# CITY AND COUNTY OF SAN FRANCISCO BOARD OF SUPERVISORS

#### **BUDGET AND LEGISLATIVE ANALYST**

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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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Afry in Pore

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.

**DEPARTMENT:** AAM – ASIAN ART MUSEUM

#### **SUMMARY OF PROGRAM EXPENDITURES:**

Program	2010-2011	2011-2012	1-2012 Change From	
	Budget	Proposed	2010-2011	Change
ASIAN ARTS MUSEUM	8,007,014	7,777,867	(229,147)	-2.9%
Total	8,007,014	7,777,867	(229,147)	-2.9%

The Department's proposed FY 2011-12 budget has decreased by \$229,147. This decrease is due primarily to reduced expenditures associated with reduced attendance and admissions revenue.

#### **DEPARTMENT PERSONNEL SUMMARY:**

The number of Net Operating 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 0.34 percent decrease in FTEs from the original FY 2010-11 budget.

#### **DEPARTMENT REVENUES:**

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. Specific changes in the Department's FY 2011-12 revenues include:

• Decreases in museum exhibition admission fee revenue due to decreasing attendance.

#### **COMMENTS:**

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.

#### **AAM - Asian Arts Museum**

				FY 2011-2012	Y 2011-2012 FY 2012-2013 (for estimate purposes only)					oses only)			
	F	ГЕ	Am	ount					ГЕ	Am	ount		
Object Title	From	To	From	To	Savings	GF	17	From	To	From	To	Savings	GF
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	5 x
Mandatory Fringe Benefits			(\$81,733)	(\$139,041)	\$57,308	X				(\$81,733)	(\$139,041)	\$57,308	3 x
		Total Savings \$181,884								Total Savings	\$181,884		
	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						ing red	uction					

### FY 2011-2012 Total Recommended Reductions

_	One-Time	Ongoing	Total
<b>General Fund Impact</b>	\$0	\$181,884	\$181,884
Non-General Fund Impact	\$0	\$0	<b>\$0</b>
Total	\$0	\$181,884	\$181,884

Estimated FY 2012-2013 Impact Total Recommended Reductions

<b>General Fund Impact</b>	\$181,884
<b>Non-General Fund Impact</b>	\$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.

**DEPARTMENT:** FAM-FINE ARTS MUSEUM

#### **SUMMARY OF PROGRAM EXPENDITURES:**

Program	2010-2011	2011-2012 Proposed	Change From	
	Budget	Budget	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.

#### **FAM - Fine Arts Museum**

		FY	2011-2012				FY 2012-2013 (for estimate purposes only)					
From	To	From	To	Savings	GF	1T	From	To	From	То	Savings	GF
		\$282,331	\$252,331	\$30,000	X				\$282,331	\$252,331	\$30,000	) x
Reduc	tion to	reflect actual cur	rent expendi	tures.			Ongoir	ng redi	uction			
		\$34,000	\$29,000	\$5,000	X				\$34,000	\$29,000	\$5,000	) x
Reduc						Ongoing reduction						
-6.02	-6.45	(\$351,008)	(\$376,008)	\$25,000	X		-6.02	-6.45	(\$351,008)	(\$376,008)	\$25,000	) x
0.0	0.0	(\$167,508)	(\$179,438)	\$11,930	X		0.0	0.0	(\$167,508)	(\$179,438)	\$11,930	) x
		Total Savings	\$36,930						Total Savings	\$36,930		-
recom	mende	d increase in Attr	ition Savings		ide							
	Reduc Reduc -6.02 0.0 Increarecom	Reduction to  -6.02 -6.45  0.0 0.0  Increase Attrrecommender	FTE From To From  \$282,331  Reduction to reflect actual cur  \$34,000  Reduction to reflect actual cur  -6.02 -6.45 (\$351,008) 0.0 0.0 (\$167,508)  Total Savings  Increase Attrition Savings by Srecommended increase in Attr sufficient salary funds for FY	\$282,331   \$252,331     Reduction to reflect actual current expending   \$34,000   \$29,000     Reduction to reflect actual current expending   \$34,000   \$376,008     \$351,008   \$376,008   \$376,008     \$36,930   \$36,930     Increase Attrition Savings by \$25,000 in Free recommended increase in Attrition Savings sufficient salary funds for FY 2011-12.	Savings   Savi	Savings   GF   From   To   Savings   GF	Savings   GF   1T	Savings   GF   1T   From   To   Savings   GF   1T   From   Savings   GF   To   From   To   Savings   Savings	Savings   GF   1T   From   To   Savings   GF   1T   From   To   To	FTE   Amount   From   To   Savings   GF   1T   From   To   From	FTE   Amount   From   To   Savings   GF   1T   From   To   From	FTE   Amount   To   Savings   GF   1T   From   To   From   To   Savings   GF   TO   From   To   Savings   Savings

FY 2011-2012
Total Recommended Reductions

 General Fund Impact
 \$0 or \$71,930
 \$71,930

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

 Total
 \$0 \$71,930
 \$71,930

Estimated FY 2012-2013 Impact Total Recommended Reductions

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

#### **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.

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.

#### **SCI - Academy of Sciences**

		FY 2011-2012						FY 2012-2013 (for estimate purposes only)					
	F	ſΈ	Am	ount			F	ΓE	Am	ount			
Object Title	From	To	From	To	Savings	GF	1T	From	To	From	To	Savings	GF
EEH - Academy of Sciences (1G AGF AAA)													
9993M Attrition Savings	-1.00	-2.00	(\$73,578)	(\$147,156)	\$73,578	X		-1.00	-2.00	(\$73,578)	(\$147,156)	\$73,578	3 x
Mandatory Fringe Benefits			(\$32,429)	(\$64,858)	\$32,429	X				(\$32,429)	(\$64,858)	\$32,429	) <sub>X</sub>
			Total Savings	\$106,007						Total Savings	\$106,007		
	increa surplu	crease Attrition Savings by \$73,578 in FY 2011-12. The recommended crease in Attrition Savings reflects a projected salary savings (a year-enarplus of approximately \$100,000 as of 5/27/11) and should provide afficient salary funds.					end	Ongoi	ng redi	uction			

### FY 2011-2012 Total Recommended Reductions

_	One-Time	Ongoing	Total
<b>General Fund Impact</b>	\$0	\$106,007	\$106,007
<b>Non-General Fund Impact</b>	\$0	\$0	\$0
Total	<b>\$0</b>	\$106,007	\$106,007

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

<b>General Fund Impact</b>	\$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.

**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**

				FY 2011-201	2				FY 2012-20	13 (for estim	ate purposes	s only)	
	$\mathbf{F}'$			ount				F			ount		
Object Title	From	To	From	To	Savings	GF	1T	From	To	From	To	Savings	GF
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 cur	rent expenditu	res and expec	ted carry forw	ard from FY	7 2010-11.	Ongoing red	luction				
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	)
			Total Savings	\$22,000						Total Savings	\$22,000		
	Reduction to	reflect cur	rent expenditu	res and expec	ted carry forw	ard from FY	Y 2010-11.	Ongoing red	luction				
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	
			Total Savings	\$116,239						Total Savings	\$116,239		
	Attrition Sav	vings reflect of 5/27/11)	s a projected s . This increase	salary savings	2. The recomm (a year-end su Savings should	rplus of app	proximately						

### 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

<b>General Fund Impact</b>	
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.

