


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

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June 19, 2014

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 2014-2015 to Fiscal Year 2015-2016 Budget.

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Descriptions for Departmental Budget Hearing, June 23, 2014 Meeting, 2:00 p.m.

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BUDGET REVIEW EXECUTIVE SUMMARY

YEAR ONE: FY 2014-15

Budget Changes

The Department's proposed \$40,011,457 budget for FY 2014-15 is \$4,926,218 or 14.0% more than the original FY 2013-14 budget of \$35,085,239.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2014-15 are 226.89 FTEs, which are 15.70 FTEs more than the 211.19 FTEs in the original FY 2013-14 budget. This represents a 7.4% increase in FTEs from the original FY 2013-14 budget.

Revenue Changes

The Department's revenues of \$14,291,726 in FY 2014-15, are \$824,526 or 5.5% less than FY 2013-14 revenues of \$15,116,252. General Fund support of \$25,719,731 in FY 2014-15 is \$5,750,744 or 28.8% more than FY 2013-14 General Fund support of \$19,968,987.

YEAR TWO: FY 2015-16

Budget Changes

The Department's proposed \$37,774,656 budget for FY 2015-16 is \$2,236,801 or 5.6% less than the Mayor's proposed FY 2014-15 budget of \$40,011,457.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2015-16 are 227.94 FTEs, which are 1.05 FTEs more than the 226.89 FTEs in the Mayor's proposed FY 2014-15 budget. This represents a 0.5% increase in FTEs from the Mayor's proposed FY 2014-15 budget.

Revenue Changes

The Department's revenues of \$14,300,123 in FY 2015-16 are \$8,397 or 0.06% more than FY 2014-15 estimated revenues of \$14,291,726. General Fund support of \$23,474,533 in FY 2015-16 is \$2,245,198 or 8.7% less than FY 2014-15 General Fund support of \$25,719,731.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2014-15 AND FY 2015-16**

DEPARTMENT: TTX TREASURER/TAX COLLECTOR

RECOMMENDATIONS

YEAR ONE: FY 2014-15

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$165,831 in FY 2014-15. All of the \$165,831 in recommended reductions are ongoing savings. These reductions would still allow an increase of \$4,760,387 or 13.6% in the Department's FY 2014-15 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended General Fund encumbrances, which would allow the return of \$89,950 to the General Fund.

Together, these recommendations will result in \$255,781 savings to the City's General Fund in FY 2014-15.

YEAR TWO: FY 2015-16

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$199,340 in FY 2014-15. All of the \$199,340 in recommended reductions are ongoing savings.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2014-15 AND FY 2015-16**

DEPARTMENT: TTX TREASURER/TAX COLLECTOR

| Program | FY 2013-2014 Budget | FY 2014-2015 Proposed | Increase/ Decrease from FY 2013-14 | FY2015- 2016 Proposed | Increase/ Decrease from FY 2014-15 |
|--------------------------------|------------------------|--------------------------|---|-----------------------------|---|
| Treasurer/Tax Collector | | | | | |
| BUSINESS TAX | 5,758,086 | 6,054,295 | 296,209 | 6,102,204 | 47,909 |
| DELINQUENT REVENUE | 8,593,358 | 8,138,502 | -454856 | 8,218,947 | 80,445 |
| GROSS RECEIPTS TAX | 5,975,296 | 9,953,115 | 3977819 | 7,275,555 | (2,677,560) |
| INVESTMENT | 2,355,479 | 2,599,358 | 243879 | 2,661,814 | 62,456 |
| LEGAL SERVICE | 519,184 | 534,974 | 15790 | 540,673 | 5,699 |
| MANAGEMENT | 4,982,252 | 5,583,092 | 600840 | 5,740,890 | 157,798 |
| PROPERTY TAX/LICENSING | 2,468,110 | 2,094,808 | -373302 | 2,097,454 | 2,646 |
| TAXPAYER ASSISTANCE | 1,621,268 | 1,747,123 | 125855 | 1,765,431 | 18,308 |
| TRANSFER TAX | 0 | 0 | 0 | 0 | 0 |
| TREASURY | 2,812,206 | 3,306,190 | 493,984 | 3,371,688 | 65,498 |
| Treasurer/Tax Collector | 35,085,239 | 40,011,457 | 4,926,218 | 37,774,656 | (2,236,801) |

SUMMARY OF PROGRAM EXPENDITURES:

FY 2014-15

The Department's proposed FY 2014-15 budget has increased by \$4,926,218 largely due to the (a) implementation of the new Gross Receipts Tax and (b) the delinquent revenue collections enhancement project.

The new Gross Receipts Tax, approved by the voters in November 2012, has been in effect since January 1, 2014. The Department is responsible for implementing the new tax and has budgeted \$9.9 million in FY 2014-15 and \$7.3 million in FY 2015-16 for implementation.

FY 2015-16

The Department's proposed FY 2015-16 budget has decreased by \$2,236,801 largely due to the completion of one-time expenditures associated with the Gross Receipts Tax.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2014-15 AND FY 2015-16**

DEPARTMENT: TTX TREASURER/TAX COLLECTOR

SUMMARY OF DEPARTMENT POSITION CHANGES:

FY 2014-15

The number of full-time equivalent positions (FTE) budgeted for FY 2014-15 are 226.89 FTEs, which are 15.70 FTEs more than the 211.19 FTEs in the original FY 2013-14 budget. This represents a 7.4% increase in FTEs from the original FY 2013-14 budget.

The increase is largely due to increased staffing needs for the Gross Receipts Tax system.

FY 2015-16

The number of full-time equivalent positions (FTE) budgeted for FY 2015-16 are 227.94 FTEs, which are 1.05 FTEs more than the 226.89 FTEs in the Mayor's proposed FY 2014-15 budget. This represents a 0.5% increase in FTEs from the Mayor's proposed FY 2014-15 budget.

INTERIM EXCEPTIONS

The Department has requested approval of 8.00 FTEs as interim exceptions. The Budget and Legislative Analyst recommends approval of these 8.00 FTEs as interim exceptions as follows:

Gross Receipts Tax Implementation (8.0 FTEs)

The Department is requesting approval to hire 8.0 FTEs on July 1, 2013, in order to ensure timely implementation of the Gross Receipts Tax, as follows:

- 1630 Account Clerk (3.00 FTE)
- 1632 Senior Account Clerk (4.00 FTE)
- 1844 Management Assistant (1.00 FTE)

DEPARTMENT REVENUES:

FY 2014-15

The Department's revenues of \$14,291,726 in FY 2014-15, are \$824,526 or 5.5% less than FY 2013-14 revenues of \$15,116,252. General Fund support of \$25,719,731 in FY 2014-15 is \$5,750,744 or 28.8% more than FY 2013-14 General Fund support of \$19,968,987.

Specific changes in the Department's FY 2014-15 revenues include increased collection projections associated with Unsecured Personal Property Tax and increased revenues from Summary Judgments.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2014-15 AND FY 2015-16**

DEPARTMENT: TTX TREASURER/TAX COLLECTOR

FY 2015-16

The Department's revenues of \$14,300,123 in FY 2015-16 are \$8,397 or 0.06% more than FY 2014-15 estimated revenues of \$14,291,726. General Fund support of \$23,474,533 in FY 2015-16 is \$2,245,198 or 8.7% less than FY 2014-15 General Fund support of \$25,719,731.

RECOMMENDATIONS:

FY 2014-15

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$165,831 in FY 2014-15. All of the \$165,831 in recommended reductions are ongoing savings. These reductions would still allow an increase of \$4,760,387 or 13.6% in the Department's FY 2014-15 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended General Fund encumbrances, which would allow the return of \$89,950 to the General Fund.

Together, these recommendations will result in \$255,781 savings to the City's General Fund in FY 2014-15.

FY 2015-16

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$199,340 in FY 2014-15. All of the \$199,340 in recommended reductions are ongoing savings.

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2014-15 and FY 2015-16 Two-Year Budget**

TTX - Treasurer/Tax Collector

| Object Title | FY 2014-15 | | | | | | FY 2015-16 | | | | | | | | | |
|--|------------|----|----------------------|-------------|------------------|----|------------|----|------|----|----------------------|-------------|------------------|----|------|----|
| | FTE | | Amount | | Savings | | GF | | 1T | | Savings | | GF | | 1T | |
| | From | To | From | To | From | To | From | To | From | To | From | To | From | To | From | To |
| FCO - Business Tax | | | | | | | | | | | | | | | | |
| Attrition Savings | | | (\$269,206) | (\$369,665) | \$100,459 | x | | | | | (\$277,802) | (\$404,206) | \$126,404 | x | | |
| Mandatory Fringe Benefits | | | (\$121,588) | (\$166,960) | \$45,372 | x | | | | | (\$116,338) | (\$169,274) | \$52,936 | x | | |
| | | | <i>Total Savings</i> | | <i>\$145,831</i> | | | | | | <i>Total Savings</i> | | <i>\$179,340</i> | | | |
| Increase attrition savings to account for long term vacancies. | | | | | | | | | | | | | | | | |
| Ongoing savings | | | | | | | | | | | | | | | | |
| 040 Materials & Supplies - Budget | | | \$41,000 | \$21,000 | \$20,000 | x | | | | | \$41,000 | \$21,000 | \$20,000 | x | | |
| Reduce 040 Materials & Supplies - Budget to reflect actual needs and historical expenditures. The Mayor's proposed FY 2014-15 budget includes new expenditures of \$41,000 for materials and supplies in the Business Tax Services budget. The Budget and Legislative Analyst's recommended reduction provides for new expenditures of \$21,000, which should be sufficient. | | | | | | | | | | | | | | | | |
| Ongoing savings | | | | | | | | | | | | | | | | |

FY 2014-15

| Total Recommended Reductions | | |
|------------------------------|------------|------------------|
| One-Time | Ongoing | Total |
| General Fund | \$0 | \$165,831 |
| Non-General Fund | \$0 | \$0 |
| Total | \$0 | \$165,831 |

FY 2015-16

| Total Recommended Reductions | | |
|------------------------------|------------|------------------|
| One-Time | Ongoing | Total |
| General Fund | \$0 | \$199,340 |
| Non-General Fund | \$0 | \$0 |
| Total | \$0 | \$199,340 |

| Dept | Subfund | Vendor No | Vendor Name | Year | Remaining Balance |
|-----------------------------|----------|-----------|-------------------------------------|------|-------------------|
| TTX TREASURER/TAX COLLECTOR | 1GAGFAAA | 35943 | COLUMBIA ULTIMATE BUSINESS SYSTEMS | 10 | 450 |
| TTX TREASURER/TAX COLLECTOR | 1GAGFAAA | 78761 | LASERLINK INTERNATIONAL INC | 12 | 20 |
| TTX TREASURER/TAX COLLECTOR | 1GAGFAAA | 78761 | LASERLINK INTERNATIONAL INC | 12 | 456 |
| TTX TREASURER/TAX COLLECTOR | 1GAGFAAA | 78761 | LASERLINK INTERNATIONAL INC | 12 | 611 |
| TTX TREASURER/TAX COLLECTOR | 1GAGFAAA | 27478 | GIVE SOMETHING BACK INC | 12 | 296 |
| TTX TREASURER/TAX COLLECTOR | 1GAGFAAA | 27478 | GIVE SOMETHING BACK INC | 12 | 78 |
| TTX TREASURER/TAX COLLECTOR | 1GAGFAAA | 27478 | GIVE SOMETHING BACK INC | 12 | 57 |
| TTX TREASURER/TAX COLLECTOR | 1GAGFAAA | 77613 | TQS SYSTEMS INC | 12 | 770 |
| TTX TREASURER/TAX COLLECTOR | 1GAGFAAA | 77613 | TQS SYSTEMS INC | 12 | 176 |
| TTX TREASURER/TAX COLLECTOR | 1GAGFAAA | 77613 | TQS SYSTEMS INC | 12 | 800 |
| TTX TREASURER/TAX COLLECTOR | 1GAGFAAA | 77613 | TQS SYSTEMS INC | 12 | 746 |
| TTX TREASURER/TAX COLLECTOR | 1GAGFAAA | 77613 | TQS SYSTEMS INC | 12 | 400 |
| TTX TREASURER/TAX COLLECTOR | 1GAGFAAA | 62283 | GRM INFORMATION MANAGEMENT SERVICES | 12 | 1,392 |
| TTX TREASURER/TAX COLLECTOR | 1GAGFAAA | 62283 | GRM INFORMATION MANAGEMENT SERVICES | 12 | 2,994 |
| TTX TREASURER/TAX COLLECTOR | 1GAGFAAA | 62283 | GRM INFORMATION MANAGEMENT SERVICES | 12 | 3,543 |
| TTX TREASURER/TAX COLLECTOR | 1GAGFAAA | 62283 | GRM INFORMATION MANAGEMENT SERVICES | 12 | 980 |
| TTX TREASURER/TAX COLLECTOR | 1GAGFAAA | 62283 | GRM INFORMATION MANAGEMENT SERVICES | 12 | 3,543 |
| TTX TREASURER/TAX COLLECTOR | 1GAGFAAA | 35943 | COLUMBIA ULTIMATE BUSINESS SYSTEMS | 12 | 3,499 |
| TTX TREASURER/TAX COLLECTOR | 1GAGFAAA | 09221 | HEWLETT-PACKARD CO | 12 | 1,364 |
| TTX TREASURER/TAX COLLECTOR | 1GAGFAAA | 84821 | GLOBAL PAYMENTS ADVISORS INC | 12 | 3,500 |
| TTX TREASURER/TAX COLLECTOR | 1GAGFAAA | 76414 | FIS | 12 | 54 |
| TTX TREASURER/TAX COLLECTOR | 1GAGFAAA | 60473 | BAY CITIES LOCK & SAFE INC | 12 | 2,000 |
| TTX TREASURER/TAX COLLECTOR | 1GAGFAAA | 21330 | R R DONNELLY | 12 | 511 |
| TTX TREASURER/TAX COLLECTOR | 1GAGFAAA | 14326 | PATRICK & CO | 13 | 135 |
| TTX TREASURER/TAX COLLECTOR | 1GAGFAAA | 35943 | COLUMBIA ULTIMATE BUSINESS SYSTEMS | 13 | 351 |
| TTX TREASURER/TAX COLLECTOR | 1GAGFAAA | 20166 | XEROX CORPORATION | 13 | 863 |
| TTX TREASURER/TAX COLLECTOR | 1GAGFAAA | 20166 | XEROX CORPORATION | 13 | 563 |
| TTX TREASURER/TAX COLLECTOR | 1GAGFAAA | 20166 | XEROX CORPORATION | 13 | 201 |
| TTX TREASURER/TAX COLLECTOR | 1GAGFAAA | 78761 | LASERLINK INTERNATIONAL INC | 13 | 74 |
| TTX TREASURER/TAX COLLECTOR | 1GAGFAAA | 78761 | LASERLINK INTERNATIONAL INC | 13 | 284 |
| TTX TREASURER/TAX COLLECTOR | 1GAGFAAA | 78761 | LASERLINK INTERNATIONAL INC | 13 | 6 |
| TTX TREASURER/TAX COLLECTOR | 1GAGFAAA | 78761 | LASERLINK INTERNATIONAL INC | 13 | 66 |
| TTX TREASURER/TAX COLLECTOR | 1GAGFAAA | 78761 | LASERLINK INTERNATIONAL INC | 13 | 139 |
| TTX TREASURER/TAX COLLECTOR | 1GAGFAAA | 78761 | LASERLINK INTERNATIONAL INC | 13 | 86 |
| TTX TREASURER/TAX COLLECTOR | 1GAGFAAA | 67883 | COMPUTERLAND SILICON VALLEY | 11 | 110 |
| TTX TREASURER/TAX COLLECTOR | 1GAGFAAA | 67883 | COMPUTERLAND SILICON VALLEY | 11 | 1,347 |
| TTX TREASURER/TAX COLLECTOR | 1GAGFAAA | 64607 | XTECH | 11 | 833 |
| TTX TREASURER/TAX COLLECTOR | 1GAGFAAA | 64607 | XTECH | 12 | 55,224 |
| TTX TREASURER/TAX COLLECTOR | 1GAGFAAA | 03073 | B M I IMAGING SYSTEMS | 12 | 403 |
| TTX TREASURER/TAX COLLECTOR | 1GAGFAAA | 03073 | B M I IMAGING SYSTEMS | 12 | 125 |
| TTX TREASURER/TAX COLLECTOR | 1GAGFWOF | 83484 | VISTASHARE LLC | 13 | 900 |
| TOTAL | | | | | \$89,950 |

Note: The above encumbered fund balance are from budget years prior to FY 2013-14. The Department has indicated that these funds are no longer needed and therefore can be returned to the General Fund if applicable.

