


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

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June 23, 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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BUDGET REVIEW EXECUTIVE SUMMARY

YEAR ONE: FY 2014-15

Budget Changes

The Department's proposed \$38,608,869 budget for FY 2014-15 is \$8,627,072 or 28.8% more than the original FY 2013-14 budget of \$29,981,797.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2014-15 are 170.26 FTEs, which are 13.74 FTEs more than the 156.52 FTEs in the original FY 2013-14 budget. This represents an 8.8% increase in FTEs from the original FY 2013-14 budget.

Revenue Changes

The Department's revenues of \$35,978,987 in FY 2014-15, are \$8,769,917 or 32.2% more than FY 2013-14 revenues of \$27,209,070. General Fund support of \$2,629,882 in FY 2014-15 is \$142,845 or 5.2% less than FY 2013-14 General Fund support of \$2,772,727.

YEAR TWO: FY 2015-16

Budget Changes

The Department's proposed \$35,252,855 budget for FY 2015-16 is \$3,356,014 or 8.7% less than the Mayor's proposed FY 2014-15 budget of \$38,608,869.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2015-16 are 171.34 FTEs, which are 1.08 FTEs more than the 170.26 FTEs in the Mayor's proposed FY 2014-15 budget. This represents a 0.6% increase in FTEs from the Mayor's proposed FY 2014-15 budget.

Revenue Changes

The Department's revenues of \$33,190,501 in FY 2015-16, are \$2,788,486 or 7.8% less than FY 2014-15 estimated revenues of \$35,978,987. General Fund support of \$2,062,354 in FY 2015-16 is \$567,528 or 21.6% less than FY 2014-15 General Fund support of \$2,629,882.

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

DEPARTMENT: CPC – CITY PLANNING

RECOMMENDATIONS

YEAR ONE: FY 2014-15

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$332,757 in FY 2014-15. Of the \$332,757 in recommended reductions, all are ongoing savings. These reductions would still allow an increase of \$8,294,315 or 27.7% 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 \$283,194 in FY 2015-16. Of the \$283,194 in recommended reductions, all are ongoing savings.

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

DEPARTMENT: CPC – CITY PLANNING

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
CITY PLANNING					
ADMINISTRATION/PLANNING	9,881,155	10,710,323	829,168	10,910,653	200,330
CITY CAPITAL PROJECTS	0	0	0	0	0
CITYWIDE PLANNING	5,850,267	8,586,369	2,736,102	7,731,614	(854,755)
CURRENT PLANNING	7,994,307	10,964,280	2,969,973	9,178,947	(1,785,333)
DEVELOPMENT AND PLANNING	0	0	0	0	0
ENVIRONMENTAL PLANNING	4,620,442	6,270,646	1,650,204	5,250,312	(1,020,334)
ZONING ADMIN AND COMPLIANCE	1,635,626	2,077,251	441,625	2,181,329	104,078
CITY PLANNING	29,981,797	38,608,869	8,627,072	35,252,855	(3,356,014)

FY 2014-15

The Department’s proposed FY 2014-15 budget has increased by \$8,627,072 largely due to:

- Personnel cost increases associated with the addition of newly proposed and previously approved FTEs in the FY 2014-15 budget as well as the annualization of prior year new positions. The majority of these FTEs are to address the backlog in building permits and case applications that has arisen due to an upsurge in planning-related activities tied to the economic recovery.
- A significant increase in spending on professional and contractual services. As fee revenues have increased, the Department has directed on-staff resources to address tasks such as permit and application reviews, while pursuing outside assistance on projects identified by the Department as high-priority. This includes project areas such as Eco-Districts, reviews of General Plan elements, and a Green Roof Technical Assistance Manual.
- Increased capital outlays on projects including the Street Tree Inventory project, the Octavia Boulevard Right of Way project, and a new park in the SOMA district.
- Increased spending on a variety of information technology projects.

FY 2015-16

The Department’s proposed FY 2015-16 budget has decreased by \$3,356,014 largely due to:

- A decrease in spending on professional and contractual services, as one-time projects complete and staffing levels are normalized following recent fiscal year increases.
- A modest increase in spending on salaries and wages as positions added in FY 2014-15 are annualized.

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

DEPARTMENT: CPC – CITY PLANNING

SUMMARY OF DEPARTMENT POSITION CHANGES:

FY 2014-15

The number of full-time equivalent positions (FTE) budgeted for FY 2014-15 are 170.26 FTEs, which are 13.74 FTEs more than the 156.52 FTEs in the original FY 2013-14 budget. This represents an 8.8% increase in FTEs from the original FY 2013-14 budget.

The City Planning Department is proposing to add a number of new positions as well as extend the term of several limited-term positions in FY 2014-15 to accommodate increased workload associated with several City-wide initiatives and the increase in permit reviews and case applications tied to the economic recovery. Specific changes include:

- (16) limited-term positions funded through the “Reduce the Backlog” initiative, a supplemental appropriation (Files 13-0117 and 13-0118) approved by the Board of Supervisors in March 2013 to address the increase in permit reviews and case applications. Positions will be directed towards addressing specific components of the department’s backlog, including building and conditional use permits, variances, historic preservation applications, environmental reviews, and condominium conversions.
- (12) new positions to address workload increases, citywide planning projects including the Civic Center Public Realm Plan, the Mayor’s initiative to add 30,000 housing units, and the Railyard Alternatives and 1-280 Boulevard Feasibility Study project.
- (2) new off-budget positions to work on the City’s Waterfront Long-term Planning Project.

FY 2015-16

The number of full-time equivalent positions (FTE) budgeted for FY 2015-16 are 171.34 FTEs, which are 1.08 FTEs more than the 170.26 FTEs in the Mayor’s proposed FY 2014-15 budget. This represents a 0.6% change in FTEs from the Mayor’s proposed FY 2014-15 budget.

DEPARTMENT REVENUES:

FY 2014-15

The Department’s revenues of \$35,978,987 in FY 2014-15, are \$8,769,917 or 32.2% more than FY 2013-14 revenues of \$27,209,070. General Fund support of \$2,629,882 in FY 2014-15 is \$142,845 or 5.15% less than FY 2013-14 General Fund support of \$2,772,727.

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

- Substantial growth in charges for services as fee revenues have increased due to the ongoing economic recovery and increased building activity throughout the City. The department has seen revenue growth in areas including building permits, environmental reviews and categorical exemptions, condominium conversions, discretionary reviews, subdivision applications, and historic preservation.

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

DEPARTMENT: CPC – CITY PLANNING

FY 2015-16

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

- A decrease in charges for services as the volume growth in permits and applications slow down, leading to lower fee revenues.
- A decline in expected General Fund support.

Fee Legislation

File 14-0593 is an ordinance to eliminate four fees currently collected by the Planning Department: the Installment Agreement Processing Fee, the Refund Processing Fee, the Fee for Information Analysis Request for Information Technology, and the Reactivation Fee for Closed Cases. These fees have a low transaction volume and do not generate significant revenue for the Department.

Based on the proposed fee ordinance projected revenue in FY 2014-15 will decline by \$21,337:

File No.	Fee Description	FY 2013-14 Original Revenue	Change in FY 2014-15	Annualized Revenue Thereafter	% Cost Recovery
File 14-0593	Installment Agreement Processing	\$504	\$0	\$0	0%
	Refunds	\$18,737	\$0	\$0	0%
	Information Analysis Requests for IT	\$2,096	\$0	\$0	0%
	Reactivation for Closed Cases	\$0	\$0	\$0	0%
Total		\$21,337	\$0	\$0	0%

Recommendation: Approval of the proposed fee legislation is a policy matter for the Board of Supervisors because it eliminates existing fees and the associated revenue.

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

DEPARTMENT: CPC – CITY PLANNING

RECOMMENDATIONS:

FY 2014-15

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$332,757 in FY 2014-15. Of the \$332,757 in recommended reductions, all are ongoing savings. These reductions would still allow an increase of \$8,294,315 or 27.7% in the Department's FY 2014-15 budget.

FY 2015-16

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$283,194 in FY 2015-16. Of the \$283,194 in recommended reductions, all 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**

CPC - City Planning

Object Title	FY 2014-15						FY 2015-16					
	FTE		Amount		GF	IT	FTE		Amount		GF	IT
	From	To	From	To			From	To	From	To		
035 Other Current Expenses			\$96,697	\$75,000	\$21,697				\$99,695	\$77,998	\$21,697	
	Reduce based upon historical expenditures and the Department's advertising needs. This reduction will still allow for an approximately 22% increase above the Department's actual spending over the last three fiscal years.											
035 Other Current Expenses			\$194,346	\$154,346	\$40,000				\$180,658	\$140,658	\$40,000	
	Reduce based upon the Department's Software Licensing needs. This reduction will still allow for a 48.4% budget increase from FY 2013-14. The department's licensing expenditures have increased significantly in recent fiscal years.											
022 Training			\$45,000	\$35,000	\$10,000				\$50,000	\$40,000	\$10,000	
	Reduce based upon historical expenditures. This reduction will still allow for a 5.7% increase in the Department's Training budget.											
040 Materials and Supplies			\$86,050	\$75,000	\$11,050				\$159,987	\$85,000	\$74,987	
	Reduce based upon historical expenditures. This reduction will still allow for a 15.3% increase in the Department's Materials and Supplies 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**

CPC - City Planning

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	From	To	From	To	From	To	From	To	
5278 Planner II	0.77	0.77	\$67,892	\$67,892	\$30,725	\$0											
			<i>Total Savings</i>	\$0										<i>Total Savings</i>	\$0		
<p>The Department has requested one 5278 Planner II position to help address the backlog in code enforcement violations. This position should be limited tenure for three fiscal years (FY 2014-15, FY 2015-16, and FY 2016-17) with a termination date of June 30, 2017.</p>																	
FAH - Citywide Planning																	
027 - Professional and Specialized Services			\$435,000	\$341,500	\$93,500									\$405,000	\$350,000	\$55,000	
Reduce Professional and Specialized Services budget based upon Department needs.																	
FDP - Current Planning																	
5291 Planner III	0.77	0.77	\$80,572	\$80,572	\$34,616	\$0											
			<i>Total Savings</i>	\$0										<i>Total Savings</i>	\$0		
<p>The Department has requested one 5291 Planner III position to help address the backlog in historic preservation applications. This position should be limited tenure for three fiscal years (FY 2014-15, FY 2015-16, and FY 2016-17) with a termination date of June 30, 2017.</p>																	
FFP - Environmental Planning																	
027 - Professional and Specialized Services			\$550,000	\$393,490	\$156,510									\$300,000	\$218,490	\$81,510	
Reduce Professional and Specialized Services budget based upon Department needs.																	

FY 2014-15

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund	\$0	\$0
Non-General Fund	\$332,757	\$332,757
Total	\$332,757	\$332,757

FY 2015-16

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund	\$0	\$0
Non-General Fund	\$283,194	\$283,194
Total	\$283,194	\$283,194

BUDGET REVIEW EXECUTIVE SUMMARY

YEAR ONE: FY 2014-15

Budget Changes

The Department’s proposed \$48,776,521 budget for FY 2014-15 is \$2,059,624 or 4.4% more than the original FY 2013-14 budget of \$46,716,897.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2014-15 are 256.38 FTEs, which are 2.99 FTEs more than the 253.39 FTEs in the original FY 2013-14 budget. This represents a 1.2% increase in FTEs from the original FY 2013-14 budget.

Revenue Changes

The Department's revenues of \$6,234,174 in FY 2014-15, are \$130,816 or 2.1% more than FY 2013-14 revenues of \$6,103,358. General Fund support of \$42,542,347 in FY 2014-15 is \$1,928,808 or 4.7% more than FY 2013-14 General Fund support of \$40,613,539.

YEAR TWO: FY 2015-16

Budget Changes

The Department’s proposed \$49,086,228 budget for FY 2015-16 is \$309,707 or .6% more than the Mayor’s proposed FY 2014-15 budget of \$48,776,521.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2015-16 are 255.43 FTEs, which are .95 FTEs less than the 256.38 FTEs in the Mayor’s proposed FY 2014-15 budget. This represents a .37% decrease in FTEs from the Mayor’s proposed FY 2014-15 budget.

Revenue Changes

The Department's revenues of \$6,060,309 in FY 2015-16, are \$173,865 or 2.8% less than FY 2014-15 revenues of \$6,234,174. General Fund support of \$43,025,919 in FY 2015-16 is \$483,572 or 1.1% more than FY 2014-15 General Fund support of \$42,542,347.

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

DEPARTMENT: DAT – DISTRICT ATTORNEY

RECOMMENDATIONS

YEAR ONE: FY 2014-15

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$344,834 in FY 2014-15. Of the \$344,834 in recommended reductions, \$77,579 are ongoing savings and \$267,255 are one-time savings. These reductions would still allow an increase of \$1,714,790 or 3.7% 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 \$137,797 in FY 2015-16. Of the \$137,797 in recommended reductions, \$62,048 are ongoing savings and \$75,749 are one-time savings. These reductions would still allow an increase of \$171,910 or 0.4% in the Department’s FY 2015-16 budget.

Policy Consideration

In FY 2015-16, the Department is requesting to designate nine positions that were previously approved by the Board of Supervisors as limited-term for the District Attorney’s Domestic Violence Unit (Ordinance 32-13) with a termination date of June 30, 2015 to permanent positions. The Department reports that due to the increase in staffing levels for the Domestic Violence Unit, the number of cases dismissed has been reduced by 37% from 87 cases in 2012 to 55 cases in 2013 year, which means more victims are following through with their cases; and total conviction rates have increased by 6 percentage points from 60% to 66%. The Department reports they were unable to evaluate the actual number of limited-term positions that were necessary to convert to permanent on-going positions in order to continue the work of the Domestic Violence Unit citing that the Domestic Violence Unit works as a team making it difficult to determine the specific contribution of each new position. Because the proposed positions were approved as limited-term positions, designating these positions as permanent is a policy matter for the Board of Supervisors.

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

DEPARTMENT: DAT– DISTRICT ATTORNEY

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
DISTRICT ATTORNEY					
ADMINISTRATION - CRIMINAL & CIVIL	2,202,446	1,912,330	(290,116)	1,912,652	322
CAREER CRIMINAL PROSECUTION	1,041,013	1,076,820	35,807	1,092,520	15,700
CHILD ABDUCTION	993,165	1,044,891	51,726	1,088,165	43,274
FAMILY VIOLENCE PROGRAM	1,495,359	1,650,834	155,475	1,667,414	16,580
FELONY PROSECUTION	27,683,131	28,760,992	1,077,861	29,075,140	314,148
MISDEMEANOR PROSECUTION	1,995,815	2,231,041	235,226	2,314,063	83,022
SUPPORT SERVICES	6,514,328	7,210,232	695,904	7,319,893	109,661
WORK ORDERS & GRANTS	4,791,640	4,889,381	97,741	4,616,381	(273,000)
DISTRICT ATTORNEY	46,716,897	48,776,521	2,059,624	49,086,228	309,707

FY 2014-15

The Department’s proposed FY 2014-15 budget has increased by \$2,059,624 largely due to increases in salary and fringe benefits as well as additional funding for the Department’s Mental Health Unit. The additional funding will support three positions in the Mental Health Unit as the Department will assume responsibility of creating and filing all documents related to conservatorships beginning July 1, 2014. These duties were formerly handled by the Superior Court.

FY 2015-16

The Department’s proposed FY 2015-16 budget has increased by \$309,707 largely due to salary and fringe benefits increases.

SUMMARY OF DEPARTMENT POSITION CHANGES:

FY 2014-15

The number of full-time equivalent positions (FTE) budgeted for FY 2014-15 are 256.38 FTEs, which are 2.99 FTEs more than the 253.39 FTEs in the original FY 2013-14 budget. This represents a 1.2% increase in FTEs from the original FY 2013-14 budget.

The increase in positions is due to the funding of three new positions that will support the Department’s Mental Health Unit and other adjustments.

FY 2015-16

The number of full-time equivalent positions (FTE) budgeted for FY 2015-16 are 255.43 FTEs, which are .95 FTEs less than the 256.38 FTEs in the Mayor’s proposed FY 2014-15 budget. This represents a .4% decrease in FTEs from the Mayor’s proposed FY 2014-15 budget.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
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DEPARTMENT: DAT– DISTRICT ATTORNEY

The decrease in positions is due to a work order that is budgeted annually with the Mayor's Office that is not budgeted in FY 2015-16.

INTERIM EXCEPTIONS

The Department has requested approval of 1.30 FTE grant-funded positions, representing partial funding for four existing positions, as an interim exception. The Budget and Legislative Analyst recommends approval of all requested interim positions. The requested interim positions are grant-funded positions that were inadvertently left out of the Department's base position allocation.

DEPARTMENT REVENUES:

FY 2014-15

The Department's revenues of \$6,234,174 in FY 2014-15, are \$130,816 or 2.1% more than FY 2013-14 revenues of \$6,103,358. General Fund support of \$42,542,347 in FY 2014-15 is \$1,928,808 or 4.7% more than FY 2013-14 General Fund support of \$40,613,539.

