File No. <u>150347</u>	Committee Item No						
COMMITTEE/BOARD OF SUPERVISORS AGENDA PACKET CONTENTS LIST							
Committee: Budget & Finance Comm	ttee Date May 6, 2015						
Board of Supervisors Meeting	Date						
Cmte Board    Motion   Resolution   Ordinance   Legislative Digest   Budget and Legislative   Youth Commission Report   Introduction Form   Department/Agency Covered   MOU   Grant Information Form   Grant Budget   Subcontract Budget   Contract/Agreement   Form 126 – Ethics Commission   Award Letter   Application   Public Correspondence	ort ver Letter and/or Report						
OTHER (Use back side if addition	nal space is needed)						

Date <u>May 1, 2015</u>

Date\_\_

Completed by: Linda Wong
Completed by: Linda Wong

[Appropriation and De-Appropriation - Surplus Expenditures of \$9,630,762 Supporting Increased Overtime Expenditures - FY2014-2015]

Ordinance appropriating \$9,630,762 to overtime and de-appropriating \$9,630,762 from permanent salaries, fringe benefit expenses, and power for re-sale in the Sheriff's Department, Department of Emergency Management, Fire Department, Department of Public Health, and the Public Utilities Commission operating budgets in order to support the Departments projected increases in overtime as required per Ordinance No. 194-11 in FY2014-2015; this Ordinance requires a two-thirds vote of all members of the Board of Supervisors for approval of \$105,000 to the Public Utilities Commission of this request pursuant to Administrative Code, Section 3.15.

Note:

Additions are <u>single-underline italics Times New Roman</u>; deletions are <u>strikethrough italics Times New Roman</u>.

Board amendment additions are <u>double underlined</u>.

Board amendment deletions are <u>strikethrough normal</u>.

Be it ordained by the People of the City and County of San Francisco:

Section 1. The uses of funding outlined below are herein de-appropriated to reflect the projected sources of funding for FY2014-2015.

# **Uses De-Appropriation**

Fund	Index/Project Code	Subobject	Description	Amount
1G AGF AAA	062CJ5	- 00101	PERMANENT	(\$2,800,000)
GF - NON PROJECT			SALARIES-MISC	
CONTROLLED				·

				•	
1.	Fund	Index/Project Code	Subobject	Description	Amount
2	1G AGF AAA	062CJ5	00201	PERMANENT	(\$200,000)
3	GF - NON PROJECT			SALARIES-UNIFORM	
4	CONTROLLED				
5					
6	1G AGF AAA	062CJ5	01301	RETIRE CITY MISC	(\$400,000)
7	GF - NON PROJECT				
8	CONTROLLED				•
9					
10	1G AGF AAA	062CJ5	01501	HEALTH SERVICE -	(\$900,000)
11	GF – NON PROJECT			CITY MATCH	
12	CONTROLLED				
13	·				
14	Subtotal - Sheriff's				
15	Department				(\$4,300,000)
16			ı	,	
17	1G AGF AAA	770211	00101	PERMANENT	(\$960,000)
18	GF – NON PROJECT			SALARIES-MISC	
19	CONTROLLED	1			
20			·		
21	1G AGF AAA	770211	00901	PREMIUM PAY – MISC	(\$488,000)
22	GF – NON PROJECT			•	
23	CONTROLLED				•
24	·				
25					
	Mayor Lee BOARD OF SUPERVISORS				Page 2 4/6/2015