BUDGET REVIEW EXECUTIVE SUMMARY

YEAR ONE: FY 2014-15

Budget Changes

The Department’s proposed \$30,453,821 budget for FY 2014-15 is \$1,634,116 or 5.7% more than the original FY 2013-14 budget of \$28,819,705.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2014-15 are 157.47 FTEs, which are .97 FTEs more than the 156.50 FTEs in the original FY 2013-14 budget. This represents a .6% increase in FTEs from the original FY 2013-14 budget.

Revenue Changes

The Department's revenues of \$473,081 in FY 2014-15 are \$125,444 or 36.1% more than FY 2013-14 revenues of \$347,637. General Fund support of \$29,980,740 in FY 2014-15 is \$1,508,672 more or 5.3 % more than FY 2013-14 General Fund support of \$28,472,068.

YEAR TWO: FY 2015-16

Budget Changes

The Department’s proposed \$30,927,661 budget for FY 2015-16 is \$473,840 or 1.6% more than the Mayor’s proposed FY 2014-15 budget of \$30,453,821.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2015-16 are 158.41 FTEs, which are .94 FTEs more than the 157.47 FTEs in the Mayor’s proposed FY 2014-15 budget. This represents a .6% increase in FTEs from the Mayor’s proposed FY 2014-15 budget.

Revenue Changes

The Department's revenues of \$574,987 in FY 2015-16, are \$101,906 or 21.5% more than FY 2014-15 estimated revenues of \$473,081. General Fund support of \$30,352,674 in FY 2015-16 is \$371,934 or 1.2% more than FY 2014-15 General Fund support of \$29,980,740.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2014-15 AND FY 2015-16**

DEPARTMENT: PDR – PUBLIC DEFENDER

RECOMMENDATIONS

YEAR ONE: FY 2014-15

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$75,160 in FY 2014-15. Of the \$75,160 in recommended reductions, \$75,160 are ongoing savings. These reductions would still allow an increase of \$1,558,956 or 5.4% in the Department’s FY 2014-15 budget.

YEAR TWO: FY 2015-16

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$103,867 in FY 2015-16. Of the \$103,867 in recommended reductions, \$73,882 are ongoing savings and \$29,985 are one-time savings. These reductions would still allow an increase of \$369,973 or 1.2% in the Department’s FY 2015-16 budget.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2014-15 AND FY 2015-16**

DEPARTMENT: PDR – PUBLIC DEFENDER

SUMMARY OF PROGRAM EXPENDITURES:

| Program | FY 2013-2014 Budget | FY 2014-2015 Proposed | Increase/ Decrease from FY 2013-2014 | FY 2015-2016 Proposed | Increase/ Decrease from FY 2014-2015 |
|-----------------------------------|------------------------|--------------------------|--|--------------------------|--|
| PUBLIC DEFENDER WORK ORDER | | | | | |
| CRIMINAL AND SPECIAL DEFENSE | 28,723,068 | 30,350,740 | 1,627,672 | 30,822,674 | 471,934 |
| GRANT SERVICES | 96,637 | 103,081 | 6,444 | 104,987 | 1,906 |
| PUBLIC DEFENDER WORK ORDER | 0 | 0 | 0 | 0 | 0 |
| PUBLIC DEFENDER WORK ORDER | 28,819,705 | 30,453,821 | 1,634,116 | 30,927,661 | 473,840 |

FY 2014-15

The Department’s proposed FY 2014-15 budget has increased by \$1,634,116 largely due to an increase in salary and fringe benefits which includes the funding of two positions to continue the Department’s Legal Education Advocacy Program (LEAP) that provides legal advocacy and educational assistance to juvenile Public Defender clients and is currently funded by a federal grant.

The Department is requesting funding for three new vehicles in FY 2014-15 to replace two-vehicles that are no longer in service and one vehicle that is over 12 years old and has 100,000 miles as well as additional IT funding to maintain its Gideon case management system which is the Public Defender’s component of the City’s JUSTIS initiative.

FY 2015-16

The Department’s proposed FY 2015-16 budget has increased by \$473,840 largely due to increases in salaries and fringe benefits.

SUMMARY OF DEPARTMENT POSITION CHANGES:

FY 2014-15

The number of full-time equivalent positions (FTE) budgeted for FY 2014-15 are 157.47 FTEs, which are .97 FTEs more than the 156.5 FTEs in the original FY 2013-14 budget. This represents a .6% increase in FTEs from the original FY 2013-14 budget.

The Department requests to add one new off-budget position and to fill a vacant position for their Legal Education Advocacy Program (LEAP) which they propose to fund through adjustments to attrition savings.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2014-15 AND FY 2015-16**

DEPARTMENT: PDR – PUBLIC DEFENDER

FY 2015-16

The number of full-time equivalent positions (FTE) budgeted for FY 2015-16 are 158.41 FTEs, which are .94 FTEs more than the 157.47 FTEs in the Mayor's proposed FY 2014-15 budget which is due to the annualization of the two LEAP program positions. This represents a .6% increase in FTEs from the Mayor's proposed FY 2014-15 budget.

DEPARTMENT REVENUES:

FY 2014-15

The Department's revenues of \$473,081 in FY 2014-15, are \$125,444 or 36% more than FY 2013-14 revenues of \$347,637. General Fund support of \$29,980,740 in FY 2014-15 is \$1,508,672 more or 5.3 % more than FY 2013-14 General Fund support of \$28,472,068.

The increase is due to an increase in State funding of AB109 Public Realignment revenues and a new work order with the Department of Children, Youth and their Families to fund a treatment program for juveniles on probation.

FY 2015-16

The Department's revenues of \$574,987 in FY 2015-16, are \$101,906 or 21.5% more than FY 2014-15 estimated revenues of \$473,081. General Fund support of \$30,352,674 in FY 2015-16 is \$371,934 or 1.2% more than FY 2014-15 General Fund support of \$29,980,740.

Specific changes in the Department's FY 2015-16 revenues include an anticipated increase in State funding of AB109 Public Realignment revenues relative to the previous budget year.

RECOMMENDATIONS:

FY 2014-15

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$75,160 in FY 2014-15. Of the \$75,160 in recommended reductions, \$75,160 are ongoing savings. These reductions would still allow an increase of \$1,558,956 or 5.4% in the Department's FY 2014-15 budget.

FY 2015-16

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$103,867 in FY 2015-16. Of the \$103,867 in recommended reductions, \$73,882 are ongoing savings and \$29,985 are one-time savings. These reductions would still allow an increase of \$369,973 or 1.2% in the Department's FY 2015-16 budget.

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2014-15 and FY 2015-16 Two-Year Budget**

PDR - Public Defender

| Object Title | FY 2014-15 | | | | | | FY 2015-16 | | | | | |
|-------------------------------|--|----------------------|-------------|-------------|----------|----------------------|------------|----------|-------------|-------------|----------|----|
| | FTE | | Amount | | GF | 1T | FTE | | Amount | | GF | 1T |
| | From | To | From | To | | | From | To | Savings | | | |
| Equipment | AIB - Program | | | | | | | | | | | |
| | | | | | | | | | \$119,560 | \$89,575 | \$29,985 | x |
| | Reduce equipment budget by \$5,000 to reflect actual quotes for new computer hardware. Reduce equipment budget by one new replacement Ford Escape SE 4wd at \$24,985 as the existing vehicle has less than 100,000 miles on it. | | | | | | | | | | | |
| Materials & Supplies | | \$70,471 | \$65,471 | \$5,000 | x | | | \$70,471 | \$65,471 | \$5,000 | x | |
| | Budgeted amount reduced to reflect historical expenditures. | | | | | | | | | | | |
| Services of Other Departments | | \$25,000 | \$10,000 | \$15,000 | x | | | \$25,000 | \$10,000 | \$15,000 | x | |
| | Reduce work order with Administrative Services for Medical Examiner services. The Department expects to spend a little over \$10,000 for this service in FY 2013-14. | | | | | | | | | | | |
| Attrition Savings | | | (\$858,046) | (\$898,046) | \$40,000 | x | | | (\$756,093) | (\$796,093) | \$40,000 | x |
| Mandatory Fringe Benefits | | | (\$325,248) | (\$340,410) | \$15,160 | x | | | (\$262,407) | (\$276,289) | \$13,882 | x |
| | | Total Savings | | \$55,160 | | Total Savings | | \$53,882 | | | | |
| | Increase Attrition Savings. In FY 2014-15 the Department is proposing to reduce attrition savings by \$122,333 to hire vacant positions, but has a salary surplus in FY 2013-14. The documentation provided by the Public Defender's Office indicates that implementation of the Budget and Legislative Analyst's recommended reduction of \$55,160 would result in a deficit for the Public Defender's Office. The analysis by the Budget and Legislative Analyst shows that, not only would our recommendation not result in a deficit, but rather the Public Defender would still have surplus funds available even with the implementation of this \$55,160 recommended reduction. Therefore, the Budget and Legislative Analyst's recommendation provides sufficient funds to fill the requested positions in the Public Defender's budget. | | | | | | | | | | | |

FY 2014-15

| Total Recommended Reductions | | |
|------------------------------|------------|-----------------|
| One-Time | Ongoing | Total |
| General Fund | \$0 | \$75,160 |
| Non-General Fund | \$0 | \$0 |
| Total | \$0 | \$75,160 |

FY 2015-16

| Total Recommended Reductions | | |
|------------------------------|-----------------|-----------------|
| One-Time | Ongoing | Total |
| General Fund | \$29,985 | \$73,882 |
| Non-General Fund | \$0 | \$0 |
| Total | \$29,985 | \$73,882 |

BUDGET REVIEW EXECUTIVE SUMMARY

YEAR ONE: FY 2014-15

Budget Changes

The Department's proposed \$94,243,287 budget for FY 2014-15 is \$11,496,341 or 13.9% more than the original FY 2013-14 budget of \$82,746,946.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2014-15 are 213.61 FTEs, which are 2.03 FTEs less than the 215.64 FTEs in the original FY 2013-14 budget. This represents a 0.9% decrease in FTEs from the original FY 2013-14 budget.

Revenue Changes

The Department's revenues of \$91,920,779 in FY 2014-15, are \$11,059,615 or 13.7% more than FY 2013-14 revenues of \$80,861,464. General Fund support of \$2,322,508 in FY 2014-15 is \$437,026 or 23.2% more than FY 2013-14 General Fund support of \$1,885,482.

YEAR TWO: FY 2015-16

Budget Changes

The Department's proposed \$88,865,778 budget for FY 2015-16 is \$5,377,509 or 5.7% less than the Mayor's proposed FY 2014-15 budget of \$94,243,287.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2015-16 are 215.95 FTEs, which are 2.34 FTEs more than the 213.61 FTEs in the Mayor's proposed FY 2014-15 budget. This represents a 1.1% increase in FTEs from the Mayor's proposed FY 2013-14 budget.

Revenue Changes

The Department's revenues of \$86,181,612 in FY 2015-16 are \$5,739,167 or 6.2% less than FY 2014-15 estimated revenues of \$91,920,779. General Fund support of \$2,684,166 in FY 2015-16 is \$361,658 or 15.6% more than FY 2014-15 General Fund support of \$2,322,508.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2014-15 AND FY 2015-16**

DEPARTMENT: TIS – DEPARTMENT OF TECHNOLOGY

RECOMMENDATIONS

YEAR ONE: FY 2014-15

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$894,294 in FY 2014-15. Of the \$894,294 in recommended reductions, \$193,093 are ongoing savings and \$701,201 are one-time savings. These reductions would still allow an increase of \$10,602,047 or 12.8% in the Department's FY 2014-15 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended General Fund encumbrances, which would allow the return of \$317,923 to the General Fund.

In addition, the Budget and Legislative Analyst recommends closing out the Data Center Relocation Project and the Citywide Phone Switch Program, resulting in one-time savings of \$521,683.

Together, these recommendations will result in \$1,733,900 savings to the City's General Fund in FY 2014-15.

YEAR TWO: FY 2015-16

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$469,612 in FY 2015-16. Of the \$469,612 in recommended reductions, \$235,799 are ongoing savings and \$233,813 are one-time savings.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2014-15 AND FY 2015-16**

DEPARTMENT: TIS – DEPARTMENT OF TECHNOLOGY

SUMMARY OF PROGRAM EXPENDITURES:

| Program | FY 2013- 2014 Budget | FY 2014- 2015 Proposed | Increase/ Decrease from FY 2013-14 | FY2015- 2016 Proposed | Increase/ Decrease from FY 2014-15 |
|---|----------------------------|------------------------------|---|-----------------------------|---|
| General Services Agency - Technology | | | | | |
| Administration | 26,405,965 | 29,166,079 | 2,760,114 | 29,316,485 | 150,406 |
| Governance & Outreach | 9,142,520 | 9,313,574 | 171,054 | 9,578,524 | 264,950 |
| Operations | 32,965,658 | 43,355,392 | 10,389,734 | 36,741,835 | (6,613,557) |
| Technology | 3,122,064 | 2,439,375 | (682,689) | 2,678,838 | 239,463 |
| Technology Services: Public Safety | 11,110,739 | 9,968,867 | (1,141,872) | 10,550,096 | 581,229 |
| General Services Agency - Technology | 82,746,946 | 94,243,287 | 11,496,341 | 88,865,778 | (5,377,509) |

FY 2014-15

The Department’s proposed FY 2014-15 budget has increased by \$11,496,341 largely due to an increase in pass-through expenditures and the initiation or continuation of the following projects:

- The WAN Fix the Network Project, which will simplify the City’s information technology network, improve overall network security, and redesign the network to support identity based security;
- The Identity and Access Management Project, which will integrate the Oracle Identity and Access system with the City Active Directory for central authentication and will provide application-based secure access;
- The Authentication Project, which will provide a secure single source of authentication for City employees and contractors;
- The IT Asset Management Project, which will build the City’s asset management capability;
- The Breach Response Monitoring, Enterprise Malware, and Security Operations Project, which will optimize the security level of the City’s network environments from IT breach incidents ranging from virus attacks, attacks from hackers, and other attacks;
- The Radio Security Enhancement Project, which will upgrade the City-owned radio facilities, chiefly used for crisis communication; and,
- The Business License Portal Project, which will improve the City’s business permit and licensing process in order to streamline and simplify business interactions with the City.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2014-15 AND FY 2015-16**

DEPARTMENT: TIS – DEPARTMENT OF TECHNOLOGY

FY 2015-16

The Department’s proposed FY 2015-16 budget has decreased by \$5,377,509 largely due to the completion and termination of the following projects in FY 2014-15 (which are described above):

- The Identity and Access Management Project;
- The Authentication Project; and,
- The IT Asset Management Project

SUMMARY OF DEPARTMENT POSITION CHANGES:

FY 2014-15

The number of full-time equivalent positions (FTE) budgeted for FY 2014-15 are 213.61 FTEs, which are 2.03 FTEs less than the 215.64 FTEs in the original FY 2013-14 budget. This represents a 0.9% decrease in FTEs from the original FY 2013-14 budget.

