

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

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June 24, 2013

TO: Budget and Finance Committee

FROM: Budget and Legislative Analyst

SUBJECT: Recommendations of the Budget and Legislative Analyst for Amendment of the Mayor's Fiscal Year 2013-2014 to Fiscal Year 2014-2015 Budget.

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Descriptions for Departmental Budget Hearing, June 26, 2013 Meeting, 10:00 a.m.

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BUDGET REVIEW EXECUTIVE SUMMARY

YEAR ONE: FY 2013-14

Budget Changes

The Department's proposed \$9,115,128 budget for FY 2013-14 is \$2,562,892 or 39.12 % more than the original FY 2012-13 budget of \$6,552,236.

Personnel Changes

The number of full-time equivalent (FTE) positions budgeted for FY 2013-14 are 45.78 FTEs, which are 10.68 FTEs more than the 35.10 FTEs in the original FY 2012-13 budget. This represents a 30.4% increase in FTEs from the original FY 2012-13 budget.

Revenue Changes

The Department's revenues are \$173,355 in FY 2013-14 are \$6,000 or 3.5% more than revenues in FY 2012-13 of \$167,355. The Department's Non-General Fund recoveries are \$4,303,238 in FY 2013-14, which is \$1,316,860 or 44.1% more than FY 2012-13 non-General Fund recoveries of \$2,986,378. General Fund support of \$4,811,890 in FY 2013-14 is \$1,246,032 or 35% more than FY 2012-13 General Fund support of \$3,565,858.

YEAR TWO: FY 2014-15

Budget Changes

The Department's proposed \$9,630,226 budget for FY 2014-15 is \$515,098 or 5.7% more than the Mayor's proposed FY 2013-14 budget of \$9,115,128.

Personnel Changes

The number of full-time equivalent (FTE) positions budgeted for FY 2014-15 are 48.39 FTEs, which are 2.61 FTEs more than the 45.78 FTEs in the Mayor's proposed FY 2013-14 budget. This represents a 5.7% increase in FTEs from the Mayor's proposed FY 2013-14 budget.

Revenue Changes

The Department's revenues in FY 2014-15 are \$173,355, which is the same amount budgeted for FY 2013-14. The Department's Non-General Fund recoveries of \$4,515,855 in FY 2014-15, are \$212,617 or 5% more than FY 2013-14 estimated Non-General Fund recoveries of \$4,303,238. General Fund support of \$5,114,371 in FY 2014-15 is \$302,481 or 6.3% more than FY 2013-14 General Fund support of \$4,811,890.

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

DEPARTMENT: HSS – HEALTH SERVICES SYSTEM

RECOMMENDATIONS

YEAR ONE: FY 2013-14

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$210,259 in FY 2013-14. Of the \$210,259 in recommended reductions, \$67,235 are ongoing savings and \$143,024 are one-time savings. These reductions would still allow an increase of \$2,352,633 or 35.9% in the Department’s FY 2013-14 budget.

Approximately 53% or \$111,437 of these recommendations will result in savings to the City’s General Fund in FY 2013-14.

YEAR TWO: FY 2014-15

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$232,352 in FY 2014-15. Of the \$232,352 in recommended reductions, \$146,352 are ongoing savings and \$86,000 are one-time savings. These reductions would still allow an increase of \$282,746 or 3.1% in the Department’s FY 2014-15 budget.

Approximately 53% or \$123,147 of these recommendations will result in savings to the City’s General Fund in FY 2014-15.

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

DEPARTMENT: HSS – HEALTH SERVICES SYSTEM

SUMMARY OF PROGRAM EXPENDITURES:

| Program | FY 2012- 2013 <u>Budget</u> | FY 2013- 2014 <u>Proposed</u> | Increase/ Decrease from FY 2012- 2013 | FY 2014- 2015 <u>Proposed</u> | Increase/ Decrease from FY 2013- 2014 |
|------------------------------|-----------------------------------|-------------------------------------|---|-------------------------------------|---|
| HEALTH SERVICE SYSTEM | <u>6,552,236</u> | <u>9,115,128</u> | <u>2,562,892</u> | <u>9,630,226</u> | <u>515,098</u> |
| HEALTH SERVICE SYSTEM | 6,552,236 | 9,115,128 | 2,562,892 | 9,630,226 | 515,098 |

FY 2013-14

The Department’s proposed FY 2013-14 budget has increased by \$2,562,892 largely due to:

- 10.68 FTE additional positions and the associated salary and fringe benefit costs; and
- New expanded lease space at 1145 Market Street.

FY 2014-15

The Department’s proposed FY 2014-15 budget has increased by \$515,098 largely due to:

- Annualization of the salary and fringe benefit costs for the new positions added in FY 2012-13.

SUMMARY OF DEPARTMENT POSITION CHANGES:

FY 2013-14

The number of full-time equivalent (FTE) positions budgeted for FY 2013-14 are 45.78 FTEs, which are 10.68 FTEs more than the 35.10 FTEs in the original FY 2012-13 budget. This represents a 30.4% increase in FTEs from the original FY 2012-13 budget.

- 1.0 FTE position was added during the current FY;
- 1.71 FTE positions are proposed to be added due to a reduction in Attrition Savings;
- 0.58 FTE temporary salary positions are proposed to be added; and
- 7.39 FTE positions would be new positions, including (a) two new positions to negotiate and monitoring contracts, (b) one new Data Analytics Manager position which was recently hired, (c) three new positions for direct operations due to increased workload from Project Emerge and the consolidation of flexible benefits, (d) one new position to provide administrative assistance to the Director and Chief Operating Officer, and (e) three new positions for a new Wellness Program, as summarized in the Table below.

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

DEPARTMENT: HSS – HEALTH SERVICES SYSTEM

| New Position Classification | New Position Title | Number of New Positions in FY 2013-14 | Total Cost of Positions Salaries and Benefits in FY 2013-14 | Total Annualized Number of Positions | Total Cost of Positions Salaries and Benefits in FY 2014-15 |
|------------------------------------|--|--|--|---|--|
| 0923 | Manager II (Contract Compliance) | .77 | \$132,772 | 1.0 | \$178,781 |
| 1824 | Principal Administrative Analyst (Contract Compliance) | .77 | 121,912 | 1.0 | 285,778 |
| 0931 | Manager III (Data Analytics Manager) | 1.0 | 184,168 | 1.0 | 190,966 |
| 1209 | Benefits Technician (Operations) | .77 | 70,156 | 1.0 | 94,521 |
| 1210 | Benefits Analyst (Operations) | 1.54 | 162,863 | 2.0 | 219,550 |
| 1827 | Administrative Services Manager (Administrative) | .77 | 107,982 | 1.0 | 145,148 |
| 0931 | Manager III (Wellness) | .77 | 141,009 | 1.0 | 190,966 |
| 1823 | Senior Administrative Analyst (Wellness) | .50 | 69,518 | 1.0 | 143,905 |
| 1842 | Management Assistant (Wellness) | .50 | 55,883 | 1.0 | 116,032 |
| Total | | 7.39 | \$1,046,263 | 10.0 | \$1,565,647 |

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

DEPARTMENT: HSS – HEALTH SERVICES SYSTEM

FY 2014-15

The number of full-time equivalent (FTE) positions budgeted for FY 2014-15 are 48.39 FTEs, which are 2.61 FTEs more than the 45.78 FTEs in the Mayor’s proposed FY 2013-14 budget. This represents a 5.7% increase in FTEs from the Mayor’s proposed FY 2013-14 budget.

- All of the increase in positions is a result of the annualization of the new positions added in FY 2013-14.

DEPARTMENT REVENUES:

FY 2013-14

The Department's revenues in FY 2013-14 are \$173,355 or \$6,000 or 3.5% more than revenues in FY 2012-13 of \$167,355. The Department’s Non-General Fund recoveries are \$4,303,238 in FY 2013-14, which is \$1,316,860 or 44.1% more than FY 2012-13 non-General Fund recoveries of \$2,986,378. General Fund support of \$4,811,890 in FY 2013-14 is \$1,246,032 or 35% more than FY 2012-13 General Fund support of \$3,565,858.

Specific changes in the Department’s FY 2013-14 revenues include:

- All of the increases are a direct result of the increases in the HSS budget which are primarily offset by General Fund and non-General Fund recoveries.
- Approximately 47% of the HSS budget is funded with non-General Fund revenues and approximately 53% of the HSS budget is funded with General Fund revenues.

FY 2014-15

The Department's revenues in FY 2014-15 are \$173,355, which is the same amount budgeted for FY 2013-14. The Department’s Non-General Fund recoveries of \$4,515,855 in FY 2014-15, are \$212,617 or 5% more than FY 2013-14 estimated Non-General Fund recoveries of \$4,303,238. General Fund support of \$5,114,371 in FY 2014-15 is \$302,481 or 6.3% more than FY 2013-14 General Fund support of \$4,811,890.

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

- All of the increases are a direct result of the increases in the HSS budget which are primarily offset by General Fund and non-General Fund recoveries.
- Approximately 47% of the HSS budget is funded with non-General Fund revenues and approximately 53% of the HSS budget is funded with General Fund revenues.

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

DEPARTMENT: HSS – HEALTH SERVICES SYSTEM

COMMENTS:

FY 2013-14

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$210,259 in FY 2013-14. Of the \$210,259 in recommended reductions, \$67,235 are ongoing savings and \$143,024 are one-time savings. These reductions would still allow an increase of \$2,352,633 or 35.9% in the Department’s FY 2013-14 budget.

Approximately 53% or \$111,437 of these recommendations will result in savings to the City’s General Fund in FY 2013-14.

FY 2014-15

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$232,352 in FY 2014-15. Of the \$232,352 in recommended reductions, \$146,352 are ongoing savings and \$86,000 are one-time savings. These reductions would still allow an increase of \$282,746 or 3.1% in the Department’s FY 2014-15 budget.

Approximately 53% or \$123,147 of these recommendations will result in savings to the City’s General Fund in FY 2014-15.

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2013-14 and FY 2014-15 Two-Year Budget**

HSS - Health Service System

| Object Title | FY 2013-14 | | | | | | FY 2014-15 | | | | | | | |
|-------------------------------|--|------|---------------|----------|----------|----|------------|----|--------|---------------|-----------|----------|---------|---------|
| | FTE | | Amount | | GF | IT | FTE | | Amount | | GF | IT | | |
| | From | To | From | To | | | From | To | From | To | | | Savings | Savings |
| Rents/Leases-Bldgs | | | | | | | | | | \$936,000 | \$850,000 | \$86,000 | x | x |
| | 0.77 | 0.50 | \$46,581 | \$30,247 | \$16,334 | x | x | | | | | | | |
| Benefit Technician | | | \$23,575 | \$15,309 | \$8,266 | x | x | | | | | | | |
| Mandatory Fringe Benefits | | | | | | | | | | | | | | |
| | | | Total Savings | | \$24,600 | | | | | Total Savings | | \$0 | | |
| | Reduce in order to delay the requested hiring of a new 1209 Benefit Technician position until January 1, 2014. | | | | | | | | | | | | | |
| Senior Administrative Analyst | 0.50 | 0.33 | \$48,678 | \$32,127 | \$16,551 | x | x | | | | | | | \$0 |
| Mandatory Fringe Benefits | | | \$20,840 | \$13,756 | \$7,084 | x | x | | | | | | | \$0 |
| | | | Total Savings | | \$23,635 | | | | | Total Savings | | \$0 | | |
| | Reduce the requested new 1823 Senior Administrative Analyst position as a new Wellness position from 0.50 FTE to 0.33 FTE, in order to delay the hiring to provide sufficient time for the completion and issuance of the Contoller's Office report on the strategic plan for a new Wellness Program and the hiring of a new Wellness Manager position to assist in developing and implementing the program. The Contoller's report is anticipated to be issued in the Fall of 2013. | | | | | | | | | | | | | |
| Management Assistant | 0.50 | 0.33 | \$38,214 | \$25,221 | \$12,993 | x | x | | | | | | | \$0 |
| Mandatory Fringe Benefits | | | \$17,669 | \$11,662 | \$6,007 | x | x | | | | | | | \$0 |
| | | | Total Savings | | \$19,000 | | | | | Total Savings | | \$0 | | |
| | Reduce the requested new 1842 Management Assistant position as a new Wellness position from 0.50 FTE to 0.33 FTE, in order to delay the hiring to provide sufficient time for the completion and issuance of the Contoller's Office report on the strategic plan for a new Wellness Program and the hiring of a new Wellness Manager position to assist in developing and implementing the program. The Contoller's report is anticipated to be issued in the Fall of 2013. | | | | | | | | | | | | | |
| Temp Salaries Misc | 0.86 | | \$73,000 | \$23,000 | \$50,000 | x | x | | | \$73,000 | \$23,000 | \$50,000 | x | x |
| Mandatory Fringe Benefits | | | \$5,766 | \$1,817 | \$3,949 | x | x | | | \$5,766 | \$1,817 | \$3,949 | x | x |
| | | | Total Savings | | \$53,949 | | | | | Total Savings | | \$53,949 | | |
| | Reduce Temporary salaries to current year budgeted levels, particularly given the number of new positions requested in the FY 2013-14 budget. | | | | | | | | | | | | | |
| | Ongoing savings. | | | | | | | | | | | | | |

GF = General Fund
1T = One Time

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2013-14 and FY 2014-15 Two-Year Budget**

HSS - Health Service System

| Object Title | FY 2013-14 | | | | FY 2014-15 | | | |
|---|------------|--------|----------------------|-------------|------------|--------|----------------------|-------------|
| | FTE | | Amount | | FTE | | Amount | |
| | From | To | From | To | From | To | From | To |
| Attrition Savings | (0.47) | (1.18) | (\$41,184) | (\$102,960) | (0.47) | (1.18) | (\$41,785) | (\$104,463) |
| Mandatory Fringe Benefits | | | (\$18,199) | (\$45,498) | | | (\$19,811) | (\$49,536) |
| | | | <i>Total Savings</i> | \$89,075 | | | <i>Total Savings</i> | \$92,403 |
| Increase Attrition Savings to 1.18 FTE positions given a higher level of Attrition Savings currently budgeted and the number of new positions being requested in the FY 2013-14 budget. | | | | | | | | |
| Ongoing savings. | | | | | | | | |

FY 2013-14

Total Recommended Reductions

| | One-Time | Ongoing | Total |
|------------------|-----------------|------------------|------------------|
| General Fund | \$35,635 | \$75,803 | \$111,437 |
| Non-General Fund | \$31,600 | \$67,221 | \$98,822 |
| Total | \$67,235 | \$143,024 | \$210,259 |

FY 2014-15

Total Recommended Reductions

| | One-Time | Ongoing | Total |
|------------------|-----------------|------------------|------------------|
| General Fund | \$45,580 | \$77,567 | \$123,147 |
| Non-General Fund | \$40,420 | \$68,785 | \$109,205 |
| Total | \$86,000 | \$146,352 | \$232,352 |

BUDGET REVIEW EXECUTIVE SUMMARY

YEAR ONE: FY 2013-14

Budget Changes

The Department's proposed \$334,306,104 budget for FY 2013-14 is \$8,233,291 or 2.5% more than the original FY 2012-13 budget of \$326,072,813.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2013-14 are 1,466.77 FTEs, which are 4.26 FTEs more than the 1,462.51 FTEs in the original FY 2012-13 budget. This represents a 0.3% increase in FTEs from the original FY 2012-13 budget.

Revenue Changes

The Department's revenues of \$118,473,351 in FY 2013-14, are \$7,528,921 or 6.8% more than FY 2012-13 revenues of \$110,944,430. General Fund support of \$215,832,753 in FY 2013-14 is \$704,370 or 0.3% more than FY 2012-13 General Fund support of \$215,128,383.

YEAR TWO: FY 2014-15

Budget Changes

The Department's proposed \$346,212,615 budget for FY 2014-15 is \$11,906,511 or 3.6% more than the Mayor's proposed FY 2013-14 budget of \$334,306,104.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2014-15 are 1,469.47 FTEs, which are 2.7 FTEs more than the 1,466.77 FTEs in the Mayor's proposed FY 2013-14 budget. This represents a 0.2% increase in FTEs from the Mayor's proposed FY 2013-14 budget.

Revenue Changes

The Department's revenues of \$120,484,589 in FY 2014-15 are \$2,011,238 or 1.7% more than FY 2013-14 estimated revenues of \$118,473,351. General Fund support of \$225,728,026 in FY 2014-15 is \$9,895,273 or 4.6% more than FY 2013-14 General Fund support of \$215,832,753.

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

DEPARTMENT: FIR-FIRE

RECOMMENDATIONS

YEAR ONE: FY 2013-14

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$987,202 in FY 2013-14. Of the \$987,202 in recommended reductions, \$568,728 are ongoing savings and \$418,474 are one-time savings. These reductions would still allow an increase of \$7,246,089 or 2.2% in the Department's FY 2013-14 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended General Fund encumbrances, which would allow the return of \$15,339 to the General Fund.

Together, these recommendations will result in \$1,002,541 savings to the City's General Fund in FY 2013-14.

YEAR TWO: FY 2014-15

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$869,751 in FY 2014-15. Of the \$869,751 in recommended reductions, \$763,424 are ongoing savings and \$106,327 are one-time savings. These reductions would still allow an increase of \$11,036,760 or 3.3% in the Department's FY 2014-15 budget.

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

DEPARTMENT: FIR-FIRE

SUMMARY OF PROGRAM EXPENDITURES:

| Program | FY 2012- 2013 Budget | FY 2013- 2014 Proposed | Increase/ Decrease from FY 2012- 2013 | FY 2014- 2015 Proposed | Increase/ Decrease from FY 2013- 2014 |
|-----------------------------------|----------------------------|------------------------------|---|------------------------------|---|
| FIRE DEPARTMENT | | | | | |
| ADMINISTRATION & SUPPORT SERVICES | 32,864,218 | 33,013,379 | 149,161 | 33,907,633 | 894,254 |
| CUSTODY | 715,735 | 1,621,500 | 905,765 | 2,555,500 | 934,000 |
| FIRE GENERAL | 1,278,096 | 1,455,251 | 177,155 | 1,358,000 | (97,251) |
| FIRE SUPPRESSION | 275,128,440 | 281,241,048 | 6,112,608 | 290,868,254 | 9,627,206 |
| GRANT SERVICES | 0 | 0 | 0 | 0 | 0 |
| PREVENTION & INVESTIGATION | 11,919,164 | 12,618,199 | 699,035 | 13,171,984 | 553,785 |
| TRAINING | 4,167,160 | 4,256,727 | 89,567 | 4,351,244 | 94,517 |
| WORK ORDER SERVICES | 0 | 100,000 | 100,000 | 0 | (100,000) |
| FIRE DEPARTMENT | 326,072,813 | 334,306,104 | 8,233,291 | 346,212,615 | 11,906,511 |

FY 2013-14

The Department's proposed FY 2013-14 budget has increased by \$8,233,291 largely due to:

- An increase in fringe benefit costs;
- Purchases of new equipment, including nine ambulances, eight Fire Prevention vehicles, 8 defibrillators, and 8 gurneys;
- Funding of two new positions and two existing positions in the Bureau of Fire Prevention;
- An increase in overtime spending based on expected retirements; and
- Two firefighter academies.

FY 2014-15

The Department's proposed FY 2014-15 budget has increased by \$11,906,511 largely due to:

- An increase in fringe benefit costs;
- The opening of a new fire station in the Mission Bay area, scheduled to open in the fall of 2014, which will be staffed entirely with overtime;
- One firefighter academy; and
- An increase in overtime spending due to the opening of a new fire station in the Mission Bay area.

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

DEPARTMENT: **FIR-FIRE**

SUMMARY OF DEPARTMENT POSITION CHANGES:

FY 2013-14

The number of full-time equivalent positions (FTE) budgeted for FY 2013-14 are 1,466.77 FTEs, which are 4.26 FTEs more than the 1,462.51 FTEs in the original FY 2012-13 budget. This represents a 0.3% change in FTEs from the original FY 2012-13 budget.