DEPARTMENT: REC – RECREATION AND PARK

#### **SUMMARY OF PROGRAM EXPENDITURES:**

Program	2010-2011	2011-2012	Change From	Pct
Frogram	Budget	Proposed	2010-2011	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	400,000	400,000	0	0.00%
FUND				
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.

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

SAN FRANCISCO BOARD OF SUPERVISORS

BUDGET AND LEGISLATIVE ANALYST

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

#### 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.

**REC- Recreation and Park Department** 

			F	Y 2011-2012					FY 2	2012-2013 (for est	timate purposes	only)	
	F	TE	Amo	ount				F	TE	Amo	ount		
Object Title	From	To	From	To	Savings	GF	1T	From	To	From	To	Savings	GF
EAA- Golden Gate Park													
(1G AGF AAA)													
City Grant Programs			\$283,480	\$204,836	\$78,644	X				\$283,480	\$204,836	\$78,644	X
	Reduce	to reflec	t program budget	for fee collection a	t the San Francisc	со							
	Botanio	cal Garde	ns.					Estima	ited ongo	ing reduction.			
Attrition Savings - Miscellaneous	(14.6)	(15.4)	(\$854,490)	(\$902,558)	\$48,068	X		(14.6)	(15.4)	(\$886,968)	(\$936,638)	\$49,670	) x
Mandatory Fringe Benefits			(\$408,504)	(\$431,380)	\$22,876	X				(\$459,660)	(\$485,400)	\$25,740	) x
			Total Savings	\$70,944						Total Savings	\$75,410		$\Box$
EAP- Parks (1G AGF AAA)													
(1G AGF AAA)													
Attrition Savings - Miscellaneous	(6.1)	(6.3)	(\$414,440)	(\$425,117)	\$10,677	_		(6.1)	(6.3)	(\$428,925)	(\$439,648)	\$10,723	
Mandatory Fringe Benefits			(\$179,120)	(\$183,598)	\$4,478	X				(\$218,700)	(\$224,167)	\$5,467	X
			Total Savings	\$15,155						Total Savings	\$16,190		Щ
	Adjust	attrition s	avings to reflect I	Department's projec	cted salary expend	diture	es.						
			1			1	1	Estima	ited ongo	ing reduction.			$\dashv$
EAP-Parks													
(2SGOLNPR)													
Materials and Supplies			\$353,375	\$203,375	\$150,000					\$353,375	\$203,375	\$150,000	)
	Disapp	rove incre	ease in materials a	nd supplies for the	Harding and Flei	ming	5						
	Golf Co	ourses bas	sed on historic and	l projected spendin	ıg.								
								Estima	ited ongo	ing reduction.			

**REC- Recreation and Park Department** 

		FY 2011-2012							FY	2012-2013 (for es	timate purposes	only)	
	F	TE	Am	ount				F	TE	Amo	ount		
Object Title	From	To	From	To	Savings	GF	1T	From	To	From	To	Savings	GF
EAP- Parks (2SOSPNPR)													
3374 Volunteer/Outreach Coordinator	1.0	0.0	\$68,677	\$0	\$68,677			1.0	0.0	\$72,065	\$0	\$72,065	5
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	1
			Total Savings							Total Savings	\$17,013		
	3374 V would i	olunteer/	Outreach Coordin total of four new	ator. The propose	creation Coordinat d upward substitut ach Coordinators i	ion		Estima	ated ongo	oing reduction.			
ECS- Capital Projects (2SOSPNPR)													
Programmatic Projects			\$87,536	\$0	\$87,536		X						
		Reduce to reflect unspent balance of capital project funding for Chinatown pen space projects which have been completed.							me reduc	etion			

**REC- Recreation and Park Department** 

i	TE									imate purposes	- 0/	
TC		Am	ount				F'	ГЕ	Amo	ount		
From	To	From	To	Savings	GF	1T	From	To	From	To	Savings	GF
1.0	0.0	\$105,520	\$0	\$105,520			1.0	0.0	\$110,725	\$0		-
0.0	1.0	\$0		V / /			0.0	1.0	7.5			
				\$3,813							\$4,436	į
		Total Savings	\$18,187						Total Savings	\$19,519		
		_	•	•	n of t		Estima	ted ongo	ing reduction.	<u>,                                    </u>		
							Esuma	ted oligo	ing reduction.			
												+
0.02	-1.12	\$1,424	(\$105,745)	\$107,169			0.02	-1.12	\$1,477	(\$109,658)	\$111,135	5
		\$576	(\$38,700)	\$39,276					\$649	(\$40,132)	\$40,781	L
		Total Savings	\$146,445						Total Savings	\$151,915		
Finance 2011-12	nance division by \$107,169, from -\$105,745 in FY 2010-11 to \$1,424 in I 011-12. The proposed increase in Attrition Savings reflects a return to the							. 1				
	0.0 Disapprito an 18 need fo  0.02 The De Finance 2011-12	1.0 0.0 0.0 1.0  Disapprove the uto an 1824 Princineed for a more has been division 2011-12. The process of the	1.0 0.0 \$105,520 0.0 1.0 \$0 \$40,447  Total Savings  Disapprove the upward substitutio to an 1824 Principal Administration need for a more highly compensate  0.02 -1.12 \$1,424 \$576  Total Savings  The Department has reduced Attri Finance division by \$107,169, from	1.0 0.0 \$105,520 \$0  0.0 1.0 \$0 \$91,146  \$40,447 \$36,634  **Total Savings**  Disapprove the upward substitution of an 1823 Senic to an 1824 Principal Administrative Analyst due to Isneed for a more highly compensated analyst position ed.  0.02 -1.12 \$1,424 (\$105,745)  \$576 (\$38,700)  **Total Savings**  The Department has reduced Attrition Savings in the Finance division by \$107,169, from -\$105,745 in FY 2011-12. The proposed increase in Attrition Savings	1.0 0.0 \$105,520 \$0 \$105,520  0.0 1.0 \$0 \$91,146 (\$91,146)  \$40,447 \$36,634 \$3,813  **Total Savings**  Disapprove the upward substitution of an 1823 Senior Administrative to an 1824 Principal Administrative Analyst due to lack of justification need for a more highly compensated analyst position.    0.02 -1.12 \$1,424 (\$105,745) \$107,169     \$576 (\$38,700) \$39,276     Total Savings \$146,445    The Department has reduced Attrition Savings in the Administration a Finance division by \$107,169, from -\$105,745 in FY 2010-11 to \$1,42 2011-12. The proposed increase in Attrition Savings reflects a return to	1.0 0.0 \$105,520 \$0 \$105,520  0.0 1.0 \$0 \$91,146 (\$91,146)  \$40,447 \$36,634 \$3,813  **Total Savings \$18,187**  Disapprove the upward substitution of an 1823 Senior Administrative Anal to an 1824 Principal Administrative Analyst due to lack of justification of t need for a more highly compensated analyst position.    0.02 -1.12 \$1,424 (\$105,745) \$107,169     \$576 (\$38,700) \$39,276     Total Savings \$146,445    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 2011-12. The proposed increase in Attrition Savings reflects a return to the	1.0 0.0 \$105,520 \$0 \$105,520  0.0 1.0 \$0 \$91,146 (\$91,146)  \$40,447 \$36,634 \$3,813  **Total Savings \$18,187**  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.    0.02 -1.12 \$1,424 (\$105,745) \$107,169     \$576 (\$38,700) \$39,276     **Total Savings \$146,445**  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	1.0 0.0 \$105,520 \$0 \$105,520 1.0 0.0 1.0 \$0 \$91,146 (\$91,146) 0.0  \$40,447 \$36,634 \$3,813  **Total Savings \$18,187**  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.    0.02 -1.12 \$1,424 (\$105,745) \$107,169 0.02    \$576 (\$38,700) \$39,276     Total Savings \$146,445    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	1.0 0.0 \$105,520 \$0 \$105,520 1.0 0.0  0.0 1.0 \$0 \$91,146 (\$91,146) 0.0 1.0  \$40,447 \$36,634 \$3,813  \$10 \$105,520 \$18,187   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 ongo  0.02 -1.12 \$1,424 (\$105,745) \$107,169 0.02 -1.12  \$576 (\$38,700) \$39,276  \$100,02 \$105,045 \$107,169 \$107	1.0 0.0 \$105,520 \$0 \$105,520 1.0 0.0 \$110,725 0.0 1.0 \$0 \$91,146 (\$91,146) 0.0 1.0 \$0 \$40,447 \$36,634 \$3,813 \$45,816 70tal Savings \$18,187 \$70tal Savings \$146,445 \$70t	1.0 0.0 \$105,520 \$0 \$105,520 1.0 0.0 \$110,725 \$0 0.0 1.0 \$0 \$91,146 (\$91,146) 0.0 1.0 \$0 \$95,642 \$40,447 \$36,634 \$3,813 \$45,816 \$41,380    Total Savings \$18,187	1.0 0.0 \$105,520 \$0 \$105,520   1.0 0.0 \$110,725 \$0 \$110,725   0.0 \$100,642   0.0