This reduction reflects a transfer of function of 3.0 FTE for the Committee on Information Technology (COIT) to the General Services Agency – City Administrator’s Office.

FY 2015-16

The number of full-time equivalent positions (FTE) budgeted for FY 2015-16 are 215.95 FTEs, which are 2.34 FTEs more than the 213.61 FTEs in the Mayor’s proposed FY 2014-15 budget. This represents a 1.1% increase in FTEs from the Mayor’s proposed FY 2014-15 budget.

INTERIM EXCEPTIONS

The Department has requested approval of the following 4.00 FTEs on July 1, 2013 as interim exceptions in order to ensure timely implementation of the Online Business License Portal:

- 1052 IS Business Analyst (1.00 FTE)
- 1053 IS Business Analyst-Senior (1.00 FTE)
- 0923 Manager II (1.00 FTE)
- 1053 IS Business Analyst – Senior (1.00 FTE)

The Budget and Legislative Analyst recommends approval of these 4.00 FTEs as interim exceptions.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2014-15 AND FY 2015-16**

DEPARTMENT: TIS – DEPARTMENT OF TECHNOLOGY

DEPARTMENT REVENUES:

FY 2014-15

The Department's revenues of \$91,920,779 in FY 2014-15, are \$11,059,615 or 13.7% more than FY 2013-14 revenues of \$80,861,464. General Fund support of \$2,322,508 in FY 2014-15 is \$437,026 or 23.2% more than FY 2013-14 General Fund support of \$1,885,482.

Changes in the Department's FY 2014-15 revenues are a result of increases in expenditure recovery from other City departments; increased use of fund balances; and, increased revenue from licenses and fines.

FY 2015-16

The Department's revenues of \$86,181,612 in FY 2015-16 are \$5,739,167 or 6.2% less than FY 2014-15 estimated revenues of \$91,920,779. General Fund support of \$2,684,166 in FY 2015-16 is \$361,658 or 15.6% more than FY 2014-15 General Fund support of \$2,322,508.

Specific changes in the Department's FY 2014-15 revenues include reductions in the Department's use of fund balances as well as a reduction in anticipated expenditure recoveries from other City departments.

RECOMMENDATIONS:

FY 2014-15

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$894,294 in FY 2014-15. Of the \$894,294 in recommended reductions, \$193,093 are ongoing savings and \$701,201 are one-time savings. These reductions would still allow an increase of \$10,602,047 or 12.8% in the Department's FY 2014-15 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended General Fund encumbrances, which would allow the return of \$317,923 to the General Fund.

In addition, the Budget and Legislative Analyst recommends closing out the Data Center Relocation Project and the Citywide Phone Switch Program, resulting in one-time savings of \$521,683.

Together, these recommendations will result in \$1,733,900 savings to the City's General Fund in FY 2014-15.

FY 2015-16

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$469,612 in FY 2015-16. Of the \$469,612 in recommended reductions, \$235,799 are ongoing savings and \$233,813 are one-time savings.

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2014-15 and FY 2015-16 Two-Year Budget**

| TIS - General Services Agency- Technology | | | | | | | | | | | |
|---|------------|--------|----------------------|-------------|-----------|------------|------|----------------------|-----------|-------|-----------|
| Object Title | FY 2014-15 | | | | | FY 2015-16 | | | | | |
| | FTE | | Amount | | GF 1T | FTE | | Amount | | GF 1T | |
| | From | To | From | To | | From | To | From | To | | Savings |
| BTO - Technology Services - Public Safety | | | | | | | | | | | |
| 7368 Senior Communications Systems Technician | 0.77 | 0.00 | \$99,140 | \$0 | \$99,140 | | 1.00 | 0.00 | \$132,864 | \$0 | \$132,864 |
| Mandatory Fringe Benefits | | | \$39,143 | \$0 | \$39,143 | | | | \$48,119 | \$0 | \$48,119 |
| | | | <i>Total Savings</i> | \$138,283 | | | | <i>Total Savings</i> | \$180,983 | | |
| Delete 0.77 FTE 7368 Senior Communications Systems Technician, which was new in FY 2013-14. The Department has stated the 0.77 FTE Senior Communications Systems Technician is a low priority position and will not be filled. The Department has not sufficiently demonstrated the need to maintain the vacant position. | | | | | | | | | | | |
| Attrition Savings | (3.17) | (4.60) | (\$331,692) | (\$506,037) | \$174,345 | | | | | | |
| Mandatory Fringe Benefits | | | (\$144,977) | (\$255,825) | \$110,848 | | | | | | |
| | | | <i>Total Savings</i> | \$285,193 | | | | | | | |
| Increase the Department's Attrition Savings. The Department has a projected salary surplus of approximately \$3.5 million in FY2013-14. | | | | | | | | | | | |
| BAK - Operations | | | | | | | | | | | |
| 1044 IS Engineer-Principal | 1.54 | 0.64 | \$217,339 | \$90,323 | \$127,016 | | | | | | |
| Mandatory Fringe Benefits | | | \$83,063 | \$34,520 | \$48,543 | | | | | | |
| | | | <i>Total Savings</i> | \$175,559 | | | | | | | |
| Reduce allocation of new 1.54 FTE 1044 IS Engineer - Principal to 0.64 FTE 1044 IS Engineer- Principal positions to reflect anticipated start date of March, 2015. The Department has stated that it will hire the 0.64 FTE 1044 IS Engineer - Principal in March, 2015. | | | | | | | | | | | |

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2014-15 and FY 2015-16 Two-Year Budget**

| TIS - General Services Agency- Technology | | | | | | | | | | | | |
|---|------------|------|----------------------|-------------|-----------|------------|------|----|----------------------|-----|----------|-------|
| Object Title | FY 2014-15 | | | | | FY 2015-16 | | | | | | |
| | FTE | | Amount | | Savings | GF 1T | FTE | | Amount | | Savings | GF 1T |
| | From | To | From | To | | | From | To | From | To | | |
| Attrition Savings | | | (\$31,445) | (\$88,029) | \$56,584 | x | | | | | | |
| Mandatory Fringe Benefits | | | (\$12,611) | (\$47,336) | \$34,725 | x | | | | | | |
| | | | <i>Total Savings</i> | | \$91,309 | | | | | | | |
| Increase the Department's Attrition Savings. The Department has a projected salary surplus of approximately \$3.5 million in FY2013-14. | | | | | | | | | | | | |
| Attrition Savings | | | (\$106,870) | (\$185,582) | \$78,712 | x | | | | | | |
| Mandatory Fringe Benefits | | | (\$42,507) | (\$85,747) | \$43,240 | x | | | | | | |
| | | | <i>Total Savings</i> | | \$121,952 | | | | | | | |
| Increase the Department's Attrition Savings. The Department has a projected salary surplus of approximately \$3.5 million in FY2013-14. | | | | | | | | | | | | |
| BK4 - Governance and Outreach | | | | | | | | | | | | |
| 005 Temporary Salaries | 0.32 | 0.00 | \$27,627 | \$0 | \$27,627 | | | | \$27,627 | \$0 | \$27,627 | |
| | | | \$2,183 | \$0 | \$2,183 | | | | \$2,189 | \$0 | \$2,189 | |
| | | | <i>Total Savings</i> | | \$29,810 | | | | <i>Total Savings</i> | | \$29,816 | |
| Delete 0.32 FTE, budgeted for \$27,627 in Temporary Salaries for a Social Media Intern position. The Department has not provided sufficient justification for the salary amount for the 0.32 FTE Social Media Intern. | | | | | | | | | | | | |
| 060 Equipment Purchase - Budget | | | \$54,376 | \$27,188 | \$27,188 | x | x | | | | | |
| Delete one purchase of a Ford Escape 4x4 (Equip No. T11528R). The Department has not provided sufficient justification for the purchase of a new Ford Escape 4x4. The Department currently has 16 trucks which only average 57,000 miles. | | | | | | | | | | | | |
| Ongoing savings. | | | | | | | | | | | | |

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2014-15 and FY 2015-16 Two-Year Budget**

| TIS - General Services Agency- Technology | | | | | | | | | | |
|--|-------------------|-----------|---------------|-----------|--------------|-------------------|-----------|---------------|-----------|--------------|
| Object Title | FY 2014-15 | | | | | FY 2015-16 | | | | |
| | FTE | | Amount | | GF 1T | FTE | | Amount | | GF 1T |
| | From | To | From | To | | From | To | From | To | |
| 060 Equipment Purchase - Budget | | | | | \$0 | | | \$43,500 | \$0 | \$43,500 x |
| Delete one purchase of a F150 Pickup (Equip No. T11601R). The Department has not provided sufficient justification for the purchase of a new F150 Pickup. The Department currently has 16 trucks which only average 57,000 miles. | | | | | | | | | | |
| 060 Equipment Purchase - Budget | | | | | \$0 | | \$163,125 | \$0 | \$163,125 | \$0 x |
| Delete three purchases of Ford E250 Vans (Equip No. T11602R). The Department has not provided sufficient justification for the purchase of three new Ford E250 Vans. The Department currently has 30 vans which only average 42,000 miles. | | | | | | | | | | |
| 060 Equipment Purchase - Budget | | | | | \$0 | | \$27,188 | \$0 | \$27,188 | \$0 x |
| Delete one purchase of a Ford Escape 4x4 (Equip No. T11603R). The Department has not provided sufficient justification for the purchase of a new Ford Escape 4x4. The Department currently has 16 trucks which only average 57,000 miles. | | | | | | | | | | |
| BIU - Administration | | | | | | | | | | |
| 022 Training - Budget | | | \$224,343 | \$199,343 | \$25,000 | | | \$224,343 | \$199,343 | \$25,000 |
| Reduce 022 Training - Budget to reflect actual needs and historical expenditures. The Department has not provided documentation justifying the costs associated with their Training budget. | | | | | | | | | | |

FY 2014-15

Total Recommended Reductions

| | One-Time | Ongoing | Total |
|-------------------------|------------------|------------------|------------------|
| General Fund | \$27,188 | \$0 | \$27,188 |
| Non-General Fund | \$674,013 | \$193,093 | \$867,106 |
| Total | \$701,201 | \$193,093 | \$894,294 |

FY 2015-16

Total Recommended Reductions

| | One-Time | Ongoing | Total |
|-------------------------|------------------|------------------|------------------|
| General Fund | \$233,813 | \$0 | \$233,813 |
| Non-General Fund | \$0 | \$235,799 | \$235,799 |
| Total | \$233,813 | \$235,799 | \$469,612 |

Program Title BAK Operations
Fund Title GENERAL FUND CONTINUING PROJECTS 1GAGFAAA

| Index Code | Project Title | Sum of 2014 Revised | Sum of 2014 Actuals | Sum of 2014 Enc Close Out | Project Close Out |
|---|--|---------------------------|---------------------------|---------------------------------|----------------------|
| DEPARTMENT OF TECHNOLOGY CAPITAL PROJECTS | | | | | |
| 750200 | DATA CENTER CONSOLIDATION/CITYWIDE TELECOM PROJECT | 521,683 | 0 | 0 | 521,683 |
| Total | | | | | 521,683 |

| Dept | Subfund | Vendor No | Vendor Name | Year | Remaining Balance |
|--|---------|-----------|------------------------------------|------|-------------------|
| TIS GENERAL SERVICES AGENCY - TECHNOLOGY | 6ITFAAP | 11714 | MALTBY ELECTRIC SUPPLY CO INC | 13 | 543 |
| TIS GENERAL SERVICES AGENCY - TECHNOLOGY | 6ITFAAP | 11714 | MALTBY ELECTRIC SUPPLY CO INC | 13 | 2,713 |
| TIS GENERAL SERVICES AGENCY - TECHNOLOGY | 6ITFAAP | 11714 | MALTBY ELECTRIC SUPPLY CO INC | 13 | 718 |
| TIS GENERAL SERVICES AGENCY - TECHNOLOGY | 6ITFAAP | 11714 | MALTBY ELECTRIC SUPPLY CO INC | 13 | 453 |
| TIS GENERAL SERVICES AGENCY - TECHNOLOGY | 6ITFAAP | 58893 | EN POINTE TECHNOLOGIES SALES INC | 12 | 0.01 |
| TIS GENERAL SERVICES AGENCY - TECHNOLOGY | 6ITFAAP | 50451 | ADVANTEL INC | 10 | 9,759 |
| TIS GENERAL SERVICES AGENCY - TECHNOLOGY | 6ITFAAP | 50451 | ADVANTEL INC | 11 | 9,795 |
| TIS GENERAL SERVICES AGENCY - TECHNOLOGY | 6ITFAAP | 67883 | COMPUTERLAND SILICON VALLEY | 12 | 8,469 |
| TIS GENERAL SERVICES AGENCY - TECHNOLOGY | 6ITFAAP | 78020 | CORNERSTONE TECHNOLOGY PARTNERS JV | 12 | 331 |
| TIS GENERAL SERVICES AGENCY - TECHNOLOGY | 6ITFAAP | 64607 | XTECH | 12 | 2,778 |
| TIS GENERAL SERVICES AGENCY - TECHNOLOGY | 6ITFAAP | 51737 | PICTOMETRY INTERNATIONAL CORP | 13 | 72 |
| TIS GENERAL SERVICES AGENCY - TECHNOLOGY | 6ITFAAP | | NO VENDOR | 11 | 1 |
| TIS GENERAL SERVICES AGENCY - TECHNOLOGY | 6ITFAAP | | NO VENDOR | 11 | 0.33 |
| TIS GENERAL SERVICES AGENCY - TECHNOLOGY | 6ITFAAP | | NO VENDOR | 13 | 280,671 |
| TIS GENERAL SERVICES AGENCY - TECHNOLOGY | 6ITFACP | 64607 | XTECH | 12 | 1,620 |
| TOTAL | | | | | \$317,923 |

Note: The above encumbered fund balance are from budget years prior to FY 2013-14. The Department has indicated that these funds are no longer needed and therefore can be returned to the General Fund if applicable.