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1	Fund	Index/Project Code	Subobject	Description	Amount
2	1G AGF AAA	770211	01201	HOLIDAY PAY - MISC	(\$28,760)
3	GF - NON PROJECT				
4	CONTROLLED				
5		•			
6 ,	Subtotal - Department of				
7	Emergency Management				<u>(\$1,476,760)</u>
8					
9	5A AAA AAA	315017	00201	PERMANENT	(\$354,890)
10	GF - NON PROJECT			SALARIES-UNIFORM	
11	CONTROLLED				
12		·			
13	5A AAA AAA	315017	01501	HEALTH SERVICE	(\$94,112)
14	GF – NON PROJECT			CITY MATCH	
15	CONTROLLED				
16					
17	Subtotal - Fire Department				(\$449,002)
18					
19	5H AAA AAA	HGH1HUN40061	00101	PERMANENT	(\$1,900,000)
20	SFGH-OPERATING-NON-			SALARIES-MISC	•
21	PROJ-CONTROLLED				
22				,	
23	1G AGF AAA	HCHAPADMINGF	00101	PERMANENT	(\$500,000)
24	GF – NON PROJECT			SALARIES-MISC	
25	CONTROLLED				
	Mayor Lee BOARD OF SUPERVISORS				Page 3 4/6/2015

1	Fund	Index/Project Code	Subobject	Description	Amount
2	1G AGF AAA	HCHAPACASATL	00101	PERMANENT	(\$550,000)
3	GF NON PROJECT			SALARIES-MISC	
4	CONTROLLED				
5		•			
6	Subtotal - Department of		,		
7	Public Health				(\$2,950,000)
8					
9	5W AAA AAA	475617	00901	PREMIUM PAY – MISC	(\$210,000)
10	SFWD-OPERATING-NON-				
11	PROJ-CONTROLLED				
12					
13	5W AAA AAA	471301	00901	PREMIUM PAY – MISC	(\$140,000)
14	SFWD-OPERATING-NON-		,		
15	PROJ-CONTROLLED				
16					
17	5T AAA AAA	329000	03311	POWER FOR RESALE	(\$105,000)
18	HETCHY OPERATING-				
19	NON-PROJ-CONTROLLED				
20	·				•
21	Subtotal - Public Utilities				
22	Commission		·		(\$455,000)
23					
24	Total USES De-Appropriation	on			(\$9,630,762)
25					

Mayor Lee BOARD OF SUPERVISORS

# **Uses Appropriation**

5	Fund	Index/Project Code	Subobject	Description	Amount
6	1G AGF AAA	062CJ5	01102	SALARIES OVERTIME	\$4,300,000
7	GF - NON PROJECT		,	– UNIFORM	
8	CONTROLLED		-		
9					
10	Subtotal - Sheriff's				
11	Department				<u>\$4,300,000</u>
12					
13	1G AGF AAA	770211	01101	OVERTIME - MISC	\$1,476,760
14	GF – NON PROJECT				
15	CONTROLLED				
16					
17	Subtotal - Department of		<b>S</b>		
18	Emergency Management				<u>\$1,476,760</u>
19			-		
20	5A AAA AAA	315017	01102	SALARIES OVERTIME	\$449,002
21	GF – NON PROJECT			- UNIFORM	
22	CONTROLLED				
23					
24	Subtotal - Fire Department				<u>\$449,002</u>
25					

Section 2. The uses of funding outlined below are herein appropriated to reflect the

Mayor Lee

**BOARD OF SUPERVISORS** 

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1	Fund	Index/Project Code	Subobject	Description	Amount
2	5H AAA AAA	HGH1HUN40061	. 01101	OVERTIME - MISC	\$1,900,000
3	SFGH-OPERATING-NON-	·			•
4	PROJ-CONTROLLED				
5					
6	1G AGF AAA	HCHAPADMINGF	01101	OVERTIME - MISC	\$500,000
7	GF - NON PROJECT				
8	CONTROLLED				
9				,	
10	1G AGF AAA	HJAILHLTH-GF	01104	OVERTIME - NURSES	\$50,000
11	GF – NON PROJECT			•	
12	CONTROLLED				
13	r				
14 <sup>-</sup>	5L AAA AAA	HLH448704	01101	OVERTIME - MISC	\$500,000
15	LAGUNA HONDA-				
16	OPERATING-NON-PROJ-				
17	CONTROLLED				
18					
19	Subtotal - Department of				
20	Public Health				\$2,950,000
21		•		đ	
22	5W AAA AAA	475617	01101	OVERTIME - MISC	\$210,000
23	SFWD-OPERATING-NON-	•			
24	PROJ-CONTROLLED FD				
25				,	
				·	
	Mayor Lee BOARD OF SUPERVISORS			·	Page 6 4/6/2015

