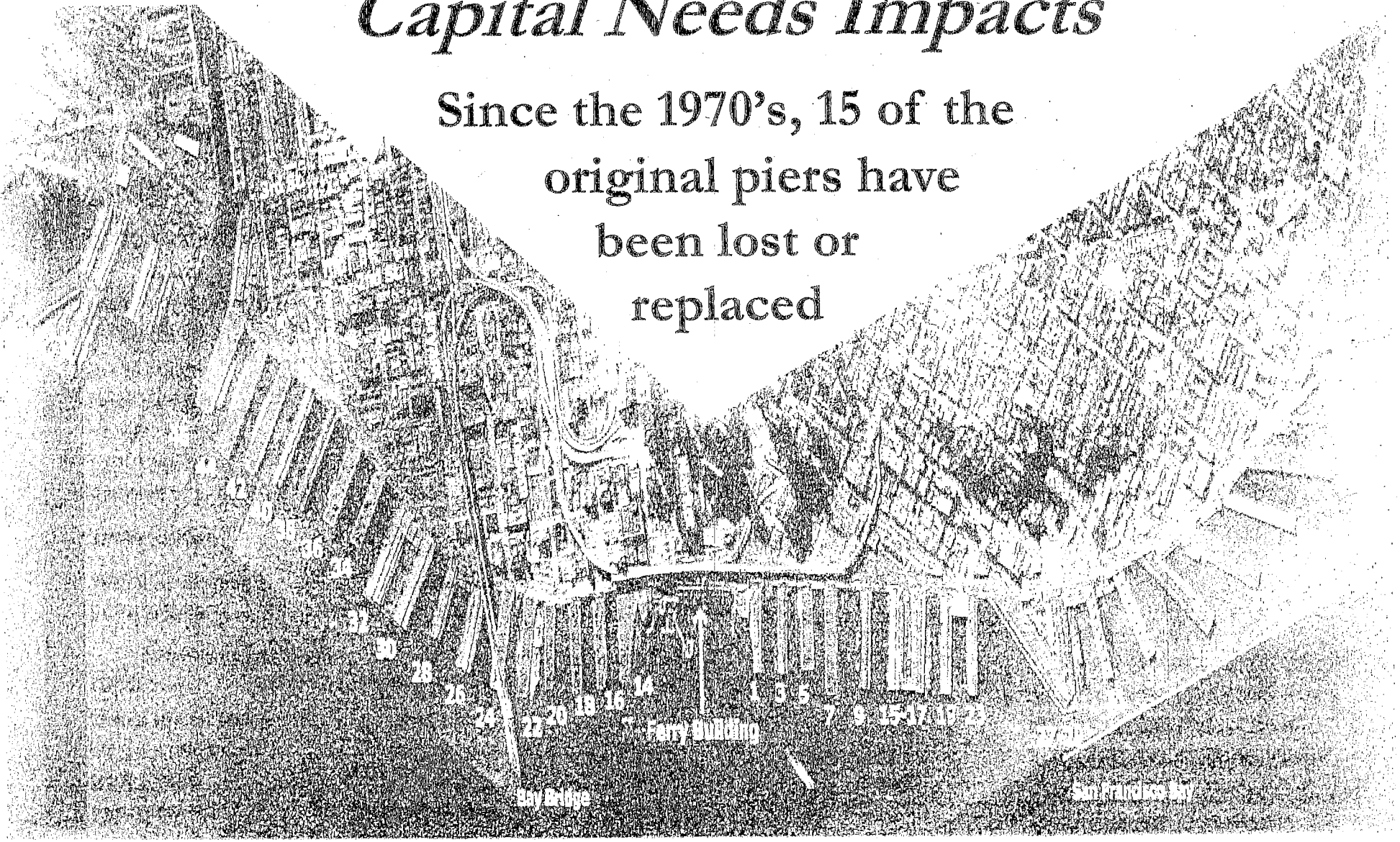
		Proposed 2012/13	Proposed 2013/14	Increase/ (Decrease) Amount	%
SOURCES	Maritime	$ 14,641,424	$ 15,559,667	$ 918,243	6%
	Real Estate	55,531,000	57,922,365	2,391,365	4%
	AC34 Transfer In	2,228,000	494,000	(1,734,000)	-78%
	South Beach Harbor	4,631,430	4,700,969	69,539	2%
	Other	2,436,113	2,272,475	(163,638)	-7%
	Subtotal Operating	*79,467,967*	*80,949,476*	*1,481,509*	*2%*
	Fund Balance	9,119,921	9,791,919	671,998	7%
	Transbay Revenue	550,000	550,000	-	0%
	Total Sources	**$ 89,137,888**	**$ 91,291,395**	**$ 2,153,507**	**2%**
USES	Salaries & Fringe	$ 32,677,304	$ 34,076,731	$ 1,399,427	4%
	Non-Personnel	13,438,475	12,504,396	(934,080)	-7%
	Annual Projects	6,019,808	4,498,951	(1,520,857)	-25%
	Debt Service	5,995,560	6,289,872	294,312	5%
	Workorders	16,572,151	16,664,810	92,659	1%
	South Beach Harbor	4,631,430	4,700,969	69,539	2%
	Designated to Capital	-	2,055,666	2,055,666	0%
	Subtotal Operating	*79,334,728*	*80,791,395*	*1,456,667*	*2%*
	Capital Appropriations	9,803,160	10,500,000	696,840	7%
	Total Uses	**$ 89,137,888**	**$ 91,291,395**	**$ 2,153,507**	**2%**

- Sources
  - Revenues continue to improve, primarily from increased cruise calls and passengers and improved Parking and Commercial/ Industrial Rents
- Uses
  - Operating Budget increases primarily from Fringe growth
  - First time designating operating revenue to future capital to support stable and expanding Capital Budget in FY 2014/15 and beyond

1327

Capital Needs Impacts

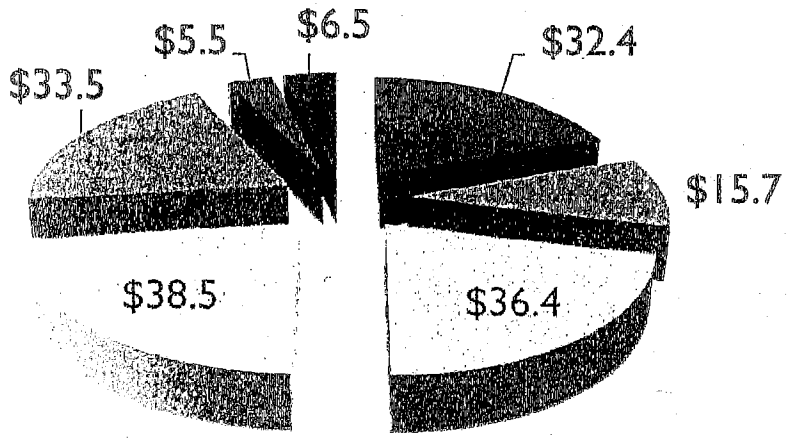
Since the 1970's, 15 of the original piers have been lost or replaced



