

1 [Budget Direction to the Clerk of the Board of Supervisors and City Departments]

2

3 **Motion directing the Clerk of the Board of Supervisors to identify and recommend to**
4 **the Budget Committee potential cuts equaling 10 and 20% of the Board of Supervisors**
5 **budget, directing the Budget Analyst to develop a budget justification and staffing**
6 **analysis in consultation with the Fire Department to transfer Chief's Aides to**
7 **firefighting or other appropriate positions within the Fire Department, directing the**
8 **Budget Analyst to contact elected officials and department heads in General Fund**
9 **supported City departments to request proposed cuts equaling 10 and 20% of General**
10 **Fund supported costs for positions earning more than \$90,000 annually and non-**
11 **essential functions within their administrative budgets, and urging the Director of**
12 **Human Resources to expand planned job placement assistance programs for City**
13 **employees who are laid off during the budget process to meet the needs of**
14 **professional staff, including identifying potential job opportunities in non-General Fund**
15 **departments and other government agencies.**

16

17 WHEREAS, Current budget projections for the City and County of San Francisco
18 estimate a shortfall of up to \$350 million, depending on actions taken by the State Legislature
19 and other factors; and

20 WHEREAS, The Mayor has issued revised budget instructions to City departments to
21 absorb 4% of known cost increases in the FY 2003-04 within General Fund base budgets that
22 are reduced by 6% by March 1, 2003 and to prioritize a contingency plan that would reduce
23 General Fund spending by an additional 10% by March 14, 2003; and

24 WHEREAS, The Mayor's budget instructions include direction to Departments to
25 suspend all current year non-essential spending (travel, equipment purchases and hiring) and

1 direction to submit a list of any proposed layoffs by March 1, 2003; and

2 WHEREAS, In response to these instructions, City departments are analyzing and
3 proposing mid-year budget cuts in order to reduce costs as the City enters its FY 2003-04
4 budget consideration, including several rounds of proposed layoffs of City workers; and

5 WHEREAS, The City is entering labor negotiations with all City bargaining units; and

6 WHEREAS, It is critical that taxpayers and City workers understand that budget cuts
7 will be distributed fairly at all levels of City government, including administration of City
8 departments; and

9 WHEREAS, It is equally critical that taxpayers and City workers understand that budget
10 cuts will occur in the Board of Supervisors budget and the Mayor's budget; and

11 WHEREAS, If layoffs must occur, and it appears likely that they must in order to enact
12 a balanced budget pursuant to the City Charter, it is preferable that planning for such layoffs
13 occur early, in order to provide early notice to affected City employees and develop
14 appropriate job placement assistance; and

15 WHEREAS, It is not the intention of the Board of Supervisors in adopting this motion to
16 signal that cuts in administration should be more severe than in other segments of department
17 operations; and

18 WHEREAS, The Board of Supervisors recognizes that approval processes required at
19 the Board of Supervisors and Board requests for information often represent a significant
20 portion of department administrative workload; and

21 WHEREAS, The Board is considering reducing this workload by initiating a consent
22 calendar review procedure for routine department legislation; now, therefore, be it

23 MOVED, That the Board of Supervisors of the City and County of San Francisco
24 hereby directs the Clerk of the Board of Supervisors to identify and recommend to the Budget
25 Committee by April 1, 2003 potential cuts equaling 10 and 20% of the Board of Supervisors

1 budget; and, be it

2 FURTHER MOVED, That the Board of Supervisors urges the Clerk of the Board to
3 consider proposed cuts in the following areas of the Board's budget: positions paying more
4 than \$90,000 in the Clerk's Office, reductions to the Local Agency Formation Commission
5 budget, reductions to the Budget Analyst's contract and reductions in staffing for the
6 Legislative Analyst's Office; and, be it

7 FURTHER MOVED, That the Board of Supervisors directs the Budget Analyst to
8 develop by April 1, 2003 a budget justification and staffing analysis in consultation with the
9 Fire Department to transfer Chief's Aides to firefighting or other appropriate positions within
10 the Fire Department for consideration by the Budget Committee; and, be it

11 FURTHER MOVED, That the Board of Supervisors directs the Budget Analyst to
12 contact elected officials and department heads in the following City departments to request
13 proposed cuts equaling 10 and 20% of their General Fund supported costs for positions
14 earning more than \$90,000 annually and non-essential functions within their administrative
15 budgets and submit such proposed cuts to the Budget Committee by April 1, 2003 coupled
16 with proposals for restructuring management and related functions: Administrative Services,
17 Adult and Aging Services, Assessor/Recorder, Board of Supervisors, City Attorney,
18 Administrative Services – Medical Examiner, Controller, City Planning, District Attorney,
19 Public Health, Human Services, Emergency Communications, Business and Economic
20 Development, Fire, Human Resources, Juvenile Probation, Mayor, Office of Contract
21 Administration, Public Defender, Police, Recreation and Parks, Sheriff, Telecommunications
22 and Information Services, and Treasurer/Tax Collector; and, be it

23 FURTHER MOVED, That the Board of Supervisors urges City departments, in
24 responding to the aforementioned request, to identify proposed cuts to non-essential functions
25 within departments; and, be it

1 FURTHER MOVED, That the Board of Supervisors urges City departments, in
2 responding to the aforementioned request, to identify a range of cost-cutting options for Board
3 of Supervisors consideration including layoffs, retirement, salary savings through maintenance
4 of vacant positions, replacing General Fund revenue for positions with other sources of
5 revenue and/or voluntary wage concessions negotiated through the bargaining process,
6 including work furloughs; and, be it

7 FURTHER MOVED, That the Board of Supervisors urges the Director of the
8 Department of Human Resources to expand planned job placement assistance programs for
9 City employees who are laid off during the budget process to meet the needs of professional
10 staff, including identifying potential job opportunities in non-General Fund departments and
11 other government agencies.

12
13
14
15
16
17
18
19
20
21
22
23
24
25