

File No. 110387

Committee Item No. _____

Board Item No. _____

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: Budget and Finance Committee Date: June 20, 22, 23 & 24, 2011

Board of Supervisors Meeting

Date _____

Cmte Board

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| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Budget & Legislative Analyst Report (For 6/23/11) |
| <input type="checkbox"/> | <input type="checkbox"/> | Ethics Form 126 |
| <input type="checkbox"/> | <input type="checkbox"/> | Introduction Form (for hearings) |
| <input type="checkbox"/> | <input type="checkbox"/> | Department/Agency Cover Letter and/or Report |
| <input type="checkbox"/> | <input type="checkbox"/> | MOU |
| <input type="checkbox"/> | <input type="checkbox"/> | Grant Information Form |
| <input type="checkbox"/> | <input type="checkbox"/> | Grant Budget |
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Completed by: Victor Young

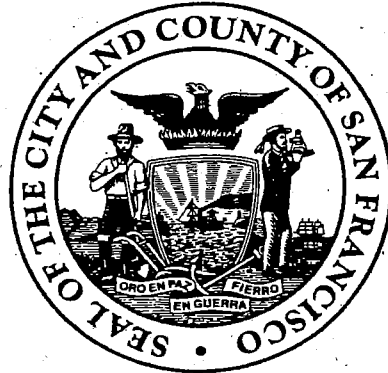
Date: June 16, 2011

Completed by: Victor Young

Date: _____

An asterisked item represents the cover sheet to a document that exceeds 25 pages. The complete document is in the file.

*Complete copy of document
located in File No. 110387



City and County of San Francisco
Proposed Consolidated Budget
and
Annual Appropriation Ordinance
Fiscal Year Ending June 30, 2012
All Departments

and

Two-Year Budget for Fiscal Years Ending June 30, 2012 and June 30, 2013 for
the Airport, Port Commission and Public Utilities Commission

File No. _____ Ordinance _____

Edwin M. Lee, Mayor



Ben Rosenfield
Controller

Monique Zmuda
Deputy Controller

**Proposed Consolidated Budget and Annual Appropriation Ordinance for
Fiscal Year Ending June 30, 2012 - All Departments**

and

**Two-Year Budget for Fiscal Years Ending June 30, 2012 and June 30, 2013
for the Airport, Port Commission and Public Utilities Commission**

The Proposed Consolidated Budget and Annual Appropriation Ordinance and its accompanying schedules are produced by the Controller's Budget Office. Upon approval, this is the document that is the legal authority for the City to spend funds during the fiscal year. This also provides a two-year budgets for the Airport, Port Commission and Public Utility Commission.

This document contains information on the sources and uses of selected City funds detailed by department and by program. Additional schedules summarize selected City revenues and expenditures by service area, department and fund. Please see the table of contents for a complete list of the information contained in this document.

Copies of this document are distributed to all city libraries and on the City's Controller website (<http://www.sfgov.org/site/controller>). They may also be viewed at the following City Hall offices:

Mayor's Office of Public Policy and Finance
1 Dr. Carlton B. Goodlett Place, Room 288

Controller's Office
1 Dr. Carlton B. Goodlett Place, Room 316

Clerk of the Board of Supervisors
1 Dr. Carlton B. Goodlett Place, Room 244

If you would like additional copies or need further information, please call the Controller's Budget Office at (415) 554-7500.

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

1390 Market Street, Suite 1150, San Francisco, CA 94102 (415) 552-9292
FAX (415) 252-0461

June 17, 2011

TO: Budget and Finance Committee

FROM: Budget and Legislative Analyst

SUBJECT: Overview of File 11-0387 Mayor's Proposed Consolidated Budget and Annual Appropriation Ordinance, for Fiscal Year Ending June 30, 2012

The Budget and Legislative Analyst is conducting a detailed review of the Mayor's recommended FY 2011-12 budget and will prepare reports and recommendations for submission to the Budget and Finance Committee to reduce the Mayor's recommended budget as justified. Our reports (a) generally describe the changes in expenditures and revenues for each department resulting from the Mayor's recommended budget; (b) contain recommendations to achieve savings by reducing various budgeted items; (c) contain recommendations to reserve various budgeted items if insufficient data has been submitted to support the budget requests; and, (d) contain policy options for consideration of the Budget and Finance Committee to achieve potential additional savings in certain departmental budgets.

The Budget and Legislative Analyst's individual budget reports on the various Departmental budgets are scheduled to be considered by the Budget and Finance Committee at its hearings between June 20 through June 30, 2011.

SUMMARY OF CHANGES IN EXPENDITURES AND POSITIONS

The Mayor's recommended FY 2011-12 budget, as submitted to the Board of Supervisors on June 1, 2011, of \$6,828,705,831 is \$266,047,488 or approximately 4.1 percent more than the FY 2010-11 budget of \$6,562,658,343 as finally approved by the Board of Supervisors in the FY 2010-11 Annual Appropriation Ordinance.

The table below provides comparative expenditure data between the original FY 2010-11 budget and the Mayor's Recommended 2011-2012 budget, excluding future technical adjustments to be submitted by the Mayor.

TOTAL CITY BUDGET COMPARISON

	FY 2010-11 Original Budget	FY 2011-12 Proposed Budget	Increase (Decrease) from FY 2010-11 Original Budget	Percent Increase (Decrease) from FY 2010-11 Original Budget
Sources of Funds				
Prior Year Fund Balance	\$191,479,467	\$247,963,892	\$56,484,425	29.5%
Prior Year Reserves	19,693,338	12,752,069	(6,941,269)	(35.2%)
Regular Revenues	6,351,485,538	6,567,989,870	216,504,332	3.4%
Total Source of Funds	\$6,562,658,343	\$6,828,705,831	\$266,047,488	4.1%
Uses of Funds				
Operating Expenditures:				
Gross Expenditures	\$7,025,824,403	\$7,361,790,244	\$335,965,841	4.8%
Interdepartmental Recoveries	(885,125,776)	(911,957,594)	(26,831,818)	3.0%
Net Operating Expenditures	6,140,698,627	6,449,832,650	309,134,023	5.0%
Capital/Facilities Maintenance	352,322,143	302,836,061	(49,486,082)	(14.0%)
Reserves	69,637,573	76,037,120	6,399,547	9.2%
Total Uses of Funds	\$6,562,658,343	\$6,828,705,831	\$266,047,488	4.1%

The Mayor's recommended FY 2011-12 budget includes 26,277.15 funded full time equivalent positions or 169.18 more positions than the 26,107.97 funded positions approved in the original FY 2010-11 budget. Additional details on such positions by department will be covered in the Budget and Legislative Analyst's forthcoming departmental budget reports to the Budget and Finance Committee.

GENERAL FUND EXPENDITURES AND RESERVES

As shown in the table below, the Mayor's recommended FY 2011-12 total General Fund budget, including General Fund department expenditures and General Fund contributions to General Fund supported departments, of \$3,250,364,938 is \$282,990,110 or approximately 9.5 percent more than the FY 2010-11 General Fund budget of \$2,967,374,828 as finally approved by the Board of Supervisors in the FY 2010-11 Annual Appropriation Ordinance.

GENERAL FUND BUDGET COMPARISON

	FY 2010-11 Original Budget	FY 2011-12 Proposed Budget	Increase (Decrease) from FY 2010-11 Original Budget	Percent Increase (Decrease) from FY 2010-11 Original Budget
Sources of Funds				
Prior Year Fund Balance	\$79,918,951	\$153,351,440	\$73,432,489	91.9%
Prior Year Reserves	19,633,338	12,752,069	(6,881,269)	(35.0%)
Regular Revenues	2,753,665,350	2,927,115,535	173,450,185	6.3%
Transfers	114,157,189	157,145,894	42,988,705	37.7%
Total Source of Funds	2,967,374,828	3,250,364,938	282,990,110	9.5%
Uses of Funds				
Operating Expenditures:				
Gross Expenditures	2,626,938,336	2,973,765,394	346,827,058	13.2%
Interdepartmental Recoveries	(157,487,949)	(339,013,467)	(181,525,518)	115.3%
Net Operating Expenditures	2,469,450,387	2,634,751,927	165,301,540	6.7%
General Fund Contribution Transfer	423,549,904	525,633,917	102,084,013	24.1%
Capital/Facilities Maintenance	26,670,925	40,479,094	13,808,169	51.8%
Reserves	47,703,612	49,500,000	1,796,388	3.8%
Total Uses of Funds	\$2,967,374,828	\$3,250,364,938	\$282,990,110	9.5%

CONTROLLER'S RESERVES IN THE PROPOSED FY 2011-12 BUDGET

The Controller has reserved General Fund revenues totaling \$11,400,000 in the Mayor's recommended FY 2011-12 budget due to the uncertainty of the following various revenues:

- \$10,600,000 in the Municipal Transportation Agency's materials and supplies budget, pending (a) revenue from the issuance of taxi medallions (\$10,000,000), and (b) Parking Tax revenue from colleges and universities (\$600,000).
- \$800,000 in the Sheriff's Department for Electronic Monitoring Programs, pending the transfer of responsibility for State prisoners to the counties under the proposed State realignment.

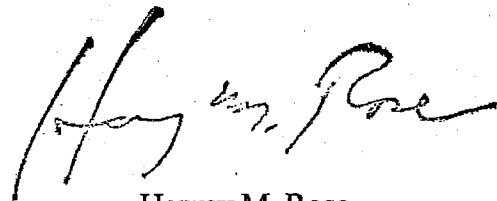
BUDGET AND LEGISLATIVE ANALYST RECOMMENDATIONS

At the direction of the Budget and Finance Committee and the full Board of Supervisors, the Budget and Legislative Analyst is analyzing the Mayor's recommended FY 2011-12 budget in

Memo to Budget and Finance Committee
June 17, 2011

detail and is making various recommendations to the Committee. Our recommendations for the Committee's first week of hearings are preliminary in nature and may significantly change for the Committee's second week of hearings.

Budget reductions, recommended by the Budget and Legislative Analyst and approved by the Board of Supervisors, have, in the past, been used by the Board of Supervisors as a source of funds to: (a) restore items deleted in the Mayor's recommended FY 2011-12 budget; (b) include new items in the budget based on the priorities of the Board of Supervisors; and/or (c) increase the General Fund Reserve. In accordance with the Charter, reallocation of any savings realized from budget reductions can be made by the Board of Supervisors, without first receiving appropriation approval by the Mayor, in accordance with the priorities of the Board of Supervisors. However, such reallocations would be subject to Mayoral veto.



Harvey M. Rose

cc: Supervisor Chu
Supervisor Mirkarimi
Supervisor Kim
Supervisor Wiener
President Chiu
Supervisor Avalos
Supervisor Campos
Supervisor Cohen
Supervisor Elsbernd
Supervisor Farrell
Supervisor Mar
Clerk of the Board
Cheryl Adams
Controller
Greg Wagner

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

1390 Market Street, Suite 1150, San Francisco, CA 94102 (415) 552-9292
FAX (415) 252-0461

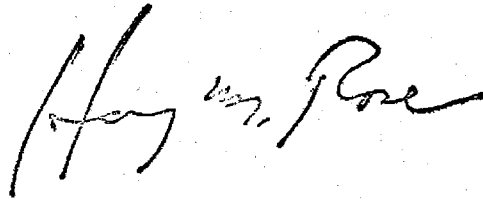
June 21, 2011

TO: Budget and Finance Committee
FROM: Budget and Legislative Analyst
SUBJECT: June 23, 2011 Budget and Finance Committee Meeting

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A handwritten signature in black ink, appearing to read "Harvey M. Rose". The signature is written in a cursive, flowing style.

Harvey M. Rose

cc: Supervisor Chu
Supervisor Mirkarimi
Supervisor Kim
Supervisor Wiener
President Chiu
Supervisor Avalos
Supervisor Campos
Supervisor Cohen
Supervisor Elsbernd
Supervisor Farrell
Supervisor Mar
Clerk of the Board
Cheryl Adams
Controller
Greg Wagner

BUDGET REVIEW EXECUTIVE SUMMARY

Budget Changes

The Department's proposed \$7,777,867 budget for FY 2011-12 is \$229,147 or 2.9 percent less than the original FY 2010-11 budget of \$8,007,014.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2011-12 is 58.88 FTEs, which is .2 FTEs less than the 59.08 FTEs in the original FY 2010-11 budget. This represents a .34 percent decrease in FTEs from the original FY 2010-11 budget.

Revenue Changes

The Department's revenues of \$2,729,000 in FY 2011-12, are \$403,984 or 12.9 percent less than FY 2010-11 revenues of \$3,132,984. General Fund support of \$5,048,867 in FY 2011-12 is \$174,837 or 3.6 percent more than FY 2010-11 General Fund support of \$4,874,030.

RECOMMENDATIONS

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$181,884 in FY 2011-12. Of these recommended reductions, \$181,884 or 100 percent are General Fund reductions, and \$181,884 or 100 percent are ongoing reductions.

**RECOMMENDATIONS OF THE BUDGET AND LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

AAM - Asian Arts Museum

Object Title	FY 2011-2012						FY 2012-2013 (for estimate purposes only)					
	FTE		Amount		Savings	GF 1T	FTE		Amount		Savings	GF
	From	To	From	To			From	To	From	To		
9993-M Attrition Savings	-2.78	-4.73	(\$177,965)	(\$302,541)	\$124,576	x	-2.78	-4.73	(\$177,965)	(\$302,541)	\$124,576	x
Mandatory Fringe Benefits			(\$81,733)	(\$139,041)	\$57,308	x			(\$81,733)	(\$139,041)	\$57,308	x
			<i>Total Savings</i>		<i>\$181,884</i>				<i>Total Savings</i>		<i>\$181,884</i>	
<p>Increase Attrition Savings by \$124,576 in FY 2011-12. The recommended increase in Attrition Savings reflects a projected salary savings (a year-end surplus of approximately \$500,000 as of 5/31/11). While the Department currently has 4 vacant museum guard positions, 1 Principal Museum Preparatory, and 1 Chief Preparatory, this increase in Attrition Savings should still provide sufficient salary funds for FY 2011-12.</p> <p>Ongoing reduction</p>												

**Estimated FY 2012-2013 Impact
Total Recommended Reductions**

FY 2011-2012			
Total Recommended Reductions		One-Time	Ongoing
General Fund Impact	Non-General Fund Impact		Total
\$0	\$0	\$181,884	\$181,884
\$0	\$0	\$0	\$0
Total	Total	\$181,884	\$181,884

Estimated FY 2012-2013 Impact Total Recommended Reductions	
General Fund Impact	Non-General Fund Impact
Total	Total
\$181,884	\$0
Total	\$181,884

BUDGET REVIEW EXECUTIVE SUMMARY

Budget Changes

The Department's proposed \$15,663,737 budget for FY 2011-12 is \$960,598 or 6.5 percent more than the original FY 2010-11 budget of \$14,703,139.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2011-12 is 106.49 FTEs, which is .67 FTEs more than the 105.82 FTEs in the original FY 2010-11 budget. This represents a .63 percent increase in FTEs from the original FY 2010-11 budget.

Revenue Changes

The Department's revenues of \$9,705,854 in FY 2011-12, are \$435,192 or 4.7 percent more than FY 2010-11 revenues of \$9,270,662. General Fund support of \$5,957,883 in FY 2011-12 is \$525,406 or 9.7 percent more than FY 2010-11 General Fund allocation of \$5,432,477.