					. •
. 1	Fund	Index/Project Code	Subobject	Description	Amount
2	5W AAA AAA	471301	01101	OVERTIME - MISC	\$140,000
3	SFWD-OPERATING-NON-				
4	PROJ-CONTROLLED FD				
5					
6	5T AAA AAA	326198	01101	OVERTIME - MISC	\$105,000
7	HETCHY OPERATING-NON-	•			
8	PROJ-CONTROLLED FD				
9					
10	Subtotal - Public Utilities			·	
11	Commission			· .	<u>\$455,000</u>
12					
13	Total USES Appropriation				\$9,630,762
14	,	-			
15	Section 3. The Cor	troller is authorized	to record tran	sfers between funds a	and adjust
16	the accounting treatment c	of sources and uses	appropriated i	in this Ordinance as n	ecessary to
17	conform with Generally Ac	cepted Accounting F	Principles.		

APPROVED AS TO FORM: DENNIS J. HERRERA, City Attorney

FUNDS AVAILABLE: BEN ROSENFIELD, Controller

Ву:

THOMAS OWEN
Deputy City Attorney

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Mayor Lee

**BOARD OF SUPERVISORS** 

Item 2	Departments:	
File 15-0347	7 Department of Emergency Management (DEM); Department of	
	Public Health (DPH), Fire Department (Fire); Public Utilities	
	Commission (PUC); Sheriff's Department (Sheriff)	

#### **EXECUTIVE SUMMARY**

#### **Legislative Objectives**

• The proposed ordinance (File 15-0347) would authorize the transfer of \$9,630,762 of currently appropriated funds from non-overtime funds for overtime usage. The Department of Emergency Management (DEM), Department of Public Health (DPH), Fire Department (Fire), Public Utilities Commission (PUC), and Sheriff's Department (Sheriff) request a combined \$9,630,762 be de-appropriated from permanent salaries, miscellaneous pay, and power for resale and appropriated to overtime funds to pay for unforeseen labor needs in the departments.

#### **Key Points**

- The Department of Emergency Management is requesting authority to transfer \$1,476,760 from permanent salaries and miscellaneous pay to overtime pay due to increased 911 call volume and unavailability of staff due to dispatcher leaves. Overtime staffing is necessary to improve the Department's primary performance goal of answering 90% of emergency calls within ten seconds.
- The Department of Public Health is requesting authority to transfer \$2,950,000 from permanent salaries to overtime pay primarily due to overages at SF General Hospital, Primary Care, and Laguna Honda. Staff vacancies have fueled overtime use at SF General and Primary care, while unexpected additional needs at Laguna Honda have required the use of overtime to maintain patient care.
- The Fire Department is requesting authority to transfer \$449,002 from permanent salaries and benefits to overtime pay to fund additional staffing at its Airport Operations. Reassignments, retirements, and promotions have required Fire to use overtime in order to maintain sufficient staffing of specially-trained firefighters at SFO.
- The Public Utilities Commission is requesting authority to transfer \$455,000 from premium pay and power for resale accounts to overtime pay. Overtime hours have been necessary due to staffing vacancies in both Water and Power, damage from the December 2014 storm, and responses to third-party property damage.
- The Sheriff's Department is requesting authority to transfer \$4,300,000 from permanent salaries, retirement pay, and benefits to overtime pay. Additional overtime is needed to maintain minimum staffing levels due an unexpected number of separations, long-term disability and leave, and security provided at World Series events.

#### Fiscal Impact

 This request has no new impact on the General Fund, as all funds are currently appropriated to various accounts.