Specific changes in the Department's FY 2014-15 revenues include reductions of \$283,605 in work order revenue and increases in State revenue totaling \$414,421.

FY 2015-16

The Department's revenues of \$6,060,309 in FY 2015-16, are \$173,865 or 2.8% less than FY 2014-15 revenues of \$6,234,174. General Fund support of \$43,025,919 in FY 2015-16 is \$483,572 or 1.1% more than FY 2014-15 General Fund support of \$42,542,347.

Specific changes in the Department's FY 2015-16 revenues includes reductions of \$275,000 in work order revenue and an increase of \$100,000 in Public Safety Realignment revenue.

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

DEPARTMENT: **DAT– DISTRICT ATTORNEY**

RECOMMENDATIONS:

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FY 2015-16

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Policy Consideration

In FY 2015-16, the Department is requesting to designate nine positions that were previously approved by the Board of Supervisors as limited-term for the District Attorney’s Domestic Violence Unit (Ordinance 32-13), with a termination date of June 30, 2015, to permanent positions. The Department reports that due to the increase in staffing levels for the Domestic Violence Unit, the number of cases dismissed has been reduced by 37% or 32 cases from 87 cases in 2012 to 55 cases in 2013, which means more victims are following through with their cases; and total conviction rates have increased by 6 percentage points from 60% to 66%. The Department reports they were unable to evaluate the actual number of limited-term positions that were necessary to convert to permanent on-going positions in order to continue the work of the Domestic Violence Unit, citing that the Domestic Violence Unit works as a team, making it difficult to determine the specific contribution of each new position. Because the proposed positions were approved as limited-term positions, designating these positions as permanent is a policy matter for the Board of Supervisors.

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

DAT - District Attorney

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			
Misc.-Regular		\$768,217	\$723,217	\$45,000	x	x			\$798,508	\$766,508	\$32,000	x	x
Mandatory Fringe Benefits		\$274,674	\$258,584	\$16,090	x	x			\$287,657	\$276,129	\$11,528	x	x
		<i>Total Savings</i>	<i>\$61,090</i>						<i>Total Savings</i>	<i>\$43,528</i>			
	Reduce Regular Salaries to account for a one-time carryforward and an ongoing surplus in this continuing project.												
	AIA - Felony Prosecution												
Equipment		\$58,896	\$0	\$58,896	x	x							
	Reduce requested replacement vehicles by 2. The Department met its requirement under the Healthy Air and Clean Transportation Ordinance (HACTO) to reduce vehicles by 15% in part by turning in 6 vehicles to the Department of Administrative Services Central Shops. The vehicles returned to Central Shops do not represent a permanent reduction in the City's vehicle fleet because these vehicles may be re-allocated to other City departments, or may be used as credit for future replacement vehicles by the Department.												
	AII- Support Services												
STEPM_Z		(\$314,410)	(\$360,000)	\$45,590	x	x	0.00		(\$327,139)	(\$361,488)	\$34,349	x	x
Mandatory Fringe Benefits		(\$95,652)	(\$109,522)	\$13,870	x	x			(\$89,818)	(\$99,249)	\$9,431	x	x
		<i>Total Savings</i>	<i>\$59,460</i>						<i>Total Savings</i>	<i>\$43,770</i>			
	Increase step adjustment savings based on salary restrictions on promotive appointments.												
	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**

DAT - District Attorney

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			(\$1,966,298)	(\$2,008,236)	\$41,938	x	x							
Mandatory Fringe Benefits			(\$699,741)	(\$714,665)	\$22,582	x	x							
			<i>Total Savings</i> \$64,520											
Increase attrition savings to reflect the actual start date of a District Attorney Investigator that will support the Mental Health Unit's new conservatorship responsibilities in FY 14-15.														
AII- Family Violence Program														
Victim/Witness Investigator I	8.90	10.90	\$631,571	\$773,497	(\$141,926)	x		8.90	10.90	\$651,737	\$798,194	(\$146,457)	x	
Mandatory Fringe Benefits			\$306,778	\$375,717	(\$68,940)	x				\$295,730	\$362,186	(\$66,460)	x	
Victim/Witness Investigator II	3.00	1.00	\$233,684	\$77,895	\$155,789	x		3.00	1.00	\$241,145	\$80,382	\$160,763	x	
Mandatory Fringe Benefits			\$109,795	\$36,598	\$73,196	x				\$105,648	\$35,216	\$70,432	x	
			<i>Total Savings</i> \$18,119							<i>Total Savings</i> \$18,278				
Disapprove the upward substitution of two positions. The Department is requesting an upward substitution of 2.0 FTE Victim/Witness Investigator Is to 2.0 FTE Victim/Witness Investigator IIs. The Department wants to create two lead advocates in their Victim's Services Unit; however, the Department's current ratio of lead advocates to staff advocates of 1:4.75 is sufficient.														
Ongoing savings.														

**Recommendations of the Budget and Legislative Analyst
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DAT - District Attorney

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			
Misc.-Regular			\$949,052	\$892,552	\$56,500	x	x			\$982,187	\$959,687	\$22,500	x	x
Mandatory Fringe Benefits			\$440,929	\$414,679	\$26,250	x	x			\$424,374	\$414,652	\$9,722	x	x
			<i>Total Savings</i>	<i>\$82,750</i>						<i>Total Savings</i>	<i>\$32,222</i>			
	Reduce Regular Salaries to account for a one-time carryforward and a ongoing surplus in this continuing project.													
	Reduce to account for projected carryforward in FY 2014-15													

FY 2014-15

Total Recommended Reductions			
General Fund	Non-General Fund	One-Time	Ongoing
\$267,255	\$0	\$77,579	\$0
Total	\$267,255	\$77,579	\$344,834

FY 2015-16

Total Recommended Reductions			
General Fund	Non-General Fund	One-Time	Ongoing
\$75,749	\$0	\$62,048	\$0
Total	\$75,749	\$62,048	\$137,797

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

DAT - District Attorney

Object Title	FY 2014-15				FY 2015-16					
	FTE		Amount		FTE		Amount			
	From	To	From	To	From	To	From	To		
			Savings	GF	1T			Savings	GF	1T
Policy Recommendations										
	Family Violence Program/ Felony Prosecution/ Support Services									
Victim/Witness Investigator I					8.90	5.90	\$651,737	\$432,051	\$219,686	X
Attorney (Civil/Criminal)					84.30	81.30	\$15,800,307	\$15,238,019	\$562,288	X
Dist. Atty Investigator (SFERS)					6.00	4.00	\$1,448,788	\$1,225,898	\$222,890	X
District Attorney's Investigative Assist.					18.00	17.00	\$2,220,521	\$2,142,085	\$78,436	X
Mandatory Fringe Benefits								\$390,344	\$390,344	X
					Total Policy Recommendations				\$1,473,644	
	<p>In FY 2015-16, the Department is requesting to designate nine positions that were previously approved by the Board of Supervisors as limited-term for the District Attorney's Domestic Violence Unit (Ordinance 32-13) with a termination date of June 30, 2015 to permanent positions. The Department reports that due to the increase in staffing levels for the Domestic Violence Unit, the number of cases dismissed has been reduced by 37% from 87 cases in 2012 to 55 cases in 2013, which means more victims are following through with their cases; and total conviction rates have increased by 6 percentage points from 60% to 66%. The Department reports that they were unable to evaluate the actual number of limited-term positions that were necessary to convert to permanent on-going positions in order to continue the work of the Domestic Violence Unit. Because the proposed positions were approved as limited-term positions, designating these positions as permanent is a policy matter for the Board of Supervisors.</p>									

FY 2014-15

Total Policy Recommendations

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

FY 2015-16

Total Policy Recommendations

	One-Time	Ongoing	Total
General Fund	\$0	\$1,473,644	\$1,473,644
Non-General Fund	\$0	\$1,473,644	\$1,473,644
Total	\$0	\$2,947,288	\$2,947,288

BUDGET REVIEW EXECUTIVE SUMMARY

YEAR ONE: FY 2014-15

Budget Changes

The Department's proposed \$38,778,045 budget for FY 2014-15 is \$1,962,256 or 5.3% more than the original FY 2013-14 budget of \$36,815,789.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2014-15 are 239.12 FTEs, which are .31 FTEs fewer than the 239.43 FTEs in the original FY 2013-14 budget. This represents a 0.1% decrease in FTEs from the original FY 2013-14 budget.

Revenue Changes

The Department's revenues of \$6,950,271 in FY 2014-15, are \$341,291 or 4.7% less than FY 2013-14 revenues of \$7,291,562. General Fund support of \$31,827,774 in FY 2014-15 is \$2,303,547 or 7.8% more than FY 2013-14 General Fund support of \$29,524,227.

YEAR TWO: FY 2015-16

Budget Changes

The Department's proposed \$42,524,333 budget for FY 2015-16 is \$3,746,288 or 9.7% more than the Mayor's proposed FY 2014-15 budget of \$38,778,045.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2015-16 are 239.44 FTEs, which are .32 FTEs more than the 239.12 FTEs in the Mayor's proposed FY 2014-15 budget. This represents a 0.1% increase in FTEs from the Mayor's proposed FY 2014-15 budget.

Revenue Changes

The Department's revenues of \$6,950,271 in FY 2015-16, are unchanged from FY 2014-15 estimated revenues of \$6,950,271. General Fund support of \$35,574,062 in FY 2015-16 is \$3,746,288 or 11.8% more than FY 2014-15 General Fund support of \$31,827,774.

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

DEPARTMENT: JUV – JUVENILE PROBATION

RECOMMENDATIONS

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$158,133 in FY 2014-15. Of the \$158,133 in recommended reductions, \$25,000 are ongoing savings and \$133,133 are one-time savings. These reductions would still allow an increase of \$1,804,123 or 4.9% 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 \$163,527 in FY 2015-16. Of the \$163,527 in recommended reductions, \$25,000 are ongoing savings and \$138,527 are one-time savings. These reductions would still allow an increase of \$3,582,761 or 9.2% 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: JUV – JUVENILE PROBATION

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
JUVENILE PROBATION					
ADMINISTRATION	7,168,723	8,492,861	1,324,138	9,918,831	1,425,970
CHILDREN'S BASELINE	1,010,999	1,012,058	1,059	1,012,604	546
JUVENILE HALL	11,514,849	11,844,469	329,620	13,720,963	1,876,494
JUV HALL REPLACEMENT DEBT PAYMENT	2,667,374	2,442,358	(225,016)	2,445,872	3,514
LOG CABIN RANCH	3,290,352	3,373,902	83,550	3,445,576	71,674
PROBATION SERVICES	11,163,492	11,612,397	448,905	11,980,487	368,090
JUVENILE PROBATION	36,815,789	38,778,045	1,962,256	42,524,333	3,746,288

FY 2014-15

The Department's proposed FY 2014-15 budget has increased by \$1,962,256 largely due to:

- Increases in salaries and fringe benefits due to cost of living adjustments.
- Increases to Capital Renewal projects, which include refurbishments to the Youth Guidance Center and Log Cabin Ranch. These projects have a total budget of \$1,303,000 in the FY 2014-15 budget.

FY 2015-16

The Department's proposed FY 2015-16 budget has increased by \$3,746,288 largely due to:

- Increases in salaries and fringe benefits due to cost of living adjustments.
- Increases to Capital Renewal projects continue in FY 2015-16 with an increase of \$1,914,000 compared to the previous year.

SUMMARY OF DEPARTMENT POSITION CHANGES:

FY 2014-15

The number of full-time equivalent positions (FTE) budgeted for FY 2014-15 are 239.12 FTEs, which are .31 FTEs less than the 239.43 FTEs in the original FY 2013-14 budget. This represents a 0.1% decrease in FTEs from the original FY 2013-14 budget.

FY 2015-16

The number of full-time equivalent positions (FTE) budgeted for FY 2015-16 are 239.44 FTEs, which are .32 FTEs more than the 239.12 FTEs in the Mayor's proposed FY 2014-15 budget. This represents a 0.1% increase in FTEs from the Mayor's proposed FY 2014-15 budget.

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

DEPARTMENT: JUV – JUVENILE PROBATION

DEPARTMENT REVENUES:

FY 2014-15

The Department’s revenues of \$6,950,271 in FY 2014-15, are \$341,291 or 4.7% less than FY 2013-14 revenues of \$7,291,562. General Fund support of \$31,827,774 in FY 2014-15 is \$2,303,547 or 7.8% more FY 2013-14 General Fund support of \$29,524,227.

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

- Revenue from Federal sources have decreased by \$609,518 which is attributed to decreases in funding for Federal Title IV-E Foster Care and Federal Milk and Food programs.
- Revenue from State sources designated for Group Home Monthly Visits has decreased by \$253,879.
- Revenue for programs including Child Welfare Services the Youthful Offender Block Grant has increased by \$524,106.

FY 2015-16

The Department’s revenues of \$6,950,271 in FY 2015-16, are unchanged from 2014-15 revenues of \$6,950,271. General Fund support of \$35,574,062 in FY 2015-16 is \$3,746,288 or 11.8% more than FY 2014-15 General Fund support of \$31,827,774.

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

DEPARTMENT: JUV – JUVENILE PROBATION

RECOMMENDATIONS:

FY 2014-15

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$158,133 in FY 2014-15. Of the \$158,133 in recommended reductions, \$25,000 are ongoing savings and \$133,133 are one-time savings. These reductions would still allow an increase of \$1,804,123 or 4.9% in the Department's FY 2014-15 budget.

FY 2015-16

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$163,527 in FY 2015-16. Of the \$163,527 in recommended reductions, \$25,000 are ongoing savings and \$138,527 are one-time savings. These reductions would still allow an increase of \$3,582,761 or 9.2% 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**

JUV - Juvenile Probation Department																																													
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																																		
AKC - Probation Services																																													
Attrition Savings - Misc.	(0.15)	(1.15)	(\$14,595)	(\$111,895)	x	x	(0.15)	(1.15)	(\$15,061)	(\$115,468)	x	x	\$100,407																																
Mandatory Fringe Benefits			(\$5,375)	(\$41,208)	x	x			(\$5,718)	(\$43,838)	x	x	\$38,120																																
			<i>Total Savings</i>	<i>\$133,133</i>					<i>Total Savings</i>	<i>\$138,527</i>																																			
Increase attrition savings due to anticipated salary surplus from FY 2013-14. This recommendation will still allow the Department sufficient funds and related flexibility in their salary spending for the upcoming fiscal year.																																													
Professional & Specialized Services			\$219,193	\$194,193		x			\$219,193	\$194,193		x	\$25,000																																
Reduce expenditures to reflect historical underspending.																																													
<table border="0" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:50%;"></td> <td align="center" colspan="2">FY 2014-15</td> <td align="center" colspan="2">FY 2015-16</td> <td colspan="2"></td> </tr> <tr> <td></td> <td align="center" colspan="2">Total Recommended Reductions</td> <td align="center" colspan="2">Total Recommended Reductions</td> <td align="center">One-Time</td> <td align="center">Ongoing</td> </tr> <tr> <td>General Fund</td> <td align="right">\$133,133</td> <td align="right">\$25,000</td> <td align="right">\$158,133</td> <td align="right">\$158,133</td> <td align="right">\$138,527</td> <td align="right">\$163,527</td> </tr> <tr> <td>Non-General Fund</td> <td align="right">\$0</td> <td align="right">\$0</td> <td align="right">\$0</td> <td align="right">\$0</td> <td align="right">\$0</td> <td align="right">\$0</td> </tr> <tr> <td>Total</td> <td align="right">\$133,133</td> <td align="right">\$25,000</td> <td align="right">\$158,133</td> <td align="right">\$158,133</td> <td align="right">\$138,527</td> <td align="right">\$163,527</td> </tr> </table>												FY 2014-15		FY 2015-16					Total Recommended Reductions		Total Recommended Reductions		One-Time	Ongoing	General Fund	\$133,133	\$25,000	\$158,133	\$158,133	\$138,527	\$163,527	Non-General Fund	\$0	\$0	\$0	\$0	\$0	\$0	Total	\$133,133	\$25,000	\$158,133	\$158,133	\$138,527	\$163,527
	FY 2014-15		FY 2015-16																																										
	Total Recommended Reductions		Total Recommended Reductions		One-Time	Ongoing																																							
General Fund	\$133,133	\$25,000	\$158,133	\$158,133	\$138,527	\$163,527																																							
Non-General Fund	\$0	\$0	\$0	\$0	\$0	\$0																																							
Total	\$133,133	\$25,000	\$158,133	\$158,133	\$138,527	\$163,527																																							

BUDGET REVIEW EXECUTIVE SUMMARY

YEAR ONE: FY 2014-15

Budget Changes

The Department’s proposed \$31,074,632 budget for FY 2014-15 is \$4,465,988 or 16.8% more than the original FY 2013-14 budget of \$26,608,644.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2014-15 are 145.15 FTEs, which are 5.59 FTEs more than the 139.56 FTEs in the original FY 2013-14 budget. This represents a 4.0% increase in FTEs from the original FY 2013-14 budget.