There are two new positions in FY 2013-14 budget representing:

- 0.77 FTE: Lieutenant position in the Fire Prevention program, due to increased workload in the Bureau of Fire Prevention;
- 0.77 FTE: Senior IS Programmer Analyst, due to increased workload in the Bureau of Fire Prevention and advancements in technology within the Department, resulting in the need for additional IT staff.

The remaining 2.46 increase in FTEs is due to a decrease in Attrition Savings, and does not represent an increase in positions.

The Mayor's proposed budget includes funding for two H-2 firefighter academy classes. One class is tentatively scheduled to begin in August, 2013, and would consist of 32 new recruits consisting of 32 entry level firefighters (H-2 classifications) and 10 current fire rescue paramedic firefighter staff (H-3 classifications), assigned to ambulances, who will be transferring to the Fire Suppression division. In order to maintain the Department's level of ambulance services, the Department will re-staff the 10 fire rescue H-3 paramedic/firefighter positions vacated by the H-2 firefighter academy class with new recruits who will train as H-3 firefighter/paramedics in an 8-week class scheduled to begin in July and lasting 8 weeks.

The second academy class will be an entry level firefighter class of 36 firefighters (H-2 classifications), which is tentatively scheduled to start in January, 2014, allowing for a May, 2013 entry into the workforce. The 78 firefighter positions completing the two academy classes are filling current vacancies and therefore do not represent an increase in FTEs in the Department's FTE count.

FY 2014-15

The number of full-time equivalent positions (FTE) budgeted for FY 2014-15 are 1,469.47 FTEs, which are 2.7 FTEs more than the 1,466.77 FTEs in the Mayor's proposed FY 2013-14 budget. This represents a 0.2% increase in FTEs from the Mayor's proposed FY 2013-14 budget. The increase is due to the annualization of the two new positions described above and other adjustments.

The Department and the Mayor's Office are proposing one firefighter academy class, consisting 42 firefighters starting in August, 2014, allowing for a December, 2014 entry into the workforce. 32 firefighters in the class will be entry-level fighters and 10 fire rescue paramedics assigned to the Department's ambulances, whose positions would be backfilled in July 2014, prior to their entering the academy class. The 42 firefighter positions are filling

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

DEPARTMENT: FIR-FIRE

current vacancies and therefore do not represent an increase in FTEs in the Department's FTE count.

DEPARTMENT REVENUES:

FY 2013-14

The Department's revenues of \$118,473,351 in FY 2013-14, are \$7,528,921 or 6.8% more than FY 2012-13 revenues of \$110,944,430. General Fund support of \$215,832,753 in FY 2013-14 is \$704,370 or 0.03% more than FY 2012-13 General Fund support of \$215,128,383.

Specific changes in the Department's FY 2013-14 revenues include:

- A retroactive supplemental reimbursement for Medi-Cal ambulance transports divided between FY 2012-13 and FY 2013-14 and the continuing increased supplemental reimbursement for ambulance transports;
- An expected continuing increase in State Public Safety Sales Tax funds (0.5% of the State's 7.5% Sales Tax rate) as a result of the improving economy across the State; and
- An expected continuing increase in Fire Prevention revenues, due to the increase of construction activities across the City.

FY 2014-15

The Department's revenues of \$120,484,589 in FY 2014-15 are \$2,011,238 or 1.7% more than FY 2013-14 estimated revenues of \$118,473,351. General Fund support of \$225,728,026 in FY 2014-15 is \$9,895,273 or 4.6% more than FY 2013-14 General Fund support of \$215,832,753.

Specific changes in the Department's FY 2014-15 revenues include an expected continuing increase in State Public Safety Sales Tax funds (0.5% of the State's 7.5% Sales Tax rate) as a result of the improving economy across the State

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

DEPARTMENT: FIR-FIRE

Fee Legislation

Projected revenues for FY 2013-14 are based on the proposed fee ordinance as follows:

| File No. | Fee Description | FY 2012-13 Original Revenue | Total Increase in FY 2013-14 | Annualized Revenue Thereafter | % Cost Recovery |
|----------|---|--------------------------------|------------------------------------|-------------------------------------|--------------------------------------|
| | Increasing inspection fee for additional inspection fees from \$110 per hour to \$115 per hour. | | | | |
| | Increases the pre-application plan review fee from \$220 to \$230 for the first two hours and \$115 each additional hour. | | | | |
| 13-0546 | Increases re-inspection fee from \$220 to \$230 for the first hour and \$115 for each additional hour. | \$2,399,200 | \$525,250 | \$2,491,310 | 98 – 100% depending on the fee |
| | Increases the overtime fee for inspections from \$131 per hour to \$133 per hour. | | | | |
| | Increases water flow information fee from \$110 to \$115. | | | | |

Recommendation:

Approve the proposed fee resolution. The Budget and Legislative Analyst notes that the proposed Department budget is balanced based on the assumption that the fee legislation shown above will be approved.

File No. 13-0614: Supplemental Appropriation of \$466,248 for Overtime Spending

The Department’s original General Fund budget for overtime for uniform staff in FY 2012-13 was \$35,974,497. On April 24, 2013, the Board of Supervisors approved a de-appropriation \$3,688,138 from permanent salaries and fringe benefits and re-appropriation of these funds to overtime (Ordinance No. 90-13), resulting in a total General Fund overtime of \$39,662,635. The Department is now requesting that an additional \$466,248 of General Fund monies be de-appropriated from permanent salaries and fringe benefits and re-appropriated to overtime based on the Department’s projections of expenditures for the remainder of FY 2012-13, resulting in a total General Fund overtime of \$40,128,883. The table below summarizes the requested de-appropriation and re-appropriation of funds.

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

DEPARTMENT: FIR-FIRE

Summary of Requested Re-Appropriation and De-Appropriation of Funds

| | |
|-------------------------------|------------------|
| <u>Source of Funds</u> | |
| Uniform Salaries | \$375,238 |
| Fringe Benefits | 91,010 |
| Total Source of Funds | \$466,248 |
| <u>Use of Funds</u> | |
| Overtime | 466,248 |
| Total Use of Funds | \$466,248 |

According to the Department, an additional \$466,248 is necessary based on actual overtime expenditures through the pay period ending June 7, 2013 and the Department's projected overtime expenditures from June 8, 2013 through June 30, 2013. However, as shown below, based on the Department-provided projections which indicate a total need for overtime expenditures of \$40,108,989 in FY 2012-13, the request should be reduced by \$19,894 to \$446,354.

Total Overtime Expenditure Projections in FY 2012-13

| | |
|--|---------------------|
| Overtime expenditures for all pay periods from July 1, 2013 through 6/7/2013 pay period | \$37,598,687 |
| Department projection for pay period ending 6/21/2013 | 1,530,672 |
| Department projection of pay period 6/22/2013 - 6/30/2013 | 979,630 |
| Total Overtime | \$40,108,989 |
| Current Overtime Budget | -\$39,662,635 |
| Department-Estimated Overtime Funding Shortfall | \$446,354 |

The Department advises that overtime expenditures have exceeded budgeted amounts because of:

- The reactivation of Engine 35 in July, 2012, which added four additional overtime shifts to the Department's staffing model;
- 11 retirements in June, 2013; and
- An increase in overtime in Fire Prevention, reimbursable by fee revenues, due to an increase in construction projects.

A motion is pending before the Board of Supervisors, directing the Budget and Legislative Analyst to conduct a performance audit of the San Francisco Fire Department's recruitment and retention of uniform staff and use of overtime to meet fire suppression and ambulance staffing requirements.

Recommendation: Amend the proposed ordinance to reduce the requested supplemental appropriation by \$19,894, from \$466,248 to \$446,354, consistent with the Department's projected overtime expenditures through June 30, 2013; and approve the proposed ordinance as amended.

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

DEPARTMENT: FIR-FIRE

COMMENTS:

FY 2013-14

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$987,202 in FY 2013-14. Of the \$987,202 in recommended reductions, \$568,728 are ongoing savings and \$418,474 are one-time savings. These reductions would still allow an increase of \$7,246,089 or 2.2% in the Department's FY 2013-14 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended General Fund encumbrances, which would allow the return of \$15,339 to the General Fund.

Together, these recommendations will result in \$1,002,541 savings to the City's General Fund in FY 2013-14.

FY 2014-15

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$869,751 in FY 2014-15. Of the \$869,751 in recommended reductions, \$763,424 are ongoing savings and \$106,327 are one-time savings. These reductions would still allow an increase of \$11,036,760 or 3.3% in the Department's FY 2014-15 budget.

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2013-14 and FY 2014-15 Two-Year Budget**

FIR - Fire

| Object Title | FY 2013-14 | | | | | | FY 2014-15 | | | | | |
|-----------------------------------|---|--------|----------------------|-------------|-----------|----|------------|--------|----------------------|---------------|-------------|-----------|
| | FTE | | Amount | | GF | IT | FTE | | Amount | | GF | IT |
| | From | To | From | To | | | From | To | From | To | | |
| Stationary Engineer | 1.00 | 0.00 | \$76,556 | \$0 | \$76,556 | x | | | \$77,497 | \$0 | \$77,497 | x |
| Mandatory Fringe Benefits | | | \$36,358 | 0 | \$36,358 | x | | | \$39,539 | \$0 | \$39,539 | x |
| | | | <i>Total Savings</i> | | \$112,914 | | | | <i>Total Savings</i> | | \$117,036 | |
| | Delete vacant 7334 Stationary Engineer position which has been vacant since July 1, 2011. The Budget and Legislative Analyst's total recommended General Fund salary reductions of \$739,185 (\$76,556 for the Stationary Engineer, \$100,000 in Miscellaneous Salaries, \$342,955 in Uniform Premium Pay, and \$219,674 in Uniform Attrition Savings) equal 0.3 % of the Department's total General Fund salary budget in FY 2013-14 of \$218,984,444. | | | | | | | | | | | |
| Attrition Savings - Miscellaneous | (1.04) | (2.11) | (\$97,537) | (\$197,537) | \$100,000 | x | | (1.04) | (2.09) | (\$99,074) | (\$199,074) | \$100,000 |
| Mandatory Fringe Benefits | | | (\$41,993) | (85,046) | \$43,053 | x | | | (\$45,780) | (\$91,987,89) | \$46,208 | |
| | | | <i>Total Savings</i> | | \$143,053 | | | | <i>Total Savings</i> | | \$146,208 | |
| | Increase attrition savings for civilian (miscellaneous) salaries, based on a projected salary surplus in FY 2012-13 for civilian employees and expected hiring of civilian employees in FY 2013-14. The Budget and Legislative Analyst's total recommended General Fund salary reductions of \$739,185 (\$76,556 for the Stationary Engineer, \$100,000 in Miscellaneous Salaries, \$342,955 in Uniform Premium Pay, and \$219,674 in Uniform Attrition Savings) equal 0.3 % of the Department's total General Fund salary budget in FY 2013-14 of \$218,984,444. | | | | | | | | | | | |
| | Ongoing savings. | | | | | | | | | | | |

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2013-14 and FY 2014-15 Two-Year Budget**

FIR - Fire

| Object Title | FY 2013-14 | | | | FY 2014-15 | | | | |
|-------------------------------|--|--------|----------------------|------------------|------------|----|----------------------|------------------|-----------|
| | FTE | | Amount | | FTE | | Amount | | |
| | From | To | From | To | From | To | From | To | |
| AEC - Fire Suppression | | | | | | | | | |
| Equipment Purchase | | | | | | | \$1,089,990 | \$983,663 | \$106,327 |
| | Reduction per quote provided by the Department. | | | | | | | | |
| Premium Pay - Uniform | | | \$10,437,132 | \$10,094,177 | | | | | |
| Mandatory Fringe Benefits | | | \$2,298,256 | 2,222,737 | | | | | |
| | | | <i>Total Savings</i> | <i>\$418,474</i> | | | | | |
| | Reduction of 1.7 percent of Department's \$20.2 million budget for premium pay is based on FY 2012-13 projected uniform premium pay expenditures, and the expected continued use of overtime in lieu of permanent salaries, which results in a decrease in the associated premium pay. The Budget and Legislative Analyst's total recommended General Fund salary reductions of \$739,185 (\$76,556 for the Stationary Engineer, \$100,000 in Miscellaneous Salaries, \$342,955 in Uniform Premium Pay, and \$219,674 in Uniform Attrition Savings) equal 0.3 % of the Department's total General Fund salary budget in FY 2013-14 of \$218,984,444. | | | | | | | | |
| Attrition Savings - Uniform | (312.00) | (8.75) | (\$38,314,194) | (\$38,533,868) | | | (\$38,191,610) | (\$38,541,610) | \$350,000 |
| Mandatory Fringe Benefits | | | (\$13,028,045) | (13,102,741) | | | (\$14,380,796) | (\$14,512,586) | \$131,790 |
| | | | <i>Total Savings</i> | <i>\$294,370</i> | | | <i>Total Savings</i> | <i>\$481,790</i> | |
| | The Department decreased their attrition savings for uniform positions in FY 2013-14 by \$219,674 although the Department has a projected surplus for uniform salaries in FY 2012-13 due to the use of overtime to fill permanent positions. The recommended reduction is consistent with the Department's baseline budget and ongoing practice to use overtime in lieu of permanent salaries to meet the Department's fire station and ambulance staffing requirements, which has persisted despite new staff and lower than expected retirements. | | | | | | | | |
| ATR - Training | | | | | | | | | |
| Materials & Supplies | | | \$63,390 | \$45,000 | | | \$63,390 | \$45,000 | \$18,390 |
| | Reduction based on historical expenditures which have not exceeded \$40,000 in past two fiscal years. | | | | | | | | |

FY 2013-14

| Total Recommended Reductions | | |
|------------------------------|------------------|------------------|
| One-Time | Ongoing | Total |
| General Fund | \$418,474 | \$568,728 |
| Non-General Fund | \$0 | \$0 |
| Total | \$418,474 | \$568,728 |

FY 2014-15

| Total Recommended Reductions | | |
|------------------------------|------------------|------------------|
| One-Time | Ongoing | Total |
| General Fund | \$106,327 | \$763,424 |
| Non-General Fund | \$0 | \$0 |
| Total | \$106,327 | \$763,424 |

**Recommendations of the Budget and Legislative Analyst
For Reduction and Close-out of Past-year Encumbrances from City Budget**

FIR - Fire

| Vendor Name | Subobject Title | General Fund Savings | Year of Appropriation | Date of Last Recorded Transaction | Original Amount | Unexpended Balance |
|---------------------------|--------------------------------------|----------------------|-----------------------|-----------------------------------|-----------------|--------------------|
| AEOLIAN MECHANICAL INC | Other Equipment Maintenance | Yes | 2011 | 9/27/2012 | 5,000.00 | 2,500.00 |
| THE PRESIDIO TRUST | Other Building Maintenance Services | Yes | 2011 | 4/26/2013 | 9,500.00 | 4,746.00 |
| AEOLIAN MECHANICAL INC | Other Equipment Maintenance | Yes | 2011 | 11/16/2012 | 10,000.00 | 3,500.00 |
| AEOLIAN MECHANICAL INC | Other Equipment Maintenance | Yes | 2011 | 9/27/2012 | 9,000.00 | 4,000.00 |
| CALIFORNIA DIESEL & POWER | Other Equipment Maintenance | Yes | \$2,012 | 9/27/2012 | 1,942.00 | 433.00 |
| CALIFORNIA DIESEL & POWER | Other Equipment Maintenance Supplies | Yes | \$2,012 | 9/27/2012 | 718.00 | 160.00 |

Total Amount Return to Fund Balance 15,339.00
General Fund 15,339.00
Non-General Fund -

Note: The above encumbrance balances are from budget years prior to FY 2013-14. The Department has indicated that the balances of these encumbrances are no longer needed, therefore the balances can be returned to the General Fund, if applicable.

BUDGET REVIEW EXECUTIVE SUMMARY

YEAR ONE: FY 2013-14

Budget Changes

The Department's proposed \$527,568,477 budget for FY 2013-14 is \$37,622,269 or 7.7% more than the original FY 2012-13 budget of \$489,946,208.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2013-14 are 2,733.06 FTEs, which are 78.39 FTEs more than the 2,654.67 FTEs in the original FY 2012-13 budget. This represents a 3.0% increase in FTEs from the original FY 2012-13 budget.

Revenue Changes

The Department's revenues of \$120,136,541 in FY 2013-14 are \$3,443,173 or 3.0% more than FY 2012-13 revenues of \$116,693,368. General Fund support of \$407,431,936 in FY 2013-14 is \$34,179,096 or 9.2% more than FY 2012-13 General Fund support of \$373,252,840.

YEAR TWO: FY 2014-15

Budget Changes

The Department's proposed \$529,674,847 budget for FY 2014-15 is \$2,106,370 or 0.4% more than the Mayor's proposed FY 2013-14 budget of \$527,568,477.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2014-15 are 2,742.88 FTEs, which are 9.82 FTEs more than the 2,733.06 FTEs in the Mayor's proposed FY 2013-14 budget. This represents a 0.4% increase in FTEs from the Mayor's proposed FY 2013-14 budget.

Revenue Changes

The Department's revenues of \$122,235,018 in FY 2014-15 are \$2,098,477 or 1.7% more than FY 2013-14 estimated revenues of \$120,136,541. General Fund support of \$407,439,829 in FY 2014-15 is \$7,893 or 0.0% more than FY 2013-14 General Fund support of \$407,431,936.

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

DEPARTMENT: POL – POLICE DEPARTMENT

RECOMMENDATIONS

YEAR ONE: FY 2013-14

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$1,790,616 in FY 2013-14. Of the \$1,790,616 in recommended reductions, \$1,016,195 are ongoing savings and \$774,421 are one-time savings. These reductions would still allow an increase of \$35,831,653 or 7.3% in the Department's FY 2013-14 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended General Fund encumbrances, which would allow the return of \$52,027 to the General Fund.

Together, these recommendations will result in \$1,842,643 savings to the City's General Fund in FY 2013-14.

YEAR TWO: FY 2014-15

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$1,016,195 in FY 2014-15, which are ongoing savings. These reductions would still allow an increase of \$1,090,175 or 0.2% in the Department's FY 2014-15 budget.

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

DEPARTMENT: POL – POLICE DEPARTMENT

SUMMARY OF PROGRAM EXPENDITURES:

| Program | FY 2012- 2013 Budget | FY 2013- 2014 Proposed | Increase/ Decrease from FY 2012- 2013 | FY 2014- 2015 Proposed | Increase/ Decrease from FY 2013- 2014 |
|--|----------------------------|------------------------------|---|------------------------------|---|
| POLICE | | | | | |
| AIRPORT POLICE | 47,645,035 | 49,622,941 | 1,977,906 | 51,074,186 | 1,451,245 |
| CRIME CONTROL | 0 | 0 | 0 | 0 | 0 |
| INVESTIGATIONS | 78,528,877 | 82,049,722 | 3,520,845 | 83,494,757 | 1,445,035 |
| OFFICE OF CITIZEN COMPLAINTS OPERATIONS AND ADMINISTRATION | 4,610,850 | 4,876,485 | 265,635 | 5,036,106 | 159,621 |
| PATROL | 69,261,206 | 90,089,595 | 20,828,389 | 82,262,669 | (7,826,926) |
| POLICE OPERATIONS | 275,603,051 | 290,293,469 | 14,690,418 | 297,167,261 | 6,873,792 |
| WORK ORDER SERVICES | 0 | 0 | 0 | 0 | 0 |
| | 14,297,189 | 10,636,265 | (3,660,924) | 10,639,868 | 3,603 |
| POLICE | 489,946,208 | 527,568,477 | 37,622,269 | 529,674,847 | 2,106,370 |

FY 2013-14

The Department’s proposed FY 2013-14 budget has increased by \$37,622,269 largely due to:

- Increased salaries and benefits, largely the result of the 2-year Re-civilianization Plan. This plan, which was approved in FY 2012-13, provides for the replacement of 52 positions that are currently filled by uniform officers with civilian staff. Twenty-one positions were approved to be civilianized in FY 2012-13, and 31 positions were approved to be civilianized in FY 2013-14. In addition, the Department will hold three Police Academy Recruit Classes in FY 2013-14.
- Increased costs related to the new Public Safety Building. As part of the City’s plan to replace the Hall of Justice, the Police Department will relocate to a new Public Safety Building located at 3rd Street and Mission Rock Street. The construction of the Public Safety Building is currently scheduled to be completed by June 2014. The FY 2013-14 budget shows increased costs related to the Furniture, Fixtures and Equipment for the project.
- Increased costs related to equipment purchases. The Department presented a Vehicle Replacement Plan to the Mayor in May 2012 to replace 138 vehicles and motorcycles, or 17% of the fleet annually. In FY 2013-14, the Department will replace 30 vehicles.