**REC- Recreation and Park Department** 

			F	Y 2011-2012		FY 2012-2013 (for estimate purposes only)							
	F	FTE Amount						FTE		Amount			
Object Title	From	To	From	To	Savings	GF	1T	From	To	From	To	Savings	GF
Maintenance Services- Equipment		\$180,101 95,101 \$85,000 x											
	Admini	sapprove request for \$85,00 in one-time spending on new software for the liministration and Finance division due to insufficient justification from the epartment of the need for new mobile technology system.							me reduc	ction			

FY 2011-2012

**Total Recommended Reductions** 

Estimated FY 2012-2013 Impact
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

<b>General Fund Impact</b>	
Non-General Fund Impact	\$338,447
Total	\$508,691

Unexpended Balance in

#### **REC-Recreation and Park**

			Voor of	D-4 4		Financial and Management
		General Fund	Year of Appropriatio	Date of Last Recorded	Original	Information System
Vendor Name	Subobject Title	Savings	n	Transaction	Amount	(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 CO	ROTHER BLDG MAINT SUPPLIES	Yes	2010	9/22/2010	2,141.00	367.62
CONTROLCO	OTHER BLDG MAINT SUPPLIES	Yes	2010	7/15/2010	2,500.00	245.17
SAN FRANCISCO GRAVEL CO	OTHER CONSTRUCTION MATERIALS	Yes	2010	7/20/2010	8,000.00	322.18
R & H WHOLESALE SUPPLY INC	HARDWARE	Yes	2010	7/19/2010	5,000.00	167.02
PLYWOOD & LUMBER SALES INC	LUMBER	Yes	2010	7/1/2010	10,000.00	331.37
ALLIED ROPES CO	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
BROWNIE'S HARDWARE	HARDWARE	Yes	2010	8/13/2010	500.00	149.65
T M T ENTERPRISES INC	AGRICULTURAL SUPPLIES	Yes	2010	7/19/2010	1,187.53	464.97
WEST COAST CONTRACTORS SERVICES	AGRICULTURAL SUPPLIES	Yes	2010	11/23/2010	1,000.00	258.47
LYNGSO GARDEN MATERIALS	AGRICULTURAL SUPPLIES	Yes	2010	7/8/2010	2,387.11	301.68
T M T ENTERPRISES INC	AGRICULTURAL SUPPLIES	Yes	2010	5/27/2010	1,238.72	1,238.72
HORTSCIENCE INC	OTHER PROFESSIONAL SERVICES	Yes	2005	10/14/2005	2,000.00	645.82
ARTS COMMISSION	GF-ARTS COMMISSION	Yes	2009	9/25/2009	28,000.00	5,449.05
DEPARTMENT OF TECHNOLOGY	IS-TIS-ISD SERVICES	Yes	2010	10/18/2010	630.72	63.07
			Total Amoun	nt Return to Fu	ınd 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.

#### DEPARTMENT: CHF-CHILDREN, YOUTH & THEIR FAMILIES

#### **SUMMARY OF PROGRAM EXPENDITURES:**

Program	2010-2011	2011-2012	Change From	Pct
	Budget	Proposed	2010-2011	C han ge
CHILDREN'S BASELINE	\$31,483,846	\$32,988,846	\$1,505,000	5.00%
CHILDREN'S FUND	\$41,518,727	\$45,055,727	\$3,537,000	9.00%
PROGRAMS				
CHILDREN'S SVCS - NON -	\$11,467,216	\$10,563,021	(\$904,195)	-8.00%
CHILDREN'S FUND				
PUBLIC EDUCATION FUND	\$26,979,000	\$28,510,000	\$1,531,000	6.00%
(PROPH)				
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 grantfunded 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:

#### 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.

### **CHF- Children, Youth and Their Families**

	FY 2011-2012						FY 2012-2013 (for estimate purposes only)						
	FT	ſΈ	Am	ount				FT	E	Amount			
Object Title	From	To	From	To	Savings	GF	<b>1T</b>	From	To	From	To	Savings	GF
Attrition Savings - Miscellaneous													
	-2.81	-3.06	(\$226,889)	(\$247,075)	\$20,186			-2.81	-3.06	(\$231,164)	(\$251,730)	\$20,566	5
Mandatory Fringe Benefits			(\$95,343)	(\$103,825)	\$8,482					(\$105,589)	(\$114,983)	\$9,394	Į.
			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.					n Estimated ongoing reduction.							
Temporary - Miscellaneous			\$70,000	\$50,000	\$20,000					\$70,000	\$50,000	\$20,000	)
Mandatory Fringe Benefits			\$5,565	\$3,951	\$1,614					\$5,565	\$3,951	\$1,614	1
			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.				Estima	ited on	going reduction.						
Other Current Expenses			\$120,000	\$50,000	\$70,000					\$120,000	\$50,000	\$70,000	)
	Reduce based on historic and projected spending.				Estima	ited on	going reduction						

### FY 2011-2012 Total Recommended Reductions

	One-Time	Ongoing	Total
<b>General Fund Impact</b>	\$0	\$0	\$0
<b>Non-General Fund Impact</b>	\$0	\$120,282	\$120,282
Total	\$0	\$120,282	\$120,282

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

<b>General Fund Impact</b>	\$0
<b>Non-General Fund Impact</b>	\$121,574
Total	\$121,574

Unexpended Balance in

#### **CHF-Children, Youth and Their Families**

						Financial and Management
		General Fund	Year of Appropriatio	Date of Last Recorded	Original	Information System
Vendor Name	Subobject Title	Savings	n	Transaction	Amount	(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 Amour	nt Return to Fi	ınd 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.