#### Recommendations

- Amend the proposed ordinance to reduce the requested appropriation by \$91,499 from \$9,630,762 to \$9,539,263.
- Approve the proposed ordinance as amended.

# MANDATE STATEMENT / BACKGROUND

#### Mandate Statement

City Charter Section 9.105 states that amendments to the Annual Appropriation Ordinance are subject to Board of Supervisors approval by ordinance after the Controller certifies the availability of funds.

City Administrative Code Section 3.17(a) states that the Annual Appropriation Ordinance must contain a separate appropriation for overtime within the operating budgets for the: Airport, Department of Emergency Management, Fire Department, Police Department, Department of Public Health, Public Utilities Commission, Department of Public Works, Recreation and Park, and the Sheriff's Department.

City Administrative Code Section 3.17(b) states that any supplemental appropriations to the overtime appropriation in operating budgets of the departments listed in Section 3.17(a) shall be subject to approval by the Board of Supervisors after the Controller certifies the availability of funds.

#### **DETAILS OF PROPOSED LEGISLATION**

The proposed ordinance would amend the Annual Appropriation Ordinance for FY 2014-15 to de-appropriate \$9,630,762 from funds previously appropriated for permanent salaries, premium pay, and other uses; and re-appropriate \$9,630,762 for additional overtime for the Department of Emergency Management (DEM), Department of Public Health (DPH), Fire Department, Public Utilities Commission (PUC), and Sheriff's Department (SHF).

#### **FISCAL IMPACT**

The proposed ordinance has no additional General Fund and non-General Fund fiscal impact, as all of the funds to be re-appropriated to overtime are currently appropriated to various funds that have a projected year-end surplus.

The sources of the re-appropriation and the uses, which are additional overtime for the five applicable Departments, as well as the explanation for the need for additional overtime, are described below.

The overall reasons for the need for additional overtime for the Department of Emergency Services, the Department of Public Health, the Fire Department, the Public Utilities Commission and the Sheriff's Department, are shown in Table 1 below.

Table 1: Reasons for Supplemental Appropriation by Department

Department	Amount	Explanation
DEM	\$1,476,760	Higher than expected 911 call volumes and dispatcher leaves, requiring overtime staffing to answer emergency calls within ten seconds.
DPH	\$2,950,000	Staff vacancies at San Francisco General Hospital (SFGH) and Primary Care; an unusually high number of patients with complex needs at Laguna Honda Hospital (LHH); and implementation of IT system upgrades.
FIRE	\$449,002	Reassignments, retirements and promotions within the Airport Division necessitated overtime to ensure sufficient staffing of specially-trained firefighters at the Airport.
PUC	\$455,000	Additional staff hours in both Water and Hetch Hetchy Power Enterprises due to damage from the December 2014 storm; vacancies in both divisions; and responses to third-party property damage.
SHF	\$4,300,000	Higher than projected number of separations and long-term disability and leave; additional security responsibilities related to SF General Hospital, the Hall of Justice, and World Series events.
Total	\$9,630,762	

#### **Department of Emergency Management**

The proposed ordinance de-appropriates \$1,476,760 in FY 2014-15 General Fund monies previously appropriated by the Board of Supervisors for permanent salaries, premium pay, and holiday pay, as shown in Table 2 below, and re-appropriates these funds for additional overtime.

**Table 2: Department of Emergency Management Overtime Re-Appropriation** 

		Total General Fund
	Permanent	
_	Salaries	\$960,000
Sources	Premium Pay	\$488,000
	Holiday Pay	\$28,760
	Total (Sources)	\$1,476,760
Uses	Overtime	\$1,476,760
	Total (Uses)	\$1,476,760

The requested appropriation of \$1,476,760 for overtime would increase the total overtime budget for the Department of Emergency Management to \$2,583,310 or 133.5% more than the original FY 2014-15 overtime budget of \$1,106,550.