Revenue Changes

The Department’s revenues of \$13,923,527 in FY 2014-15, are \$2,043,130 or 17.2% more than FY 2013-14 revenues of \$11,880,397. General Fund support of \$17,151,105 in FY 2014-15 is \$2,422,858 or 16.5% more than FY 2013-14 General Fund support of \$14,728,247.

YEAR TWO: FY 2015-16

Budget Changes

The Department’s proposed \$33,445,059 budget for FY 2015-16 is \$2,370,427 or 7.6% more than the Mayor’s proposed FY 2014-15 budget of \$31,074,632.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2015-16 are 148.05 FTEs, which are 2.90 FTEs more than the 145.15 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 \$15,773,527 in FY 2015-16, are \$1,850,000 or 13.3% more than FY 2014-15 estimated revenues of \$13,923,527. General Fund support of \$17,671,532 in FY 2015-16 is \$520,427 or 3.0% more than FY 2014-15 General Fund support of \$17,151,105.

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

DEPARTMENT: ADP – ADULT PROBATION

RECOMMENDATIONS

YEAR ONE: FY 2014-15

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$318,323 in FY 2014-15. Of the \$318,323 in recommended reductions, all of which are ongoing savings. These reductions would still allow an increase of \$4,147,665 or 15.6% 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 \$9,646 to the General Fund.

Together, these recommendations will result in \$327,969 savings to the City's General Fund in FY 2014-15.

Additionally, the Budget and Legislative Analyst recommends placing \$358,328 on Budget and Finance Committee Reserve, pending detailed justification for these expenditures. These funds were requested by the Department to hire consultants to finalize implementation of the Adult Probation Department's portion of the criminal justice departments' shared database, JUSTIS. These funds were not included in the FY 2013-14 to FY 2017-18 Information and Communication Technology (ICT) Plan previously adopted by the Board of Supervisors, although the Department states that the Committee on Information Technology reviewed the request. The Department also has \$528,000 in encumbered but unspent funds that were appropriated by the Board of Supervisors in prior years for this purpose.

YEAR TWO: FY 2015-16

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$341,731 in FY 2015-16, all of which would be ongoing savings. These reductions would still allow an increase of \$2,028,696 or 6.5% in the Department's FY 2014-15 budget.

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

DEPARTMENT: ADP – ADULT PROBATION

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
ADULT PROBATION					
ADMINISTRATION - ADULT PROBATION	4,253,046	4,936,328	683,282	4,873,086	(63,242)
COMMUNITY SERVICES	9,204,620	12,044,903	2,840,283	12,778,071	733,168
ONE STOP RE ENTRY SERVICES	1,450,611	1,616,507	165,896	1,627,162	10,655
PRE - SENTENCING INVESTIGATION	2,954,571	3,171,300	216,729	3,307,548	136,248
REALIGNMENT SVCS-POST RELEASE COMM.	8,745,796	9,205,594	459,798	10,759,192	1,553,598
WORK ORDERS & GRANTS	0	100,000	100,000	100,000	0
ADULT PROBATION	26,608,644	31,074,632	4,465,988	33,445,059	2,370,427

FY 2014-15

The Department’s proposed FY 2014-15 budget has increased by \$4,465,988 largely due to:

- An increase in caseload from the addition of post-release community supervision population mandated by AB109. This population receives services including risk and needs assessments, counseling services, cognitive behavioral counseling and vocational and educational classes, among others. The Department will also initiate new database and case management systems to track and assess their program participants.
- Increased revenue from State funding sources. Specifically, the SB678 Community Corrections Incentive Fund is increasing by \$2,124,789 in FY 2014-15. This source of funds supports the Department’s evidence-based supervision practices and housing, rental subsidies and case management programs.

FY 2015-16

The Department’s proposed FY 2015-16 budget has increased by \$2,370,427 largely due to:

- An increase in professional services contracts by \$1,500,000, in FY 15/16 to support Realignment Services.

SUMMARY OF DEPARTMENT POSITION CHANGES:

FY 2014-15

The number of full-time equivalent positions (FTE) budgeted for FY 2014-15 are 145.15 FTEs, which are 5.59 FTEs more than the 139.56 FTEs in the original FY 2013-14 budget. This represents a 4.0% increase in FTEs from the original FY 2013-14 budget.

- The Department will use the new 1406 Sr. Clerk Typist positions as a placeholder for a new 8529 Adult Probation Officer Assistant classification that the Department proposes to hire. This position will be used to establish a mentoring program to develop skills for

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

DEPARTMENT: ADP – ADULT PROBATION

incoming probation officers and to assist probation officers with day-to-day operational work. A recruitment will be conducted to fill this position upon budget approval.

- Additional FTEs have been included in the budget to account for increases in temporary salaries and other adjustments.

FY 2015-16

The number of full-time equivalent positions (FTE) budgeted for FY 2015-16 are 148.05 FTEs, which are 2.90 FTEs more than the 145.15 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.

This increase reflects the 1406 Sr. Clerk Typists included in the in FY 2014-15 budget transitioning into 2.0 FTE 8529 Adult Probation Officer Assistants for the FY 2015-16 budget.

DEPARTMENT REVENUES:

FY 2014-15

The Department’s revenues of \$13,923,527 in FY 2014-15, are \$2,043,130 or 17.2% more than FY 2013-14 revenues of \$11,880,397. General Fund support of \$17,151,105 in FY 2014-15 is \$2,422,858 or 16.5% more than FY 2013-14 General Fund support of \$14,728,247.

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

- \$2,756,394 from the SB678 Community Corrections Performance Incentive Fund
- \$400,000 in Probation Fees collected from tracking and monitoring fees associated with case management
- \$100,000 to support Probation Specialized Supervision Domestic Violence Grant

FY 2015-16

The Department’s revenues of \$15,773,527 in FY 2015-16, are \$1,850,000 or 13.3% more than FY 2014-15 revenues of \$13,923,527. General Fund support of \$17,671,532 in FY 2015-16 is \$520,427 or 3.0% more than FY 2014-15 General Fund support of \$17,151,105.

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

- \$153,333 in additional funding for Probation Assistants Mentoring Program

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

DEPARTMENT: ADP – ADULT PROBATION

RECOMMENDATIONS:

FY 2014-15

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$318,323 in FY 2014-15. Of the \$318,323 in recommended reductions, all of which are ongoing savings. These reductions would still allow an increase of \$4,147,665 or 15.6% 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 \$9,646 to the General Fund.

Together, these recommendations will result in \$327,969 savings to the City's General Fund in FY 2014-15.

Additionally, the Budget and Legislative Analyst recommends placing \$358,328 on Budget and Finance Committee Reserve, pending detailed justification for these expenditures. These funds were requested by the Department to hire consultants to finalize implementation of the Adult Probation Department's portion of the criminal justice departments' shared database, JUSTIS. These funds were not included in the FY 2013-14 to FY 2017-18 Information and Communication Technology (ICT) Plan previously adopted by the Board of Supervisors, although the Department states that the Committee on Information Technology reviewed the request. The Department also has \$528,000 in encumbered but unspent funds that were appropriated by the Board of Supervisors in prior years for this purpose.

FY 2015-16

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$341,731 in FY 2015-16, all of which would be ongoing savings. These reductions would still allow an increase of \$2,028,696 or 6.5% in the Department's FY 2014-15 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**

ADP - Adult Probation 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		
ASH - Administration												
Temporary Salaries	3.81	2.35	\$325,000	\$200,459	\$124,541	x	3.81	2.35	\$325,000	\$200,459	\$124,541	x
Reduce temporary salaries to reflect current department needs. Department received approval for position exchanges in FY 2013-14 for these functions. Our reduction will allow for sufficient funding in temporary salaries.												
AKB - Community Services												
Attrition Savings	(3.13)	(3.93)	(\$411,097)	(\$516,170)	\$105,073	x	(2.33)	(3.50)	(\$241,346)	(\$362,537)	\$121,191	x
Mandatory Fringe Benefits			(\$151,452)	(\$190,162)	\$38,710	x			(\$91,605)	(\$137,604)	\$45,999	x
<i>Total Savings \$143,782</i>												
Increase attrition savings due to reflect actual staffing levels and to adjust for projected FY 2013-14 salary savings of \$539,217. These recommendations will allow the Department sufficient flexibility in their salary spending for the upcoming fiscal year.												
ARS - Realignment Services												
Training			\$100,000	\$50,000	\$50,000	x			\$100,000	\$50,000	\$50,000	x
Reduce expenditure to reflect historical underspending. This will leave \$392,035 in total training budget for the department.												

FY 2014-15

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund	\$0	\$318,323
Non-General Fund	\$0	\$0
Total	\$0	\$318,323

FY 2015-16

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund	\$0	\$341,731
Non-General Fund	\$0	\$0
Total	\$0	\$341,731

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

ADP - Adult Probation 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		
Recommended Reserves												
ASH - Administration												
Systems Consulting Services			\$358,328	\$358,328		x						
<p>Place \$358,328 on Budget and Finance Committee Reserve, pending detailed justification for these expenditures. These funds were requested by the Department to hire consultants to finalize implementation of the Adult Probation Department's portion of the criminal justice departments' shared database, JUSTIS. These funds were not included in the FY 2013-14 to FY 2017-18 Information and Communication Technology (ICT) Plan previously adopted by the Board of Supervisors, although the Department states that the Committee on Information Technology reviewed the request. The Department also has \$528,000 in encumbered but unspent funds that were appropriated by the Board of Supervisors in prior years for this purpose.</p>												

FY 2014-15

Total Recommended Reserves

	One-Time	Ongoing	Total
General Fund	\$358,328	\$0	\$358,328
Non-General Fund	\$0	\$0	\$0
Total	\$358,328	\$0	\$358,328

FY 2015-16

Total Recommended Reserves

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

Dept	Subfund	Vendor Name	Year	Remaining Balance
ADP	1GAGFAAP	LANGUAGELINE SOLUTIONS	13	514
ADP	1GAGFAAP	STAPLES INC & SUBSIDIARIES	13	5,425
ADP	1GAGFAAP	VERIZON WIRELESS	13	810
ADP	1GAGFAAP	L C ACTION POLICE SUPPLY	13	75
ADP	1GAGFAAP	ACADEMYX INC	13	556
ADP	1GAGFAAP	XTECH	10	2,265
Total				\$9,646

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 \$13,865,924 budget for FY 2014-15 is \$284,473 or 2.0% less than the original FY 2013-14 budget of \$14,150,397.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2014-15 are 28.89 FTEs, which are 0.46 FTEs more than the 28.43 FTEs in the original FY 2013-14 budget. This represents a 1.6% increase in FTEs from the original FY 2013-14 budget.

Revenue Changes

The Department's revenues of \$6,209,371 in FY 2014-15 are \$100,321 or 1.6% more than FY 2013-14 revenues of \$6,109,050. General Fund support of \$7,656,553 in FY 2014-15 is \$384,794 or 4.8% less than FY 2013-14 General Fund support of \$8,041,347.

YEAR TWO: FY 2015-16

Budget Changes

The Department's proposed \$12,705,803 budget for FY 2015-16 is \$1,160,121 or 8.4% less than the Mayor's proposed FY 2014-15 budget of \$13,865,924.

Personnel Changes

The number of full-time equivalent (FTE) positions budgeted for FY 2015-16 are 28.91 FTEs, which are 0.02 FTEs more than the 28.89 FTEs in the Mayor's proposed FY 2014-15 budget. This represents a 0.1% increase in FTEs from the Mayor's proposed FY 2014-15 budget.

Revenue Changes

The Department's revenues of \$6,224,829 in FY 2015-16, are \$15,458 or 0.2% more than FY 2014-15 revenues of \$6,209,371. General Fund support of \$6,480,974 in FY 2015-16 is \$1,175,579 or 15.4% less than FY 2015-16 General Fund support of \$7,656,553.

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

DEPARTMENT: **ART – ART COMMISSION**

RECOMMENDATIONS

YEAR ONE: FY 2014-15

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$110,790 in FY 2014-15. Of the \$110,790 in recommended reductions, \$10,790 are ongoing savings and \$100,000 are one-time savings.

YEAR TWO: FY 2015-16

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$10,792 in FY 2015-16. All of the recommended reductions are ongoing savings.

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

DEPARTMENT: ART – ART COMMISSION

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
ARTS COMMISSION					
ART COMMISSION-ADMINISTRATION	1,380,723	1,767,791	387,068	791,572	(976,219)
CIVIC COLLECTION	582,766	968,177	385,411	955,422	(12,755)
CIVIC DESIGN	186,410	194,595	8,185	198,918	4,323
COMMUNITY ARTS & EDUCATION	0	0	0	0	0
COMMUNITY ARTS & ED-GENERAL ADMIN	5,445,656	4,131,975	(1,313,681)	3,808,259	(323,716)
CULTURAL EQUITY	2,838,245	2,914,296	76,051	2,920,142	5,846
EDUCATIONAL PROGRAMS	595,317	602,041	6,724	604,257	2,216
GALLERY	482,284	504,462	22,178	515,727	11,265
GRANTS FOR THE ARTS	0	0	0	0	0
MUNICIPAL SYMPHONY CONCERTS	2,139,061	2,260,000	120,939	2,380,000	120,000
PUBLIC ART	129,586	129,586	0	129,586	0
STREET ARTISTS	370,349	393,001	22,652	401,920	8,919
ARTS COMMISSION	14,150,397	13,865,924	(284,473)	12,705,803	(1,160,121)

FY 2014-15

The Department’s proposed FY 2014-15 budget has decreased by \$284,473 largely due to the expiration of one-time capital funding in FY 2013-14.

FY 2015-16

The Department’s proposed FY 2015-16 budget has decreased by \$1,160,121 largely due to the expiration of one-time expenditures related to the Department’s move to the War Memorial Veterans Building.

SUMMARY OF DEPARTMENT POSITION CHANGES:

FY 2014-15

The number of full-time equivalent positions (FTE) budgeted for FY 2014-15 are 28.89 FTEs, which are 0.45 FTEs more than the 28.43 FTEs in the original FY 2013-14 budget. This represents a 1.6% increase in FTEs from the original FY 2013-14 budget.

FY 2015-16

The number of full-time equivalent (FTE) positions budgeted for FY 2015-16 are 28.91 FTEs, which are 0.02 FTEs more than the 28.89 FTEs in the Mayor’s proposed FY 2014-15 budget. This represents a 0.1% increase in FTEs from the Mayor’s proposed FY 2014-15 budget.

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

DEPARTMENT: ART – ART COMMISSION

DEPARTMENT REVENUES:

FY 2014-15

The Department's revenues of \$6,209,371 in FY 2014-15, are \$100,321 or 1.6% more than FY 2013-14 revenues of \$6,109,050. General Fund support of \$7,656,553 in FY 2014-15 is \$384,794 or 4.8% less than FY 2013-14 General Fund support of \$8,041,347.

The decline in General Fund support is primarily due to the expiration of one-time capital funding in FY 2013-14.

FY 2015-16

The Department's revenues of \$6,224,829 in FY 2015-16, are \$15,458 or 0.2% more than FY 2014-15 revenues of \$6,209,371. General Fund support of \$6,480,974 in FY 2015-16 is \$1,175,579 or 15.4% less than FY 2015-16 General Fund support of \$7,656,553.

The decline in General Fund support is primarily due to the expiration of one-time expenditures related to the Department's move to the War Memorial Veterans Building in 2014-15.

Item 3: File 14-0623: The proposed ordinance modifies current regulations regarding how the Arts Commission may use art enrichment funds on City property. The ordinance permits the Arts Commission to use art enrichment funds on any City property. Currently, the Arts Commission may only use art enrichment funds on the funding department's property.

Additionally, the ordinance increases the amount of art enrichment funds the Arts Commission may reserve for maintenance and conservation from 5% to 10% per project. Furthermore, the ordinance allows art enrichment funds to be used exclusively for maintenance and conservation under limited circumstances such as when a project has limited public access or generates funds insufficient to acquire new artwork.

Recommendation: Approval of the proposed ordinance is a policy matter for the Board of Supervisors.

RECOMMENDATIONS:

FY 2014-15

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$110,790 in FY 2014-15. Of the \$110,790 in recommended reductions, \$10,790 are ongoing savings and \$100,000 are one-time savings.

FY 2015-16

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$10,792 in FY 2015-16. All of the recommended reductions are 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**

ART - Arts Commission

Object Title	FY 2014-15						FY 2015-16					
	FTE		Amount		GF	1T	FTE		Amount		GF	1T
	From	To	From	To			From	To	From	To		
040 Materials and Supplies Budget			\$1,000,000	\$900,000	x	x						
			Total Savings						\$100,000			
			\$100,000									
			Reduce 040 Materials and Supplies Budget. The Department has not adequately justified the amount for materials and supplies requested for its relocation to the War Memorial building. The recommended reduction would still allow for sufficient funding to move and store the Arts Commission's collection of art.									
			EER- Civic Collection									
Temporary Salaries			\$50,000	\$40,000	x	x			\$50,000	\$40,000	x	x
Fringe Benefits			\$3,950	\$3,160					\$3,960	\$3,168		x
			Total Savings						Total Savings			
			\$10,790						\$10,792			
			Reduce to reflect actual expenditures.									
			Ongoing Savings									

FY 2014-15

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund	\$100,000	\$10,790
Non-General Fund	\$0	\$0
Total	\$100,000	\$110,790

FY 2015-16

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund	\$0	\$10,792
Non-General Fund	\$0	\$0
Total	\$0	\$10,792

BUDGET REVIEW EXECUTIVE SUMMARY

YEAR ONE: FY 2014-15

Budget Changes

The Department's proposed \$159,330,311 budget for FY 2014-15 is \$1,607,967 or 1.0% less than the original FY 2013-14 budget of \$160,938,278.