#### **DEPARTMENT:**

#### 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.

#### **DEPARTMENT:** CFC-CHILDREN AND FAMILIES COMMISSION

#### **SUMMARY OF PROGRAM EXPENDITURES:**

Program	2010-2011 Budget	2011-2012 Proposed	<b>Change From 2010-2011</b>	Pct Change
Service Area: 03 HUMAN WELFARE & NEIGH	BORHOOD DEV	ELOPMENT		
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 programs is also increasing.
- Despite the overall increase in expenditures, the amount of salary and benefit costs, infrastructure investments, as well as grants for developmental supports<sup>2</sup>, capacity building<sup>3</sup>, and curriculum enhancements paid for with Proposition H funds are decreasing<sup>4</sup>.

#### **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.

<sup>&</sup>lt;sup>1</sup> Family support programs include services provided at Family Resource Centers, as well as Transition to Kindergarten programming.

<sup>&</sup>lt;sup>2</sup> Developmental supports include training programs that address children with special needs, mental health consultation services, and health screenings at childcares locations.

<sup>&</sup>lt;sup>3</sup> Capacity building includes workforce development programs that support degree attainment for early childcare teachers, technical assistance and other training programs for early childcare teachers.

 $<sup>^4</sup>$  Curricular enhancements include literacy and language training for children and an Arts and Sciences Residency program for early childcare teachers.

**DEPARTMENT:** CFC-CHILDREN AND FAMILIES COMMISSION

### <u>CHILDREN AND FAMILIES COMMISSION RESERVES AND CARRY FORWARD PLAN FOR FY 2010-11 FUNDS:</u>

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

#### **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.

#### **CFC- Children and Families Commission**

FY 2011-2012						FY 2012-2013 (for estimate purposes only)						
FI	ſΈ	Amo	ount				FI	FTE A1		ount		
From	To	From	To	Savings	GF	1T	From	To	From	To	Savings	GF
		\$19,760	\$0	\$19,760					\$19,760	\$0	\$19,760	
		\$1,571	\$0	\$1,571					\$1,571	\$0	\$1,571	
		Total Savings	\$21,331						Total Savings	\$21,331		
		*	•	om the Department			Estima	ated on	going reduction.	Г		
0.	-0.26	\$0	(\$16,648)	\$16,648			0.	-0.26	\$0	(\$16,648)	\$16,648	,
		\$0	(\$7,287)	\$7,287					\$0	(\$7,287)	\$7,287	/
		Total Savings	\$23,935						Total Savings	\$23,935		
would  Deny i  Educat	adjust increas tion En	\$3,726 e in materials and prichment Fund-P	\$0 supplies budget to reposition H base	\$3,726 to be funded by the	ancie	s.	Estima	ated on	going reduction. \$3,726	\$0	\$3,726	
	Disappregard  0.  First 5 would  Deny in Educa	Disapprove be regarding the  00.26  First 5 has not would adjust  Deny increase Education En	FTE Amo From To From  \$19,760  \$1,571  Total Savings  Disapprove based on inadequaregarding the need for tempora  00.26 \$0  Total Savings  First 5 has not budgeted any A would adjust Attrition Savings  \$3,726  Deny increase in materials and Education Enrichment Fund-P	FTE Amount  From To From To  \$19,760 \$0  \$1,571 \$0  Total Savings \$21,331  Disapprove based on inadequate justification from regarding the need for temporary salaries.  00.26 \$0 (\$16,648)  \$0 (\$7,287)  Total Savings \$23,935  First 5 has not budgeted any Attrition Savings. Total Savings to reflect projected \$3,726 \$0  Deny increase in materials and supplies budget to the same temporary salaries.	FTE Amount  From To From To Savings  \$19,760 \$0 \$19,760  \$1,571 \$0 \$1,571  Total Savings \$21,331  Disapprove based on inadequate justification from the Department regarding the need for temporary salaries.  00.26 \$0 (\$16,648) \$16,648  \$0 (\$7,287) \$7,287  Total Savings \$23,935  First 5 has not budgeted any Attrition Savings. The recommended would adjust Attrition Savings to reflect projected savings for vacation of the property of the projected savings for vacation in the proposition of the projected savings for vacation in the proposition of the projected savings for vacation in the proposition of the projected savings for vacation in the projected savings for vacati	FTE Amount  From To From To Savings GF  \$19,760 \$0 \$19,760  \$1,571 \$0 \$1,571  Total Savings \$21,331  Disapprove based on inadequate justification from the Department regarding the need for temporary salaries.  00.26 \$0 (\$16,648) \$16,648  \$0 (\$7,287) \$7,287  Total Savings \$23,935  First 5 has not budgeted any Attrition Savings. The recommended increwould adjust Attrition Savings to reflect projected savings for vacancie  \$3,726 \$0 \$3,726  Deny increase in materials and supplies budget to be funded by the Pul Education Enrichment Fund- Proposition H based on inadequate	FTE Amount From To From To Savings GF 1T  \$19,760 \$0 \$19,760 \$0 \$1,571 \$0 \$1	FTE Amount To Savings GF 1T From  \$19,760 \$0 \$19,760 \$0 \$1,571 \$0	FTE   Amount   To   Savings   GF   1T   From   To   Savings   GF   1T   From   To   Savings   GF   1T   From   To   Savings   S19,760   S1,571   S0   S1,571   S0   S1,571   S	FTE Amount To Savings GF 17 From To From    Savings GF 17 From To From To From To From To From To From To Savings GF 17 From To From To From To Savings   \$19,760   \$19,760   \$19,760   \$19,760   \$1,571	FTE	FTE

# FY 2011-2012 Total Recommended Reductions One Time Ongoing Total

	One-11me	Ongoing	1 otai
<b>General Fund Impact</b>	\$0	\$0	\$0
<b>Non-General Fund Impact</b>	\$0	\$48,992	\$48,992
Total	\$0	\$48,992	\$48,992

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

<b>General Fund Impact</b>	\$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.

**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.

**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.

## **JUV - Juvenile Probation**

			]	FY 2011-2012						FY 2012-2013 (f	or estimate purp	oses only)	
	FT	E.	Ame	ount				FT		Am	ount		
Object Title	From	To	From	To	Savings	GF	1T	From	To	From	To	Savings	GF
Juvenile Hall (1G AGF AAA)													
Overtime			\$917,952	\$817,952	\$100,000	X				\$917,952	\$817,952	\$100,000	) x
Mandatory Fringe Benefits			\$72,977	\$65,028	\$7,949	X				\$72,977	\$65,028	\$7,949	) X
	\$400,0 surplus sufficie	Tuvenile 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.							ited on	going reduction			

## FY 2011-2012 Total Recommended Reductions

_	One-Time	Ongoing	Total
<b>General Fund Impact</b>	\$0	\$107,949	\$107,949
<b>Non-General Fund Impact</b>	\$0	\$0	<b>\$0</b>
Total	\$0	\$107,949	\$107,949

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

<b>General Fund Impact</b>	\$107,949
<b>Non-General Fund Impact</b>	\$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.

