


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

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June 16, 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 \$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 \$392,467 in FY 2014-15. Of the \$392,467 in recommended reductions, \$189,731 are ongoing savings and \$202,736 are one-time savings. These reductions would still allow an increase of \$1,667,157 or 3.6% 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 \$251,770 in FY 2015-16. Of the \$251,770 in recommended reductions, \$176,020 are ongoing savings and \$75,749 are one-time savings. These reductions would still allow an increase of \$57,937 or 0.1% 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 what year to 55 cases in what year, which means more victims are following through with their cases; and total conviction rates have increased by 6 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:**

<u>Program</u>	<u>FY 2013-2014 Budget</u>	<u>FY 2014-2015 Proposed</u>	<u>Increase/ Decrease from FY 2013- 2014</u>	<u>FY 2015-2016 Proposed</u>	<u>Increase/ Decrease from FY 2014- 2015</u>
<b>DISTRICT ATTORNEY</b>					
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)
<b>DISTRICT ATTORNEY</b>	<b>46,716,897</b>	<b>48,776,521</b>	<b>2,059,624</b>	<b>49,086,228</b>	<b>309,707</b>

**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  
FOR AMENDMENT OF BUDGET ITEMS  
FY 2014-15 AND FY 2015-16**

**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:**

**FY 2014-15**

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$392,467 in FY 2014-15. Of the \$392,467 in recommended reductions, \$189,731 are ongoing savings and \$202,736 are one-time savings. These reductions would still allow an increase of \$1,667,157 or 3.6% in the Department’s FY 2014-15 budget.

**FY 2015-16**

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$251,770 in FY 2015-16. Of the \$251,770 in recommended reductions, \$176,020 are ongoing savings and \$75,749 are one-time savings. These reductions would still allow an increase of \$57,937 or 0.1% 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% 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			
<b>AIH - Child Abduction Program</b>														
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 a ongoing surplus in this continuing project.													
<b>AIA - Felony Prosecution</b>														
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.													
<b>AIJ- Support Services</b>														
STEM_Z		(\$314,410)	(\$360,000)	\$45,590	x	x		0.00		(\$327,139)	(\$361,488)	\$34,349	x	
Mandatory Fringe Benefits		(\$95,652)	(\$109,522)	\$13,870	x	x				(\$89,818)	(\$99,249)	\$9,431	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		GF	1T	FTE		Amount		GF	1T
	From	To	From	To			From	To	From	To		
Attrition Savings			(\$1,966,298)	(\$2,049,014)	x				(\$2,263,547)	(\$2,349,359)	x	
Mandatory Fringe Benefits			(\$699,741)	(\$729,177)	x				(\$742,817)	(\$770,977)	x	
			<i>Total Savings</i>	<i>\$112,152</i>					<i>Total Savings</i>	<i>\$113,972</i>		
	<p>Increase attrition savings by \$112,152 which is the equivalent to the salary and fringe benefits of a District Attorney Investigator. The Department has requested to fund an existing District Attorney Investigator position and a new Trial Attorney and Investigative Assistant/Paralegal to support the Mental Health Unit which will undertake new responsibilities in FY 2014-15. We recommend approval of the Trial Attorney and Investigative Assistant/Paralegal but do not recommend approval of the District Attorney Investigator which would be funded through attrition savings. The Department currently has 26 District Attorney Investigators that could be reassigned to support the additional workload.</p>											
	<b>AIJ- Family Violence Program</b>											
Victim/Witness Investigator I	8.90	10.90	\$631,571	\$773,497	x		8.90	10.90	\$651,737	\$798,194	x	
Mandatory Fringe Benefits			\$306,778	\$375,717	x				\$295,730	\$362,186	x	
Victim/Witness Investigator II	3.00	1.00	\$233,684	\$77,895	x		3.00	1.00	\$241,145	\$80,382	x	
Mandatory Fringe Benefits			\$109,795	\$36,598	x				\$105,648	\$35,216	x	
			<i>Total Savings</i>	<i>\$18,119</i>					<i>Total Savings</i>	<i>\$18,278</i>		
	<p>Disapprove the upward substitution of two positions. The Department is requesting an upward substitution of 2.0 FTE Victim/Witness Investigator I 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.</p>											
	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					
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>		\$82,750					<i>Total Savings</i>		\$32,222		
	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**

	<b>One-Time</b>	<b>Ongoing</b>	<b>Total</b>
<b>General Fund</b>	\$202,736	\$189,731	\$392,466
<b>Non-General Fund</b>	\$0	\$0	\$0
<b>Total</b>	<b>\$202,736</b>	<b>\$189,731</b>	<b>\$392,466</b>

**FY 2015-16**

**Total Recommended Reductions**

	<b>One-Time</b>	<b>Ongoing</b>	<b>Total</b>
<b>General Fund</b>	\$75,749	\$176,020	\$251,770
<b>Non-General Fund</b>	\$0	\$0	\$0
<b>Total</b>	<b>\$75,749</b>	<b>\$176,020</b>	<b>\$251,770</b>

**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
<b>Policy Recommendations</b>										
	<b>Family Violence Program/ Felony Prosecution/ Support Services</b>									
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	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
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**FY 2015-16**

**Total Policy Recommendations**

	One-Time	Ongoing	Total
General Fund	\$0	\$1,473,644	\$1,473,644
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$1,473,644</b>	<b>\$1,473,644</b>

**BUDGET REVIEW EXECUTIVE SUMMARY**

**YEAR ONE: FY 2014-15**

Budget Changes

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

Personnel Changes

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

Revenue Changes

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

**YEAR TWO: FY 2015-16**

Budget Changes

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

Personnel Changes

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

Revenue Changes

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

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

**DEPARTMENT: DPW – GSA PUBLIC WORKS**

**RECOMMENDATIONS**

**YEAR ONE: FY 2014-15**

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

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

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

**YEAR TWO: FY 2015-16**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$866,681 in FY 2015-16. Of the \$866,681 in recommended reductions, \$298,079 are ongoing savings and \$568,603 are one-time savings. These reductions would still allow an increase of \$12,117,711 or 5.5% in the Department's FY 2015-16 budget. These recommendations will result in \$647,868 savings to the City's General Fund in FY 2015-16.

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

**DEPARTMENT: DPW – GSA PUBLIC WORKS**

**SUMMARY OF PROGRAM EXPENDITURES:**

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

**FY 2014-15**

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

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

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

**DEPARTMENT: DPW – GSA PUBLIC WORKS**

- Some significant increases in work orders for other departments, particularly water charges by the Public Utilities Commission and services of the City Attorney.

**FY 2015-16**

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

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

**SUMMARY OF DEPARTMENT POSITION CHANGES:**

**FY 2014-15**

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

Specific changes include:

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

**FY 2015-16**

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

Specific changes include:

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

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

**DEPARTMENT: DPW – GSA PUBLIC WORKS**

**DEPARTMENT REVENUES:**

**FY 2014-15**

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

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

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

**FY 2015-16**

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

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

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

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

**DEPARTMENT:** DPW – GSA PUBLIC WORKS

**Fee Legislation**

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

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

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

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

**RECOMMENDATIONS:**

**FY 2014-15**

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

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

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

**FY 2015-16**

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$866,681 in FY 2015-16. Of the \$866,681 in recommended reductions, \$298,079 are ongoing savings and \$568,603 are one-time savings. These reductions would still allow an increase of \$12,117,711 or 5.5% in the Department’s FY 2015-16 budget. These recommendations will result in \$647,868,219 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**

**DPW - Department of Public Works**

Object Title	FY 2014-15						FY 2015-16					
	FTE		Amount		GF	1T	FTE		Amount		GF	1T
	From	To	From	To			From	To	From	To		
<b>BAZ - Street Environmental Services</b>												
7514 General Laborer	2.31	0.00	\$145,458	\$0	X		3.00	0.00	\$194,939	\$0	X	\$194,939
Mandatory Salary Benefits			\$74,349	\$0	X				\$92,677	\$0	X	\$92,677
			<i>Total Savings</i>	\$219,807					<i>Total Savings</i>	\$287,616		
	Deny the addition of 2.31 FTE 7514 General Laborer position, due to existing long-term vacancies in this classification.											
9993M_Z Attrition Savings	(6.24)	(3.93)	(\$476,152)	(\$330,694)	X		(7.12)	(4.12)	(\$487,605)	(\$292,666)	X	(\$194,939)
Mandatory Fringe Benefits			(\$239,551)	(\$165,202)	X				(\$228,212)	(\$135,535)	X	(\$92,677)
			<i>Total Savings</i>	(\$219,807)					<i>Total Savings</i>	(\$287,616)		
027 Professional & Specialized Services	Reduce attrition savings to reflect filling of vacant 7514 General Laborer positions held for salary savings.											
			\$570,510	\$500,000	X	X			\$70,510			
	Reduce based upon historical expenditures. This reduction will still allow for an increase of \$194,490 or 63.7% for this line-item.											
040 Materials & Supplies			\$1,284,347	\$1,245,347	X	X			\$39,001			
	Reduce based upon projected need. Spending in this line-item has increased by 259% over the last three fiscal periods. The proposed reduction would still allow for an increase of \$39,001 or 3.2% over FY 2013-14.											
060 Equipment Purchase							PW1616R		\$131,418	\$43,806	X	X
	Reduce vehicle allocation in this line-item from 3 to 1. The department did not provide sufficient justification of the need for the second and third vehicle. Additionally the department can revisit their equipment needs during the FY 2015-16 budget process.											
060 Equipment Purchase							PW1617R		\$71,705	\$35,853	X	X
	Reduce vehicle allocation in this line-item from 2 to 1. The department did not provide sufficient justification of the need for the second vehicle. Additionally the department can revisit their equipment needs during the FY 2015-16 budget process.											
060 Equipment Purchase							PW1618R		\$80,456	\$40,228	X	X
	Reduce vehicle allocation in this line-item from 2 to 1. The department did not provide sufficient justification of the need for the second vehicle. Additionally the department can revisit their equipment needs during the FY 2015-16 budget process.											
060 Equipment Purchase							PW1619R		\$94,805	\$56,883	X	X
	Reduce the "Steamer" allocation in this line-item from 5 to 3. The department did not provide sufficient justification of the need to replace this many items of equipment. Additionally the department can revisit their equipment needs during the FY 2015-16 budget process.											
060 Equipment Purchase							PW1620R		\$733,976	\$366,988	X	X
	Reduce the "Tymo Steamer" allocation in this line-item from 2 to 1. The department did not provide sufficient justification of the need to replace two of these vehicles. Additionally the department can revisit their equipment needs during the FY 2015-16 budget process.											