1328

Superstructure
19%
Other/Not
Classified
24%

Capital – Sources & Uses

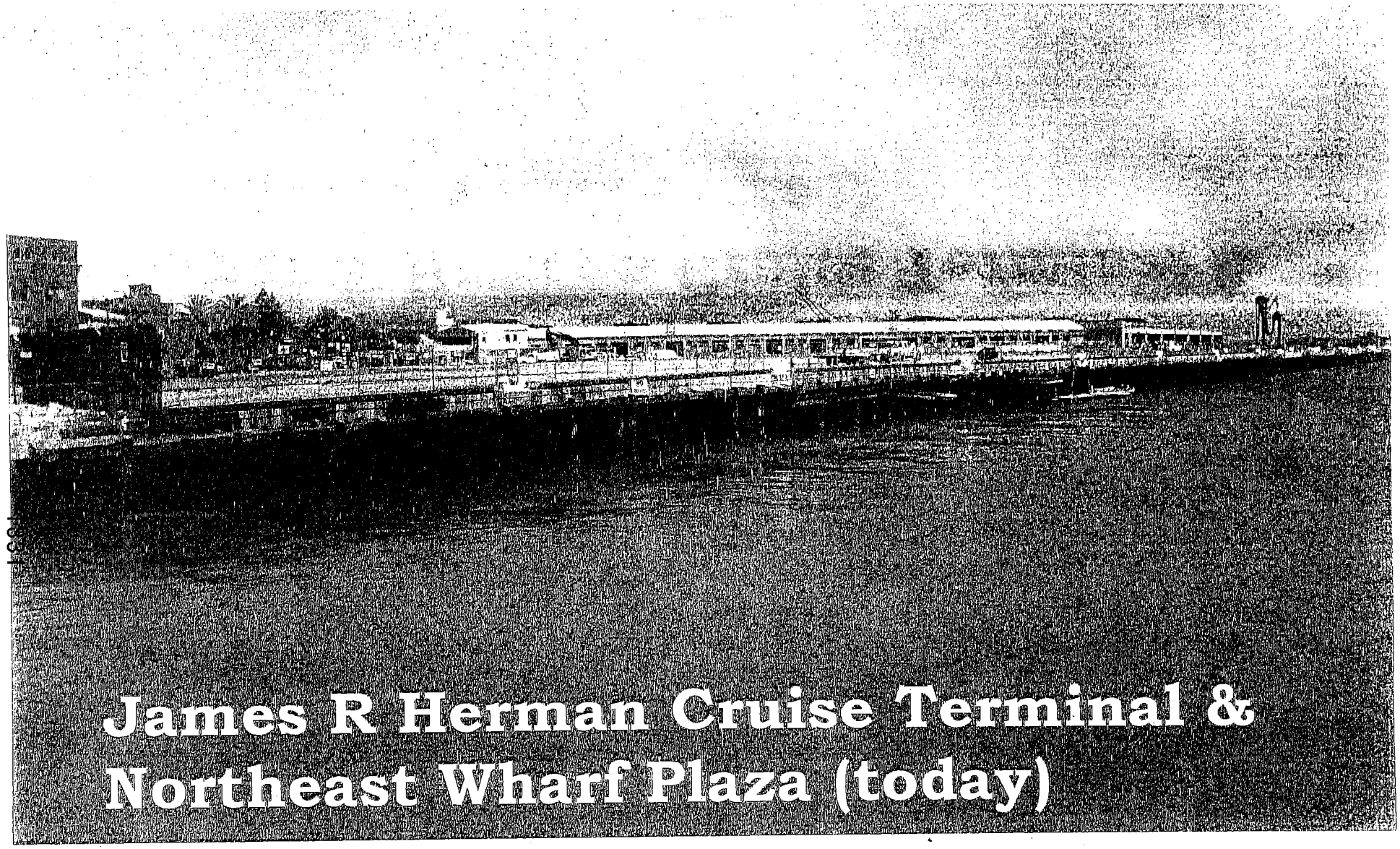


- Land Sale
- Port Capital
- 2010 Revenue Bonds
- City COPs
- 2008 GO Bonds
- Army Corp/Grants
- City/ACOC contribution

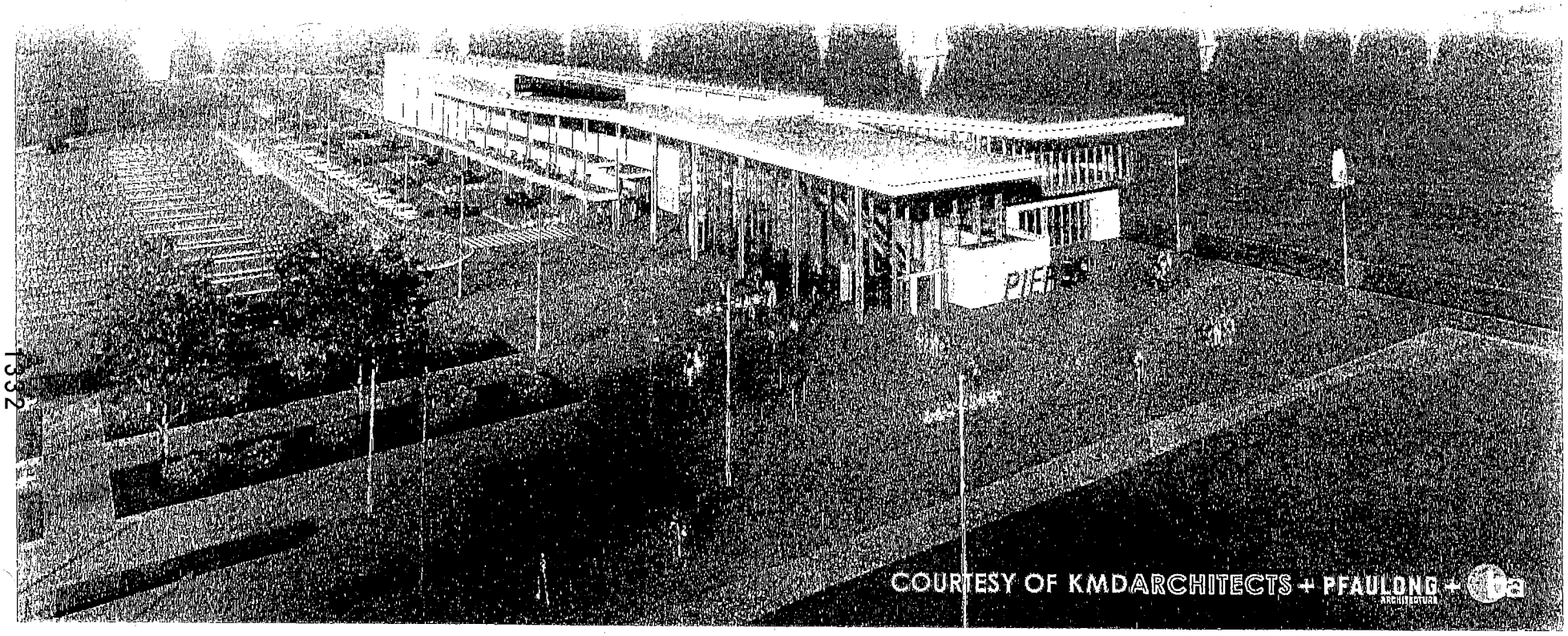
$160 Million of Capital Investment Supports Dramatic Waterfront Change

Cruise Terminal Project	$	67.4
Brannan Street Wharf		26.0
Blue Greenway		21.6
America's Cup Improvements		13.0
Piers 19&23 and 33&35		11.5
Public Access and Fill Removal for AC34		6.5
Pier 43 - Arch		7.7
Shoreside Power at Pier 70		5.7
Total	$	159.4