FY 2014-15

The Department’s proposed FY 2014-15 budget has increased by \$2,106,370 largely due to:

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

DEPARTMENT: POL – POLICE DEPARTMENT

- Increased costs related to moving the Department from the Hall of Justice to the new Public Safety Building for Rent, Facility Services, and Maintenance. FY 2014-15 expenditures will increase by \$2,183,486 for these services.
- Increased costs related to equipment purchases. The Department presented a Vehicle Replacement Plan to the Mayor in May 2012 to replace 138 vehicles and motorcycles, or 17% of the fleet annually. In FY 2014-15, the Department will replace 60 vehicles.

SUMMARY OF DEPARTMENT POSITION CHANGES:

FY 2013-14

The number of full-time equivalent positions (FTE) budgeted for FY 2013-14 are 2,733.06 FTEs, which are 78.39 FTEs more than the 2,654.67 FTEs in the original FY 2012-13 budget. This represents a 3.0% increase in FTEs from the original FY 2012-13 budget.

The increase in FTEs is primarily the result of the 2-year Re-civilianization Plan. This plan, which was approved in FY 2012-13, provides for the replacement of 52 positions that are currently filled by uniform officers with civilian staff. Twenty-one positions were approved to be civilianized in FY 2012-13, and 31 positions were approved to be civilianized in FY 2013-14. In addition, the Department will hold three Police Academy Recruit Classes in FY 2013-14.

The Department has also requested one new position – an 1823 – which was not approved as part of the original civilianization plan, but would civilianize the position, which provides contract administration for the Department. The uniform officer who had most recently filled this capacity retired in May 2013.

FY 2014-15

The number of full-time equivalent positions (FTE) budgeted for FY 2014-15 are 2,742.88 FTEs, which are 9.82 FTEs more than the 2,733.06 FTEs in the Mayor's proposed FY 2013-14 budget. This represents a 0.4% increase in FTEs from the Mayor's proposed FY 2013-14 budget.

These changes are primarily the result of the Re-civilianization Plan, and do not reflect new positions.

INTERIM EXCEPTIONS

The Department has requested approval of 2 positions as an interim exception. The Budget and Legislative Analyst recommends approval of 1 position as an interim exception and disapproval of 1 position.

- The interim exception for the Q082 Captain III position is recommended because it is a grant-funded position that was incorrectly omitted from the ASO. This is a technical adjustment.
- The interim exception for the 1823 Senior Administrative Analyst is not recommended because there is no critical need to fill this position as of July 1, 2013. The position was not

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

DEPARTMENT: POL – POLICE DEPARTMENT

approved in 2012 as part of the Re-civilianization Plan, and the Department has not even started interviewing for the position.

DEPARTMENT REVENUES:

FY 2013-14

The Department's revenues of \$120,136,541 in FY 2013-14 are \$3,443,173 or 3.0% more than FY 2012-13 revenues of \$116,693,368. General Fund support of \$407,431,936 in FY 2013-14 is \$34,179,096 or 9.2% more than FY 2012-13 General Fund support of \$373,252,840.

Specific changes in the Department's FY 2013-14 revenues include the following increases offset by other reductions:

- An increase of \$3,934,500 in Public Safety sales tax allocation;
- An increase of \$482,188 in various permit fees, service fees and court fines; and
- An increase in federal and state grants of \$715,421.

FY 2014-15

The Department's revenues of \$122,235,018 in FY 2014-15 are \$2,098,477 or 1.7% more than FY 2013-14 estimated revenues of \$120,136,541. General Fund support of \$407,439,829 in FY 2014-15 is \$7,893 or 0.0% more than FY 2013-14 General Fund support of \$407,431,936.

Specific changes in the Department's FY 2014-15 revenues include an increase of \$1,519,000 in Public Safety sales tax allocation and other increases.

COMMENTS:

FY 2013-14

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$1,790,616 in FY 2013-14. Of the \$1,790,616 in recommended reductions, \$1,016,195 are ongoing savings and \$774,421 are one-time savings. These reductions would still allow an increase of \$35,831,653 or 7.3% in the Department's FY 2013-14 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended General Fund encumbrances, which would allow the return of \$52,027 to the General Fund.

Together, these recommendations will result in \$1,842,643 savings to the City's General Fund in FY 2013-14.

FY 2014-15

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$1,016,195 in FY 2014-15, which are ongoing savings. These reductions would still allow an increase of \$1,090,175 or 0.2% in the Department's FY 2014-15 budget.

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2013-14 and FY 2014-15 Two-Year Budget**

POL - Police Department

| Object Title | FY 2013-14 | | | | | | FY 2014-15 | | | | | | |
|-----------------------------------|--|---------|----------------------|---------------|-----------|----|------------|----|--------|----|---------|----|--|
| | FTE | | Amount | | Savings | GF | FTE | | Amount | | Savings | GF | |
| | From | To | From | To | | | From | To | From | To | | | |
| ACB - Investigations | | | | | | | | | | | | | |
| Attrition Savings - Miscellaneous | (2.89) | (4.89) | (\$238,330) | (\$403,264) | \$164,934 | x | x | | | | | | |
| Mandatory Fringe Benefits | | | (\$106,617) | (\$180,400) | \$73,783 | x | x | | | | | | |
| | | | <i>Total Savings</i> | | \$238,717 | | | | | | | | |
| | <p>Increase Attrition Savings to reflect actual hiring dates for current vacant positions. The Investigations Division currently has 12 vacant positions. According to the Department, at least 8 of the vacant positions will not be filled until November 2013.</p> | | | | | | | | | | | | |
| | ACM - Operations and Administration | | | | | | | | | | | | |
| Attrition Savings - Miscellaneous | (8.76) | (12.69) | (\$712,618) | (\$1,032,618) | \$320,000 | x | x | | | | | | |
| Mandatory Fringe Benefits | | | (\$321,111) | (\$411,233) | \$90,122 | x | x | | | | | | |
| | | | <i>Total Savings</i> | | \$410,122 | | | | | | | | |
| | <p>Increase Attrition Savings to reflect actual hiring dates for 48 current vacant positions in the Operations & Administration Division. These include 11 positions approved for Year 1 (FY 2012-13) of the Recivilianization Plan, 21 positions approved for Year 2 (FY2013-14) of the Recivilianization Plan, and 16 other vacant positions.</p> | | | | | | | | | | | | |
| Senior Admin Analyst | 1.00 | 0.77 | \$97,356 | \$74,964 | \$22,392 | x | x | | | | | | |
| Mandatory Fringe Benefits | | | \$41,681 | \$32,094 | \$9,587 | x | x | | | | | | |
| | | | <i>Total Savings</i> | | \$31,979 | | | | | | | | |
| | <p>Disapprove the interim exception for the 1823 Senior Administrative Analyst. The Department is requesting this new position as part of its Recivilianization, although it was not approved as part of the 2 Year Recivilianization Plan in 2012. That plan approved the civilianization of 52 positions. Of the 21 positions approved for civilianization in 2012-13, only 6 have been filled. There is no urgent need to fill this 1823 position as of July 1, 2013, and given the challenges that the Department has faced in the civilianization process, reducing the new 1823 to .77 FTE reflects a realistic and sufficient hiring timeline for the department.</p> | | | | | | | | | | | | |

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2013-14 and FY 2014-15 Two-Year Budget**

POL - Police Department

| Object Title | FY 2013-14 | | | | | | FY 2014-15 | | | | | | | |
|---------------------------|---|--------|----------------------|--------------------|-----------|----|------------|------|----|----------------------|--------------------|-----------|----|----|
| | FTE | | Amount | | Savings | GF | IT | FTE | | Amount | | Savings | GF | IT |
| | From | To | From | To | | | | From | To | From | To | | | |
| ACX - Patrol | | | | | | | | | | | | | | |
| Attrition Savings | (8.53) | (9.07) | (\$519,040) | (\$551,898) | \$32,858 | x | x | | | | | | | |
| Mandatory Fringe Benefits | | | (\$263,792) | (\$280,492) | \$16,700 | x | x | | | | | | | |
| | | | <i>Total Savings</i> | <i>\$49,558</i> | | | | | | | | | | |
| | Increase Attrition Savings to reflect actual hiring dates for current vacant positions. | | | | | | | | | | | | | |
| Overtime | | | \$999,208 | \$0 | \$999,208 | x | | | | \$999,208 | \$0 | \$999,208 | x | |
| Social Security | | | \$14,489 | \$0 | \$14,489 | x | | | | \$14,489 | \$0 | \$14,489 | x | |
| Unemployment Insurance | | | \$2,498 | \$0 | \$2,498 | x | | | | \$2,498 | \$0 | \$2,498 | x | |
| | | | <i>Total Savings</i> | <i>\$1,016,195</i> | | | | | | <i>Total Savings</i> | <i>\$1,016,195</i> | | | |
| | <p>The Budget and Legislative Analyst completed a performance audit of the San Francisco Housing Authority (SFHA) in May 2013 and recommended that SFHA terminate the Memorandum of Understanding (MOU) with SFPD, based on the lack of demonstrated performance and effectiveness since 2004. Under the MOU, SFPD provided dedicated police staffing for several SFHA housing sites. SFPD scheduled police officers to 12 hour shifts, of which 10 hours were regular pay included in the SFPD operating budget and two hours were overtime pay reimbursed by SFHA. The Mayor's proposed budget deletes the revenue reimbursements from SFHA to the SFPD for police overtime but maintains these overtime expenditures. Under our recommendation, SFPD could continue to provide dedicated police staffing to the select SFHA housing sites on regular 10 hour shifts without the use of overtime, in the same manner that SFPD provides dedicated police staffing to the 6th Street Corridor and the San Francisco Unified School District, including scheduling dedicated police staff during the hours of the day and on the days of the week in which police presence is most needed.</p> <p align="right">Ongoing savings</p> | | | | | | | | | | | | | |

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2013-14 and FY 2014-15 Two-Year Budget**

POL - Police Department

| Object Title | FY 2013-14 | | | | | | FY 2014-15 | | | | | |
|---|---|------|----------------------|-----------------|----|----|------------|----|--------|----|----|----|
| | FTE | | Amount | | GF | IT | FTE | | Amount | | GF | IT |
| | From | To | From | To | | | From | To | From | To | | |
| ACV - Office of Citizen Complaints | | | | | | | | | | | | |
| Deputy Director I | 1.00 | 0.90 | \$112,996 | \$101,696 | | x | | | | | | |
| Mandatory Fringe Benefits | | | \$49,336 | \$44,402 | | x | | | | | | |
| | | | <i>Total Savings</i> | <i>\$16,233</i> | | | | | | | | |
| | Reduce FTE to reflect actual hiring timeline. | | | | | | | | | | | |
| Equipment Purchase | | | \$27,812 | \$0 | | x | | | | | | |
| | Disapprove the purchase of one new vehicle. The Department seeks to replace a vehicle with approximately 50,000 miles, in accordance with the Healthy Air and Clean Transportation Ordinance (HACTO). However, HACTO does not simply require that 12-year-old vehicles be replaced by 2015, but that fleets be reduced and transit-first strategies be implemented. The Department should therefore seek to implement alternative travel strategies, including public transit and carpools, to meet this legislative requirement. | | | | | | | | | | | |

FY 2013-14

Total Recommended Reductions

| | One-Time | Ongoing | Total |
|------------------|------------------|--------------------|--------------------|
| General Fund | \$774,421 | \$1,016,195 | \$1,790,616 |
| Non-General Fund | \$0 | \$0 | \$0 |
| Total | \$774,421 | \$1,016,195 | \$1,790,616 |

FY 2014-15

Total Recommended Reductions

| | One-Time | Ongoing | Total |
|------------------|------------|--------------------|--------------------|
| General Fund | \$0 | \$1,016,195 | \$1,016,195 |
| Non-General Fund | \$0 | \$0 | \$0 |
| Total | \$0 | \$1,016,195 | \$1,016,195 |

**Recommendations of the Budget and Legislative Analyst
For Reduction and Close-out of Past-year Encumbrances from City Budget**

POL - Police

| Vendor Name | Subobject Title | General Fund Savings | Year of Appropriation | Date of Last Recorded Transaction | Original Amount | Unexpended Balance |
|--|---------------------------------|----------------------|-----------------------|-----------------------------------|-----------------|--------------------|
| NO VENDOR | 04941 MINOR FURNISHINGS | Yes | 1997 | 09/27/2012 | 28,964.15 | 1,837.99 |
| SEROLOGICAL RESEARCH INSTITUTE | 05321 LITIGATION EXPENSES | Yes | 2012 | 09/27/2012 | 10,000.00 | 1,764.98 |
| SPRINT NEXTEL | 04341 COMMUNICATION SUPPLIES | Yes | 2012 | 09/27/2012 | 5,000.00 | 5,000.00 |
| COLD STORAGE MFG INC | 02999 OTHER EQUIP MAINT | Yes | 2011 | 09/27/2012 | 5,170.00 | 4,535.58 |
| GALLS LLC | 04531 UNIFORMS | Yes | 2011 | 09/27/2012 | 10,000.00 | 638.12 |
| GALLS LLC | 04531 UNIFORMS | Yes | 2011 | 09/27/2012 | 10,000.00 | 5,636.51 |
| GALLS LLC | 04531 UNIFORMS | Yes | 2011 | 09/27/2012 | 10,000.00 | 957.51 |
| GALLS LLC | 04531 UNIFORMS | Yes | 2011 | 09/27/2012 | 10,000.00 | 817.68 |
| GALLS LLC | 04531 UNIFORMS | Yes | 2011 | 09/27/2012 | 10,000.00 | 1,055.41 |
| GALLS LLC | 04531 UNIFORMS | Yes | 2011 | 09/27/2012 | 5,659.06 | 1,312.00 |
| GALLS LLC | 04531 UNIFORMS | Yes | 2011 | 09/27/2012 | 10,000.00 | 6,288.30 |
| GALLS LLC | 04531 UNIFORMS | Yes | 2011 | 09/27/2012 | 10,000.00 | 4,236.90 |
| GALLS LLC | 04531 UNIFORMS | Yes | 2011 | 09/27/2012 | 10,000.00 | 5,218.65 |
| GALLS LLC | 04531 UNIFORMS | Yes | 2011 | 09/27/2012 | 10,000.00 | 5,007.19 |
| GALLS LLC | 04531 UNIFORMS | Yes | 2011 | 09/27/2012 | 10,000.00 | 1,420.85 |
| GALLS LLC | 04531 UNIFORMS | Yes | 2011 | 09/27/2012 | 3,740.52 | 623.42 |
| GALLS LLC | 04531 UNIFORMS | Yes | 2011 | 09/27/2012 | 74,051.84 | 3,379.77 |
| NO VENDOR | 6029 AUTOMOTIVE & OTHER VEHICLE | No | 2008 | 09/27/2012 | 96,031.25 | 96,031.25 |
| L C ACTION POLICE SUPPLY | 04521 ORDNANCE | Yes | 2012 | 11/07/2012 | 4,306.33 | 47.12 |
| BAUER COMPRESSORS | 02999 OTHER EQUIP MAINT | Yes | 2012 | 02/04/2013 | 2,150.00 | 975.00 |
| ORACLE AMERICA INC | 03596 SOFTWARE LICENSING FEES | Yes | 2012 | 03/04/2013 | 5,095.71 | 1,273.92 |
| Total Amount Return to Fund Balance | | | | | | 148,058.15 |
| General Fund | | | | | | 52,026.90 |
| Non-General Fund | | | | | | 96,031.25 |

Note: The above encumbrance balances are from budget years prior to FY 2013-14. The Department has indicated that the balances of these encumbrances are no longer needed, therefore the balances can be returned to the General Fund, if applicable.

BUDGET REVIEW EXECUTIVE SUMMARY

YEAR ONE: FY 2013-14

Budget Changes

The Department's proposed \$46,895,842 budget for FY 2013-14 is \$4,238,221 or 9.9% more than the original FY 2012-13 budget of \$42,657,621.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2013-14 are 254.77 FTEs, which are 9.80 FTEs more/less than the 244.97 FTEs in the original FY 2012-13 budget. This represents a 4% increase in FTEs from the original FY 2012-13 budget.

Revenue Changes

The Department's revenues of \$6,103,358 in FY 2013-14, are \$44,658 or 0.73% less than FY 2012-13 revenues of \$6,148,016. General Fund support of \$40,792,484 in FY 2013-14 is \$4,282,879 or 11.7% more than FY 2012-13 General Fund support of \$36,509,605.

YEAR TWO: FY 2014-15

Budget Changes

The Department's proposed \$47,094,087 budget for FY 2014-15 is \$198,245 or 0.42% more than the Mayor's proposed FY 2013-14 budget of \$46,895,842.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2014-15 are 251.54 FTEs, which are 3.23 FTEs less than the 254.77 FTEs in the Mayor's proposed FY 2013-14 budget. This represents a 1.26% decrease in FTEs from the Mayor's proposed FY 2013-14 budget.

Revenue Changes

The Department's revenues of \$5,430,741 in FY 2014-15 are \$672,617 or 11.0% less than FY 2013-14 estimated revenues of \$6,103,358. General Fund support of \$41,663,346 in FY 2014-15 is \$870,862 or 2.1% more than FY 2013-14 General Fund support of \$40,792,484.

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

DEPARTMENT: DAT – DISTRICT ATTORNEY

RECOMMENDATIONS

YEAR ONE: FY 2013-14

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$446,318 in FY 2013-14. Of the \$446,318 in recommended reductions, \$270,638 are ongoing savings and \$175,680 are one-time savings. These reductions would still allow an increase of \$3,791,903 or 8.9% in the Department’s FY 2013-14 budget.

YEAR TWO: FY 2014-15

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$307,848 in FY 2014-15. Of the \$307,878 in recommended reductions, \$207,504 are ongoing savings and \$100,344 are one-time savings.

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

DEPARTMENT: DAT – DISTRICT ATTORNEY

SUMMARY OF PROGRAM EXPENDITURES:

| <u>Program</u> | <u>FY 2012-2013 Budget</u> | <u>FY 2013-2014 Proposed</u> | <u>Increase/ Decrease from FY 2012- 2013</u> | <u>FY 2014-2015 Proposed</u> | <u>Increase/ Decrease from FY 2013- 2014</u> |
|-----------------------------------|--------------------------------|----------------------------------|--|----------------------------------|--|
| DISTRICT ATTORNEY | | | | | |
| ADMINISTRATION - CRIMINAL & CIVIL | 2,030,382 | 2,072,446 | 42,064 | 1,916,088 | (156,358) |
| CAREER CRIMINAL PROSECUTION | 1,002,495 | 1,041,013 | 38,518 | 1,074,144 | 33,131 |
| CHILD ABDUCTION | 914,780 | 998,165 | 83,385 | 1,030,297 | 32,132 |
| FAMILY VIOLENCE PROGRAM | 1,216,414 | 1,595,359 | 378,945 | 1,643,409 | 48,050 |
| FELONY PROSECUTION | 24,466,391 | 27,887,076 | 3,420,685 | 28,362,190 | 475,114 |
| MISDEMEANOR PROSECUTION | 1,915,546 | 1,995,815 | 80,269 | 2,063,431 | 67,616 |
| SUPPORT SERVICES | 6,172,219 | 6,514,328 | 342,109 | 6,717,826 | 203,498 |
| WORK ORDERS & GRANTS | 4,939,394 | 4,791,640 | (147,754) | 4,286,702 | (504,938) |
| DISTRICT ATTORNEY | 42,657,621 | 46,895,842 | 4,238,221 | 47,094,087 | 198,245 |

FY 2013-14

The Department’s proposed FY 2013-14 budget has increased by \$4,238,221 largely due to the following reasons:

- Annualization of 9 new limited term positions approved by the Board of Supervisors in FY 2012-13 through a supplemental appropriation for the District Attorney’s Domestic Violence unit, mandated salary step and fringe benefit increases, and reductions in attrition savings to allow for the hire of vacant positions;
- The purchase of 12 replacement vehicles in compliance with the Healthy Air and Clean Transportation Ordinance (HACTO); and
- A 48% increase of the rent for the Department’s site at 732 Brannan Street

FY 2014-15

The Department’s proposed FY 2014-15 budget has increased by \$198,245 largely due to adjustments to fringe benefits. A request for 10 additional replacement vehicles at a cost of \$294,480 represents a decrease of \$66,464 from the vehicle request in 2013-14.

