

File No. 130613

Committee Item No. 1

Board Item No. 32

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: Budget and Finance Committee

Date: 06/26/13

Board of Supervisors Meeting

Date: 7/9/13

Cmte Board

- | | | |
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| <input type="checkbox"/> | <input type="checkbox"/> | Motion |
| <input type="checkbox"/> | <input type="checkbox"/> | Resolution |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Ordinance |
| <input type="checkbox"/> | <input type="checkbox"/> | Legislative Digest |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Budget and Legislative Analyst Report |
| <input type="checkbox"/> | <input type="checkbox"/> | Legislative Analyst Report |
| <input type="checkbox"/> | <input type="checkbox"/> | Youth Commission Report |
| <input type="checkbox"/> | <input type="checkbox"/> | Introduction Form |
| <input checked="" type="checkbox"/> | <input checked="" 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 |
| <input type="checkbox"/> | <input type="checkbox"/> | Subcontract Budget |
| <input type="checkbox"/> | <input type="checkbox"/> | Contract/Agreement |
| <input type="checkbox"/> | <input type="checkbox"/> | Form 126 – Ethics Commission |
| <input type="checkbox"/> | <input type="checkbox"/> | Award Letter |
| <input type="checkbox"/> | <input type="checkbox"/> | Application |
| <input type="checkbox"/> | <input type="checkbox"/> | Public Correspondence |

OTHER

(Use back side if additional space is needed)

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Completed by: Victor Young

Date June 20, 2013

Completed by: Victor Young

Date ~~7/7/13~~ 7/13/13

1 [Appropriation and De-Appropriation - \$720,626 to Sheriff for Overtime - FY2012-2013]

2
3 **Ordinance appropriating \$720,626 to overtime and de-appropriating \$720,626 in**
4 **permanent salaries in the Sheriff Department's work orders/overhead budget in order**
5 **to support the Department's projected increases in overtime as required per Ordinance**
6 **No. 194-11, this Ordinance requires a two-thirds vote of all members of the Board of**
7 **Supervisors for approval for \$720,626 of this request.**

8
9 Note: Additions are single-underline italics Times New Roman;
10 deletions are ~~strikethrough italics Times New Roman~~.
11 Board amendment additions are double underlined.
12 Board amendment deletions are ~~strikethrough normal~~.

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

14 Section 1. The uses of funding outlined below are herein appropriated to reflect the
15 projected uses of funding for Fiscal Year 2012-2013.

16
17 **USES Appropriation**

| 18 | Fund | Index/Project Code | Subobject | Description | Amount |
|----|---------------------------------|--------------------|-----------|---------------------|------------------|
| 19 | 1G AGF WOF | 062310 | 01102 | Salaries – Overtime | \$245,598 |
| 20 | GF-Work Order Fund | | | – Uniform | |
| 21 | | | | | |
| 22 | 1G AGF WOF | 062351 | 01102 | Salaries – Overtime | \$475,028 |
| 23 | GF-Work Order Fund | | | - Uniform | |
| 24 | | | | | |
| 25 | Total USES Appropriation | | | | \$720,626 |

Mayor Lee
BOARD OF SUPERVISORS

1 Section 2. The uses of funding outlined below are herein de-appropriated to reflect the
 2 projected funding available for Fiscal Year 2012-2013.

3
 4 **Uses De-appropriation**

| Fund | Index/Project Code | Subobject | Description | Amount |
|------------------------------------|--------------------|-----------|----------------------|---------------------------|
| 1G AGF WOF | 062310 | 01571 | Dependent Coverage - | (\$257,945) |
| GF-Work Order Fund | | | Misc | |
| 1G AGF WOF | 062351 | 00201 | Salaries | (\$462,681) |
| GF-Work Order Fund | | | Misc-Regular | |
| Total USES De-appropriation | | | | <u><u>(\$720,626)</u></u> |


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 14 Section 3. The Controller is authorized to record transfers between funds and adjust
 15 the accounting treatment of sources and uses appropriated in this Ordinance as necessary to
 16 conform with Generally Accepted Accounting Principles.

17
 18 Section 4. The Fiscal Year 2012-13 Annual Appropriation Ordinance includes the
 19 rejection of funding for \$720,626 in overtime salaries in the Sheriff's Department by the Mayor
 20 and Board of Supervisors. Pursuant to Section 3.15 of the Administrative Code, the funding of
 21 any item previously rejected or reduced by the Mayor or Board of Supervisors in consideration
 22 of the annual budget shall require a two-thirds vote of all members of the Board of
 23 Supervisors for approval.