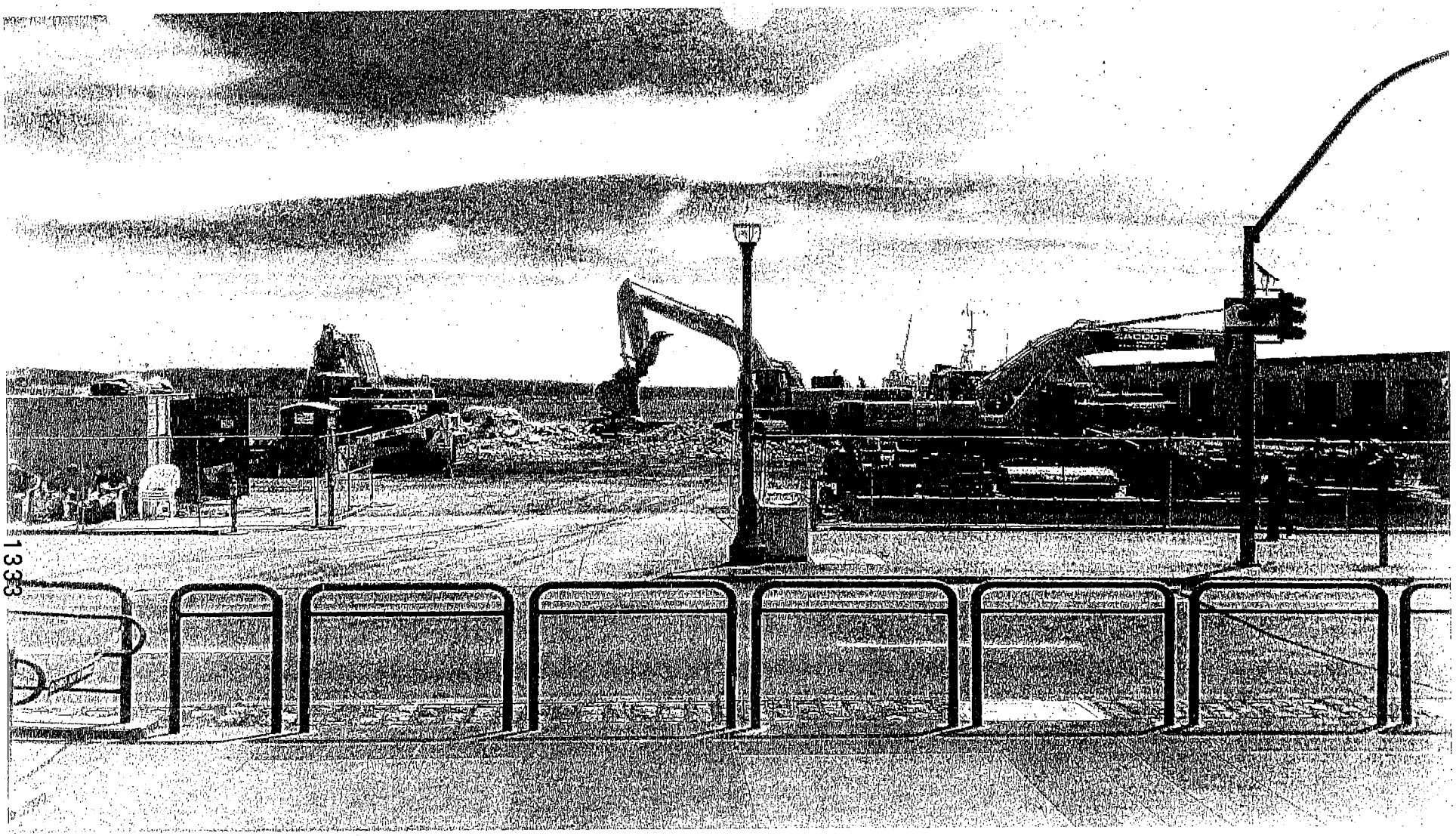
1330



James R Herman Cruise Terminal &
Northeast Wharf Plaza (today)