RECOMMENDATIONS

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$71,930 in FY 2011-12. Of these recommended reductions, \$71,930 or 100 percent are General Fund reductions, and \$71,930 or 100 percent are ongoing reductions. These reductions would still allow an increase of \$888,668 or 6.0 percent in the Department's FY 2011-12 budget.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

DEPARTMENT: FAM-FINE ARTS MUSEUM

SUMMARY OF PROGRAM EXPENDITURES:

Program	2010-2011 Budget	2011-2012 Proposed Budget	Change From 2010-2011	Pct Change
ADMISSIONS	3,516,662	3,951,854	435,192	12.4
OPER & MAINT OF MUSEUMS	11,186,477	11,711,883	525,406	4.7
Total Expenditures	14,703,139	15,663,737	960,598	6.5

The Department's proposed FY 2011-12 budget has increased by \$960,598 largely due to:

- Increases in work order recoveries from other City departments and public agencies.

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions (FTE) budgeted for FY 2011-12 is 106.49 FTEs, which is .67 FTEs more than the 105.82 FTEs in the original FY 2010-11 budget. This represents a .63 percent increase in FTEs from the original FY 2010-11 budget.

DEPARTMENT REVENUES:

The Department's revenues of \$9,705,854 in FY 2011-12, are \$435,192 or 4.7 percent more than FY 2010-11 revenues of \$9,270,662. General Fund support of \$5,957,883 in FY 2011-12 is \$525,406 or 9.7 percent more than FY 2010-11 General Fund allocation of \$5,432,477.

COMMENTS:

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$71,930 in FY 2011-12. Of these recommended reductions, \$71,930 or 100 percent are General Fund reductions, and \$71,930 or 100 percent are ongoing reductions. These reductions would still allow an increase of \$888,668 or 6.0 percent in the Department's FY 2011-12 budget.

**RECOMMENDATIONS OF THE BUDGET AND LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

FAM - Fine Arts Museum

Object Title	FY 2011-2012						FY 2012-2013 (for estimate purposes only)								
	FTE		Amount		GF	IT	Savings		FTE		Amount		Savings	GF	
	From	To	From	To			From	To	From	To	From	To			
EEB - OPER & MAINT OF MUSEUMS (IG AGF AAA)															
OTHER CURRENT EXPENSES			\$282,331	\$252,331		x	\$30,000					\$282,331	\$252,331	\$30,000	x
	Reduction to reflect actual current expenditures.														
MATERIALS AND SUPPLIES			\$34,000	\$29,000		x	\$5,000					\$34,000	\$29,000	\$5,000	x
	Reduction to reflect actual current expenditures.														
9993M Attrition Savings	-6.02	-6.45	(\$351,008)	(\$376,008)		x	\$25,000			-6.02	-6.45	(\$351,008)	(\$376,008)	\$25,000	x
Mandatory Fringe Benefits	0.0	0.0	(\$167,508)	(\$179,438)		x	\$11,930			0.0	0.0	(\$167,508)	(\$179,438)	\$11,930	x
			<i>Total Savings</i>				\$36,930				<i>Total Savings</i>		\$36,930		
	Increase Attrition Savings by \$25,000 in FY 2011-12. The recommended increase in Attrition Savings should still provide sufficient salary funds for FY 2011-12.														

FY 2011-2012

Total Recommended Reductions

One-Time	Ongoing	Total
\$0	\$71,930	\$71,930
\$0	\$0	\$0
\$0	\$71,930	\$71,930

General Fund Impact	\$71,930
Non-General Fund Impact	\$0
Total	\$71,930

Estimated FY 2012-2013 Impact

Total Recommended Reductions

General Fund Impact	\$71,930
Non-General Fund Impact	\$0
Total	\$71,930

General Fund Impact	\$71,930
Non-General Fund Impact	\$0
Total	\$71,930

BUDGET REVIEW EXECUTIVE SUMMARY

Budget Changes

The Mayor's proposed \$4,123,060 budget for FY 2011-12 is \$115,160 or 2.7 percent less than the original FY 2010-11 budget of \$4,238,220.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2011-12 is 12.48 FTEs, which is .97 FTEs less than the 13.45 FTEs in the original FY 2010-11 budget. This represents a 7.2 percent decrease in FTEs from the original FY 2010-11 budget.

Revenue Changes

The Department's revenues of \$1,208,000 in FY 2011-12, are the same as the FY 2010-11 revenues of \$1,208,000. General Fund support of \$2,915,059 in FY 2011-12 is \$115,161 or 3.8 percent less than FY 2010-11 General Fund support of \$3,030,220.

RECOMMENDATIONS

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$106,007 in FY 2011-12. Of these recommended reductions, \$106,007 or 100 percent are General Fund reductions, and \$106,007 or 100 percent are ongoing reductions.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

DEPARTMENT: SCI-ACADEMY OF SCIENCES

SUMMARY OF PROGRAM EXPENDITURES:

Program	2009-2010 Actual Budget	2010-2011 Budget	2011-2012 Proposed Budget	Change From 2010-2011	Pct Change
ACADEMY OF SCIENCES	4,064,737	4,238,220	4,123,060	(115,160)	(2.7)
Total Expenditures	4,064,737	4,238,220	4,123,060	(115,160)	(2.7)

The Department's proposed FY 2011-12 budget has decreased by \$115,160 largely due to:

- Decreases in work order recoveries from other City departments and public agencies.

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions (FTE) budgeted for FY 2011-12 is 12.48 FTEs, which is .97 FTEs less than the 13.45 FTEs in the original FY 2010-11 budget. This represents a 7.2 percent decrease in FTEs from the original FY 2010-11 budget.

- The Department's budget for FY 201-12 includes the deletion of 1 FTE. This is not a filled position and will not result in the layoff of any employees.

DEPARTMENT REVENUES:

The Department's revenues of \$1,208,000 in FY 2011-12, are the same as the FY 2010-11 revenues of \$1,208,000. General Fund support of \$2,915,059 in FY 2011-12 is \$115,161 or 3.8 percent less than FY 2010-11 General Fund support of \$3,030,220.

COMMENTS:

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$106,007 in FY 2011-12. Of these recommended reductions, \$106,007 or 100 percent are General Fund reductions, and \$106,007 or 100 percent are ongoing reductions.

**RECOMMENDATIONS OF THE BUDGET AND LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

SCI - Academy of Sciences

Object Title	FY 2011-2012				FY 2012-2013 (for estimate purposes only)								
	FTE From	FTE To	Amount From	Amount To	Savings	GF 1T	FTE From	FTE To	Amount From	Amount To	Savings	GF	
EEH - Academy of Sciences (IG AGF AAA)													
9993M Attrition Savings	-1.00	-2.00	(\$73,578)	(\$147,156)	\$73,578	x							x
Mandatory Fringe Benefits			(\$32,429)	(\$64,858)	\$32,429	x							x
				<i>Total Savings</i>	<i>\$106,007</i>					<i>Total Savings</i>	<i>\$106,007</i>		
Increase Attrition Savings by \$73,578 in FY 2011-12. The recommended increase in Attrition Savings reflects a projected salary savings (a year-end surplus of approximately \$100,000 as of 5/27/11) and should provide sufficient salary funds.													

FY 2011-2012

Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund Impact	\$0	\$106,007	\$106,007
Non-General Fund Impact	\$0	\$0	\$0
Total	\$0	\$106,007	\$106,007

**Estimated FY 2012-2013 Impact
Total Recommended Reductions**

General Fund Impact	\$106,007
Non-General Fund Impact	\$0
Total	\$106,007

BUDGET REVIEW EXECUTIVE SUMMARY

Budget Changes

The Department's proposed \$12,233,535 budget for FY 2011-12 is \$14,871,452 or 54.9 percent less than the original FY 2010-11 budget of \$27,104,987.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2011-12 is 63.88 FTEs, which is .81 FTEs more than the 63.07 FTEs in the original FY 2010-11 budget. This represents a 1.3 percent increase in FTEs from the original FY 2010-11 budget.

Revenue Changes

The Department's revenues of \$12,233,535 in FY 2011-12, are \$14,871,452 or 54.9 percent less than FY 2010-11 revenues of \$27,104,987. The Department does not receive General Fund support.

RECOMMENDATIONS

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$142,539 in non-General Fund monies in FY 2011-12. Of these recommended reductions, \$142,539 or 100 percent are ongoing reductions.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

DEPARTMENT: WAR-WAR MEMORIAL

SUMMARY OF PROGRAM EXPENDITURES:

Program	2010-2011	2011-2012	Change From	Pct
	Budget	Proposed	2010-2011	Change
War Memorial Operations and Maintenance	27,104,987	12,233,535	(14,871,452)	54.9%
Total	27,104,987	12,233,535	(14,871,452)	54.9%

The Department's proposed FY 2011-12 budget has decreased by \$14,871,452 largely due to:

- A 15,000,000 reduction in the Department's capital expenditures due to the one-time increase in FY 2010-11 for the design development phase of the War Memorial's Veterans Building Seismic Upgrade and Improvements Project.

DEPARTMENT PERSONNEL SUMMARY:

The number of Net Operating full-time equivalent positions (FTE) budgeted for FY 2011-12 is 63.88 FTEs, which is .81 FTEs more than the 63.07 FTEs in the original FY 2010-11 budget. This represents a 1.3 percent increase in FTEs from the original FY 2010-11 budget.

DEPARTMENT REVENUES:

The Department's revenues of \$12,233,535 in FY 2011-12, are \$14,871,452 or 54.9 percent less than FY 2010-11 revenues of \$27,104,987. The Department does not receive General Fund support.

The FY 2009-10 budget included \$15,000,000 in one-time proceeds from Certificates of Participation for the Veterans Building Seismic Upgrade and Improvements Project.

COMMENTS:

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$142,539 in non-General Fund monies in FY 2011-12. Of these recommended reductions, \$142,539 or 100 percent are ongoing reductions.

WAR - War Memorial

Object Title	FY 2011-2012						FY 2012-2013 (for estimate purposes only)							
	FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	
	From	To	From	To				From	To	From	To			
EED - Operations and Maintenance (2S WMF AAA)														
OTHER CURRENT EXPENSES			\$9,200	\$4,900	\$4,300					\$9,200	\$4,900	\$4,300		
	Reduction to reflect current expenditures and expected carry forward from FY 2010-11.													
SCAVENGER SERVICES			\$270,000	\$260,000	\$10,000					\$270,000	\$260,000	\$10,000		
OTHER BLDG MAINT SVCS			\$334,269	\$322,269	\$12,000					\$334,269	\$322,269	\$12,000		
			<i>Total</i>							<i>Total</i>				
			Savings		\$22,000					Savings		\$22,000		
	Reduction to reflect current expenditures and expected carry forward from FY 2010-11.													
9993M Attrition Savings	-2.31	-3.47	(\$160,860)	(\$241,290)	\$80,430					-2.31	-3.47	(\$160,860)	(\$241,290)	\$80,430
Mandatory Fringe Benefits	0.0	0.0	(\$71,618)	(\$107,427)	\$35,809					0.0	0.0	(\$71,618)	(\$107,427)	\$35,809
			<i>Total</i>							<i>Total</i>				
			Savings		\$116,239					Savings		\$116,239		
	Increase Attrition Savings by \$80,430 in FY 2011-12. The recommended increase in Attrition Savings reflects a projected salary savings (a year-end surplus of approximately \$300,000 as of 5/27/11). This increase in Attrition Savings should still provide sufficient funds for salaries in FY 2011-12.													

FY 2011-2012

Total Recommended

One-

Time Ongoing Total

General Fund Impact	\$0	\$0	\$0
Non-General Fund Impact	\$0	\$142,539	\$142,539
Total	\$0	\$142,539	\$142,539

Estimated FY 2012-2013

Total Recommended

General Fund Impact	\$0
Non-General Fund Impact	\$142,539
Total	\$142,539

BUDGET REVIEW EXECUTIVE SUMMARY

Budget Changes

The Department's proposed \$127,921,216 budget for FY 2011-12 is \$905,097 or .7 percent more than the original FY 2010-11 budget of \$127,016,119.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2011-12 is 843.43 FTEs, which is 7.15 FTEs less than the 850.58 FTEs in the original FY 2010-11 budget. This represents an .8 percent reduction in FTEs from the original FY 2010-11 budget.

Revenue Changes

The Department revenues of \$93,639,592 in FY 2011-12 are \$1,285,631 or 1.4 percent more than FY 2010-11 revenues of \$92,353,961. General Fund support of \$34,281,624 in FY 2011-12 is \$380,533 or 1.1 percent less than FY 2010-11 General Fund support of \$34,662,157.

RECOMMENDATIONS

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$668,366 in FY 2011-12. These reductions would still allow for an increase of \$236,731 or a .2 percent increase in the Department's FY 2011-12 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended General Fund encumbrances, which would allow the return of \$35,343 to the Recreation and Park Savings Incentive Fund.

Together, these recommendations will result in total savings of \$703,709, including \$164,743 in savings to the City's General Fund.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

DEPARTMENT: REC – RECREATION AND PARK

SUMMARY OF PROGRAM EXPENDITURES:

Program	2010-2011 Budget	2011-2012 Proposed	Change From 2010-2011	Pct Change
CAPITAL PROJECTS	\$12,879,429	\$10,243,135	-\$2,636,294	-20.47%
CHILDREN'S BASELINE	10,042,971	9,315,268	-727,703	-7.25%
CHILDREN'S SVCS - NON - CHILDREN'S FUND	400,000	400,000	0	0.00%
GOLDEN GATE PARK	10,331,851	10,413,863	82,012	0.79%
MARINA HARBOR	1,748,499	1,876,127	127,628	7.30%
PARKS	65,635,258	68,553,580	2,918,322	4.45%
REC & PARK ADMINISTRATION	91,350	76,350	-15,000	-16.42%
RECREATION	13,209,024	13,789,738	580,714	4.40%
STRUCTURAL MAINTENANCE	\$12,677,737	\$13,253,155	\$575,418	4.54%
RECREATION AND PARK COMMISSION	\$127,016,119	\$127,921,216	\$905,097	0.71%

The Recreation and Park Department's proposed FY 2011-12 budget is \$905,097 more than the FY 2010-11 budget. The Department has proposed new or increased program spending in FY 2011-12, which is offset by reductions in other programs, as noted below:

- In FY 2011-12, the Recreation and Park Department reorganized its budget to reflect a new organizational structure that the Department implemented in FY 2010-11, including a new recreation model introduced in September 2010. The Parks and Golden Gate Park programs show an increase in spending primarily related to the new budget organizational structure.
- The Department will continue park and facility renovation projects funded by the 2008 Clean and Safe Neighborhood Parks General Obligation Bond in FY 2011-12, by completing the design for site specific playgrounds and recreation centers and increasing spending in the Structural Maintenance Program.
- The proposed Capital Projects budget represents the largest reduction, as one-time funding for capital projects in FY 2010-11 is eliminated from the FY 2011-12 budget. The Children's Baseline budget and spending on Recreation and Park Administration are also decreasing.

DEPARTMENT PERSONNEL SUMMARY:

The number of full-time equivalent positions (FTE) budgeted for FY 2011-12 is 843.43 FTEs, which is 7.15 FTEs less than the 850.58 FTEs in the original FY 2010-11 budget. This represents an .8 percent reduction in FTEs from the original FY 2010-11 budget.

- The decrease to the FTE count results from increases in Attrition Savings in FY 2011-12. The Department is not proposing any deletions or layoffs in FY 2011-12.
- In FY 2011-12, the Department plans to reorganize the aquatics staff, similar to the structure of the general recreation reorganization implemented in FY 2010-11 by shifting specific swimming instructors from full-time to temporary employees. The Department also plans to increase enrollment in its gardener apprenticeship program from 10 to 15 positions.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

DEPARTMENT: REC – RECREATION AND PARK

DEPARTMENT REVENUES:

The Department revenues of \$93,639,592 in FY 2011-12 are \$1,285,631 or 1.4 percent more than FY 2010-11 revenues of \$92,353,961. General Fund support of \$34,281,624 in FY 2011-12 is \$380,533 or 1.1 percent less than FY 2010-11 General Fund support of \$34,662,157. Specific changes in the Department's FY 2011-12 revenues include:

- Increased revenue from recreation programming, permits and facility rentals, improved park concessions and leases.
- Open Space Funds are anticipated to increase, as is funding from transfers into the Department, expenditure recoveries, transfer adjustments, and the use of the Reserves Fund.
- Reductions in other revenues such as one-time funding for the Cayuga and Dolores Park playgrounds, gifts and bequests and a \$380,533, or one percent, decrease in General Fund support for the Department.