SUMMARY OF DEPARTMENT POSITION CHANGES:

FY 2013-14

The number of full-time equivalent positions (FTE) budgeted for FY 2013-14 are 254.77 FTEs, which are 9.80 FTEs more than the 244.97 FTEs in the original FY 2012-13 budget. This represents a 4% increase in FTEs from the original FY 2012-13 budget.

Of the 9.8 additional FTEs in FY 2013-14, 9 are new limited duration FTEs funded by the Domestic Violence supplemental appropriation/ordinance 32-13.

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

DEPARTMENT: DAT – DISTRICT ATTORNEY

FY 2014-15

The number of full-time equivalent positions (FTE) budgeted for FY 2014-15 are 251.54 FTEs, which are 3.23 FTEs less than the 254.77 FTEs in the Mayor's proposed FY 2013-14 budget. This represents a 1.3% decrease in FTEs from the Mayor's proposed FY 2013-14 budget.

These changes to the 2014-15 budget are mainly reflected in reductions to attrition.

DEPARTMENT REVENUES:

FY 2013-14

The Department's revenues of \$6,103,358 in FY 2013-14, are \$44,658 or 0.73% less than FY 2012-13 revenues of \$6,148,016. General Fund support of \$40,792,484 in FY 2013-14 is \$4,282,879 or 11.7% more than FY 2012-13 General Fund support of \$36,509,605.

FY 2014-15

The Department's revenues of \$5,430,741 in FY 2014-15 are \$672,617 or 11.02% less than FY 2013-14 estimated revenues of \$6,103,358. General Fund support of \$41,663,346 in FY 2014-15 is \$870,862 or 2.13% more than FY 2013-14 General Fund support of \$40,792,484.

Specific changes in the Department's FY 2014-15 revenues include anticipated decreases in state revenue and in expenditure recovery.

COMMENTS:

FY 2013-14

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$446,318 in FY 2013-14. Of the \$446,318 in recommended reductions, \$270,638 are ongoing savings and \$175,680 are one-time savings. These reductions would still allow an increase of \$3,791,903 or 8.9% in the Department's FY 2013-14 budget.

FY 2014-15

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$307,848 in FY 2014-15. Of the \$307,878 in recommended reductions, \$207,504 are ongoing savings and \$100,344 are one-time savings.

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2012-13 and FY 2013-14 Two-Year Budget**

| DAT - District Attorney | FY 2013-14 | | | | | | FY 2014-15 | | | | | | | |
|---------------------------|---|----|----------------------|---------------|-----------|----|------------|------|----|----------------------|---------------|---------------|-----------|----|
| | FTE | | Amount | | Savings | GF | IT | FTE | | Amount | | Savings | GF | IT |
| | From | To | From | To | | | | From | To | From | To | | | |
| | AIH - Child Abduction (IG-AGF-ACP) | | | | | | | | | | | | | |
| | | | \$998,165 | \$993,165 | \$5,000 | x | x | | | | | | | |
| | Reduce by \$5,000 to reflect the Budget and Legislative Analyst's projection of a surplus in FY 2012-13 to be carried forward in FY 2013-14. | | | | | | | | | | | | | |
| | ALJ - Family Violence Program (IG-AGF-ACP) | | | | | | | | | | | | | |
| | | | \$1,595,359 | \$1,495,359 | \$100,000 | x | x | | | | | | | |
| | Reduce by \$100,000 to reflect the Budget and Legislative Analyst's projection of a surplus in FY 2012-13 to be carried forward in FY 2013-14. | | | | | | | | | | | | | |
| | AIA - Felony Prosecution Program (IG-AGF-AAA) | | | | | | | | | | | | | |
| Attrition Savings - Misc | | | (\$1,605,548) | (\$1,805,548) | \$200,000 | x | | | | | (\$1,830,042) | (\$1,980,042) | \$150,000 | x |
| Mandatory Fringe Benefits | | | (\$567,062) | (\$637,700) | \$70,638 | x | | | | | (\$701,570) | (\$759,074) | \$57,504 | x |
| | | | <i>Total Savings</i> | | \$270,638 | | | | | <i>Total Savings</i> | | \$207,504 | | |
| | <p>The Mayor's proposed budget increases General Fund salaries by \$2.0 million in FY 2013-14 compared to the original FY 2012-13 budget, which includes (1) \$0.8 million for new positions approved in FY 2012-13 through a supplemental appropriation, (2) \$0.26 million for positions transferred from grant-funded and other programs and positions substitutions, (3) \$0.16 million for FY 2012-13 deficit in General Fund salaries, and (4) \$0.2 million for step adjustments. The balance of \$0.58 million is to hire existing vacant positions for various functions. The Budget and Legislative Analyst's proposed increase of \$0.2 million in attrition savings would still give the District Attorney's Office an increase of \$380,000 to hire existing vacancies.</p> <p align="center">Ongoing savings.</p> | | | | | | | | | | | | | |

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2012-13 and FY 2013-14 Two-Year Budget**

DAT - District Attorney

| Object Title | FY 2013-14 | | | | | | FY 2014-15 | | | | | | | |
|--|--|----|----------------------|-----------|----------|----|------------|------|----|--------|----------------------|-----------|-----------|----|
| | FTE | | Amount | | Savings | GF | IT | FTE | | Amount | | Savings | GF | IT |
| | From | To | From | To | | | | From | To | From | To | | | |
| AIA - Felony Prosecution Program (1G-AGF-AAA) | | | | | | | | | | | | | | |
| Equipment Purchase-Budget | | | \$360,944 | \$298,264 | \$62,680 | x | | | | | \$294,480 | \$206,136 | \$88,344 | x |
| IS-Purch-Central Shops-Auto | | | \$72,875 | \$64,875 | \$8,000 | x | | | | | \$75,048 | \$63,048 | \$12,000 | x |
| Maint | | | | | | | | | | | | | | |
| | | | <i>Total Savings</i> | | \$70,680 | | | | | | <i>Total Savings</i> | | \$100,344 | |
| | Department plans to retire 12 vehicles this year and to replace them, citing the Healthy Air and Clean Transportation Ordinance. The Budget and Legislative Analyst recommends against the purchase of one of the 2 requested SUVs and canceling the purchase of one of the 10 requested Interceptors. This will allow for a nearly full restoration of the fleet despite historically declining crime trends and a decline of cases by 36% over the last 5 years. | | | | | | | | | | | | | |
| | Department plans to retire 10 vehicles and to replace them with 10 Interceptors, citing the Healthy Air and Clean Transportation Ordinance. The Budget and Legislative Analyst recommends against the purchase of three of the 10 requested Interceptors. This will still allow for a nearly full restoration of the fleet. Furthermore, one of the vehicles cited for replacement is only 6 years old. | | | | | | | | | | | | | |

FY 2013-14

Total Recommended Reductions

| | One-Time | Ongoing | Total |
|------------------|------------------|------------------|------------------|
| General Fund | \$175,680 | \$270,638 | \$446,318 |
| Non-General Fund | \$0 | \$0 | \$0 |
| Total | \$175,680 | \$270,638 | \$446,318 |

FY 2014-15

Total Recommended Reductions

| | One-Time | Ongoing | Total |
|------------------|------------------|------------------|------------------|
| General Fund | \$100,344 | \$207,504 | \$307,848 |
| Non-General Fund | \$0 | \$0 | \$0 |
| Total | \$100,344 | \$207,504 | \$307,848 |

BUDGET REVIEW EXECUTIVE SUMMARY

YEAR ONE: FY 2013-14

Budget Changes

The Department’s proposed \$180,828,832 budget for FY 2013-14 is \$6,105,283 or 3.5% more than the original FY 2012-13 budget of \$174,723,549.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2013-14 are 993.29 FTEs, which are 19.91 FTEs less than the 1,013.20 FTEs in the original FY 2012-13 budget. This represents a 2.0% decrease in FTEs from the original FY 2012-13 budget.

Revenue Changes

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

YEAR TWO: FY 2014-15

Budget Changes

The Department’s proposed \$187,610,805 budget for FY 2014-15 is \$6,781,973 or 3.8% more than the Mayor’s proposed FY 2013-14 budget of \$180,828,832.

Personnel Changes

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

Revenue Changes

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

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

DEPARTMENT: SHF – SHERIFF’S DEPARTMENT

RECOMMENDATIONS

YEAR ONE: FY 2013-14

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

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

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

YEAR TWO: FY 2014-15

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

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

DEPARTMENT: SHF – SHERIFF’S DEPARTMENT

SUMMARY OF PROGRAM EXPENDITURES:

| Program | FY 2012-2013 Budget | FY 2013-2014 Proposed | Increase/ Decrease from FY 2012- 2013 | FY 2014- 2015 Proposed | Increase/ Decrease from FY 2013- 2014 |
|--------------------------------|------------------------|--------------------------|---|------------------------------|---|
| SHERIFF | | | | | |
| COURT SECURITY AND PROCESS | 14,049,521 | 12,154,845 | (1,894,676) | 12,206,780 | 51,935 |
| CUSTODY | 96,062,330 | 100,807,599 | 4,745,269 | 104,946,321 | 4,138,722 |
| FACILITIES & EQUIPMENT | 13,307,008 | 13,637,926 | 330,918 | 14,418,153 | 780,227 |
| HALL OF JUSTICE JAILS | 0 | 0 | 0 | 0 | 0 |
| NON PROGRAM | 0 | 0 | 0 | 0 | 0 |
| SECURITY SERVICES | 16,224,272 | 16,223,656 | (616) | 16,794,592 | 570,936 |
| SHERIFF ADMINISTRATION | 8,981,113 | 13,934,477 | 4,953,364 | 13,922,693 | (11,784) |
| SHERIFF FIELD SERVICES | 7,976,044 | 9,047,254 | 1,071,210 | 9,123,415 | 76,161 |
| SHERIFF FIELD SERVICES | 0 | 0 | 0 | 0 | 0 |
| GRANTS | | | | | 0 |
| SHERIFF PROGRAMS | 12,294,272 | 11,723,055 | (571,217) | 11,749,651 | 26,596 |
| SHERIFF RECRUITMENT & TRAINING | 5,828,989 | 3,300,020 | (2,528,969) | 4,449,200 | 1,149,180 |
| SHERIFF | 174,723,549 | 180,828,832 | 6,105,283 | 187,610,805 | 6,781,973 |

FY 2013-14

The Department’s proposed FY 2013-14 budget has increased by \$6,105,283 largely due to:

- Increased overtime and workers compensation costs;
- Increased debt service costs related to the replacement of County Jails 3 and 4; and
- Increased State revenues for the implementation of public safety realignment.

FY 2014-15

The Department’s proposed FY 2014-15 budget has increased by \$6,781,973 largely due to:

- Increased salary and fringe benefit costs.

SUMMARY OF DEPARTMENT POSITION CHANGES:

FY 2013-14

The number of full-time equivalent positions (FTE) budgeted for FY 2013-14 are 993.29 FTEs, which are 19.91 FTEs less than the 1,013.20 FTEs in the original FY 2012-13 budget. This represents a 2.0% decrease in FTEs from the original FY 2012-13 budget.

This decrease is due largely to a 26.6 FTE increase in attrition savings to account for vacant positions. This decrease is partially offset by an increase in non-uniform IT staff to support the civilianization of the department’s IT functions.

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

DEPARTMENT: SHF – SHERIFF’S DEPARTMENT

FY 2014-15

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

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

DEPARTMENT REVENUES:

FY 2013-14

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

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

FY 2014-15

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

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

OTHER ISSUES:

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

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

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2013-14 and FY 2014-15 Two-Year Budget**

SHF - Sheriff

| Object Title | FY 2013-14 | | | | FY 2014-15 | | | | |
|--|------------|--------|----------------------|-----------------|------------|----|-----------|-----------|-----------|
| | FTE | | Amount | | FTE | | Amount | | |
| | From | To | From | To | From | To | From | To | |
| ASP - Facilities & Equipment | | | | | | | | | |
| IT Operations Support Administrator III | 1.54 | 1.00 | \$128,859 | \$83,675 | | | \$45,184 | x | |
| Mandatory Fringe Benefits | | | \$57,956 | \$37,634 | | | \$20,322 | x | |
| | | | <i>Total Savings</i> | <i>\$65,506</i> | | | | | |
| Reduce salaries and fringe benefits to reflect actual hire date of new IT Operations Support Administrator III. | | | | | | | | | |
| IT Operations Support Administrator II | 0.77 | 0.27 | \$53,019 | \$18,591 | | | \$34,428 | x | |
| Mandatory Fringe Benefits | | | \$25,604 | \$8,978 | | | \$16,626 | x | |
| | | | <i>Total Savings</i> | <i>\$51,054</i> | | | | | |
| Reduce salaries and fringe benefits to reflect actual hire date of new IT Operations Support Administrator II. | | | | | | | | | |
| Attrition Savings | 0.00 | (0.23) | \$0 | (\$29,178) | | | \$29,178 | x | |
| Mandatory Fringe Benefits | 0.00 | (0.23) | \$0 | (\$11,253) | | | \$11,253 | x | |
| | | | <i>Total Savings</i> | <i>\$40,431</i> | | | | | |
| Increase attrition savings to reflect actual hire date of a vacant IS Engineer-Senior, which was substituted from an IS Business Analyst-Senior. | | | | | | | | | |
| Other Current Expenses | | | \$75,000 | \$55,000 | | | \$20,000 | x | |
| | | | | | | | \$75,000 | \$20,000 | x |
| Reduce 021 Other Current Expenses by \$20,000 based on actual expenditures. | | | | | | | | | |
| Materials & Supplies Budget Only | | | \$20,000 | \$15,000 | | | \$5,000 | x | |
| | | | | | | | \$20,000 | \$15,000 | \$5,000 |
| Reduce 040 Materials & Supplies Budget Only by \$5,000 based on actual expenditures. | | | | | | | | | |
| Materials & Supplies Budget Only | | | \$125,000 | \$119,000 | | | \$6,000 | x | |
| | | | | | | | \$125,000 | \$119,000 | \$6,000 |
| Reduce 040 Materials & Supplies Budget Only by \$6,000 based on actual expenditures. | | | | | | | | | |
| AFP - Sheriff Programs | | | | | | | | | |
| Professional & Specialized Services | | | \$529,187 | \$429,187 | | | \$100,000 | x | |
| | | | | | | | \$529,187 | \$429,187 | \$100,000 |
| Reduce 027 Professional & Specialized Services based on actual expenditures. | | | | | | | | | |

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2013-14 and FY 2014-15 Two-Year Budget**

SHF - Sheriff

| Object Title | FY 2013-14 | | | | FY 2014-15 | | | | | | | | | |
|--|------------|----|-----------|-----------|------------|----|--------|----|--|--|--|--|--|--|
| | FTE | | Amount | | FTE | | Amount | | | | | | | |
| | From | To | From | To | From | To | From | To | | | | | | |
| Rents & Leases-Buildings & Structures | | | \$221,321 | \$190,092 | | | | | | | | | | |
| Reduce 030 Rents & Leases-Buildings & Structures by \$31,229 to reflect actual lease amount. This is one-time savings due to anticipated increased rent costs in FY 2014-15. | | | | | | | | | | | | | | |
| AFT - Security | | | | | | | | | | | | | | |
| Attrition Savings | | | \$380 | \$0 | | | \$380 | | | | | | | |
| Mandatory Fringe Benefits | | | \$77 | \$0 | | | \$77 | | | | | | | |
| <i>Total Savings</i> \$457 | | | | | | | | | | | | | | |
| Increase attrition savings to correct for erroneous positive attrition savings. | | | | | | | | | | | | | | |

FY 2013-14

| Total Recommended Reductions | | | |
|------------------------------|------------------|------------------|------------------|
| One-Time | Ongoing | Total | |
| General Fund | \$188,677 | \$131,000 | \$319,677 |
| Non-General Fund | \$0 | \$0 | \$0 |
| Total | \$188,677 | \$131,000 | \$319,677 |

FY 2014-15

| Total Recommended Reductions | | | |
|------------------------------|------------|------------------|------------------|
| One-Time | Ongoing | Total | |
| General Fund | \$0 | \$131,000 | \$131,000 |
| Non-General Fund | \$0 | \$0 | \$0 |
| Total | \$0 | \$131,000 | \$131,000 |

**Recommendations of the Budget and Legislative Analyst
For Reduction and Close-out of Past-year Encumbrances from City Budget**