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

**DPW - Department of Public Works**

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		
<b>BKJ - General Administration</b>												
1310 Public Relations Assistant	0.77	0.00	\$46,298	\$0		\$46,298	1.00	0.00	\$62,047	\$0		\$62,047
Mandatory Salary Benefits			\$23,979	\$0		\$23,979			\$30,122	\$0		\$30,122
			<i>Total Savings</i>	<i>\$70,277</i>					<i>Total Savings</i>	<i>\$92,169</i>		
Deny the addition of 0.77 FTE 1310 Public Relations Assistant due to insufficient business case justification. The proposed position is redundant with existing staff responsibilities.												
TEMPM_E Temporary - Miscellaneous	3.19	1.67	\$271,963	\$142,376		\$129,587	3.31	1.67	\$271,963	\$142,376		\$129,587
Mandatory Salary Benefits			\$21,485	\$11,248		\$10,237			\$21,485	\$11,248		\$10,237
			<i>Total Savings</i>	<i>\$139,825</i>					<i>Total Savings</i>	<i>\$139,825</i>		
Reduce TEMPMP_E Temporary - Miscellaneous salaries from the proposed 3.19 FTE to the FY 2013-14 amount of 1.67 FTE. The Department is adding sufficient staff in FY 2014-15 that this increase should not be necessary.												
081 Services of Other Departments			\$4,190,104	\$4,154,965		\$35,139			\$4,364,958	\$4,318,873		\$46,085
An adjustment to the work order between the Department of Public Works and the City Administrator's Office to account for the elimination of a proposed Public Relations Assistant position.												
<b>BAT - Street Use Management</b>												
060 Equipment Purchase	PW1543R		\$153,261	\$91,957		\$61,304	X	X				
Reduce vehicle allocation in this line-item from 5 to 3. The department did not provide sufficient justification to replace two vehicles which currently have less than 60,000 miles on them.												
<b>BAW - City Capital Projects</b>												
06R Capital Outlay			\$500,000	\$400,000		\$100,000	X	X				
Reduce based upon lack of details regarding project scope and proposed budget expenditures.												
<b>BAR - Building Repair and Maintenance</b>												
038 City Grant Programs			\$40,000	\$20,000		\$20,000	X		\$40,000	\$20,000		\$20,000
Reduce based upon lack of details regarding project scope and proposed budget expenditures. The funding request for this new initiative should be revisited after an initial trial period.												

**FY 2014-15**

Total Recommended Reductions			
One-Time	Ongoing	Total	
General Fund	\$270,815	\$73,891	\$344,706
Non-General Fund	\$0	\$191,350	\$191,350
<b>Total</b>	<b>\$270,815</b>	<b>\$265,241</b>	<b>\$536,056</b>

**FY 2015-16**

Total Recommended Reductions			
One-Time	Ongoing	Total	
General Fund	\$568,603	\$79,265	\$647,868
Non-General Fund	\$0	\$218,814	\$218,814
<b>Total</b>	<b>\$568,603</b>	<b>\$298,079</b>	<b>\$866,681</b>

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

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**BUDGET REVIEW EXECUTIVE SUMMARY**

**YEAR ONE: FY 2014-15**

Budget Changes

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

Personnel Changes

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

Revenue Changes

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

**YEAR TWO: FY 2015-16**

Budget Changes

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

Personnel Changes

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

Revenue Changes

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

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

**DEPARTMENT:** TTX TREASURER/TAX COLLECTOR

**RECOMMENDATIONS**

**YEAR ONE: FY 2014-15**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$302,973 in FY 2014-15. All of the \$302,973 in recommended reductions are ongoing savings. These reductions would still allow an increase of \$4,623,245 or 13.2% in the Department's FY 2014-15 budget.

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

Together, these recommendations will result in \$392,923 savings to the City's General Fund in FY 2014-15.

**YEAR TWO: FY 2015-16**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$341,813 in FY 2014-15. All of the \$341,813 in recommended reductions are ongoing savings.

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

**DEPARTMENT: TTX TREASURER/TAX COLLECTOR**

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

**SUMMARY OF PROGRAM EXPENDITURES:**

**FY 2014-15**

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

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

**FY 2015-16**

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

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

**DEPARTMENT: TTX TREASURER/TAX COLLECTOR**

**SUMMARY OF DEPARTMENT POSITION CHANGES:**

**FY 2014-15**

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

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

**FY 2015-16**

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

**INTERIM EXCEPTIONS**

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

*Gross Receipts Tax Implementation (8.0 FTEs)*

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

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

**DEPARTMENT REVENUES:**

**FY 2014-15**

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

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

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

**DEPARTMENT: TTX TREASURER/TAX COLLECTOR**

**FY 2015-16**

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

**COMMENTS:**

**FY 2014-15**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$302,973 in FY 2014-15. All of the \$302,973 in recommended reductions are ongoing savings. These reductions would still allow an increase of \$4,623,245 or 13.2% in the Department's FY 2014-15 budget.

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

Together, these recommendations will result in \$392,923 savings to the City's General Fund in FY 2014-15.

**FY 2015-16**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$341,813 in FY 2014-15. All of the \$341,813 in recommended reductions are ongoing savings. These reductions would decrease the Department's FY 2015-16 budget by \$2,578,614 or 6.4%.



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

**TTX - Treasurer/Tax Collector**

Object Title	FY 2014-15						FY 2015-16					
	FTE		Amount		Savings	GF 1T	FTE		Amount		Savings	GF 1T
	From	To	From	To			From	To	From	To		
<b>FCM - Investment</b>												
1825 Principal Administrative Analyst II	0.77	0.00	\$98,138	\$0.00	\$98,138	x	1.00	0.00	\$131,521	\$0	\$131,521	x
Mandatory Fringe Benefits			\$39,004	\$0.00	\$39,004	x			\$47,819	\$0	\$47,819	x
			<i>Total Savings</i>	<i>\$137,142</i>					<i>Total Savings</i>	<i>\$179,340</i>		
Disapprove one new 0.77 FTE 1825 Principal Administrative Analyst II. The Department has three existing 1824 Principal Administrative Analyst positions in this program, of which one is vacant. The Department also received funding for Manager II position in the program in FY 2013-14, which has not yet been filled.												
<b>FCO - Business Tax</b>												
4220 Personal Property Auditor	14.00	12.00	\$1,199,466	\$1,028,114	\$171,352	x	2.00	0.00	\$1,237,764	\$1,060,941	\$176,823	x
Attrition Savings			(\$269,206)	(\$197,854)	(\$71,352)	x			(\$277,302)	(\$200,479)	(\$76,823)	x
Mandatory Fringe Benefits			\$426,347	\$380,516	\$45,831	x			\$407,933	\$365,460	\$42,473	x
			<i>Total Savings</i>	<i>\$145,831</i>					<i>Total Savings</i>	<i>\$142,473</i>		
Delete 2.0 FTE 4220 Personal Property Auditors, which have been vacant since September 2010 and June 2011.												
<b>O40 Materials &amp; Supplies - Budget</b>												
			\$41,000	\$21,000	\$20,000	x			\$41,000	\$21,000	\$20,000	x
Reduce 040 Materials & Supplies - Budget to reflect actual needs and historical expenditures. The Mayor's proposed FY 2014-15 budget includes new expenditures of \$41,000 for materials and supplies in the Business Tax Services budget. The Budget and Legislative Analyst's recommended reduction provides for new expenditures of \$21,000, which should be sufficient.												