Personnel Increases

The number of full-time equivalent positions (FTE) budgeted for FY 2014-15 are 886.46 FTEs, which are 16.19 FTEs more than the 870.27 FTEs in the original FY 2013-14 budget. This represents a 1.9% increase in FTEs from the original FY 2013-14 budget.

Revenue Changes

The Department's revenues of \$112,100,073 in FY 2014-15, are \$128,959 or .1% less than FY 2013-14 revenues of \$112,229,073. General Fund support of \$47,230,238 in FY 2014-15 is \$1,479,008 or 3.04% less than FY 2013-14 General Fund support of \$48,709,246.

YEAR TWO: FY 2015-16

Budget Changes

The Department's proposed \$154,639,155 budget for FY 2015-16 is \$4,691,156 or 2.9% less than the Mayor's proposed FY 2014-15 budget of \$159,330,311.

Personnel Increases

The number of full-time equivalent positions (FTE) budgeted for FY 2015-16 are 893.66 FTEs, which are 7.20 FTEs more than the 886.46 FTEs in the Mayor's proposed FY 2014-15 budget. This represents a 0.8% increase in FTEs from the Mayor's proposed FY 2014-15 budget.

Revenue Changes

The Department's revenues of \$100,546,411 in FY 2015-16, are \$11,553,662 or 10.3% less than FY 2014-15 estimated revenues of \$112,100,073. General Fund support of \$54,092,744 in FY 2015-16 is \$6,862,506 or 14.5% more than FY 2014-15 General Fund support of \$47,230,238.

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

DEPARTMENT: REC – RECREATION AND PARK DEPARTMENT

RECOMMENDATIONS

YEAR ONE: FY 2014-15

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$621,230 in FY 2014-15. Of the \$621,230 in recommended reductions, all are one-time savings.

YEAR TWO: FY 2015-16

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$82,517 in FY 2015-16. Of the \$82,517 in recommended reductions, all are one-time savings.

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

DEPARTMENT: REC – RECREATION AND PARK 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
RECREATION AND PARK COMMISSION					
CAPITAL PROJECTS	26,239,356	19,738,427	(6,500,929)	14,346,011	(5,392,416)
CHILDREN'S BASELINE	10,625,343	11,129,598	504,255	11,204,633	75,035
CHILDREN'S SVCS - NON - CHILDREN'S FUND	1,100,000	1,100,000	0	1,100,000	0
GOLDEN GATE PARK	11,228,981	10,885,319	(343,662)	11,315,984	430,665
MARINA HARBOR	4,590,583	3,907,336	(683,247)	3,927,250	19,914
NEIGHBORHOOD SERVICES	0	0	0	0	0
PARKS	75,927,437	78,750,682	2,823,245	77,149,123	(1,601,559)
REC & PARK ADMINISTRATION	90,930	76,350	(14,580)	76,350	0
RECREATION	16,517,393	18,316,988	1,799,595	18,676,188	359,200
STRUCTURAL MAINTENANCE	14,618,255	15,425,611	807,356	16,843,616	1,418,005
RECREATION AND PARK COMMISSION	160,938,278	159,330,311	(1,607,967)	154,639,155	(4,691,156)

FY 2014-15

The Department's proposed FY 2014-15 budget has decreased by \$1,607,967 largely due to:

- A reduction in the fund balance designated for reserves, which is offset by increases to urban forestry, recreation and aquatics program staffing and one-time expenditures for forestry, technology and maintenance.

FY 2015-16

The Department's proposed FY 2015-16 budget has decreased by \$4,691,156 largely due to:

- A reduction in one-time expenditures.

SUMMARY OF DEPARTMENT POSITION CHANGES:

FY 2014-15

The number of full-time equivalent positions (FTE) budgeted for FY 2014-15 are 886.46 FTEs, which are 16.19 FTEs more than the 870.27 FTEs in the original FY 2013-14 budget. This represents a 1.9% increase in FTEs from the original FY 2013-14 budget.

The growth in FTE count is the result of:

- The annualization of new positions from the prior year budget;
- The filling of positions for the Urban Forestry program;
- The filling of positions for Park Patrol;
- The filling of positions for the Recreation delivery program; and
- The hiring of a Natural Areas gardener position in the work order fund (1 FTE).

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

DEPARTMENT: **REC – RECREATION AND PARK DEPARTMENT**

FY 2015-16

The number of full-time equivalent positions (FTE) budgeted for FY 2015-16 are 893.66 FTEs, which are 7.20 FTEs more than the 886.46 FTEs in the Mayor's proposed FY 2014-15 budget. This represents a 0.8% increase in FTEs from the Mayor's proposed FY 2014-15 budget.

- The increase is primarily due to the movement of off-budget positions into the regular operating budget.

DEPARTMENT REVENUES:

FY 2014-15

The Department's revenues of \$112,100,073 in FY 2014-15, are \$128,959 or .1% less than FY 2013-14 revenues of \$112,229,073. General Fund support of \$47,230,238 in FY 2014-15 is \$1,479,008 or 3.04% less than FY 2013-14 General Fund support of \$48,709,246.

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

- The decline in revenues in this year is primarily due to the closing of Candlestick Park.
- There is a reduction in General Fund support because the Department received a one-time payment from the Metropolitan Transportation Authority (MTA) in FY 2013-14.

FY 2015-16

The Department's revenues of \$100,546,411 in FY 2015-16, are \$11,553,662 or 10.3% less than FY 2014-15 estimated revenues of \$112,100,073. General Fund support of \$54,092,744 in FY 2015-16 is \$6,862,506 or 14.5% more than FY 2014-15 General Fund support of \$47,230,238.

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

- Due to the closure of Candlestick Park, the revenue generated from stadium rentals and from the City's lease with the San Francisco 49ers is no longer in the FY 2015-16 budget.

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

DEPARTMENT: REC – RECREATION AND PARK DEPARTMENT

Fee Legislation:

Item 14 – File 14-0642

File 14-0642 is an ordinance amending the Park Code to require the Controller to increase the berthing license fees for the West Harbor of the Marina Yacht Harbor each year by 3 percent or the annual increase in the Consumer Price Index, whichever is higher, until September 1, 2043.

The table below shows the proposed fee revenues.

File No.	Fee Description	FY 2013-14 Original Budget	FY 2014-15 Estimated Revenues	Increase
140642	Marina Yacht Harbor Berthing Fees	\$2,607,000	\$2,690,000	\$83,000

Recommendation: Approve the proposed ordinance.

RECOMMENDATIONS:

FY 2014-15

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$621,230 in FY 2014-15. Of the \$621,230 in recommended reductions, all are one-time savings.

FY 2015-16

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$82,517 in FY 2015-16. Of the \$82,517 in recommended reductions, all 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**

REC-Recreation and Parks Department

Object Title	FY 2014-15						FY 2015-16						
	FTE		Amount		Savings	GF	FTE		Amount		Savings	GF	
	From	To	From	To			From	To	From	To			
Equipment Purchase													
EAP -- PARKS													
Equipment Purchase									\$71,775	\$47,150	\$24,625	X	X
This line item includes funds for the purchase of three Chevy Colorado trucks to replace existing trucks. The budgeted amount for the three trucks was higher than the quote provided by the Department, which accounted for \$1,050 in savings. The Budget and Legislative Analyst is also recommending deletion of one of the three trucks, namely the one that would replace vehicle #651652, which was purchased in 2001 and has only 32K miles on it. The Department met its requirement under the Healthy Air and Clean Transportation Ordinance (HAUTO) to reduce vehicles by 15% in part by turning in 8 vehicles to the Department of Administrative Services Central Shops. The vehicles returned to Central Shops do not represent a permanent reduction in the City's vehicle fleet because these vehicles may be re-allocated to other City departments, or may be used as credit for future replacement vehicles by the Department. With this recommended reduction the Department will continue to have 170 vehicles. The Department is being approved to purchase 10 other similar trucks (out of 12 requested) between FYs 14-15 and 15-16.													
Equipment Purchase									\$25,013	\$20,155	\$4,858	X	X
Reduction based on quote for equipment provided by the Department.													
Equipment Purchase			\$28,710	\$22,525	\$6,185	X	X						
Reduction based on quote for equipment provided by the Department.													
Equipment Purchase			\$33,169	\$27,666	\$5,503	X	X						
Reduction based on quote for equipment provided by the Department.													
Equipment Purchase			\$32,625	\$18,639	\$13,986	X	X						
Reduction based on quote for equipment provided by the Department.													

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

REC-Recreation and Parks 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				
Equipment Purchase											\$54,375	\$50,229	\$4,146	X	X
	Reduction based on quote for equipment provided by the Department.														
Equipment Purchase											\$119,625	\$111,668	\$7,957	X	X
	Reduction based on quote for equipment provided by the Department.														
Equipment Purchase			\$57,858	\$25,451	\$32,407	X	X								
	Reduction based on quote for equipment provided by the Department.														
Equipment Purchase			\$62,921	\$0	\$62,921	X	X								
	Disapprove one requested replacement truck for vehicle #651685, purchased in 1997, and has driven roughly 75K miles. The Department met its requirement under HACTO to reduce vehicles by 15% in part by turning in 8 vehicles to the Department of Administrative Services Central Shops. The vehicles returned to Central Shops do not represent a permanent reduction in the City's vehicle fleet because these vehicles may be re-allocated to other City departments, or may be used as credit for future replacement vehicles by the Department. With this recommended reduction the Department will continue to have 170 vehicles. The Department is being approved to purchase 10 other similar trucks (out of 12 requested) between FYs 14-15 and 15-16.														
Equipment Purchase											\$95,700	\$77,817	\$17,883	X	X
	Reduction based on quote for equipment provided by the Department.														
Equipment Purchase			\$	304,121	288,187.50	\$15,934	X	X							
	Reduction based on quote for equipment provided by the Department.														

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

REC-Recreation and Parks 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			
Attrition Savings		\$	(3,110,246)	(\$3,156,763)	\$46,517	X	X							
Mandatory Fringe		\$	(1,578,660)	(\$1,600,507)	\$21,847	X	X							
		<i>Total Savings</i>		\$68,364										
Increase attrition savings based on the Department's anticipated hiring date for 7328 Operating Engineer of January 1, 2015 instead of July 1, 2014.														
Attrition Savings		\$	(3,110,246)	(\$3,124,350)	\$14,104	X	X							
Mandatory Fringe		\$	(1,578,660)	(\$1,585,819)	\$7,159	X	X							
		<i>Total Savings</i>		\$21,263										
Increase attrition savings based on the Department's anticipated hiring date for 2716 Custodial Assistant Supervisor.														
Attrition Savings		\$	(3,110,246)	(\$3,123,813)	\$13,567	X	X							
Mandatory Fringe		\$	(1,578,660)	(\$1,585,742)	\$7,082	X	X							
		<i>Total Savings</i>		\$20,649										
Increase attrition savings based on the Department's anticipated hiring date for 1704 Communications Dispatcher.														
ECD -- STRUCTURAL MAINTENANCE														
Equipment Purchase			\$41,325	\$28,037	\$13,288	X	X							
Reduction based on quote for equipment provided by the Department.														
Equipment Purchase			\$39,476	\$25,451	\$14,025	X	X							
		<i>Total Savings</i>		\$14,025										
Reduction based on quote for equipment provided by the Department.														

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

REC-Recreation and Parks 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			
Equipment Purchase			\$27,188	\$23,045	\$4,143	X	X							
	<i>Total Savings</i>		\$4,143											
Reduction based on quote for equipment provided by the Department.														
Attrition Savings		\$	(1,230,665)	(\$1,287,163)	\$56,498	X	X							
Mandatory Fringe		\$	(582,829)	(\$609,586)	\$26,757	X	X							
		<i>Total Savings</i>		\$83,255										
Increase attrition savings based on the Department's anticipated hiring date for 0922 Manager 1.														
Attrition Savings		\$	(1,230,665)	(\$1,291,350)	\$60,685	X	X							
Mandatory Fringe		\$	(582,829)	(\$611,569)	\$28,740	X	X							
		<i>Total Savings</i>		\$89,425										
Increase attrition savings based on the Department's anticipated hiring date for 7247 Sheet Metal Worker Supervisor II.														
Attrition Savings		\$	(1,230,665)	(\$1,269,100)	\$38,435	X	X							
Mandatory Fringe		\$	(582,829)	(\$601,031)	\$18,202	X	X							
		<i>Total Savings</i>		\$56,637										
Increase attrition savings based on the Department's anticipated hiring date for 7345 Electrician.														
EAA -- GOLDEN GATE PARK														
Equipment Purchase			\$27,188	\$23,045	\$4,143	X	X							
	<i>Total Savings</i>		\$4,143											
Reduction based on quote for equipment provided by the Department.														
Equipment Purchase					\$73,950					\$50,902		\$23,048	X	X
	<i>Total Savings</i>									\$23,048				
Reduction based on quote for equipment provided by the Department.														

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

REC-Recreation and Parks 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			
EIA -- REC AND PARK ADMINISTRATION														
Attrition Savings		\$ (110,941)	\$ (149,344)	\$ 38,403	X	X								
Mandatory Fringe		\$ (47,585)	\$ (64,057)	\$ 9,883	X	X								
		<i>Total Savings</i>		\$ 48,286										
Increase attrition savings based on the Department's anticipated hire date for 1054 IS Business Analyst.														
Attrition Savings		\$ (110,941)	\$ (145,445)	\$ 20,702	X	X								
Mandatory Fringe		\$ (47,585)	\$ (62,385)	\$ 8,880	X	X								
		<i>Total Savings</i>		\$ 29,582										
Increase attrition savings based on the Department's anticipated hire date for 1822 Administrative Analyst.														
Attrition Savings		\$ (110,941)	\$ (135,782)	\$ 24,841	X	X								
Mandatory Fringe		\$ (47,585)	\$ (58,240)	\$ 6,393	X	X								
		<i>Total Savings</i>		\$ 31,234										
Increase attrition savings based on the Department's anticipated hire date for 2 1241 Personnel Analysts.														

FY 2014-15

Total Recommended Reductions			
One-Time	Ongoing	Total	
General Fund	\$621,230	\$0	\$621,230
Non-General Fund	\$0	\$0	\$0
Total	\$621,230	\$0	\$621,230

FY 2015-16

Total Recommended Reductions			
One-Time	Ongoing	Total	
General Fund	\$82,517	\$0	\$82,517
Non-General Fund	\$0	\$0	\$0
Total	\$82,517	\$0	\$82,517

BUDGET REVIEW EXECUTIVE SUMMARY

YEAR ONE: FY 2014-15

Budget Changes

The Department’s proposed \$1,981,992,009 budget for FY 2014-15 is \$73,380,182 or 3.8% more than the original FY 2013-14 budget of \$1,908,611,827.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2014-15 is 6,276.10 FTEs, which is 150.19 FTEs more than the 6,125.91 FTEs in the original FY 2013-14 budget. This represents a 2.5% increase in FTEs from the original FY 2013-14 budget.

Revenue Changes

The Department's revenues of \$1,368,564,811 in FY 2014-15, are \$13,691,890 or 1.0% more than FY 2013-14 revenues of \$1,354,872,921. General Fund support of \$613,427,198 in FY 2014-15 is \$59,688,292 or 10.8% more than FY 2013-14 General Fund support of \$553,738,906.

YEAR TWO: FY 2015-16

Budget Changes

The Department’s proposed \$1,972,808,738 budget for FY 2015-16 is \$9,183,271 or 0.5% less than the Mayor’s proposed FY 2014-15 budget of \$1,981,992,009.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2015-16 is 6,427.34 FTEs, which is 151.24 FTEs more than the 6,276.10 FTEs in the Mayor’s proposed FY 2014-15 budget. This represents a 2.4% increase in FTEs from the Mayor’s proposed FY 2014-15 budget.

Revenue Changes

The Department's revenues of \$1,339,202,120 in FY 2015-16, are \$29,362,691 or 2.1% less than FY 2014-15 estimated revenues of \$1,368,564,811. General Fund support of \$633,606,618 in FY 2015-16 is \$20,179,420 or 3.3% more than FY 2014-15 General Fund support of \$613,427,198.