BUDGET REVIEW EXECUTIVE SUMMARY

YEAR ONE: FY 2014-15

Budget Changes

The Department’s proposed \$24,082,245 budget for FY 2014-15 is \$2,487,665 or 11.5% more than the original FY 2013-14 budget of \$21,594,580.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2014-15 are 148.87 FTEs, which are 3.21 FTEs less than the 152.08 FTEs in the original FY 2013-14 budget. This represents a 2.1% decrease in FTEs from the original FY 2013-14 budget.

Revenue Changes

The Department’s revenues of \$5,967,407 in FY2014-15 are \$279,808 or 4.9% more than FY 2013-14 revenues of \$5,687,599. General Fund support of \$18,114,838 in FY 2014-15 is \$2,207,857 or 13.9% more than FY 2013-14 General Fund support of \$15,906,981.

YEAR TWO: FY 2015-16

Budget Changes

The Department’s proposed \$22,518,294 budget for FY 2015-16 is \$1,563,951 or 6.5% less than the FY 2014-15 budget of \$24,082,245.

Personnel Changes

The number of FTEs budgeted for FY 2015-16 are 150.89 FTEs, which are 2.02 or 1.4% more than the 148.87 FTEs budgeted for FY 2014-15.

Revenue Changes

The Department’s revenues of \$6,067,313 in FY 2015-16 are \$99,906 or 1.7% more than FY 2014-15 revenues of \$5,967,407. General Fund support of \$16,450,981 in FY 2015-16 is \$1,663,857 or 9.2% less than FY 2014-15 General Fund support of \$18,114,838.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2014-15 AND FY 2015-16**

DEPARTMENT: ASR– ASSESSOR-RECORDER

RECOMMENDATIONS

YEAR ONE: FY 2014-15

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$225,077 in FY 2014-15. All of the \$225,077 in recommended reductions are one time savings. These reductions would still allow an increase of \$2,262,588 or 10.5% in the Department’s FY 2014-15 budget.

YEAR TWO: FY 2014-15

The Budget and Legislative Analyst does not recommend any reductions to the proposed budget in FY 2015-16.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2014-15 AND FY 2015-16**

DEPARTMENT: ASR– ASSESSOR-RECORDER

SUMMARY OF PROGRAM EXPENDITURES:

| Program | FY 2013-2014 Budget | FY2014-2015 Proposed | Increase/ Decrease from FY 2013-2014 | FY2015-2016 Proposed | Increase/ Decrease from FY 2014-2015 |
|--------------------------|------------------------|-------------------------|---|-------------------------|---|
| Assessor/Recorder | | | | | |
| Personal Property | 3,124,644 | 2,958,157 | (166,487) | 3,010,952 | 52,795 |
| Real Property | 8,097,010 | 7,258,952 | (838,058) | 7,494,373 | 235,421 |
| Recorder | 2,367,599 | 1,887,407 | (480,192) | 1,887,313 | (94) |
| Technical Services | 6,796,969 | 10,544,612 | 3,747,643 | 9,079,675 | (1,464,937) |
| Transfer Tax | 1,208,358 | 1,433,117 | 224,759 | 1,045,981 | (387,136) |
| Assessor/Recorder | 21,594,580 | 24,082,245 | 2,487,665 | 22,518,294 | (1,563,951) |

FY 2014-15

The department’s proposed FY 2014-15 budget has increased by \$2,487,665 from FY 2013-14 due to costs associated with retaining 13 positions for the Assessment Appeals backlog project through FY2014-15. Approximately \$1.49 million in costs for the Assessment Appeals backlog project were funded in FY2013-14 through prior year project savings. The increase for the Assessment Appeals Team was approved by the Board of Supervisors in the FY 2013-14 budget to reduce the City’s backlog of outstanding appeals cases.

The department’s budget also is increasing to expand its team of real property appraisers working on the backlog of commercial and residential new construction activity. The department proposes 4 new appraiser positions in FY 2014-15 and funding 6.75 existing positions through a work order with the Department of Building Inspections (DBI) to focus on new construction property reassessments.

The department’s FY 2014-15 budget also includes a one-time, \$400,000 allocation, as recommended by the Committee on Information Technology (COIT), for a project to replace the City’s Property Tax Assessment System.

FY 2015-16

The department’s proposed FY 2015-16 budget has decreased by \$1,563,951 from FY 2014-15 largely due to the removal of programmatic budget of \$1,493,354 that funded 13 limited term positions on the Assessment Appeals Team.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2014-15 AND FY 2015-16**

DEPARTMENT: ASR– ASSESSOR-RECORDER

SUMMARY OF DEPARTMENT POSITION CHANGES:

FY 2014-15

The number of full-time equivalent positions (FTE) budgeted for FY 2014-15 are 148.87 FTEs, which are 3.21 FTEs less than the 152.08 FTEs in the original FY 2013-14 budget, largely due to a reduction in temporary salaries in the Recorder Division.

In FY 2014-15 the Assessor/Recorder's Office is requesting four new positions in its Real Property Division to address the backlog of commercial and residential property reassessments due to new construction activity.

FY 2015-16

The number of FTEs budgeted for FY 2015-16 are 150.89 FTEs, which are 2.02 or 1.4% more than the 148.87 FTEs budgeted for FY 2014-15.

DEPARTMENT REVENUES:

FY 2014-15

The Department's revenues of \$5,967,407 in FY2014-15 are \$279,808 or 4.9% more than FY 2013-14 revenues of \$5,687,599. This increase is a combination of a net decrease in Recorder fee revenue offset by a \$1.1 million increase in work order recoveries.

General Fund support of \$18,114,838 in FY 2014-15 is \$2,207,857 or 13.9% more than FY 2013-14 General Fund support of \$15,906,981

FY 2015-16

The Department's revenues of \$6,067,313 in FY 2015-16 are \$99,906 or 1.7% more than FY 2014-15 revenues of \$5,967,407. General Fund support of \$16,450,981 in FY 2015-16 is \$1,663,857 or 9.2% less than FY 2014-15 General Fund support of \$18,114,838.

RECOMMENDATIONS:

FY 2014-15

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$225,077 in FY 2014-15. All of the \$225,077 in recommended reductions are one time savings. These reductions would still allow an increase of \$2,262,588 or 10.5% in the Department's FY 2014-15 budget.

FY 2015-16

The Budget and Legislative Analyst does not recommend any reductions to the proposed budget in FY 2015-16.

Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2014-15 and FY 2015-16 Two-Year Budget

| ASR - Assessor-Recorder | FY 2014-15 | | | | | | | | | | FY 2015-16 | | | | |
|---------------------------|--|----|----------------------|-------------|---------|----|-----------|----|------|----|------------|----|---------|----|----|
| | FTE | | Amount | | Savings | | GF | IT | FTE | | Amount | | Savings | GF | IT |
| | From | To | From | To | From | To | | | From | To | From | To | | | |
| | FDL - Technical Services | | | | | | | | | | | | | | |
| Attrition Savings | | | (\$351,876) | (\$398,000) | | | \$46,124 | x | x | | | | | | |
| Mandatory Fringe Benefits | | | (\$158,569) | (\$179,354) | | | \$20,785 | x | x | | | | | | |
| | | | <i>Total Savings</i> | | | | \$66,909 | | | | | | | | |
| | Increase Attrition Savings to account for long term vacancies in this program. | | | | | | | | | | | | | | |
| | FDJ - Real Property | | | | | | | | | | | | | | |
| Attrition Savings | | | (\$335,725) | (\$445,000) | | | \$109,275 | x | x | | | | | | |
| Mandatory Fringe Benefits | | | (\$150,213) | (\$199,106) | | | \$48,893 | x | x | | | | | | |
| | | | <i>Total Savings</i> | | | | \$158,168 | | | | | | | | |
| | Increase Attrition Savings to account for long term vacancies in this program. | | | | | | | | | | | | | | |

FY 2014-15

| | | |
|-------------------------------------|------------------|--------------|
| Total Recommended Reductions | | Total |
| One-Time | Ongoing | Total |
| General Fund | \$225,077 | \$0 |
| Non-General Fund | \$0 | \$225,077 |
| Total | \$225,077 | \$0 |

FY 2015-16

| | | |
|-------------------------------------|----------------|--------------|
| Total Recommended Reductions | | Total |
| One-Time | Ongoing | Total |
| General Fund | \$0 | \$0 |
| Non-General Fund | \$0 | \$0 |
| Total | \$0 | \$0 |

BUDGET REVIEW EXECUTIVE SUMMARY

YEAR ONE: FY 2014-15

Budget Changes

The Department’s proposed \$10,134,747 budget for FY 2014-15 is \$1,235,211 or 13.9% more than the original FY 2013-14 budget of \$8,899,536.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2014-15 are 49.12 FTEs, which are 5.29 FTEs more than the 43.83 FTEs in the original FY 2013-14 budget. This represents a 12.1% increase in FTEs from the original FY 2013-14 budget.

Revenue Changes

The Department’s revenues of \$10,134,747 in FY 2014-15 are \$1,235,211 or 13.9% more than revenues of FY 2013-14 of \$8,899,536.

YEAR TWO: FY 2015-16

Budget Changes

The Department’s proposed \$10,778,488 budget for FY 2015-16 is \$643,741 or 6.4% more than the Mayor’s proposed FY 2014-15 budget of \$10,134,747.

Personnel Changes

The number of full-time equivalent (FTE) positions budgeted for FY 2015-16 are 51.90 FTEs, which are 2.78 FTEs more than the 49.12 FTEs in the Mayor’s proposed FY 2014-15 budget. This represents a 5.7% increase in FTEs from the Mayor’s proposed FY 2014-15 budget.

Revenue Changes

The Department’s revenues of \$10,778,488 in FY 2015-16 are \$643,741 or 6.4% more than revenues of FY 2014-15 of \$10,134,747.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2014-15 AND FY 2015-16**

DEPARTMENT: HSS – HEALTH SERVICES SYSTEM

RECOMMENDATIONS

YEAR ONE: FY 2014-15

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$237,276 in FY 2014-15. Of the \$237,276 in recommended reductions, \$18,360 are one-time savings and \$218,916 are ongoing savings. These reductions would still allow an increase of \$997,935 or 11.2% in the Department’s FY 2014-15 budget.

Approximately 32% or \$75,928 of these recommendations will result in savings to the City’s General Fund in FY 2014-15.

In addition, the Budget and Legislative Analyst recommends closing out one inactive Health Service System encumbrance, resulting in one-time savings of \$43,410.

Together, these recommendations will result in \$119,338 savings to the City’s General Fund in FY 2014-15.

YEAR TWO: FY 2015-16

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$296,423 in FY 2015-16. Of the \$296,423 in recommended reductions, \$10,000 are one-time savings and \$286,423 are ongoing savings. These reductions would still allow an increase of \$347,318 or 3.4% in the Department’s FY 2015-16 budget.

Approximately 32% or \$94,855 of these recommendations will result in savings to the City’s General Fund in FY 2015-16.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2014-15 AND FY 2015-16**

DEPARTMENT: HSS – HEALTH SERVICES SYSTEM

SUMMARY OF PROGRAM EXPENDITURES:

| <u>Program</u> | <u>FY 2013-2014 Budget</u> | <u>FY 2014-2015 Proposed</u> | <u>Increase/ Decrease from FY 2013-2014</u> | <u>FY 2015-2016 Proposed</u> | <u>Increase/ Decrease from FY 2014-2015</u> |
|------------------------------|--------------------------------|----------------------------------|---|----------------------------------|---|
| HEALTH SERVICE SYSTEM | | | | | |
| HEALTH SERVICE SYSTEM | 8,899,536 | 10,134,747 | 1,235,211 | 10,778,488 | 643,741 |
| HEALTH SERVICE SYSTEM | 8,899,536 | 10,134,747 | 1,235,211 | 10,778,488 | 643,741 |

FY 2014-15

The Department’s proposed FY 2014-15 budget has increased by \$1,235,211 largely due to:

- Annualization of the salary and fringe benefit costs for the new positions added in FY 2013-14,
- Cost of Living increases due to the negotiated MOUs with the unions,
- Four new positions were added at 0.5 FTE each and the associated salary and fringe benefit costs; and
- Expansion and promotion of Wellness Initiatives. These initiatives include developing healthy behavioral programs for other CCSF Departments as well as financial incentives to encourage healthy behavior.

FY 2015-16

The Department’s proposed FY 2015-16 budget has increased by \$643,741 largely due to:

- Cost of Living increases due to the negotiated MOUs with the unions,
- Annualization of the salary and fringe benefit costs for the new positions added in FY 2014-15; and
- An additional new position and the associated salary and fringe benefit costs.

SUMMARY OF DEPARTMENT POSITION CHANGES:

FY 2014-15

The number of full-time equivalent positions (FTE) budgeted for FY 2014-15 are 49.12 FTEs, which are 5.29 FTEs more than the 43.83 FTEs in the original FY 2013-14 budget. This represents a 12.1% increase in FTEs from the original FY 2013-14 budget.

The increase in FTEs is due to:

- The annualization of new positions added during FY 2013-14; and

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2014-15 AND FY 2015-16**

DEPARTMENT: HSS – HEALTH SERVICES SYSTEM

- New positions, including: (a) one position to assist with eBenefits implementation; (b) one position to assist with the development of an internal data warehouse; (c) one position to research industry trends and prepare reports for the Director; and, (d) one position to consult with other city departments to implement Wellness programs.

FY 2015-16

The number of full-time equivalent (FTE) positions budgeted for FY 2015-16 are 51.90 FTEs, which are 2.78 FTEs more than the 49.12 FTEs in the Mayor’s proposed FY 2014-15 budget. This represents a 5.7% increase in FTEs from the Mayor’s proposed FY 2014-15 budget.

The increase in FTE is due to:

- The annualization of the new positions added in FY 2014-15; and
- A new position that would support other departments in implementing Wellness programs.

DEPARTMENT REVENUES:

FY 2014-15

The Department’s revenues of \$10,134,747 in FY 2014-15 are \$1,235,211 or 13.9% more than the FY 2013-14 revenues of \$8,899,536.

The increases in revenue are a direct result of the increases in the HSS budget which are offset by recoveries.

FY 2015-16

The Department’s revenues of \$10,778,488 in FY 2015-16 are \$643,741 or 6.4% more than FY 2014-15 revenues of \$10,134,747.

The increases in revenue are a direct result of the increases in the HSS budget which are offset by recoveries.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2014-15 AND FY 2015-16**

DEPARTMENT: HSS – HEALTH SERVICES SYSTEM

RECOMMENDATIONS:

FY 2014-15

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$237,276 in FY 2014-15. Of the \$237,276 in recommended reductions, \$18,360 are one-time savings and \$218,916 are ongoing savings. These reductions would still allow an increase of \$997,935 or 11.2% in the Department’s FY 2014-15 budget.