**FY 2014-15**

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund	\$0	\$302,973
Non-General Fund	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$302,973</b>

**FY 2015-16**

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund	\$0	\$341,813
Non-General Fund	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$341,813</b>

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

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 \$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 \$234,649 in FY 2014-15, all of which are ongoing savings.

**YEAR TWO: FY 2015-16**

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$240,734 in FY 2015-16, all of which are ongoing 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
<b>ECONOMIC &amp; WORKFORCE DEV</b>					
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)
<b>ECONOMIC &amp; WORKFORCE DEV</b>	<b>39,155,612</b>	<b>36,068,541</b>	<b>(3,087,071)</b>	<b>32,614,469</b>	<b>(3,454,072)</b>

**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 \$234,649 in FY 2014-15, all of which are ongoing savings.

**FY 2015-16**

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$240,734 in FY 2015-16, all of which 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**

Object Title	FY 2014-15						FY 2015-16					
	FTE		Amount		GF	1T	FTE		Amount		GF	1T
	From	To	From	To			From	To	From	To		
<b>BK5 - Economic Development</b>												
Professional and Specialized Services			\$450,000	\$375,000	\$75,000	x			\$450,000	\$375,000	\$75,000	x
The reduction reflects the actual Departmental budgeted need for this line item.												
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)	x
			<i>Total Savings</i>	\$14,545								
Disapprove of one new 0.77 FTE 1823 Senior Administrative Analyst and substitute the position downward for one new 0.77 FTE 1822 Administrative Analyst. The stipulated skills of the requested position are demonstrative of an 1822 Administrative Analyst.												
Programmatic Projects-Budget			\$741,107	\$602,048	\$139,059	x			\$741,107	\$602,048	\$139,059	x
The reduction reflects the actual Departmental budgeted need for this line item.												
			<i>Total Savings</i>	\$18,906								

**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**

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
<b>BL1 - Workforce Training</b>													
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>	\$6,045					<i>Total Savings</i>	\$7,769			
Disapprove of one new 0.77 FTE 1823 Senior Administrative Analyst and substitute the position downward for one new 0.77 FTE 9774 Senior Community Development Specialist I. The stipulated skills of the requested position are demonstrative of an 9774 Senior Community Development Specialist I.													
Ongoing savings													

**FY 2014-15**

**Total Recommended Reductions**

	One-Time	Ongoing	Total
General Fund	\$0	\$234,649	\$234,649
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$234,649</b>	<b>\$234,649</b>

**FY 2015-16**

**Total Recommended Reductions**

	One-Time	Ongoing	Total
General Fund	\$0	\$240,734	\$240,734
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$240,734</b>	<b>\$240,734</b>



**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 \$546,562 in FY 2014-15. Of the \$546,562 in recommended reductions, all are ongoing savings. These reductions would still allow an increase of \$8,080,510 or 27.0% in the Department’s FY 2014-15 budget.

**YEAR TWO: FY 2015-16**

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$596,412 in FY 2015-16. Of the \$596,412 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
<b>CITY PLANNING</b>					
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
<b>CITY PLANNING</b>	<b>29,981,797</b>	<b>38,608,869</b>	<b>8,627,072</b>	<b>35,252,855</b>	<b>(3,356,014)</b>

**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

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.

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%
<b>Total</b>		<b>\$21,337</b>	<b>\$0</b>	<b>\$0</b>	<b>0%</b>

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 \$546,562 in FY 2014-15. Of the \$546,562 in recommended reductions, all are ongoing savings. These reductions would still allow an increase of \$8,080,510 or 27.0% in the Department's FY 2014-15 budget.

**FY 2015-16**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$596,412 in FY 2015-16. Of the \$596,412 in recommended reductions, all are ongoing savings.

CPC - City Planning

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		
1310 Public Relations Assistant Mandatory Fringe Benefits	0.77	0.00	\$46,298	\$0	\$46,298		1.00	0.00	\$62,047	\$0	\$62,047	
			\$23,979	\$0	\$23,979				\$30,122	\$0	\$30,122	
	Total Savings		\$70,277			Total Savings		\$92,169				
	Deny the addition of 0.77 FTE 1310 Public Relations Assistant due to insufficient business case justification. The proposed position is redundant with existing staff responsibilities.											
5275 Planner Technician Mandatory Fringe Benefits	0.38	0.00	\$23,989	\$0	\$23,989		0.50	0.00	\$32,572	\$0	\$32,572	
			\$12,244	\$0	\$12,244				\$15,497	\$0	\$15,497	
	Total Savings		\$36,233			Total Savings		\$48,069				
	Deny the addition of 0.38 FTE 5275 Planner Technician due to insufficient business case justification. The proposed position is redundant with existing staff responsibilities. Additionally, the Department should have sufficient staff resources as of FY 2014-15 to address its backlog.											
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 Licensng 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.											

**CPC - City Planning**

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		
<b>FZA - Zoning Administration and Compliance</b>												
5278 Planner II	0.77	0.00	\$67,892	\$0	\$67,892		1.00	0.00	\$90,988	\$0	\$90,988	
			\$30,725	\$0	\$30,725				\$38,165	\$0	\$38,165	
			<i>Total Savings</i>	<i>\$98,617</i>					<i>Total Savings</i>	<i>\$129,153</i>		
	Deny the addition of 0.77 FTE 5278 Planner II due to insufficient business case justification. As of FY 2014-15 the Department should have sufficient staff resources to address its backlog and can redirect staff resources on an as-needed basis to address the proposed position's responsibilities.											
<b>FAH - Citywide Planning</b>												
027 - Professional and Specialized Services			\$435,000	\$391,500	\$43,500				\$405,000	\$400,000	\$5,000	
	Reduce Professional and Specialized Services budget based upon need. This reduction will still allow for a 67% increase over FY 13-14.											
<b>FDP - Current Planning</b>												
5291 Planner III	0.77	0.00	\$80,572	\$0	\$80,572		1.00	0.00	\$107,979	\$0	\$107,979	
			\$34,616	\$0	\$34,616				\$42,358	\$0	\$42,358	
			<i>Total Savings</i>	<i>\$115,188</i>					<i>Total Savings</i>	<i>\$150,337</i>		
	Deny the addition of 0.77 FTE 5291 Planner III due to insufficient business case justification for position of this classification.											
<b>FFP - Environmental Planning</b>												
027 - Professional and Specialized Services			\$550,000	\$450,000	\$100,000				\$300,000	\$275,000	\$25,000	
	Reduce Professional and Specialized Services budget based upon need. This reduction will still allow for a 50% increase over the Department's original FY 2014-15 request.											

**FY 2014-15**

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund	\$0	\$0
Non-General Fund	\$0	\$546,562
<b>Total</b>	<b>\$0</b>	<b>\$546,562</b>

**FY 2015-16**

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund	\$0	\$0
Non-General Fund	\$0	\$596,412
<b>Total</b>	<b>\$0</b>	<b>\$596,412</b>



**BUDGET REVIEW EXECUTIVE SUMMARY**

**YEAR ONE: FY 2014-15**

Budget Changes

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

Personnel Increases

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

Revenue Changes

The Department's revenues of \$122,092,568 in FY 2014-15, are \$3,619,717 or 3.1% more than FY 2013-14 revenues of \$118,473,351. General Fund support of \$222,301,310 in FY 2014-15 is \$7,159,750 or 3.3% more than FY 2013-14 General Fund support of \$215,141,560.

**YEAR TWO: FY 2015-16**

Budget Changes

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

Personnel Increases

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

Revenue Changes

The Department's revenues of \$117,889,706 in FY 2015-16, are \$4,202,362 or 3.4% less than FY 2014-15 estimated revenues of \$122,092,568. General Fund support of \$222,824,276 in FY 2015-16 is \$522,966 or 0.2% more than FY 2014-15 General Fund support of \$222,301,310.

**RECOMMENDATIONS**

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

**DEPARTMENT: FIRE DEPARTMENT**

**FIR – DEPARTMENT**

**YEAR ONE: FY 2014-15**

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$970,695 in FY 2014-15. Of the \$970,695 in recommended reductions, \$908,642 are ongoing savings and \$62,054 are one-time savings. These reductions would still allow an increase of \$9,808,272 or 2.9% 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 \$906,519 in FY 2015-16. Of the \$906,519 in recommended reductions, \$906,519 are ongoing savings and \$0 are one-time savings. With these reductions, the Department’s proposed FY 15-16 budget would be \$4,586,415 or 1.3% less than 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: FIRE DEPARTMENT**

**FIR – 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
<b>FIRE DEPARTMENT</b>					
ADMIN & SUPPORT SERVICES	32,757,108	34,415,311	1,658,203	35,160,442	745,131
CUSTODY	1,621,500	2,570,000	948,500	2,546,650	(23,350)
FIRE GENERAL	1,455,251	1,958,000	502,749	1,638,000	(320,000)
FIRE SUPPRESSION	280,824,516	287,600,304	6,775,788	283,569,731	(4,030,573)
GRANT SERVICES	0	0	0	0	0
PREVENTION & INVESTIGATION	12,618,199	13,565,775	947,576	13,541,052	(24,723)
TRAINING	4,238,337	4,284,488	46,151	4,258,107	(26,381)
WORK ORDER SERVICES	100,000	0	(100,000)	0	0
<b>FIRE DEPARTMENT</b>	<b>333,614,911</b>	<b>344,393,878</b>	<b>10,778,967</b>	<b>340,713,982</b>	<b>(3,679,896)</b>

**FY 2014-15**

The Department's proposed FY 2014-15 budget has increased by \$10,778,967 largely due to:

- Increases to salary and fringe benefit costs;
- The hiring of staff for Fire Station 4, scheduled to open in Fall 2014;
- Two academy classes of 48 entry-level firefighters, one in 2014-15, and one in 2015-16;
- The hiring of 16 new Emergency Medical Service (EMS) staff, consistent with the Budget and Legislative Analyst's recommendation in the *Performance Audit of Emergency Medical Services Resources at the San Francisco Fire Department*;
- The purchase of one new fire boat, previously approved by the Board of Supervisors (File 14-0488); and
- The purchase of two replacement ambulances and three new ambulances.