According to Mr. William Lee, DEM Deputy Director of Administration and Support, the reasons for the increased overtime are driven primarily by an unexpected increase in emergency call volume, staff vacancies, and above-normal use of leave by DEM staff. Overtime has been necessary to maintain sufficient numbers of emergency operators to respond to 911 calls.

According to the Department of Emergency Management's projections, the Department has surplus funds in permanent salaries, premium pay, and holiday pay due to vacancies and leave, which are available for re- appropriation to overtime.

Based on spending data provided by the Department of Emergency Management, the Budget and Legislative Analyst agrees with the Department's projected year-end overtime expenditures. The Budget and Legislative Analyst recommends approving the request to reappropriate \$1,476,760 for overtime use.

#### **Department of Public Health**

The proposed ordinance de-appropriates \$2,950,000 in FY 2014-15 in San Francisco General Hospital (SFGH) Enterprise Fund and General Fund monies, previously appropriated by the Board of Supervisors, for permanent salaries, as shown in Table 3 below, and re-appropriates these funds for additional overtime.

SFGH LHH **General Fund** Total \$1,900,000 \$0 \$1,050,000 Permanent Salaries \$2,950,000 Sources **Total (Sources)** \$1,900,000 \$0 \$1,050,000 \$2,950,000 Overtime \$1,900,000 \$500,000 \$1,050,000 \$2,950,000 Uses Total (Uses) \$1,900,000 \$500,000 \$550,000 \$2,950,000

**Table 3: Department of Public Health Overtime Re-Appropriation** 

The requested appropriation of \$2,950,000 for overtime would increase the total overtime budget for the Department of Public Health to \$14,242,006 or 26.1% more than the original FY 2014-15 overtime budget of \$11,292,006.

According to Ms. Jenny Louie, DPH Budget Director, the reasons for the increased overtime are due to staff vacancies at San Francisco General Hospital and Primary Care, which require the use of overtime to meet minimum staffing levels. In addition, Laguna Honda Hospital has a number of factors necessitating overtime use, including an acute flu season, an unusually high number of new residents that require additional care, and the implementation of an electronic medical system.

According to the Department of Public Health's projections, the Department has surplus funds in permanent salaries due to staff vacancies, which are available for re-appropriation to overtime.

Based on spending data provided by the Department of Public Health, the Budget and Legislative Analyst agrees with the Department's projected year-end overtime expenditures. The Budget and Legislative Analyst recommends approving the request to re-appropriate \$2,950,000 for overtime use.

#### **Fire Department**

The proposed ordinance de-appropriates \$449,002 in FY 2014-15 Airport Fund monies previously appropriated by the Board of Supervisors for permanent salaries and health service match pay, as shown in Table 4 below, and re-appropriates these funds for additional overtime.

**Table 4: Fire Department Overtime Re-Appropriation** 

	·	Total Airport Fund
Courses	Permanent Salaries	\$354,890
Sources	Health Service Match	\$94,112
	Total (Sources)	\$449,002
Uses	Overtime	\$449,002
	Total (Uses)	\$449,002

The requested appropriation of \$449,002 for overtime would increase the total overtime budget at the Airport for the Fire Department to \$4,187,251 or 12% more than the original FY 2014-15 overtime budget of \$3,738,249.

According to Mr. Mark Corso, Fire Department Chief Financial Officer, the increased overtime is due to staffing needs within the Airport Division. A number of promotions and retirements in the Airport Division required the use of overtime to maintain minimum staffing levels of specially-trained firefighters at the Airport.

According to the Fire Department's projections, the Department has surplus funds in permanent salaries and health service match pay due vacancies, which are available for reappropriation to overtime.

Based on spending data provided by the Fire Department, the Budget and Legislative Analyst agrees with the Department's projected year-end overtime expenditures. The Budget and Legislative Analyst recommends approving the request to re-appropriate \$449,002 for overtime use.

#### **Public Utilities Commission**

The proposed ordinance de-appropriates \$455,000 in FY 2014-15 Water Enterprise and Hetch Hetchy Power Enterprise monies previously appropriated by the Board of Supervisors for premium pay and power for resale, as shown in Table 5 below, and re-appropriates these funds for additional overtime.