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 25
 Mayor Lee
 BOARD OF SUPERVISORS

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

By: 
Deputy City Attorney

FUNDS AVAILABLE
BEN ROSENFELD, Controller

By: 
Date: June 11, 2013

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2013-14 AND FY 2014-15**

DEPARTMENT: SHF – SHERIFF’S DEPARTMENT

FY 2014-15

The number of full-time equivalent positions (FTE) budgeted for FY 2014-15 are 1,008.15 FTEs, which are 14.86 FTEs more than the 993.29 FTEs in the Mayor’s proposed FY 2013-14 budget. This represents a 1.5% increase in FTEs from the Mayor’s proposed FY 2013-14 budget.

This increase is due largely to a 15.5 FTE decrease in attrition savings to account for planned hiring of uniform positions in FY 2014-15.

DEPARTMENT REVENUES:

FY 2013-14

The Department’s revenues of \$39,921,380 in FY 2013-14, are \$2,339,978 or 6.2% more than FY 2012-13 revenues of \$37,581,402. General Fund support of \$140,907,452 in FY 2013-14 is \$3,765,305 or 2.7% more than FY 2012-13 General Fund support of \$137,142,147.

Specific changes in the Department’s FY 2013-14 revenues include increased state funding to support public safety realignment.

FY 2014-15

The Department’s revenues of \$39,628,356 in FY 2014-15, are \$293,024 or 0.7% less than FY 2013-14 revenues of \$39,921,380. General Fund support of \$147,982,449 in FY 2014-15 is \$7,074,997 or 5.0% more than FY 2013-14 General Fund support of \$140,907,452.

Specific changes in the Department’s FY 2014-15 revenues include reductions in federal and state revenues offset by other Department revenue increases.

OTHER ISSUES:

Ordinance Appropriating \$720,626 to Overtime and De-appropriating \$720,626 in Permanent Salaries in the Sheriff’s Department’s Work Orders/Overhead Budget

File 13-0613. This ordinance would appropriate \$720,626 to overtime and de-appropriate \$720,626 in permanent salaries in the Sheriff’s Department’s work orders/overhead budget in order to support the Department’s projected increases in overtime as required per ordinance No. 194-11, which requires the Sheriff’s Department to obtain a separate supplemental appropriation to exceed budgeted appropriations for overtime expenditures. In addition, as required under Section 3.15 of the City’s Administrative Code, approval of this ordinance requires a two-thirds vote of all members of the Board of Supervisors because the proposed supplemental appropriation would appropriate monies for overtime salaries previously rejected by the Mayor and Board of Supervisors in the FY 2012-13 Annual Appropriation Ordinance.

**RECOMMENDATIONS OF THE BUDGET & LEGISLATIVE ANALYST
FOR AMENDMENT OF BUDGET ITEMS
FY 2013-14 AND FY 2014-15**

DEPARTMENT: **SHF – SHERIFF’S DEPARTMENT**

According to Ms. Bree Mawhorter, Chief Financial Officer in the Sheriff’s Department, the proposed supplemental appropriation of \$720,626 is required to fund the Department’s overtime expenditures in the Department of Public Health (DPH) and Public Utilities Commission (PUC) work orders. Ms. Mawhorter indicated that work order budgets from DPH and PUC for security services were erroneously budgeted in the FY 2012-13 budget under dependent coverage and permanent salaries for non-uniformed personnel, although the work ordered services are provided by uniformed personnel. According to Ms. Mawhorter, the Sheriff’s Department has not exceeded its planned use of overtime for security services at SFGH and the PUC. Ms. Mawhorter notes that the Sheriff’s Department’s proposed FY 2013-14 budget corrects for the error in the FY 2012-13 budget.

Recommendation: Approve the proposed ordinance.

COMMENTS:

FY 2013-14

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$319,677 in FY 2013-14. Of the \$319,677 in recommended reductions, \$131,000 are ongoing savings and \$188,677 are one-time savings. These reductions would still allow an increase of \$5,785,606 or 3.3% in the Department’s FY 2013-14 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended General Fund encumbrances, which would allow the return of \$125,395 to the General Fund.

Together, these recommendations will result in \$445,072 savings to the City’s General Fund in FY 2013-14.

FY 2014-15

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$131,000 in FY 2014-15. Of the \$131,000 in recommended reductions, all are ongoing savings. These reductions would still allow an increase of \$6,650,973 or 3.7% in the Department’s FY 2014-15 budget.

OFFICE OF THE MAYOR
SAN FRANCISCO



EDWIN M. LEE
MAYOR

TO: Angela Calvillo, Clerk of the Board of Supervisors
FROM: *Edwin M. Lee* Mayor Edwin M. Lee
RE: Appropriation and De-Appropriation - \$720,626 for Overtime - FY2012-2013
DATE: June 11, 2013

Attached for introduction to the Board of Supervisors is the ordinance Appropriating \$720,626 to Overtime and De-appropriating \$720,626 in permanent salaries in the Sheriff Department's work orders/ overhead budget in order to support the Department's projected increases in Overtime as required per Ordinance 194-11, this Ordinance requires a two-thirds vote of all members of the Board of Supervisors for approval for \$720,626 of this request.