Fee Legislation

Projected revenues for FY 2011-12 are based on the proposed fee increase ordinances as follows:

File No.	Fee Description	FY 2010-11 Original Revenue	Increase Revenue in FY 2011-12	Annualized Revenue Thereafter
110549	Authorizes the RPD Commission to (1) approve special promotions of up to 25 percent of the applicable rate (2) approve increases of up to 50 percent for nonresident and tournament golf fees at Harding and Fleming; (3) add accompanying rider fee;(4) create a nonresident junior rate, and (5) changes the definition of weekend from all day Friday through Sunday to Friday afternoon through Sunday.	\$0	\$367,000	\$197,000
(110550	Creates a nonresident junior golf fee at Lincoln Park and changes the definition of weekend from all day Friday through Sunday to Friday afternoon through Sunday.	\$0	\$8,000	\$8,000
110551	Creates a nonresident junior golf fee at Sharp Park and changes the definition of weekend from all day Friday through Sunday to Friday afternoon through Sunday.	\$0	\$10,000	\$10,000
110552	Creates a nonresident junior golf fee at Golden Gate Park Golf Course and changes the definition of weekend from all day Friday through Sunday to Friday afternoon through Sunday.	\$0	\$3,400	\$3,400
Total		\$0	\$388,400	\$218,400

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

DEPARTMENT: **REC – RECREATION AND PARK**

FIVE YEAR FINANCIAL PLAN:

The Recreation and Park Department anticipates a 7.5 percent growth in its budget between FY 2011-12 and FY 2015-16.

Revenues

- Over the next five years, the Department's goal is to continue to increase its earned revenue generated by recreation programs, concessions and rental activities.
- Recreation and Park's 10-Year Capital Plan recommends the development of a General Obligation Bond proposal for the 2012 ballot to help address the substantial deferred maintenance backlog of approximately \$1.7 billion.
- The Department has been exploring alternative funding sources, many of which would require voter approval, such as a parcel tax or an expansion of the Open Space Fund. To the extent that these measures do not bring the Department's budget into balance, Recreation and Park plans to work with the Mayor's Office and the Board of Supervisors to identify and implement either additional revenue increases or expenditure reductions with the goal of preserving direct service delivery to the greatest extent possible.

Expenditures

The Recreation and Park Department's largest expense is park maintenance, which represents over 60 percent of the Department operating budget. Capital projects and structural maintenance together represent just less than 25 percent of the Department's operating budget.

Over the next five years, the Department will undertake the following strategic initiatives that will impact spending:

- Meet high standards in park maintenance by supplying adequate staffing levels and, if possible, adding staff to park maintenance and structural maintenance programs.
- Improve recreation services quality and quantity associated with the new model for recreation delivery that will take several years to completely implement. A key component of the model is an as-needed pool of program instructors. The viability of creating a pool of available staff is still uncertain, and the Department may need to increase wages to attract a broader, or more skilled pool of program delivery staff.
- Improve the capital condition of parks. The Department faces a deferred maintenance backlog of \$1.7 billion to repair and replace a host of facilities that include irrigation systems, swimming pools, and neighborhood recreation buildings.
- Address Open Space Fund, Golf Fund, and Marina Fund shortfalls. Over the next three years the Department's three non-General Fund sources, which are the Open Space Fund, Golf Fund, and

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

DEPARTMENT: REC – RECREATION AND PARK

Marina Fund, are projected to face combined multi-million dollar shortfalls due to increasing costs that outpace revenue growth, primarily due to rising personnel costs.

While the Department does not intend to increase the total FTE count over the next five years, wage rates and benefit costs are anticipated to increase.

OTHER ISSUES

In September 2010 the Recreation and Park Department began the implementation of a new model for public recreation delivery. Under the model the Department delivers services in four core competency areas: cultural arts, community services, leisure services, and sports and athletics. The Department reports that to date in FY 2010-11 the new model has increased hours of programming by 30 percent and program revenue by 20 percent, as compared to FY 2009-10. In FY 2011-12, the Department plans to reorganize the aquatics staffing similar to the structure for recreation, in order to increase pool hours, and implement the Department's recreation software program to allow use of pool memberships and electronic scrip for entry into pools. In addition, the Department wants to increase its gardener apprenticeship program enrollment and implement new custodial service standards.

COMMENTS:

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$668,366 in FY 2011-12. These reductions would still allow for an increase of \$236,731 or a .2 percent increase in the Department's FY 2011-12 budget. Of these recommended reductions, \$164,743 or 24.6 percent are General Fund reductions, and \$495,830 or 74 percent are ongoing reductions.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended General Fund encumbrances, which would allow the return of \$35,343 to the Recreation and Park Savings Incentive Fund.

Together, these recommendations will result in total savings of \$703,709, including \$164,743 in savings to the City's General Fund.

**RECOMMENDATIONS OF THE BUDGET AND LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

REC- Recreation and Park Department

Object Title	FY 2011-2012				FY 2012-2013 (for estimate purposes only)				
	FTE		Amount		FTE		Amount		
	From	To	From	To	From	To	From	To	
EAA- Golden Gate Park (1G AGF AAA)									
City Grant Programs			\$283,480	\$204,836			\$283,480	\$204,836	\$78,644
	Reduce to reflect program budget for fee collection at the San Francisco Botanical Gardens.								
Attrition Savings - Miscellaneous	(14.6)	(15.4)	(\$854,490)	(\$902,558)			(\$886,968)	(\$936,638)	\$49,670
Mandatory Fringe Benefits			(\$408,504)	(\$431,380)			(\$459,660)	(\$485,400)	\$25,740
			<i>Total Savings</i>	<i>\$70,944</i>			<i>Total Savings</i>	<i>\$75,410</i>	
	Adjust attrition savings to reflect Department's projected salary expenditures.								
	Estimated ongoing reduction.								
EAP- Parks (1G AGF AAA)									
Attrition Savings - Miscellaneous	(6.1)	(6.3)	(\$414,440)	(\$425,117)			(\$428,925)	(\$439,648)	\$10,723
Mandatory Fringe Benefits			(\$179,120)	(\$183,598)			(\$218,700)	(\$224,167)	\$5,467
			<i>Total Savings</i>	<i>\$15,155</i>			<i>Total Savings</i>	<i>\$16,190</i>	
	Adjust attrition savings to reflect Department's projected salary expenditures.								
	Estimated ongoing reduction.								
EAP-Parks (2SGOLNPR)									
Materials and Supplies			\$353,375	\$203,375			\$353,375	\$203,375	\$150,000
	Disapprove increase in materials and supplies for the Harding and Fleming Golf Courses based on historic and projected spending.								
	Estimated ongoing reduction.								

**RECOMMENDATIONS OF THE BUDGET AND LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

REC- Recreation and Park Department

Object Title	FY 2011-2012						FY 2012-2013 (for estimate purposes only)						
	FTE		Amount		Savings	GF	FTE		Amount		Savings	GF	
	From	To	From	To			From	To	From	To			
EAP- Parks (2SOSP/PR)													
3374 Volunteer/Outreach Coordinator	1.0	0.0	\$68,677	\$0	\$68,677		1.0	0.0	\$72,065	\$0	\$72,065		
3286 Recreation Coordinator	0.0	1.0	\$0	\$55,896	(\$55,896)		0.0	1.0	\$0	(\$55,896)	(\$59,153)		
Mandatory Fringe Benefits			\$30,673	\$26,999	\$3,674				\$34,443	\$30,342	\$4,101		
			<i>Total Savings</i>	<i>\$16,455</i>					<i>Total Savings</i>	<i>\$17,013</i>			
Disapprove the upward substitution of one 3286 Recreation Coordinator to a 3374 Volunteer/Outreach Coordinator. The proposed upward substitution would result in a total of four new Volunteer/ Outreach Coordinators in this program in FY 2011-12.													
Estimated ongoing reduction.													
ECS- Capital Projects (2SOSP/PR)													
Programmatic Projects			\$87,536	\$0	\$87,536	x							
Reduce to reflect unspent balance of capital project funding for Chimatown open space projects which have been completed.													
One-time reduction													

**RECOMMENDATIONS OF THE BUDGET AND LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

REC- Recreation and Park Department

Object Title	FY 2011-2012						FY 2012-2013 (for estimate purposes only)						
	FTE		Amount		Savings	GF	FTE		Amount		Savings	GF	
	From	To	From	To			From	To	From	To			
ECS- Capital Projects (2SOSP/PR and IGOHFREC)													
1824 Principal Administrative Analyst	1.0	0.0	\$105,520	\$0	\$105,520		1.0	0.0	\$110,725	\$0	\$110,725		
1823 Senior Administrative Analyst	0.0	1.0	\$0	\$91,146	(\$91,146)		0.0	1.0	\$0	\$95,642	(\$95,642)		
Mandatory Fringe Benefits			\$40,447	\$36,634	\$3,813				\$45,816	\$41,380	\$4,436		
			<i>Total Savings</i>	<i>\$18,187</i>					<i>Total Savings</i>	<i>\$19,519</i>			
Disapprove the upward substitution of an 1823 Senior Administrative Analyst to an 1824 Principal Administrative Analyst due to lack of justification of the need for a more highly compensated analyst position.													
Estimated ongoing reduction.													
EIA- Recreation and Park Administration (1GOHFREC)													
Attrition Savings - Miscellaneous	0.02	-1.12	\$1,424	(\$105,745)	\$107,169		0.02	-1.12	\$1,477	(\$109,658)	\$111,135		
Mandatory Fringe Benefits			\$576	(\$38,700)	\$39,276				\$649	(\$40,132)	\$40,781		
			<i>Total Savings</i>	<i>\$146,445</i>					<i>Total Savings</i>	<i>\$151,915</i>			
The Department has reduced Attrition Savings in the Administration and Finance division by \$107,169, from -\$105,745 in FY 2010-11 to \$1,424 in FY 2011-12. The proposed increase in Attrition Savings reflects a return to the former level of Attrition Savings													
Estimated ongoing reduction.													

**RECOMMENDATIONS OF THE BUDGET AND LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

REC- Recreation and Park Department

Object Title	FY 2011-2012			FY 2012-2013 (for estimate purposes only)		
	FTE From	FTE To	Amount From To	FTE From	FTE To	Amount From To
Maintenance Services- Equipment			\$180,101 95,101			\$85,000

Disapprove request for \$85,00 in one-time spending on new software for the Administration and Finance division due to insufficient justification from the Department of the need for new mobile technology system.

One-time reduction

FY 2011-2012

Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund Impact	\$0	\$164,743	\$164,743
Non-General Fund Impact	\$172,536	\$331,087	\$503,623
Total	\$172,536	\$495,830	\$668,366

Estimated FY 2012-2013 Impact

Total Recommended Reductions

General Fund Impact	\$170,244
Non-General Fund Impact	\$338,447
Total	\$508,691

**RECOMMENDATIONS OF THE BUDGET AND LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

REC-Recreation and Park

Vendor Name	Subject Title	General Fund Savings	Year of Appropriation	Date of Last Recorded Transaction	Original Amount	Unexpended Balance in Financial and Management Information System (FAMIS)
COSTELLO'S TREE SERVICE	OTHER PROFESSIONAL SERVICES	Yes	2007	2/25/2008	9,950	7,960
COSTELLO'S TREE SERVICE	OTHER PROFESSIONAL SERVICES	Yes	2007	4/23/2007	1,300	1,300
COSTELLO'S TREE SERVICE	CONSTRUCTION CONTRACTS	Yes	2008	9/28/2007	98,700	7,700
GRINDLINE SKATEPARKS	ENGINEERING SERVICES	Yes	2008	7/23/2008	10,135.00	3,150.00
PARK PACIFIC INC	OTHER MATERIALS & SUPPLIES	Yes	2008	4/17/2008	2,756.53	2,756.53
VALUE FIRE PROTECTION INC	OTHER EQUIP MAINT	Yes	2009	6/30/2009	5,150.00	2,111.50
FLUORESCO LIGHTING-SIGN MAINTENANCE CONTROL CO	OTHER BLDG MAINT SUPPLIES	Yes	2010	9/22/2010	2,141.00	367.62
SAN FRANCISCO GRAVEL CO	OTHER BLDG MAINT SUPPLIES	Yes	2010	7/15/2010	2,500.00	245.17
R & H WHOLESALE SUPPLY INC	OTHER CONSTRUCTION MATERIALS	Yes	2010	7/20/2010	8,000.00	322.18
PLYWOOD & LUMBER SALES INC	HARDWARE	Yes	2010	7/19/2010	5,000.00	167.02
ALLIED ROPES CO	LUMBER	Yes	2010	7/1/2010	10,000.00	331.37
BROWNIE'S HARDWARE	HARDWARE	Yes	2010	7/1/2010	2,737.50	230.10
BROWNIE'S HARDWARE	AGRICULTURAL SUPPLIES	Yes	2010	8/10/2010	1,500.00	129.67
T M T ENTERPRISES INC	HARDWARE	Yes	2010	8/13/2010	500.00	149.65
WEST COAST CONTRACTORS SERVICES	AGRICULTURAL SUPPLIES	Yes	2010	7/19/2010	1,187.53	464.97
LYNGSO GARDEN MATERIALS	AGRICULTURAL SUPPLIES	Yes	2010	11/23/2010	1,000.00	258.47
T M T ENTERPRISES INC	AGRICULTURAL SUPPLIES	Yes	2010	7/8/2010	2,387.11	301.68
HORTSCIENCE INC	AGRICULTURAL SUPPLIES	Yes	2010	5/27/2010	1,238.72	1,238.72
ARTS COMMISSION	OTHER PROFESSIONAL SERVICES	Yes	2005	10/14/2005	2,000.00	645.82
DEPARTMENT OF TECHNOLOGY	GF-ARTS COMMISSION	Yes	2009	9/25/2009	28,000.00	5,449.05
	IS-TIS-ISD SERVICES	Yes	2010	10/18/2010	630.72	63.07
Total Amount Return to Fund Balance					\$35,342.59	

Note: The Department has indicated that the balances of these encumbrances are no longer needed. Therefore, the balance can be returned to the Recreation and Park Savings Incentive Reserve.

BUDGET REVIEW EXECUTIVE SUMMARY

Budget Changes

The Department of Children, Youth and Their Family's proposed \$121,528,487 budget for FY 2011-12 is \$4,420,836 or 3.8 percent more than the original FY 2010-11 budget of \$117,107,651.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2011-12 is 32.58 FTEs, which is .17 FTE more than the 32.41 FTEs in the original FY 2010-11 budget. This represents a .52 percent increase in FTEs from the original FY 2010-11 budget.

Revenue Changes

The Department's revenues of \$95,404,479 in FY 2011-12 are \$6,813,500 or 7.7 percent more than FY 2010-11 revenues of \$88,590,979. General Fund support of \$26,124,008 in FY 2011-12 is \$2,392,664 or 8.4 percent less than FY 2010-11 General Fund support of \$28,516,672.

RECOMMENDATIONS

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$120,282 in FY 2011-12. These non-General Fund reductions would still allow an increase of \$4,300,554 or 3.7 percent in the Department's FY 2011-12 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended General Fund encumbrances, which would allow the return of \$169,753 to the General Fund.