SHF - Sheriff's Department

| Vendor Name | Subobject Title | General Fund Savings | Year of Appropriation | Date of Last Recorded Transaction | Original Amount | Unexpended Balance |
|--|---|----------------------|-----------------------|-----------------------------------|-----------------|--------------------|
| AIRGAS NCN INC | 04799 FUELS & LUBRICANTS | Yes | FY 2011-12 | | 200 | 135 |
| LEXINEXIS MATTHEW BENDER | 04975 BOOKS -NON LIBRARY ONLY | Yes | FY 2011-12 | | 3,300 | 3,300 |
| CHEVRON U S A INC | 04799 FUELS & LUBRICANTS | Yes | FY 2011-12 | | 7,500 | 2,134 |
| HEALTHRIGHT 360 | 03801 COMMUNITY BASED ORGANIZATION SERVICES | Yes | FY 2011-12 | | 94,631 | 7,176 |
| MISSION COUNCIL ON ALCOHOL ABUSE/SPANISH | 03801 COMMUNITY BASED ORGANIZATION SERVICES | Yes | FY 2011-12 | | 172,973 | 4,513 |
| SANTORA SALES | 04483 CLEANING SUPPLIES | Yes | FY 2011-12 | | 8,182 | 8,182 |
| WESTERN STATES OIL | 04799 FUELS & LUBRICANTS | Yes | FY 2011-12 | | 26,500 | 11,561 |
| ALLSTAR FIRE EQUIPMENT INC | 02999 OTHER EQUIP MAINT | Yes | FY 2011-12 | | 500 | 500 |
| UPTIME RESOURCES | 04951 OTHER OFFICE SUPPLIES | Yes | FY 2011-12 | | 9,600 | 9,600 |
| THE GARDEN PROJECT | 03801 COMMUNITY BASED ORGANIZATION SERVICES | Yes | FY 2011-12 | | 341,073 | 24,772 |
| SIEMENS INDUSTRY INC | 02999 OTHER EQUIP MAINT | Yes | FY 2011-12 | | 838 | 838 |
| SIEMENS INDUSTRY INC | 04399 OTHER EQUIPMENT MAINT SUPPLIES | Yes | FY 2011-12 | | 195 | 195 |
| SIEMENS INDUSTRY INC | 04341 COMMUNICATION SUPPLIES | Yes | FY 2011-12 | | 853 | 853 |
| EN POINTE TECHNOLOGIES SALES INC | 03596 SOFTWARE LICENSING FEES | Yes | FY 2011-12 | | 1,872 | 1,872 |
| GRM INFORMATION MANAGEMENT SERVICES | 03599 OTHER CURRENT EXPENSES | Yes | FY 2011-12 | | 250 | 79 |
| GRM INFORMATION MANAGEMENT SERVICES | 03599 OTHER CURRENT EXPENSES | Yes | FY 2011-12 | | 15,300 | 593 |
| GRM INFORMATION MANAGEMENT SERVICES | 03599 OTHER CURRENT EXPENSES | Yes | FY 2011-12 | | 1,000 | 295 |
| GRM INFORMATION MANAGEMENT SERVICES | 03599 OTHER CURRENT EXPENSES | Yes | FY 2011-12 | | 3,800 | 676 |
| GRM INFORMATION MANAGEMENT SERVICES | 03599 OTHER CURRENT EXPENSES | Yes | FY 2011-12 | | 1,800 | 450 |
| GRM INFORMATION MANAGEMENT SERVICES | 03599 OTHER CURRENT EXPENSES | Yes | FY 2011-12 | | 8,000 | 95 |
| GRM INFORMATION MANAGEMENT SERVICES | 03599 OTHER CURRENT EXPENSES | Yes | FY 2011-12 | | 1,000 | 227 |
| GRM INFORMATION MANAGEMENT SERVICES | 03599 OTHER CURRENT EXPENSES | Yes | FY 2011-12 | | 1,500 | 254 |
| GRM INFORMATION MANAGEMENT SERVICES | 03599 OTHER CURRENT EXPENSES | Yes | FY 2011-12 | | 300 | 75 |
| GRM INFORMATION MANAGEMENT SERVICES | 03599 OTHER CURRENT EXPENSES | Yes | FY 2011-12 | | 300 | 456 |
| GRM INFORMATION MANAGEMENT SERVICES | 03599 OTHER CURRENT EXPENSES | Yes | FY 2011-12 | | 495 | 495 |
| TOTAL FILTRATION SERVICES INC | 04299 OTHER BLDG MAINT SUPPLIES | Yes | FY 2011-12 | | 368 | 368 |
| CALSTEAM A WOLSELEY CO | 04261 PLUMBING SUPPLIES | Yes | FY 2011-12 | | 145 | 145 |
| SCHNEIDER ELECTRIC BUILDINGS AMERICAS | 04399 OTHER EQUIPMENT MAINT SUPPLIES | Yes | FY 2011-12 | | 5,360 | 5,360 |
| SCHNEIDER ELECTRIC BUILDINGS AMERICAS | 04399 OTHER EQUIPMENT MAINT SUPPLIES | Yes | FY 2011-12 | | 2,761 | 2,761 |
| SCHNEIDER ELECTRIC BUILDINGS AMERICAS | 04299 OTHER BLDG MAINT SUPPLIES | Yes | FY 2011-12 | | 377 | 312 |
| SCHNEIDER ELECTRIC BUILDINGS AMERICAS | 02999 OTHER EQUIP MAINT | Yes | FY 2011-12 | | 1,120 | 1,120 |
| S & R MECHANICAL INC | 04399 OTHER EQUIPMENT MAINT SUPPLIES | Yes | FY 2011-12 | | 775 | 775 |
| JANET M DEMPSEY | 02799 OTHER PROFESSIONAL SERVICES | Yes | FY 2011-12 | | 30,000 | 14,275 |
| SCHNEIDER ELECTRIC BUILDINGS AMERICAS | 02999 OTHER EQUIP MAINT | Yes | FY 2011-12 | | 9,500 | 8,380 |
| S & R MECHANICAL INC | 06029 AUTOMOTIVE & OTHER VEHICLES | Yes | FY 2011-12 | | 8,950 | 4,622 |
| NO VENDOR | 03551 COPY MACHINE | No | FY 2010-11 | | 27,384 | 27,384 |
| XEROX CORPORATION | 04699 FOOD | Yes | FY 2011-12 | | 97,258 | 889 |
| ARAMARK CORRECTIONAL SVCS LLC | 02911 DP/WP EQUIPMENT MAINT | Yes | FY 2011-12 | | 720,000 | 6,613 |
| FIRESPRING | | Yes | FY 2011-12 | | 1,301 | 450 |
| Total Amount Return to Fund Balance | | | | | | 152,779 |
| General Fund | | | | | | 125,395 |
| Non-General Fund | | | | | | 27,384 |

Note: The above encumbrance balances are from budget years prior to FY 2013-14. The Department has indicated that the balances of these encumbrances are no longer needed, therefore the balances can be returned to the General Fund, if applicable.

BUDGET REVIEW EXECUTIVE SUMMARY

YEAR ONE: FY 2013-14

Budget Changes

The Department's proposed \$27,008,742 budget for FY 2013-14 is \$2,032,690 or 8.1% more than the original FY 2012-13 budget of \$24,976,052.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2013-14 are 141.12 FTEs, which are 3.02 FTEs more than the 138.10 FTEs in the original FY 2012-13 budget. This represents a 2.2% increase in FTEs from the original FY 2012-13 budget.

Revenue Changes

The Department's revenues of \$11,880,397 in FY 2013-14, are \$648,735 or 5.8% more than FY 2012-13 revenues of \$11,231,662. General Fund support of \$15,128,345 in FY 2013-14 is \$1,383,955 or 10.1% more than FY 2012-13 General Fund support of \$13,744,390.

YEAR TWO: FY 2014-15

Budget Changes

The Department's proposed \$27,762,322 budget for FY 2014-15 is \$753,580 or 2.8% more than the Mayor's proposed FY 2013-14 budget of \$27,008,742.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2014-15 are 141.44 FTEs, which is 0.32 FTE more than the Mayor's proposed FY 2013-14 budget. This represents 0.2% decrease in FTEs from the Mayor's proposed FY 2013-14 budget.

Revenue Changes

The Department's revenues of \$10,849,505 in FY 2014-15 are \$1,030,892 or 8.7% less than FY 2013-14 estimated revenues of \$11,880,397. General Fund support of \$16,912,817 in FY 2014-15 is \$1,784,472 or 11.8% more than FY 2013-14 General Fund support of \$15,128,345.

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

DEPARTMENT: ADP – ADULT PROBATION DEPARTMENT

RECOMMENDATIONS

YEAR ONE: FY 2013-14

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$399,690 in FY 2013-14. Of the \$399,690 in recommended reductions, \$180,812 are ongoing savings and \$218,878 are one-time savings. These reductions would still allow an increase of \$1,633,000 or 6.5% in the Department’s FY 2013-14 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended General Fund encumbrances, which would allow the return of \$3,362 to the General Fund.

Together, these recommendations will result in \$403,052 savings to the City’s General Fund in FY 2013-14.

YEAR TWO: FY 2014-15

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$180,812 in FY 2014-15, which are ongoing savings. These reductions would still allow an increase of \$572,768 or 2.1% in the Department’s FY 2014-15 budget.

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

DEPARTMENT: ADP – ADULT PROBATION DEPARTMENT

SUMMARY OF PROGRAM EXPENDITURES:

| Program | FY 2012- 2013 Budget | FY 2013- 2014 Proposed | Increase/ Decrease from FY 2012- 2013 | FY 2014- 2015 Proposed | Increase/ Decrease from FY 2013- 2014 |
|--|----------------------------|------------------------------|---|------------------------------|---|
| ADULT PROBATION | | | | | |
| ADMINISTRATION - ADULT PROBATION | 4,263,091 | 4,447,047 | 183,956 | 4,611,842 | 164,795 |
| COMMUNITY SERVICES | 9,635,653 | 9,236,431 | (399,222) | 9,578,718 | 342,287 |
| ONE STOP RE ENTRY SERVICES | 1,415,630 | 1,581,602 | 165,972 | 1,613,411 | 31,809 |
| PRE - SENTENCING INVESTIGATION REALIGNMENT SERVICES-POST RELEASE COMM. | 2,939,817 | 2,954,571 | 14,754 | 3,050,829 | 96,258 |
| WORK ORDERS & GRANTS | 600,000 | 0 | (600,000) | 0 | 0 |
| ADULT PROBATION | 24,976,052 | 27,008,742 | 2,032,690 | 27,762,322 | 753,580 |

FY 2013-14

The Department’s proposed FY 2013-14 budget has increased by \$2,032,690 largely due to:

- Increases in salary and fringe benefit costs. The Adult Probation Department is proposing to hire 3 new positions, all of which will support the continued implementation of Public Safety Realignment, including: a Senior Community Development Specialist I, a Senior Community Development Specialist II, and an IS Programmer Analyst. The Programmer Analyst would assist in the launch and implementation of the Department’s new case management system (Smart Probation) and ensure its integration with the Citywide JUSTIS system. The Community Development Specialist I would perform research for new funding opportunities to support the reentry and realignment populations, and write grants for appropriate projects. The Community Development Specialist II would provide administrative support to the Reentry Council and Community Corrections Partnership, as well as develop and distribute outreach materials.
- Increase in work orders for Service of Other Departments. The Adult Probation Department proposes to increase work orders to the Department of Public Health to expand residential treatment service opportunities for the realignment population.
- Increase in rent and program costs related the Community Assessment and Services Center. This is a central component of the Department’s plan to manage the realignment population and will offer a one-stop shop for supervision, case management, and educational opportunities for AB109 offenders.

FY 2014-15

The Department’s proposed FY 2014-15 budget has increased by \$753,580 largely due to:

- Increases in salary and fringe benefit costs to meet ongoing programmatic needs related to the realignment population.

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

DEPARTMENT: ADP – ADULT PROBATION DEPARTMENT

SUMMARY OF DEPARTMENT POSITION CHANGES:

FY 2013-14

The number of full-time equivalent positions (FTE) budgeted for FY 2013-14 are 141.12 FTEs, which are 3.02 FTEs more than the 138.10 FTEs in the original FY 2012-13 budget. This represents a 2.2% increase in FTEs from the original FY 2012-13 budget.

ADP is proposing to hire the following new positions:

- one IT Analyst to assist in the implementation of the Department's new case management system and the final interface with the Citywide JUSTIS system. This is a limited tenure position for one year.
- one Senior Community Development Specialist I to research fundraising opportunities and apply for grants to support department activities.
- one Senior Community Development Specialist II to provide administrative support to the Reentry Council and the Community Corrections Partnership and to distribute outreach materials.

ADP is also proposing to transfer 2 Deputy Probation Officers that had been funded from the Second Chance Reentry Grant to General Fund positions.

FY 2014-15

The number of full-time equivalent positions (FTE) budgeted for FY 2014-15 are 141.44 FTEs, which is 0.32 FTE more than the Mayor's proposed FY 2013-14 budget. This represents 0.2% decrease in FTEs from the Mayor's proposed FY 2013-14 budget.

INTERIM EXCEPTIONS

The Department has requested approval of 3 positions as an interim exception. The Budget and Legislative Analyst recommends disapproval of all 3 positions. The Budget and Legislative Analyst is recommending disapproval of one of the positions (the Senior Community Development Specialist II), and does not believe that there is an urgent need to fill the Senior Community Development Specialist I position as of July 1, 2013. The Department will not be able to hire the IS Programmer Analyst immediately, so that FTE has been reduced to reflect an August 1, 2013 hire date.

DEPARTMENT REVENUES:

FY 2013-14

The Department's revenues of \$11,880,397 in FY 2013-14 are \$648,735 or 5.8% more than FY 2012-13 revenues of \$11,231,662. General Fund support of \$15,128,345 in FY 2013-14 is \$1,383,955 or 10.1% more than FY 2012-13 General Fund support of \$13,744,390.

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

DEPARTMENT: ADP – ADULT PROBATION DEPARTMENT

Specific changes in the Department’s FY 2013-14 revenues include:

- Expiration of the Justice Assistance Grant (JAG) grant, which is a grant from the U.S. Department of Justice to support local community corrections programs.
- Reduction of SB678 funds from the State of California, which has supported evidence-based practices in local community corrections.
- Increase in AB109 funds from the State of California to support ongoing programs related to public safety realignment.

FY 2014-15

The Department's revenues of \$10,849,505 in FY 2014-15, are \$1,030,892 or 8.7% less than FY 2013-14 revenues of \$11,880,397. General Fund support of \$16,912,817 in FY 2014-15 is \$1,784,472 or 11.8% more than FY 2013-14 General Fund support of \$15,128,345.

Specific changes in the Department’s FY 2014-15 revenues include reduction in AB109 funds from the State.

COMMENTS:

FY 2013-14

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$399,690 in FY 2013-14. Of the \$399,690 in recommended reductions, \$180,812 are ongoing savings and \$218,878 are one-time savings. These reductions would still allow an increase of \$1,633,000 or 6.5% in the Department’s FY 2013-14 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended General Fund encumbrances, which would allow the return of \$3,362 to the General Fund.

Together, these recommendations will result in \$403,052 savings to the City’s General Fund in FY 2013-14.

FY 2014-15

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$180,812 in FY 2014-15, which are ongoing savings. These reductions would still allow an increase of \$572,768 or 2.1% in the Department’s FY 2014-15 budget.

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2013-14 and FY 2014-15 Two-Year Budget**

ADP - Adult Probation

| Object Title | FY 2013-14 | | | | | | FY 2014-15 | | | | | |
|--|------------|--------|----------------------|-------------|----------|----|------------|----|--------|----|---------|----|
| | FTE | | Amount | | Savings | GF | FTE | | Amount | | Savings | GF |
| | From | To | From | To | | | From | To | From | To | | |
| AKB - Community Services | | | | | | | | | | | | |
| Attrition Savings | (4.10) | (4.35) | (\$393,505) | (\$417,499) | \$23,994 | x | x | | | | | |
| Mandatory Fringe Benefits | | | (\$131,846) | (\$139,885) | \$8,039 | x | x | | | | | |
| | | | <i>Total Savings</i> | \$32,034 | | | | | | | | |
| Adjust attrition savings to reflect actual hiring date of vacant 8434. | | | | | | | | | | | | |
| AOS - One-Stop Reentry Services | | | | | | | | | | | | |
| Senior Community Development Specialist II | 1.00 | 0.77 | \$108,137 | \$83,265 | \$24,872 | x | x | | | | | |
| Mandatory Fringe Benefits | | | \$44,183 | \$34,021 | \$10,162 | x | x | | | | | |
| | | | <i>Total Savings</i> | \$35,034 | | | | | | | | |
| Disapprove interim exception for 9775. This position does not fill an urgent need for a July 1, 2013 hiring date and should be filled through a regular hiring process. | | | | | | | | | | | | |
| Professional Services | | | \$440,000 | \$344,167 | \$95,833 | x | x | | | | | |
| Reduce Professional Services expenditures to reflect actual timeline for rolling out the Alternative Sentencing for Women and Children program and services. | | | | | | | | | | | | |
| ASH - Administration | | | | | | | | | | | | |
| IS Programmer Analyst - Principal | 1.00 | 0.92 | \$112,837 | \$103,810 | \$9,027 | x | x | | | | | |
| Mandatory Fringe Benefits | | | \$45,695 | \$42,039 | \$3,656 | x | x | | | | | |
| | | | <i>Total Savings</i> | \$12,683 | | | | | | | | |
| Disapprove the Interim Exception for the Programmer Analyst position. The Department is proposing to hire a limited tenure Programmer Analyst to support the implementation of the JUSTIS project. The Department has not begun recruiting for this position and cannot expect to fill it before August 1, 2013. | | | | | | | | | | | | |

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2013-14 and FY 2014-15 Two-Year Budget**

ADP - Adult Probation

| Object Title | FY 2013-14 | | | | | | FY 2014-15 | | | | | |
|---|---|------|----------------------|-------------|----|----|------------|------|----------------------|----------|----|----|
| | FTE | | Amount | | GF | IT | FTE | | Amount | | GF | IT |
| | From | To | From | To | | | From | To | From | To | | |
| Senior Community Development Specialist I | 1.00 | 0.00 | \$91,124 | \$0 | x | | 1.00 | 0.00 | \$91,124 | \$0 | x | |
| Mandatory Fringe Benefits | | | \$39,688 | \$0 | x | | | | \$39,688 | \$0 | x | |
| | | | <i>Total Savings</i> | | | | | | <i>Total Savings</i> | | | |
| | | | \$130,812 | | | | | | \$130,812 | | | |
| | Disapprove Senior Community Development Specialist position. The department has not justified the need for this position. The Community Development Specialist II would provide administrative support to the Reentry Council and Community Corrections Partnership, as well as develop and distribute outreach materials. These activities are currently provided by 5 existing 1823s in the Reentry Division, and the Department has not demonstrated the increased need for support. | | | | | | | | | | | |
| Management Consulting | | | \$125,000 | \$75,000 | x | | | | \$125,000 | \$75,000 | x | |
| | Reduce Management Consulting Services expenditures by \$50,000. | | | | | | | | | | | |
| Professional Services | | | \$2,229,392 | \$2,186,097 | x | x | | | | | | |
| | ARS - Realignment | | | | | | | | | | | |
| | Decrease professional services budget to reflect actual contracted amounts and program timelines. | | | | | | | | | | | |

FY 2013-14

| Total Recommended Reductions | | |
|------------------------------|------------------|------------------|
| One-Time | Ongoing | Total |
| General Fund | \$218,878 | \$180,812 |
| Non-General Fund | \$0 | \$0 |
| Total | \$218,878 | \$180,812 |

FY 2014-15

| Total Recommended Reductions | | |
|------------------------------|------------|------------------|
| One-Time | Ongoing | Total |
| General Fund | \$0 | \$180,812 |
| Non-General Fund | \$0 | \$0 |
| Total | \$0 | \$180,812 |

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2013-14 and FY 2014-15 Two-Year Budget**

ADP - Adult Probation

| Object Title | FY 2013-14 | | | | | | FY 2014-15 | | | | | | | | | | | | |
|--|------------|----|-----------|-----------|---------|----|------------|----|------|--|--------|-----------|-----------|-----|------|----|------|----|--|
| | FTE | | Amount | | Savings | | GF | | IT | | Amount | | Savings | | GF | | IT | | |
| | From | To | From | To | From | To | From | To | From | To | From | To | From | To | From | To | From | To | |
| Professional Services | | | \$514,350 | \$514,350 | \$0 | | | | | | | \$514,350 | \$514,350 | \$0 | | | | | |
| Reserve Recommendations | | | | | | | | | | | | | | | | | | | |
| <p>The Department is proposing to amend an existing contract to expand services for sex offenders. The Budget and Legislative Analyst recommends placing these program expenses on Budget and Finance Committee Reserve pending submission of amended contract and final budget details.</p> | | | | | | | | | | <p>The Department is proposing to amend an existing contract to expand services for sex offenders. The Budget and Legislative Analyst recommends placing these program expenses on Budget and Finance Committee Reserve pending submission of amended contract and final budget details.</p> | | | | | | | | | |

FY 2013-14

Total Reserve Recommendations

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

FY 2014-15

Total Reserve Recommendations

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

**Recommendations of the Budget and Legislative Analyst
For Reduction and Close-out of Past-year Encumbrances from City Budget**

ADP - Adult Probation

| Vendor Name | Subobject Title | General Fund Savings | Year of Appropriation | Date of Last Recorded Transaction | Original Amount | Unexpended Balance |
|--|---------------------------------|----------------------|-----------------------|-----------------------------------|-----------------|--------------------|
| L C ACTION POLICE SUPPLY | OTHER SAFETY EXPENSES | Yes | 2011 | 09/27/2012 | 3,770.42 | 415.60 |
| GIVE SOMETHING BACK INC | MINOR VIDEO EQUIPMENT | Yes | 2012 | 09/27/2012 | 947.97 | 947.97 |
| GIVE SOMETHING BACK INC | MINOR VIDEO EQUIPMENT | Yes | 2012 | 09/27/2012 | 947.96 | 947.96 |
| SPRINT NEXTEL | COMMUNICATION SUPPLIES | Yes | 2011 | 09/27/2012 | 115.02 | 115.02 |
| SPRINT NEXTEL | COMMUNICATION SUPPLIES | Yes | 2011 | 09/27/2012 | 112.25 | 112.25 |
| EN POINTE TECHNOLOGIES SALES INC | SOFTWARE LICENSING FEES | Yes | 2012 | 09/27/2012 | 6,428.90 | 23.15 |
| LANGUAGELINE SOLUTIONS | INTERPRETERS | Yes | 2011 | 09/27/2012 | 1,000.00 | 18.46 |
| GRM INFORMATION MANAGEMENT SE | MISCELLANEOUS FACILITIES RENTAL | Yes | 2011 | 09/27/2012 | 9,374.40 | 265.44 |
| GRM INFORMATION MANAGEMENT SE | MISCELLANEOUS FACILITIES RENTAL | Yes | 2011 | 09/27/2012 | 6,249.60 | 176.97 |
| AT&T MOBILITY | COMMUNICATION SUPPLIES | Yes | 2012 | 09/27/2012 | 138.24 | 138.24 |
| GRM INFORMATION MANAGEMENT SE | MISCELLANEOUS FACILITIES RENTAL | Yes | 2011 | 11/06/2012 | 3,600.00 | 201.30 |
| Total Amount Return to Fund Balance | | | | | 3,362.36 | |
| General Fund | | | | | 3,362.36 | |
| Non-General Fund | | | | | - | |

Note: The above encumbrance balances are from budget years prior to FY 2013-14. The Department has indicated that the balances of these encumbrances are no longer needed, therefore the balances can be returned to the General Fund, if applicable.