**Table 5: SFPUC Overtime Re-Appropriation** 

		Water Enterprise	Hetch Hetchy Power Enterprise	Total
Sources	Premium Pay	\$350,000	\$0	\$350,000
	Power for Resale	\$0	\$105,000	\$105,000
	Total (Sources)	\$350,000	\$105,000	\$455,000
Uses	Overtime	\$350,000	\$105,000	\$455,000
	Total (Uses)	\$350,000	\$105,000	\$455,000

The requested appropriation of \$455,000 for overtime would increase the total overtime budget to \$4,503,852 or 11.2% more than the original FY 2014-15 overtime budget of \$4,048,852.

According to Mr. Carlos Jacobo, SFPUC Budget Manager, the increased overtime is due to needs in both the Water Enterprise and Hetch Hetchy Power Enterprise. Water's increased use is a result of the December 2014 storms, a number of vacancies, and response calls to third-party property damage. Power also had to respond to storm damage in December, has a number of vacancies, and continues to respond to unexpected pole knockdowns and 311 requests.

According to the Public Utilities Commission's projections, the Department has surplus funds in premium pay due to vacancies and power for resale due to postponement of maintenance on power generating units, which are available for re-appropriation to overtime.

Based on spending data provided by the Public Utilities Commission, the Budget and Legislative Analyst agrees with the Department's projected year-end overtime expenditures. The Budget and Legislative Analyst recommends approving the request to re-appropriate \$455,000 for overtime use.

#### **Sheriff's Department**

The proposed ordinance de-appropriates \$4,300,000 in FY 2014-15 General Fund monies previously appropriated by the Board of Supervisors for permanent salaries, retirement, and health service match pay, as shown in Table 6 below, and re-appropriates these funds for additional overtime.

Table 6: Sheriff's Department Overtime Re-Appropriation

		Total
		General Fund
	Permanent Salaries	\$3,000,000
Sources	Retirement	\$400,000
	Health Service Match	\$900,000
	Total (Sources)	\$4,300,000
Uses	Overtime	\$4,300,000
	Total (Uses)	\$4,300,000

The requested appropriation of \$4,300,000 for overtime would increase the total overtime budget to \$13,854,953 or 45% more than the original FY 2014-15 overtime budget of \$9,554,953.

According to Chief Deputy Kathy Gorwood, the reasons for the increased overtime are due to sworn officer separations exceeding sworn officer hires, a significant number of officers on long-term disability or leave, and additional operations related to special events including the World Series. Overtime has been necessary to maintain minimum staffing levels.

According to the Sheriff's Department projections, the Department has surplus funds in permanent salaries, retirement, and health service match pay due to separations, vacancies, and leave, which are available for re-appropriation to overtime.

Based on spending data provided by the Sheriff's Department, the Budget and Legislative Analyst estimates year-end overtime expenditures of \$13,763,454, which is \$4,208,501 more than the FY 2014-2015 overtime budget of \$9,554,953. Based on a detailed analysis by the Budget and Legislative Analyst's Office, the request for an additional \$4,300,000 in the Sheriff's Department is \$91,499 more than the estimated need of \$4,208,501. Therefore, the Budget and Legislative Analyst recommends reducing the requested appropriation by \$91,499, which is a General Fund savings.

#### **Budget and Legislative Analyst Recommendations**

As shown in Table 7 below, the Budget and Legislative Analyst's Office recommends a reduction of \$91,499 from the originally requested amount of \$9,630,762 to \$9,539,263. This represents a General Fund savings of \$91,499 in the Sheriff's Department.