Together, these recommendations will result in total savings of \$290,035, including \$169,753 in savings to the City's General Fund.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

DEPARTMENT: CHF-CHILDREN, YOUTH & THEIR FAMILIES

SUMMARY OF PROGRAM EXPENDITURES:

Program	2010-2011 Budget	2011-2012 Proposed	Change From 2010-2011	Pct Change
CHILDREN'S BASELINE	\$31,483,846	\$32,988,846	\$1,505,000	5.00%
CHILDREN'S FUND PROGRAMS	\$41,518,727	\$45,055,727	\$3,537,000	9.00%
CHILDREN'S SVCS - NON - CHILDREN'S FUND	\$11,467,216	\$10,563,021	(\$904,195)	-8.00%
PUBLIC EDUCATION FUND (PROP H)	\$26,979,000	\$28,510,000	\$1,531,000	6.00%
VIOLENCE PREVENTION	\$5,658,862	\$4,410,893	(\$1,247,969)	-22.00%
CHILDREN, YOUTH & THEIR FAMILIES TOTAL	\$117,107,651	\$121,528,487	\$4,420,836	4.00%

The Department of Children, Youth and Their Families (DCYF)'s proposed FY 2011-12 budget has increased by \$4,420,836 largely due to:

- Increases in the Children's Fund, the Children's Baseline and the Proposition H Public Education Fund, which is a pass-through fund that will be transferred from DCYF to the San Francisco Unified School District.
- Decreases in Violence Prevention Initiative funding resulting from reductions in Federal grants. Despite these decreases, DCYF will continue to serve as the coordinator of the Violence Prevention Initiative collaboration, which includes the Juvenile Probation Department and Department of Public Health with funding awarded for case management, alternative education, diversion, and young women services.

DEPARTMENT PERSONNEL SUMMARY:

The number of Net Operating full-time equivalent positions (FTE) budgeted for FY 2011-12 is 32.58 FTEs, which is .17 FTE more than the 32.41 FTEs in the original FY 2010-11 budget. This represents a .5 percent change in FTEs from the original FY 2010-11 budget. The additional position is a new grant-funded Senior Administrative Analyst in the Violence Prevention Program that was approved through a salary ordinance amendment during FY 2010-11.

DEPARTMENT REVENUES:

The Department's revenues of \$95,404,479 in FY 2011-12 are \$6,813,500 or 7.7 percent more than FY 2010-11 revenues of \$88,590,979. General Fund support for the Department of \$26,124,008 in FY 2011-12 is \$2,392,664 or 8.4 percent less than FY 2010-11 General Fund support of \$28,516,672. Specific changes in the Department's FY 2011-12 revenues include:

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

DEPARTMENT: CHF-CHILDREN, YOUTH & THEIR FAMILIES

- Improved Property Tax revenues deposited into the Children's Fund, which is DCYF's primary funding source.
 - Increases in the Children's Baseline funding, which is adjusted annually by the percent increase or decrease in aggregate City discretionary revenues.
-
- An increase in the amount of Proposition H Public Education pass-through funds transferred from DCYF to the San Francisco Unified School District.

FIVE YEAR FINANCIAL PLAN:

Revenues

The Children's Fund, which receives a share of Property Tax revenues, is the Department's primary revenue source. Per the Controller's Five-Year Financial Plan, Property Tax revenues are projected to increase modestly over the next five years. DCYF also receives State and Federal grants that fund Early Childcare Education and Violence Prevention Initiative services. The Department anticipates continued reduction in State grants. DCYF will continue to coordinate resources with City partners such as the Human Services Agency and the Families and Children Commission to balance revenue and expenditures and will continue to seek new revenues when available, including private grant revenues.

Expenditures

Similar to other social service departments, DCYF is facing an increased demand for various services such as Early Child Care and Education, After-School, Youth Workforce Development, and Family Support. The Department's administration cost is 5 percent of DCYF's total budget, such that increases in health care and retirement benefit costs will put pressures on the Department's overall administrative costs. The remaining 95 percent is allocated to services provided through grants to Community Based Organizations and Work Orders to City Departments.

COMMENTS:

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$120,282 in FY 2011-12. Of these recommended reductions, \$120,282 or 100 percent are ongoing reductions. These non-General Fund reductions would still allow an increase of \$4,300,554 or 3.7 percent in the Department's FY 2011-12 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended General Fund encumbrances, which would allow the return of \$169,753 to the General Fund.

Together, these recommendations will result in total savings of \$290,035, including \$169,753 in savings to the City's General Fund.

**RECOMMENDATIONS OF THE BUDGET AND LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

CHF- Children, Youth and Their Families

Object Title	FY 2011-2012				FY 2012-2013 (for estimate purposes only)					
	FTE		Amount		FTE		Amount		Savings	GF
	From	To	From	To	From	To	From	To		
Attrition Savings - Miscellaneous	-2.81	-3.06	(\$226,889)	(\$247,075)			(\$231,164)	(\$251,730)	\$20,566	
Mandatory Fringe Benefits			(\$95,343)	(\$103,825)			(\$105,589)	(\$114,983)	\$9,394	
			Total Savings	\$28,668			Total Savings	\$29,960		
Increase attrition savings to reflect an estimated three additional months during which a 9774 Senior Community Development position will remain vacant during the Department hiring process.										
Estimated ongoing reduction.										
Temporary - Miscellaneous			\$70,000	\$50,000			\$70,000	\$50,000	\$20,000	
Mandatory Fringe Benefits			\$5,565	\$3,951			\$5,565	\$3,951	\$1,614	
			Total Savings	\$21,614			Total Savings	\$21,614		
Reduce new Temporary salaries due to insufficient justification that workload cannot be completed in part by existing staff.										
Estimated ongoing reduction.										
Other Current Expenses			\$120,000	\$50,000			\$120,000	\$50,000	\$70,000	
Reduce based on historic and projected spending.										
Estimated ongoing reduction.										

FY 2011-2012

Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund Impact	\$0	\$0	\$0
Non-General Fund Impact	\$0	\$120,282	\$120,282
Total	\$0	\$120,282	\$120,282

**Estimated FY 2012-2013 Impact
Total Recommended Reductions**

General Fund Impact	\$0
Non-General Fund Impact	\$121,574
Total	\$121,574

**RECOMMENDATIONS OF THE BUDGET AND LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

CHF-Children, Youth and Their Families

Vendor Name	Subobject Title	General Fund Savings	Year of Appropriation	Date of Last Transaction Recorded	Original Amount	Unexpended Balance in Financial and Management Information System (FAMIS)
FIRST FIVE COMMISSION	SR-CFC-FIRST 5 COMMISSION	Yes	2010	9/21/2010	198,289.00	11,219.67
URBAN RESOURCE SYSTEMS INC	COMMUNITY BASED ORGANIZATION SERVICES	Yes	2010	8/16/2010	40,000.00	7,928.99
JUMPSTART FOR YOUNG CHILDREN INC	COMMUNITY BASED ORGANIZATION SERVICES	Yes	2010	8/24/2010	46,000.00	604.82
HUMAN SERVICES AGENCY	SERVICES OF OTHER DEPTS- HAS	Yes	2010		150,000.00	150,000.00
Total Amount Returned to Fund Balance					\$169,753.48	

Note: The Department has indicated that the balances of these encumbrances are no longer needed. Therefore, the balance can be returned to the General Fund.

BUDGET REVIEW EXECUTIVE SUMMARY

Budget Changes

The Children and Families Commission proposed \$32,029,191 budget for FY 2011-12 is \$1,700,379 or 5.6 percent more than the original FY 2010-11 budget of \$ 30,328,812.

The proposed Public Education Fund- Proposition H portion of the Children and Families Commission San Francisco budget, which are General Fund revenues, is \$15,733,632 for FY 2011-12, which is \$464,542 or 2.9 percent less than the original FY 2010-11 budget of \$16,198,174.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2011-12 is 16.60 FTEs, which is .27 FTE more than the 16.33 FTEs in the original FY 2010-11 budget. This represents a 1.7 percent increase in FTEs from the original FY 2010-11 budget.

Revenue Changes

Public Education Fund- Proposition H revenues of \$15,733,632 in FY 2011-12, are \$464,542 or 2.9 percent less than FY 2010-11 revenues of \$16,198,174. Proposition 10 Tobacco Tax Funding from the State is increasing from \$7,459,174 in FY 2010-11 to \$8,476,568, an increase of \$1,017,394, or 13.6 percent.

RECOMMENDATIONS

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$48,992 in FY 2011-12. These non-General Fund reductions would still allow an increase of \$1,651,387 or 5.4 percent in the Department's FY 2011-12 budget.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

DEPARTMENT: CFC-CHILDREN AND FAMILIES COMMISSION

SUMMARY OF PROGRAM EXPENDITURES:

Program	2010-2011 Budget	2011-2012 Proposed	Change From 2010-2011	Pct Change
Service Area: 03 HUMAN WELFARE & NEIGHBORHOOD DEVELOPMENT				
CHILDREN AND FAMILIES COMMISSION				
CHILDREN AND FAMILIES FUND	\$14,130,638	\$16,295,559	\$2,164,921	15.32%
PUBLIC ED FUND - PROP H (MARCH 2004)	\$16,198,174	\$15,733,632	-\$464,542	-2.87%
CHILDREN AND FAMILIES COMMISSION	\$30,328,812	\$32,029,191	\$1,700,379	5.61%

The Department's proposed FY 2011-12 budget has increased by \$1,700,379 largely due to:

- Increases in grant funding that notably include increases in per-child reimbursements to early childcare providers participating in the Preschool for All Initiative. The number of children participating in Preschool for All is anticipated to grow by 100 children, from 3,100 in FY 2010-11 to 3,200 in FY 2011-12. The amount dedicated to grants for family support programs¹ is also increasing.
- Despite the overall increase in expenditures, the amount of salary and benefit costs, infrastructure investments, as well as grants for developmental supports², capacity building³, and curriculum enhancements paid for with Proposition H funds are decreasing⁴.

DEPARTMENT PERSONNEL SUMMARY:

The number of Net Operating full-time equivalent positions budgeted for FY 2011-12 is 16.60 positions, which is .27 positions more than the 16.33 positions in the original FY 2010-11 budget. This represents a 1.7 percent change in positions from the original FY 2010-11 budget.

DEPARTMENT REVENUES:

Public Education Fund- Proposition H revenues of \$15,733,632 in FY 2011-12, are \$464,542 or 2.8 percent less than FY 2010-11 revenues of \$16,198,174. The decrease in revenues is the result of a smaller allocation of Public Education Fund- Proposition H funds in FY 2011-12, as discussed in greater detail below under Other Issues. Proposition 10 Tobacco Tax Funding from the State is increasing from \$7,459,174 in FY 2010-11 to \$8,476,568, an increase of \$1,017,394, or 13.6 percent.

¹ Family support programs include services provided at Family Resource Centers, as well as Transition to Kindergarten programming.

² Developmental supports include training programs that address children with special needs, mental health consultation services, and health screenings at childcares locations.

³ Capacity building includes workforce development programs that support degree attainment for early childcare teachers, technical assistance and other training programs for early childcare teachers.

⁴ Curricular enhancements include literacy and language training for children and an Arts and Sciences Residency program for early childcare teachers.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

DEPARTMENT: CFC-CHILDREN AND FAMILIES COMMISSION

CHILDREN AND FAMILIES COMMISSION RESERVES AND CARRY FORWARD PLAN FOR FY 2010-11 FUNDS:

The Children and Families Commission, also referred to as First 5 San Francisco, anticipates a carry forward balance of \$2.5 million in unexpended Public Education Fund- Proposition H from the FY 2010-11 budget. Fund balances remained in five of the eight Children and Families Commission Public Education Enrichment Fund expenditure areas: (a) Quality Improvements, (b) Infrastructure Investments, (c) Family Supports, (d) Capacity Building, and (e) Curriculum. No fund balances are projected in either the (a) Administration, Program, and Salaries area or (b) the Evaluation area. According to the Department, the fund balances are the result of unanticipated State funding received in FY 2010-11 used to offset a portion of these grants, and under enrollment in certain programs.

The Children and Families Commission plans to place the \$2.5 million in its Proposition H Reserve Fund bringing the total in this Reserves Fund to \$9 million. The number of children served through the Preschool for All enrollment is expected to increase from 3,100 in FY 2010-11 to approximately 4,200 in FY 2012-13. Children and Families Commission would use the Public Education Fund- Proposition H to pay for per-child reimbursements to childcare providers in order to serve this increased number of children in the Preschool for All program. In FY 2011-12 the Department estimates to use \$900,000 from the Reserves Fund, in addition to the Proposition H funds in the FY 2010-11 budget.

The Department advised that the legislation associated with the Public Education Enrichment Fund- Proposition H (see below) restricts Proposition H funding allocated to the Children and Families Commission to be used for any other purpose than to fund universal access to preschool, overseen by the Children and Families Commission.

OTHER ISSUES:

Expenditure Plan for the Public Education Enrichment Fund

File 11-0381. File No. 11-0381, which accompanies the Children and Family Commission's proposed FY 2011-12 budget, is a resolution approving the FY 2011-12 expenditure plan for the Public Education Enrichment Fund. The City Charter designates one-third of the Public Education Enrichment Fund to Children and Families Commission for universal access to preschool. If the Controller, the Mayor's Budget Director and the Board of Supervisors Budget and Legislative Analyst projects a budgetary shortfall of \$100 million or more, the Mayor and the Board of Supervisors may reduce the City's contribution to the Public Education Enrichment Fund by up to 25 percent and defer payment of that amount to future years. Under the proposed resolution, in FY 2011-12 the Mayor has exercised the option to defer the maximum 25 percent of the City's fund contribution to Public Education Fund- Proposition H to future years. Given the proposed deferral, the Children and Family Commission's proposed FY 2011-12 budget includes proposed expenditures from the Public Education Enrichment Fund of \$15,733,632.

RECOMMENDATION: Approve proposed resolution.

COMMENTS:

SAN FRANCISCO BOARD OF SUPERVISORS

BUDGET AND LEGISLATIVE ANALYST

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

DEPARTMENT: CFC-CHILDREN AND FAMILIES COMMISSION

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$48,992 in FY 2011-12, all of which are ongoing reductions. These non-General Fund reductions would still allow an increase of \$1,651,387 or 5.4 percent in the Department's FY 2011-12 budget.

**RECOMMENDATIONS OF THE BUDGET AND LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

CFC- Children and Families Commission

Object Title	FY 2011-2012				FY 2012-2013 (for estimate purposes only)				GF	
	FTE		Amount		FTE		Amount			
	From	To	From	To	From	To	From	To		
CPH- Public Education Fund Prop H (2SCFCACP)										
Temporary Salaries			\$19,760	\$0			\$19,760	\$0		\$19,760
Mandatory Fringe Benefits			\$1,571	\$0			\$1,571	\$0		\$1,571
			<i>Total Savings</i>	<i>\$21,331</i>			<i>Total Savings</i>	<i>\$21,331</i>		
Disapprove based on inadequate justification from the Department regarding the need for temporary salaries.										
Attrition Savings - Miscellaneous	0.	-0.26	\$0	(\$16,648)			\$0	(\$16,648)		\$16,648
Mandatory Fringe Benefits			\$0	(\$7,287)			\$0	(\$7,287)		\$7,287
			<i>Total Savings</i>	<i>\$23,935</i>			<i>Total Savings</i>	<i>\$23,935</i>		
First 5 has not budgeted any Attrition Savings. The recommended increase would adjust Attrition Savings to reflect projected savings for vacancies.										
Estimated ongoing reduction.										
Other Office Supplies			\$3,726	\$0			\$3,726	\$0		\$3,726
Deny increase in materials and supplies budget to be funded by the Public Education Enrichment Fund- Proposition H based on inadequate justification from the Department.										