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

DEPARTMENT: DPH – DEPARTMENT OF PUBLIC HEALTH

RECOMMENDATIONS

YEAR ONE: FY 2014-15

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$1,579,382 in FY 2014-15. Of the \$1,579,382 in recommended reductions, \$644,511 are ongoing savings and \$934,871 are one-time savings. These reductions would still allow an increase of \$71,800,800 or 3.8% 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 \$517,980 to the General Fund. Together, these recommendations equal \$2,097,362 in General Fund savings in FY 2014-15.

The Budget and Legislative Analyst also recommends placing \$8,477,119 in salary and mandatory fringe expenditures on Budget and Finance Committee Reserve until such time as the Department can provide more detail about increased enrollment in the San Francisco Health Network and the costs of expanded services and increased capacity in FY 2014-15.

YEAR TWO: FY 2015-16

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$1,403,999 in FY 2015-16. Of the \$1,403,999 in recommended reductions, \$703,999 are ongoing savings and \$700,000 are one-time savings.

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

DEPARTMENT: DPH – DEPARTMENT OF PUBLIC HEALTH

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 HEALTH					
CENTRAL ADMINISTRATION	206,719,612	50,424,109	(156,295,503)	47,912,189	(2,511,920)
CHILDREN'S BASELINE	50,302,199	53,475,710	3,173,511	53,632,287	156,577
COMM HLTH - COMM SUPPORT - HOUSING	30,017,815	35,179,352	5,161,537	35,565,120	385,768
COMM HLTH - PREV - MATERNAL & CHILD HLTH	28,168,874	30,544,920	2,376,046	30,863,776	318,856
COMM HLTH - PREVENTION - AIDS	60,731,984	59,363,328	(1,368,656)	59,400,404	37,076
COMM HLTH - PREVENTION - DISEASE CONTROL	20,339,825	21,703,107	1,363,282	21,935,603	232,496
COMM HLTH - PREVENTION - HLTH EDUCATION	7,764,655	6,999,168	(765,487)	7,023,691	24,523
EMERGENCY SERVICES AGENCY	1,228,050	1,250,119	22,069	1,250,108	(11)
ENVIRONMENTAL HEALTH SERVICES	19,883,505	21,142,558	1,259,053	21,192,228	49,670
FORENSICS - AMBULATORY CARE	29,511,187	30,912,074	1,400,887	31,212,537	300,463
HEALTH AT HOME	6,603,240	7,196,276	593,036	7,297,274	100,998
LAGUNA HONDA - LONG TERM CARE	220,154,364	239,238,036	19,083,672	244,823,863	5,585,827
LAGUNA HONDA - NON LHH PROG EXPENSES	0	1,491,130	1,491,130	1,231,062	(260,068)
LAGUNA HONDA HOSP - ACUTE CARE	3,755,942	3,884,030	128,088	3,926,631	42,601
LAGUNA HONDA HOSP-COMM SUPPORT CARE	0	2	2	1	(1)
MENTAL HEALTH - ACUTE CARE	3,462,797	3,462,797	0	3,462,797	0
MENTAL HEALTH - CHILDREN'S PROGRAM	38,747,491	44,706,856	5,959,365	45,058,475	351,619
MENTAL HEALTH - COMMUNITY CARE	171,394,868	175,715,173	4,320,305	167,162,966	(8,552,207)
MENTAL HEALTH - LONG TERM CARE	28,901,228	31,436,610	2,535,382	31,469,361	32,751
PRIMARY CARE - AMBU CARE - HEALTH CNTRS	73,410,026	77,976,669	4,566,643	81,136,248	3,159,579
SFGH - ACUTE CARE - FORENSICS	3,056,502	3,189,923	133,421	3,232,258	42,335
SFGH - ACUTE CARE - HOSPITAL	701,267,249	714,061,042	12,793,793	697,326,047	(16,734,995)
SFGH - ACUTE CARE - PSYCHIATRY	25,794,682	25,908,346	113,664	26,077,786	169,440
SFGH - AMBU CARE - ADULT MED HLTH CNTR	38,097,241	40,398,462	2,301,221	40,835,624	437,162
SFGH - AMBU CARE - METHADONE CLINIC	2,809,528	2,708,507	(101,021)	2,742,681	34,174
SFGH - AMBU CARE - OCCUPATIONAL HEALTH	3,555,890	4,274,350	718,460	4,317,291	42,941
SFGH - EMERGENCY - EMERGENCY	33,457,049	36,768,457	3,311,408	41,640,904	4,872,447
SFGH - EMERGENCY - PSYCHIATRIC SERVICES	7,736,875	7,978,799	241,924	8,045,947	67,148
SFGH - LONG TERM CARE - RF PSYCHIATRY	13,388,697	11,901,526	(1,487,171)	12,034,571	133,045
SFHN-MANAGED CARE	5,358,623	167,549,779	162,191,156	168,311,355	761,576
SUBSTANCE ABUSE - COMMUNITY CARE	69,806,554	68,759,923	(1,046,631)	70,276,858	1,516,935
TRANSITIONS	3,185,275	2,390,871	(794,404)	2,410,795	19,924
PUBLIC HEALTH	1,908,611,827	1,981,992,009	73,380,182	1,972,808,738	(9,183,271)

FY 2014-15

The Department's proposed FY 2014-15 budget has increased by \$73,380,182 largely due to:

- Increased costs at the San Francisco General Hospital (SFGH) associated with the anticipated opening of the new building at SFGH in approximately December 2015. The proposed FY 2014-15 budget increases expenditures for furniture, fixtures and equipment by \$7,000,000 from \$49,000,000 in FY 2013-14 to \$56,000,000 for a two-year total of \$105,000,000. This request is consistent with previous fiscal year budget requests that were approved by the Board of Supervisors.

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

DEPARTMENT: DPH – DEPARTMENT OF PUBLIC HEALTH

- Increased costs to plan, prepare, and implement the transition into the new SFGH hospital building in approximately December 2015. The proposed budget includes funding in FY 2014-15 and FY 2015-16 pay for moving into the new building at SFGH. This funding will provide for determining workflow operations in the new building, preparing the facility and all systems, and the costs of training the staff to work in the new building.
- Increased expenditure for new information technology (IT) systems. The proposed budget includes updates to the Department’s IT systems and infrastructure, including enhancements to IT security and service-related programs to improve access to specialty or language services. The proposed budget also includes funding for a new team of IT professionals that will support frontline staff in adapting to new technology and to improve efficiency. Additionally, there are continued and increased costs for investment for electronic health records improvements required under the Affordable Care Act
- Increased costs to fund a new, centralized call center to schedule appointments, respond to general inquires, and determine healthcare eligibility and which the DPH proposes will decrease delays and reduce costs. According to DPH staff, the call center will improve patient access to care, patient satisfaction and use of primary care services.
- Increased costs to increase hours for primary care, dental and mental health and specialty services, which will be offset with additional state and federal revenues. In addition to expanding hours and services, the proposed budget includes funding to open a new primary care clinic.

FY 2015-16

The Department’s proposed FY 2015-16 budget decreases by \$9,183,271 largely due to:

- A \$37,000,000 reduction in transition costs for furniture, fixtures and equipment at the new SFGH building.
- A \$26,853,346 increase in costs for operating the new SFGH building.
- Continued and increased costs for investment in technology infrastructure including security and electronic health records improvements required under the Affordable Care Act.

SUMMARY OF DEPARTMENT POSITION CHANGES:

FY 2014-15

The number of full-time equivalent positions (FTE) budgeted for FY 2014-15 is 6,267.10 FTEs, which is 150.19 FTEs more than the 6,125.91 FTEs in the original FY 2013-14 budget. This represents a 2.5% increase in FTEs from the original FY 2013-14 budget. Position increases include:

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

DEPARTMENT: DPH – DEPARTMENT OF PUBLIC HEALTH

- Increased positions for expanded outpatient services for an increased number of members in the San Francisco Health Network (SFHN). The DPH anticipates an increased number of clients that will become eligible for services under the Affordable Care Act and that will receive primary care at the local primary care clinics throughout the City.
- Increased positions for information technology investments throughout the DPH including security enhancements and other improvements required under the Affordable Care Act.
- Increased positions to staff the centralized call center that will provide scheduling, customer service, and eligibility determinations.
- Increased positions for planning and implementing the transition into the new building at SFGH that will be operational in approximately December 2015.

FY 2015-16

The number of full-time equivalent positions (FTE) budgeted for FY 2015-16 is 6,427.34 FTEs, which is 151.24 FTEs more than the 6,276.10 FTEs in the Mayor's proposed FY 2014-15 budget. This represents a 2.4% increase in FTEs from the Mayor's proposed FY 2014-15 budget. Position increases include:

- Annualized increases resulting from new positions created in FY 2014-15.
- Increased positions for staffing the new building at SFGH that will be operational in approximately December 2015.

INTERIM EXCEPTIONS

The Department has requested approval of 6.02 FTE positions as an interim exception. The Budget and Legislative Analyst recommends approval of 6.02 positions as interim exceptions.

- Approve one interim exception for a 0933 Manager V that will serve as the new Chief of Security at the SFGH and will implement recommendations from a recent study conducted by the University of California at San Francisco staff.
- Approve one interim exception for a 2593 Health Program Coordinator III that will serve as the lead for the Homeless Outreach Team.
- Approve 4.02 FTE positions as a Mayor's technical correction.

DEPARTMENT REVENUES:

FY 2014-15

The Department's revenues of \$1,368,564,811 in FY 2014-15, are \$13,691,890 or 1.0% more than FY 2013-14 revenues of \$1,354,872,921. General Fund support of \$613,427,198 in FY 2014-15 is \$59,688,292 or 10.8% more than FY 2013-14 General Fund support of \$553,738,906.

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

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

DEPARTMENT: DPH – DEPARTMENT OF PUBLIC HEALTH

- Increases in federal funding for health care under the Affordable Care Act; under the Affordable Care Act DPH will be reimbursed on a capitated rate rather than fee-for-service rates as was the case in previous years.
- An estimated increase of 15,000 patients who are newly eligible for coverage beginning in January 2014, and are assumed as part of the two year revenue forecast.
- Increased revenues at Laguna Honda Hospital as a result of changes in California State laws that would have otherwise resulted in reduction in services and related State reimbursements for services.
- Loss of federal funding for tuberculosis treatment, which the proposed budget backfills with General Fund monies.

FY 2015-16

The Department’s revenues of \$1,339,202,120 in FY 2015-16, are \$29,362,691 or 2.1% less than FY 2014-15 estimated revenues of \$1,368,564,811. General Fund support of \$633,606,618 in FY 2015-16 is \$20,179,420 or 3.3% more than FY 2014-15 General Fund support of \$613,427,198.

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

- Continued increases in state and federal reimbursements as described above.

Item 4 - File 14-0628

The proposed ordinance sets patient rates and fees for services provided by DPH, effective July 1, 2014. According to information provided by DPH, projected revenues in FY 2014-15 are \$89,598,985 as shown below.

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

<u>File No.</u>	<u>Fee Description</u>	<u>FY 2013-14 Original Revenue</u>	<u>Change in FY 2014-15</u>	<u>Estimated FY 2014-15 Total</u>
14-0628	Annually adjusted patient rates and charges for self-pay and third-party clients.	\$82,962,023	\$6,636,962	\$89,598,985

Total

Recommendation: Approve the proposed ordinance.

Item 8 - File 14-0630

The proposed resolution authorizes the issuance of tax-exempt and/or taxable commercial paper notes in an aggregate principal amount not-to-exceed \$41,000,000 to finance the costs of the acquisition of furniture, fixtures and equipment for SFGH. The Board of Supervisors previously authorized the City’s commercial paper program of up to \$250,000,000 (Resolution 247-13).

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

DEPARTMENT: DPH – DEPARTMENT OF PUBLIC HEALTH

As noted above, the proposed FY 2014-15 budget includes \$56,000,000 to pay for SFGH furniture, fixtures, and equipment, of which \$36,000,000 are commercial paper proceeds.¹

Ms. Nadia Sesay, Office of Public Finance Director, estimates that the \$41,000,000 principal amount will require total debt service in the amount of \$3,492,027 over the full term of the notes. The first payment, including interest, fees, and principal, on the commercial paper of \$3,281,581 is included in the proposed FY 2015-16 budget.

Recommendation: Approve the proposed resolution.

RECOMMENDATIONS:

FY 2014-15

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$1,579,382 in FY 2014-15. Of the \$1,579,382 in recommended reductions, \$644,511 are ongoing savings and \$934,871 are one-time savings. These reductions would still allow an increase of \$71,800,800 or 3.8% 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 \$517,980 to the General Fund. Together, these recommendations equal \$2,097,362 in General Fund savings in FY 2014-15.

The Budget and Legislative Analyst also recommends placing \$8,477,119 in salary and mandatory fringe expenditures on Budget and Finance Committee Reserve until such time as the Department can provide more detail about increased enrollment in the San Francisco Health Network and the costs of expanded services and increased capacity in FY 2014-15.

FY 2015-16

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$1,403,999 in FY 2015-16. Of the \$1,403,999 in recommended reductions, \$703,999 are ongoing savings and \$700,000 are one-time savings.

¹ The FY 2013-14 DPH budget included \$5,000,000 in commercial paper proceeds, which are on Controller's Reserve pending issuance of the commercial paper.

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

DPH - Department of Public Health	FY 2014-15										FY 2015-16									
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T						
	From	To	From	To				From	To											
D1H - San Francisco General Acute Care - Hospital																				
Programmatic Projects			\$7,500,000	\$7,500,000	\$0	x					\$19,000,000	\$18,500,000	\$500,000	x	x					
Professional Services											\$119,807,151	\$119,607,151	\$200,000	x	x					
Manager I	4.00	3.00	\$467,102	\$350,327	\$116,775	x		4.00	3.00	\$482,017	\$361,513	\$120,504	x							
Porter	149.03	149.00	\$8,307,714	\$8,305,932	\$1,782	x		177.83	177.80	\$10,229,698	\$10,227,820	\$1,878	x							
Clinical Pharmacist	30.52	30.27	\$5,001,094	\$4,960,292	\$40,802	x		31.15	30.90	\$5,267,306	\$5,223,291	\$44,015	x							
Assistant Storekeeper	15.20	15.00	\$808,978	\$798,334	\$10,644	x		18.20	18.00	\$999,571	\$988,587	\$10,984	x							
Mandatory Fringe Benefits					\$77,487	x						\$69,644	x							
			<i>Total Savings</i>	<i>\$247,490</i>						<i>Total Savings</i>	<i>\$247,025</i>									
			Delete 1.48 FTE positions that have been vacant since prior to 2012.																	
Attrition Savings - Miscellaneous						x														
Mandatory Fringe Benefits						x														
			<i>Total Savings</i>	<i>\$873,476</i>																
			Increase Attrition Savings to account for FY 2013-14 salary surplus and the high number of vacant positions.																	
			The FY 2013-14 SFGH budget included \$38.8 million in new funds to account for a long standing DPH structural deficit, largely in salaries. However, due to delays in hiring, SFGH's projected FY 2013-14 salary surplus is \$13.9 million. Although the Department anticipates increased hiring prior to the opening of the new SFGH hospital building in December 2015, the Department will likely continue to experience high salary surpluses in FY 2014-15.																	

**Recommendations of the Budget and Legislative Analyst
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		Savings	GF 1T	FTE		Amount		Savings	GF 1T
	From	To	From	To			From	To	From	To		
Attrition Savings - Miscellaneous					\$25,000	x						
Mandatory Fringe Benefits					\$11,395	x						
					<i>Total Savings</i>							
					\$36,395							
	<p>Increase Attrition Savings to account for FY 2013-14 salary surplus and the high number of vacant positions.</p> <p>The FY 2013-14 SFGH budget included \$38.8 million in new funds to account for a long standing DPH structural deficit, largely in salaries. However, due to delays in hiring, SFGH's projected FY 2013-14 salary surplus is \$13.9 million. Although the Department anticipates increased hiring prior to the opening of the new SFGH hospital building in December 2015, the Department will likely continue to experience high salary surpluses in FY 2014-15.</p>											
	DHA - Central Administrations											
IS Engineer - Principal	0.77	-	108,699	-	\$108,699	x	1.00	-	145,635	-	\$145,635	x
Attrition Savings			(137,349)	(162,349)	\$25,000	x						
Mandatory Fringe Benefits			41,533	-	41,533	x			50,793	-	\$50,793	x
					<i>Total Savings</i>				<i>Total Savings</i>			
					175,232				196,428			
	Delete one .77 FTE new 1044 IS Engineer Principal position. The Department has a long term vacancy in this classification that can perform the required duties.											
	DPH - Community Health - Prevention - Health Education											
Attrition Savings			(2,106,575)	(2,276,097)	169,522	x			(2,051,372)	(2,230,344)	178,972	x
Mandatory Fringe Benefits			(915,762)	(993,029)	\$77,267	x			(820,892)	(902,466)	\$81,574	x
					<i>Total Savings</i>				<i>Total Savings</i>			
					246,789				260,546			
	Increase Attrition Savings to account for Departmental need.											