Approximately 32% or \$75,928 of these recommendations will result in savings to the City’s General Fund in FY 2014-15.

In addition, the Budget and Legislative Analyst recommends closing out one inactive Health Service System encumbrance, resulting in one-time savings of \$43,410.

Together, these recommendations will result in \$119,338 savings to the City’s General Fund in FY 2014-15.

FY 2015-16

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$296,423 in FY 2015-16. Of the \$296,423 in recommended reductions, \$10,000 are one-time savings and \$286,423 are ongoing savings. These reductions would still allow an increase of \$347,318 or 3.4% in the Department’s FY 2015-16 budget.

Approximately 32% or \$94,855 of these recommendations will result in savings to the City’s General Fund in FY 2015-16.

**Recommendations of the Budget and Finance Committee
For Amendment of Budget Items in the FY 2014-15 and FY 2015-16 Two-Year Budget**

| Object Title | FY 2014-15 | | | | | | FY 2015-16 | | | | | |
|--|---|--------|----------------------|-----------------|------------|----|------------|--------|----------------------|-----------------|-------------|----|
| | FTE | | Amount | | GF | IT | FTE | | Amount | | GF | IT |
| | From | To | From | To | | | From | To | From | To | | |
| HSS - HSS Administration | | | | | | | | | | | | |
| 1054 IS Business Analyst - Principal | 0.50 | 0.00 | \$64,005 | \$0 | \$64,005 | x | 1.00 | 0.00 | \$132,097 | \$0 | \$132,097 | x |
| 013 Mandatory Fringe Benefits | | | \$25,396 | \$0 | \$25,396 | x | | | \$47,939 | \$0 | \$47,939 | x |
| 1064 IS Program Analyst - Principal | 0.00 | 0.50 | \$58,348 | \$0 | (\$58,348) | x | 0.00 | 1.00 | \$0 | \$120,422 | (\$120,422) | x |
| 013 Mandatory Fringe Benefits | | | \$0 | \$24,041 | (\$24,041) | x | | | \$0 | \$45,482 | (\$45,482) | x |
| | | | Total Savings | \$7,012 | | | | | Total Savings | \$14,132 | | |
| | Substitute one new 1064 IS Business Analyst-Principal position instead of the new 1054 IS Business Analyst position requested by the Department to accurately reflect the responsibilities for this position. | | | | | | | | | | | |
| 021 Rents and Leases - Equipment | | | \$12,600 | \$7,176 | \$5,424 | x | | | \$12,600 | \$600 | \$12,000 | x |
| | | | Total Savings | \$5,424 | | | | | Total Savings | \$12,000 | | |
| | Reduce 021 Rents and Leases - Equipment funding from \$12,600 to \$7,176 to reflect anticipated expenditure levels in FY 2014-15 | | | | | | | | | | | |
| 021 Training | | | \$21,760 | \$18,400 | \$3,360 | x | | | | | | |
| | | | Total Savings | \$3,360 | | | | | | | | |
| | Reduce 021 Training funding from \$21,760 to \$18,400 to reflect anticipated expenditure levels in FY 2014-15. | | | | | | | | | | | |
| 040 Materials and Supplies Budget | | | \$25,000 | \$20,000 | \$5,000 | x | | | \$25,000 | \$20,000 | \$5,000 | x |
| | | | Total Savings | \$5,000 | | | | | Total Savings | \$5,000 | | |
| | Reduce 040 Materials and Supplies Budget funding from \$25,000 to \$20,000 to reflect anticipated expenditure levels in FY 2014-15. | | | | | | | | | | | |
| 9993 Attrition Savings - Miscellaneous | (1.15) | (1.65) | (\$106,460) | (\$151,460) | \$45,000 | x | (1.15) | (1.65) | (\$109,859) | (\$154,460) | \$44,601 | x |
| 013 Mandatory Fringe Benefits | | | (\$47,492) | (\$67,567) | \$20,075 | x | | | (\$45,414) | (\$63,851) | \$18,437 | x |
| | | | Total Savings | \$65,075 | | | | | Total Savings | \$63,038 | | |
| | Increase Attrition Savings to account for the FY 2013-14 projected salary surplus and increase in FY 2014-15 salaries due to the addition of four new positions. | | | | | | | | | | | |
| | Ongoing Savings | | | | | | | | | | | |

Recommendations of the Budget and Finance Committee
For Amendment of Budget Items in the FY 2014-15 and FY 2015-16 Two-Year Budget

HSS - Health Service System

| Object Title | FY 2014-15 | | | | FY 2015-16 | | | | |
|---|--|-------------|----------|-------------------------------------|---------------------|---------------------|-------------------------|-------------------------|-------------------------------------|
| | FTE | Amount | | GF 1T | FTE | Amount | | GF 1T | |
| | From | To | Savings | x | From | To | Savings | x | |
| 027 Professional and Specialized Services | \$1,154,373 | \$1,132,368 | \$22,005 | x | \$1,154,372 | \$1,062,119 | \$92,253 | x | |
| | Total Savings | | \$22,005 | | Total Savings | | \$92,253 | | |
| | Reduce 027 Professional and Specialized Services funding from \$1,154,373 to \$1,132,368 to reflect anticipated expenditure levels in FY 2014-15. | | | | | | | | |
| 060 Equipment Purchase | | | | | | \$10,000 | \$0 | x | |
| | Total Savings | | \$10,000 | | Total Savings | | \$10,000 | | |
| | Delete 060 Equipment Purchase to reflect anticipated expenditure levels in FY 2015-16. | | | | | | | | |
| 027 Professional and Specialized Services | \$390,900 | \$311,500 | \$79,400 | x | \$590,000 | \$525,000 | \$65,000 | x | |
| | Total Savings | | \$79,400 | | Total Savings | | \$65,000 | | |
| | Reduce 027 Professional and Specialized Services funding from \$390,000 to \$311,500 to reflect funding levels needed for the Department's stated Wellness Assessment participation goals. | | | | | | | | |
| GF - Rent Paid to Real Estate | \$800,000 | \$790,000 | \$10,000 | x | | | | | |
| | Total Savings | | \$10,000 | | | | | | |
| | Reduce funding for GF Rent Paid to Real Estate from \$800,000 to \$790,000 to reflect anticipated expenditure levels in FY 2014-15. | | | | | | | | |
| GF - Registrar of Voters | \$58,632 | \$53,632 | \$5,000 | x | | | | | |
| | Total Savings | | \$5,000 | | | | | | |
| | Reduce funding for GF Registrar of Voters to reflect anticipated expenditure levels in FY 2014-15. | | | | | | | | |
| GF City Attorney - Legal Services | \$220,000 | \$185,000 | \$35,000 | x | \$220,000 | \$185,000 | \$35,000 | x | |
| | Total Savings | | \$35,000 | | Total Savings | | \$35,000 | | |
| | Reduce funding for GF City Attorney - Legal Services from \$220,000 to \$185,000 based on historical spending levels. The reduction would still allow for an increase of \$50,000 from the FY 2013-14 funding level. | | | | | | | | |
| | | | | FY 2014-15 | | | | | FY 2015-16 |
| | | | | Total Recommended Reductions | | | | | Total Recommended Reductions |
| | | | | One-Time | One-Time | Ongoing | Ongoing | Total | Total |
| | | | | General Fund | General Fund | General Fund | Non-General Fund | Non-General Fund | Total |
| | | | | \$5,875 | \$70,053 | \$75,928 | \$3,200 | \$91,655 | \$94,855 |
| | | | | \$12,485 | \$148,863 | \$161,347 | \$6,800 | \$194,768 | \$201,568 |
| | | | | \$18,360 | \$218,916 | \$237,276 | \$10,000 | \$286,423 | \$296,423 |

| Dept | Subfund | Vendor Name | Year | Remaining Balance |
|---------------------------|----------|-------------|------|-------------------|
| HSS Health Service System | 1GAGFAAA | XTECH | 13 | \$43,410 |
| Total | | | | \$43,410 |

Note: The above encumbered fund balance are from budget years prior to FY 2013-14. The Department has indicated that these funds are no longer needed and therefore can be returned to the General Fund if applicable.

BUDGET REVIEW EXECUTIVE SUMMARY

YEAR ONE: FY 2014-15

Budget Changes

The Department's proposed \$218,421,746 budget for FY 2014-15 is \$59,041,404 or 37.0% more than the original FY 2013-14 budget of \$159,380,342.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2014-15 are 850.40 FTEs, which are 25.37 FTEs more than the 825.03 FTEs in the original FY 2013-14 budget. This represents a 3.1% increase in FTEs from the original FY 2013-14 budget.

Revenue Changes

The Department's revenues of \$128,203,110 in FY 2014-15, are \$300,263 or 0.2% less than FY 2013-14 revenues of \$128,503,373. General Fund support of \$90,218,636 in FY 2014-15 is \$59,341,367 or 192% more than FY 2013-14 General Fund support of \$30,877,269.

YEAR TWO: FY 2015-16

Budget Changes

The Department's proposed \$231,406,138 budget for FY 2015-16 is \$12,984,392 or 5.9% more than the Mayor's proposed FY 2014-15 budget of \$218,421,746.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2015-16 are 860.63 FTEs, which are 10.23 FTEs more than the 850.40 FTEs in the Mayor's proposed FY 2014-15 budget. This represents a 1.2% increase in FTEs from the Mayor's proposed FY 2014-15 budget.

Revenue Changes

The Department's revenues of \$137,608,443 in FY 2015-16, are \$9,405,333 or 7.3% more than FY 2014-15 estimated revenues of \$128,203,110. General Fund support of \$93,797,695 in FY 2015-16 is \$3,579,059 or 4.0% more than FY 2014-15 General Fund support of \$90,218,636.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2014-15 AND FY 2015-16**

DEPARTMENT: DPW – GSA PUBLIC WORKS

RECOMMENDATIONS

YEAR ONE: FY 2014-15

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$536,056 in FY 2014-15. Of the \$536,056 in recommended reductions, \$265,241 are ongoing savings and \$270,815 are one-time savings. These reductions would still allow an increase of \$58,505,348 or 36.7% in the Department's FY 2014-15 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended General Fund encumbrances, which would allow the return of \$19,040 to the General Fund.

Together, these recommendations will result in \$363,746 savings to the City's General Fund in FY 2014-15.

YEAR TWO: FY 2015-16

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$866,681 in FY 2015-16. Of the \$866,681 in recommended reductions, \$298,078 are ongoing savings and \$568,603 are one-time savings. These reductions would still allow an increase of \$12,117,711 or 5.5% in the Department's FY 2015-16 budget. These recommendations will result in \$647,868 savings to the City's General Fund in FY 2015-16.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2014-15 AND FY 2015-16**

DEPARTMENT: DPW – GSA PUBLIC WORKS

SUMMARY OF PROGRAM EXPENDITURES:

| Program | FY 2013-2014 | FY 2014-2015 | Increase/ Decrease from | FY 2015-2016 | Increase/ Decrease from |
|---------------------------------|--------------------|--------------------|----------------------------|--------------------|----------------------------|
| | Budget | Proposed | FY 2013-2014 | Proposed | FY 2014-2015 |
| GSA - PUBLIC WORKS | | | | | |
| ADMINISTRATION/SUPPORT SERVICES | 0 | 202,401 | 202,401 | 0 | (202,401) |
| ARCHITECTURE | 443,844 | 1,147,338 | 703,494 | 1,115,710 | (31,628) |
| BUILDING REPAIR AND MAINTENANCE | 18,575,572 | 19,707,423 | 1,131,851 | 19,977,670 | 270,247 |
| CAPITAL ASSET PLANNING | 0 | 0 | 0 | 0 | 0 |
| CITY CAPITAL PROJECTS | 42,512,471 | 95,071,922 | 52,559,451 | 106,825,340 | 11,753,418 |
| COMMUNITY DEVELOPMENT | 0 | 0 | 0 | 0 | 0 |
| CONSTRUCTION MGMT SERVICES | 271,799 | 0 | (271,799) | 0 | 0 |
| ENGINEERING | 870,432 | 871,902 | 1,470 | 858,109 | (13,793) |
| FACILITIES MGMT & OPERATIONS | 0 | 0 | 0 | 0 | 0 |
| GENERAL ADMINISTRATION | 0 | 0 | 0 | 0 | 0 |
| MAINTENANCE OF STREETLIGHTS | 0 | 0 | 0 | 0 | 0 |
| MAPPING | 0 | 0 | 0 | 0 | 0 |
| NON PROGRAM | 0 | 0 | 0 | 0 | 0 |
| PARKING & TRAFFIC | 0 | 0 | 0 | 0 | 0 |
| STREET AND SEWER REPAIR | 17,236,240 | 18,843,234 | 1,606,994 | 18,808,139 | (35,095) |
| STREET ENVIRONMENTAL SERVICES | 43,768,923 | 45,165,307 | 1,396,384 | 46,518,496 | 1,353,189 |
| STREET USE MANAGEMENT | 17,948,381 | 18,174,644 | 226,263 | 18,615,718 | 441,074 |
| URBAN FORESTRY | 17,752,680 | 19,237,575 | 1,484,895 | 18,686,956 | (550,619) |
| WASTEWATER OPERATIONS | 0 | 0 | 0 | 0 | 0 |
| GSA - PUBLIC WORKS | 159,380,342 | 218,421,746 | 59,041,404 | 231,406,138 | 12,984,392 |

FY 2014-15

The Department’s proposed FY 2014-15 budget has increased by \$59,041,404 largely due to:

- A major infusion of General Fund support to pay for ongoing capital improvements, including street reconstruction and renovation, sidewalk repair, curb ramp inspection and replacement, and Vision Zero pedestrian safety improvements. This infusion of funds has been necessitated by the expiration of General Obligation bond support.
- New initiatives including \$1.1 million in landscape management projects, and an additional \$800,000 for enhanced street cleaning services.
- Salary increases associated with the addition of newly proposed FTEs, the annualization of FTEs approved in the FY 2013-14 budget, and cost-of-living adjustments.
- Increased funding for training as the department institutionalizes its in-house training program, “DPW University”.
- Some significant increases in work orders for other departments, particularly water charges by the Public Utilities Commission and services of the City Attorney.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2014-15 AND FY 2015-16**

DEPARTMENT: DPW – GSA PUBLIC WORKS

FY 2015-16

The Department's proposed FY 2015-16 budget has increased by \$12,984,392 largely due to:

- Continued increases in capital renewal and capital project expenditures, including the ADA Transition Plan, street reconstruction and renovation, and repair and rehabilitation projects such as the 3rd Street Bridge and the Islais Creek Bridge.
- Salary increases associated with newly proposed FTEs and the annualization of FTEs proposed in the FY 2014-15 budget.

SUMMARY OF DEPARTMENT POSITION CHANGES:

FY 2014-15

The number of full-time equivalent positions (FTE) budgeted for FY 2014-15 are 850.40 FTEs, which are 25.37 FTEs more than the 825.03 FTEs in the original FY 2013-14 budget. This represents a 3.1% increase in FTEs from the original FY 2013-14 budget.