FY 2011-2012

Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund Impact	\$0	\$0	\$0
Non-General Fund Impact	\$0	\$48,992	\$48,992
Total	\$0	\$48,992	\$48,992

Estimated FY 2012-2013 Impact

Total Recommended Reductions

General Fund Impact	\$0
Non-General Fund Impact	\$48,992
Total	\$48,992

BUDGET REVIEW EXECUTIVE SUMMARY

Budget Changes

The department's proposed \$33,842,940 budget for FY 2011-12 is \$825,116 or 2.5 percent more than the original FY 2010-11 budget of \$ 33,017,824.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2011-12 is 236.49 FTEs, which is 1.88 FTEs less than the 238.37 FTEs in the original FY 2010-11 budget. This represents a 0.8 percent decrease in FTEs from the original FY 2010-11 budget.

Revenue Changes

The Department's revenues of \$5,307,141 in FY 2011-12, are \$692,668 or 11.5 percent less than FY 2010-11 revenues of \$5,999,809. General Fund support of \$28,535,800 in FY 2011-12 is \$1,517,785 or 5.6 percent more than FY 2010-11 General Fund support of \$27,018,015.

RECOMMENDATIONS

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$107,949 in FY 2011-12. These reductions would still allow an increase of \$717,167 or 2.2 percent in the Department's FY 2011-12 budget.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

DEPARTMENT: JUV – JUVENILE PROBATION

SUMMARY OF PROGRAM EXPENDITURES:

Program	2010-2011 Budget	2011-2012 Proposed	Change From 2010-2011	Pct Change
ADMINISTRATION	5,800,464	6,374,667	574,203	9.90%
CHILDREN'S BASELINE	1,042,396	1,003,229	(39,167)	-3.76%
JUVENILE HALL	11,053,734	11,107,895	54,161	0.49%
JUVENILE HALL REPLACEMENT DEBT PAYMENT	2,629,868	2,628,118	(1,750)	-0.07%
LOG CABIN RANCH	2,547,183	2,576,615	29,432	1.16%
PROBATION SERVICES	9,944,179	10,152,416	208,237	2.09%
Total	33,017,824	33,842,940	825,116	2.50%

The Department's proposed FY 2011-12 budget has increased by \$825,116 largely due to:

- An increase in Professional and Specialized Services due to an increase in urine and psychological testing for the juveniles.
- Increases in salary and benefits due to cost of living and other adjustments.

DEPARTMENT PERSONNEL SUMMARY:

The number of Net Operating full-time equivalent positions (FTE) budgeted for FY 2011-12 is 236.49 FTEs, which is 1.88 FTEs less than the 238.37 FTEs in the original FY 2010-11 budget. This represents a 0.8 percent change in FTEs from the original FY 2010-11 budget.

DEPARTMENT REVENUES:

The Department's revenues of \$5,307,141 in FY 2011-12, are \$692,668 or 11.5 percent less than FY 2010-11 revenues of \$5,999,809. General Fund support of \$28,535,800 in FY 2011-12 is \$1,517,785 or 5.6 percent more than FY 2010-11 General Fund support of \$27,018,015. Specific changes in the Department's FY 2011-12 revenues include:

- A decrease in State revenues. This revenue was primarily from California Vehicle License Fees.
- An increase in expenditure recoveries from the Superior Court for building and maintenance costs for shared facilities.

FIVE YEAR FINANCIAL PLAN:

Due to the department's small size, the Department is not currently included in the Five-Year Plan. Expenditure pressures include increasing salary and benefit costs as well as costs associated with the State's realignment plan which will undoubtedly place more youth in the custody of the Juvenile Probation Department. The Juvenile Probation Department will continue to seek grant funding and will try to increase federal Title IV-E funding for youth in foster care.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

DEPARTMENT: JUV – JUVENILE PROBATION

COMMENTS:

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$107,949 in FY 2011-12. Of these recommended reductions, \$107,949 or 100 percent are General Fund reductions, and \$107,949 or 100 percent are ongoing reductions. These reductions would still allow an increase of \$717,167 or 2.2 percent in the Department's FY 2011-12 budget.

**RECOMMENDATIONS OF THE BUDGET AND LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

JUV - Juvenile Probation

Object Title	FY 2011-2012				FY 2012-2013 (for estimate purposes only)						
	FTE		Amount		FTE		Amount		Savings	GF	GF
	From	To	From	To	From	To	From	To			
Juvenile Hall (1G AGF AAA)											
Overtime			\$917,952	\$817,952			\$917,952	\$817,952	\$100,000	x	\$100,000
Mandatory Fringe Benefits			\$72,977	\$65,028			\$72,977	\$65,028	\$7,949	x	\$7,949
Juvenile Probation has a projected salary surplus of approximately \$400,000 in FY 2010-11 due to delays in hiring permanent positions and a surplus in Overtime. A reduction of \$100,000 in Overtime will still allow sufficient funds to meet the Department's projected Overtime requirements in FY 2011-12.											
Estimated ongoing reduction											

FY 2011-2012

Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund Impact	\$0	\$107,949	\$107,949
Non-General Fund Impact	\$0	\$0	\$0
Total	\$0	\$107,949	\$107,949

Estimated FY 2012-2013 Impact

Total Recommended Reductions

General Fund Impact	\$107,949
Non-General Fund Impact	\$0
Total	\$107,949

BUDGET REVIEW EXECUTIVE SUMMARY

Budget Changes

The department's proposed \$1,573,367,275 budget for FY 2011-12 is \$112,509,196 or 7.7 percent more than the original FY 2010-11 budget of \$ 1,460,858,079.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2011-12 is 5,721.08 FTEs, which is 25.01 FTEs more than the 5,696.07 FTEs in the original FY 2010-11 budget. This represents a 0.4 percent increase in FTEs from the original FY 2010-11 budget.

The Department has requested approval of 14.00 positions as an interim exception. The Budget and Legislative Analyst recommends approval of all 14.00 FTE as an interim exception. Four of these positions are currently filled positions, but are transitioning from project to operating status at Laguna Honda Hospital. The remaining 10.00 FTE are fully grant-funded.

Revenue Changes

The Department's revenues of \$1,214,071,156 in FY 2011-12, are \$8,238,828 or 0.7 percent more than FY 2010-11 revenues of \$1,205,832,328. General Fund support of \$359,296,118 in FY 2011-12 is \$104,270,367 or 40.9 percent more than FY 2010-11 General Fund support of \$255,025,751.

RECOMMENDATIONS

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$2,393,343 in FY 2011-12. These reductions would still allow an increase of \$110,115,852 or 7.5 percent in the Department's FY 2011-12 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended General Fund encumbrances, which would allow the return of \$64,709 to the General Fund.

Together, these recommendations will result in savings of \$2,458,052, all of which are savings to the City's General Fund.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

DEPARTMENT: DPH – PUBLIC HEALTH

SUMMARY OF PROGRAM EXPENDITURES:

Program	2010-2011	2011-2012	Change From	Pct
	Budget	Proposed	2010-2011	Change
CENTRAL ADMINISTRATION	96,804,944	140,528,196	43,723,252	45.2%
CHILDREN'S BASELINE	46,808,350	45,691,642	-1,116,708	-2.4%
COMM HLTH - COMM SUPPORT - HOUSING	20,771,144	22,278,869	1,507,725	7.3%
COMM HLTH - PREV - MATERNAL & CHILD HLTH	25,116,453	25,684,427	567,974	2.3%
COMM HLTH - PREVENTION - AIDS	59,242,697	69,065,278	9,822,581	16.6%
COMM HLTH - PREVENTION - DISEASE CONTROL	21,383,192	20,274,991	-1,108,201	-5.2%
COMM HLTH - PREVENTION - HLTH EDUCATION	5,152,775	5,259,999	107,224	2.1%
EMERGENCY SERVICES AGENCY	1,285,828	1,597,375	311,547	24.2%
ENVIRONMENTAL HEALTH SERVICES	17,278,171	18,308,599	1,030,428	6.0%
FORENSICS - AMBULATORY CARE	26,961,574	27,631,932	670,358	2.5%
HEALTH AT HOME	5,655,212	5,898,781	243,569	4.3%
LAGUNA HONDA - LONG TERM CARE	176,678,921	184,503,738	7,824,817	4.4%
LAGUNA HONDA HOSP - ACUTE CARE	3,384,761	3,500,602	115,841	3.4%
LAGUNA HONDA HOSP - COMM SUPPORT CARE	298	0	-298	-100.0%
MENTAL HEALTH - ACUTE CARE	3,462,797	3,462,797	0	0.0%
MENTAL HEALTH - CHILDREN'S PROGRAM	38,634,464	39,421,334	786,870	2.0%
MENTAL HEALTH - COMMUNITY CARE	156,531,815	148,056,569	-8,475,246	-5.4%
MENTAL HEALTH - LONG TERM CARE	26,968,759	27,981,497	1,012,738	3.8%
OCCUPATIONAL SAFETY & HEALTH	1,728,066	1,765,991	37,925	2.2%
OTHER PROGRAMS	0	0	0	#DIV/0!
PRIMARY CARE - AMBU CARE - HEALTH CNTRS	57,704,870	60,754,041	3,049,171	5.3%
SFGH - ACUTE CARE – FORENSICS	3,303,074	3,389,831	86,757	2.6%
SFGH - ACUTE CARE – HOSPITAL	502,704,646	555,160,647	52,456,001	10.4%
SFGH - ACUTE CARE – PSYCHIATRY	25,582,722	26,162,681	579,959	2.3%
SFGH - AMBU CARE - ADULT MED HLTH CNTR	23,448,976	24,199,624	750,648	3.2%
SFGH - AMBU CARE - METHADONE CLINIC	1,654,464	1,579,131	-75,333	-4.6%
SFGH - AMBU CARE - OCCUPATIONAL HEALTH	2,465,053	2,402,970	-62,083	-2.5%
SFGH - EMERGENCY – EMERGENCY	22,452,550	22,810,163	357,613	1.6%
SFGH - EMERGENCY - PSYCHIATRIC SERVICES	8,667,663	8,908,311	240,648	2.8%
SFGH - LONG TERM CARE - RF PSYCHIATRY	16,318,498	16,504,542	186,044	1.1%
SUBSTANCE ABUSE - COMMUNITY CARE	62,705,342	60,582,717	-2,122,625	-3.4%
TOTAL	1,460,858,079	1,573,367,275	112,509,196	7.7%

The Department's proposed FY 2011-12 budget is \$112,509,196 more than the FY 2010-11 budget. The Department of Public Health has proposed new or increased programs in FY 2011-12, as noted below, and offset by other reductions and revenues:

- An increase in expenditures for acute care at San Francisco General Hospital. The growth in expenditures for this program is due to significant investments in its delivery system to expand capacity and services to meet the requirements of the State's Medi-Cal 1115 Waiver. The new Medi-Cal Waiver was designed to prepare counties for Federal Health Care Reform and ties Medi-Cal revenues to specific milestones. These investments include infrastructure development, and increased access to specialty care, among other improvements.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

DEPARTMENT: DPH – PUBLIC HEALTH

revenues from the State, this revenue is tied to meeting specific milestones, which require additional investments to be made into DPH's delivery system.

- The Department anticipates an increase of \$19 million in revenue from service charges. This growth results from increases in State Medi-Cal funding as well as increases in baseline revenue for San Francisco General Hospital and Laguna Honda Hospital.

Fee Legislation

File No. 11-0708- The Department has proposed increased patient rates at San Francisco General Hospital and Laguna Honda Hospital and anticipates a net revenue increase of \$4,818,606 as a result of this legislation. Department officials note that most patient revenue is based on negotiated or scheduled rates set by Medi-Cal, Medicare, and other third party payers rather than the Department of Public Health patient rates adopted by the Health Commission and Board of Supervisors.

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

FIVE YEAR FINANCIAL PLAN:

According to the City's Five Year Financial Plan, the Department anticipates a 23 percent growth in its expenditures between FY 2011-12 and FY 2015-16, but only 6.5 percent growth in its revenues. These projections show a revenue shortfall of \$403 million by FY 2015-16 based on the assumption that General Fund support remains at \$255 million.

Revenues

- The Department anticipates total growth in revenues of \$56.3 million from San Francisco General Hospital and Laguna Honda Hospital over the next five years. Specifically, the Department projects growth of revenues from Laguna Honda Hospital of \$17.3 and revenues from San Francisco General Hospital of \$39 million between FY 2011-12 and FY 2015-16.
- The Department projects growth in revenues of \$21.4 million over the next five years resulting from Federal health care reform. For instance, the Department anticipates that San Francisco General Hospital, Laguna Honda Hospital, and DPH clinics will receive \$800,000 in additional reimbursement for every one percent shift in their client base from uninsured to Medi-Cal due to the mandatory expansion of Medi-Cal.
- The Department anticipates growth in revenues of \$14 million from the State's Health and Wellness realignment. The Controller's Office has estimated this growth based on projections of State tax revenues.
- If General Fund support remains unchanged as assumed in the City's Five Year Financial Plan, the Department will receive \$255 million in General Fund revenues each year over the next five years.

Expenditures

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

DEPARTMENT: DPH – PUBLIC HEALTH

- The Department anticipates San Francisco General Hospital expenditure growth of \$87.3 million over the next five years. Specific factors influencing this expansion include a growth in the patient population and the transition to a new facility. The Department currently projects an additional \$130 million will be needed for furniture and equipment for the new facility.
- The Department currently projects an increase in expenditures for its supportive housing program of \$9 million over the next five years as construction on additional pipeline housing is completed.
- The Department anticipates an initial increase of \$20.4 million in expenditures and a subsequent decrease of \$10.1 million as a result of Federal health care reform. An initial increase in expenditures for FY 2011-13 and FY 2012-13 will be for necessary to meet mandated performance enhancement standards as well as serve a larger client base due to the mandatory expansion of Medi-Cal. As some of these expenditures are one-time investments to strengthen and improve the existing healthcare delivery infrastructure, the department expects to expenditures to drop starting in FY 2014-15.

PROPOSITION J CONTRACT

Charter Section 10.104 provides that the City may contract with private firms for services, if the Controller certifies, and the Board of Supervisors concurs, that such services can in fact be performed by private firms at a lower cost than similar work by City employees. The Mayor's proposed FY 2011-12 budget contains one new item requiring Proposition J approval:

- **File 11-0378 – Contracting for Security Services.** The Department proposes a new Proposition J contract for security services at the San Francisco General Hospital and Laguna Honda Hospital. Currently, the Sheriff's Department provides these services as well as security services at the Department's health clinics through a work order agreement. If approved, the Department would contract with an outside security company for services at the two hospitals commencing in mid December 2011. Deputy Sheriffs would be reassigned to the Sheriff's jail staff while non-sworn officers would be reassigned to the Department of Public Health to provide security services at DPH community clinics. The Mayor's Office has included \$1,609,619 in its proposed FY 2011-12 budget for six months of contracted security services. According to the Controller's analysis, if approved, the estimated six months savings in FY 2011-12 would range between \$1.8 million and \$2.2 million, and annual Department savings as a result of contracting this service would be between \$3.6 million and \$4.4 million. These savings would be somewhat offset by additional expenditures required to absorb the Deputy Sheriffs back into the Sheriffs Department. At the time of the writing of this report the Controller's Office did not have an estimate of the cost to the Sheriffs Department to absorb these staff.

Recommendation: Under the proposed contract for security services, private contractors would provide services for the first time previously performed by civil service employees. Therefore, the Budget and Legislative Analyst considers approval of the proposed resolution to be a policy matter for the Board of Supervisors.