BUDGET REVIEW EXECUTIVE SUMMARY

YEAR ONE: FY 2013-14

Budget Changes

The Department's proposed \$35,529,306 budget for FY 2013-14 is \$6,096,625 or 20.7% more than the original FY 2012-13 budget of \$29,432,681.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2013-14 are 212.81 FTEs, which are 11.07 FTEs more than the 201.74 FTEs in the original FY 2012-13 budget. This represents a 5.5% increase in FTEs from the original FY 2012-13 budget.

Revenue Changes

The Department's revenues of \$15,116,252 in FY 2013-14, are \$99,539 or 0.7% less than FY 2012-13 revenues of \$15,215,791. General Fund support of \$20,413,054 in FY 2013-14 is \$6,196,164 or 43.6% more than FY 2012-13 General Fund support of \$14,216,890.

YEAR TWO: FY 2014-15

Budget Changes

The Department's proposed \$39,564,812 budget for FY 2014-15 is \$4,035,506 or 11.4% more than the Mayor's proposed FY 2013-14 budget of \$35,529,306.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2014-15 are 218.92 FTEs, which are 6.11 FTEs more than the 212.81 FTEs in the Mayor's proposed FY 2013-14 budget. This represents a 2.9% increase in FTEs from the Mayor's proposed FY 2013-14 budget.

Revenue Changes

The Department's revenues of \$15,198,408 in FY 2014-15 are \$82,156 or 0.5% more than FY 2013-14 estimated revenues of \$15,116,252. General Fund support of \$24,366,404 in FY 2014-15 is \$3,953,350 or 19.4% more than FY 2013-14 General Fund support of \$20,413,054.

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

DEPARTMENT: TTX – TREASURER/TAX COLLECTOR

RECOMMENDATIONS

YEAR ONE: FY 2013-14

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$550,998 in FY 2013-14. Of the \$550,998 in recommended reductions, \$63,748 are ongoing savings and \$487,250 are one-time savings. These reductions would still allow an increase of \$5,545,627 or 18.8% in the Department's FY 2013-14 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended General Fund encumbrances, which would allow the return of \$8,570 to the General Fund.

Together, these recommendations will result in \$559,568 savings to the City's General Fund in FY 2013-14.

YEAR TWO: FY 2014-15

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$79,727 in FY 2014-15. Of the \$79,727 in recommended reductions, \$13,616 are ongoing savings and \$66,111 are one-time savings. These reductions would still allow an increase of \$3,955,779 or 11.1% in the Department's FY 2014-15 budget.

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

DEPARTMENT: TTX – TREASURER/TAX COLLECTOR

| Program | FY 2012- 2013 Budget | FY 2013- 2014 Proposed | Increase/ Decrease from FY 2012- 2013 | FY 2014- 2015 Proposed | Increase/ Decrease from FY 2013- 2014 |
|--------------------------------|----------------------------|------------------------------|---|------------------------------|---|
| TREASURER/TAX COLLECTOR | | | | | |
| BUSINESS TAX | 6,975,254 | 5,880,543 | (1,094,711) | 6,007,854 | 127,311 |
| DELINQUENT REVENUE | 7,691,639 | 8,790,901 | 1,099,262 | 9,012,419 | 221,518 |
| GROSS RECEIPTS TAX | 0 | 5,975,296 | 5,975,296 | 9,230,280 | 3,254,984 |
| INVESTMENT | 2,328,040 | 2,355,479 | 27,439 | 2,455,593 | 100,114 |
| LEGAL SERVICE | 441,801 | 519,184 | 77,383 | 535,949 | 16,765 |
| MANAGEMENT | 5,352,917 | 5,050,766 | (302,151) | 5,359,054 | 308,288 |
| PROPERTY TAX/LICENSING | 2,542,945 | 2,503,149 | (39,796) | 2,342,053 | (161,096) |
| TAXPAYER ASSISTANCE | 1,409,882 | 1,637,952 | 228,070 | 1,690,539 | 52,587 |
| TRANSFER TAX | 0 | 0 | 0 | 0 | 0 |
| TREASURY | 2,690,203 | 2,816,036 | 125,833 | 2,931,071 | 115,035 |
| TREASURER/TAX COLLECTOR | 29,432,681 | 35,529,306 | 6,096,625 | 39,564,812 | 4,035,506 |

SUMMARY OF PROGRAM EXPENDITURES:

FY 2013-14

The Department’s proposed FY 2013-14 budget has increased by \$6,096,625 largely due to the (a) implementation of the new Gross Receipts Tax; (b) the delinquent revenue collections enhancement project; and (c) the transfer of functions for alarm licenses previously administered by the Department of Emergency Management.

The new Gross Receipts Tax, approved by the voters in November 2012, will be effective on January 1, 2014. The Department is responsible for implementing the new tax and has budgeted \$5.9 million in FY 2013-14 and \$9.2 million in FY 2014-15 for implementation.

FY 2014-15

The Department’s proposed FY 2014-15 budget has increased by \$4,035,506 largely due to continued efforts to implement the Gross Receipts Tax.

SUMMARY OF DEPARTMENT POSITION CHANGES:

FY 2013-14

The number of full-time equivalent positions (FTE) budgeted for FY 2013-14 are 212.81 FTEs, which are 11.07 FTEs more than the 201.74 FTEs in the original FY 2012-13 budget. This represents a 5.5% increase in FTEs from the original FY 2012-13 budget.

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

DEPARTMENT: TTX – TREASURER/TAX COLLECTOR

The increase is largely due to increased staffing needs for the Gross Receipts Tax system, the reinstatement of the Superior Court work order, and the increased frequency of the Public Utilities Commission billing cycle.

FY 2014-15

The number of full-time equivalent positions (FTE) budgeted for FY 2014-15 are 218.92 FTEs, which are 6.11 FTEs more than the 212.81 FTEs in the Mayor's proposed FY 2013-14 budget. This represents a 2.9% increase in FTEs from the Mayor's proposed FY 2013-14 budget.

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

INTERIM EXCEPTIONS

The Department has requested approval of 16.00 FTEs as interim exceptions. The Budget and Legislative Analyst recommends approval of these 16.00 FTEs as interim exceptions as follows:

Gross Receipts Tax Implementation (3.0 FTEs)

The Department is requesting approval to hire 3.0 FTEs on July 1, 2013, in order to ensure timely implementation of the Gross Receipts Tax system, as follows:

- 1823 Senior Administrative Analyst (1.00 FTE)
- 1408 Principal Clerk (2.00 FTE)

Superior Court Work Order (11.5 FTEs)

The Department is requesting approval to continue 11.5 limited term FTEs that are due to terminate on June 30, 2013. These positions are paid by a work order between the Treasurer/Tax Collector's Office and the Superior Court, which was originally expected to terminate in FY 2012-13 but was renewed for FY 2013-14. These positions are as follows:

- 4310 Commercial Division Assistant Supervisor (1.00 FTE)
- 1630 Account clerk (2.00 FTE)
- 1623 Senior Account Clerk (1.00 FTE)
- 4308 Senior Collections Officer (5.00 FTE)
- 4321 Cashier II (0.50 FTE)
- 4321 Cashier II (2.00 FTE)

Other Requested Interim Exceptions (1.5 FTEs)

- 1630 Account clerk (0.50 FTE) – This position, which is funded by a work order between the Treasurer/Tax Collector's Office and the Municipal Transportation Agency (MTA),

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

DEPARTMENT: TTX – TREASURER/TAX COLLECTOR

was hired in FY 2012-13 and paid by temporary salaries. According to the Department, failure to provide an interim exception would result in layoff of existing staff.

- 8173 Legal Assistant (1.00 FTE) is a revenue generating position, responsible for collecting legal fines. The position is limited-term set to expire on June 30, 2013. The position is currently filled and not providing an interim exception would result in the lay-off of existing staff.

DEPARTMENT REVENUES:

FY 2013-14

The Department's revenues of \$15,116,252 in FY 2013-14, are \$99,539 or 0.7% less than FY 2012-13 revenues of \$15,215,791. General Fund support of \$20,413,054 in FY 2013-14 is \$6,196,164 or 43.6% more than FY 2012-13 General Fund support of \$14,216,890.

Specific changes in the Department's FY 2013-14 revenues include decreases in hotel room tax, and passport fees; offset by increases in interest earned on pooled cash and delinquent business tax collection fees.

FY 2014-15

The Department's revenues of \$15,198,408 in FY 2014-15 are \$82,156 or 0.5% more than FY 2013-14 estimated revenues of \$15,116,252. General Fund support of \$24,366,404 in FY 2014-15 is \$3,953,350 or 19.4% more than FY 2013-14 General Fund support of \$20,413,054.

Specific changes in the Department's FY 2014-15 revenues include increases in interest earned on pooled cash.

RELATED LEGISLATION

File 13-0551 is an ordinance amending the Police Code, to (1) transfer administration of the Police Emergency Alarm Ordinance from the Department of Emergency Management to the Tax Collector, and 2) clarify license renewal and appeal procedures.

Article 37 of the Police Code (“the Police Emergency Alarm Ordinance”) requires companies and individuals that have emergency alarms at their homes and businesses to obtain an annual license and to meet certain operating standards, in order to reduce the number of false alarms that the Police Department must respond to each year. The Department of Emergency Management and the Tax Collector's Office share responsibility for administration of the Alarm Ordinance. The proposed amendment transfers the administration of the Police Emergency Alarm ordinance from the Department of Emergency Management to the Tax Collector. The Department of Emergency Management would remain responsible for certain technical requirements of the Alarm Ordinance and for the emergency dispatch system. The proposed ordinance would also

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

DEPARTMENT: TTX – TREASURER/TAX COLLECTOR

clarify the procedures for the annual renewal of alarm licenses and for appealing the imposition of a penalty fee or the revocation or suspension of a permit license.

Recommendation: Approve the proposed ordinance.

COMMENTS:

FY 2013-14

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$550,998 in FY 2013-14. Of the \$550,998 in recommended reductions, \$63,748 are ongoing savings and \$487,250 are one-time savings. These reductions would still allow an increase of \$5,545,627 or 18.8% in the Department’s FY 2013-14 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended General Fund encumbrances, which would allow the return of \$8,570 to the General Fund.

Together, these recommendations will result in \$559,568 savings to the City’s General Fund in FY 2013-14.

FY 2014-15

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$79,727 in FY 2014-15. Of the \$79,727 in recommended reductions, \$13,616 are ongoing savings and \$66,111 are one-time savings. These reductions would still allow an increase of \$3,955,779 or 11.1% in the Department’s FY 2014-15 budget.

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2013-14 and FY 2014-15 Two-Year Budget**

TTX - Treasurer/Tax Collector

| Object Title | FY 2013-14 | | | | | | FY 2014-15 | | | | | | | | | | | | |
|--|------------|-------|----------------------|----|------------------|----|------------|----|-------|-------|--------|----------------------|---------|-----------------|----------|----------|------|----------|---|
| | FTE | | Amount | | Savings | | GF | | IT | | Amount | | Savings | | GF | | IT | | |
| | From | To | From | To | From | To | From | To | From | To | From | To | From | To | From | To | From | To | |
| FCS - Delinquent Revenue | | | | | | | | | | | | | | | | | | | |
| Programmatic projects-budget | | | \$1,186,654 | | \$989,111 | | \$197,543 | x | x | | | | | | | | | | |
| Projected actual need of \$989,111 | | | | | | | | | | | | | | | | | | | |
| FEF - Management | | | | | | | | | | | | | | | | | | | |
| Attrition Savings - Miscellaneous (2.26) | (2.70) | | (\$249,841) | | (\$298,482.61) | | \$48,642 | x | x | | | | | | | | | | |
| Mandatory Fringe Benefits | | | (\$102,063) | | (\$121,934) | | \$19,871 | x | x | | | | | | | | | | |
| | | | <i>Total Savings</i> | | <i>\$68,512</i> | | | | | | | | | | | | | | |
| Adjust attrition savings for vacancy. | | | | | | | | | | | | | | | | | | | |
| FCN - Property Tax/Licensing | | | | | | | | | | | | | | | | | | | |
| Attrition Savings - Miscellaneous (3.40) | (4.09) | | (\$237,767) | | (\$286,019.71) | | \$48,253 | x | x | | | | | | | | | | |
| Mandatory Fringe Benefits | | | (\$114,309) | | (\$137,507.00) | | \$23,198 | x | x | | | | | | | | | | |
| | | | <i>Total Savings</i> | | <i>\$71,451</i> | | | | | | | | | | | | | | |
| Adjust attrition savings for vacancies. | | | | | | | | | | | | | | | | | | | |
| Department Overhead | | | \$35,039 | | \$0 | | \$35,039 | x | x | | | | | | \$13,616 | | \$0 | \$13,616 | x |
| Technical correction. | | | | | | | | | | | | | | | | | | | |
| FCL - Treasury | | | | | | | | | | | | | | | | | | | |
| Cashier 2 | 2.31 | 1.81 | \$132,137 | | \$103,536 | | \$28,601 | x | 3.00 | 2.50 | | \$174,532 | | \$145,443 | | \$29,089 | | \$15,950 | x |
| Mandatory Fringe Benefits | | | \$68,475 | | \$53,654 | | \$14,821 | x | | | | \$95,698 | | \$79,748 | | \$15,950 | | | x |
| | | | <i>Total Savings</i> | | <i>\$43,423</i> | | | | | | | <i>Total Savings</i> | | <i>\$45,038</i> | | | | | |
| Delete 0.5 FTE 4321 Cashier II, which has been vacant since 7/1/09. | | | | | | | | | | | | | | | | | | | |
| Attrition Savings - Miscellaneous | 0.04 | 0.00 | \$2,499 | | \$0 | | \$2,499 | x | 0.04 | 0.00 | | \$2,535 | | \$0 | | \$2,535 | | | x |
| Mandatory Fringe Benefits | | | \$1,199 | | \$0 | | \$1,199 | x | | | | \$1,282 | | \$0 | | \$1,281 | | | x |
| | | | <i>Total Savings</i> | | <i>\$3,698</i> | | | | | | | <i>Total Savings</i> | | <i>\$3,816</i> | | | | | |
| Technical adjustment to delete positive attrition savings | | | | | | | | | | | | | | | | | | | |
| FCQ - Taxpayer Asst | | | | | | | | | | | | | | | | | | | |
| Principal Clerk | 11.66 | 11.50 | \$820,521 | | \$809,261 | | \$11,260 | x | 11.66 | 11.50 | | \$834,507 | | \$823,056 | | \$11,451 | | \$5,806 | x |
| Mandatory Fringe Benefits | | | \$391,093 | | \$385,726 | | \$5,367 | x | | | | \$423,078 | | \$417,272 | | \$5,806 | | | x |
| | | | <i>Total Savings</i> | | <i>\$16,627</i> | | | | | | | <i>Total Savings</i> | | <i>\$17,257</i> | | | | | |
| Delete 0.16 FTE 1408 Principal Clerk which has been vacant since 7/1/10. | | | | | | | | | | | | | | | | | | | |
| FCO - Business Tax | | | | | | | | | | | | | | | | | | | |
| Attrition Savings (4.32) | (5.47) | | (\$265,430) | | (\$336,088.45) | | \$70,658 | x | x | | | | | | | | | | |
| Mandatory Fringe Benefits | | | (\$165,462) | | (\$209,508.60) | | \$44,047 | x | x | | | | | | | | | | |
| | | | <i>Total Savings</i> | | <i>\$114,705</i> | | | | | | | | | | | | | | |
| Adjust attrition savings for vacancies. | | | | | | | | | | | | | | | | | | | |

| | | FY 2013-14 | | | FY 2014-15 | | |
|------------------|--|------------------|-----------------|------------------|-----------------|-----------------|-----------------|
| | | One-Time | Ongoing | Total | One-Time | Ongoing | Total |
| General Fund | | \$452,211 | \$98,787 | \$550,998 | \$13,616 | \$66,111 | \$79,727 |
| Non-General Fund | | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Total | | \$487,250 | \$63,748 | \$550,998 | \$13,616 | \$66,111 | \$79,727 |

**Recommendations of the Budget and Legislative Analyst
For Reduction and Close-out of Past-year Encumbrances from City Budget**

TTX - Treasurer/Tax Collector

| Vendor Name | Subobject Title | General Fund | | Date of Last Recorded Transaction | Original Amount | Unexpended Balance | |
|-------------------------|-----------------|--------------|---------------|-----------------------------------|--|--------------------|--|
| | | Savings | Appropriation | | | | |
| NO VENDOR | NKEY NO PROJECT | X | 07/19/2005 | | 651 | 651 | |
| NO VENDOR | NKEY NO PROJECT | X | 07/19/2005 | | 495 | 495 | |
| ACE LEGAL ASSISTANCE | NKEY NO PROJECT | X | 08/16/2011 | | 500 | 143 | |
| ACE LEGAL ASSISTANCE | NKEY NO PROJECT | X | 08/16/2011 | | 8,500 | 6,605 | |
| GIVE SOMETHING BACK INC | NKEY NO PROJECT | X | 08/02/2011 | | 3,500 | 57 | |
| VERIZON WIRELESS | NKEY NO PROJECT | X | 01/12/2011 | | 65 | 65 | |
| VERIZON WIRELESS | NKEY NO PROJECT | X | 01/21/2011 | | 98 | 49 | |
| VERIZON WIRELESS | NKEY NO PROJECT | X | 01/21/2011 | | 98 | 49 | |
| VERIZON WIRELESS | NKEY NO PROJECT | X | 01/11/2012 | | 138 | 138 | |
| GIVE SOMETHING BACK INC | NKEY NO PROJECT | X | 08/02/2011 | | 4,000 | 296 | |
| XTECH | NKEY NO PROJECT | X | 05/08/2012 | | 45,000 | 10 | |
| XTECH | NKEY NO PROJECT | X | 05/08/2012 | | 45,000 | 10 | |
| | | | | | Total Amount Return to Fund Balance | 8,569.65 | |
| | | | | | General Fund | 8,569.65 | |
| | | | | | Non-General Fund | - | |

Note: The above encumbrance balances are from budget years prior to FY 2013-14. The Department has indicated that the balances of these encumbrances are no longer needed, therefore the balances can be returned to the General Fund, if applicable.

BUDGET REVIEW EXECUTIVE SUMMARY

YEAR ONE: FY 2013-14

Budget Changes

The Department's proposed \$17,146,710 budget for FY 2013-14 is \$897,240 or 5.5% more than the original FY 2012-13 budget of \$16,249,470.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2013-14 are 111.14 FTEs, which are 1.28 FTEs more than the 109.86 FTEs in the original FY 2012-13 budget. This represents a 1.2% increase in FTEs from the original FY 2012-13 budget.

Revenue Changes

The Department's revenues of \$3,324,650 in FY 2013-14, are \$5,680,117 or 63.1% less than FY 2012-13 revenues of \$9,004,767. General Fund support of \$13,822,060 in FY 2013-14 is \$6,577,357 or 90.8% more than FY 2012-13 General Fund support of \$7,244,703.

YEAR TWO: FY 2014-15

Budget Changes

The Department's proposed \$17,901,792 budget for FY 2014-15 is \$755,082 or 4.4% more than the Mayor's proposed FY 2013-14 budget of \$17,146,710.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2014-15 are 110.94 FTEs, which are 0.2 FTEs less than the 111.14 FTEs in the Mayor's proposed FY 2013-14 budget. This represents a 0.2% reduction in FTEs from the Mayor's proposed FY 2013-14 budget.