**FY 2015-16**

The Department's proposed FY 2015-16 budget has decreased by \$3,679,896 largely due to:

- Salary and fringe benefit savings generated by new hires replacing retirees.

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

**DEPARTMENT: FIRE DEPARTMENT**

**FIR – DEPARTMENT**

**SUMMARY OF DEPARTMENT POSITION CHANGES:**

**FY 2014-15**

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

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

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

**FY 2015-16**

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

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

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

**DEPARTMENT: FIRE DEPARTMENT**

**FIR – DEPARTMENT**

**INTERIM EXCEPTIONS**

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

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

**DEPARTMENT REVENUES:**

**FY 2014-15**

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

Increased revenues in FY 14-15 are due to:

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

**FY 2015-16**

The Department's revenues of \$117,889,706 in FY 2015-16, are \$4,202,362 or 3.4% less than FY 2014-15 estimated revenues of \$122,092,568. General Fund support of \$222,824,276 in FY 2015-16 is \$522,966 or 0.2% more than FY 2014-15 General Fund support of \$222,301,310.

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

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

**DEPARTMENT: FIRE DEPARTMENT**

**FIR – DEPARTMENT**

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**RECOMMENDATIONS:**

**FY 2014-15**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$970,695 in FY 2014-15. Of the \$970,695 in recommended reductions, \$908,642 are ongoing savings and \$62,054 are one-time savings. These reductions would still allow an increase of \$9,808,272 or 2.9% in the Department's FY 2014-15 budget.

**FY 2015-16**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$906,519 in FY 2015-16. Of the \$906,519 in recommended reductions, \$906,519 are ongoing savings and \$0 are one-time savings. With these reductions, the Department's proposed FY 15-16 budget would be \$4,586,415 or 1.3% less than the Mayor's proposed FY 2014-15 budget.

FIR - Fire Department

Object Title	FY 2014-15						FY 2015-16						
	FTE		Amount		GF 1T	Savings	FTE		Amount		GF 1T	Savings	
	From	To	From	To			From	To	From	To			
<b>AAD -- ADMINISTRATION AND SUPPORT SERVICES</b>													
7335 Senior Stationary Engineer	1.00 A	1.00 O	\$ 91,598	\$ -	x	\$91,598	x	1.00	0.00	\$ 95,274	\$ -	\$95,274	x
Mandatory Fringe Benefits			\$ 42,000	\$ -	x	\$42,000	x			\$ 40,401	\$ -	\$40,401	x
			<i>Total Savings</i>			\$133,598				<i>Total Savings</i>		\$135,675	
Allocate the 7335 Senior Stationary Engineer position to offbudget, funded by the Department's existing Capital Renewal appropriation. The Department requested an upward substitution of the vacant position to a 7335 Senior Stationary Engineer to oversee facilities maintenance projects performed by DPW staff and outside contractors. Because this position is exclusively responsible for projects funded in the Department's Capital Renewal and Facilities Maintenance budgets, the position should be funded by those capital projects.													
1822 Administrative Analyst	1.00	0.00	\$ 86,260	\$ -	x	\$86,260	x	1.00	0.00	\$ 89,014	\$ -	\$89,014	x
Mandatory Fringe Benefits			\$ 39,169	\$ -	x	\$39,169	x			\$ 37,614	\$ -	\$37,614	x
			<i>Total Savings</i>			\$125,429				<i>Total Savings</i>		\$126,628	
Delete one vacant 1822 Administrative Analyst position. The Department is actively hiring for one vacant 1823 Senior Administrative Analyst position, which should provide sufficient analytic resources in this program.													
Attrition Savings			\$ (202,526)	\$ (245,776)	x	\$43,250	x					\$0	
Mandatory Fringe Benefits			\$ (88,051)	\$ (106,855)	x	\$18,804	x					\$0	
			<i>Total Savings</i>			\$62,054				<i>Total Savings</i>		\$0	
Increase attrition savings to allow for a January 1, 2015 hiring date for 1093 IT Operations Support Administrator III, instead of a July 1, 2014 hiring date.													

**FIR - Fire Department**

Object Title	FY 2014-15						FY 2015-16					
	FTE		Amount		GF 1T	Savings	FTE		Amount		GF 1T	Savings
	From	To	From	To			From	To	From	To		
Attrition Savings - Uniform			\$ (1,904)	\$ (180,550)	x	\$ 178,646			(\$1,924)	(\$180,550)	x	\$ 178,626
Mandatory Fringe Benefits			\$ (604)	\$ (57,275)	x	\$56,671			(\$552)	(\$51,800)	x	\$51,248
			Total Savings \$235,317						Total Savings \$229,874			
	Increase attrition savings because the Department reduced attrition savings in Administration in FY 2014-15 to allow for the hiring of additional uniform staff, but has not justified additional uniform staff to perform administrative functions. Also, the Department's projected year-end salary surplus in FY 2013-14 is \$716,773.											
Overtime - Uniform			\$ 448,851	\$ 398,851	x	\$50,000			\$ 460,625	\$ 410,625	x	\$50,000
Mandatory Fringe Benefits			\$ 7,693	\$ 6,836	x	\$857			\$7,923	\$ 7,063	x	\$860
			Total Savings \$50,857						Total Savings \$50,860			
	Reduce overtime for uniform staff in Fire Support Services. These positions are not required to meet minimum staffing requirements set by Proposition F; the Budget and Legislative Analyst's recommended reduction leaves sufficient overtime to meet operational needs.											
Overtime - Miscellaneous			\$ 97,826	\$ 35,000	x	\$62,826			\$ 97,826	\$ 35,000	x	\$62,826
Mandatory Fringe Benefits			\$ 7,728	\$ 2,765	x	\$4,963			\$ 7,728	\$ 2,765	x	\$4,963
			Total Savings \$67,789						Total Savings \$67,789			
	Reduce overtime for civilian staff in Administration. The Budget and Legislative Analyst's recommended reduction leaves sufficient overtime to meet operational needs.											
Software Licensing Fees			\$ 40,925	\$ 7,000	x	\$ 33,925			\$ 40,925	\$ 7,000	x	\$ 33,925
	Reduce expenditures for software licensing fees to FY 2013-14 amount.											
Materials & Supplies			\$ 3,803,062	\$ 3,753,062	x	\$ 50,000			\$ 3,803,062	\$ 3,753,062	x	\$ 50,000
	Reduce expenditures for materials and supplies based on need. The Budget and Legislative Analyst's recommendation still provides a 10 percent increase compared to the FY 2013-14 budget.											



FIR - Fire Department

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

FY 2014-15

	Total Recommended Reductions		Total
	One-Time	Ongoing	
General Fund	\$62,054	\$908,641	\$970,695
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$62,054</b>	<b>\$908,641</b>	<b>\$970,695</b>

FY 2015-16

	Total Recommended Reductions		Total
	One-Time	Ongoing	
General Fund	\$0	\$906,519	\$906,519
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$906,519</b>	<b>\$906,519</b>

**BUDGET REVIEW EXECUTIVE SUMMARY**

**YEAR ONE: FY 2014-15**

Budget Changes

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

Personnel Increases

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

Revenue Changes

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

**YEAR TWO: FY 2015-16**

Budget Changes

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

Personnel Decreases

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

Revenue Changes

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

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

**DEPARTMENT: DEM – DEPARTMENT OF EMERGENCY MANAGEMENT**

**RECOMMENDATIONS**

**YEAR ONE: FY 2014-15**

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$582,536 in FY 2014-15. Of the \$582,536 in recommended reductions, \$144,100 are ongoing savings and \$438,436 are one-time savings. These reductions would still allow an increase of \$6,234,484 or 9.0% in the Department’s FY 2014-15 budget.

**YEAR TWO: FY 2015-16**

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$174,801 in FY 2015-16. Of the \$174,801 in recommended reductions, \$140,958 are ongoing savings and \$33,843 are one-time savings. These reductions would still allow an increase of \$674,101 or 0.9% in the Department’s FY 2015-16 budget.