COMMENTS:

**RECOMMENDATIONS OF THE BUDGET AND LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

DPH - Public Health

Object Title	FY 2011-2012						FY 2012-2013 (for estimate purposes only)					
	FTE		Amount		Savings	GF	FTE		Amount		Savings	GF
	From	To	From	To			From	To	From	To		
D1F- SFGH- Acute Care- Forensics (5H AAA AAA)												
Materials and Supplies			\$90,500	\$80,000	\$10,500	x			\$90,500	\$80,000	\$10,500	x
	Reduce 040 Materials and Supplies Budget Only to reflect historical spending pattern and projected FY 2011-12 expenditures.											
D1H - SFGH-Acute Care- Hospital (5H AAA AAA)												
0931-C Manager III	1.00	0.00	\$121,485	\$0	\$121,485	x			\$128,569	\$0	\$128,569	x
0923-C Manager II	0.00	1.00	\$0	\$112,564	(\$112,564)	x			\$0	\$119,128	(\$119,128)	x
Mandatory Fringe Benefits			\$47,280	\$45,510	\$1,770	x			\$53,476	\$51,329	\$2,147	x
			<i>Total Savings</i>		<i>\$10,691</i>				<i>Total Savings</i>		<i>\$11,588</i>	
	Disapprove the upward substitution of a 0923 Manager II to a 0931 Manager III. The Department is separately adding a 0.77 FTE Manager III position to the program, which would result in 12 Manager III positions at General Hospital.											
1054-C IS Business Analyst- Principal	2.31	0.77	\$267,425	\$89,142	\$178,283	x			\$364,436	\$0	\$364,436	x
Mandatory Fringe Benefits			\$98,367	\$32,789	\$65,578	x			\$144,204	\$0	\$144,204	x
			<i>Total Savings</i>		<i>\$243,861</i>				<i>Total Savings</i>		<i>\$508,640</i>	
	Delete two 1054 IS Business Analyst- Principal positions, which are included in the FY 2011-12 budget for the first time. The Department will still have an additional new 0.5 FTE in FY 2011-12, 10 FTE existing filled positions, and 1.0 FTE that has been vacant since April 2010 in this program.											
2409-C Pharmacy Technician	0.77	0.00	\$56,464	\$0	\$56,464	x	1.00	0.00	\$77,604	\$0	\$77,604	x
Mandatory Fringe Benefits			\$24,804	\$0	\$24,804	x			\$36,397	\$0	\$36,397	x
			<i>Total Savings</i>		<i>\$81,268</i>				<i>Total Savings</i>		<i>\$114,001</i>	
	Delete one 2409 Pharmacy Technician position, which is included in the FY 2011-12 budget for the first time. The Department has had 1.5 FTE Pharmacy Technician positions vacant in this program since July 1, 2008.											
	Estimated ongoing reduction.											

GF = General Fund
IT = One Time

**RECOMMENDATIONS OF THE BUDGET AND LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

DPH - Public Health

Object Title	FY 2011-2012				FY 2012-2013 (for estimate purposes only)					
	FTE		Amount		FTE		Amount		GF	
	From	To	From	To	From	To	From	To		
2454-C Clinical Pharmacist	3.08	1.54	\$458,374	\$229,187			\$480,147	\$240,073	\$240,074	x
Mandatory Fringe Benefits			\$151,187	\$75,594			\$171,950	\$85,975	\$85,975	x
			<i>Total Savings</i>	<i>\$304,780</i>			<i>Total Savings</i>	<i>\$326,049</i>		
Delete two 2454 Clinical Pharmacist positions, which are included in the FY 2011-12 budget for the first time. The Department will still have two new Clinical Pharmacist positions and 3.0 FTE vacant positions in this program, two of which have been vacant since 2007.										
0923-C Manager II	0.77	0.00	\$86,674	\$0			\$119,128	\$0	\$119,128	x
Mandatory Fringe Benefits			\$35,043	\$0			\$51,329	\$0	\$51,329	x
			<i>Total Savings</i>	<i>\$121,717</i>			<i>Total Savings</i>	<i>\$170,457</i>		
Delete one 0923 Manager II position, which is included in the FY 2011-12 budget for the first time. The Department has two Manager II vacancies in this program, one of which has been vacant since July 1, 2007.										
1406-C Senior Clerk	3.25	1.71	\$161,637	\$85,046			\$387,166	\$203,708	\$183,458	x
Mandatory Fringe Benefits			\$82,419	\$43,367			\$166,819	\$87,773	\$79,046	x
			<i>Total Savings</i>	<i>\$115,643</i>			<i>Total Savings</i>	<i>\$262,504</i>		
Delete two 1406 Senior Clerk positions, which are included in the FY 2011-12 budget for the first time. The Department has 12 Senior Clerk vacancies in this program and will still have two new Senior Clerk positions.										
2556-C Physical Therapist	6.30	6.16	\$629,469	\$615,481			\$13,988			
Mandatory Fringe Benefits			\$245,447	\$239,993			\$5,454			
			<i>Total Savings</i>	<i>\$19,442</i>			<i>Total Savings</i>	<i>\$0</i>		
Reduce the FTE allocation from 6.3 to 6.16 FTE for the eight new Physical Therapist positions to reflect actual hiring dates in FY 2011-12										
1404-C Clerk	1.00	0.77	\$47,966	\$36,934			\$11,032			
Mandatory Fringe Benefits			\$24,889	\$19,165			\$5,724			
			<i>Total Savings</i>	<i>\$16,756</i>			<i>Total Savings</i>	<i>\$0</i>		
Reduce the FTE allocation from 1.0 to 0.77 FTE for the new Clerk position to reflect actual hiring date in FY 2011-12										

GF = General Fund
IT = One Time

**RECOMMENDATIONS OF THE BUDGET AND LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

DPH - Public Health

Object Title	FY 2011-2012						FY 2012-2013 (for estimate purposes only)					
	FTE		Amount		Savings	GF	FTE		Amount		Savings	GF
	From	To	From	To			From	To	From	To		
2119-C Health Care Analyst	1.75	1.54	\$139,119	\$122,425	\$16,694	x						
Mandatory Fringe Benefits			\$58,703	\$51,659	\$7,044	x						
			<i>Total Savings</i>	<i>\$23,738</i>						<i>\$0</i>		
Reduce the FTE allocation from 1.75 to 1.54 FTE for the two new Health Care Analyst positions to reflect actual hiring dates in FY 2011-12.												
2430-C Medical Evaluations Assistant	3.43	3.08	\$190,871	\$171,395	\$19,476	x						
Mandatory Fringe Benefits			\$94,355	\$84,727	\$9,628	x						
			<i>Total Savings</i>	<i>\$29,104</i>						<i>\$0</i>		
Reduce the FTE allocation from 3.43 to 3.08 FTE for the four new Medical Evaluations Assistant positions to reflect actual hiring dates in FY 2011-12.												
Equipment Purchase			\$213,525	\$210,000	\$3,525	x						
Equipment Purchase			\$400,260	\$372,300	\$27,960	x						
			<i>Total Savings</i>	<i>\$31,485</i>						<i>\$0</i>		
Reduce 060 Equipment Purchase to reflect the actual prices listed in the quotes.												
Services of Other Departments (AAO Funds)			\$3,218,630	\$3,205,028	\$13,602	x						
Reduce workorder with Sheriff Department based on actual expenses to be incurred in FY 2011-12.												
D30- SFGH- Ambulatory Care- Occupational Health (SH AA AAA)												
Professional and Specialized Services			\$191,695	\$180,000	\$11,695	x				\$191,695	\$180,000	\$11,695
												x
Reduce 027 Professional and Specialized Services to reflect historical spending pattern and projected FY 2011-12 expenditures.												
Estimated ongoing reduction.												

GF = General Fund
IT = One Time

**RECOMMENDATIONS OF THE BUDGET AND LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

DPH - Public Health

Object Title	FY 2011-2012						FY 2012-2013 (for estimate purposes only)					
	FTE		Amount		Savings	GF	FTE		Amount		Savings	GF
	From	To	From	To			From	To	From	To		
D5S- SFGH- Emergency- Psychiatric Services (5H AAA AAA)			\$2,747,871	\$2,740,000	\$7,871	x			\$2,747,871	\$2,740,000	\$7,871	x
Professional and Specialized Services												
	Reduce 027 Professional and Specialized Services to reflect historical spending pattern and projected FY 2011-12 expenditures.											
DHH - Health at Home (1G AGF AAA)												
Materials and Supplies			\$135,556	\$130,000	\$5,556	x			\$135,556	\$130,000	\$5,556	x
	Reduce 040 Materials and Supplies Budget Only to reflect historical spending pattern and projected FY 2011-12 expenditures.											
DA5- Laguna Honda- Long Term Care (5L AAA AAA)												
0931-C Manager III	1.00	0.00	\$121,485	\$0	\$121,485	x			\$128,569	\$0	\$128,569	x
0923-C Manager II	0.00	1.00	\$0	\$112,564	(\$112,564)	x			\$0	\$119,128	(\$119,128)	x
Mandatory Fringe Benefits			\$47,280	\$45,510	\$1,770	x			\$53,476	\$51,329	\$2,147	x
			<i>Total Savings</i>		<i>\$10,691</i>				<i>Total Savings</i>		<i>\$11,588</i>	
Professional and Specialized Services	Disapprove the upward substitution of a 0923 Manager II to a 0931 Manager III. The Department has a Manager III vacancy in this program.											
			\$3,964,268	\$3,749,268	\$215,000	x						
	One-time reduction of \$215,000 for Professional and Specialized Services. The Department has unexpended funds in FY 2010-11 for professional service contracts in this program that can be carried forward into FY 2011-12.											
Services of Other Departments (AAO Funds)			\$1,160,078	\$1,156,015	\$4,063	x						
	Reduce workorder with Sheriff Department based on actual expenses to be incurred in FY 2011-12.											

GF - General Fund

IT = One Time

**RECOMMENDATIONS OF THE BUDGET AND LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

DPH - Public Health

Object Title	FY 2011-2012						FY 2012-2013 (for estimate purposes only)					
	FTE		Amount		Savings	GF	FTE		Amount		Savings	GF
	From	To	From	To			From	To	From	To		
DLT - Mental Health- Long Term Care (IG AGF AAA)												
Professional and Specialized Services			\$21,789,017	\$21,776,017	\$13,000	x						
	One-time reduction of \$13,000 for Professional and Specialized Services. The Department has unexpended funds in FY 2010-11 for professional service contracts in this program that can be carried forward into FY 2011-12.											
DMM - Mental Health- Community Care (IG AGF AAA)												
2586-C Health Worker II	3.00	2.31	\$163,294	\$125,737	\$37,557	x						
Mandatory Fringe Benefits			\$79,828	\$61,468	\$18,360	x						
			<i>Total Savings</i>		\$55,917							
	Reduce the FTE allocation from 3.0 to 2.31 FTE for the three new Health Worker II positions to reflect actual hiring dates in FY 2011-12											
Materials and Supplies			\$5,112,172	\$5,037,172	\$75,000	x			\$5,112,172	\$5,037,172	\$75,000	x
	Reduce 040 Materials and Supplies Budget Only to reflect historical spending pattern and projected FY 2011-12 expenditures.											
DQM Mental Health- Acute Care (IG AGF AAA)												
Professional and Specialized Services			\$3,462,797	\$3,200,000	\$262,797	x			\$3,462,797	\$3,200,000	\$262,797	x
	Reduce 027 Professional and Specialized Services to reflect historical spending patterns and projected FY 2011-12 expenditures.											
	Estimated ongoing reduction.											

**RECOMMENDATIONS OF THE BUDGET AND LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

DPH - Public Health

Object Title	FY 2011-2012						FY 2012-2013 (for estimate purposes only)					
	FTE		Amount		Savings	GF	FTE		Amount		Savings	GF
	From	To	From	To			From	To	From	To		
DHP- Primary Care- Ambulatory Care- Health Centers (1G AGF AAA)												
1404-C Clerk	2.75	2.31	\$131,907	\$110,802	\$21,105	x	x					
Mandatory Fringe Benefits			\$68,445	\$57,494	\$10,951	x	x					
			<i>Total Savings</i>	<i>\$32,056</i>								
	Reduce the FTE allocation from 2.75 to 2.31 FTE for the three new Clerk positions to reflect actual hiring dates in FY 2011-12											
2430-C Medical Evaluations Assistant	5.50	5.39	\$306,060	\$299,939	\$6,121	x	x					
Mandatory Fringe Benefits			\$151,301	\$148,275	\$3,026	x	x					
			<i>Total Savings</i>	<i>\$9,147</i>								
	Reduce the FTE allocation from 5.5 to 5.39 FTE for the seven new Medical Evaluations Assistant positions to reflect actual hiring dates in FY 2011-12											
2586-C Health Worker II	2.00	1.54	\$108,863	\$83,825	\$25,038	x	x					
Mandatory Fringe Benefits			\$53,220	\$40,980	\$12,240	x	x					
			<i>Total Savings</i>	<i>\$37,278</i>								
	Reduce the FTE allocation from 2.0 to 1.54 FTE for the three new Health Worker II positions to reflect actual hiring dates in FY 2011-12											
2908-C Hospital Eligibility Worker	2.50	2.31	\$170,755	\$157,778	\$12,977	x	x					
Mandatory Fringe Benefits			\$76,128	\$70,343	\$5,785	x	x					
			<i>Total Savings</i>	<i>\$18,762</i>								
	Reduce the FTE allocation from 2.5 to 2.31 FTE for the three new Hospital Eligibility Worker positions to reflect actual hiring dates in FY 2011-12											

**RECOMMENDATIONS OF THE BUDGET AND LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

DPH - Public Health

Object Title	FY 2011-2012				FY 2012-2013 (for estimate purposes only)								
	FTE		Amount		FTE		Amount		Savings	GF			
	From	To	From	To	From	To	From	To					
8202-C Security Guard	1.00	0.77	\$46,032	\$30,842							x		
Mandatory Fringe Benefits			\$24,375	\$18,769							x		
			<i>Total Savings</i>	\$20,796					<i>Total Savings</i>	\$0			
Reduce the FTE allocation from 1.0 to 0.77 FTE for the new Security Guard position to reflect actual hiring date in FY 2011-12													
FAL - Children's Baseline (IG AGF AAA)													
0933-C Manager V	1.00	0.00	\$140,630	\$0			\$140,630	x		\$0	\$148,830	x	
0932-C Manager IV	0.00	1.00	\$0	\$130,306			(\$130,306)	x		\$0	\$137,904	x	
Mandatory Fringe Benefits			\$51,078	\$49,029			\$2,049	x		\$58,081	\$53,598	\$2,483	x
			<i>Total Savings</i>	\$12,373					<i>Total Savings</i>	\$13,409			
Disapprove the upward substitution of a 0932 Manager IV to a 0933 Manager V. The Department has five Manager V vacancies, three of which have been vacant for more than one year.													
Professional and Specialized Services			\$1,645,878	\$1,500,000			\$145,878	x		\$1,645,878	\$1,500,000	\$145,878	x
Reduce 027 Professional and Specialized Services to reflect historical spending pattern and projected FY 2011-12 expenditures.													
Materials and Supplies			\$71,882	\$66,882			\$5,000	x		\$71,882	\$66,882	\$5,000	x
Reduce 040 Materials and Supplies Budget Only to reflect historical spending pattern and projected FY 2011-12 expenditures.													
DHA- Central Administration (IG AGF AAA)													
1244-C Senior Personnel Analyst	1.00	0.00	\$95,168	\$0			\$95,168	x		\$99,863	\$0	\$99,863	x
1241-C Personnel Analyst	0.00	1.00	\$0	\$81,391			(\$81,391)	x		\$0	\$83,406	(\$85,406)	x
Mandatory Fringe Benefits			\$37,417	\$33,752			\$3,665	x		\$42,317	\$38,053	\$4,264	x
			<i>Total Savings</i>	\$17,442					<i>Total Savings</i>	\$18,721			
Disapprove the upward substitution of a 1241 Personnel Analyst to a 1244 Senior Personnel Analyst. The Department already has 3.0 FTE budgeted in this program and has two vacant Senior Personnel Analyst positions in other programs.													
GF = General Fund IT = One-Time													