Revenue Changes

The Department's revenues of \$3,356,574 in FY 2014-15 are \$31,924 or 1.0% more than FY 2013-14 estimated revenues of \$3,324,650. General Fund support of \$14,545,218 in FY 2014-15 is \$723,158 or 5.2% more than FY 2013-14 General Fund support of \$13,822,060.

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

DEPARTMENT: FAM – FINE ARTS MUSEUM

RECOMMENDATIONS

YEAR ONE: FY 2013-14

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$38,641 in FY 2013-14, which are ongoing savings. These reductions would still allow an increase of \$858,599 or 5.3% in the Department’s FY 2013-14 budget.

YEAR TWO: FY 2014-15

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$38,641 in FY 2014-15, which are ongoing savings. These reductions would still allow an increase of \$716,441 or 4.2% in the Department’s FY 2014-15 budget.

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

DEPARTMENT: FAM – FINE ARTS MUSEUM

SUMMARY OF PROGRAM EXPENDITURES:

| Program | FY 2012- 2013 Budget | FY 2013- 2014 Proposed | Increase/ Decrease from FY 2012- 2013 | FY 2014- 2015 Proposed | Increase/ Decrease from FY 2013- 2014 |
|----------------------------|----------------------------|------------------------------|---|------------------------------|---|
| FINE ARTS MUSEUMS | | | | | |
| ADMISSIONS | 3,230,767 | 3,145,650 | (85,117) | 3,177,574 | 31,924 |
| OPER & MAINT OF MUSEUMS | 13,018,703 | 14,001,060 | 982,357 | 14,724,218 | 723,158 |
| FINE ARTS MUSEUM | 16,249,470 | 17,146,710 | 897,240 | 17,901,792 | 755,082 |

FY 2013-14

The Department’s proposed FY 2013-14 budget has increased by \$897,240 due mainly to increases in overtime pay, premium pay and holiday pay. According to Ms. Michele Gutierrez, Chief Financial Officer at the Fine Arts Museum, the Department is increasing its holiday openings from one day in FY 2012-13 to ten holiday openings in FY 2013-14.

The increase in holiday openings requires increased overtime for permanent museum guards and security guards because the Memorandum of Understanding (MOU) between the City and SEIU Local 1021, which represents security guards and museum guards, requires that overtime assignments be made by seniority. Therefore, potentially less costly temporary guards cannot be used when a permanent guard volunteers for overtime.

FY 2014-15

The Department’s proposed FY 2014-15 budget has increased by \$755,082 largely due to increases in mandatory fringe benefits.

SUMMARY OF DEPARTMENT POSITION CHANGES:

FY 2013-14

The number of full-time equivalent positions (FTE) budgeted for FY 2013-14 are 111.14 FTEs, which are 1.28 FTEs more than the 109.86 FTEs in the original FY 2012-13 budget. This represents a 1.2% increase in FTEs from the original FY 2012-13 budget. The increase is due to a part time associate museum registrar becoming full time.

FY 2014-15

The number of full-time equivalent positions (FTE) budgeted for FY 2014-15 are 110.94 FTEs, which are .20 FTEs less than the 111.14 FTEs in the Mayor’s proposed FY 2013-14 budget. This represents a 0.2% decrease in FTEs from the Mayor’s proposed FY 2013-14 budget. The decrease is due to a decrease in temporary positions.

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

DEPARTMENT: FAM – FINE ARTS MUSEUM

DEPARTMENT REVENUES:

FY 2013-14

The Department's revenues of \$3,324,650 in FY 2013-14, are \$5,680,117 or 63.1% less than FY 2012-13 revenues of \$9,004,767. General Fund support of \$13,822,060 in FY 2013-14 is 6,577,357 or 90.8% more than FY 2012-13 General Fund support of \$7,244,703.

The change in Department revenues is due to replacement of Hotel Tax revenues with General Fund revenues. An ordinance is pending before the Board of Supervisors to amend the Business and Tax Regulation Code to remove certain allocations of the Hotel Tax, including the specified reduction to the Fine Arts Museums (File 13-0545).

FY 2014-15

The Department's revenues of \$3,356,574 in FY 2014-15 are \$31,924 or 1.0% more than FY 2013-14 estimated revenues of \$3,324,650. General Fund support of \$14,545,218 in FY 2014-15 is \$723,158 or 5.2% more than FY 2013-14 General Fund support of \$13,822,060.

COMMENTS:

FY 2013-14

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$38,641 in FY 2013-14, which are ongoing savings. These reductions would still allow an increase of \$858,599 or 5.3% in the Department's FY 2013-14 budget.

FY 2014-15

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$38,641 in FY 2014-15, which are ongoing savings. These reductions would still allow an increase of \$716,411 or 4.2% in the Department's FY 2014-15 budget.

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2013-14 and FY 2014-15 Two-Year Budget**

FAM Fine Arts Museum

| Object Title | FY 2013-14 | | | | | | FY 2014-15 | | | | | | | | | | | |
|-----------------|--|----|----------------------|-----------|----------|----|------------|----|------|----|----------------------|-----------|-------------|----|------|----|------|----|
| | From | | To | | Savings | | GF | | IT | | Amount | | Savings | | GF | | IT | |
| | From | To | From | To | From | To | From | To | From | To | From | To | From | To | From | To | From | To |
| Holiday Pay | | | \$129,312 | \$111,312 | \$18,000 | x | | | | | \$129,312,00 | \$111,312 | \$18,000,00 | x | | | | |
| Fringe Benefits | | | \$9,854 | \$8,482 | \$1,372 | x | | | | | \$9,854 | \$8,482 | \$1,372 | x | | | | |
| | | | <i>Total Savings</i> | | \$19,372 | | | | | | <i>Total Savings</i> | | \$19,372 | | | | | |
| | Reduce Holiday Pay at the Legion of Honor to reflect estimated expenditures in FY 2013-14. | | | | | | | | | | | | | | | | | |
| Premium Pay | | | \$331,209 | \$313,304 | \$17,905 | x | | | | | \$331,209 | \$313,304 | \$17,905 | x | | | | |
| Fringe Benefits | | | \$25,238 | \$23,874 | \$1,364 | x | | | | | \$25,238 | \$23,874 | \$1,364 | x | | | | |
| | | | <i>Total Savings</i> | | \$19,269 | | | | | | <i>Total Savings</i> | | \$19,269 | | | | | |
| | Reduce Premium Pay at the Legion of Honor to reflect estimated expenditures in FY 2013-14. | | | | | | | | | | | | | | | | | |

FY 2013-14

| Total Recommended Reductions | | |
|------------------------------|-----------------|-----------------|
| One-Time | Ongoing | Total |
| General Fund | \$38,641 | \$38,641 |
| Non-General Fund | - | - |
| Total | \$38,641 | \$38,641 |

FY 2014-15

| Total Recommended Reductions | | |
|------------------------------|-----------------|-----------------|
| One-Time | Ongoing | Total |
| General Fund | \$38,641 | \$38,641 |
| Non-General Fund | - | - |
| Total | \$38,641 | \$38,641 |

BUDGET REVIEW EXECUTIVE SUMMARY

YEAR ONE: FY 2013-14

Budget Changes

The Department's proposed \$36,986,627 budget for FY 2013-14 is \$1,298,790 or 3.6% more than the original FY 2012-13 budget of \$35,687,837.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2013-14 are 239.43 FTEs, which are 3.41 FTEs more than the 236.02 FTEs in the original FY 2012-13 budget. This represents a 1.4% increase in FTEs from the original FY 2012-13 budget.

Revenue Changes

The Department's revenues of \$7,291,562 in FY 2013-14, are \$1,051,086 or 16.8% more than FY 2012-13 revenues of \$6,240,476. General Fund support of \$29,695,065 in FY 2013-14 is \$247,704 or 0.8% more than FY 2012-13 General Fund support of \$29,447,361.

YEAR TWO: FY 2014-15

Budget Changes

The Department's proposed \$38,225,158 budget for FY 2014-15 is \$1,238,531 or 3.3% more than the Mayor's proposed FY 2013-14 budget of \$36,986,627.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2014-15 are 239.17 FTEs, which are 0.26 FTEs less than the 239.43 FTEs in the Mayor's proposed FY 2013-14 budget. This represents a 0.1% decrease in FTEs from the Mayor's proposed FY 2013-14 budget.

Revenue Changes

The Department's revenues of \$7,374,518 in FY 2014-15 are \$82,956 or 1.1% more than FY 2013-14 estimated revenues of \$7,291,562. General Fund support of \$30,850,640 in FY 2014-15 is \$1,155,757 or 3.9% more than FY 2013-14 General Fund support of \$29,695,065.

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

DEPARTMENT: JUV – JUVENILE PROBATION

RECOMMENDATIONS

YEAR ONE: FY 2013-14

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$212,927 in FY 2013-14. Of the \$212,927 in recommended reductions, \$105,901 are ongoing savings and \$107,026 are one-time savings. These reductions would still allow an increase of \$1,085,863 or 3% in the Department's FY 2013-14 budget.

YEAR TWO: FY 2014-15

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$135,566 in FY 2014-15. Of the \$135,566 in recommended reductions, \$107,260 are ongoing savings and \$28,306 are one-time savings. These reductions would still allow an increase of \$1,102,965 or 3.0% in the Department's FY 2014-15 budget.

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

DEPARTMENT: JUV – JUVENILE PROBATION

SUMMARY OF PROGRAM EXPENDITURES:

| Program | FY 2012- 2013 Budget | FY 2013- 2014 Proposed | Increase/ Decrease from FY 2012- 2013 | FY 2014- 2015 Proposed | Increase/ Decrease from FY 2013- 2014 |
|---|-------------------------------------|---------------------------------------|--|---------------------------------------|--|
| JUVENILE PROBATION | | | | | |
| ADMINISTRATION | 7,112,485 | 7,168,723 | 56,238 | 7,288,308 | 119,585 |
| CHILDREN'S BASELINE | 1,001,571 | 1,010,999 | 9,428 | 1,012,158 | 1,159 |
| JUVENILE HALL | 11,472,100 | 11,649,687 | 177,587 | 12,286,201 | 636,514 |
| JUVENILE HALL REPLACEMENT DEBT PAYMENT | 2,660,351 | 2,667,374 | 7,023 | 2,665,174 | (2,200) |
| LOG CABIN RANCH | 3,001,666 | 3,290,352 | 288,686 | 3,331,528 | 41,176 |
| PROBATION SERVICES | 10,439,664 | 11,199,492 | 759,828 | 11,641,789 | 442,297 |
| JUVENILE PROBATION | 35,687,837 | 36,986,627 | 1,298,790 | 38,225,158 | 1,238,531 |

FY 2013-14

The Department's proposed FY 2013-14 budget has increased by \$1,298,790 largely due to increases in salary expenditures, professional/contract services, vehicle replacements, and capital improvement projects. The department is in the process of filling 10 counselor vacancies in Juvenile Hall and Log Cabin Ranch. Associated training and overtime costs have been included the FY 2013-14 budget.

FY 2014-15

The Department's proposed FY 2014-15 budget has increased by \$1,238,531 largely due to capital projects and building improvements totaling \$692,000 and mandated salary and fringe benefit increases.

SUMMARY OF DEPARTMENT POSITION CHANGES:

FY 2013-14

The number of full-time equivalent positions (FTE) budgeted for FY 2013-14 are 239.43 FTEs, which are 3.41 FTEs more than the 236.02 FTEs in the original FY 2012-13 budget. This represents a 1.4% increase in FTEs from the original FY 2012-13 budget.

In addition to decreases in attrition savings, Juvenile Probation is requesting to shift one 2910 Social Worker position from grant funds to the General Fund. Only a portion of the position will be funded through the General Fund, of which up to 50% will be reimbursable through Federal Title IV-E monies.

FY 2014-15

The number of full-time equivalent positions (FTE) budgeted for FY 2014-15 are 239.17 FTEs, which are 0.26 FTEs less than the 239.43 FTEs in the Mayor's proposed FY 2013-14 budget. This represents a 0.1% decrease in FTEs from the Mayor's proposed FY 2013-14 budget.

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

DEPARTMENT: JUV – JUVENILE PROBATION

DEPARTMENT REVENUES:

FY 2013-14

The Department's revenues of \$7,291,562 in FY 2013-14, are \$1,051,086 or 16.8% more than FY 2012-13 revenues of \$6,240,476. General Fund support of \$29,695,065 in FY 2013-14 is \$247,704 or 0.8% more than FY 2012-13 General Fund support of \$29,447,361.

The majority of this increase comes from Federal Title IV-E sources. Juvenile Probation expects this source of funds to increase by \$900,000.

FY 2014-15

The Department's revenues of \$7,374,518 in FY 2014-15 are \$82,956 or 1.1% more than FY 2013-14 estimated revenues of \$7,291,562. General Fund support of \$30,850,640 in FY 2014-15 is \$1,155,757 or 3.9% more than FY 2013-14 General Fund support of \$29,695,065.

The revenues from Federal Title IV-E in the previous budget year are expected to continue in FY 2014-15.

COMMENTS:

FY 2013-14

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$212,927 in FY 2013-14. Of the \$212,927 in recommended reductions, \$105,901 are ongoing savings and \$107,026 are one-time savings. These reductions would still allow an increase of \$1,085,863 or 3% in the Department's FY 2013-14 budget.

FY 2014-15

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$135,566 in FY 2014-15. Of the \$135,566 in recommended reductions, \$107,260 are ongoing savings and \$28,306 are one-time savings. These reductions would still allow an increase of \$1,102,965 or 3.0% in the Department's FY 2014-15 budget.

**Recommendations of the Budget and Finance Committee
For Amendment of Budget Items in the FY 2012-13 and FY 2013-14 Two-Year Budget**

| Object Title | FY 2013-14 | | | | | | FY 2014-15 | | | | | |
|--|--|---------|----------------------|---------------|-----------|-------|------------|---------|----------------------|---------------|----------|-------|
| | FTE | | Amount | | GF 1T | | FTE | | Amount | | GF 1T | |
| | From | To | From | To | Savings | GF 1T | From | To | From | To | Savings | GF 1T |
| JUV - Juvenile Probation | | | | | | | | | | | | |
| AKE - Juvenile Hall | | | | | | | | | | | | |
| Attrition Savings - Miscellaneous | (17.42) | (18.15) | (\$1,187,910) | (\$1,237,910) | \$50,000 | x | (17.85) | (18.29) | (\$1,217,192) | (\$1,267,192) | \$50,000 | x |
| Mandatory Fringe Benefits | | | (\$472,813) | (\$492,714) | \$19,901 | x | | | (\$517,542) | (\$538,802) | \$21,260 | x |
| | | | <i>Total Savings</i> | | \$69,901 | | | | <i>Total Savings</i> | | \$71,260 | |
| | <p>The Department has reduced attrition savings by \$106,000 in FY 2013-14 compared to FY 2012-13 in order to fill vacant Juvenile Hall Counselor positions, which includes 5 weeks of training. The Department has also increased overtime by \$138,000 to cover scheduled Juvenile Hall shifts while the new Juvenile Hall Counselors are undergoing training. Because the Department has a projected salary surplus in FY 2012-13 of \$110,000, the recommended increase in attrition savings of \$50,000 will still give the Department sufficient funds to fill the vacant positions.</p> | | | | | | | | | | | |
| Equipment Purchase-Budget | | | \$30,450 | \$0 | \$30,450 | x | | | | | | |
| Equipment Purchase-Budget | | | \$45,935 | \$0 | \$45,935 | x | | | | | | |
| Equipment Purchase-Budget | | | \$30,641 | \$0 | \$30,641 | x | | | | | | |
| Equipment Purchase-Budget | | | | | | | | | \$28,306 | \$0 | \$28,306 | x |
| | | | <i>Total Savings</i> | | \$107,026 | | | | <i>Total Savings</i> | | \$28,306 | |
| | <p>The Department requests to replace five of its 28 vehicles in FY 2013-14, citing the Healthy Air and Clean Transportation Ordinance. However, this ordinance emphasizes the need for Departments to reduce fleet size wherever possible. Furthermore, vehicle utilization information provided by the Department shows some vehicles with low average annual mileage, including as low as 8,576 miles or an average of 780 miles per year. The Budget and Legislative Analyst recommends approval of the requested one replacement van and one replacement automobile and disapproval of 3 replacement automobiles.</p> | | | | | | | | | | | |
| AKC - Probation Services | | | | | | | | | | | | |
| Professional & Specialized Svcs-Budget | | | \$223,000.00 | \$187,000.00 | \$36,000 | x | | | \$252,000 | \$216,000 | \$36,000 | x |
| | <p>The Mayor's proposed budget includes \$156,000 to pay the State's fees for youth incarcerated in the California Youth Authority (CYA). Based on the Department's average annual admissions to CYA of 4 to 5 youth, the Budget and Legislative Analyst recommends \$120,000 (\$2,000 per month for youth or \$10,000 per month for 5 youth) instead of \$156,000.</p> | | | | | | | | | | | |

FY 2013-14

| Total Recommended Reductions | | |
|------------------------------|------------------|------------------|
| One-Time | Ongoing | Total |
| General Fund | \$107,026 | \$105,901 |
| Non-General Fund | \$0 | \$0 |
| Total | \$107,026 | \$105,901 |

FY 2014-15

| Total Recommended Reductions | | |
|------------------------------|-----------------|------------------|
| One-Time | Ongoing | Total |
| General Fund | \$28,306 | \$107,260 |
| Non-General Fund | \$0 | \$0 |
| Total | \$28,306 | \$107,260 |

BUDGET REVIEW EXECUTIVE SUMMARY

YEAR ONE: FY 2013-14

Budget Changes

The Department's proposed \$144,071,065 budget for FY 2013-14 is \$20,658,107 or 16.7% more than the original FY 2012-13 budget of \$123,412,958.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2013-14 are 37.42 FTEs, which are 4.04 FTEs more than the 33.38 FTEs in the original FY 2012-13 budget. This represents a 12.1% increase in FTEs from the original FY 2012-13 budget.

Revenue Changes

The Department's revenues of \$116,553,754 in FY 2013-14, are \$20,900,921 or 21.9% more than FY 2012-13 revenues of \$95,652,833. General Fund support of \$27,517,311 in FY 2013-14 is \$242,814 or 0.9% less than FY 2012-13 General Fund support of \$27,760,125.

YEAR TWO: FY 2014-15

Budget Changes

The Department's proposed \$131,712,371 budget for FY 2014-15 is \$12,358,694 or 8.6% less than the Mayor's proposed FY 2013-14 budget of \$144,071,065.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2014-15 are 37.11 FTEs, which are 0.31 FTEs less than the 37.42 FTEs in the Mayor's proposed FY 2013-14 budget. This represents a 0.8% decrease in FTEs from the Mayor's proposed FY 2013-14 budget.

Revenue Changes

The Department's revenues of \$104,655,061 in FY 2014-15, are \$11,898,693 or 10.2% less than FY 2013-14 estimated revenues of \$116,553,754. General Fund support of \$27,057,310 in FY 2014-15 is \$460,001 or 1.7% less than FY 2013-14 General Fund support of \$27,517,311.

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

DEPARTMENT: CHF – CHILDREN, YOUTH & THEIR FAMILIES

RECOMMENDATIONS

YEAR ONE: FY 2013-14

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$491,446 in FY 2013-14, all of which are ongoing savings and \$350,000 of which are savings to the City's General Fund in FY 2013-14. These reductions would still allow an increase of \$20,166,661 or 16.3% in the Department's FY 2013-14 budget.

YEAR TWO: FY 2014-15

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$659,266 in FY 2014-15, all of which are ongoing savings. These recommendations will result in \$350,000 savings to the City's General Fund in FY 2014-15.