Specific changes include:

- Staffing for new initiatives including Tree and Landscape Management and Enhanced Street Cleaning Services.
- A large number of project-based off-budget positions including architectural assistants to support bond and capital programs for the Recreation and Parks Department and Department of Public Health, engineers to support work for the Earthquake Safety and Emergency Response Bond and the SFPUC Sewer System Improvement program, truck drivers to support general street reconstruction and repair, and inspectors to support the Sidewalk Inspection and Repair program.

FY 2015-16

The number of full-time equivalent positions (FTE) budgeted for FY 2015-16 are 860.63 FTEs, which are 10.23 FTEs more than the 850.40 FTEs in the Mayor's proposed FY 2014-15 budget. This represents a 1.2% increase in FTEs from the Mayor's proposed FY 2014-15 budget.

Specific changes include:

- The annualization of new positions added in the FY 2014-15 budget and the re-addition of limited-term positions that are due to expire.
- The department is not otherwise requesting any new FTEs for FY 2015-16.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2014-15 AND FY 2015-16**

DEPARTMENT: DPW – GSA PUBLIC WORKS

DEPARTMENT REVENUES:

FY 2014-15

The Department's revenues of \$128,203,110 in FY 2014-15, are \$300,263 or 0.2% less than FY 2013-14 revenues of \$128,503,373. General Fund support of \$90,218,636 in FY 2014-15 is \$59,341,367 or 192% more than FY 2013-14 General Fund support of \$30,877,269.

Specific changes in the Department's FY 2014-15 revenues include:

- A significant infusion of General Fund support to support capital expenditures, as noted above.
- An increase in Impact Fee revenues distributed by the City Planning department to support specific area-plan projects.
- Continued declines in gas tax receipts as trends such as increased fuel-efficiency and decreased driving lead to lower revenues.

FY 2015-16

The Department's revenues of \$137,608,443 in FY 2015-16, are \$9,405,333 or 7.3% more than FY 2014-15 estimated revenues of \$128,203,110. General Fund support of \$93,797,695 in FY 2015-16 is \$3,579,059 or 4.0% more than FY 2014-15 General Fund support of \$90,218,636.

Specific changes in the Department's FY 2015-16 revenues include:

- An additional increase in General Fund support for capital renewal and capital project expenditures.
- Continued increases in Impact Fee revenues and continued declines in gas tax revenues.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2014-15 AND FY 2015-16**

DEPARTMENT: DPW – GSA PUBLIC WORKS

Fee Legislation

File 14-0594 is a proposed fee to protect and preserve the City’s survey monuments which provide horizontal and vertical survey control for subdivisions, tracts, boundaries, and streets.

Projected revenues for FY 2014-15 are based on the proposed fee ordinance as follows:

| File No. | Fee Description | FY 2013-14 Original Revenue | Change in FY 2014-15 | Annualized Revenue Thereafter | % Cost Recovery |
|--------------|--|--------------------------------|-------------------------|-------------------------------------|--------------------|
| 14-0594 | To reference survey monuments before and after construction. | \$0 – this is a new fee | \$141,095 | \$141,095 | 100% |
| Total | \$141,095 | | | | |

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

RECOMMENDATIONS:

FY 2014-15

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$536,056 in FY 2014-15. Of the \$536,056 in recommended reductions, \$265,241 are ongoing savings and \$270,815 are one-time savings. These reductions would still allow an increase of \$58,505,348 or 36.7% in the Department’s FY 2014-15 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended General Fund encumbrances, which would allow the return of \$19,040 to the General Fund.

Together, these recommendations will result in \$363,746 savings to the City’s General Fund in FY 2014-15.

FY 2015-16

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$866,681 in FY 2015-16. Of the \$866,681 in recommended reductions, \$298,078 are ongoing savings and \$568,603 are one-time savings. These reductions would still allow an increase of \$12,117,711 or 5.5% in the Department’s FY 2015-16 budget. These recommendations will result in \$647,868 savings to the City’s General Fund in FY 2015-16.

| Dept | Subfund | Vendor Name | Year | Remaining Balance | Comments |
|--|------------------------------------|--------------------------------------|------|-------------------|---|
| DPW GENERAL SERVICES AGENCY - PUBLIC WORKS | 1GAGFAAA GF-NON-PROJECT-CONTROLLED | AGURTO CORPORATION DBA PESTEC | 13 | 58 | Close |
| DPW GENERAL SERVICES AGENCY - PUBLIC WORKS | 1GAGFAAA GF-NON-PROJECT-CONTROLLED | ZEE MEDICAL SERVICE CO | 13 | 131 | Close |
| DPW GENERAL SERVICES AGENCY - PUBLIC WORKS | 1GAGFAAA GF-NON-PROJECT-CONTROLLED | CENTER HARDWARE CO INC | 13 | 7,731 | Close |
| DPW GENERAL SERVICES AGENCY - PUBLIC WORKS | 1GAGFAAA GF-NON-PROJECT-CONTROLLED | LCI COMPUTER & OFFICE PRODUCTS | 13 | 254 | Close |
| DPW GENERAL SERVICES AGENCY - PUBLIC WORKS | 1GAGFAAA GF-NON-PROJECT-CONTROLLED | DALY CITY SAW & LAWNMOWER | 13 | 1,106 | Close |
| DPW GENERAL SERVICES AGENCY - PUBLIC WORKS | 1GAGFAAA GF-NON-PROJECT-CONTROLLED | SPEEDY'S HARDWARE | 13 | 767 | Close |
| DPW GENERAL SERVICES AGENCY - PUBLIC WORKS | 1GAGFAAA GF-NON-PROJECT-CONTROLLED | AKZO NOBEL PAINTS LLC | 13 | 763 | Close |
| DPW GENERAL SERVICES AGENCY - PUBLIC WORKS | 1GAGFAAA GF-NON-PROJECT-CONTROLLED | H & H PRINTING INC | 13 | 1,425 | Close |
| DPW GENERAL SERVICES AGENCY - PUBLIC WORKS | 1GAGFAAP GF-ANNUAL PROJECT | URS-TECI JOINT VENTURE | 11 | 534 | Closeout initiated 5.30.14 |
| DPW GENERAL SERVICES AGENCY - PUBLIC WORKS | 1GAGFACP GF-CONTINUING PROJECTS | CONSTRUCTION TESTING SERVICES INC | 13 | 4,260 | Close |
| DPW GENERAL SERVICES AGENCY - PUBLIC WORKS | 1GAGFACP GF-CONTINUING PROJECTS | CREEGAN & D'ANGELO ENGINEERS/OPAC JV | 12 | 1,741 | Close - master contract expired 11/4/13 |
| DPW GENERAL SERVICES AGENCY - PUBLIC WORKS | 1GAGFACP GF-CONTINUING PROJECTS | DALY CITY SAW & LAWNMOWER | 13 | 270 | Close |

19,040

BUDGET REVIEW EXECUTIVE SUMMARY

YEAR ONE: FY 2014-15

Budget Changes

The Department's proposed \$344,393,878 budget for FY 2014-15 is \$10,778,967 or 3.2% more than the original FY 2013-14 budget of \$333,614,911.

Personnel Increases

The number of full-time equivalent positions (FTE) budgeted for FY 2014-15 are 1,496.23 FTEs, which are 32.24 FTEs more than the 1,463.99 FTEs in the original FY 2013-14 budget. This represents a 2.2% increase in FTEs from the original FY 2013-14 budget.

Revenue Changes

The Department's revenues of \$122,092,568 in FY 2014-15, are \$3,619,217 or 3.1% more than FY 2013-14 revenues of \$118,473,351. General Fund support of \$222,301,310 in FY 2014-15 is \$7,159,750 or 3.3% more than FY 2013-14 General Fund support of \$215,141,560.

YEAR TWO: FY 2015-16

Budget Changes

The Department's proposed \$340,713,982 budget for FY 2015-16 is \$3,679,896 or 1.1% less than the Mayor's proposed FY 2014-15 budget of \$344,393,878.

Personnel Increases

The number of full-time equivalent positions (FTE) budgeted for FY 2015-16 are 1,499.28 FTEs, which are 3.05 FTEs more than the 1,496.23 FTEs in the Mayor's proposed FY 2014-15 budget. This represents a .2% increase in FTEs from the Mayor's proposed FY 2014-15 budget.

Revenue Changes

The Department's revenues of \$117,889,706 in FY 2015-16, are \$4,202,862 or 3.4% less than FY 2014-15 estimated revenues of \$122,092,568. General Fund support of \$222,824,276 in FY 2015-16 is \$522,966 or 0.2% more than FY 2014-15 General Fund support of \$222,301,310.

RECOMMENDATIONS

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2014-15 AND FY 2015-16**

DEPARTMENT: FIRE DEPARTMENT

FIR – DEPARTMENT

YEAR ONE: FY 2014-15

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$749,446 in FY 2014-15. Of the \$749,446 in recommended reductions, \$601,646 are ongoing savings and \$147,800 are one-time savings. These reductions would still allow an increase of \$10,029,521 or 3.0% in the Department’s FY 2014-15 budget.

YEAR TWO: FY 2015-16

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$604,809 in FY 2015-16, which are ongoing savings.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2014-15 AND FY 2015-16**

DEPARTMENT: FIRE DEPARTMENT

FIR – DEPARTMENT

SUMMARY OF DEPARTMENT POSITION CHANGES:

FY 2014-15

The number of full-time equivalent positions (FTE) budgeted for FY 2014-15 are 1,496.23 FTEs, which are 32.24 FTEs more than the 1,463.99 FTEs in the original FY 2013-14 budget. This represents a 2.2% increase in FTEs from the original FY 2013-14 budget.

- The proposed increase in positions is due to: 1) new positions, and 2) a reduction in attrition savings to hire 16 new Paramedics and one new EMS Section Chief, in addition to the filling of vacant fire operations positions.

| Program | Class | Job Class Title | Head Count | Status |
|------------------------------|-------|--------------------------|------------|---|
| Fire Suppression – Airport | H032 | Captain, Fire Prevention | 1 | New |
| Fire Suppression – Airport | H033 | EMS Captain | 2 | New |
| Prevention and Investigation | H004 | Inspector | 3 | Currently vacant; decrease in attrition |
| Fire Suppression | H003 | Paramedic | 16 | Currently vacant; decrease in attrition |
| Fire Suppression | H-43 | EMS Section Chief | 1 | Currently vacant; decrease in attrition |
| Total | | | 23 | |

FY 2015-16

The number of full-time equivalent positions (FTE) budgeted for FY 2015-16 are 1,499.28 FTEs, which are 3.05 FTEs more than the 1,496.23 FTEs in the Mayor’s proposed FY 2014-15 budget. This represents a .2% increase in FTEs from the Mayor’s proposed FY 2014-15 budget.

- According to the Department, it is reducing attrition savings to allow for the hire of additional firefighter positions. The Department expects the number of new firefighter positions to exceed the number of retirements.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2014-15 AND FY 2015-16**

DEPARTMENT: FIRE DEPARTMENT

FIR – DEPARTMENT

INTERIM EXCEPTIONS

The Department has requested approval of 3 positions as interim exceptions. The Budget and Legislative Analyst recommends approval of 3 positions as interim exceptions, as follows:

- The three positions requested by the Department as interim exceptions are assigned to the Airport and are funded through the Airport's budget as part of the enhanced staffing of Airport fire and emergency medical services.

DEPARTMENT REVENUES:

FY 2014-15

The Department's revenues of \$122,092,568 in FY 2014-15, are \$3,619,217 or 3.1% more than FY 2013-14 revenues of \$118,473,351. General Fund support of \$222,301,310 in FY 2014-15 is \$7,159,750 or 3.3% more than FY 2013-14 General Fund support of \$215,141,560.

Increased revenues in FY 14-15 are due to:

- A projected increase in the Public Safety Sales Tax;
- An increase in Fire Prevention fee revenue; and
- The reclassification of expenditure recovery for suppression and EMS services performed in the Presidio.

FY 2015-16

The Department's revenues of \$117,889,706 in FY 2015-16, are \$4,202,862 or 3.4% less than FY 2014-15 estimated revenues of \$122,092,568. General Fund support of \$222,824,276 in FY 2015-16 is \$522,966 or 0.2% more than FY 2014-15 General Fund support of \$222,301,310.

The Department will receive a one-time payment from the State for EMS services provided to indigent populations in FY 2014-15. As the Department will not receive this payment again in FY 2015-16, revenues are expected to decline by an estimated \$4 million.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2014-15 AND FY 2015-16**

DEPARTMENT: FIRE DEPARTMENT

FIR – DEPARTMENT

RECOMMENDATIONS:

FY 2014-15

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$749,446 in FY 2014-15. Of the \$749,446 in recommended reductions, \$601,646 are ongoing savings and \$147,800 are one-time savings. These reductions would still allow an increase of \$10,029,521 or 3.0% in the Department's FY 2014-15 budget.

FY 2015-16

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$604,809 in FY 2015-16, which are ongoing savings.