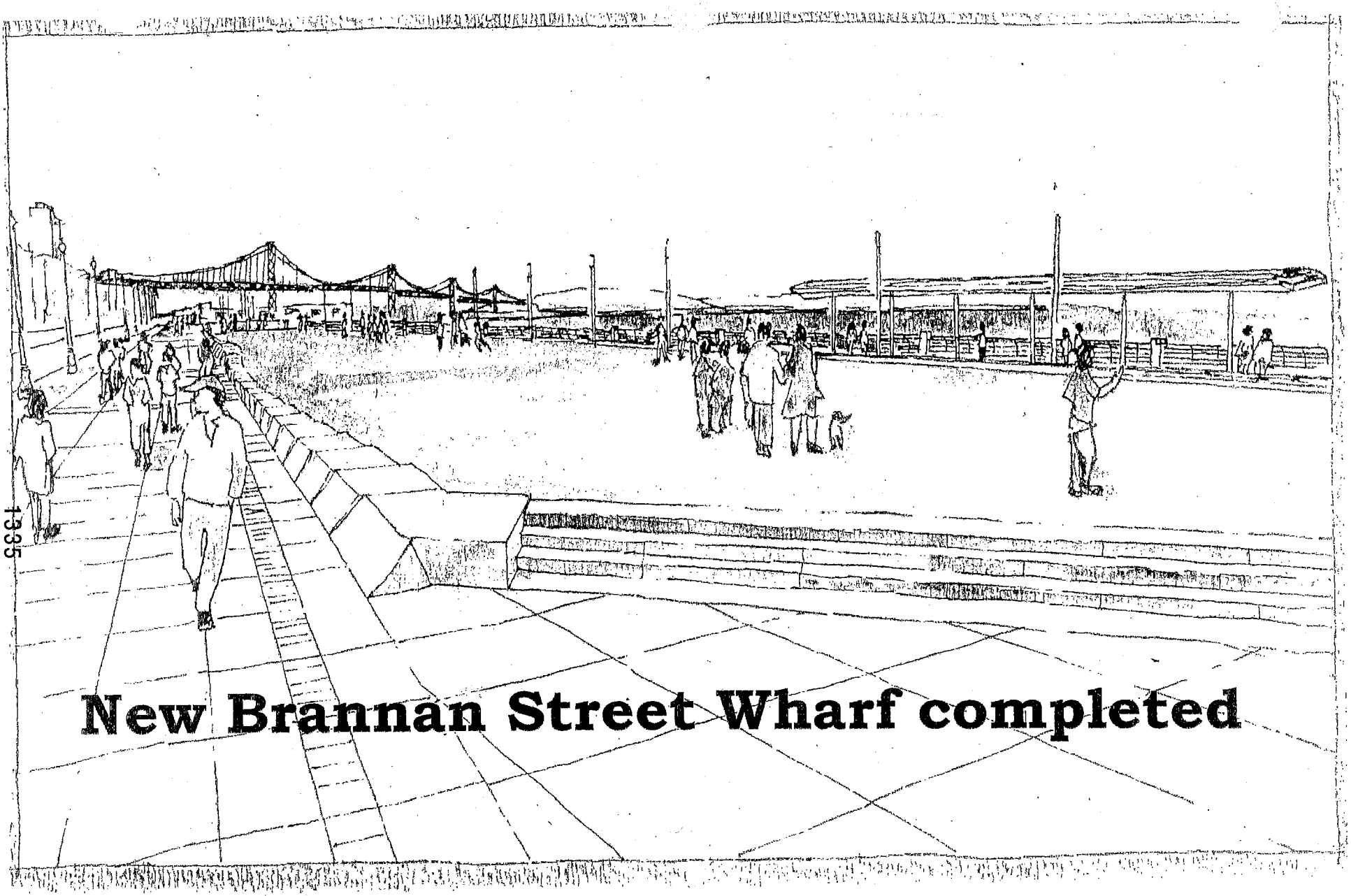


James R Herman Cruise Terminal & Northeast Wharf Plaza



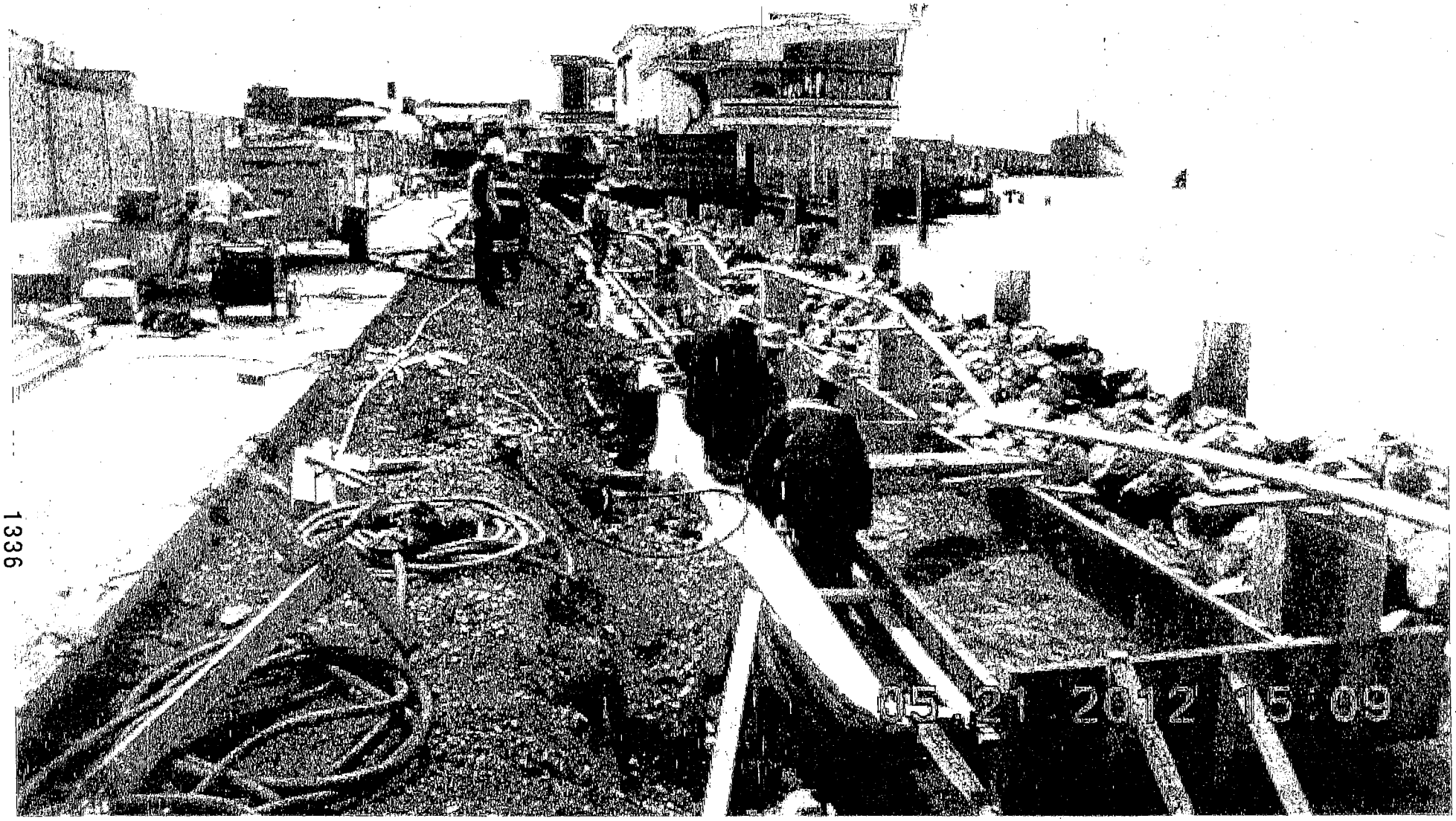
1333

Pier 36 Demolition for new Wharf & Seawall Repair



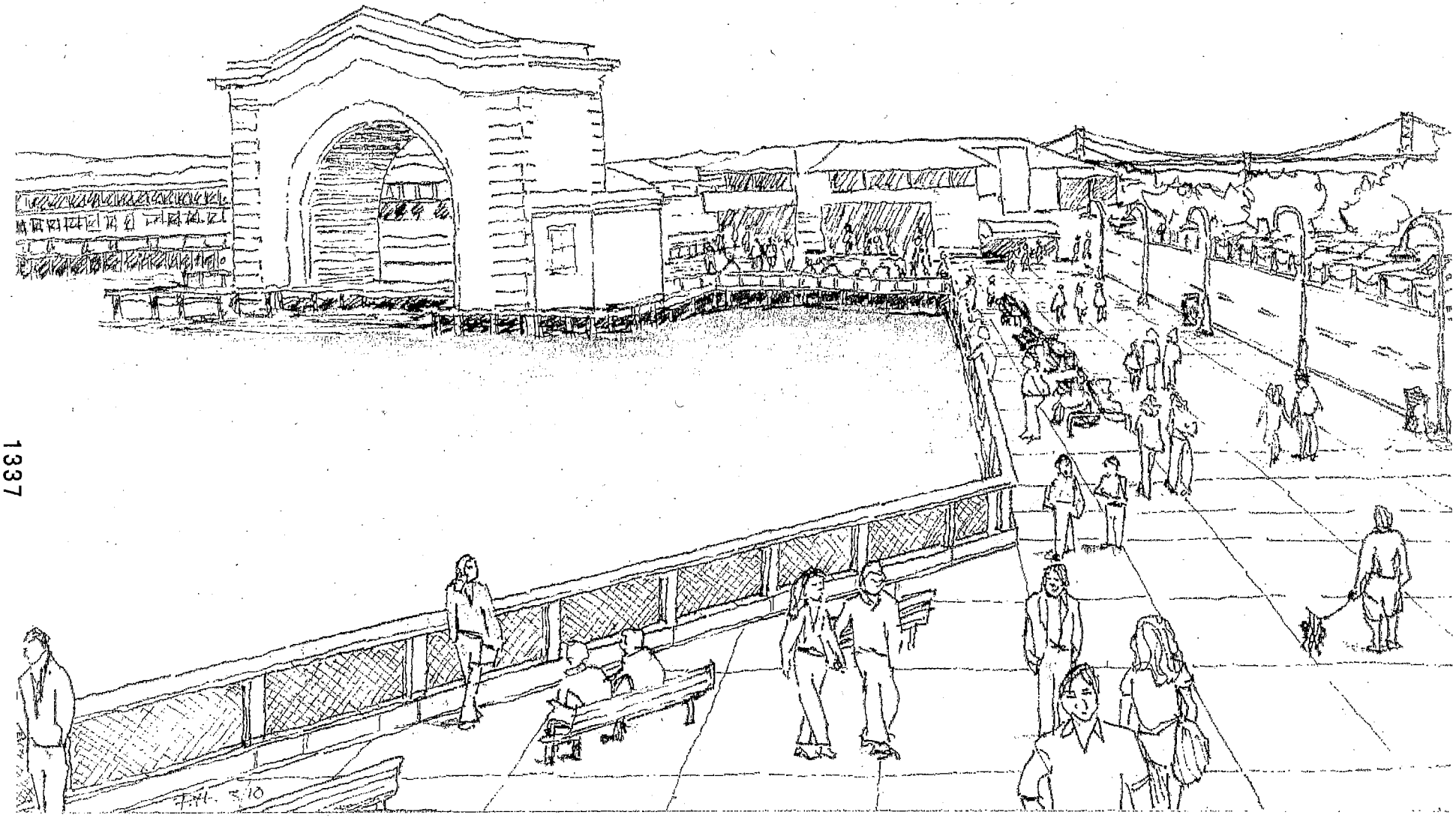
New Brannan Street Wharf completed

1335



1336

Pier 43½ Promenade & Seawall Repair



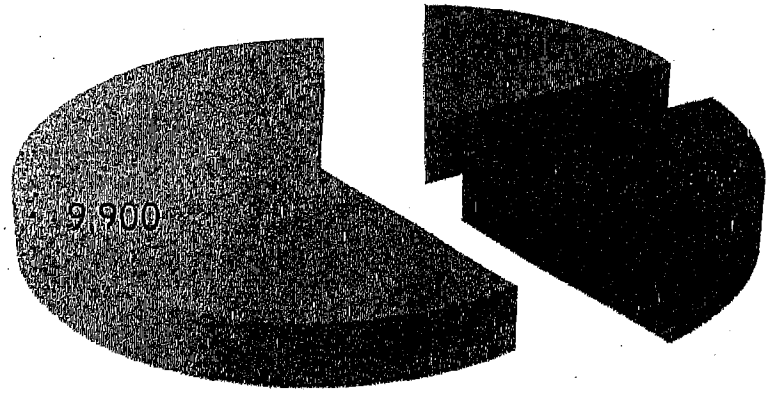
1337

Pier 43½ Promenade & Seawall

Public funded projects underway @ 14 piers

Maintain and Generate Jobs

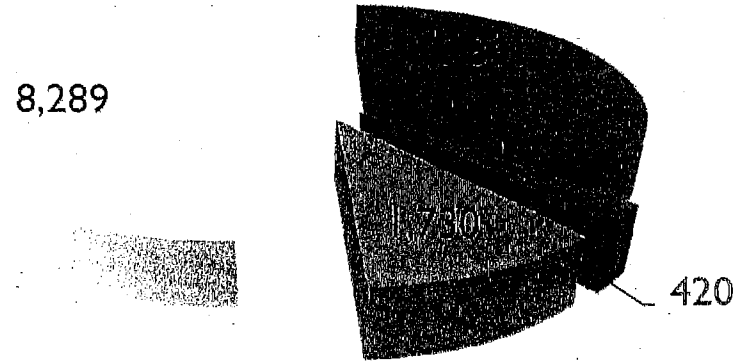
- Jobs Supported: 16,300
- Job Type (Head Count):