**DEPARTMENT: DPH** – **PUBLIC HEALTH** 

## **SUMMARY OF PROGRAM EXPENDITURES:**

	2010-2011	2011-2012	Change From	Pct
Program	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 MediCal revenues to specific milestones. These investments include infrastructure development, and
increased access to specialty care, among other improvements.

## **DEPARTMENT: DPH** – **PUBLIC HEALTH**

- An increase in expenditures for the Department's Central Administration. The increase is primarily for an Intergovernmental Transfer to qualify for Federal and State matching revenues. The Department will also expend an additional \$1.3 million to support the new Medi-Cal Low Income Health Program (LIHP).
- The Department is renovating and expanding the San Francisco AIDS Office at 25 Van Ness. Grant funds from the National Institutes of Health (NIH) will be used to expand the first floor office with additional City General Fund revenue used to increase accessibility for this building and to provide a requisite match for the federal funds.
- The Department opened the new Laguna Honda Hospital facility in December 2010. The FY 2011-12 budget will include additional funds for debt service on the Certificates of Participation used to fund the construction of the new building.

## **DEPARTMENT PERSONNEL SUMMARY:**

The number of Net Operating full-time equivalent positions (FTE) budgeted for FY 2011-12 is 5,721.08 or 25.01 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 proposed increases in FTEs in FY 2011-12, which are partially offset by other reductions.

The Department's FY 2011-12 budget includes 49.21 FTE new positions, primarily in the San Francisco General Hospital Acute Care program, to meet the milestones set out in the Medi-Cal 1115 Waiver in order to prepare for Federal Health Care Reform. Additionally, the Department anticipates an increase of 12.5 FTEs due to the transfer of non-sworn officers from the Sheriffs Office as a result of the Department's proposed Proposition J contract for security services at General Hospital and Laguna Honda Hospital. The Department will also add 4.62 FTE positions to the Mental Health Community Care program as part of an increase in Mental Health Services Act (MHSA) dollars to support program initiatives. These new positions will leverage clinic and school-based services to help meet the behavioral health needs of San Francisco youth living in the south east sector of the City.

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 interim exception positions. 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.

### **DEPARTMENT REVENUES:**

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. These increases, as highlighted below, are offset by other reductions:

The Department's increased General Fund support in FY 2011-12 is due to the loss of Federal revenues and increased responsibilities under Federal Health Care Reform. Specifically, the Department is losing \$88 million of Hospital Fee Revenue as well as Federal matching funds for medical and medical insurance expenditures. These revenue sources were used to supplement General Fund expenditures in FY 2010-11. While the Department will receive significant Medi-Cal SAN FRANCISCO BOARD OF SUPERVISORS

## **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**

## **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:**

## **DEPARTMENT: DPH** – PUBLIC HEALTH

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$2,393,343 in FY 2011-12. Of these recommended reductions, \$2,393,343 or 100 percent are General Fund reductions, and \$1,853,197 or 77 percent are ongoing reductions. 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.

## **DPH - Public Health**

			]	FY 2011-2012					FY 2012-2013 (fo	or estimate purpos	ses only)	
	$\mathbf{F}$		Am	ount				ГЕ	Amo			
Object Title	From	To	From	To	Savings	GF 1	T From	To	From	To	Savings	GF
D1F- SFGH- Acute Care- Forensics (5H AAA AAA)												
Materials and Supplies			\$90,500	\$80,000	\$10,500	х			\$90,500	\$80,000	\$10,500	0 x
			* *	olies Budget Only FY 2011-12 exper		ıl	Estima	ated or	going reduction.			
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	9 x
0923-C Manager II	0.00	1.00	\$0	\$112,564	(\$112,564)	Х			\$0	\$119,128	(\$119,128	) x
Mandatory Fringe Benefits			\$47,280	\$45,510	\$1,770	X			\$53,476	\$51,329	\$2,14	7 x
			Total Savings	\$10,691					Total Savings	\$11,588		
	Manag	er III. T	The Department is program, which	ation of a 0923 Ma s separately adding would result in 12	g a 0.77 FTE Man	ager III	Estima	ated or	agoing reduction.			
1054-C IS Business Analyst-	2.21	0.77	¢27.425	¢90.142	¢170.202				\$264.426	<b>¢</b> 0	\$2.64.42.	
Principal  Mandatory Fringe Benefits	2.31	0.77	\$267,425 \$98,367	\$89,142 \$32,789	\$178,283 \$65,578				\$364,436 \$144,204	\$0 \$0	\$364,430 \$144,20	
Mandatory Finige Beliefits			Total Savings	\$243,861	\$03,378	Х			Total Savings	\$508,640	\$144,204	+ X
	include still ha	ed in the ve an a ns, and	54 IS Business A e FY 2011-12 bud dditional new 0.5	nalyst- Principal p lget for the first tin FTE in FY 2011- been vacant since	me. The Departme 12, 10 FTE existin	ent will ng filled	Estima	ated or	going reduction.	ψ500,040		
2409-C Pharmacy Technician	0.77	0.00	\$56,464	\$0	\$56,464	x	1.00	0.00	\$77,604	\$0	\$77,604	4 x
Mandatory Fringe Benefits			\$24,804	\$0	\$24,804				\$36,397	\$0	\$36,39	
			Total Savings	\$81,268					Total Savings	\$114,001		
	Delete one 2409 Pharmacy Technician position, which is included in FY 2011-12 budget for the first time. The Department has had 1.5 FT Pharmacy Technician positions vacant in this program since July 1, 2							ated or	going reduction.			

GF = General Fund 1T = One Time

			]	FY 2011-2012						FY 2012-2013 (f	or estimate purpo	oses only)	
	FI	_	Amo	ount				FI		Am	ount		
Object Title	From	To	From	To	Savings	GF	1T	From	To	From	То	Savings	GF
2454-C Clinical Pharmacist	3.08	1.54	\$458,374	\$229,187	\$229,187	X		3.08	1.54	\$480,147	\$240,073	\$240,074	· X
Mandatory Fringe Benefits			\$151,187	\$75,594	\$75,593	X				\$171,950	\$85,975	\$85,975	X
			Total Savings	\$304,780						Total Savings	\$326,049		
	FY 201 new Cl	l 1-12 b linical I	udget for the first Pharmacist position	time. The Depart	which are included ment will still hav acant positions in 007.	e two		Estima	ated on	going reduction.			
0923-C Manager II	0.77	0.00	\$86,674	\$0	\$86,674	X		1.00	0.00	\$119,128	\$0	\$119,128	x
Mandatory Fringe Benefits			\$35,043	\$0	\$35,043	X				\$51,329	\$0	\$51,329	X
			Total Savings	\$121,717						Total Savings	\$170,457		
	budget	for the	first time. The D		cluded in the FY 2 Manager II vacar July 1, 2007.			Estima	ated on	going reduction.			
1406-C Senior Clerk	3.25	1.71	\$161,637	\$85,046	\$76,591	X		3.25	1.71	\$387,166	\$203,708	\$183,458	X
Mandatory Fringe Benefits			\$82,419	\$43,367	\$39,052	X				\$166,819	\$87,773	\$79,046	X
			Total Savings	\$115,643						Total Savings	\$262,504		
	12 bud	get for	the first time. The	e Department has	re included in the I 12 Senior Clerk va r Clerk positions.				ated on	going reduction.			
2556-C Physical Therapist	6.30	6.16	\$629,469	\$615,481	\$13,988	X	X						
Mandatory Fringe Benefits			\$245,447	\$239,993	\$5,454	X	X						
			Total Savings	\$19,442						Total Savings	\$0		
				n 6.3 to 6.16 FTE tual hiring dates i	for the eight new l n FY 2011-12	Physi	ical						
1404-C Clerk	1.00	0.77	\$47,966	\$36,934	\$11,032	X	x						
Mandatory Fringe Benefits			\$24,889	\$19,165		X	X						
			Total Savings	\$16,756						Total Savings	\$0		
GF = General Fund 1T = One Time			TE allocation fron al hiring date in F		for the new Clerk	posit	ion						