FY 2014-15

Total Recommended Reductions			
One-Time	Ongoing	Total	
General Fund	\$934,871	\$644,511	\$1,579,382
Non-General Fund	\$0	\$0	\$0
Total	\$934,871	\$644,511	\$1,579,382

FY 2015-16

Total Recommended Reductions			
One-Time	Ongoing	Total	
General Fund	\$700,000	\$703,999	\$1,403,999
Non-General Fund	\$0	\$0	\$0
Total	\$700,000	\$703,999	\$1,403,999

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

DPH - Department of Public Health										
Object Title	FY 2014-15					FY 2015-16				
	FTE		Amount		Savings	FTE		Amount		Savings
	From	To	From	To		From	To	From	To	
Reserve Recommendations										
	1G AGF AAA - San Francisco Health Network									
Salaries			\$177,275,428	\$171,275,428	\$6,000,000					\$0
Mandatory Fringe Benefits			\$73,188,716	\$70,711,597	\$2,477,119					\$0
			<i>Total Savings</i>		\$8,477,119					\$0
	<p>Place \$8,477,119 in salaries and fringe benefits on Budget and Finance Committee Reserve. The Department has a projected salary and fringe benefit surplus in the San Francisco Health Network (1G AGF AAA) in FY 2013-14 of \$8.7 million. In FY 2014-15, the Department increased salaries and fringe benefit expenditures in the Network by \$27,940,645, from \$222,523,499 in FY 2013-14 to \$250,464,144 in FY 2014-15 in order to increase capacity and expand services for an estimated 15,000 new enrollees in the Network as part of the Affordable Care Act. The Department is also implementing new or enhanced initiatives, such as electronic medical records, in FY 2014-15. Because the actual number of new enrollees and need for increased capacity is not yet known, the Budget and Legislative Analyst recommends reserving these funds at this time.</p>									

FY 2014-15

Total Recommended Reserves

	One-Time	Ongoing	Total
General Fund	\$8,477,119	\$0	\$8,477,119
Non-General Fund	\$0	\$0	\$0
Total	\$8,477,119	\$0	\$8,477,119

FY 2015-16

Total Policy Recommendations

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

Department	Sub-Fund	Vendor Name	Year	Remaining Balance
DPH PUBLIC HEALTH	1GAGFAAA GF-NON-PROJECT-CONTROLLED	STAPLES INC & SUBSIDIARIES	12	336
DPH PUBLIC HEALTH	1GAGFAAA GF-NON-PROJECT-CONTROLLED	MCCOY'S PATROL SERVICE	12	1,194
DPH PUBLIC HEALTH	1GAGFAAA GF-NON-PROJECT-CONTROLLED	GRM INFORMATION MANAGEMENT SERVICES	13	109
DPH PUBLIC HEALTH	1GAGFAAA GF-NON-PROJECT-CONTROLLED	GRM INFORMATION MANAGEMENT SERVICES	13	344
DPH PUBLIC HEALTH	1GAGFAAA GF-NON-PROJECT-CONTROLLED	INSTITUTIONAL EYE CARE	13	424
DPH PUBLIC HEALTH	1GAGFAAA GF-NON-PROJECT-CONTROLLED	COMCAST OF CA/COLORADO/WASHINGTON INC	13	1,200
DPH PUBLIC HEALTH	1GAGFAAA GF-NON-PROJECT-CONTROLLED	TECHNICAL INSTRUMENT SAN FRANCISCO	13	2,760
DPH PUBLIC HEALTH	1GAGFAAA GF-NON-PROJECT-CONTROLLED	CAROLYN K HARVEY DPM	13	8,700
DPH PUBLIC HEALTH	1GAGFAAA GF-NON-PROJECT-CONTROLLED	AMERICAN MEDICAL RESPONSE-WEST INC DBA S	13	20,491
DPH PUBLIC HEALTH	1GAGFAAA GF-NON-PROJECT-CONTROLLED	UNIVERSAL HOSPITAL SERVICES INC	13	31,913
DPH PUBLIC HEALTH	1GAGFAAA GF-NON-PROJECT-CONTROLLED	220 GOLDEN GATE CLINIC LLC	13	61,632
DPH PUBLIC HEALTH	5HAAAAAA SFGH-OPERATING-NON-PROJ-CONTROLLED	THE FRAME & EYE	12	800
DPH PUBLIC HEALTH	5HAAAAAA SFGH-OPERATING-NON-PROJ-CONTROLLED	COMPUTERLAND SILICON VALLEY	12	2,985
DPH PUBLIC HEALTH	5HAAAAAA SFGH-OPERATING-NON-PROJ-CONTROLLED	FRESENIUS USA INC	12	4,490
DPH PUBLIC HEALTH	5HAAAAAA SFGH-OPERATING-NON-PROJ-CONTROLLED	GALINDO INSTALLATION & MOVING SERVICES	12	7,187
DPH PUBLIC HEALTH	5HAAAAAA SFGH-OPERATING-NON-PROJ-CONTROLLED	AIR DALE COMPRESSORS INC	13	99
DPH PUBLIC HEALTH	5HAAAAAA SFGH-OPERATING-NON-PROJ-CONTROLLED	ACME PACIFIC REPAIR INC	13	100
DPH PUBLIC HEALTH	5HAAAAAA SFGH-OPERATING-NON-PROJ-CONTROLLED	BEARING AGENCIES INC	13	109
DPH PUBLIC HEALTH	5HAAAAAA SFGH-OPERATING-NON-PROJ-CONTROLLED	COIT SERVICE INC	13	404
DPH PUBLIC HEALTH	5HAAAAAA SFGH-OPERATING-NON-PROJ-CONTROLLED	MEDTRONIC USA INC	13	489
DPH PUBLIC HEALTH	5HAAAAAA SFGH-OPERATING-NON-PROJ-CONTROLLED	FRESENIUS USA INC	13	500
DPH PUBLIC HEALTH	5HAAAAAA SFGH-OPERATING-NON-PROJ-CONTROLLED	R & H WHOLESALE SUPPLY INC	13	586
DPH PUBLIC HEALTH	5HAAAAAA SFGH-OPERATING-NON-PROJ-CONTROLLED	PROFESSIONAL CONTRACTOR SUPPLY (PCS)	13	629
DPH PUBLIC HEALTH	5HAAAAAA SFGH-OPERATING-NON-PROJ-CONTROLLED	EXPRESS OVERNITE	13	800
DPH PUBLIC HEALTH	5HAAAAAA SFGH-OPERATING-NON-PROJ-CONTROLLED	ABCO MECHANICAL CONTRACTORS INC	13	1,450
DPH PUBLIC HEALTH	5HAAAAAA SFGH-OPERATING-NON-PROJ-CONTROLLED	MDI ACHIEVE (MN)	13	2,392
DPH PUBLIC HEALTH	5HAAAAAA SFGH-OPERATING-NON-PROJ-CONTROLLED	MDI ACHIEVE (MN)	13	2,392
DPH PUBLIC HEALTH	5HAAAAAA SFGH-OPERATING-NON-PROJ-CONTROLLED	I T C MEDICAL SUPPLIES INC	13	2,431
DPH PUBLIC HEALTH	5HAAAAAA SFGH-OPERATING-NON-PROJ-CONTROLLED	CAL WEST SERVICE INC	13	2,433
DPH PUBLIC HEALTH	5HAAAAAA SFGH-OPERATING-NON-PROJ-CONTROLLED	WESTERN STATES OIL	13	4,269
DPH PUBLIC HEALTH	5HAAAAAA SFGH-OPERATING-NON-PROJ-CONTROLLED	EVOKED POTENTIAL ASSOCIATES LLC	13	4,661

Department	Sub-Fund	Vendor Name	Year	Remaining Balance
DPH PUBLIC HEALTH	5HAAAAAAAA SFGH-OPERATING-NON-PROJ-CONTROLLED	CAL WEST SERVICE INC	13	6,300
DPH PUBLIC HEALTH	5HAAAAAAAA SFGH-OPERATING-NON-PROJ-CONTROLLED	AUTOMATIC DOOR SYSTEMS INC	13	6,576
DPH PUBLIC HEALTH	5HAAAAAAAA SFGH-OPERATING-NON-PROJ-CONTROLLED	COIT SERVICE INC	13	6,686
DPH PUBLIC HEALTH	5HAAAAAAAA SFGH-OPERATING-NON-PROJ-CONTROLLED	NESTLE WATERS NORTH AMERICA	13	7,008
DPH PUBLIC HEALTH	5HAAAAAAAA SFGH-OPERATING-NON-PROJ-CONTROLLED	TRANSMETRO INC	13	7,681
DPH PUBLIC HEALTH	5HAAAAAAAA SFGH-OPERATING-NON-PROJ-CONTROLLED	STAPLES INC & SUBSIDIARIES	13	13,278
DPH PUBLIC HEALTH	5HAAAAAAAA SFGH-OPERATING-NON-PROJ-CONTROLLED	M S C INDUSTRIAL SUPPLY COMPANY INC	13	16,852
DPH PUBLIC HEALTH	5HAAAAAAAA SFGH-OPERATING-NON-PROJ-CONTROLLED	NO VENDOR	13	17,631
DPH PUBLIC HEALTH	5HAAAAAAAA SFGH-OPERATING-NON-PROJ-CONTROLLED	DAKO NORTH AMERICA INC	13	20,196
DPH PUBLIC HEALTH	5HAAAAAAAA SFGH-OPERATING-NON-PROJ-CONTROLLED	LAZ PARKING CALIFORNIA LLC	13	33,368
DPH PUBLIC HEALTH	5HAAAAAAAA SFGH-OPERATING-NON-PROJ-CONTROLLED	INTERNATIONAL FIRE INC	13	36,388
DPH PUBLIC HEALTH	5HAAAAAAAA SFGH-OPERATING-NON-PROJ-CONTROLLED	BECTON DICKINSON MICROBIOLOGY SYSTEMS	13	37,856
DPH PUBLIC HEALTH	5HAAAAAAAA SFGH-OPERATING-NON-PROJ-CONTROLLED	BLOOD CENTERS OF THE PACIFIC	13	47,499
DPH PUBLIC HEALTH	5HAAAAAAAA SFGH-OPERATING-NON-PROJ-CONTROLLED	GEN-PROBE SALES & SERVICE	13	83,044
DPH PUBLIC HEALTH	5LAAAAAAAA LHH-OPERATING-NON-PROJ-CONTROLLED	INTEGRAL SOLUTIONS GROUP	11	9,308
Total				\$517,980

BUDGET REVIEW EXECUTIVE SUMMARY

YEAR ONE: FY 2014-15

Budget Changes

The Department's proposed \$825,323,368 budget for FY 2014-15 is \$87,399,927 or 11.8 % more than the original FY 2013-14 budget of \$737,923,441.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2014-15 are 1,970.96 FTEs, which are 115.56 FTEs more than the 1,855.40 FTEs in the original FY 2013-14 budget. This represents a 6.2% increase in FTEs from the original FY 2013-14 budget.

Revenue Changes

The Department's revenues of \$595,411,467 in FY 2014-15, are \$81,860,719 or 15.9% more than FY 2013-14 revenues of \$513,550,748. General Fund support of \$229,911,901 in FY 2014-15 is \$5,539,208 or 2.5% more than FY 2013-14 General Fund support of \$224,372,693.

YEAR TWO: FY 2015-16

Budget Changes

The Department's proposed \$836,511,549 budget for FY 2015-16 is \$11,188,181 or 1.4% more than the Mayor's proposed FY 2014-15 budget of \$825,323,368.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2015-16 are 1,979.63 FTEs, which are 8.67 FTEs more than the 1,970.96 FTEs in the Mayor's proposed FY 2014-15 budget. This represents a 0.4% increase in FTEs from the Mayor's proposed FY 2014-15 budget.

Revenue Changes

The Department's revenues of \$603,445,536 in FY 2015-16, are \$8,034,069 or 1.3% more than FY 2014-15 estimated revenues of \$595,411,467. General Fund support of \$233,066,013 in FY 2015-16 is \$3,154,112 or 1.4% more than FY 2014-15 General Fund support of \$229,911,901.

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

DEPARTMENT: HSA – HUMAN SERVICES

RECOMMENDATIONS

YEAR ONE: FY 2014-15

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$1,104,242 in FY 2014-15. Of the \$1,104,242 in recommended reductions, \$589,324 are ongoing savings and \$514,918 are one-time savings. These reductions would still allow an increase of \$86,295,685 or 11.7% in the Department’s FY 2014-15 budget. These recommendations result in General Fund savings of \$739,067.

The Budget and Legislative Analyst also recommends placing \$3,421,034 in salary and mandatory fringe expenditures on Budget and Finance Committee Reserve until such time as the Department can provide more detail information on hiring for new initiatives and expanded programs.

YEAR TWO: FY 2015-16

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$605,638 in FY 2015-16. Of the \$605,638 in recommended reductions, \$425,584 are ongoing savings and \$180,054 are one-time savings. These reductions would still allow an increase of \$10,582,543 or 1.3% in the Department’s FY 2015-16 budget. These recommendations will result in \$385,300 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: HSA – HUMAN SERVICES

SUMMARY OF PROGRAM EXPENDITURES:

Program	FY 2013-2014 Budget	FY 2014-2015 Proposed	Increase/ Decrease from	FY 2015-2016 Proposed	Increase/ Decrease from
			FY 2013-2014		FY 2014-2015
HUMAN SERVICES					
ADMINISTRATIVE SUPPORT	90,921,644	102,547,202	11,625,558	105,125,480	2,578,278
ADULT PROTECTIVE SERVICES	6,001,882	6,560,319	558,437	6,695,752	135,433
CALWORKS	46,231,358	50,942,858	4,711,500	51,275,979	333,121
CHILDREN'S BASELINE	28,171,584	29,002,875	831,291	28,170,156	(832,719)
COUNTY ADULT ASSISTANCE PROGRAM	50,193,241	49,066,834	(1,126,407)	49,333,764	266,930
COUNTY VETERANS SERVICES	436,282	452,571	16,289	457,941	5,370
DIVERSION & COMM INTEGRATION PROG	3,832,139	3,832,139	0	3,832,139	0
DSS CHILDCARE	28,621,266	37,141,152	8,519,886	35,952,166	(1,188,986)
FAMILY AND CHILDREN'S SERVICE	118,577,620	129,348,325	10,770,705	130,706,131	1,357,806
FOOD STAMPS	24,619,146	26,732,768	2,113,622	27,256,981	524,213
HOMELESS SERVICES	106,062,623	109,767,196	3,704,573	114,123,910	4,356,714
IN HOME SUPPORTIVE SERVICES	132,166,181	170,562,189	38,396,008	176,615,799	6,053,610
INTEGRATED INTAKE	1,797,703	2,047,859	250,156	2,074,396	26,537
MEDI-CAL	30,687,541	32,103,817	1,416,276	32,720,466	616,649
OFFICE ON AGING	31,276,623	30,606,571	(670,052)	30,130,528	(476,043)
PUBLIC ADMINISTRATOR	1,478,206	1,531,942	53,736	1,550,007	18,065
PUBLIC CONSERVATOR	1,435,898	1,535,802	99,904	1,559,016	23,214
PUBLIC GUARDIAN	2,790,457	2,890,729	100,272	2,925,097	34,368
REPRESENTATIVE PA YEE	580,591	601,085	20,494	607,524	6,439
WELFARE TO WORK	32,041,456	38,049,135	6,007,679	35,398,317	(2,650,818)
WORKFORCE DEVELOPMENT	0	0	0	0	0
HUMAN SERVICES	737,923,441	825,323,368	87,399,927	836,511,549	11,188,181

FY 2014-15

The Department's proposed FY 2014-15 budget has increased by \$87,399,927 largely due to:

- Increased federal and state revenues for CalFresh, CalWorks, housing and homeless programs, and the administration of in-home supportive services; and,
- Increased efforts to support vulnerable children and young adults with the establishment of a continuous quality improvement unit and increased investments in training and staff support for social workers.

FY 2015-16

The Department's proposed FY 2015-16 budget has increased by \$11,188,181 largely due to:

- Increased federal and state revenues for the administration of family and children's services and in-home supportive services; and,
- Increased salary costs.

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

DEPARTMENT: HSA – HUMAN SERVICES

SUMMARY OF DEPARTMENT POSITION CHANGES:

FY 2014-15

The number of full-time equivalent positions (FTE) budgeted for FY 2014-15 are 1,970.96 FTEs, which are 115.56 FTEs more than the 1,855.40 FTEs in the original FY 2013-14 budget. This represents a 6.2% increase in FTEs from the original FY 2013-14 budget.

- Supplemental Appropriation: The FY 2014-15 includes the annualization of 53 positions that were approved in a FY 2013-14 supplemental appropriation. These positions expanded services and programs in CalFresh, CalWorks, family and children’s services, in-home supportive services, and service integration.
- New Positions: An additional 39 positions are included in the FY 2014-15 budget for expanded services and programs in CalFresh, CalWorks, family and children’s services, in-home supportive services, and various other programs.
- Annualization: New positions in FY 2013-14 to support the expansion of Medi-Cal under the Affordable Care Act, intensive outreach for CalWorks, increased services in CalFresh, and the expansion of Jobs Now, a subsidized employment program, are annualized in FY 2014-15.