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

**DEPARTMENT: DEM – DEPARTMENT OF EMERGENCY MANAGEMENT**

**SUMMARY OF PROGRAM EXPENDITURES:**

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

**FY 2014-15**

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

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

**FY 2015-16**

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

- An increase in salary and fringe benefit costs.

**SUMMARY OF DEPARTMENT POSITION CHANGES:**

**FY 2014-15**

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

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

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

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

**DEPARTMENT: DEM – DEPARTMENT OF EMERGENCY MANAGEMENT**

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

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

**FY 2015-16**

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

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

**INTERIM EXCEPTIONS**

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

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

**DEPARTMENT REVENUES:**

**FY 2014-15**

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

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

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

**FY 2015-16**

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

**DEPARTMENT: DEM – DEPARTMENT OF EMERGENCY MANAGEMENT**

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

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

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

**RECOMMENDATIONS:**

**YEAR ONE: FY 2014-15**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$582,536 in FY 2014-15. Of the \$582,536 in recommended reductions, \$144,100 are ongoing savings and \$438,436 are one-time savings. These reductions would still allow an increase of \$6,234,484 or 9.0% in the Department's FY 2014-15 budget.

**YEAR TWO: FY 2015-16**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$174,801 in FY 2015-16. Of the \$174,801 in recommended reductions, \$140,958 are ongoing savings and \$33,843 are one-time savings. These reductions would still allow an increase of \$674,101 or 0.9% in the Department's FY 2015-16 budget.

**Department of Emergency Management (DEM)**

		FY 2014-15				FY 2015-16				
Object Title	FTE	Amount		Savings	GF 1T	FTE	Amount		Savings	GF 1T
		From	To				From	To		
<b>BIR -- Emergency Communications</b>										
PROGRAMMATIC PROJECTS-BUDGET		\$ 950,000	\$700,000	\$250,000	x	x			\$0	
		<i>Total Savings</i>		<i>\$250,000</i>					<i>\$0</i>	
EQUIPMENT PURCHASE-BUDGET								\$ 33,843	\$ 33,843	x
		<i>Total Savings</i>		<i>\$0</i>					<i>\$33,843</i>	
<p>This equipment purchase is for a 2014 Transit Connect XLT Wagon, which is supposed to replace a 2000 Ford Windstar Mini-Van. The Windstar has just 23,000 miles on it and was driven less than 1,000 miles annually between 2012-2014. The BLA recommends against replacing the Windstar, as it is used infrequently and there are other cars that can be shared in the Department's vehicle pool.</p>										
ATTRITION SAVINGS		\$ (2,187,615)	\$ (2,240,160)	\$52,545	x	x			\$0	
MANDATORY FRINGE BENEFITS		\$ (964,730)	\$ (987,902)	\$21,811	x	x				
		<i>Total Savings</i>		<i>\$74,356</i>						
<p>Increase Attrition Savings in Emergency Communications to reflect an October hire date for 0923 EMS Manager, and a January hire date for 1244 Senior Personnel Analyst. Hire dates estimated based on information provided by the Department.</p>										

**Department of Emergency Management (DEM)**

Object Title	FY 2014-15						FY 2015-16					
	FTE		Amount		Savings	GF 1T	FTE		Amount		Savings	GF 1T
	From	To	From	To			From	To	From	To		
ATTRITION SAVINGS			\$ (2,187,615)	\$ (2,287,615)	\$ 100,000	x			\$ (2,173,228)	\$ (2,273,228)	\$100,000	x
MANDATORY FRINGE BENEFITS			\$ (964,730)	\$ (1,008,830)	\$ 44,100	x			\$ (890,113)	\$ (931,071)	\$40,958	x
			<i>Total Savings</i> \$ 144,100						<i>Total Savings</i> \$ 140,958			
<p>Increase Attrition Savings. The Department reduced Attrition Savings in FY 2014-15 by \$712,825 to allow for hiring of 10 Communications Dispatchers but also has a projected FY 2013-14 salary surplus exceeding \$300,000. The Budget and Legislative Analyst's proposed reduction allows sufficient funds to hire the 10 Communications Dispatcher positions.</p>												
<b>BIV -- Emergency Services</b>												
ATTRITION SAVINGS			\$ -	\$ (79,619)	\$ 79,619	x					\$0	
MANDATORY FRINGE BENEFITS			\$ -	\$ (34,461)	\$ 34,461	x					\$0	
			<i>Total Savings</i> \$ 114,080									
<p>Increase Attrition Savings to reflect a January hire date for 1806 Senior Statistician. Hire date estimated based on information provided by the Department.</p>												

**FY 2014-15**

Total Recommended Reductions			
One-Time	Ongoing	Total	
General Fund	\$438,436	\$144,100	\$582,536
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$438,436</b>	<b>\$144,100</b>	<b>\$582,536</b>

**FY 2015-16**

Total Recommended Reductions			
One-Time	Ongoing	Total	
General Fund	\$33,843	\$140,958	\$174,801
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$33,843</b>	<b>\$140,958</b>	<b>\$174,801</b>



**BUDGET REVIEW EXECUTIVE SUMMARY**

**YEAR ONE: FY 2014-15**

Budget Changes

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

Personnel Changes

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

Revenue Changes

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

**YEAR TWO: FY 2015-16**

Budget Changes

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

Personnel Changes

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

Revenue Changes

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

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

**DEPARTMENT: POL – POLICE DEPARTMENT**

**RECOMMENDATIONS**

**YEAR ONE: FY 2014-15**

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$2,096,436 in FY 2014-15. Of the \$2,096,436 in recommended reductions, \$1,850,010 are ongoing savings and \$246,426 are one-time savings. These reductions would still allow an increase of \$946,335 or .2% in the Department’s FY 2014-15 budget.

**YEAR TWO: FY 2015-16**

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$1,727,154 in FY 2015-16. Of the \$1,727,154 in recommended reductions, \$1,580,652 are ongoing savings and \$146,502 are one-time savings. These reductions would still allow an increase of \$2,273,917 or .4% in the Department’s FY 2015-16 budget.

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

**DEPARTMENT:** POL – POLICE DEPARTMENT

**SUMMARY OF PROGRAM EXPENDITURES:**

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

**FY 2014-15**

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

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

**FY 2015-16**

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

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

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

**DEPARTMENT: POL – POLICE DEPARTMENT**

**SUMMARY OF DEPARTMENT POSITION CHANGES:**

**FY 2014-15**

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

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

**FY 2015-16**

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

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

**INTERIM EXCEPTIONS**

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

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

The interim exception is therefore not needed.

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

**DEPARTMENT: POL – POLICE DEPARTMENT**

**DEPARTMENT REVENUES:**

**FY 2014-15**

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

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

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

**FY 2015-16**

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

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

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

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

**DEPARTMENT: POL – POLICE DEPARTMENT**

**RECOMMENDATIONS:**

**FY 2014-15**

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$2,096,436 in FY 2014-15. Of the \$2,096,436 in recommended reductions, \$1,850,010 are ongoing savings and \$246,426 are one-time savings. These reductions would still allow an increase of \$946,335 or .2% in the Department’s FY 2014-15 budget.

**FY 2015-16**

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$1,727,154 in FY 2015-16. Of the \$1,727,154 in recommended reductions, \$1,580,652 are ongoing savings and \$146,502 are one-time savings. These reductions would still allow an increase of \$2,273,917 or .4% in the Department’s FY 2015-16 budget.

**POL - Police 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		
<b>ACB - Investigations</b>												
Fingerprint Technician II	7.00	6.00	\$464,021	\$397,732	x	\$66,289	7.00	6.00	\$478,837	\$410,432	x	\$68,405
Mandatory Fringe Benefits			\$231,235	\$198,201	x	\$33,034			\$223,218	\$191,330	x	\$31,888
			<i>Total Savings</i>	\$99,322			<i>Total Savings</i>		\$100,294			
Delete vacant Fingerprint Technician II position. This position has been vacant for over a year. The Department has not provided any information regarding progress in hiring and has not justified maintaining this vacancy.												
Criminalist I	6.00	3.00	\$499,078	\$249,539	x	\$249,539	6.00	3.00	\$515,013	\$257,507	x	\$257,507
Mandatory Fringe Benefits			\$230,234	\$115,117	x	\$115,117			\$220,399	\$110,200	x	\$110,200
			<i>Total Savings</i>	\$364,656			<i>Total Savings</i>		\$367,706			
Delete three vacant Criminalist I positions. These positions have been vacant for over a year. The Department has not provided any information regarding progress in hiring and has not justified maintaining this vacancy.												
Criminalist III	6.00	5.00	\$857,770	\$714,808	x	\$142,962	6.00	5.00	\$885,158	\$737,632	x	\$147,526
Mandatory Fringe Benefits			\$326,259	\$271,883	x	\$54,377			\$307,145	\$255,954	x	\$51,191
			<i>Total Savings</i>	\$197,338			<i>Total Savings</i>		\$198,717			
Delete vacant Criminalist III position. This position has been vacant for over a year. The Department has not provided any information regarding progress in hiring and has not justified maintaining this vacancy.												
Attrition Savings			(\$245,868)	(\$402,632)	x	\$156,764			(\$253,718)	(\$428,423)	x	\$174,705
Mandatory Fringe Benefits			(\$111,600)	(\$182,756)	x	\$71,156			(\$106,878)	(\$180,472)	x	\$73,594
			<i>Total Savings</i>	\$227,920			<i>Total Savings</i>		\$248,300			
Increase Attrition Savings due to ongoing vacancies. The Investigations Division currently has 7 other vacant civilian positions (excluding 2 vacant civilian positions which are part of the 2012-2014 Recivilianization Plan). The Department has not provided hiring plans for these positions.												
Materials & Supplies			\$500,000	\$450,000	x	\$50,000			\$500,000	\$450,000	x	\$50,000
Reduce to reflect historical underspending for this line item.												