Department	Requested Amount	BLA Recommendation	General Fund Savings
DEM	\$1,476,760	\$1,476,760	_
DPH	\$2,950,000	\$2,950,000	-
Fire	\$449,002	\$449,002	-
PUC	\$455,000	\$455,000	-
Sheriff	\$4,300,000	\$4,208,501	\$91,499
Total	\$9.630.762	\$9 539 263	\$91 499

**Table 7: BLA Recommended Reductions** 

## RECOMMENDATIONS

- 1. Amend the proposed ordinance to reduce the requested appropriation by \$91,499 from \$9,630,762 to \$9,539,263.
- 2. Approve the proposed ordinance as amended.

#### ANALYSIS OF SUPPLEMENTAL APPROPRIATION REQUEST

**DEPARTMENT:** DEM, DPH, FI

DEM, DPH, FIR, PUC, SHF

DATE:

ANALYST: Carol Lu

April 7, 2015

**S.A.**#

AMOUNT REQUESTED:

\$9,630,762 (surplus transfer only)

POSITIONS REQUESTED: N/A

**FUNDING SOURCES:** 

1G AGF AAA (DEM, SFH); 5H AAA AAA and 1G AGF AAA

(DPH); 5A AAA AAA (FIR); 5T AAA AAA and 5W AAA AAA

(PUC)

**SUBJECT:** The Department of Emergency Management (DEM), Department of Public Health (DPH), Fire Department (FIR), Public Utilities Commission (PUC) and Sheriff's Department (SHF) request authority to transfer \$9,630,762 of currently appropriated funds from non-overtime funds for overtime usage.

#### **BACKGROUND:**

In September 2011, Ordinance 194-11 amended Section 3.17 of the Administrative Code to require nine City departments to obtain a supplemental if they were to overspend their overtime budgets. Based on department projects, and Mayor's Office and Controller's Office analysis, DEM, DPH, FIR, PUC and SHF project to overspend their overtime budgets by a combined \$9,630,762.

- **DEM's \$1.48M** request is driven by higher 911 call volumes and dispatcher leaves, requiring overtime staffing to ensure emergency calls are answered within the 10 seconds goal.
- **DPH's \$2.95M request** is driven by staff vacancies at SF General Hospital and the clinics; an unusually high number of newly admitted patients with complex needs at Laguna Honda Hospital; and implementation of IT system upgrades.
- Fire's \$0.45M request is contained within Airport operations and is driven by reassignments, retirements and promotions within that division, requiring overtime to ensure sufficient staffing.
- PUC's \$0.46M request is driven by vacancies in its Water Enterprise and unexpected workload in the Power Enterprise due to the Dec 2014 storm.
- Sheriff's \$4.3M request is driven by higher than projected number of retirements, lack of sheriff's academy class in current year, and new sheriff's initiatives implemented mid-year.

Departments	Sources	Overtime (Uses)		GF Impact	
DEM	\$ 1,476,760	\$	(1,476,760)	\$	-
DPH	2,950,000		(2,950,000)		-
FIR	449,002		(449,002)		-
PUC	455,000		(455,000)		-
SHF	4,300,000		(4,300,000)		-
Totals	\$ 9,630,762	\$	(9,630,762)	\$	-

**RECOMMENDATION: Approve** 

FISCAL IMPACT: This request has no new fiscal impact to the General Fund.

## ANALYSIS OF SUPPLEMENTAL APPROPRIATION REQUEST

**DEPARTMENT:** 

DEM, DPH, FIR, PUC, SHF

DATE:

ANALYST: Carol Lu

April 7, 2015

S.A.#

AMOUNT REQUESTED:

\$9,630,762 (surplus transfer only)

POSITIONS REQUESTED: N/A

**FUNDING SOURCES:** 

1G AGF AAA (DEM, SFH); 5H AAA AAA and 1G AGF AAA

(DPH); 5A AAA AAA (FIR); 5T AAA AAA and 5W AAA AAA

(PUC)

SUBJECT: The Department of Emergency Management (DEM), Department of Public Health (DPH), Fire Department (FIR), Public Utilities Commission (PUC) and Sheriff's Department (SHF) request authority to transfer \$9,630,762 of currently appropriated funds from non-overtime funds for overtime usage.