Indirect Induced

Direct

- Economic Activity: $2.1B
- Job Sector (Head Count):



Retail / Restaurant / Attractions

Passenger Cruise

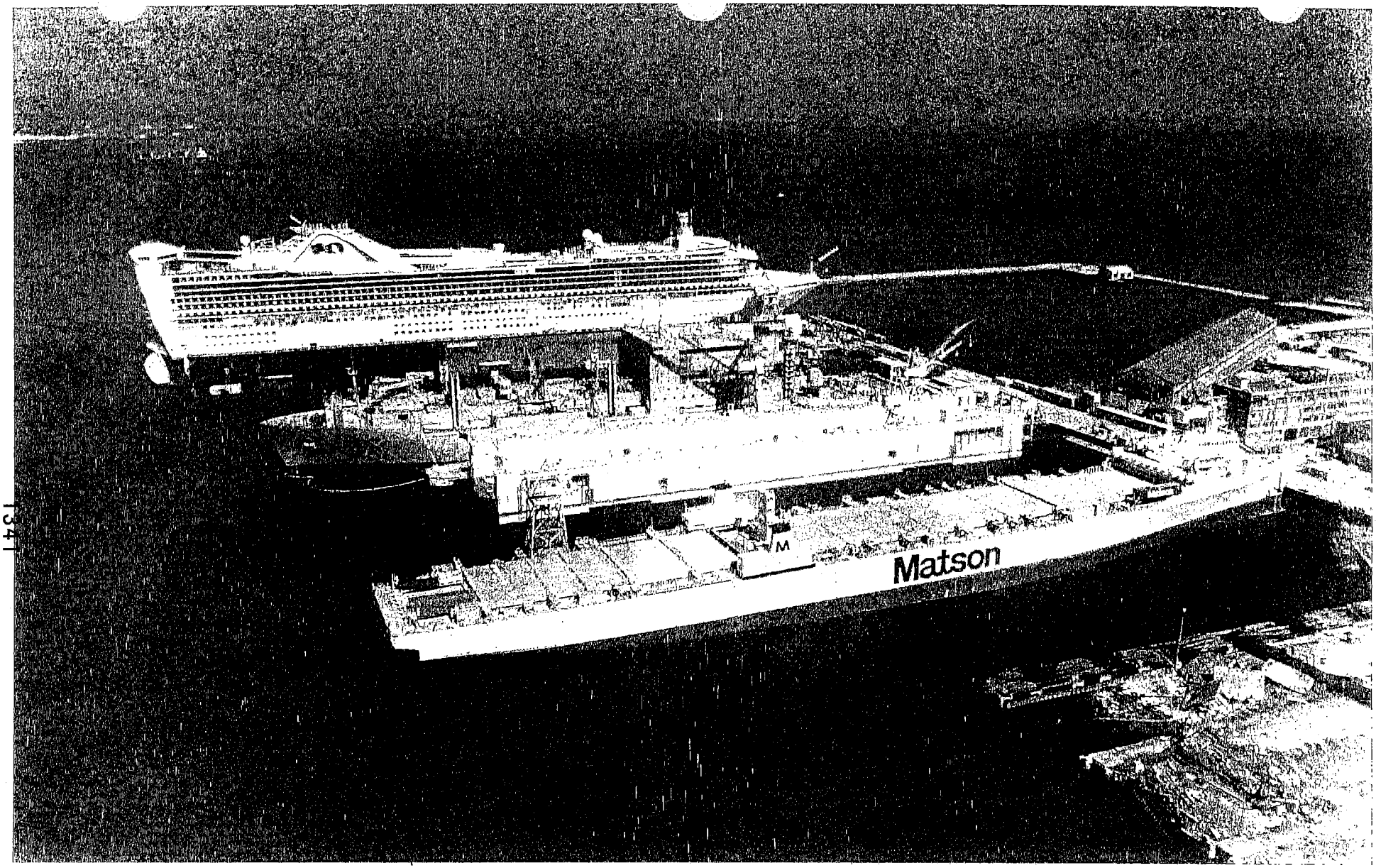
Heavy Maritime/Industrial Uses

All Other

1339

Passenger Cruise

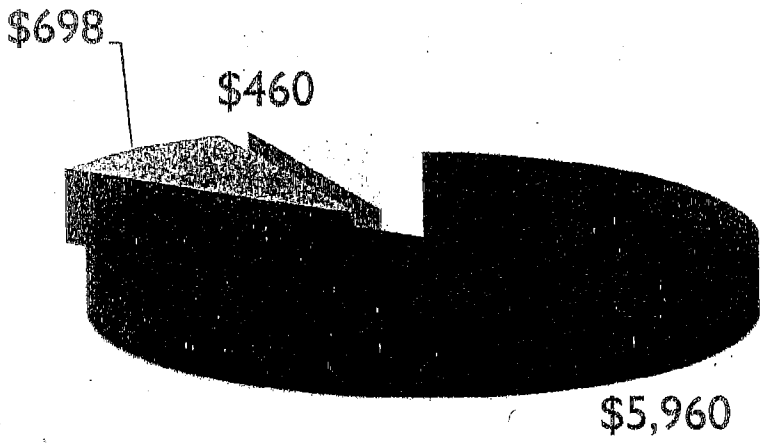
1340



Ship Repair

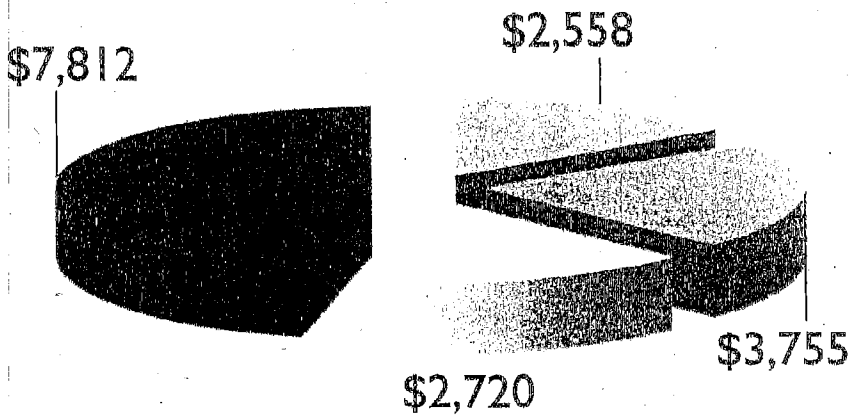
Generate City Financial Support

- Taxes from Port Direct Jobs
- ($ thousands)



- Business Tax
- Utility Tax
- Sales Tax

- Taxes from Activity at Port
- ($ thousands)



- Sales
- Parking
- Stadium Admissions
- Possessory Interest

Workforce Development

- Our programs call upon a range of skills from landscaping and recycling, pile driving and ship repair, including:

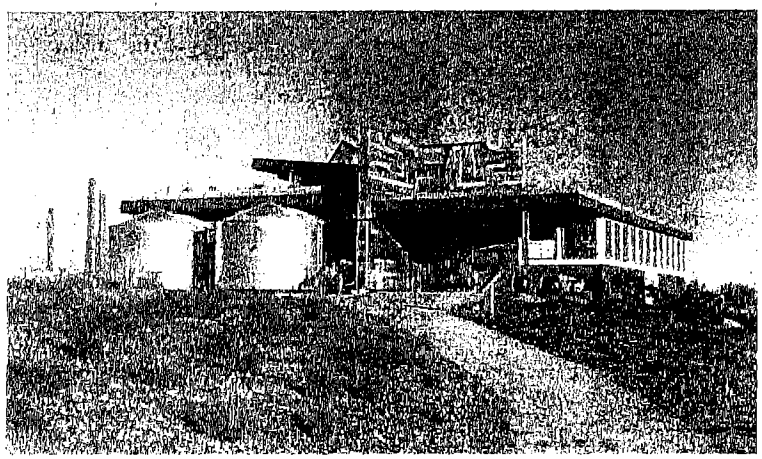
The Sheriff's Garden Project

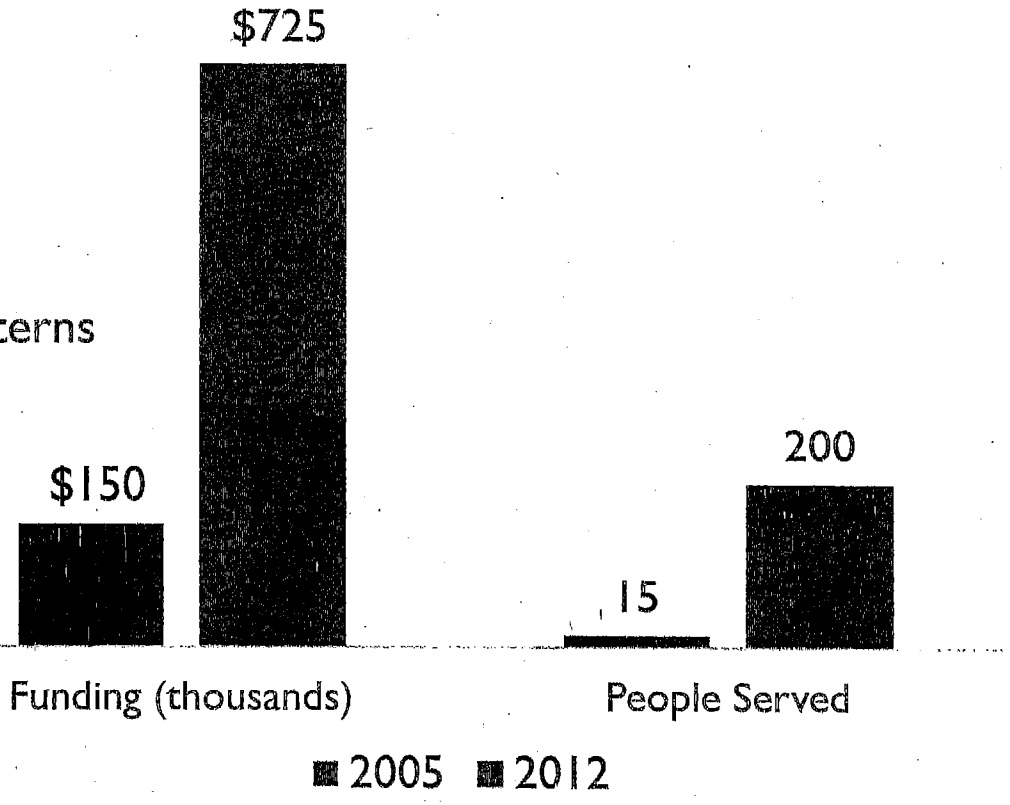
San Francisco Conservation Corp

Port Pile Worker Apprenticeship

Welding skill building and enhancement training at Pier 70

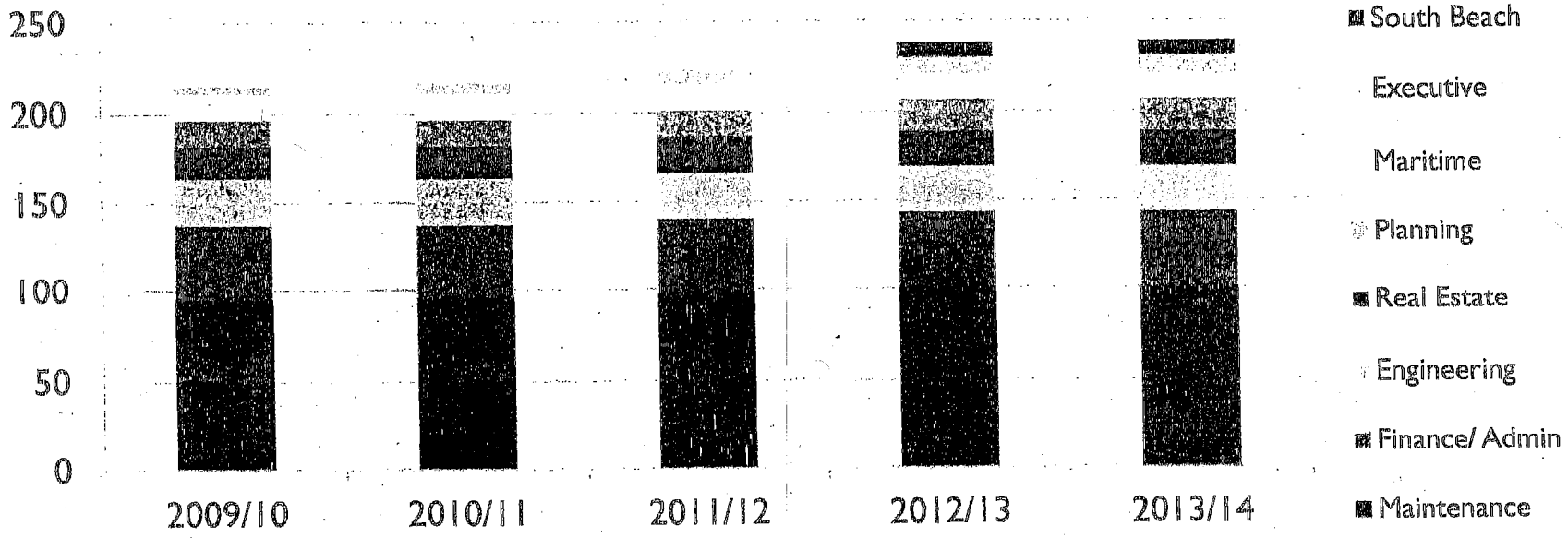
Heron's Head Park AmeriCorps interns





1343

Position Changes, FY 2009-14



- 9.0 FTE South Beach Harbor, FY 2012/13
- 5.0 FTE Regular Operating, FY 2012/13
  - 1054 Principal Business Analyst (LT) – Upgrade financial and asset management systems
  - 1244 Personnel Analyst (LT) – Manage labor issues in the Maintenance division
  - 7514 General Laborer – Manage expanded workload from new parks
  - 5291 Planner III – Community planning, urban design and regulatory requirements
  - Transition two 0.5 FTE positions from off-budget to the Port's operating budget
- 1.0 FTE FY 2013/14, Transition of 1.0 FTE off-budget position to the operating budget