I request that this item be calendared in Budget and Finance Committee.

I further request a waiver of the 30-day hold.

Should you have any questions, please contact Jason Elliott (415) 554-5105.

RECEIVED
BOARD OF SUPERVISORS
SAN FRANCISCO
2013 JUN 11 PM 2:15
SLB

President, District 3
BOARD of SUPERVISORS



City Hall
1 Dr. Carlton B. Goodlett Place, Room 244
San Francisco 94102-4689
Tel. No. 554-7450
Fax No. 554-7454
TDD/TTY No. 544-5227

DAVID CHIU
邱信福
市參事會主席

PRESIDENTIAL ACTION

Date: 6/13/2013

To: Angela Calvillo, Clerk of the Board of Supervisors

Madam Clerk,

Pursuant to Board Rules, I am hereby:

Waiving 30-Day Rule (Board Rule No. 3.23)

File No. 130613

(Primary Sponsor)

Transferring (Board Rule No. 3.3)

File No. _____

(Primary Sponsor)

From: _____

Committee

To: _____

Committee

Assigning Temporary Committee Appointment (Board Rule No. 3.1)

Supervisor _____

Replacing Supervisor _____

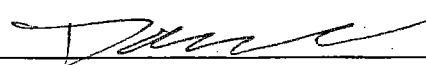
For: _____

(Date)

(Committee)

Meeting

RECEIVED
BOARD OF SUPERVISORS
SAN FRANCISCO
2013 JUN 13 PM 2:43



David Chiu, President
Board of Supervisors



San Francisco Sheriff's Department
Technical Supplemental





San Francisco Sheriff's Department
FY 2012 – 2013 Budget

Summary



| SUMMARY | | | | | | |
|---------------------|------------|--------------------|-----------------------|--------------|-----------------|-------------|
| Organization | | | Sources | | | Uses |
| Index | Org | Misc Salary | Dependent Cov. | Total | Overtime | |
| 062310 | PUC | | \$ 257,945 | \$ 257,945 | \$ 257,945 | |
| 062351 | SFGH | \$ 462,681 | | \$ 462,681 | \$ 462,681 | |
| Total | | | | \$ 720,626 | \$ 720,626 | |



San Francisco Sheriff's Department
 FY 2012 – 2013 Budget

Overtime Allocation



| USES | | | | | | |
|--------------------------------|-----------------|---------------|----------------|-------------------|---------------------|---------|
| WORK ORDER | SPENDING | BUDGET | ACTUALS | DIFFERENCE | SUPPLEMENTAL | |
| SHERIFF IDWO - PUC | OVERTIME | \$ - | \$ 284,993 | \$ (284,993) | \$ | 257,945 |
| INSTITUTIONAL POLICE - SFGH | OVERTIME | \$ 499,898 | \$ 851,065 | \$ (351,167) | | |
| INSTITUTIONAL POLICE - LHH | OVERTIME | \$ 272,075 | \$ 347,949 | \$ (75,874) | | |
| INSTITUTIONAL POLICE - CLINICS | OVERTIME | \$ - | \$ 35,639 | \$ (35,639) | \$ | 462,681 |



San Francisco Sheriff's Department
 FY 2012 – 2013 Budget



Structural Budgetary Problem

| WORK ORDER BUDGET SUMMARY | | | | |
|----------------------------------|-----|----------------------------|---------------------|---------------------|
| WORK ORDER | | SPENDING | BUDGET | ACTUALS |
| SHERIFF IDWO - PUC | | | | |
| | 001 | PERMANENT SALARIES-MISC | \$ 360,500 | \$ - |
| | 002 | PERMANENT SALARIES-UNIFORM | \$ - | \$ 106,068 |
| | 011 | OVERTIME | \$ - | \$ 244,746 |
| INSTITUTIONAL POLICE - SFGH | | | | |
| | 001 | PERMANENT SALARIES-MISC | \$ 1,173,759 | \$ 809,879 |
| | 002 | PERMANENT SALARIES-UNIFORM | \$ 3,515,481 | \$ 1,976,961 |
| | 011 | OVERTIME | \$ 499,898 | \$ 741,064 |
| INSTITUTIONAL POLICE - LHH | | | | |
| | 001 | PERMANENT SALARIES-MISC | \$ 894,197 | \$ 641,833 |
| | 002 | PERMANENT SALARIES-UNIFORM | \$ 675,589 | \$ 831,947 |
| | 011 | OVERTIME | \$ 272,075 | \$ 300,956 |
| INSTITUTIONAL POLICE - CLINICS | | | | |
| | 001 | PERMANENT SALARIES-MISC | \$ - | \$ 190,328 |
| | 002 | PERMANENT SALARIES-UNIFORM | \$ - | \$ 630,404 |
| | 011 | OVERTIME | \$ - | \$ 31,679 |
| | | | \$ 7,391,499 | \$ 6,505,864 |

Source: EIS, 06.06.2013