#### **BACKGROUND:**

In September 2011, Ordinance 194-11 amended Section 3.17 of the Administrative Code to require nine City departments to obtain a supplemental if they were to overspend their overtime budgets. Based on department projects, and Mayor's Office and Controller's Office analysis, DEM, DPH, FIR, PUC and SHF project to overspend their overtime budgets by a combined \$9,630,762.

- **DEM's \$1.48M** request is driven by higher 911 call volumes and dispatcher leaves, requiring overtime staffing to ensure emergency calls are answered within the 10 seconds goal.
- **DPH's \$2.95M request** is driven by staff vacancies at SF General Hospital and the clinics; an unusually high number of newly admitted patients with complex needs at Laguna Honda Hospital; and implementation of IT system upgrades.
- Fire's \$0.45M request is contained within Airport operations and is driven by reassignments, retirements and promotions within that division, requiring overtime to ensure sufficient staffing.
- PUC's \$0.46M request is driven by vacancies in its Water Enterprise and unexpected workload in the Power Enterprise due to the Dec 2014 storm.
- Sheriff's \$4.3M request is driven by higher than projected number of retirements, lack of sheriff's academy class in current year, and new sheriff's initiatives implemented mid-year.

Departments	Sources	Overtime (Uses)		GF Impact		
DEM	\$ 1,476,760	\$	(1,476,760)	\$		-
DPH	2,950,000	•	(2,950,000)			
FIR	449,002		(449,002)			-
PUC	455,000		(455,000)			-
SHF	4,300,000		(4,300,000)			
Totals	\$ 9,630,762	\$	(9,630,762)	\$		_

**RECOMMENDATION: Approve** 

FISCAL IMPACT: This request has no new fiscal impact to the General Fund.

# Office of the Mayor SAN FRANCISCO



EDWIN M. LEE Mayor

TO:

Angela Calvillo, Clerk of the Board of Supervisors

FROM:

<<sup>√</sup>Mavor Edwin M. Lee<u></u>←

RE:

Appropriation and De-Appropriation - Surplus Expenditures of \$9,630,762

Supporting Increased Overtime Expenditures - FY2014-2015

DATE:

April 7, 2015

Attached for introduction to the Board of Supervisors is an ordinance appropriating \$9,630,762 to overtime and de-appropriating \$9,630,762 from permanent salaries, fringe benefit expenses, and power for re-sale in the Sheriff's Department, Department of Emergency Management, Fire Department, Department of Public Health, and the Public Utilities Commission operating budgets in order to support the Departments projected increases in overtime as required per Ordinance No. 194-11 in FY2014-2015. This Ordinance requires a two-thirds vote of all members of the Board of Supervisors for approval of \$105,000 to the Public Utilities Commission of this request.

I respectfully request that this item be calendared in Budget and Finance Sub-Committee on April 29, 2015.

I respectfully request a waiver of the 30-day hold on this legislation.

Should you have any questions, please contact Nicole Elliott (415) 554-7940.

150347

President, District 5
BOARD of SUPERVISORS 35



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# **London Breed**

	PRESIDENTIA	AL ACTION		
Date:	5/1/2015			
To:	Angela Calvillo, Clerk of the Bo	oard of Supervisors	· 	
Madam Cl Pursuant t	erk, o Board Rules, I am hereby:			<del></del>
$\boxtimes$	Waiving 30-Day Rule (Board Rule 1	No. 3.23)		
	File No. <u>150347</u> Title.	Farrell (Primary Sponsor)	·	
	Transferring (Board Rule No. 3.3)		,	
	File No	(Primary Sponsor)	<del></del> .	
	From:	·	Committee	
	To:		Committee	
	Assigning Temporary Committee	ee Appointment (Board R	ule No. 3.1)	
	Supervisor	<del></del>		
	Replacing Supervisor			
	For:			_Meeting
	(Date)	(Committee)		<u> </u>

London Breed, President Board of Supervisors