FY 2015-16

The number of full-time equivalent positions (FTE) budgeted for FY 2015-16 are 1,979.63 FTEs, which are 8.67 FTEs more than the 1,970.96 FTEs in the Mayor’s proposed FY 2014-15 budget. This represents a 0.4% increase in FTEs from the Mayor’s proposed FY 2014-15 budget.

The department’s increase in positions in FY 2015-16 is due in large part to the annualization in FY 2015-16 of new positions added in FY 2014-15.

INTERIM EXCEPTIONS

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

- These positions are critical for programs in housing and homeless services and are funded by the federal Shelter Plus Care grant.

DEPARTMENT REVENUES:

FY 2014-15

The Department’s revenues of \$595,411,467 in FY 2014-15, are \$81,860,719 or 15.9% more than FY 2013-14 revenues of \$513,550,748. General Fund support of \$229,911,901 in FY 2014-15 is \$5,539,208 or 2.5% more than FY 2013-14 General Fund support of \$224,372,693.

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

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

DEPARTMENT: HSA – HUMAN SERVICES

- Increased federal and state revenues totaling \$78,957,304 to support the expansion of Family and Children’s Services, Housing and Homeless Services, CalFresh and CalWorks, as discussed above.
- Increased revenue from expenditure recoveries totaling \$3,477,082 from the Department of Public Health, Department of Children, Youth and Their Families and other departments.

FY 2015-16

The Department's revenues of \$603,445,536 in FY 2015-16, are \$8,034,069 or 1.3% more than FY 2014-15 estimated revenues of \$595,411,467. General Fund support of \$233,066,013 in FY 2015-16 is \$3,154,112 or 1.4% more than FY 2014-15 General Fund support of \$229,911,901.

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

- Increased federal, state and other revenue totaling \$10,184,520, part of which is offset by a decrease in revenue from expenditure recoveries totaling \$2,095,338.

OTHER ISSUES:

Expenditure Plan for the Human Services Care Fund

Item 9 - File 14-0631. This resolution includes an expenditure plan for the Human Services Agency’s proposed FY 2014-15 budget and for the proposed FY 2015-16 budget totaling \$15,177,746 in each year, supported by (a) the Human Services Care Fund of \$14,418,247 in FY 2014-15 and \$14,420,265 in FY 2015-16, and (b) General Fund monies of \$759,499 in FY 2014-15 and \$757,481 in FY 2014-15.¹ The Department submitted information to the Board of Supervisors with the proposed resolution which includes a budget detailing the proposed expenditure plan for the Human Services Care Fund and General Fund revenues in FY 2014-15 and FY 2015-16. According to the Department, \$14,728,051, or approximately 97.0% of the total budgeted expenditures of \$15,177,746, is proposed to be expended for housing in each year, while the remaining \$449,695, or approximately 3.0%, is proposed to be expended for services.

Recommendation: Approve the proposed resolution.

¹ Pursuant to Administrative Code Section 10.100-77(f), if planned annual expenditures from the Human Services Care Fund exceed \$11.9 million, the Human Services Agency is required to submit a plan to the Board of Supervisors detailing how such funds will be expended. The Administrative Code requires the Board of Supervisors to approve the expenditure plan, by resolution, before adopting the ordinance appropriating funds for these expenditures.

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

DEPARTMENT: HSA – HUMAN SERVICES

RECOMMENDATIONS:

FY 2014-15

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$1,104,242 in FY 2014-15. Of the \$1,104,242 in recommended reductions, \$589,324 are ongoing savings and \$514,918 are one-time savings. These reductions would still allow an increase of \$86,295,685 or 11.7% in the Department's FY 2014-15 budget. These recommendations result in General Fund savings of \$739,067.

The Budget and Legislative Analyst also recommends placing \$3,421,034 in salary and mandatory fringe expenditures on Budget and Finance Committee Reserve until such time as the Department can provide more detail information on hiring for new initiatives and expanded programs.

FY 2015-16

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$605,638 in FY 2015-16. Of the \$605,638 in recommended reductions, \$425,584 are ongoing savings and \$180,054 are one-time savings. These reductions would still allow an increase of \$10,582,543 or 1.3% in the Department's FY 2015-16 budget. These recommendations will result in \$385,300 savings to the City's General Fund 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**

HSA - Human Services Agency

Object Title	FY 2014-15						FY 2015-16					
	FTE		Amount		GF	1T	FTE		Amount		GF	1T
	From	To	From	To			From	To	From	To		
	CAO - Administrative Support											
Equipment Purchase		\$298,830	\$159,770	\$139,060		x			\$607,512	\$427,458	\$180,054	x
	Reduce requested replacement vehicles by 5. The Department met its requirement under the Healthy Air and Clean Transportation Ordinance (HACTO) to reduce vehicles by 15% in part by turning in 25 vehicles to the Department of Administrative Services Central Shops. The vehicles returned to Central Shops do not represent a permanent reduction in the City's vehicle fleet because these vehicles may be re-allocated to other City departments, or may be used as credit for future replacement vehicles by the Department. With this recommended reduction the Department will continue to have 84 vehicles.											
Attrition Savings		(\$510,744)	(\$539,557)	\$28,813		x						
Mandatory Fringe Benefits		(\$235,589)	(\$248,879)	\$13,290		x						
			<i>Total Savings</i>	\$42,103								
	Increase attrition savings to reflect anticipated October 1 hire date of one vacant IT Operations Support Administrator V position.											
Attrition Savings		(\$610,986)	(\$710,986)	\$100,000					(\$630,573)	(\$700,000)	\$69,427	
Mandatory Fringe Benefits		(\$281,861)	(\$327,993)	\$46,132					(\$270,258)	(\$300,014)	\$29,756	
Attrition Savings		(\$497,032)	(\$597,032)	\$100,000					(\$512,966)	(\$600,000)	\$87,034	
Mandatory Fringe Benefits		(\$229,311)	(\$275,447)	\$46,136					(\$219,872)	(\$257,177)	\$37,305	
			<i>Total Savings</i>	\$292,268					<i>Total Savings</i>	\$223,522		
	Increase attrition savings to account for a large number of vacancies in this program. The Department's FY 2013-14 projected salary surplus is \$6.8 million.											
	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**

HSA - Human Services Agency

Object Title	FY 2014-15						FY 2015-16						
	FTE		Amount		Savings	GF	1T		Amount		Savings	GF	
	From	To	From	To			From	To	From	To			
CAG - CalWorks													
Social Work Specialist	1.54	1.17	\$129,610	\$98,469.94	\$31,140		x						
Mandatory Fringe Benefits			\$59,946	\$45,543	\$14,403		x						
			<i>Total Savings</i>		<i>\$45,543</i>								
Adjust FTE to reflect anticipated December 1 hire date of two new Social Work Specialist positions.													
Attrition Savings			(\$1,702,923)	(\$1,827,923)	\$125,000					(\$1,820,029)		\$79,971	
Mandatory Fringe			(\$821,643)	(\$881,954)	\$60,311					(\$820,301)		\$36,044	
			<i>Total Savings</i>		<i>\$185,311</i>					<i>Total Savings</i>			<i>\$116,015</i>
Increase attrition savings to account for a large number of vacancies in this program. The Department's FY 2013-14 projected salary surplus is \$6.8 million.													
CAL - Family and Children's Services													
Social Work Specialist	2.31	1.75	\$194,415	\$147,284.09	\$47,131		x						
Mandatory Fringe			\$89,917	\$68,119	\$21,798		x						
			<i>Total Savings</i>		<i>\$68,929</i>								
Adjust FTE to reflect anticipated December 1 hire date of 3 new Social Work Specialist positions.													
Attrition Savings			(\$2,938,606)	(\$3,008,606)	\$70,000		x						
Mandatory Fringe Benefits			(\$1,338,889)	(\$1,370,782)	\$31,893		x						
			<i>Total Savings</i>		<i>\$101,893</i>								
Increase attrition savings to account for a large number of vacancies in this program. The Department's FY 2013-14 projected salary surplus is \$6.8 million. This is a one-time reduction.													

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

HSA - Human Services Agency

Object Title	FY 2014-15						FY 2015-16						
	FTE		Amount		Savings	GF	FTE		Amount		Savings	GF	
	From	To	From	To			From	To	From	To			
CAH - CalFresh													
Attrition Savings			(\$848,819)		\$128,000					(\$940,906)		(\$1,000,000)	\$59,094
Mandatory Fringe Benefits			(\$414,280)		\$62,472					(\$429,156)		(\$456,109)	\$26,953
			<i>Total Savings</i>		\$190,472					<i>Total Savings</i>		\$86,047	
Increase attrition savings to account for a large number of vacancies in this program. The Department's FY 2013-14 projected salary surplus is \$6.8 million.													
CGO - Adult Protective Services													
Attrition Savings			(\$377,952)										
Mandatory Fringe Benefits			(\$167,586)		\$11,877								
			<i>Total Savings</i>		\$38,662								
Increase attrition savings to reflect anticipated October 1 hire date of one vacant Principal Administrative Analyst position.													

FY 2014-15

	Total Recommended Reductions		Total
	One-Time	Ongoing	
General Fund	373,432	365,635	\$739,067
Non-General Fund	141,486	223,689	\$365,175
Total	\$514,918	\$589,324	\$1,104,242

FY 2015-16

	Total Recommended Reductions		Total
	One-Time	Ongoing	
General Fund	108,032	277,268	\$385,300
Non-General Fund	72,022	148,316	\$220,338
Total	\$180,054	\$425,584	\$605,638

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

HSA - Human Services Agency

Object Title	FY 2014-15						FY 2015-16					
	FTE		Amount		Savings		FTE		Amount		Savings	
	From	To	From	To	From	To	From	To	From	To	From	To
Reserve Recommendations												
CAG - CalWorks												
Salaries			\$13,260,670	\$13,260,670								\$0
Mandatory Fringe Benefits			\$6,245,753	\$6,245,753								\$0
			<i>Total Savings</i>	\$0								\$0
CAH - CalFresh												
Salaries			\$17,171,123	\$17,171,123								\$0
Mandatory Fringe Benefits			\$7,864,662	\$7,864,662								\$0
			<i>Total Savings</i>	\$0								\$0
CAL - Family and Children's Services												
Salaries			\$28,714,216	\$28,714,216								\$0
Mandatory Fringe Benefits			\$12,719,686	\$12,719,686								\$0
			<i>Total Savings</i>	\$0								\$0
	Place \$3,421,034 on Budget and Finance Committee Reserve pending detailed information on hiring new positions for expanded services in CalWorks, CalFresh, and Family and Children's Services. The Department's FY 2014-15 budget includes an increase of 115 positions, including 58 positions approved by the Board of Supervisors as an amendment to the Annual Salary Ordinance during FY 2013-14. The Department's projected salary surplus in FY 2013-14 is \$6.8 million.											

FY 2014-15

Total Recommended Reserves

	One-Time	Ongoing	Total
General Fund	\$3,421,034	\$0	\$3,421,034
Non-General Fund	\$0	\$0	\$0
Total	\$3,421,034	\$0	\$3,421,034

FY 2015-16

Total Policy Recommendations

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

BUDGET REVIEW EXECUTIVE SUMMARY

YEAR ONE: FY 2014-15

Budget Changes

The Department's proposed \$36,068,541 budget for FY 2014-15 is \$3,087,071 or 7.9% less than the original FY 2013-14 budget of \$39,155,612.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2014-15 are 92.58 FTEs, which are 7.00 FTEs more than the 85.58 FTEs in the original FY 2013-14 budget. This represents an 8.2% increase in FTEs from the original FY 2013-14 budget.

Revenue Changes

The Department's revenues of \$16,760,634 in FY 2014-15, are \$2,088,407 or 11.1% less than FY 2013-14 revenues of \$18,849,041. General Fund support of \$19,307,907 in FY 2014-15 is \$998,664 or 4.9% less than FY 2013-14 General Fund support of \$20,306,571.

YEAR TWO: FY 2015-16

Budget Changes

The Department's proposed \$32,614,469 budget for FY 2015-16 is \$3,454,072 or 9.6% less than the Mayor's proposed FY 2014-15 budget of \$36,068,541.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2015-16 are 91.99 FTEs, which are 0.59 FTEs less than the 92.58 FTEs in the Mayor's proposed FY 2014-15 budget. This represents a 0.6% decrease in FTEs from the Mayor's proposed FY 2014-15 budget.

Revenue Changes

The Department's revenues of \$14,652,063 in FY 2015-16, are \$2,108,571 or 12.6% less than FY 2014-15 estimated revenues of \$16,760,634. General Fund support of \$17,962,406 in FY 2015-16 is \$1,345,501 or 7.0% less than FY 2014-15 General Fund support of \$19,307,907.

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

DEPARTMENT: ECN – ECONOMIC AND WORKFORCE DEVELOPMENT

RECOMMENDATIONS

YEAR ONE: FY 2014-15

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$267,159 in FY 2014-15. Of the \$267,159 in General Fund savings, \$112,801 are one-time savings, and \$154,358 are ongoing savings.

YEAR TWO: FY 2015-16

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$186,784 in FY 2015-16, all of which are ongoing, General Fund savings

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

DEPARTMENT: ECN – ECONOMIC AND WORKFORCE DEVELOPMENT

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
ECONOMIC & WORKFORCE DEV					
CHILDREN'S BASELINE	314,065	314,065	0	314,065	0
ECONOMIC DEVELOPMENT	18,551,975	15,261,929	(3,290,046)	11,948,155	(3,313,774)
FILM SERVICES	1,325,000	1,125,000	(200,000)	1,125,000	0
OFFICE OF SMALL BUSINESS AFFAIRS	866,509	891,470	24,961	900,100	8,630
WORKFORCE TRAINING	18,098,063	18,476,077	378,014	18,327,149	(148,928)
ECONOMIC & WORKFORCE DEV	39,155,612	36,068,541	(3,087,071)	32,614,469	(3,454,072)

FY 2014-15

The Department's proposed FY 2014-15 budget has decreased by \$3,087,071 largely due to:

- The completion of the City's responsibilities associated with hosting the America's Cup.

FY 2015-16

The Department's proposed FY 2015-16 budget has decreased by \$3,454,072 largely due to:

- The completion of services associated with the Gross Receipts Tax outreach program.

SUMMARY OF DEPARTMENT POSITION CHANGES:

FY 2014-15

The number of full-time equivalent positions (FTE) budgeted for FY 2014-15 are 92.58 FTEs, which are 7 FTEs more than the 85.58 FTEs in the original FY 2013-14 budget. This represents an 8.2% increase in FTEs from the original FY 2013-14 budget.

The FTE increase is largely due to the need for staff to aid with both new Departmental programs and increasing demands on existing programs, including:

- The new nonprofit sector initiative, focused on strengthening and supporting the nonprofit sector in San Francisco;
- The existing Community Benefit District program to revitalize or renew commercial districts;
- The OEWD Joint Development Team, facilitating negotiations for joint development of publicly-owned property; and
- The new Committee on City Workforce Alignment to coordinate City workforce services and generate citywide five-year workforce development plans with annual updates.

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

DEPARTMENT: ECN – ECONOMIC AND WORKFORCE DEVELOPMENT

FY 2015-16

The number of full-time equivalent positions (FTE) budgeted for FY 2015-16 are 91.99 FTEs, which are 0.59 FTEs less than the 92.58 FTEs in the Mayor’s proposed FY 2014-15 budget. This represents a 0.6% decrease in FTEs from the Mayor’s proposed FY 2014-15 budget.

The positions decreased in FY 2015-16 largely because of the termination of limited-term positions.

DEPARTMENT REVENUES:

FY 2014-15

The Department's revenues of \$16,760,634 in FY 2014-15, are \$2,088,407 or 11.1% less than FY 2013-14 revenues of \$18,849,041. General Fund support of \$19,307,907 in FY 2014-15 is \$998,664 or 4.9% less than FY 2013-14 General Fund support of \$20,306,571. Specific changes in the Department’s FY 2014-15 revenues include:

An elimination of funds associated with the City’s responsibilities associated with hosting the America’s Cup given the completion of the event.

FY 2015-16

The Department's revenues of \$14,652,063 in FY 2015-16, are \$2,108,571 or 12.6% less than FY 2014-15 estimated revenues of \$16,760,634. General Fund support of \$17,962,406 in FY 2015-16 is \$1,345,501 or 7.0% less than FY 2014-15 General Fund support of \$19,307,907. Specific changes in the Department’s FY 2015-16 revenues include:

A reduction in funds associated with the City’s Gross Receipts Tax outreach program given the completion of the program.

RECOMMENDATIONS:

FY 2014-15

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$267,159 in FY 2014-15. Of the \$267,159 in General Fund savings, \$112,801 are one-time savings, and \$154,358 are ongoing savings.