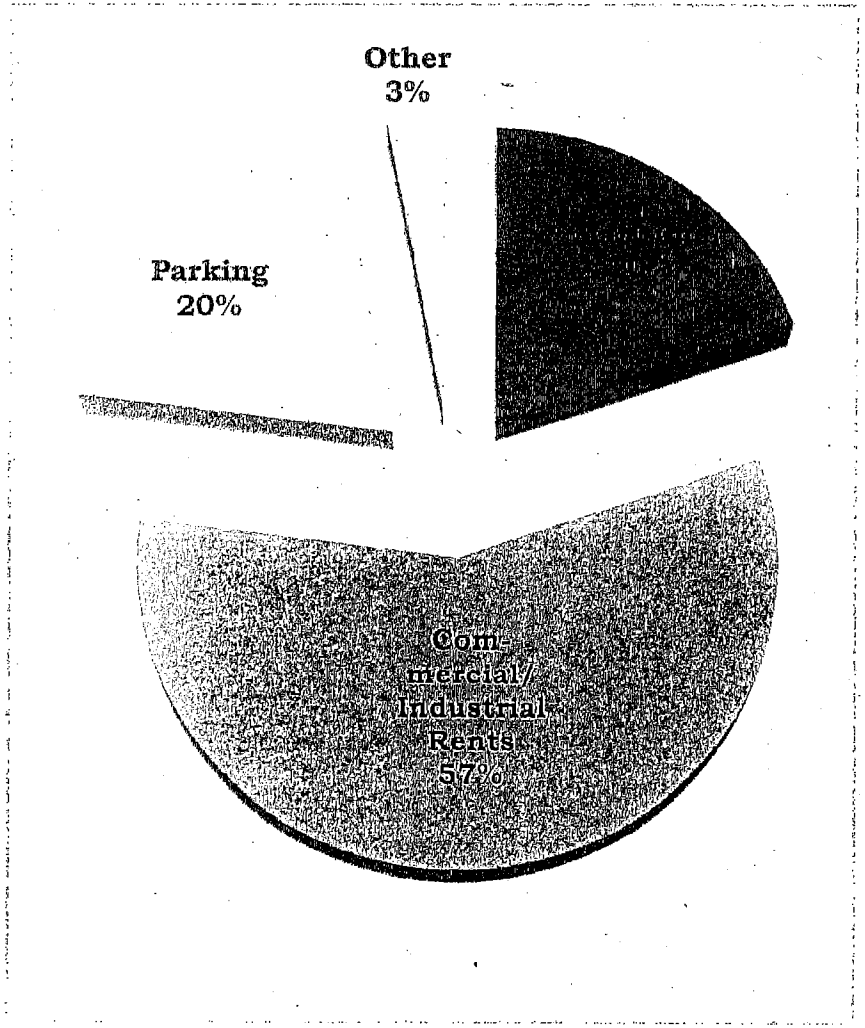
South Beach Marina at Pier 40

Language Access

- Braille plates directing people to alternative sign formats at Heron's Head Park
- Environmental or regulatory signs
  - "No overhead casting" at Pier 14
  - Fish consumption warning signs regarding hazards of eating fish caught in the Bay
  - Post-Cosco Buson oil spill, "no fishing" warnings
- Potential Future Project
  - Telephone link to recordings for information in other languages

1346

Conclusion: Strengths & Weaknesses



- Fiscal Strengths
  - Diversity of revenues and business lines
  - Relatively constant sources
  - Strong financial policies
    - 15% operating reserve
    - 2X ≤ Debt service coverage
    - New policy to designate surplus operating revenue to capital
- Weaknesses
  - Limited sources for capital
  - Growth in costs for personnel and services of other departments
  - Rating Agency criticisms: Unfunded capital need

1347

Tuolumne River Trust

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John Woolard

March 28, 2012

Anson Moran, President
San Francisco Public Utilities Commission
1145 Market Street
San Francisco, CA 94103

Re: Proposed 2 mgd water transfer from MID to SFPUC

Dear President Moran and Commissioners:

This letter is to express the Tuolumne River Trust's serious concerns about the proposed water transfer of 2 mgd from the Modesto Irrigation District (MID) to the San Francisco Public Utilities Commission (SFPUC). We believe such a transfer is premature for the following reasons:

- The 2008 Water System Improvement Program (WSIP) PEIR that evaluated the water transfer relied on outdated baseline data to determine the potential impacts of additional diversions on the stretch of the Tuolumne River between O'Shaughnessy Dam and Early Intake.
- Water use in the SFPUC service territory has decreased dramatically, and future demand projections have been revised downward, raising questions about the need for additional water supply in the near future.
- FERC relicensing of New Don Pedro Dam will likely require enhanced flows in the lower Tuolumne River. This process should play its course before any water transfers are considered.

Outdated Baseline Data

When the WSIP PEIR was approved in 2008, it relied on stale baseline data regarding biological resources dependent on the Tuolumne River below O'Shaughnessy Dam. It also failed to include adequate analysis of the potential impacts of climate change on the River. We are concerned that increased diversions from Hetch Hetchy could have negative impacts on Poopenaut Valley and other sensitive ecosystems downstream of O'Shaughnessy Dam.

Table 5.3.1-2 of the WSIP PEIR (Vol. 3, Section 5.3, pp. 5.3.1-13) shows the "Schedule of Average Daily Minimum Required Releases to Support Fisheries Below O'Shaughnessy Dam" based on a 1985 agreement. However, in 1987 the City and County of San Francisco entered into an agreement with the U.S. Department of Interior requiring the City, or the U.S. Fish and Wildlife Service (USFWS), to undertake a study "...to determine what, if any effect, the Kirkwood Powerhouse and Kirkwood Addition would have or have had on the habitat for and populations of resident fish species, between O'Shaughnessy Dam and Early Intake..."

USFWS issued a draft report in 1992 (Attachment A) titled "Instream Flow Requirements for Rainbow and Brown Trout in the Tuolumne River Between O'Shaughnessy Dam and Early Intake." This report was never finalized, however, it stated:

> "In 1988, the U.S. Fish and Wildlife Service's Instream Flow Incremental Methodology (IFIM) was applied to the Tuolumne River below Hetch Hetchy Reservoir...An annual fishery allocation of between 59,207 acre-feet and 75,363 acre-feet is recommended, based on the findings of the instream flow study."

The report recommended increasing instream flows from O'Shaughnessy Dam. For example, in the months of December and January, it recommended an increase in flows from a minimum of 35 cfs to 50 cfs in dry years, from a minimum of 40 cfs to 70 cfs in normal years, and from a minimum of 50 cfs to 85 cfs in wet years. Attachment B compares flows listed in the WSIP PEIR with those recommended by the draft USFWS report.

Background

On January 31, 1985, the City and Interior Department entered into a Stipulation (Attachment C) that required a study of the impacts on fish, wildlife, recreational and aesthetic values, as a condition of any modification (including expansion) of the City's Hetch Hetchy System that may affect the flow of the Tuolumne River between O'Shaughnessy Dam and Early Intake. The 1985 Stipulation further provides that the purpose of the study is to determine what change, if any, should be made to the flow release schedule. It reserves the Interior Department's authority to require such change after consideration of any objection.

On November 4, 1985, the City entered into an Interim Agreement (Attachment D) with the Tuolumne River Trust and other conservation groups, confirming this obligation with respect to the third generating unit of Kirkwood Powerhouse. The Interim Agreement also granted the groups' standing to enforce the conditions of a subsequent agreement between the City and the Interior Department relating to a fisheries study.

On March 10, 1987, the City and Interior Department entered into a Stipulation (Attachment E) requiring the City, or the U.S. Fish and Wildlife Service (FWS), to undertake a study "...to determine what, if any effect, the Kirkwood Powerhouse and Kirkwood Addition would have or have had on the habitat for and populations of resident fish species, between O'Shaughnessy Dam and Early Intake..." The condition requires the study to be completed by December 1992, subject to extension only if the FWS determines that the study is inconclusive or inaccurate as a result of climatic or other environmental conditions. The Stipulation specifies adjustments to the minimum flow releases, if the FWS determines that flow in the Tuolumne River "...should be increased."

On March 20, 2006 the Tuolumne River Trust, represented by the Natural Heritage Institute, gave notice that the SFPUC was in violation of the "Modification for Kirkwood Powerhouse Unit No. 3 to Stipulation for Amendment of Rights-of-Way for Canyon

Power Project Approved by Secretary of the Interior on May 26, 1961 to Fulfill the Conditions Set Forth in Provision 6 of Said Amended Permit." Our letter (Attachment F) asserted that the study required by the Stipulation had not been published and the minimum flow release schedule had not been adjusted.

On February 5, 2008, the SFPUC responded (Attachment G), stating, "The purpose of this letter is to propose a collaborative process to resolve these implementation issues by December 2009." The SFPUC proposed, among other things, "the following measures, schedule and conditions to resolve the outstanding issues from the 1987 Stipulation."

> "The SFPUC, the USFWS, Yosemite National Park Service staff, and SFPUC consultants will work together to gather the information necessary to develop physical and biological objectives for an adaptive management plan for O'Shaughnessy Dam flow releases. It is anticipated that these initial studies shall be completed by December 2009."
>
> "The SFPUC and the USFWS, in consultation with the Yosemite National Park, the US Forest Service, the California Department of Fish and Game, SFPUC consultants, and the Trust, will review ongoing study material and work together to develop an adaptive management plan for releases into the affected reach to enhance a wider range of resource values. This plan will include a monitoring program, and may also include annual consultations between the USFWS and the SFPUC regarding water releases into the affected reach. The SFPUC and USFWS agree to make best efforts to complete the adaptive management plan by December 2009."

On May 26, 2009, the Tuolumne River Trust accepted the proposed measures, schedule, and conditions proposed by the SFPUC.