## **DPH - Public Health**

			]	FY 2011-2012						FY 2012-2013 (f	or estimate purp	oses only)	
	FT	Œ	Am	ount				FI	Œ	Am	ount		
Object Title	From	To	From	То	Savings	GF	1T	From	To	From	To	Savings	GF
2119-C Health Care Analyst	1.75	1.54	\$139,119	\$122,425	\$16,694	X	X						
Mandatory Fringe Benefits			\$58,703	\$51,659	\$7,044	X	X						
, ,			Total Savings	\$23,738			•			Total Savings	\$0		
					E for the two new less in FY 2011-12	Healt	:h						
2430-C Medical Evaluations			<b>*</b> ***********************************	44=4 40=	<b></b>								
Assistant	3.43	3.08	\$190,871	\$171,395		X	X						_
Mandatory Fringe Benefits			\$94,355	\$84,727	\$9,628	X	X			m 10 1	40		
			Total Savings	\$29,104						Total Savings	\$0		
					E for the four new airing dates in FY								
Equipment Purchase			\$213,525	\$210,000	\$3,525	X	X						
Equipment Purchase			\$400,260	\$372,300	\$27,960	X	X						
			Total Savings	\$31,485						Total Savings	\$0		
	Reduce quotes.		quipment Purcha	se to reflect the ac	tual prices listed in	n the							
Services of Other Departments			<b>***</b>	42.20.20.20	442.40								
(AAO Funds)			\$3,218,630	\$3,205,028	\$13,602	X	X						
			order with Sheriff 7 2011-12.	Department base	d on actual expens	es to	be						
D3O- SFGH- Ambulatory Care- Occupational Health (5H AAA AAA)													
Professional and Specialized Services			\$191,695	\$180,000	\$11,695	X				\$191,695	\$180,000	\$11,69	95 x
CE Canaral Fund				pecialized Service FY 2011-12 expe	es to reflect historic nditures.	cal		Estima	nted on	going reduction.			

GF = General Fund

1T = One Time 45

## **DPH - Public Health**

			]	FY 2011-2012					FY 2012-2013 (f	or estimate purpo	ses only)	
	FT			ount				FTE		ount		
Object Title	From	To	From	To	Savings	GF 1	T	From To	From	To	Savings	GF
D5S- SFGH- Emergency- Psychiatric Services (5H AAA AAA)												
Professional and Specialized Services			\$2,747,871	\$2,740,000	\$7,871	х			\$2,747,871	\$2,740,000	\$7,87	1 x
				pecialized Service FY 2011-12 expe	s to reflect historical	cal	F	Estimated or	ngoing reduction.			
DHH - Health at Home (1G AGF AAA)												
Materials and Supplies			\$135,556	\$130,000	\$5,556	X			\$135,556	\$130,000	\$5,550	5 x
				olies Budget Only FY 2011-12 expen	to reflect historicanditures.	ıl	F	Estimated on	ngoing reduction.			
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	\$2,14	7 x
			Total Savings	\$10,691					Total Savings	\$11,588		
					nager II to a 0931 vacancy in this pro		I	Estimated or	ngoing reduction.			
Professional and Specialized Services	The De	partme	ent has unexpende	d funds in FY 201	\$215,000 and Specialized S 10-11 for profession ed forward into F	onal						<u> </u>
Services of Other Departments (AAO Funds)	12.		\$1,160,078	\$1,156,015	\$4,063	ХУ	x					
an a			order with Sheriff 7 2011-12.	Department based	l on actual expens	es to be						
GF – General Fund	•				4.6		_					

1T = One Time 46

			]	FY 2011-2012						FY 2012-2013 (f	or estimate purp	oses only)	
	FT		Amo	ount				FT		Ame	ount		
Object Title	From	To	From	To	Savings	GF	1T	From	To	From	To	Savings	GF
DLT - Mental Health- Long Term Care (1G AGF AAA)													
Professional and Specialized Services			\$21,789,017	\$21,776,017	\$13,000								
iscrivices	The De	partme	action of \$13,000 ent has unexpende	for Professional a	and Specialized Se 10-11 for profession and forward into F	rvice onal							
DMM - Mental Health- Community Care (1G AGF AAA)													
2586-C Health Worker II	3.00	2.31	\$163,294	\$125,737	\$37,557	X	X						
Mandatory Fringe Benefits			\$79,828	\$61,468	\$18,360	X	X						$\perp$
			Total Savings	\$55,917									
				n 3.0 to 2.31 FTE ctual hiring dates i	for the three new in FY 2011-12	Heal	th						
Materials and Supplies			\$5,112,172	\$5,037,172	\$75,000	X				\$5,112,172	\$5,037,172	\$75,00	)0 x
				olies Budget Only FY 2011-12 expe	to reflect historicanditures.	al		Estima	ted on	going reduction.			
DQM Mental Health- Acute Care (1G AGF AAA)													
Professional and Specialized Services			\$3,462,797	\$3,200,000	\$262,797	X				\$3,462,797	\$3,200,000	\$262,79	97 x
				pecialzied Service FY 2011-12 expe	es to reflect histori enditures.	cal		Estima	ted on	going reduction.			

			]	FY 2011-2012						FY 2012-2013 (	for estimate pu	rposes only)	
	FT	E	Amo	ount				FT	E	Am	ount		
Object Title	From	To	From	To	Savings	GF	1T	From	To	From	To	Savings	GF
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						
			Total Savings	\$32,056									
				1 2.75 to 2.31 FTF 3 dates in FY 2011	E for the three new 1-12	Clei	k						
2430-C Medical Evaluations													
Assistant	5.50	5.39	\$306,060	\$299,939		X	X						$\perp$
Mandatory Fringe Benefits			\$151,301	\$148,275	\$3,026	X	X						
			Total Savings	\$9,147									
					for the seven new iring dates in FY 2								
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		х						
			Total Savings	\$37,278								-	
				n 2.0 to 1.54 FTE ctual hiring dates i	for the three new I in FY 2011-12	Healt	h						
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						
			Total Savings	\$18,762									
					for the three new larg dates in FY 201		ital						