**RECOMMENDATIONS OF THE BUDGET AND LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

DPH - Public Health

Object Title	FY 2011-2012						FY 2012-2013 (for estimate purposes only)					
	FTE		Amount		Savings	GF	FTE		Amount		Savings	GF
	From	To	From	To			From	To	From	To		
2820-C Senior Health Program Planner	1.00	0.00	\$93,832	\$0	\$93,832	x			\$99,299	\$0	\$99,299	x
2818-C Health Program Planner	0.00	1.00	\$0	\$81,039	(\$81,039)	x			\$0	\$85,761	(\$85,761)	x
Mandatory Fringe Benefits			\$37,092	\$33,668	\$3,424	x			\$42,183	\$38,190	\$3,993	x
			<i>Total Savings</i>		\$16,217				<i>Total Savings</i>		\$17,531	
	Dissapprove the upward substitution of a 2818 Health Program Planner to a 2820 Senior Health Program Planner. The Department already has 5.0 FTE budgeted in this program.											
Maintenance Services-Equipment			\$161,541	\$125,000	\$36,541	x			\$161,541	\$125,000	\$36,541	x
	Reduce 029 Maintenance Services- Equipment to reflect historical spending pattern and projected FY 2011-12 expenditures.											
DPB - Environmental Health Services (1G AGF AAA)			\$309,511	\$290,000	\$19,511	x			\$309,511	\$290,000	\$19,511	x
	Reduce 027 Professional and Specialized Services to reflect historical spending patterns and projected FY 2011-12 expenditures.											
DPD - Community Health-Prevention- Disease Control (1G AGF AAA)			\$2,074,403	\$2,050,000	\$24,403	x			\$2,074,403	\$2,050,000	\$24,403	x
	Reduce 040 Materials and Supplies Budget Only to reflect historical spending pattern and projected FY 2011-12 expenditures.											
Prevention- Health Education (1G AGF AAA)			\$7,225	\$3,000	\$4,225	x			\$7,225	\$3,000	\$4,225	x
	Reduce 021 Travel to reflect historical spending pattern and projected FY 2011-12 expenditures.											

**RECOMMENDATIONS OF THE BUDGET AND LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

DPH - Public Health

Object Title	FY 2011-2012				FY 2012-2013 (for estimate purposes only)					
	FTE		Amount		FTE		Amount		Savings	GF
	From	To	From	To	From	To	From	To		
DPM- Community Health- Prevention- Maternal & Child Health (1G AGF AAA)										
Professional and Specialized Services			\$1,810,399	\$1,510,399			\$1,810,399	\$1,510,399	\$300,000	x
	Reduce 027 Professional and Specialized Services to reflect historical spending pattern and projected FY 2011-12 expenditures.									
DMS - Substance Abuse- Community Care (1G AGF AAA)										
Materials and Supplies			\$81,537	\$72,000			\$81,537	\$72,000	\$9,537	x
	Reduce 040 Materials and Supplies Budget Only to reflect historical spending pattern and projected FY 2011-12 expenditures.									

FY 2011-2012

Total Recommended Reductions

	One-Time	Ongoing	Total
General Fund Impact	\$540,146	\$1,853,197	\$2,393,343
Non-General Fund Impact	\$0	\$0	\$0
Total	\$540,146	\$1,853,197	\$2,393,343

**Estimated FY 2012-2013 Impact
Total Recommended Reductions**

General Fund Impact	\$2,373,002
Non-General Fund Impact	\$0
Total	\$2,373,002

**RECOMMENDATIONS OF THE BUDGET AND LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

DPH- Public Health

Vendor Name	Subject Title	General Fund Savings	Year of Appropriation	Date of Last Recorded Transaction	Original Amount	Unexpended Balance in Financial and Management Information System (FAMIS)
SIERRA ELECTRIC CO	OTHER BLDG MAINT SVCS	Yes	2009	5/27/2009	20,000.00	8,960.00
RAS ENGINEERING INC	OTHER BLDG MAINT SVCS	Yes	2009	6/5/2009	1361	211.40
OMNICELL TECHNOLOGIES INC	OTHER HOSP., CLINICS & LAB. SUPPLIES	Yes	2010	7/1/2009	500	500
CONTROLCO	PLUMBING SUPPLIES	Yes	2010	7/6/2009	2331.7	2331.7
RUBECON GENERAL CONTRACTING INC	OTHER BLDG MAINT SVCS	Yes	2010	9/3/2009	9536	9536
WAXIE SANITARY SUPPLY	OTHER EQUIP MAINT.	Yes	2010	2/8/2010	428.9	428.9
A T & T	MINOR DATA PROCESSING EQUIPMENT	Yes	2010	2/11/2010	23.27	23.27
CONTROLCO	PLUMBING SUPPLIES	Yes	2010	3/8/2010	1732.46	1732.46
MEDLINE INDUSTRIES INC	INSTITUTIONAL LINEN	Yes	2010	3/17/2010	65000	8015.98
A T & T	MINOR DATA PROCESSING EQUIPMENT	Yes	2010	4/26/2010	196.32	196.32
RAS ENGINEERING INC	OTHER BLDG MAINT SVCS	Yes	2010	4/26/2010	1,875.00	1875
KONICA MINOLTA BUSINESS SOLUTIONS USA INC	OFFICE MACHINE RENTAL	Yes	2010	7/1/2010	1,300.00	672.11
S & S WORLDWIDE INC	RECREATION & ATHLETIC SUPPLIES	Yes	2011	7/1/2010	2,000.00	2,000.00
SYSCO SAN FRANCISCO INC	FOOD	Yes	2011	7/1/2010	10,000.00	2,000.00
RECOLOGY GOLDEN GATE	SCAVENGER SERVICES	Yes	2010	7/1/2010	10,000.00	4,103.84
EXPRESS OVERNITE	FREIGHT/DELIVERY	Yes	2010	7/1/2010	3,000.00	1,193.80
Total Amount Return to Fund Balance					\$64,709.38	\$64,709.38
General Fund					\$64,709.38	
Non-General Fund					\$0.00	

Note: The above encumbrance balances are from budget years prior to FY 2010-11. The Department has indicated that the balances of these encumbrances are no longer needed, therefore the balance can be returned to the General Fund.

BUDGET REVIEW EXECUTIVE SUMMARY

Budget Changes

The department's proposed \$690,359,191 budget for FY 2011-12 is \$20,884,380 or 3.1 percent more than the original FY 2010-11 budget of \$669,474,811.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2011-12 is 1,687.8 FTEs, which is 2.71 FTEs more than the 1,685.09 FTEs in the original FY 2010-11 budget. This represents .16 percent increase in FTEs from the original FY 2010-11 budget.

The Department has requested approval of 22 positions as an interim exception. The Budget and Legislative Analyst recommends approval of four positions that are currently filled positions as an interim exception. These are grant-funded positions in the Housing and Homeless Program.

The Budget and Legislative Analyst recommends approval of the remaining 18 positions (22 less 4) at a later start date of September 1, 2011 (one position), and August 15, 2011 (17 positions).

Revenue Changes

The Department's revenues of \$458,332,514 in FY 2011-12, are \$2,217,958 or 0.5 percent less than FY 2010-11 revenues of \$460,550,472. General Fund support of \$232,026,677 in FY 2011-12 is \$23,102,338 or 11.1 percent more than FY 2010-11 General Fund support of \$208,924,339.

RECOMMENDATIONS

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$1,135,609 in FY 2011-12. These reductions would still allow an increase of \$19,748,771 or 2.9 percent in the Department's FY 2011-12 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended General Fund encumbrances, which would allow the return of \$52,385 to the General Fund.

Together, these recommendations will result in savings of \$1,187,994, of which \$488,209 are savings to the City's General Fund.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

DEPARTMENT: HSA – HUMAN SERVICES AGENCY

SUMMARY OF PROGRAM EXPENDITURES:

Uses by Service Area, Department and Program				
Program	2010-2011 Budget	2011-2012 Proposed	Change From 2010-2011	Pct Change
ADMINISTRATIVE SUPPORT	83,108,975	86,926,441	3,817,466	4.6%
ADULT PROTECTIVE SERVICES	5,695,042	5,464,535	(230,507)	-4.0%
CALWORKS	52,637,041	51,805,156	(831,885)	-1.6%
CHILDREN'S BASELINE	24,314,080	24,773,290	459,210	1.9%
COUNTY ADULT ASSISTANCE PROGRAM	53,818,898	53,619,832	(199,066)	-0.4%
COUNTY VETERANS SERVICES	386,374	401,264	14,890	3.9%
DIVERSION AND COMMUNITY INTEGRATION PROG	3,595,877	3,580,123	(15,754)	-0.4%
DSS CHILDCARE	27,761,853	30,384,415	2,622,562	9.4%
FAMILY AND CHILDREN'S SERVICE	116,947,769	129,884,137	12,936,368	11.1%
FOOD STAMPS	17,525,867	20,437,449	2,911,582	16.6%
HOMELESS SERVICES	78,623,920	80,012,268	1,388,348	1.8%
IN HOME SUPPORTIVE SERVICES	128,968,528	126,376,315	(2,592,213)	-2.0%
INTEGRATED INTAKE	897,677	1,088,506	190,829	21.3%
MEDI-CAL	23,639,129	24,373,965	734,836	3.1%
OFFICE ON AGING	23,720,434	22,450,122	(1,270,312)	-5.4%
PUBLIC ADMINISTRATOR	1,327,382	1,433,741	106,359	8.0%
PUBLIC CONSERVATOR	1,388,344	1,418,008	29,664	2.1%
PUBLIC ED FUND - PROP H (MARCH 2004)	0	0	0	N/A
PUBLIC GUARDIAN	2,471,877	2,566,765	94,888	3.8%
REPRESENTATIVE PAYEE	513,987	533,909	19,922	3.9%
WELFARE TO WORK	22,131,757	22,828,950	697,193	3.2%
Total	669,474,811	690,359,191	20,884,380	3.1%

The Department's proposed FY 2011-12 budget has increased by \$20,884,380 largely due to:

- There is an increase in Family and Children Services, including increased aid payments for Foster Care, Adoption Assistance Payments, and Kin-GAP¹. Costs per case are increasing due to a recent court order to increase foster home rates statewide and pending regulations to cover the cost of transportation for educational stability. Further, Foster Care Eligibility staff were reassigned from CalWORKs to Family and Children's Services, and contract services and work orders from the Children's Baseline Program were shifted to Family and Children Services for better alignment of functions.
- There is an increase in the Food Stamps program, primarily due to increased federal funding for contracted professional and technological services as well as additional staffing to address a growing caseload and reduce barriers to participation in the program.
- Aid assistance for day care services is increasing due to a projected increase in State funded child care subsidies. In addition, the Department annualized the salary and fringe costs for the four new positions in the child care program that were approved and hired in FY 2010-11.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

DEPARTMENT: HSA – HUMAN SERVICES AGENCY

- Collect and deposit entitlement checks and other income into accounts managed by the Public Administrator-Public Guardian;
- Redirect the client’s bills including, but not limited to, rent and utility bills to the Representative Payee Program and pay such bills with the client’s funds; and,
- Make disbursements from the client’s share of funds for the client’s personal needs.

Clients demonstrating an inability to pay may qualify for a discretionary waiver of the \$37.00 monthly fee. The table below details the proposed fee ordinance for the Public Guardian’s Representative Payee Program that accompanies the Human Services Agency’s proposed FY 2011-12 budget.

Projected revenues for FY 2011-12 are based on the proposed fee ordinance as follows:

File No.	Fee Description	FY 2010-11 Original Revenue	Increase in FY 2011-12	Annualized Revenue Thereafter	% Cost Recovery
11-0710	Representative Payee Fee Increase	\$0	\$339,660	\$339,660	56%
Total		\$0	\$339,660	\$339,660	56%

The original ordinance (File 11-0710), introduced to the Board of Supervisors on June 1, 2011, provides for a monthly fee of \$35. The Department will submit a revised File 11-0710 that provides for a monthly fee of \$37 on June 23, 2011.

Recommendation: Approval of the proposed fee ordinance is a policy matter for the Board of Supervisors. However, the Budget and Legislative Analyst notes that the proposed Human Services Agency budget is balanced based on the assumption that such fee legislation will be approved.

FIVE YEAR FINANCIAL PLAN:

The Department anticipates 19.7 percent growth in its budget between FY 2011-12 and FY 2015-16.

Revenues

- The Department anticipates a growing need for General Fund support over the next five years as a result of several major policy changes at the State and Federal level, including health care reform and the expansion of the foster care age to 21.
- Further, the discontinuance of federal American Recovery and Reinvestment Act (ARRA) funds will require the Department to seek a combination of alternative sources of funding as well as increased General Fund support.

Expenditures

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

DEPARTMENT: HSA – HUMAN SERVICES AGENCY

- The Human Services Agency projects that Department-wide caseload will increase by 60 percent over the next five years. This includes In-Home Support Services, Adult Protective Services, County Adult Assistance Program, and Food Stamps caseloads.
- According to the Department, national legislation changing the age eligibility for foster care services from 18 years old to 21 years old will incrementally increase the Department's foster care caseload.
- Finally, under Federal health care reform, the Department projects an increase in Medi-Cal applications and caseload.

OTHER ISSUES

Expenditure Plan for the Human Services Care Fund

File 11-0379. This resolution includes an expenditure plan in the Human Services Agency's proposed FY 2011-12 budget from the Human Services Care Fund of \$14,446,073 for the Housing First Program including (a) \$13,708,531 in FY 2011-12 Human Services Care Fund Revenues and (b) \$737,542 in prior-year unspent Human Services Care Fund revenues.³ The Attachment, provided by the Department, is a budget detailing the proposed expenditure plan of such Human Services Care Fund revenues in FY 2011-12. As shown in the Attachment, in FY 2011-12, \$13,998,017, or approximately 96.9 percent of total Human Services Care Fund revenues of \$14,446,073, is proposed to be expended for housing, while the remaining \$448,056, or approximately 3.1 percent, is proposed to be expended for services.

Recommendation: Approval of the proposed resolution to adopt the expenditure plan is a policy matter for the Board of Supervisors.

COMMENTS:

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$1,135,609 in FY 2011-12. Of these recommended reductions, \$435,824 or 38.4 percent are General Fund reductions, and \$771,250 or 67.9 percent are ongoing reductions. These reductions would still allow an increase of \$19,748,771 or 2.9 percent in the Department's FY 2011-12 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended General Fund encumbrances, which would allow the return of \$52,385 to the General Fund.

Together, these recommendations will result in savings of \$1,187,994, of which \$488,209 are savings to the City's General Fund.

³ Pursuant to Administrative Code Section 10.100-77(f), if planned annual expenditures from the Human Services Care Fund exceed \$11.9 million, the Human Services Agency is required to submit a plan to the Board of Supervisors detailing how such funds will be expended. The Administrative Code requires the Board of Supervisors to approve the expenditure plan, by resolution, before adopting the ordinance appropriating funds for these expenditures.

City and County of San Francisco



Edwin M. Lee, Mayor

Human Services Agency

Department of Human Services
Department of Aging and Adult Services

Trent Rhorer, Executive Director

Human Services Care Fund

(Housing First Program)

FY11-12 Expenditure Plan

This expenditure plan for the Human Services Care Fund for FY11-12 is submitted to the Board of Supervisors pursuant to Section 10-100.77(f) of the San Francisco Administrative Code. The Administrative Code requires the Department of Human Services to submit this expenditure plan if annual proposed appropriations from the Human Services Care Fund exceed \$11.9 million. This plan must include estimates of the amounts to be spent for various purposes, as well as an explanation of who is to benefit from these expenditures, how many people will benefit, and how the proposed benefits will be provided.