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2013-14 and FY 2014-15 Two-Year Budget**

FIR - Fire Department

| Object Title | FY 2014-15 | | | | | | FY 2015-16 | | | | | | | |
|---|------------|----|----------------------|------------------|-------|------------|------------|----|--------|----|-------|----------------------|------------------|---|
| | FTE | | Amount | | GF 1T | Savings | FTE | | Amount | | GF 1T | Savings | | |
| | From | To | From | To | | | From | To | From | To | | | | |
| Attrition Savings - Miscellaneous | | | \$ (202,526) | \$ (380,384) | x | \$ 177,858 | | | | | | \$ 184,288 | | |
| Mandatory Fringe Benefits | | | \$ (88,051) | \$ (165,377) | x | \$ 77,326 | | | | | | \$ 74,014 | | |
| | | | <i>Total Savings</i> | <i>\$255,184</i> | | | | | | | | <i>Total Savings</i> | <i>\$258,302</i> | |
| Increase attrition savings to account for two long term miscellaneous vacancies. | | | | | | | | | | | | | | |
| Attrition Savings | | | \$ (202,526) | \$ (245,776) | x | \$ 43,250 | | | | | | \$ 0 | | |
| Mandatory Fringe Benefits | | | \$ (88,051) | \$ (106,855) | x | \$ 18,804 | | | | | | \$ 0 | | |
| | | | <i>Total Savings</i> | <i>\$62,054</i> | | | | | | | | <i>Total Savings</i> | <i>\$ 0</i> | |
| Increase attrition savings to allow for a January 1, 2015 hiring date for 1093 IT Operations Support Administrator III, instead of a July 1, 2014 hiring date. | | | | | | | | | | | | | | |
| Attrition Savings - Uniform | | | \$ (1,904) | \$ (67,000) | x | \$ 65,096 | | | | | | | | |
| Mandatory Fringe Benefits | | | \$ (604) | \$ (21,254) | x | \$ 20,650 | | | | | | | | |
| | | | <i>Total Savings</i> | <i>\$85,746</i> | | | | | | | | | | |
| Increase attrition savings because the Department reduced attrition savings in Admnsitration in FY 2014-15 to allow for the hiring of one H-43 EMS Section Chief. The Budget and Legislative Analyst's recommendation allows for the hire of this position in January 2014. | | | | | | | | | | | | | | |
| Overtime - Uniform | | | \$ 448,851 | \$ 398,851 | x | \$ 50,000 | | | | | | \$ 460,625 | \$ 410,625 | x |
| Mandatory Fringe Benefits | | | \$ 7,693 | \$ 6,836 | x | \$ 857 | | | | | | \$ 7,923 | \$ 7,063 | x |
| | | | <i>Total Savings</i> | <i>\$50,857</i> | | | | | | | | <i>Total Savings</i> | <i>\$50,860</i> | |
| Reduce overtime for uniform staff in Fire Support Services, which provide engineering, equipment and facilities support, and logistics support. These positions are not required to meet minimum staffing requirements set by Proposition F; the Department will continue to have \$398,851 in overtime to meet equipment, facilities, and logistics needs. | | | | | | | | | | | | | | |
| Ongoing savings | | | | | | | | | | | | | | |

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2013-14 and FY 2014-15 Two-Year Budget**

FIR - Fire Department

| Object Title | FY 2014-15 | | | | | | FY 2015-16 | | | | | |
|---------------------------|--|----|---------------|--------------|-------|-----------|------------|----|---------------|--------------|-------|-----------|
| | FTE | | Amount | | GF 1T | Savings | FTE | | Amount | | GF 1T | Savings |
| | From | To | From | To | | | From | To | From | To | | |
| Overtime - Miscellaneous | | | \$ 97,826 | \$ 75,000 | x | \$ 22,826 | | | \$ 97,826 | \$ 75,000 | x | \$ 22,826 |
| Mandatory Fringe Benefits | | | \$ 7,728 | \$ 5,925 | x | \$ 1,803 | | | \$ 7,728 | \$ 5,925 | x | \$ 1,803 |
| | | | Total Savings | | | | | | Total Savings | | | |
| | | | | \$24,629 | | | | | | \$24,629 | | |
| | Reduce overtime for civilian staff in Administration, who provide human resources, budget, scheduling and other administrative services. The Department will continue to have \$75,000 to meet overtime requirements for the staffing office and other administrative functions. | | | | | | | | | | | |
| Software Licensing Fees | | | \$ 40,925 | \$ 31,675 | x | \$ 9,250 | | | \$ 40,925 | \$ 31,675 | x | \$ 9,250 |
| | Reduce expenditures for software licensing fees to FY 2013-14 amount. | | | | | | | | | | | |
| Materials & Supplies | | | \$ 3,803,062 | \$ 3,753,062 | x | \$ 50,000 | | | \$ 3,803,062 | \$ 3,753,062 | x | \$ 50,000 |
| | Reduce expenditures for materials and supplies. The Budget and Legislative Analyst's recommendation provides a 10 percent increase compared to the FY 2013-14 budget. | | | | | | | | | | | |
| | Ongoing savings | | | | | | | | | | | |

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2013-14 and FY 2014-15 Two-Year Budget**

FIR - Fire Department

| Object Title | FY 2014-15 | | | | | | FY 2015-16 | | | | | | | |
|---------------------------|---|----|----------------------|---------------|------------|-------|------------|----|--------|----|----------------------|--------------|-----------|---|
| | FTE | | Amount | | Savings | GF 1T | FTE | | Amount | | Savings | GF 1T | | |
| | From | To | From | To | | | From | To | From | To | | | | |
| AEC - Operations | | | | | | | | | | | | | | |
| Overtime - Uniform | | | \$ 33,171,868 | \$ 32,963,681 | \$ 208,187 | x | | | | | 33,545,877 | \$33,337,690 | \$208,187 | x |
| Mandatory Fringe Benefits | | | \$ 563,921 | \$ 560,382 | \$3,539 | x | | | | | \$ 576,989 | \$ 573,408 | \$3,581 | x |
| | | | <i>Total Savings</i> | \$ 211,726 | | | | | | | <i>Total Savings</i> | \$ 211,768 | | |
| | Reduce overtime to staff the new Station 4, which is scheduled to open in November 2014, to reflect actual required amount. | | | | | | | | | | | | | |
| | Ongoing savings. | | | | | | | | | | | | | |

FY 2014-15

| Total Recommended Reductions | | |
|------------------------------|------------------|------------------|
| One-Time | Ongoing | Total |
| General Fund | \$147,800 | \$601,646 |
| Non-General Fund | \$0 | \$0 |
| Total | \$147,800 | \$601,646 |

FY 2015-16

| Total Recommended Reductions | | |
|------------------------------|------------|------------------|
| One-Time | Ongoing | Total |
| General Fund | \$0 | \$604,809 |
| Non-General Fund | \$0 | \$0 |
| Total | \$0 | \$604,809 |

BUDGET REVIEW EXECUTIVE SUMMARY

YEAR ONE: FY 2014-15

Budget Changes

The Department's proposed \$76,309,954 budget for FY 2014-15 is \$6,817,020 or 9.8% more than the original FY 2013-14 budget of \$69,492,934.

Personnel Increases

The number of full-time equivalent positions (FTE) budgeted for FY 2014-15 are 254.08 FTEs, which are 10.53 FTEs more than the 243.55 FTEs in the original FY 2013-14 budget. This represents a 4.3% increase in FTEs from the original FY 2013-14 budget.

Revenue Changes

The Department's revenues of \$26,026,615 in FY 2014-15, are \$1,004,879 or 4.0% more than FY 2013-14 revenues of \$25,021,736. General Fund support of \$50,283,339 in FY 2014-15 is \$5,812,141 or 13.1% more than FY 2013-14 General Fund support of \$44,471,198.

YEAR TWO: FY 2015-16

Budget Changes

The Department's proposed \$77,158,856 budget for FY 2015-16 is \$848,902 or 1.1% more than the Mayor's proposed FY 2014-15 budget of \$76,309,954.

Personnel Decreases

The number of full-time equivalent positions (FTE) budgeted for FY 2015-16 are 254.98 FTEs, which is 0.9 FTE more than the 254.08 FTEs in the Mayor's proposed FY 2014-15 budget. This represents a .4% increase in FTEs from the Mayor's proposed FY 2014-15 budget.

Revenue Changes

The Department's revenues of \$26,041,090 in FY 2015-16, are \$14,475 or .1% more than FY 2014-15 estimated revenues of \$26,026,615. General Fund support of \$51,117,766 in FY 2015-16 is \$834,427 or 1.7% more than FY 2014-15 General Fund support of \$50,283,339.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2014-15 AND FY 2015-16**

DEPARTMENT: DEM – DEPARTMENT OF EMERGENCY MANAGEMENT

RECOMMENDATIONS

YEAR ONE: FY 2014-15

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$209,827 in FY 2014-15. Of the \$209,827 in recommended reductions, \$90,118 are ongoing savings and \$119,709 are one-time savings. These reductions would still allow an increase of \$6,607,193 or 9.5% in the Department’s FY 2014-15 budget.

YEAR TWO: FY 2015-16

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$130,636 in FY 2015-16. Of the \$130,636 in recommended reductions, \$96,793 are ongoing savings and \$33,843 are one-time savings. These reductions would still allow an increase of \$718,266 or 0.9% in the Department’s FY 2015-16 budget.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2014-15 AND FY 2015-16**

DEPARTMENT: DEM – DEPARTMENT OF EMERGENCY MANAGEMENT

SUMMARY OF PROGRAM EXPENDITURES:

| Program | FY 2013-2014 Budget | FY 2014-2015 Proposed | Increase/ Decrease from FY 2013-2014 | FY 2015-2016 Proposed | Increase/ Decrease from FY 2014-2015 |
|-------------------------------|------------------------|--------------------------|--|--------------------------|--|
| EMERGENCY MANAGEMENT | | | | | |
| 911 PROJECT | 0 | 0 | 0 | 0 | 0 |
| EMERGENCY COMMUNICATIONS | 43,069,408 | 48,874,123 | 5,804,715 | 49,694,026 | 819,903 |
| EMERGENCY SERVICES | 26,282,616 | 27,295,520 | 1,012,904 | 27,324,792 | 29,272 |
| FALSE ALARM PREVENTION | 0 | 0 | 0 | 0 | 0 |
| OUTDOOR PUBLIC WARNING SYSTEM | 140,910 | 140,311 | (599) | 140,038 | (273) |
| EMERGENCY MANAGEMENT | 69,492,934 | 76,309,954 | 6,817,020 | 77,158,856 | 848,902 |

FY 2014-15

The Department’s proposed FY 2014-15 budget has increased by \$6,817,020 largely due to:

- Funding for a class of ten 9-1-1- call center dispatchers to begin in September, 2014;
- Funding for the second year of a two-year planning phase for the Public Safety Radio Replacement Project;
- Replacement of more than 820 outdated portable radios used by the Police, Fire, and Sheriff’s Department with new devices; and
- The receipt of \$1 million in pass-through grant revenues from the Department of Homeland Security that will be distributed regionally.

FY 2015-16

The Department’s proposed FY 2015-16 budget has increased by \$848,902 largely due to:

- An increase in salary and fringe benefit costs.

SUMMARY OF DEPARTMENT POSITION CHANGES:

FY 2014-15

The number of full-time equivalent positions (FTE) budgeted for FY 2014-15 are 254.08 FTEs, which are 10.53 FTEs more than the 243.55 FTEs in the original FY 2013-14 budget. This represents a 4.3% increase in FTEs from the original FY 2013-14 budget.

The Department is proposing to create one new position in FY 2014-15:

- A 1241 Personnel Analyst, to take part in the newly created Personnel Analyst Development Program established by the Department of Human Resources. The purpose of this position is to provide an opportunity for Personnel Analysts to gain exposure and increased competency in core human resources functions, and to have HR

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2014-15 AND FY 2015-16**

DEPARTMENT: DEM – DEPARTMENT OF EMERGENCY MANAGEMENT

analysts within departments who have an understanding of the City's HR policies, procedures, and practices and know how to implement them.

The Department is also proposing to hire a second class of 10 Public Safety Communications Dispatchers in 2014; these positions will be paid for through a reduction in attrition savings and the filling of currently vacant positions.

FY 2015-16

The number of full-time equivalent positions (FTE) budgeted for FY 2015-16 are 254.98 FTEs, which is 0.9 FTE more than the 254.08 FTEs in the Mayor's proposed FY 2014-15 budget. This represents a .4% increase in FTEs from the Mayor's proposed FY 2014-15 budget.

- The reduction in FTE is due to the deletion of an off-budget position.

INTERIM EXCEPTIONS

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

- The approval of the 1241 Personnel Analyst as an Interim Exception is recommended, as the Department aims to hire this position by August 1, 2014, so that the individual will participate in the Department of Human Resource's Personnel Analyst Development Program.

DEPARTMENT REVENUES:

FY 2014-15

The Department's revenues of \$26,026,615 in FY 2014-15, are \$1,004,879 or 4.0% more than FY 2013-14 revenues of \$25,021,736. General Fund support of \$50,283,339 in FY 2014-15 is \$5,647,255 or 13.1% more than FY 2013-14 General Fund support of \$44,471,198.

Specific changes in the Department's FY 2014-15 revenues include:

- An increased allocation of \$1 million from the Homeland Security Grant Program;
- The Department will receive increased General Fund support to implement (in part) various initiatives, including:
 - The Critical Infrastructure Protection Project, which will provide security improvements to critical cable infrastructure at 1011 Turk Street;
 - The hiring of additional Emergency Communications Dispatchers;
 - Planning for the replacement of outdated public safety radios; and
 - The replacement of the 911 phone system.

FY 2015-16

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2014-15 AND FY 2015-16**

DEPARTMENT: DEM – DEPARTMENT OF EMERGENCY MANAGEMENT

The Department's revenues of \$26,041,090 in FY 2015-16, are \$14,475 or .1% more than FY 2014-15 estimated revenues of \$26,026,615. General Fund support of \$51,117,766 in FY 2015-16 is \$834,427 or 1.7% more than FY 2014-15 General Fund support of \$50,283,339.

Specific changes in the Department's FY 2015-16 revenues include:

- An increased allocation of \$6,847 from the Homeland Security Grant Program; and
- Expenditure recovery totaling \$7,628.
- The Department will receive increased General Fund support to implement (in part) various initiatives, including:
 - Planning for the replacement of outdated public safety radios;
 - The replacement of the Nice Logging Recorder System, which records 911 telephone, Police/Fire dispatch channels and tactical radio channels;
 - Radio site improvements; and
 - Replacement of the gutter at the 911 Center.

RECOMMENDATIONS:

YEAR ONE: FY 2014-15

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$209,827 in FY 2014-15. Of the \$209,827 in recommended reductions, \$90,118 are ongoing savings and \$119,709 are one-time savings. These reductions would still allow an increase of \$6,607,193 or 9.5% in the Department's FY 2014-15 budget.

YEAR TWO: FY 2015-16

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$130,636 in FY 2015-16. Of the \$130,636 in recommended reductions, \$96,793 are ongoing savings and \$33,843 are one-time savings. These reductions would still allow an increase of \$718,266 or 0.9% in the Department's FY 2015-16 budget.

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2013-14 and FY 2014-15 Two-Year Budget
Department of Emergency Management (DEM)**

| Object Title | FY 2014-15 | | | | | | FY 2015-16 | | | | | |
|--|------------|----|----------------------|--------------|-----------|-------|------------|----|----------------------|--------------|-----------|-------|
| | FTE | | Amount | | Savings | GF 1T | FTE | | Amount | | Savings | GF 1T |
| | From | To | From | To | | | From | To | From | To | | |
| OVERTIME -- MISC | | | \$ 1,190,070 | \$ 1,110,070 | \$ 80,000 | X | | | \$ 1,305,758 | \$ 1,221,077 | \$ 84,681 | X |
| MANDATORY FRINGE BENEFITS | | | \$ 9,409,754 | \$ 9,399,636 | \$ 10,118 | X | | | \$ 9,129,567 | \$ 9,101,579 | \$ 12,112 | X |
| | | | <i>Total Savings</i> | \$ 90,118 | | | | | <i>Total Savings</i> | \$ 96,793 | | |
| <p>Decrease in Miscellaneous Overtime to FY 2013-14 budgeted amount. The Department's plan to hire 10 new Communications Dispatchers should reduce the need for additional overtime. The Budget and Legislative Analyst's recommended reduction leaves \$1.1 million for overtime spending. The Department's justification for its supplemental appropriation for additional overtime in FY 2013-14 was to provide employees with training on the use of the new Computer-Aided Dispatch system. The training could not be given during normal working hours due to minimum staffing requirements. The training period ended in April, 2014. The Department has not provided justification for additional overtime need in FY 2014-15.</p> | | | | | | | | | | | | |
| BIV -- Emergency Services | | | | | | | | | | | | |
| ATTRITION SAVINGS | | | \$ - | \$ (52,184) | \$ 52,184 | X | | | | | \$ 0 | |
| MANDATORY FRINGE BENEFITS | | | \$ - | \$ (22,573) | \$ 22,573 | X | | | | | \$ 0 | |
| | | | <i>Total Savings</i> | \$ 74,757 | | | | | | | | |
| <p>Increase Attrition Savings to reflect an October 1, 2014 hire date for 1806 Senior Statistician and 0923 EMS Manager. Hire date estimated based on information provided by the Department.</p> | | | | | | | | | | | | |

FY 2014-15

| Total Recommended Reductions | | | |
|------------------------------|------------------|-----------------|------------------|
| One-Time | Ongoing | Total | |
| General Fund | \$119,709 | \$90,118 | \$209,827 |
| Non-General Fund | \$0 | \$0 | \$0 |
| Total | \$119,709 | \$90,118 | \$209,827 |

FY 2015-16

| Total Recommended Reductions | | | |
|------------------------------|-----------------|-----------------|------------------|
| One-Time | Ongoing | Total | |
| General Fund | \$33,843 | \$96,793 | \$130,636 |
| Non-General Fund | \$0 | \$0 | \$0 |
| Total | \$33,843 | \$96,793 | \$130,636 |

BUDGET REVIEW EXECUTIVE SUMMARY

YEAR ONE: FY 2014-15

Budget Changes

The Department's proposed \$529,979,638 budget for FY 2014-15 is \$3,042,771 or 0.6% more than the original FY 2013-14 budget of \$526,936,867.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2014-15 are 2,793.78 FTEs, which are 66.52 FTEs more than the 2,727.26 FTEs in the original FY 2013-14 budget. This represents a 2.4% increase in FTEs from the original FY 2013-14 budget.