			]	FY 2011-2012						FY 2012-2013 (f	or estimate purp	oses only)	
	FI	Œ	Am	ount				FT		Am	ount		
Object Title	From	To	From	To	Savings	GF	1T	From	To	From	To	Savings	GF
8202-C Security Guard	1.00	0.77	\$46,032	\$30,842	\$15,190	X	X						X
Mandatory Fringe Benefits			\$24,375	\$18,769	\$5,606	X	Х						Х
			Total Savings	\$20,796						Total Savings	\$0		
				n 1.0 to 0.77 FTE hiring date in FY	for the new Secur 2011-12	ity							
FAL - Children's Baseline (1G AGF AAA)													
0933-C Manager V	1.00	0.00	\$140,630	\$0	\$140,630	X				\$148,830	\$0	\$148,830	) X
0932-C Manager IV	0.00	1.00	\$0	\$130,306	(\$130,306)	X				\$0	\$137,904	(\$137,904)	X
Mandatory Fringe Benefits			\$51,078	\$49,029	\$2,049	X				\$58,081	\$55,598	\$2,483	X
			Total Savings	\$12,373						Total Savings	\$13,409		
	Manag	er V. T	•	as five Manager V	nnager IV to a 093 vacancies, three o		ich	Estima	nted on	going reduction.			
Professional and Specialized Services			\$1,645,878	\$1,500,000	\$145,878	X				\$1,645,878	\$1,500,000	\$145,878	x
				pecialized Service FY 2011-12 expe	es to reflect historic nditures.	cal		Estima	ited on	going reduction.			
Materials and Supplies			\$71,882	\$66,882	\$5,000	X				\$71,882	\$66,882	\$5,000	) x
				olies Budget Only FY 2011-12 expe	to reflect historicanditures.	ıl		Estima	ited on	going reduction.			
DHA- Central Administration (1G AGF AAA)				•									
1244-C Senior Personnel Analyst	1.00	0.00	\$95,168	\$0	\$95,168	X				\$99,863	\$0	\$99,863	$\begin{bmatrix} \\ \\ \end{bmatrix}_{X}$
1241-C Personnel Analyst	0.00	1.00	\$0	\$81,391	(\$81,391)					\$0	\$85,406	(\$85,406)	
Mandatory Fringe Benefits			\$37,417	\$33,752						\$42,317	\$38,053	\$4,264	
			Total Savings	\$17,442						Total Savings	\$18,721		
GF = General Fund 1T = One Time	Senior	Person ogram a	nel Analyst. The and has two vacar	Department alread	ersonnel Analyst to ly has 3.0 FTE buo l Analyst position 49	dgete		Estima	nted on	going reduction.			

			]	FY 2011-2012						FY 2012-2013 (for	r estimate purpos	ses only)	
	F	ГE	Am	ount				FI	ſΈ	Amoi	ınt		
Object Title	From	To	From	To	Savings	GF	1T	From	To	From	To	Savings	GF
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
			Total Savings	\$16,217						Total Savings	\$17,531		
	2820 S	Senior H			ealth Program Pla tment already has			Estima	nted on	going reduction.			
Maintenance Services- Equipment			\$161,541	\$125,000	\$36,541	X				\$161,541	\$125,000	\$36,541	X
	Reduce pattern	e 029 M and pr	Iaintenance Servi ojected FY 2011-	ces- Equipment to 12 expenditures.	reflect historical	spend	ding	Estima	nted on	going reduction.			
DPB - Environmental Health Services (1G AGF AAA)													
Professional and Specialized Services			\$309,511	\$290,000	\$19,511	X				\$309,511	\$290,000	\$19,511	Х
			rofessional and S		es to reflect histori			Estima	nted on	going reduction.	· / I	. ,	
DPD - Community Health- Prevention- Disease Control (1G AGF AAA)													
Materials and Supplies			\$2,074,403	\$2,050,000	\$24,403	X				\$2,074,403	\$2,050,000	\$24,403	X
			* *	plies Budget Only FY 2011-12 expe	to reflect historicanditures.	al		Estima	ited on	going reduction.			
Prevention- Health Education (1G AGF AAA)													
Travel			\$7,225	\$3,000	\$4,225	X				\$7,225	\$3,000	\$4,225	X
GF = General Fund			ravel to reflect hi nditures.	storical spending	pattern and projec	ted F	Y	Estima	nted on	going reduction.			_

## **DPH - Public Health**

		I	FY 2011-2012						FY 2012-2013 (1	or estimate purp	oses only)	
	FTE	Amo	ount				FT		Am	ount		
Object Title	From To	From	To	Savings	GF	1T	From	To	From	To	Savings	GF
DPM- Community Health-												
Prevention- Maternal &												
Child Health												
(1G AGF AAA)												
Professional and Specialized												
Services		\$1,810,399	\$1,510,399	\$300,000	X				\$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.						Estimated ongoing reduction.					
DMS - Substance Abuse- Community Care (1G AGF AAA)												
Materials and Supplies		\$81,537	\$72,000	\$9,537	X				\$81,537	\$72,000	\$9,537	7 x
			olies Budget Only FY 2011-12 exper		al	Estimated ongoing reduction.						

## FY 2011-2012 Total Recommended Reductions

_	One-Time	Ongoing	Total
<b>General Fund Impact</b>	\$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**

<b>General Fund Impact</b>	\$2,373,002
<b>Non-General Fund Impact</b>	\$0
Total	\$2,373,002

### **DPH- Public Health**

Vendor Name	Subobject Title	General Fund Savings	Year of Appropriatio n	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	21140
OMNICELL TECHNOLOGIES INC	OTHER HOSP., CLINICS & LAB. SUPPLIES		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 SOLUTNS USA INC	C 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 Amour	nt Return to Fu	ınd Balance	\$64,709.38
			(	General Fund		\$64,709.38
			Noi	n-General Fun	d	\$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.

**DEPARTMENT:** HSA – HUMAN SERVICES AGENCY

### **SUMMARY OF PROGRAM EXPENDITURES:**

### **Uses by Service Area, Department and Program**

Dragram	2010-2011	2011-2012	<b>Change From</b>	Pct
Program	Budget	Proposed	2010-2011	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-GAP<sup>1</sup>. 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.

## **DEPARTMENT:** HSA – HUMAN SERVICES AGENCY

• The Housing and Homeless Program has added five new positions supported by funding from the U.S. Department of Housing and Urban Development to help provide rental assistance to hard-to-serve homeless persons with disabilities.

### **DEPARTMENT PERSONNEL SUMMARY:**

The number of Net Operating 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 a 0.16 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). Reductions for these positions are in attrition savings included in the recommended reductions of the Budget and Legislative Analyst as detailed below.

The increase in new positions is largely offset by increases in attrition savings.

## **DEPARTMENT REVENUES:**

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.

• The Humans Services Agency's FY 2010-11 budget included American Recovery and Reinvestment Act funding, which is proposed to be eliminated in FY 2011-12. However, the reduction in this source of funding is offset by increases in other sources of funding such as State funding for child care subsidies, Foster Care Programs, and Kin-GAP and federal funding for Food Stamps and Homeless Services.

## **Fee Legislation**

**File 11-0710.** The Department's proposed FY 2011-12 budget includes estimated revenues of \$339,660, associated with the implementation of a new \$37.00 monthly fee charged to clients for services provided through the Public Guardian's Representative Payee Program. The Public Guardian's Representative Payee Program manages the personal funds of elderly individuals and adults age 18 or older with physical and/or mental impairments who cannot effectively manage such funds themselves. Upon agreement with the client, the Public Guardian's Representative Payee Program may provide the following services:

<sup>&</sup>lt;sup>1</sup> The Kinship Guardian Assistance Payment Program (Kin-GAP) provides assistance to children exiting the juvenile court dependency system and probation youth to live with a related legal guardian.