To meet the obligations of the agreement, the SFPUC initiated an Upper Tuolumne River Ecosystem Project (UTREP). The UTREP is "An ongoing effort to conduct long-term, collaborative, science-based investigations designed to: 1) Characterize historical and current river ecosystem conditions; 2) Assess their relationship to Hetch Hetchy Project operations; and 3) Provide recommendations for improving ecosystem conditions on a long-term, adaptively managed basis."

We applaud the SFPUC for initiating the UTREP, and appreciate efforts made to date. However, more than two years have passed since the anticipated completion date. The study and adaptive management plan must be finalized prior to any actions that could potentially harm the Tuolumne River between O'Shaughnessy Dam and Early Intake, such as the proposed water transfer.

Climate Change Impacts

The SFPUC is finalizing a report titled "Sensitivity of Upper Tuolumne River Flow to Climate Change Scenarios." According to SFPUC staff, "This report evaluates the effects

of a range of climate change-driven changes in temperature and precipitation based on current scientific understanding of climate change on runoff into Hetch Hetchy Reservoir." The draft report concluded:

- With differing increases in temperature alone, the median annual runoff at Hetch Hetchy would decrease by 0.7-2.1 percent from present-day conditions by 2040 and by 2.6-10.2 percent from present-day by 2100. Adding differing decreases in precipitation on top of temperature increases, the median annual runoff at Hetch Hetchy would decrease by 7.6-8.6 percent from present-day conditions by 2040 and by 24.7-29.4 percent from present-day conditions by 2100.
- In critically dry years, these reductions in annual runoff at Hetch Hetchy would be significantly greater, with runoff decreasing up to 46.5% from present day conditions by 2100 utilizing the same climate change scenarios.
- In addition to the total change in runoff, there will be a shift in the annual distribution of runoff. Winter and early spring runoff would increase and late spring and summer runoff would decrease.
- Under all scenarios, snow accumulation would be reduced and snow would melt earlier in the spring, with significant reductions in maximum peak snow water equivalent under most scenarios.

Again, this new information must be considered in the environmental review of a potential water transfer.

Revised Demand Projections

The last few years have seen dramatic declines in water usage in the SFPUC service territory. Last year, sales dropped below 220 mgd, well under the 265 mgd cap established in the WSIP and codified in the Water Supply Agreement.

Future demand projections also are down. After reviewing the 2010 Urban Water Management Plans prepared by its member agencies, the Bay Area Water Supply and Conservation Agency (BAWSCA) decreased its 2035 demand projections by 10 mgd. The SFPUC also projects a decrease in demand of 10 mgd (down to 71 mgd) by 2035.

In 2008 the SFPUC projected it would need the additional 2 mgd from a transfer during dry years in one out of three years on average. However, the contract would be "take or pay," so the SFPUC would be required to pay MID roughly $700 per acre-foot regardless of whether the water was actually used. Therefore, the water would essentially cost $2,100 per acre-foot of used water, making it more expensive than alternative sources being considered by the SFPUC.

With water use down from the WSIP baseline, the 2 mgd would be needed even less frequently, making the true cost per acre-foot even more expensive. At a time when rates are increasing substantially on an annual basis, it makes little sense for the SFPUC to commit to spending approximately $1.5 million per year for additional water when its need is uncertain. With ratepayers already concerned about rising rates, the SFPUC

should do what it can to avoid a greater backlash.

FERC Relicensing

The FERC relicensing process for New Don Pedro Dam was initiated in 2011 and will be completed by 2016. With current conditions on the lower Tuolumne as impaired as they are, FERC will likely require enhanced flows and improved management of releases from New Don Pedro Dam. The 4th Agreement between MID/TID and the SFPUC requires San Francisco to provide 51.7% of any new required releases,

Much has changed since New Don Pedro Dam received its initial license in 1966. NEPA was established, the Endangered Species and Clean Water Acts have been enacted, steelhead and salmon populations have plummeted, and the lower Tuolumne River no longer meets Clean Water Act standards. Discussions about water transfers should be postponed until after a final FERC determination is made and San Francisco's obligation is better understood.

Thank you for the opportunity to comment on this important matter.

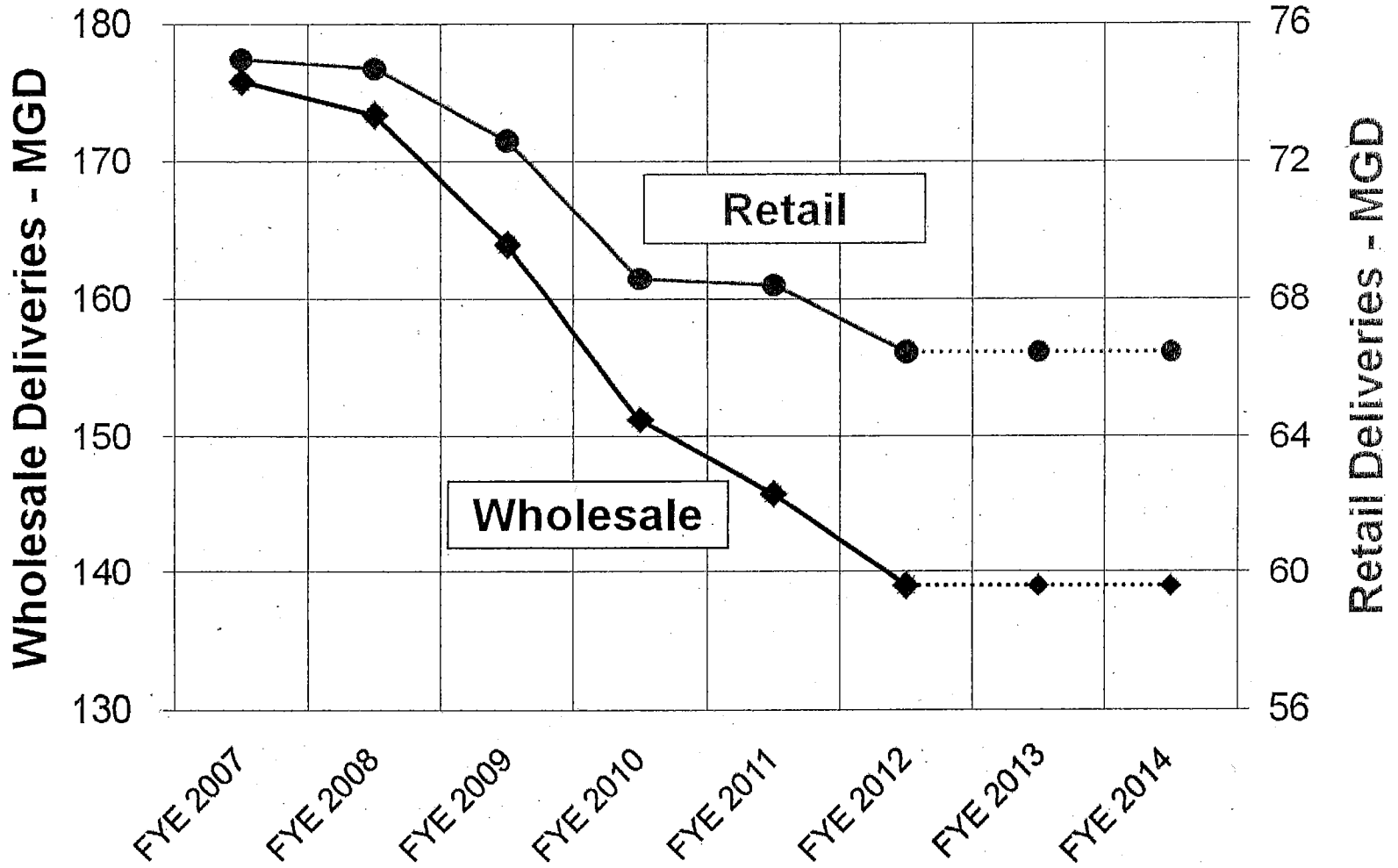
Sincerely,

Peter Drekmeier

Peter Drekmeier
Bay Area Program Director

Hetch Hetchy Regional Water System

Key Trends & Budget Impact
Water Usage Decline



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