**POL - Police Department**

Object Title	FY 2014-15						FY 2015-16						
	FTE		Amount		Savings	GF 1T	FTE		Amount		Savings	GF 1T	
	From	To	From	To			From	To	From	To			
<b>ACM - Operations and Administration</b>													
Community Police Services Aide	4.00	3.68	\$267,811	\$246,386	\$21,425	x							
Mandatory Fringe Benefits			\$132,950	\$122,314	\$10,636	x							
			<i>Total Savings</i>	\$32,061									
	Reduce FTE for four new Community Police Services Aides to reflect actual hiring timeline.												
Administrative Analyst	7.00	6.00	\$603,823	\$517,563	\$86,260	x	7.00	6.00	\$623,102	\$534,087	\$89,015	x	
Mandatory Fringe Benefits			\$274,183	\$235,014	\$39,169	x			\$263,303	\$225,688	\$37,615	x	
			<i>Total Savings</i>	\$125,429			<i>Total Savings</i>						\$126,629
	Delete vacant Administrative Analyst position. This position has been vacant for over a year. The Department has not provided any information regarding progress in hiring and has not justified maintaining this vacancy.												
Attrition Savings			(\$1,443,278)	(\$1,643,278)	\$200,000	x			(\$1,489,742)	(\$1,696,094)	\$206,352	x	
Mandatory Fringe Benefits			(\$656,882)	(\$747,908)	\$91,026	x			(\$628,958)	(\$716,078)	\$87,120	x	
			<i>Total Savings</i>	\$291,026			<i>Total Savings</i>						\$293,472
	Increase Attrition Savings due to ongoing vacancies. The Operations and Administration Division currently has 17 other vacant civilian positions (excluding 7 vacant civilian positions which are part of the 2012-2014 Recivilization Plan) for which the Department has not provided hiring plans.												
Equipment			\$771,285	\$584,226	\$187,059	x			\$391,950	\$339,294	\$52,656	x	
	Reduce budget for 10 new Harley Davidson marked street motorcycles to 5. The Department has 10 that are over 12 years old. However, 5 have less than 40,000 miles on them.												
	Reduce budget by one new 1 Ford Fusion Energi to replace a 2011 Chevy Volt with 35,250 miles Given the year and the low mileage, approval of this replacement vehicle is not recommended.												
Materials & Supplies			\$1,000,000	\$750,000	\$250,000	x			\$1,000,000	\$975,000	\$25,000	x	
	Reduce to reflect historical underspending for this line item.												
	Reduce budget for 15 Suzuki Offroad motorbikes to 10. 5 of the motorbikes the Department proposed to replace have less than 20,000 miles on them.												
	Ongoing savings												



**POL - Police Department**

		FY 2014-15				FY 2015-16				
Object Title	FTE	Amount		GF 1T	Savings	FTE	Amount		GF 1T	Savings
		From	To				From	To		
Materials & Supplies		\$400,000	\$300,000	x	\$100,000		\$400,000	\$375,000	x	\$25,000
Reduce to reflect historical underspending for this line item.										
<b>ACX - Patrol</b>										
Senior Administrative Analyst	1.00	\$100,602	\$0	x	\$100,602	1.00	\$103,814	\$0	x	\$103,814
Mandatory Fringe Benefits		\$43,716	\$0	x	\$43,716		\$41,720	\$0	x	\$41,720
		<i>Total Savings</i>			<i>\$144,318</i>	<i>Total Savings</i>		<i>\$145,534</i>		
Delete vacant Senior Administrative Analyst position. This position has been vacant for over a year. The Department has not provided any information regarding progress in hiring and has not justified maintaining this vacancy.										
Equipment							\$142,979	\$76,439	x	\$66,540
Reduce budgeted amount by two new dogs as the Department could not provide data on their existing dogs to justify the additional purchase. Reduce budgeted amount by one explosive detective kit and one Recon Robot. Based on the Department's justification, the explosive detective kit and Recon Robot does not seem necessary.										
<b>ACV - Office of Citizen Complaints</b>										
Equipment		\$54,612	\$27,306	x	\$27,306		\$27,306	\$0	x	\$27,306
The budgeted amount is for two new replacement vehicles. Reduce this amount by one vehicle to replace a vehicle that was taken out of service due to expired CNG tanks. The Office of Citizen's Complaints has one vehicle whose CNG tank will not expire until July 2015 and a 2000 Ford Taurus with 64,718 miles.										

**FY 2014-15**

**FY 2015-16**

**Total Recommended Reductions**

	One-Time	Ongoing	Total
General Fund	\$246,426	\$1,850,010	\$2,096,436
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$246,426</b>	<b>\$1,850,010</b>	<b>\$2,096,436</b>

**Total Recommended Reductions**

	One-Time	Ongoing	Total
General Fund	\$146,502	\$1,580,652	\$1,727,154
Non-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$146,502</b>	<b>\$1,580,652</b>	<b>\$1,727,154</b>

**BUDGET REVIEW EXECUTIVE SUMMARY**

**YEAR ONE: FY 2014-15**

Budget Changes

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

Personnel Changes

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

Revenue Changes

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

**YEAR TWO: FY 2015-16**

Budget Changes

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

Personnel Changes

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

Revenue Changes

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

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

**DEPARTMENT: PDR – PUBLIC DEFENDER**

**RECOMMENDATIONS**

**YEAR ONE: FY 2014-15**

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

**YEAR TWO: FY 2015-16**

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

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

**DEPARTMENT:** PDR – PUBLIC DEFENDER

**SUMMARY OF PROGRAM EXPENDITURES:**

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

**FY 2014-15**

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

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

**FY 2015-16**

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

**SUMMARY OF DEPARTMENT POSITION CHANGES:**

**FY 2014-15**

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

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

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

**DEPARTMENT:** PDR – PUBLIC DEFENDER

**FY 2015-16**

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

**DEPARTMENT REVENUES:**

**FY 2014-15**

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

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

**FY 2015-16**

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

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

**RECOMMENDATIONS:**

**FY 2014-15**

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

**FY 2015-16**

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



**BUDGET REVIEW EXECUTIVE SUMMARY**

**YEAR ONE: FY 2014-15**

Budget Changes

The Department’s proposed \$35,058,716 budget for FY 2014-15 is \$2,264,399 or 6.1% less than the original FY 2013-14 budget of \$37,323,115.

Revenue Changes

The Department's revenues of \$3,098,396 in FY 2014-15 are \$1,797,499 or 36.7% less than FY 2013-14 revenues of \$4,895,895. General Fund support of \$31,960,320 in FY 2014-15 is \$466,900 or 1.4% less than FY 2013-14 General Fund support of \$32,427,220.

**YEAR TWO: FY 2015-16**

Budget Changes

The Department’s proposed \$35,067,595 budget for FY 2015-16 is \$8,879 or .03% more than the Mayor’s proposed FY 2014-15 budget of \$35,058,716.

Revenue Changes

The Department's revenues of \$3,107,275 in FY 2015-16 are \$8,879 more or .3% more than FY 2014-15 estimated revenues of \$3,098,396. General Fund support of \$31,960,320 in FY 2015-16 is the same as FY 2014-15 General Fund support.

**RECOMMENDATIONS**

**YEAR ONE: FY 2014-15**

The Budget and Legislative Analyst does not recommend reductions to the Department’s proposed FY 2014-15 budget.

**YEAR TWO: FY 2015-16**

The Budget and Legislative Analyst does not recommend reductions to the Department’s proposed FY 2015-16 budget.

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

**DEPARTMENT:** CRT – SUPERIOR COURT

**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
<b>SUPERIOR COURT</b>					
COURT HOUSE CONSTRUCTION	4,615,895	2,818,396	(1,797,499)	2,827,275	8,879
DISPUTE RESOLUTION PROGRAM	280,000	280,000	0	280,000	0
INDIGENT DEFENSE/GRAND JURY	9,303,023	8,803,023	(500,000)	8,803,023	0
TRIAL COURT SERVICES	23,124,197	23,157,297	33,100	23,157,297	0
<b>SUPERIOR COURT</b>	<b>37,323,115</b>	<b>35,058,716</b>	<b>(2,264,399)</b>	<b>35,067,595</b>	<b>8,879</b>

**FY 2014-15**

The Department's proposed FY 2014-15 budget has decreased by \$2,264,399 largely due to a reduction in the City's Indigent Defense program due to decreased case filings and debt refinancing resulting in reduced debt service payments over time. The Controller's Office has absorbed the repayment of costs previously incurred by the Superior Court to administer the City's Indigent Defense and Civil Grand Jury programs from fiscal year 1998-99 to 2009-10.