Revenue Changes

The Department's revenues of \$117,619,068 in FY 2014-15 are \$2,942,473 or 2.4% less than FY 2013-14 revenues of \$120,561,541. General Fund support of \$412,360,570 in FY 2014-15 is \$5,985,244 or 1.5% more than FY 2013-14 General Fund support of \$406,375,326.

YEAR TWO: FY 2015-16

Budget Changes

The Department's proposed \$533,980,709 budget for FY 2015-16 is \$4,001,071 or 0.8% more than the Mayor's proposed FY 2014-15 budget of \$529,979,638.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2015-16 are 2,849.34 FTEs, which are 55.56 FTEs more than the 2,793.78 FTEs in the Mayor's proposed FY 2014-15 budget. This represents a 2.0% increase in FTEs from the Mayor's proposed FY 2014-15 budget.

Revenue Changes

The Department's revenues of \$116,959,119 in FY 2015-16, are \$659,949 or 0.6% less than FY 2014-15 estimated revenues of \$117,619,068. General Fund support of \$417,021,590 in FY 2015-16 is \$4,661,020 or 1.1% more than FY 2014-15 General Fund support of \$412,360,570.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2014-15 AND FY 2015-16**

DEPARTMENT: POL – POLICE DEPARTMENT

RECOMMENDATIONS

YEAR ONE: FY 2014-15

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$1,507,361 in FY 2014-15. Of the \$1,507,361 in recommended reductions, \$1,408,313 are ongoing savings and \$99,048 are one-time savings. These reductions would still allow an increase of \$1,535,410 or .3% in the Department's FY 2014-15 budget.

YEAR TWO: FY 2015-16

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$1,280,256 in FY 2015-16. Of the \$1,280,256 in recommended reductions, \$1,189,872 are ongoing savings and \$90,384 are one-time savings. These reductions would still allow an increase of \$2,720,815 or .5% in the Department's FY 2015-16 budget.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2014-15 AND FY 2015-16**

DEPARTMENT: POL – POLICE DEPARTMENT

SUMMARY OF PROGRAM EXPENDITURES:

| Program | FY 2013- 2014 Budget | FY 2014- 2015 Proposed | Increase/ Decrease from FY 2013- 2014 | FY 2015- 2016 Proposed | Increase/ Decrease from FY 2014- 2015 |
|------------------------------|----------------------------|------------------------------|---|------------------------------|---|
| POLICE | | | | | |
| AIRPORT POLICE | 49,622,941 | 49,894,105 | 271,164 | 50,080,228 | 186,123 |
| INVESTIGATIONS | 81,811,136 | 80,870,761 | (940,375) | 80,420,915 | (449,846) |
| OFFICE OF CITIZEN COMPLAINTS | 4,829,125 | 5,162,717 | 333,592 | 5,160,304 | (2,413) |
| OPERATIONS & ADMINISTRATION | 89,793,489 | 82,328,090 | (7,465,399) | 77,901,787 | (4,426,303) |
| PATROL | 290,243,911 | 304,742,465 | 14,498,554 | 316,037,147 | 11,294,682 |
| WORK ORDER SERVICES | 10,636,265 | 6,981,500 | (3,654,765) | 4,380,328 | (2,601,172) |
| POLICE | 526,936,867 | 529,979,638 | 3,042,771 | 533,980,709 | 4,001,071 |

FY 2014-15

The Department’s proposed FY 2014-15 budget has increased by \$3,042,771 largely due to:

- **Public Safety Building:** The new Public Safety Building is expected to open in November 2014. The Department is requesting 4 new positions to provide 24/7 security at the Public Safety Building, beginning July 1. Security for the building was intended to be provided through a contract, but in response to bargaining unit concerns, the Police Department will now maintain responsibility for building security.
- **Vehicle replacement:** As part of a multiyear effort to replace aging Police vehicles, the Department will replace 60 marked cars, one unmarked car, and 10 motorcycles.
- **Academies:** The Department will hire 150 new police officers to increase the size of the police force.
- **Technology enhancements for police officers:** The Department began providing police officers with smart phones in order to enable officers to access critical information regarding suspects in real-time. This smart phone program began in FY 2013-14, and the Department proposes to expand it in FY 2014-15.

FY 2015-16

The Department’s proposed FY 2015-16 budget has increased by \$4,001,071 largely due to:

- **Academies:** The Department will hire 150 new police officers to increase the size of the police force.
- **Vehicle replacement:** As part of a multiyear effort to replace aging Police vehicles, the Department will replace 33 unmarked cars, 15 motorcycles, 4 tactical utility trucks, 2 trucks, 1 van and 1 sedan.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2014-15 AND FY 2015-16**

DEPARTMENT: POL – POLICE DEPARTMENT

SUMMARY OF DEPARTMENT POSITION CHANGES:

FY 2014-15

The number of full-time equivalent positions (FTE) budgeted for FY 2014-15 are 2,793.78 FTEs, which are 66.52 FTEs more than the 2,727.26 FTEs in the original FY 2013-14 budget. This represents a 2.4% increase in FTEs from the original FY 2013-14 budget.

- Transit Officers: MTA Transit Officers, which were previously funded by MTA via work order, will be moved to the Police Department budget over the next two fiscal years. In FY 2014-15, 16 FTEs (of 34 FTEs) will transfer to the Police Department budget.
- Public Safety Building: Security for the new Public Safety Building will be provided by the Police Department, rather than through a contract as previously planned. This will include 4 new 9209s to be hired in FY 2014-15, as well as 2 vacant clerical positions that will be filled to provide support.
- Airport Reorganization: To support the new organization, the Airport has requested one Lieutenant (Q62) to supervise a new division (Specialized Units), and 2 Community Service Aide Supervisors (8217).

FY 2015-16

The number of full-time equivalent positions (FTE) budgeted for FY 2015-16 are 2,849.34 FTEs, which are 55.56 FTEs more than the 2,793.78 FTEs in the Mayor's proposed FY 2014-15 budget. This represents a 2.0% increase in FTEs from the Mayor's proposed FY 2014-15 budget.

- Transit Officers: MTA Transit Officers, which were previously funded by the MTA through a work order, will be moved to the Police Department budget over the next two fiscal years. In FY 2015-16, 16 FTEs (of 34 FTEs) will transfer to the Police Department budget.

INTERIM EXCEPTIONS

The Department has requested approval of 4 positions as an interim exception. The Budget and Legislative Analyst recommends disapproval of all 4 positions as an interim exception.

- According to the Department, these positions will be used to provide security at the new Public Safety Building in Mission Bay. Although the building is not expected to open until November 2014, security will be needed in order to protect equipment and other assets. The Department has just begun the background review process for these positions, based upon conditional offers made. The earliest they would be able to bring them on staff would be August 2014.

The interim exception is therefore not needed.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2014-15 AND FY 2015-16**

DEPARTMENT: POL – POLICE DEPARTMENT

DEPARTMENT REVENUES:

FY 2014-15

The Department's revenues of \$117,619,068 in FY 2014-15 are \$2,942,473 or 2.4% less than FY 2013-14 revenues of \$120,561,541. General Fund support of \$412,360,570 in FY 2014-15 is \$5,985,244 or 1.5% more than FY 2013-14 General Fund support of \$406,375,326.

Specific changes in the Department's FY 2014-15 revenues include:

- An increase in Proposition 172 Public Safety Sales Tax
- A reduction in Expenditure Recovery due to a decrease in the SFMTA Traffic Work Order
- An increase in General Fund support

FY 2015-16

The Department's revenues of \$116,959,119 in FY 2015-16, are \$659,949 or 0.6% less than FY 2014-15 estimated revenues of \$117,619,068. General Fund support of \$417,021,590 in FY 2015-16 is \$4,661,020 or 1.1% more than FY 2014-15 General Fund support of \$412,360,570.

Specific changes in the Department's FY 2015-16 revenues include:

- An increase in Proposition 172 Public Safety Sales Tax
- A reduction in Expenditure Recovery due to the elimination of the SFMTA Traffic Work Order
- An increase in General Fund support

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2014-15 AND FY 2015-16**

DEPARTMENT: POL – POLICE DEPARTMENT

RECOMMENDATIONS:

FY 2014-15

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$1,507,361 in FY 2014-15. Of the \$1,507,361 in recommended reductions, \$1,408,313 are ongoing savings and \$99,048 are one-time savings. These reductions would still allow an increase of \$1,535,410 or .3% in the Department’s FY 2014-15 budget.

FY 2015-16

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$1,280,256 in FY 2015-16. Of the \$1,280,256 in recommended reductions, \$1,189,872 are ongoing savings and \$90,384 are one-time savings. These reductions would still allow an increase of \$2,720,815 or .5% in the Department’s FY 2015-16 budget.

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2014-15 and FY 2015-16 Two-Year Budget**

POL - Police Department

| Object Title | FY 2014-15 | | | | FY 2015-16 | | | | | | | | |
|--------------------------------|---|------|----------------------|---------------|------------|----|----------------------|-------------|--|--|---------------|---------------|---|
| | FTE | | Amount | | FTE | | Amount | | | | | | |
| | From | To | From | To | From | To | From | To | | | | | |
| ACB - Investigations | | | | | | | | | | | | | |
| Attrition Savings | | | (\$245,868) | (\$801,718) | | | (\$253,718) | (\$650,000) | | | \$396,282 | x | |
| Mandatory Fringe Benefits | | | (\$111,600) | (\$363,901) | | | (\$106,878) | (\$273,811) | | | \$166,933 | x | |
| | | | <i>Total Savings</i> | \$808,151 | | | <i>Total Savings</i> | \$563,215 | | | | | |
| | Increase Attrition Savings due to ongoing vacancies. The Investigations Division currently has 7 other vacant civilian positions (excluding 2 vacant civilian positions which are part of the 2012-2014 Recivilianization Plan). The Department has not provided hiring plans for these positions. | | | | | | | | | | | | |
| Materials & Supplies | | | \$500,000 | \$400,000 | | | \$100,000 | x | | | \$500,000 | \$400,000 | x |
| | Reduce to reflect historical underspending for this line item. | | | | | | | | | | | | |
| | Ongoing savings | | | | | | | | | | | | |
| | ACM - Operations and Administration | | | | | | | | | | | | |
| Community Police Services Aide | 4.00 | 3.68 | \$267,811 | \$246,386 | | | \$21,425 | x | | | | | |
| Mandatory Fringe Benefits | | | \$132,950 | \$122,314 | | | \$10,636 | x | | | | | |
| | | | <i>Total Savings</i> | \$32,061 | | | | | | | | | |
| | Reduce FTE for four new Community Police Services Aides to reflect actual hiring timeline. | | | | | | | | | | | | |
| Attrition Savings | | | (\$1,443,278) | (\$1,718,278) | | | \$275,000 | x | | | (\$1,489,742) | (\$1,789,742) | x |
| Mandatory Fringe Benefits | | | (\$656,882) | (\$782,043) | | | \$125,161 | x | | | (\$628,958) | (\$755,616) | x |
| | | | <i>Total Savings</i> | \$400,161 | | | <i>Total Savings</i> | \$426,658 | | | | | |
| | Increase Attrition Savings due to ongoing vacancies. The Operations and Administration Division currently has 17 other vacant civilian positions (excluding 7 vacant civilian positions which are part of the 2012-2014 Recivilianization Plan) for which the Department has not provided hiring plans. | | | | | | | | | | | | |
| Equipment | | | \$771,285 | \$731,604 | | | \$39,681 | x | | | \$391,950 | \$328,872 | x |
| | Reduce budget by one new 1 Ford Fusion Energi to replace a 2011 Chevy Volt with 35,250 miles Given the year and the low mileage, approval of this replacement vehicle is not recommended. | | | | | | | | | | | | |
| Materials & Supplies | | | \$1,000,000 | \$900,000 | | | \$100,000 | x | | | \$1,000,000 | \$900,000 | x |
| | Reduce to reflect historical underspending for this line item. | | | | | | | | | | | | |
| | Ongoing savings | | | | | | | | | | | | |

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2014-15 and FY 2015-16 Two-Year Budget**

POL - Police Department

| Object Title | FY 2014-15 | | | | | | FY 2015-16 | | | | | | | |
|--|------------|----|----------|----------|----------|-------|------------|----|--------|----------|---------|----------|---|---|
| | FTE | | Amount | | Savings | GF 1T | FTE | | Amount | | Savings | GF 1T | | |
| | From | To | From | To | | | From | To | | | | | | |
| Equipment | | | \$54,612 | \$27,306 | \$27,306 | x | x | | | \$27,306 | \$0 | \$27,306 | x | x |
| <p>ACV - Office of Citizen Complaints</p> <p>The budgeted amount is for two new replacement vehicles. Reduce this amount by one vehicle to replace a vehicle that was taken out of service due to expired CNG tanks. The Office of Citizen's Complaints has one vehicle whose CNG tank will not expire until July 2015 and a 2000 Ford Taurus with 64,718 miles.</p> <p>Delete this equipment purchase expenditure. This amount was incorrectly budgeted for a vehicle and was not intended to be included.</p> | | | | | | | | | | | | | | |

FY 2014-15

| Total Recommended Reductions | | | |
|------------------------------|-----------------|--------------------|--------------------|
| | One-Time | Ongoing | Total |
| General Fund | \$99,048 | \$1,408,313 | \$1,507,361 |
| Non-General Fund | \$0 | \$0 | \$0 |
| Total | \$99,048 | \$1,408,313 | \$1,507,361 |

FY 2015-16

| Total Recommended Reductions | | | |
|------------------------------|-----------------|--------------------|--------------------|
| | One-Time | Ongoing | Total |
| General Fund | \$90,384 | \$1,189,872 | \$1,280,256 |
| Non-General Fund | \$0 | \$0 | \$0 |
| Total | \$90,384 | \$1,189,872 | \$1,280,256 |