<sup>&</sup>lt;sup>2</sup> California Government Code Section 27436 authorizes the Board of Supervisors to designate the Public Guardian to collect any fees authorized by the Board of Supervisors for public representative payee services.

## **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**

## **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.<sup>3</sup> 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:**

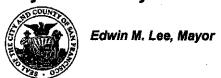
The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$1,135,609 in FY 2011-12. Of these recommended reductions, \$435,824 or 38.4 percent are General Fund reductions, and \$771,250 or 67.9 percent are ongoing reductions. These reductions would still allow an increase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

<sup>&</sup>lt;sup>3</sup> 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**



## **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.

<u>Planned Expenditures:</u> 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) x 12 months x 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: average amount reduced from CAAP grant x 12 months x 360 clients.

Savings from caseload reduction \$12,408,637 Savings from grant reduction \$1,299,894 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

## **Housing First Program FY11-12**

dget Items	FY11-12	Notes
VENUES		
FY11-12 Care Fund Revenues	\$13,708,531	
Prior-Year Unspent Care Fund Revenues	\$737,542	The state of the s
al Revenues	\$14,446,073	The second secon
PENDITURES	_	
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)		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)		86 units. 8/1/04 start date.
Boyd (THC)	\$816,397	82 units. 2/15/2006 start date.
California Drake (THC)		51 units. 9/20/03 start date.
Elk (THC)	\$762,458	88 units. 6/1/06 start date.
Graystone (THC)		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)		60 units. 12/15/04 start date.
Aranda (TARC)	\$1,036,704	110 units. 12/15/2005 start date.
		Modified Payment Program services provided in CNC
MPP Services (THC)	\$612,418	hotels.
		Property management and support services provided in
PMSS (THC)	\$641,527	CNC hotels.
Housing Sub-total	\$13,998,017	
Services		
Behavioral Health Roving Team	\$220,131	Psychiatrist and Nurse Practitioners.
		Roving team includes 1 SW supervisor, 1 SW, 1 SW
		associate, 2 clinical supervisor, 1 subst abuse spec, 0.1
Citywide Case Management - Roving Team	\$227,925	prgrm dir, 5 case managers, 0.20 clerk.
Services Sub-total	\$448,056	
tal Expenditures	\$14,446,073	

<b>HSA - Human Services</b>	Agency	,											
			F	Y 2011-2012					F	FY 2012-2013 (for	estimate purpo	oses only)	
		re_	Amount					FTE		Amo			
Object Title	From	To	From	То	Savings	GF	1T	From	To	From	То	Savings	GF
CAH - Food Stamps (1G AGF AAA)													
9993M Attrition	-15.46	-17.46	(\$982,375)	(\$1,111,526)	\$129,151	X	X						
Mandatory Fringe Benefits			(\$451,942)	(\$510,408)	\$58,466	X	X						
			Total Savings	\$187,617						Total Savings	\$0		
CAI - County Adult Assistance Program (1G AGF AAA)	Adjust	attrition	savings to reflect	t actual hiring plan	ns for 17 new pos	itions	S.						
Aid Assistance			\$995,202	\$950,202	\$45,000	X				\$995,202	\$950,202	\$45,00	00 x
			eduction of \$45,0 FY 2011-12.	000 reflects histori	cal spending and	proje	cted	Ongoin	g reduc	tion.			•
Aid Payments			\$17,935,687	\$17,685,687	\$250,000	X				\$17,935,687	\$17,685,687	\$250,00	00 x
	_	ed exper		,000 reflects histor 11-12, given the I				Ongoin	g reduc	tion.			
Aid Payments			\$8,350,603	\$8,270,603	\$80,000	X				\$8,350,603	\$8,270,603	\$80,00	00 x
				000 reflects histori en the Departmen			cted	Ongoin	g reduc	tion.			

			F	Y 2011-2012					I	Y 2012-2013 (for	estimate purpose	es only)	
	F	ГЕ	Am	ount				FT		Amou		•	Т
Object Title	From		From	То	Savings	GF	1T	From	To	From	То	Savings	GI
CAL - Family and Children's Services (1G AGF AAA)	s												
Professional and Specialized Services			\$225,000	\$178,750	\$46,250	x				\$225,000	\$178,750	\$46,25	50 x
CAN - Homeless Services			eduction of \$46,2 FY 2011-12.	250 reflects histori	cal spending and	projec	eted	Ongoin	g reduc	tion.			
(1G AGF AAA)													
9993M Attrition	-1.78	-1.90	(\$148,772)	(\$158,657)	\$9,885	X	X						
Mandatory Fringe Benefits			(\$62,582)	(\$66,801)	\$4,219	X	X						
			Total Savings	\$14,104						Total Savings	\$0		
CAO - Administrative Support	Adjust	attrition	savings to reflec	t actual hiring pla	ns for 1new posit	on.							
(1G AGF AAA)													
9993M Attrition	-7.42	-7.62	(\$539,571)	(\$552,883)	\$13,312	X	X						
Mandatory Fringe Benefits			(\$234,887)	(\$241,218)	\$6,331	X	X						
			Total Savings	\$19,643						Total Savings	\$0		
	Clerk to	o a 1032	IS Trainer-Journ nends approval. l	upward substitio ney, which the Bud However, adjust a	dget and Legislati	ve		Estimat	ed ongo	oing reduction.			
CGU - DSS Childcare (1G AGF AAA)													
Aid Assistance			\$12,500,000							\$12,500,000	\$12,150,000	\$350,00	00 x
	Budget \$12,150	and Leg	gislative Analyst's	ding and projected as recommended Fice is still \$3,262,5 dgeted in FY 201	Y 2011-12 amour 885, or a 36.7 per	t of		Ongoin	g reduc	tion.			

GF = General Fund

1T = One Time

HSA - Human Services			F	Y 2011-2012				FY 2012-2013 (for estimate purposes only)					
	FTE		Ame	ount				FTE		Amount		•	
Object Title	From	To	From	To	Savings	GF	1T	From	To	From	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						
			Total Savings	\$142,995						Total Savings	\$0		
	Adjust a	attrition		g vacant 2320 Reg		tions.		Estimate	ed ongo	oing reduction.			
				FY 2011-2012							ed FY 2012-20	-	
			Total Red	commended R	eductions					Total Re	ecommended I	Reductions	
			One-Time	Ongoing	Total								
General	Fund Ir	npact	\$44,981	\$390,843	\$435,824					General	<b>Fund Impact</b>	\$390,843	3
Non-General	Fund Ir	npact	\$319,378	\$380,407	\$699,785					Non-General	<b>Fund Impact</b>	380,40′	7
		Total	\$364,359	\$771,250	\$1,135,609						Total	\$771,250	0

Unexpended

### **HSA - Human Services Agency**

						Balance in	
						Financial and	
						Management	
				Date of Last		Information	
		<b>General Fund</b>	Year of	Recorded	Original	System	
Vendor Name	Subobject Title	Savings	Appropriation		Amount	(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 S F 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	
			Å	Subtotal Amour	nt of Savings	\$146,587.75	
				Less Negat	ive Balances	(\$12,532.41)	
				Total Amoun	nt of Savings	\$134,055.34	
Total Amount to Return to General Fund Balance							

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.