**FY 2015-16**

The Department's proposed FY 2015-16 budget has increased by \$8,879 largely due to a projected 1% increase in lease and other operating expenses which is slightly offset by an increase in interest earnings.

**DEPARTMENT REVENUES:**

**FY 2014-15**

The Department's revenues of \$3,098,396 in FY 2014-15 are \$1,797,499 or 36% less than FY 2013-14 revenues of \$4,895,895. General Fund support of \$31,960,320 in FY 2014-15 is \$466,900 less or 1.4% less than FY 2013-14 General Fund support of \$32,427,220.

The decrease in General Fund support is due to projected savings in the Indigent Defense budget due to decreased case filings.

**FY 2015-16**

The Department's revenues of \$3,107,275 in FY 2015-16 are \$8,879 more or .3% more than FY 2014-15 estimated revenues of \$3,098,396. General Fund support of \$31,960,320 in FY 2015-16 is the same as FY 2014-15 General Fund support.



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

**DEPARTMENT: CRT – SUPERIOR COURT**

**RECOMMENDATIONS:**

**FY 2014-15**

The Budget and Legislative Analyst does not recommend reductions to the Department's proposed FY 2014-15 budget.

**FY 2015-16**

The Budget and Legislative Analyst does not recommend reductions to the Department's proposed FY 2015-16 budget.

**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 \$608,718 in FY 2014-15. Of the \$608,718 in recommended reductions, \$585,959 are ongoing savings and \$22,759 are one-time savings. These reductions would still allow an increase of \$13,003,239 or 7.2% 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 \$633,967 in FY 2015-16. Of the \$633,967 in recommended reductions, \$554,715 are ongoing savings and \$79,252 are one-time savings. These reductions would still allow an increase of \$4,456,960 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
<b>SHERIFF</b>					
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
<b>SHERIFF</b>	<b>179,368,715</b>	<b>192,980,672</b>	<b>13,611,957</b>	<b>198,071,599</b>	<b>5,090,927</b>

**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 \$608,718 in FY 2014-15. Of the \$608,718 in recommended reductions, \$585,959 are ongoing savings and \$22,759 are one-time savings. These reductions would still allow an increase of \$13,003,239 or 7.2% in the Department's FY 2014-15 budget.

**FY 2015-16**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$633,967 in FY 2015-16. Of the \$633,967 in recommended reductions, \$554,715 are ongoing savings and \$79,252 are one-time savings. These reductions would still allow an increase of \$4,456,960 or 2.3% in the Department's FY 2015-16 budget.

SHF - Sheriff's Department		FY 2015-16						FY 2014-15										
Object Title	FTE	Amount			FTE			Savings	GF	1T	Amount			Savings	GF	1T		
		From	To		From	To					From	To						
Equipment																		<p>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.</p>
Equipment																		<p>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 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.</p>
Equipment				\$22,759	\$0	\$22,759												<p>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.</p>

SHF - Sheriff's Department																																																																																															
FY 2014-15																																																																																															
Object Title	FTE		Amount		GF 1T	Savings	FTE		Amount		GF 1T																																																																																				
	From	To	From	To			From	To	From	To																																																																																					
<b>AFP - Sheriff's Programs</b>																																																																																															
Manager III	1.00	0.00	\$135,180	\$0	\$135,180	x	1.00	0.00	\$139,496	\$0	\$139,496	x																																																																																			
Mandatory Fringe Benefits			\$56,461	\$0	\$56,461	x			\$53,495	\$0	\$53,495	x																																																																																			
Total Savings			\$191,641				Total Savings		\$192,991																																																																																						
Delete vacant Manager III position. This position has been vacant for over two years. The Department has not provided a hiring plan to fill this position.																																																																																															
Rehabilitation Services Coordinator	6.00	5.00	\$538,278	\$448,565	\$89,713	x	6.00	5.00	\$555,464	\$462,887	\$92,577	x																																																																																			
Mandatory Fringe Benefits			\$241,380	\$201,150	\$40,230	x			\$231,628	\$193,023	\$38,605	x																																																																																			
Total Savings			\$129,943				Total Savings		\$131,182																																																																																						
Delete vacant Rehabilitation Services Coordinator position. This position has been vacant for over a year. The Department has not provided a hiring plan to fill this position.																																																																																															
<b>ASB - Sheriff Administration</b>																																																																																															
Accountant II	1.00	0.00	\$79,993	\$0	\$79,993	x	1.00	0.00	\$82,546	\$0	\$82,546	x																																																																																			
Mandatory Fringe Benefits			\$37,395	\$0	\$37,395	x			\$35,821	\$0	\$35,821	x																																																																																			
Total Savings			\$117,388				Total Savings		\$118,367																																																																																						
Delete vacant Accountant II position. This position has been vacant for over a year. The Department has not provided a hiring plan to fill this position. This reduction will allow for sufficient staffing for this purpose.																																																																																															
Attrition Savings - Uniform.	(13.30)	(14.20)	(\$1,613,937)	(\$1,723,151)	\$109,214	x	(13.30)	(13.95)	(\$1,664,557)	(\$1,745,908)	\$81,351	x																																																																																			
Mandatory Fringe Benefits			(\$558,197)	(\$595,970)	\$37,773	x			(\$630,713)	(\$661,537)	\$30,824	x																																																																																			
Total Savings			\$146,987				Total Savings		\$112,175																																																																																						
Increase attrition savings to more accurately reflect current staffing levels and to adjust for salary savings.																																																																																															
<table border="0" style="width: 100%;"> <tr> <td colspan="6" style="text-align: center;"><b>FY 2014-15</b></td> <td colspan="6" style="text-align: center;"><b>FY 2015-16</b></td> </tr> <tr> <td colspan="6" style="text-align: center;">Total Recommended Reductions</td> <td colspan="6" style="text-align: center;">Total Recommended Reductions</td> </tr> <tr> <td colspan="2" style="text-align: center;">One-Time</td> <td colspan="2" style="text-align: center;">Ongoing</td> <td colspan="2" style="text-align: center;">Total</td> <td colspan="2" style="text-align: center;">One-Time</td> <td colspan="2" style="text-align: center;">Ongoing</td> <td colspan="2" style="text-align: center;">Total</td> </tr> <tr> <td colspan="2" style="text-align: center;">General Fund</td> <td colspan="2" style="text-align: center;">\$22,759</td> <td colspan="2" style="text-align: center;">\$585,959</td> <td colspan="2" style="text-align: center;">\$608,718</td> <td colspan="2" style="text-align: center;">General Fund</td> <td colspan="2" style="text-align: center;">\$79,252</td> </tr> <tr> <td colspan="2" style="text-align: center;">Non-General Fund</td> <td colspan="2" style="text-align: center;">\$0</td> <td colspan="2" style="text-align: center;">\$0</td> <td colspan="2" style="text-align: center;">\$0</td> <td colspan="2" style="text-align: center;">Non-General Fund</td> <td colspan="2" style="text-align: center;">\$0</td> </tr> <tr> <td colspan="2" style="text-align: center;">Total</td> <td colspan="2" style="text-align: center;">\$22,759</td> <td colspan="2" style="text-align: center;">\$585,959</td> <td colspan="2" style="text-align: center;">\$608,718</td> <td colspan="2" style="text-align: center;">Total</td> <td colspan="2" style="text-align: center;">\$554,715</td> </tr> <tr> <td colspan="2"></td> <td colspan="2"></td> <td colspan="2"></td> <td colspan="2"></td> <td colspan="2"></td> <td colspan="2"></td> </tr> </table>												<b>FY 2014-15</b>						<b>FY 2015-16</b>						Total Recommended Reductions						Total Recommended Reductions						One-Time		Ongoing		Total		One-Time		Ongoing		Total		General Fund		\$22,759		\$585,959		\$608,718		General Fund		\$79,252		Non-General Fund		\$0		\$0		\$0		Non-General Fund		\$0		Total		\$22,759		\$585,959		\$608,718		Total		\$554,715													
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**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 \$909,489 in FY 2014-15. Of the \$909,489 in recommended reductions, \$551,161 are ongoing savings and \$358,328 are one-time savings. These reductions would still allow an increase of \$3,556,499 or 13.4% 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 \$919,135 savings to the City's General Fund in FY 2014-15.

**YEAR TWO: FY 2015-16**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$703,789 in FY 2015-16, all of which would be ongoing savings. These reductions would still allow an increase of \$1,666,638 or 5.4% 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
<b>ADULT PROBATION</b>					
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
<b>ADULT PROBATION</b>	<b>26,608,644</b>	<b>31,074,632</b>	<b>4,465,988</b>	<b>33,445,059</b>	<b>2,370,427</b>

**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 \$909,489 in FY 2014-15. Of the \$909,489 in recommended reductions, \$551,161 are ongoing savings and \$358,328 are one-time savings. These reductions would still allow an increase of \$3,556,499 or 13.4% 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 \$919,135 savings to the City's General Fund in FY 2014-15.