FY 2015-16

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$186,784 in FY 2015-16, all of which are ongoing, General Fund 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**

Object Title	FY 2014-15				FY 2015-16															
	FTE		Amount		FTE		Amount													
	From	To	From	To	From	To	From	To												
BK5 - Economic Development																				
Materials and Supplies Budget Only			\$43,040	\$25,000	\$18,040	x			\$43,040	\$25,000			\$18,040	x						
Senior Administrative Analyst	0.77	0.00	\$77,464	\$0	\$77,464	x			1.00	0.00			\$103,814	\$0					\$103,814	x
Mandatory Fringe Benefits			\$33,661	\$0	\$33,661	x							\$41,720	\$0					\$41,720	x
Administrative Analyst	0.00	0.77	\$0	\$66,420	(\$66,420)	x			0.00	1.00			\$0	\$89,014					(\$89,014)	x
Mandatory Fringe Benefits			\$0	\$30,160	(\$30,160)	x							\$37,614	(\$37,614)					(\$37,614)	x
			Total Savings	\$14,545									Total Savings	\$18,906						
	<p>The reduction reflects historical underspending for the line item.</p> <p>Ongoing savings</p>																			
	<p>Disapprove of the new 1823 Senior Administrative Analyst and substitute the position downward for a new 1822 Administrative Analyst. The stipulated skills of the requested position are demonstrative of an 1822 Administrative Analyst. Additionally, the Joint Development division is receiving an influx of staff from the closeout of the America's Cup project, which includes an additional 1824 Principal Administrative Analyst in the Joint Development division.</p> <p>Ongoing savings</p>																			
Attrition Savings			(\$114,316)	(\$193,244)	\$78,928	x	x													
Mandatory Fringe Benefits			(\$49,060)	(\$82,933)	\$33,873	x	x													
			Total Savings	\$112,801																
	<p>Increased attrition savings to reflect a January 2015 start date for two new 1823 Senior Administrative Analyst and one new 9774 Senior Community Development Specialist I.</p> <p>Ongoing savings</p>																			
Temporary Salaries									0.82	0.50			\$67,500	\$41,159					\$26,341	x
Professional and Specialized Services			\$65,728	\$50,000	\$15,728	x							\$65,728	\$50,000					\$15,728	x
	<p>The reduction reflects historical underspending for the line item. The Department is responsible for producing an economic development plan every three years, and this line item is reserved for hiring consultants to aid with that process. The last contract the Department signed for this service was \$50,000.</p> <p>Ongoing savings</p>																			
	<p>A reduction to reflect Department's anticipated need for temporary salaries.</p>																			

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

ECN - Economic and Workforce Development	FY 2014-15										FY 2015-16									
	FTE		Amount		Savings		GF	1T	FTE		Amount		Savings		GF	1T				
	From	To	From	To	From	To			From	To	From	To	From	To						
B11 - Workforce Training																				
Senior Administrative Analyst	0.77	0.00	\$77,464	\$0	\$77,464	x		1.00	0.00	\$103,814	\$0	\$103,814	x							
Mandatory Fringe Benefits			\$33,661	\$0	\$33,661	x				\$41,720	\$0	\$41,720	x							
Senior Community Development Specialist I	0.00	0.77	\$0	\$72,923	(\$72,923)	x		0.00	1.00	\$0	\$97,729	(\$97,729)	x							
Mandatory Fringe Benefits			\$0	\$32,157	(\$32,157)	x				\$40,036	(\$40,036)	x								
			<i>Total Savings</i>		<i>\$6,045</i>					<i>Total Savings</i>		<i>\$7,769</i>								
	Disapprove of the new 1823 Senior Administrative Analyst and substitute the position downward for a new 9774 Senior Community Development Specialist I. The stipulated skills of the requested position are demonstrative of a 9774 Senior Community Development Specialist I.																			
Community Based Organization Svcs-Budget			\$1,777,493	\$1,677,493	\$100,000	x		Ongoing savings		\$1,637,493	\$1,537,493	\$100,000	x							
	Reduce based on revised need represented by the Department.																			
	Ongoing savings																			

FY 2014-15

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund	\$112,801	\$154,358
Non-General Fund	\$0	\$267,159
Total	\$112,801	\$267,159

FY 2015-16

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund	\$0	\$186,784
Non-General Fund	\$0	\$0
Total	\$0	\$186,784

BUDGET REVIEW EXECUTIVE SUMMARY

YEAR ONE: FY 2014-15

Budget Changes

The Department's proposed \$192,980,672 budget for FY 2014-15 is \$13,611,957 or 7.6% more than the original FY 2013-14 budget of \$179,368,715.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2014-15 are 1,017.22 FTEs, which are 33.02 FTEs more than the 984.20 FTEs in the original FY 2013-14 budget. This represents a 3.4% increase in FTEs from the original FY 2013-14 budget.

Revenue Changes

The Department's revenues of \$41,849,999 in FY 2014-15, are \$1,928,169 or 4.8% more than FY 2013-14 revenues of \$39,921,380. General Fund support of \$150,830,673 in FY 2014-15 is \$11,383,338 or 8.2% more than FY 2013-14 General Fund support of \$139,447,335.

YEAR TWO: FY 2015-16

Budget Changes

The Department's proposed \$198,071,599 budget for FY 2015-16 is \$5,090,927 or 2.6% more than the Mayor's proposed FY 2014-15 budget of \$192,980,672

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2015-16 are 1,018.86 FTEs, which are 1.64 FTEs more than the 1,017.22 FTEs in the Mayor's proposed FY 2014-15 budget. This represents a 0.2% increase in FTEs from the Mayor's proposed FY 2014-15 budget.

Revenue Changes

The Department's revenues of \$44,973,769 in FY 2015-16, are \$3,123,770 or 7.5% more than FY 2014-15 estimated revenues of \$41,849,999. General Fund support of \$153,097,830 in FY 2015-16 is \$2,267,157 or 1.5% more than FY 2014-15 General Fund support of \$150,830,673.

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

DEPARTMENT: SHF - SHERIFF

RECOMMENDATIONS

YEAR ONE: FY 2014-15

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$554,980 in FY 2014-15. Of the \$554,980 in recommended reductions, \$509,243 are ongoing savings and \$45,737 are one-time savings. These reductions would still allow an increase of \$13,056,977 or 7.3% 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 \$589,883 in FY 2015-16. Of the \$589,883 in recommended reductions, \$564,858 are ongoing savings and \$25,025 are one-time savings. These reductions would still allow an increase of \$4,501,044 or 2.3% 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: SHF - SHERIFF

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
SHERIFF					
COURT SECURITY AND PROCESS	12,154,845	14,016,948	1,862,103	14,599,995	583,047
CUSTODY	99,466,143	100,845,896	1,379,753	103,250,251	2,404,355
FACILITIES & EQUIPMENT	13,897,797	12,687,744	(1,210,053)	11,387,801	(1,299,943)
HALL OF JUSTICE JAILS	0	0	0	0	0
NON PROGRAM	0	0	0	0	0
SECURITY SERVICES	15,976,353	20,381,883	4,405,530	20,989,190	607,307
SHERIFF ADMINISTRATION	13,934,477	14,341,739	407,262	16,093,975	1,752,236
SHERIFF FIELD SERVICES	9,047,254	10,743,398	1,696,144	11,114,919	371,521
SHERIFF PROGRAMS	11,591,826	12,615,945	1,024,119	12,811,405	195,460
SHERIFF RECRUITMENT & TRAINING	3,300,020	7,347,119	4,047,099	7,824,063	476,944
SHERIFF	179,368,715	192,980,672	13,611,957	198,071,599	5,090,927

FY 2014-15

The Department's proposed FY 2014-15 budget has increased by \$13,611,957 largely due to:

- The Sheriff's Department will increase security at San Francisco General Hospital, Laguna Honda Hospital and clinics throughout San Francisco. This new initiative will include new positions dedicated to supervision, patrol, and fixed posts at these facilities. The Sheriff's Department estimates that this initiative will cost \$13,039,927.
- The Sheriff's Department will make efforts to civilianize its records collection program. This initiative will replace sworn staff performing duties related to legal documents with civilian staff and deploy sworn staff to custody and law enforcement functions. The Department estimates this initiative to cost \$2,483,932.
- The Sheriff's Department will open a Vocational Pod to provide inmates with job training in construction industry and remove barriers to employment such as union dues and acquisition of safety equipment and tools. The Department estimates this initiative to cost \$106,450.

FY 2015-16

The Department's proposed FY 2015-16 budget has increased by \$5,090,927 largely due to

- Sheriff's Department budget increases in FY 2015-16 primarily due to the annualization of new FTEs from FY 2014-15 and cost of living adjustments to salary and fringe benefits.

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

DEPARTMENT: SHF - SHERIFF

SUMMARY OF DEPARTMENT POSITION CHANGES:

FY 2014-15

The number of full-time equivalent positions (FTE) budgeted for FY 2014-15 are 1,017.22 FTEs, which are 33.02 FTEs more than the 984.20 FTEs in the original FY 2013-14 budget. This represents a 3.4% increase in FTEs from the original FY 2013-14 budget.

Increased security at San Francisco General Hospital, Laguna Honda Hospital and clinics throughout San Francisco will be supported by 29 Sheriff's Cadets. The Department also requests six new positions to civilianize the records unit, which is currently staffed by uniformed deputies.

The Department is proposing to delete four civilian positions approved in the FY 2013-14 budget due to inability to recruit candidates.

FY 2015-16

The number of full-time equivalent positions (FTE) budgeted for FY 2015-16 are 1,018.86 FTEs, which are 1.64 FTEs more than the 1,017.22 FTEs in the Mayor's proposed FY 2014-15 budget. This represents a 0.2% increase in FTEs from 1,017.22 the Mayor's proposed FY 2014-15 budget. The increase in FY 2015-16 is due to the new FTEs in FY 2014-15 being budgeted for a full fiscal year.

INTERIM EXCEPTIONS

The Department has requested approval of 29 positions as interim exceptions. The Budget and Legislative Analyst recommends against the approval of these 29 positions as interim exceptions because the Department projects start dates of October 1, and not July 1.

DEPARTMENT REVENUES:

FY 2014-15

The Department's revenues of \$41,849,999 in FY 2014-15, are \$1,928,169 or 4.8% more than FY 2013-14 revenues of \$39,921,380. General Fund support of \$150,830,673 in FY 2014-15 is \$11,383,338 or 8.2% more than FY 2013-14 General Fund support of \$139,447,335.

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

- Federal grants supporting Custody Programs related to the State Criminal Alien Assist Program have been reduced by \$233,664.
- State grants supporting Custody Programs for Local Community Corrections and Court Security and Process have been reduced by \$870,116.
- Federal grants supporting Standards & Training for Corrections and Community Oriented Policing Services have increased by \$267,844.

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

DEPARTMENT: SHF - SHERIFF

FY 2015-16

The Department's revenues of \$44,973,769 in FY 2015-16, are \$3,123,770 or 7.5% more than FY 2014-15 estimated revenues of \$41,849,999. General Fund support of \$153,097,830 in FY 2015-16 is \$2,267,157 or 1.5% more than FY 2014-15 General Fund support of \$150,830,673.

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

- Increase in revenues from State sources supporting Court Services and Process and Custody programs will increase by \$2,442,000.

RECOMMENDATIONS:

FY 2014-15

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$554,980 in FY 2014-15. Of the \$554,980 in recommended reductions, \$509,243 are ongoing savings and \$45,737 are one-time savings. These reductions would still allow an increase of \$13,056,977 or 7.3% in the Department's FY 2014-15 budget.

FY 2015-16

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$589,883 in FY 2015-16. Of the \$589,883 in recommended reductions, \$564,858 are ongoing savings and \$25,025 are one-time savings. These reductions would still allow an increase of \$4,501,044 or 2.3% in the Department's FY 2015-16 budget.

SHF - Sheriff's Department											
						FY 2015-16					
Object Title		FY 2014-15 Amount		FY 2015-16 Amount		FTE		Savings		GF 1T	
From	To	From	To	From	To	From	To	From	To	From	To
AFS - Sheriff Field Services											
Equipment								\$100,050	\$75,025	\$25,025	x
Reduce requested replacement vehicles by 1. The Department met its requirement under the Healthy Air and Clean Transportation Ordinance (HACTO) to reduce vehicles by 15% in part by turning in 9 vehicles to the Department of Administrative Services Central Shops. The vehicles returned to Central Shops do not represent a permanent reduction in the City's vehicle fleet because these vehicles may be re-allocated to other City departments, or may be used as credit for future replacement vehicles by the Department. With this recommended reduction the Department will continue to have 86 vehicles in its HACTO base fleet.											
Equipment		\$22,759	\$0	\$22,759	x	x					
Reduce requested replacement vehicles by 1. The Department met its requirement under the Healthy Air and Clean Transportation Ordinance (HACTO) to reduce vehicles by 15% in part by turning in 9 vehicles to the Department of Administrative Services Central Shops. The vehicles returned to Central Shops do not represent a permanent reduction in the City's vehicle fleet because these vehicles may be re-allocated to other City departments, or may be used as credit for future replacement vehicles by the Department. With this recommended reduction the Department will continue to have 86 vehicles in its HACTO base fleet.											
AFC - Custody											
Attrition		\$0	(\$15,902)	\$15,902	x	x					
Mandatory Fringe Benefits		\$0	(\$7,076)	\$7,076	x	x					
Total Savings		\$22,978									
Increase attrition savings to reflect the hire date of one Senior Legal Process Clerk.											
AFP - Sheriff's Programs											
Manager III		1.00	0.00	\$135,180	\$0	\$135,180	x	1.00	0.00	\$139,496	\$0
Mandatory Fringe Benefits				\$56,461	\$0	\$56,461	x			\$53,495	\$0
Total Savings		\$191,641									
Delete a vacant 0931 Manager III position that has been vacant for more than two years in Sheriff's Programs. This vacant position was reassigned from Administration to Sheriff's Programs in the FY 2014-15 budget, but the Sheriff's Program currently has one ongoing Manager I position and no other position changes to indicate the need for the long-term vacant Manager III position.											
Ongoing savings											
Total Savings \$192,991											

SHF - Sheriff's Department												
Object Title	FY 2014-15						FY 2015-16					
	FTE		Amount		GF	1T	FTE		Amount		GF	1T
	From	To	From	To			From	To	From	To		
Attrition Savings			(\$16,815)	(\$59,960)	\$43,145	x			(\$17,351)	(\$59,960)	\$42,609	x
Mandatory Fringe Benefits			(\$7,490)	(\$26,708)	\$19,218	x			(\$7,179)	(\$24,809)	\$17,630	x
	Total Savings		\$62,363				Total Savings		\$60,239			
	Increase attrition savings to reflect vacancies in this program. The Sheriff's Department has reduced attrition savings in FY 2014-15 by \$525,491 departmentwide to increase hiring for civilian positions but also projects a salary surplus in FY 2013-14 of more than \$300,000 in FY 2013-14. The Budget and Legislative Analyst's recommendation provides sufficient funds to increase hiring of civilian positions in FY 2014-15.											
Community Based Services			\$1,173,687	\$1,073,687	\$100,000	x			\$2,424,421	\$2,300,000	\$124,421	x
	Reduce expenditures for community based programs in Jail Program to reflect actual expenditures in FY 2013-14 and prior years. The Department increased the budget for these programs by \$192,133 in FY 2014-15, but has carried forward unexpended funds for services provided by non-profit organizations in FY 2012-13 and FY 2013-14. The Budget and Legislative Analyst's recommendation still provides an increase in Jail Programs for community based services of \$663,237.											
	ASB - Sheriff Administration											
Attrition Savings			(\$73,275)	(\$133,212)	\$59,937	x	1.00	0.00	\$82,546	\$0	\$82,546	x
Mandatory Fringe Benefits			(\$32,350)	(\$58,811)	\$26,461	x			\$35,821	\$0	\$35,821	x
	Total Savings		\$86,398				Total Savings		\$118,367			
	Increase attrition savings to reflect vacancies in this program. The Sheriff's Department has reduced attrition savings in FY 2014-15 by \$525,491 departmentwide to increase hiring for civilian positions but also projects a salary surplus in FY 2013-14 of more than \$300,000 in FY 2013-14. The Budget and Legislative Analyst's recommendation provides sufficient funds to increase hiring of civilian positions in FY 2014-15.											
	AKR - Sheriff Recruitment and Training											
Materials & Supplies			\$83,805	\$65,389	\$18,416	x			\$83,805	\$65,389	\$18,416	x
	Reduce expenditures to reflect historical spending levels.											
	Ongoing savings											

SHF - Sheriff's 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		
Minor Data Processing Eqpt			\$43,453	\$28,029	x	\$15,424			\$43,453	\$28,029	x	\$15,424
Technical Support			\$175,000	\$140,000	x	\$35,000			\$175,000	\$140,000	x	\$35,000
	Reduce expenditures to reflect historical spending levels.											
	Reduce expenditures to reflect historical spending levels.											

FY 2014-15

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund	\$45,737	\$509,243
Non-General Fund	\$0	\$0
Total	\$45,737	\$509,243

FY 2015-16

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund	\$25,025	\$564,858
Non-General Fund	\$0	\$0
Total	\$25,025	\$564,858