Planned Expenditures: The FY11-12 budget for the Department of Human Services includes proposed expenditures from the Human Services Care Fund of \$14,446,073 (see Attachment). The proposed expenditures are divided into two general categories: housing and services. The proposed expenditures are supported by \$13,708,531 in projected FY11-12 Care Fund revenues and \$737,542 in prior-year unexpended revenues.

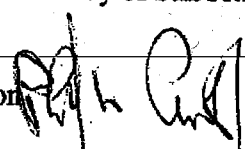
Beneficiaries: The Housing First Program is funded by the Human Services Care Fund. The beneficiaries of the proposed spending under this plan are homeless and formerly-homeless CAAP clients of the Department of Human Services. Since the beginning of the Housing First Program in May 2004, a total of 3,450 homeless and formerly-homeless CAAP clients have been placed into permanent supportive housing (Data through March 2011).

How Benefits Are Provided: Access to the Housing First Program is provided to any CAAP client listed as being homeless with their assigned CAAP worker. These clients are offered an opportunity to apply for housing if it is available. Until a housing placement is made, shelter is offered by the CAAP worker for the time between monthly homeless verification appointments. Each time the homeless CAAP clients see their eligibility worker for a monthly homeless verification appointment, their worker checks to see if housing is available. Additional outreach is done to homeless CAAP clients who have been using shelter for long periods. As housing opportunities are available, homeless CAAP clients are referred to the Housing Access Team that provides support through the screening and placement process. When a client is placed in housing, the Housing Access Team arranges with the CAAP worker for benefits to be adjusted and routed correctly, and then notifies both CAAP and Food Stamps of the client's new address.

MEMORANDUM

May 17, 2011

TO: Benjamin Rosenfield, Controller of the City and County of San Francisco

FROM: Trent Rhorer, Executive Director
Phil Arnold, Deputy Director for Administration 

SUBJECT: Proposed FY 2011-12 Human Services Care Fund Budget

This memo notifies the Office of the Controller that pursuant to Administrative Code Section 10.100-7(e), the Human Services Commission has approved the Department of Human Services' projection for the FY 2011-12 Human Services Care Fund budget.

The Care Fund ordinance requires the Department of Human Services to submit to the Board of Supervisors a plan explaining how the department intends to spend Care Fund money when it submits any proposed appropriation ordinance in excess of the \$11.9 million cap. The Commission is then to adopt findings and transmit them to the Board of Supervisors and the Office of the Controller.

The FY2011-12 Care Fund budget is based on a projected average monthly homeless caseload of 360. The Care Fund savings from reduction in CAAP homeless caseload is based on the following formula: $(3,000-360) \times 12 \text{ months} \times \text{average maximum grant for each CAAP program}$, where 3,000 is the baseline of total homeless CAAP clients established by CNC ordinance. The Care Fund savings from grant reductions is based on the following formula: $\text{average amount reduced from CAAP grant} \times 12 \text{ months} \times 360 \text{ clients}$.

Savings from caseload reduction	\$12,408,637
Savings from grant reduction	<u>\$ 1,299,894</u>
Total Care Fund	\$13,708,531

The proposed FY11-12 Human Services Care Fund spending plan of \$14,446,073 (see Attachment), which is supported by \$13,708,531 in projected FY11-12 revenues and \$737,542 in prior-year unspent revenues is shown below:

Housing	\$13,998,017
Services	<u>\$ 448,056</u>
Total	\$14,446,073

Human Services Agency

Housing First Program FY11-12

Budget Items	FY11-12	Notes
REVENUES		
FY11-12 Care Fund Revenues	\$13,708,531	
Prior-Year Unspent Care Fund Revenues	\$737,542	
Total Revenues	\$14,446,073	
EXPENDITURES		
Housing		
Mary Elizabeth Inn (MEI)	\$252,864	33 units. 2/1/05 start date.
McAllister (Conard House)	\$999,980	80 units. 5/3/04 start date.
Alder (ECS)	\$1,150,743	116 units. 5/1/06 start date.
Coast Hotel (ECS)	\$1,189,925	124 units. 5/1/06 start date.
Elm (ECS)	\$995,565	81 units. 6/15/04 start date.
Hillsdale (ECS)	\$940,950	84 units. 3/28/05 start date.
Mentone (ECS)	\$952,794	71 units. 11/15/04 start date
All Star (THC)	\$700,292	86 units. 8/1/04 start date.
Boyd (THC)	\$816,397	82 units. 2/15/2006 start date.
California Drake (THC)	\$211,707	51 units. 9/20/03 start date.
Elk (THC)	\$762,458	88 units. 6/1/06 start date.
Graystone (THC)	\$595,243	74 units. 5/3/04 start date.
Pierre (THC)	\$767,816	87 units. 9/6/04 start date.
Royan (THC)	\$696,155	69 units. Summer 2003 start date.
Union (THC)	\$674,479	60 units. 12/15/04 start date.
Aranda (TARC)	\$1,036,704	110 units. 12/15/2005 start date.
MPP Services (THC)	\$612,418	Modified Payment Program services provided in CNC hotels.
PMSS (THC)	\$641,527	Property management and support services provided in CNC hotels.
Housing Sub-total	\$13,998,017	
Services		
Behavioral Health Roving Team	\$220,131	Psychiatrist and Nurse Practitioners.
Citywide Case Management - Roving Team	\$227,925	Roving team includes 1 SW supervisor, 1 SW, 1 SW associate, 2 clinical supervisor, 1 subst abuse spec, 0.10 prgrm dir, 5 case managers, 0.20 clerk.
Services Sub-total	\$448,056	
Total Expenditures	\$14,446,073	

**RECOMMENDATIONS OF THE BUDGET AND LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

HSA - Human Services Agency												
Object Title	FY 2011-2012						FY 2012-2013 (for estimate purposes only)					
	FTE From	FTE To	Amount From	Amount To	Savings	GF IT	FTE From	FTE To	Amount From	Amount To	Savings	GF
CAH - Food Stamps (IG AGF AAA)												
9993M Attrition	-15.46	-17.46	(\$982,375)	(\$1,111,526)	\$129,151	x						
Mandatory Fringe Benefits			(\$451,942)	(\$510,408)	\$58,466	x						
			<i>Total Savings</i>		\$187,617				<i>Total Savings</i>		\$0	
	Adjust attrition savings to reflect actual hiring plans for 17 new positions.											
CAI - County Adult Assistance Program (IG AGF AAA)												
Aid Assistance			\$995,202	\$950,202	\$45,000	x			\$995,202	\$950,202	\$45,000	x
	The proposed reduction of \$45,000 reflects historical spending and projected expenditures in FY 2011-12.											
Aid Payments			\$17,935,687	\$17,685,687	\$250,000	x			\$17,935,687	\$17,685,687	\$250,000	x
	The proposed reduction of \$250,000 reflects historical spending and projected expenditures in FY 2011-12, given the Department's existing capacity.											
Aid Payments			\$8,350,603	\$8,270,603	\$80,000	x			\$8,350,603	\$8,270,603	\$80,000	x
	The proposed reduction of \$80,000 reflects historical spending and projected expenditures in FY 2011-12, given the Department's existing capacity.											

**RECOMMENDATIONS OF THE BUDGET AND LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

HSA - Human Services Agency												
Object Title	FY 2011-2012						FY 2012-2013 (for estimate purposes only)					
	FTE From	FTE To	Amount From	Amount To	Savings	GF IT	FTE From	FTE To	Amount From	Amount To	Savings	GF
CAL - Family and Children's Services (1G AGF AAA)												
Professional and Specialized Services			\$225,000	\$178,750	\$46,250	x			\$225,000	\$178,750	\$46,250	x
	The proposed reduction of \$46,250 reflects historical spending and projected expenditures in FY 2011-12.											
CAN - Homeless Services (1G AGF AAA)												
9993M Attrition	-1.78	-1.90	(\$148,772)	(\$158,657)	\$9,885	x						
Mandatory Fringe Benefits			(\$62,582)	(\$66,801)	\$4,219	x						
			<i>Total Savings</i>	<i>\$14,104</i>					<i>Total Savings</i>	<i>\$0</i>		
	Adjust attrition savings to reflect actual hiring plans for 1 new position.											
CAO - Administrative Support (1G AGF AAA)												
9993M Attrition	-7.42	-7.62	(\$539,571)	(\$552,883)	\$13,312	x						
Mandatory Fringe Benefits			(\$234,887)	(\$241,218)	\$6,331	x						
			<i>Total Savings</i>	<i>\$19,643</i>					<i>Total Savings</i>	<i>\$0</i>		
	The Department is requesting an upward substitution of a vacant 1220 Payroll Clerk to a 1032 IS Trainer-Journey, which the Budget and Legislative Analyst recommends approval. However, adjust attrition savings to reflect actual hiring plans.											
CGU - DSS Childcare (1G AGF AAA)												
Aid Assistance			\$12,500,000	\$12,150,000	\$350,000	x			\$12,500,000	\$12,150,000	\$350,000	x
	Reduce to reflect historical spending and projected expenditures. The Budget and Legislative Analysts recommended FY 2011-12 amount of \$12,150,000 for 036 aid assistance is still \$3,262,885, or a 36.7 percent increase from the \$8,887,115 budgeted in FY 2010-11.											
	Ongoing reduction.											

**RECOMMENDATIONS OF THE BUDGET AND LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

HSA - Human Services Agency																																																																																															
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	FTE From	FTE To	Amount From	Amount To	Savings	GF	IT	FTE From	FTE To	Amount From	Amount To	Savings	GF																																																																																		
CIF - Office of Aging (1G AGF AAA)																																																																																															
9993M Attrition	-1.43	-2.4	(\$154,841)	(\$254,841)	\$100,000	x	x																																																																																								
Mandatory Fringe Benefits			(\$63,384)	(\$106,379)	\$42,995	x	x																																																																																								
	<i>Total Savings</i>			<i>\$142,995</i>				<i>Total Savings</i>			<i>\$0</i>																																																																																				
Adjust attrition to reflect existing vacant 2320 Registered Nurse positions.																																																																																															
Estimated ongoing reduction.																																																																																															
<table border="0" style="width:100%; border-collapse: collapse;"> <tr> <td align="center" colspan="6">FY 2011-2012</td> <td align="center" colspan="6">FY 2012-2013 Impact</td> </tr> <tr> <td align="center" colspan="6">Total Recommended Reductions</td> <td align="center" colspan="6">Total Recommended Reductions</td> </tr> <tr> <td align="center" colspan="3">One-Time</td> <td align="center" colspan="3">Ongoing</td> <td align="center" colspan="3">Total</td> <td align="center" colspan="3">General Fund Impact</td> <td align="center" colspan="3">Non-General Fund Impact</td> </tr> <tr> <td align="right" colspan="3">\$44,981</td> <td align="right" colspan="3">\$390,843</td> <td align="right" colspan="3">\$435,824</td> <td align="right" colspan="3">\$390,843</td> <td align="right" colspan="3">\$380,407</td> </tr> <tr> <td align="right" colspan="3">\$319,378</td> <td align="right" colspan="3">\$380,407</td> <td align="right" colspan="3">\$699,785</td> <td align="right" colspan="3">\$380,407</td> <td align="right" colspan="3">\$390,843</td> </tr> <tr> <td align="right" colspan="3">Total</td> <td align="right" colspan="3">\$771,250</td> <td align="right" colspan="3">\$1,135,609</td> <td align="right" colspan="3">Total</td> <td align="right" colspan="3">\$771,250</td> </tr> </table>												FY 2011-2012						FY 2012-2013 Impact						Total Recommended Reductions						Total Recommended Reductions						One-Time			Ongoing			Total			General Fund Impact			Non-General Fund Impact			\$44,981			\$390,843			\$435,824			\$390,843			\$380,407			\$319,378			\$380,407			\$699,785			\$380,407			\$390,843			Total			\$771,250			\$1,135,609			Total			\$771,250		
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GF = General Fund
IT = One Time

**RECOMMENDATIONS OF THE BUDGET AND LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS, FISCAL YEAR 2011-12**

HSA - Human Services Agency

Vendor Name	Subobject Title	General Fund Savings	Year of Appropriation	Date of Last Recorded Transaction	Original Amount	Unexpended Balance in Financial and Management Information System (FAMIS)
CENTRO LATINO DE SAN FRANCISCO INC	COMMUNITY BASED ORGANIZATION SERVICES	Yes	2010	8/24/2010	61,271.00	650.00
INSTITUTE ON AGING	COMMUNITY BASED ORGANIZATION SERVICES	No	2010	1/18/2011	45,840.00	1.72
ASIAN NEIGHBORHOOD DESIGN	COMMUNITY BASED ORGANIZATION SERVICES	No	2010	9/9/2010	39,759.00	22,352.00
GOODWILL INDUST OF SF SAN MATEO & MARIN	COMMUNITY BASED ORGANIZATION SERVICES	No	2010	9/13/2010	16,404.00	1,836.00
INTERNATIONAL EFFECTIVENESS CENTERS	INTERPRETERS	Yes	2010	1/31/2011	85,000.00	111.51
ACE LEGAL ASSISTANCE	SOCIAL SERVICES CONTRACTS	Yes	2010	8/26/2010	18,000.00	3,422.77
SENECA CENTER	COMMUNITY BASED ORGANIZATION SERVICES	No	2010	9/15/2010	100,000.00	2,842.80
BROADVIEW SECURITY INC	SECURITY	Yes	2010	1/11/2011	4,800.00	404.93
STAPLES INC & SUBSIDIARIES	OTHER OFFICE SUPPLIES	Yes	2010	4/13/2011	5,000.00	1,748.00
SAN FRANCISCO STATE UNIVERSITY	COMMUNITY BASED ORGANIZATION SERVICES	Yes	2010	8/6/2010	232,108.93	31,533.06
SAN FRANCISCO STATE UNIVERSITY	COMMUNITY BASED ORGANIZATION SERVICES	Yes	2010	10/12/2010	63,792.43	40,586.78
SAN FRANCISCO STATE UNIVERSITY	COMMUNITY BASED ORGANIZATION SERVICES	Yes	2010	10/12/2010	40,000.00	23,838.05
RICOH-REPRODUCTION STORE	REPRODUCTION COPIER STORE PROGRAM	Yes	2010	7/13/2010	2,600.00	67.04
RICOH-REPRODUCTION STORE	REPRODUCTION COPIER STORE PROGRAM	Yes	2010	3/29/2010	3,400.00	1,079.94
RICOH-REPRODUCTION STORE	REPRODUCTION COPIER STORE PROGRAM	Yes	2010	7/13/2010	2,000.00	68.11
RICOH-REPRODUCTION STORE	REPRODUCTION COPIER STORE PROGRAM	Yes	2010	3/23/2011	2,000.00	313.49
RICOH-REPRODUCTION STORE	REPRODUCTION COPIER STORE PROGRAM	Yes	2010	3/23/2011	2,200.00	103.55
RICOH-REPRODUCTION STORE	REPRODUCTION COPIER STORE PROGRAM	Yes	2010	4/27/2011	30,000.00	15,628.00
<i>Subtotal Amount of Savings</i>						<i>\$146,587.75</i>
<i>Less Negative Balances</i>						<i>(\$12,532.41)</i>
Total Amount of Savings						\$134,055.34
Total Amount to Return to General Fund Balance						\$52,384.65

Note: The above encumbrance balances are from budget years prior to FY 2010-11. The Department has indicated that the balances of these encumbrances are no longer needed, therefore the balance can be returned to the General Fund.