**FY 2015-16**

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$703,789 in FY 2015-16. All of the \$703,789 in recommended reductions are ongoing savings with no one-time savings. These reductions would still allow an increase of \$1,666,638 or 5.4% in the Department's FY 2014-15 budget.

**ADP - Adult Probation Department**

Object Title	FY 2014-15						FY 2015-16						
	FTE		Amount		GF	IT	FTE		Amount		GF	IT	
	From	To	From	To			From	To	From	To			Savings
<b>AOS - One Stop Reentry Services</b>													
City Grant Programs			\$440,000	\$300,000	x				\$440,000	\$300,000		x	\$140,000
	Reduce expenditures to reflect historical underspending in this line item.												
<b>ASH - Administration</b>													
Systems Consulting Services			\$358,328	\$0	x				\$358,328				
	Reduce this expenditure, which the Department has not sufficiently justified. Documents provided are not current (from 2012) and provide no detail about actual project plans. Department states that these funds will be used to provide consulting services to complete JUSTIS implementation. The Board of Supervisors approved a limited tenure IT analyst position in FY 2013-14 for this same purpose.												
Temporary Salaries	3.81	1.76	\$325,000	\$150,131	x		3.81	1.76	\$325,000	\$150,131		x	\$174,869
	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.												
<b>AKB - Community Services</b>													
Attrition Savings	(3.13)	(3.93)	(\$411,097)	(\$516,170)	x		(2.33)	(3.50)	(\$241,346)	(\$362,537)		x	\$121,191
Mandatory Fringe Benefits			(\$151,452)	(\$190,162)	x				(\$91,605)	(\$137,604)		x	\$45,999
			<i>Total Savings</i>						<i>Total Savings</i>				\$167,190
	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.												
Senior Clerk	1.00	0.50	\$55,347	\$27,674	x		2.00	0.00	\$114,228	\$0			\$114,228
Mandatory Fringe Benefits			\$29,672	\$14,836	x				\$57,502	\$0			\$57,502
			<i>Total Savings</i>						<i>Total Savings</i>				\$171,730
	Disapprove 2 new .5 FTE Senior Clerk positions. Department is intending to use these as placeholders for new classifications that have not yet been created by the Department of Human Resources.												
<b>ARS - Realignment Services</b>													
Training			\$100,000	\$50,000	x				\$100,000	\$50,000			\$50,000
	Reduce expenditure to reflect historical underspending. This will leave \$342,035 in total training budget for the department.												

**FY 2014-15**

**FY 2015-16**

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund	\$358,328	\$551,161
Non-General Fund	\$0	\$0
<b>Total</b>	<b>\$358,328</b>	<b>\$551,161</b>

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund	\$0	\$703,789
Non-General Fund	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$703,789</b>

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
<b>Total</b>				<b>\$9,646</b>

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 \$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 \$161,462 in FY 2014-15, all of which are ongoing savings. These reductions would still allow an increase of \$1,800,794 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 \$194,833 in FY 2015-16. Of the \$194,833 in recommended reductions, \$166,558 are ongoing savings and \$28,275 are one-time savings. These reductions would still allow an increase of \$3,551,455 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
<b>JUVENILE PROBATION</b>					
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
<b>JUVENILE PROBATION</b>	<b>36,815,789</b>	<b>38,778,045</b>	<b>1,962,256</b>	<b>42,524,333</b>	<b>3,746,288</b>

**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 \$161,462 in FY 2014-15, all of which are ongoing savings. These reductions would still allow an increase of \$1,800,794 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 \$194,833 in FY 2015-16. Of the \$194,833 in recommended reductions, \$166,558 are ongoing savings and \$28,275 are one-time savings. These reductions would still allow an increase of \$3,551,455 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**

<b>JUV - Juvenile Probation Department</b>																																																																																									
Object Title	FY 2014-15					FY 2015-16																																																																																			
	FTE		Amount		GF IT	FTE		Amount		GF IT																																																																															
	From	To	From	To		From	To	From	To		Savings	Savings																																																																													
14 Passenger Van				\$0				\$28,275	\$0		\$28,275	x	x																																																																												
Deny the replacement of one van which is a 1999 model with less than 100,000 miles. Additionally, the Department has three other passenger vans in their fleet that can be used for this purpose. The Budget and Legislative Analyst recommends replacing this vehicle in the next budget cycle.																																																																																									
<b>AKE - Juvenile Hall</b>																																																																																									
Attrition Savings - Misc.	(17.54)	(18.24)	(\$1,245,375)	(\$1,295,076)						(17.54)	(18.24)	(\$1,285,961)	(\$1,337,282)	\$51,321	x																																																																										
Mandatory Fringe Benefits			(\$536,726)	(\$558,146)								(\$563,770)	(\$586,269)	\$22,499	x																																																																										
	<i>Total Savings</i>			\$71,170				<i>Total Savings</i>			\$73,820																																																																														
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.																																																																																									
<b>AKC - Probation Services</b>																																																																																									
Attrition Savings - Misc.	(5.29)	(5.79)	(\$499,451)	(\$546,658)						(5.29)	(5.79)	(\$515,398)	(\$564,112)	\$48,714	x																																																																										
Mandatory Fringe Benefits			(\$191,338)	(\$209,423)								(\$201,276)	(\$220,300)	\$19,024	x																																																																										
	<i>Total Savings</i>			\$65,292				<i>Total Savings</i>			\$67,738																																																																														
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								\$219,193	\$194,193	\$25,000	x																																																																										
Reduce expenditures to reflect historical underspending.																																																																																									
<table border="0" style="width:100%; border-collapse: collapse;"> <tr> <td colspan="10" style="text-align: center;"><b>FY 2014-15</b></td> <td colspan="4" style="text-align: center;"><b>FY 2015-16</b></td> </tr> <tr> <td colspan="10" style="text-align: center;"><b>Total Recommended Reductions</b></td> <td colspan="4" style="text-align: center;"><b>Total Recommended Reductions</b></td> </tr> <tr> <td colspan="2"></td> <td style="text-align: center;"><b>One-Time</b></td> <td style="text-align: center;"><b>Ongoing</b></td> <td colspan="2" style="text-align: center;"><b>Total</b></td> <td colspan="2"></td> <td style="text-align: center;"><b>One-Time</b></td> <td style="text-align: center;"><b>Ongoing</b></td> <td colspan="2" style="text-align: center;"><b>Total</b></td> </tr> <tr> <td colspan="2"><b>General Fund</b></td> <td style="text-align: right;">\$0</td> <td style="text-align: right;">\$161,462</td> <td colspan="2" style="text-align: right;">\$161,462</td> <td colspan="2"><b>General Fund</b></td> <td style="text-align: right;">\$28,275</td> <td style="text-align: right;">\$166,558</td> <td colspan="2" style="text-align: right;">\$194,833</td> </tr> <tr> <td colspan="2"><b>Non-General Fund</b></td> <td style="text-align: right;">\$0</td> <td style="text-align: right;">\$0</td> <td colspan="2" style="text-align: right;">\$0</td> <td colspan="2"><b>Non-General Fund</b></td> <td style="text-align: right;">\$0</td> <td style="text-align: right;">\$0</td> <td colspan="2" style="text-align: right;">\$0</td> </tr> <tr> <td colspan="2"><b>Total</b></td> <td style="text-align: right;"><b>\$0</b></td> <td style="text-align: right;"><b>\$161,462</b></td> <td colspan="2" style="text-align: right;"><b>\$161,462</b></td> <td colspan="2"><b>Total</b></td> <td style="text-align: right;"><b>\$28,275</b></td> <td style="text-align: right;"><b>\$166,558</b></td> <td colspan="2" style="text-align: right;"><b>\$194,833</b></td> </tr> </table>														<b>FY 2014-15</b>										<b>FY 2015-16</b>				<b>Total Recommended Reductions</b>										<b>Total Recommended Reductions</b>						<b>One-Time</b>	<b>Ongoing</b>	<b>Total</b>				<b>One-Time</b>	<b>Ongoing</b>	<b>Total</b>		<b>General Fund</b>		\$0	\$161,462	\$161,462		<b>General Fund</b>		\$28,275	\$166,558	\$194,833		<b>Non-General Fund</b>		\$0	\$0	\$0		<b>Non-General Fund</b>		\$0	\$0	\$0		<b>Total</b>		<b>\$0</b>	<b>\$161,462</b>	<b>\$161,462</b>		<b>Total</b>		<b>\$28,275</b>	<b>\$166,558</b>	<b>\$194,833</b>	
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<b>General Fund</b>		\$0	\$161,462	\$161,462		<b>General Fund</b>		\$28,275	\$166,558	\$194,833																																																																															
<b>Non-General Fund</b>		\$0	\$0	\$0		<b>Non-General Fund</b>		\$0	\$0	\$0																																																																															
<b>Total</b>		<b>\$0</b>	<b>\$161,462</b>	<b>\$161,462</b>		<b>Total</b>		<b>\$28,275</b>	<b>\$166,558</b>	<b>\$194,833</b>																																																																															