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

DEPARTMENT: CHF – CHILDREN, YOUTH & THEIR FAMILIES

SUMMARY OF PROGRAM EXPENDITURES:

| Program | FY 2012- 2013 Budget | FY 2013- 2014 Proposed | Increase/ Decrease from FY 2012- 2013 | FY 2014- 2015 Proposed | Increase/ Decrease from FY 2013- 2014 |
|---|----------------------------|------------------------------|---|------------------------------|---|
| CHILDREN, YOUTH & THEIR FAMILIES | | | | | |
| CHILDREN'S BASELINE | 31,363,590 | 31,803,066 | 439,476 | 30,516,223 | (1,286,843) |
| CHILDREN'S FUND PROGRAMS | 45,758,046 | 53,216,726 | 7,458,680 | 53,002,825 | (213,901) |
| CHILDREN'S SVCS – NON – CHILDREN'S FUND | 6,396,880 | 6,018,778 | (348,102) | 5,429,620 | (589,158) |
| PUBLIC EDUCATION FUND (PROP H) | 33,362,000 | 47,450,000 | 14,088,000 | 37,180,000 | (10,270,000) |
| VIOLENCE PREVENTION | 6,532,442 | 5,582,495 | (949,947) | 5,583,703 | 1,208 |
| CHILDREN, YOUTH & THEIR FAMILIES | 123,412,958 | 144,071,065 | 20,658,107 | 131,712,371 | (12,358,694) |

FY 2013-14

The Department's proposed FY 2013-14 budget has increased by \$20,658,107 largely due to:

A \$14.1 million increase in transfer funds to SFUSD as stipulated by Proposition H, and an increase in funding for grants to community-based organizations as provided by the Department's new three-year Children's Services Allocation Plan.

FY 2014-15

The Department's proposed FY 2014-15 budget has decreased by \$12,358,694 largely due to:

A \$10.3 million decrease in Proposition H transfer funds to SFUSD in FY2014-15 and a \$1.5 million reduction in funding to community-based organizations through the Children's Baseline.

SUMMARY OF DEPARTMENT POSITION CHANGES:

FY 2013-14

The number of full-time equivalent positions (FTE) budgeted for FY 2013-14 are 37.42 FTEs, which are 4.04 FTEs more than the 33.38 FTEs in the original FY 2012-13 budget. This represents a 12.1% increase in FTEs from the original FY 2012-13 budget.

The Department requested four new positions to provide clerical and analytical support to the Department, chiefly in the Planning and Policy Division and in the Grants and Programs Division.

FY 2014-15

The number of full-time equivalent positions (FTE) budgeted for FY 2014-15 are 37.11 FTEs, which are 0.31 FTEs less than the 37.42 FTEs in the Mayor's proposed FY 2013-14 budget. This represents a 0.8% reduction in FTEs from the Mayor's proposed FY 2013-14 budget.

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

DEPARTMENT: CHF – CHILDREN, YOUTH & THEIR FAMILIES

INTERIM EXCEPTIONS

The Department has requested approval of one position, a 1444 Secretary I, as an interim exception. The Budget and Legislative Analyst recommends disapproval of this position. According to the Department, for the past fiscal year a temporary position has provided staff support to committee meetings staffed by the Department. While the Department requests to transition this temporary position to a permanent position, the Department has not shown that the Department's workload justifies the new position.

DEPARTMENT REVENUES:

FY 2013-14

The Department's revenues of \$116,553,754 in FY 2013-14, are \$20,900,921 or 21.9% more than FY 2012-13 revenues of \$95,652,833. General Fund support of \$27,517,311 in FY 2013-14 is \$242,814 or 0.9% less than FY 2012-13 General Fund support of \$27,760,125.

Specific changes in the Department's FY 2013-14 revenues include:

A \$14.1 million increase in transfer funds to SFUSD as stipulated by Proposition H, and a \$3.2 million increase in the Department's Children's Fund revenues.

FY 2014-15

The Department's revenues of \$104,655,061 in FY 2014-15, are \$11,898,693 or 10.2% less than FY 2013-14 estimated revenues of \$116,553,754. General Fund support of \$27,057,310 in FY 2014-15 is \$460,001 or 1.7% less than FY 2013-14 General Fund support of \$27,517,311.

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

A \$10.3 million decrease in Proposition H transfer funds to SFUSD in FY 2014-15 in addition to a \$1.5 million reduction in the Department's Children's Baseline in FY 2014-15.

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

DEPARTMENT: CHF – CHILDREN, YOUTH & THEIR FAMILIES

COMMENTS:

FY 2013-14

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$491,446 in FY 2013-14, all of which are ongoing savings and \$350,000 of which are savings to the City's General Fund in FY 2013-14. These reductions would still allow an increase of \$20,166,661 or 16.3% in the Department's FY 2013-14 budget.

FY 2014-15

The Budget and Legislative Analyst's recommended reductions to the proposed budget total \$659,266 in FY 2014-15, all of which are ongoing savings. These recommendations will result in \$350,000 savings to the City's General Fund in FY 2014-15.

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2013-14 and FY 2014-15 Two-Year Budget**

CHF - Children, Youth & Their Families

| Object Title | FY 2013-14 | | | | | | FY 2014-15 | | | | | |
|---|---|------|----------------------|-------------|------------|-------|------------|------|----------------------|-------------|------------|-------|
| | FTE | | Amount | | Savings | GF 1T | FTE | | Amount | | Savings | GF 1T |
| | From | To | From | To | | | From | To | From | To | | |
| CBI - Children's Fund Programs | | | | | | | | | | | | |
| Junior Management Analyst | 0.00 | 1.00 | \$0 | \$67,342 | (\$67,342) | | 1.00 | 0.00 | \$0 | \$68,490 | (\$68,490) | |
| Mandatory Fringe Benefits | | | \$0 | \$32,644 | (\$32,644) | | | | \$0 | \$35,277 | (\$35,277) | |
| Administrative Analyst | 1.00 | 0.00 | \$83,091 | \$0 | \$83,091 | | 0.00 | 1.00 | \$84,507 | \$0 | \$84,507 | |
| Mandatory Fringe Benefits | | | \$37,308 | \$0 | \$37,308 | | | | \$40,522 | \$0 | \$40,522 | |
| | | | <i>Total Savings</i> | | \$20,413 | | | | <i>Total Savings</i> | | \$21,262 | |
| | The Department did not demonstrate any change in workflow such that an upward substitution of the Junior Management Analyst position is not justified. | | | | | | | | | | | |
| Community Development Specialist | 0.00 | 1.00 | \$0 | \$78,719 | (\$78,719) | | 0.00 | 1.00 | \$0 | \$80,061 | (\$80,061) | |
| Mandatory Fringe Benefits | | | \$0 | \$36,015 | (\$36,015) | | | | \$0 | \$39,065 | (\$39,065) | |
| Senior Community Development Specialist I | 1.00 | 0.00 | \$91,124 | \$0 | \$91,124 | | 1.00 | 0.00 | \$92,677 | \$0 | \$92,677 | |
| Mandatory Fringe Benefits | | | \$39,688 | \$0 | \$39,688 | | | | \$43,197 | \$0 | \$43,197 | |
| | | | <i>Total Savings</i> | | \$16,078 | | | | <i>Total Savings</i> | | \$16,748 | |
| | Starting in February 2013, the Department was granted an Acting Assignment Pay Request by Human Resources to allow a Community Development Specialist (9772) to temporarily fill the roles and responsibilities of a Senior Community Development Specialist I (9774) in the Grants Unit because, per the request, the Department was experiencing a temporary staffing shortage with a vacant 9775 in the Unit and a temporary increase in work in the Unit. As the 9775 position is scheduled to be hired on July 1, 2013, the Department has not provided a reason that the Community Development Specialist should not resume the original roles and responsibilities, in keeping with the Acting Assignment Pay Request. | | | | | | | | | | | |
| Professional & Specialized Services | | | \$1,708,500 | \$1,603,545 | \$104,955 | | | | \$1,708,500 | \$1,437,244 | \$271,256 | |
| | Reduce to reflect planned FY 2013-14 expenditures. | | | | | | | | | | | |
| | Reduce to reflect planned FY 2014-15 expenditures. | | | | | | | | | | | |
| CAQ - | | | | | | | | | | | | |
| City Grant Programs | | | \$1,723,771 | \$1,573,771 | \$150,000 | x | | | \$1,623,051 | \$1,473,051 | \$150,000 | x |
| | Reduce to reflect historical underexpenditure of this line item. | | | | | | | | | | | |
| | Ongoing savings. | | | | | | | | | | | |

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2013-14 and FY 2014-15 Two-Year Budget**

CHF - Children, Youth & Their Families

| Object Title | FY 2013-14 | | | | | | FY 2014-15 | | | | | |
|--|------------|----|-------------|-------------|-------------|----|------------|----|-------------|-------------|-----------|----|
| | FTE | | Amount | | GF | IT | FTE | | Amount | | GF | IT |
| | From | To | From | To | | | From | To | From | To | | |
| City Grant Programs | | | \$1,956,308 | \$1,756,308 | \$2,000,000 | x | | | \$1,577,870 | \$1,377,870 | \$200,000 | x |
| Reduce to reflect historical underexpenditure of this line item. | | | | | | | | | | | | |
| Ongoing savings. | | | | | | | | | | | | |

FY 2013-14

| Total Recommended Reductions | | | |
|------------------------------|------------|------------------|------------------|
| One-Time | Ongoing | Total | |
| General Fund | \$0 | \$350,000 | \$350,000 |
| Non-General Fund | \$0 | \$141,446 | \$141,446 |
| Total | \$0 | \$491,446 | \$491,446 |

FY 2014-15

| Total Recommended Reductions | | | |
|------------------------------|------------|------------------|------------------|
| One-Time | Ongoing | Total | |
| General Fund | \$0 | \$350,000 | \$350,000 |
| Non-General Fund | \$0 | \$309,266 | \$309,266 |
| Total | \$0 | \$659,266 | \$659,266 |

BUDGET REVIEW EXECUTIVE SUMMARY

YEAR ONE: FY 2013-14

Budget Changes

The Department's proposed \$1,906,789,437 budget for FY 2013-14 is \$231,453,424 or 13.8% more than the original FY 2012-13 budget of \$1,675,336,013.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2013-14 are 6,138.87 FTEs, which are 338.65 FTEs more than the 5,800.22 FTEs in the original FY 2012-13 budget. This represents a 5.8% increase in FTEs from the original FY 2012-13 budget.

Revenue Changes

The Department's revenues of \$1,355,717,895 in FY 2013-14, are \$126,946,062 or 10.3% more than FY 2012-13 revenues of \$1,228,771,833. General Fund support of \$551,071,542 in FY 2013-14 is \$104,507,362 or 23.4% more than FY 2012-13 General Fund support of \$446,564,180.

YEAR TWO: FY 2014-15

Budget Changes

The Department's proposed \$1,951,536,130 budget for FY 2014-15 is \$44,746,693 or 2.3% more than the Mayor's proposed FY 2013-14 budget of \$ 1,906,789,437.

Personnel Changes

The number of full-time equivalent positions (FTE) budgeted for FY 2014-15 are 6,199.76 FTEs, which are 60.89 FTEs more than the 6,138.87 FTEs in the Mayor's proposed FY 2013-14 budget. This represents a 1.0% increase in FTEs from the Mayor's proposed FY 2013-14 budget.

Revenue Changes

The Department's revenues of \$1,354,750,855 in FY 2014-15 are \$967,040 or 0.1% less than FY 2013-14 estimated revenues of \$1,355,717,855. General Fund support of \$596,785,275 in FY 2014-15 is \$45,713,733 or 8.3% more than FY 2013-14 General Fund support of \$551,071,542.

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

DEPARTMENT: DPH – DEPARTMENT OF PUBLIC HEALTH

RECOMMENDATIONS

YEAR ONE: FY 2013-14

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$1,622,282 in FY 2013-14. Of the \$1,622,281 in recommended reductions, \$1,073,672 are ongoing savings and \$548,609 are one-time savings. These reductions would still allow an increase of \$229,831,142 or 13.7% in the Department’s FY 2013-14 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended General Fund encumbrances, which would allow the return of \$313,854 to the General Fund.

Together, these recommendations will result in \$1,936,136 savings to the City’s General Fund in FY 2013-14.

YEAR TWO: FY 2014-15

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$1,213,260 in FY 2014-15. Of the \$1,213,260 in recommended reductions, \$1,096,204 are ongoing savings and \$117,056 are one-time savings. These reductions would still allow an increase of \$43,533,433 or 2.3% in the Department’s FY 2014-15 budget.

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

DEPARTMENT: DPH – DEPARTMENT OF PUBLIC HEALTH

SUMMARY OF PROGRAM EXPENDITURES:

| Program | FY 2012-2013 Budget | FY 2013-2014 Proposed | Increase/ Decrease from FY 2012-2013 | FY 2014-2015 Proposed | Increase/ Decrease from FY 2013-2014 |
|--|------------------------|--------------------------|--|--------------------------|--|
| PUBLIC HEALTH | | | | | |
| CENTRAL ADMINISTRATION | 152,192,421 | 214,369,599 | 62,177,178 | 215,820,010 | 1,450,411 |
| CHILDREN'S BASELINE | 47,823,044 | 53,229,227 | 5,406,183 | 54,631,694 | 1,402,467 |
| COMM HLTH - COMM SUPPORT - HOUSING | 24,852,099 | 30,017,815 | 5,165,716 | 30,752,635 | 734,820 |
| COMM HLTH - PREV - MATERNAL & CHILD HLTH | 27,057,827 | 28,168,874 | 1,111,047 | 28,767,341 | 598,467 |
| COMM HLTH - PREVENTION - AIDS | 58,469,635 | 58,319,655 | (149,980) | 57,300,381 | (1,019,274) |
| COMM HLTH - PREVENTION - DISEASE CONTROL | 19,731,308 | 19,610,043 | (121,265) | 20,037,454 | 427,411 |
| COMM HLTH - PREVENTION - HLTH EDUCATION | 5,955,393 | 7,594,655 | 1,639,262 | 7,618,765 | 24,110 |
| EMERGENCY SERVICES AGENCY | 1,400,000 | 1,228,050 | (171,950) | 1,200,000 | (28,050) |
| ENVIRONMENTAL HEALTH SERVICES | 19,097,927 | 19,955,613 | 857,686 | 20,377,283 | 421,670 |
| FORENSICS - AMBULATORY CARE | 28,831,213 | 29,515,090 | 683,877 | 30,433,326 | 918,236 |
| HEALTH AT HOME | 6,496,357 | 6,603,240 | 106,883 | 6,839,039 | 235,799 |
| LAGUNA HONDA - LONG TERM CARE | 203,354,724 | 220,560,383 | 17,205,659 | 233,623,367 | 13,062,984 |
| LAGUNA HONDA HOSP - ACUTE CARE | 3,874,554 | 3,755,942 | (118,612) | 3,898,828 | 142,886 |
| LAGUNA HONDA HOSP - COMM SUPPORT CARE | (21,496) | 0 | 21,496 | (1) | (1) |
| MENTAL HEALTH - ACUTE CARE | 3,462,797 | 3,462,797 | 0 | 3,462,797 | 0 |
| MENTAL HEALTH - CHILDREN'S PROGRAM | 38,425,920 | 38,672,491 | 246,571 | 38,293,955 | (378,536) |
| MENTAL HEALTH - COMMUNITY CARE | 152,343,350 | 171,340,803 | 18,997,453 | 159,244,263 | (12,096,540) |
| MENTAL HEALTH - LONG TERM CARE | 28,086,587 | 28,901,228 | 814,641 | 26,475,751 | (2,425,477) |
| NON PROGRAM | 0 | 0 | 0 | 2,250,393 | 2,250,393 |
| OCCUPATIONAL SAFETY & HEALTH | 1,846,839 | 1,930,468 | 83,629 | 1,972,270 | 41,802 |
| PRIMARY CARE - AMBU CARE - HEALTH CNTRS | 71,328,487 | 73,296,993 | 1,968,506 | 76,586,627 | 3,289,634 |
| SFGH - ACUTE CARE - FORENSICS | 3,437,973 | 3,056,502 | (381,471) | 3,174,469 | 117,967 |
| SFGH - ACUTE CARE - HOSPITAL | 603,946,169 | 698,553,453 | 94,607,284 | 731,086,498 | 32,533,045 |
| SFGH - ACUTE CARE - PSYCHIATRY | 26,127,815 | 25,794,682 | (333,133) | 26,386,738 | 592,056 |
| SFGH - AMBU CARE - ADULT MED HLTH CNTR | 27,739,879 | 38,097,241 | 10,357,362 | 39,313,859 | 1,216,618 |
| SFGH - AMBU CARE - METHADONE CLINIC | 1,638,208 | 2,809,528 | 1,171,320 | 2,917,562 | 108,034 |
| SFGH - AMBU CARE - OCCUPATIONAL HEALTH | 2,327,135 | 3,555,890 | 1,228,755 | 3,680,266 | 124,376 |
| SFGH - EMERGENCY - EMERGENCY | 24,472,046 | 33,457,049 | 8,985,003 | 35,218,882 | 1,761,833 |
| SFGH - EMERGENCY - PSYCHIA TRIC SERVICES | 9,133,300 | 7,736,875 | (1,396,425) | 7,921,064 | 184,189 |
| SFGH - LONG TERM CARE - RF PSYCHIATRY | 16,871,492 | 13,388,697 | (3,482,795) | 12,114,414 | (1,274,283) |
| SUBSTANCE ABUSE - COMMUNITY CARE | 65,033,010 | 69,806,554 | 4,773,544 | 70,136,200 | 329,646 |
| PUBLIC HEALTH | 1,675,336,013 | 1,906,789,437 | 231,453,424 | 1,951,536,130 | 44,746,693 |

FY 2013-14

The Department's proposed FY 2013-14 budget has increased by \$231,453,424 largely due to:

- An \$88,705,169 increase in expenditures in the public health programs. The growth in expenditures in this program is primarily due to an increase in General Funds to match federal funds that reimburse hospitals that provide care to a disproportionate number of indigent clients who cannot pay. The General Fund match increases in FY 2013-2014 but should begin to decline as the State and City implement additional provisions of the federal Affordable Care Act of 2010.
- An \$11,189,804 increase at Laguna Honda Hospital and a \$38,815,160 increase at San Francisco General Hospital to correct a structural budgetary shortfall. According to the Department of Public Health, the structural shortfall is the net effect of decreased patient

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

DEPARTMENT: DPH – DEPARTMENT OF PUBLIC HEALTH

reimbursement revenues and inadequate funding for mental health services coupled with increased salary and fringe benefit costs to the Department.

- A \$49,000,000 budget for new fixtures, furniture and equipment for the new San Francisco General Hospital scheduled to open in winter 2015. The total budget is \$170,000,000, which includes \$49,000,000 in the FY 2013-14 budget and \$56,000,000 in the FY 2014-15 budget. The remaining \$65,000,000 will be provided by the San Francisco General Hospital Foundation.
- A \$6,862,681 investment in additional information management systems and staff to implement improvements for Phase II requirements for the Electronic Health Records system and related information technology efforts to meet various federal regulatory requirements and incentive program standards including achieving meaningful use by 2015 and avoiding federal penalties.
- A new initiative to create a Clinical Decision Unit at San Francisco General Hospital, which will create a 24-7 short-stay evaluative unit for patients who are not well enough to be safely discharged but also not so critical that they need to be admitted to the Emergency Department. Successfully implementing the Clinical Decision Unit should allow San Francisco General Hospital to better manage bed use and comply with State and Federal regulations.

FY 2014-15

The Department's proposed FY 2014-15 budget has increased by \$44,746,693 largely due to:

- Mandatory increases in salaries and fringe benefits.
- \$56 million for fixtures, furniture and equipment at the new San Francisco General Hospital scheduled to open in winter 2015. This is the second year funding for fixtures, furniture and equipment as noted above.

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

DEPARTMENT: DPH – DEPARTMENT OF PUBLIC HEALTH

SUMMARY OF DEPARTMENT POSITION CHANGES:

FY 2013-14

The number of full-time equivalent positions (FTE) budgeted for FY 2013-14 are 6,138.87 FTEs, which are 338.65 FTEs more than the 5,800.22 FTEs in the original FY 2012-13 budget. This represents a 5.8% increase in FTEs from the original FY 2012-13 budget.

The Department’s proposed FY 2013-14 budgeted positions increased by 338.65 FTEs largely due to

- An increase in budgeted in FTEs to reflect the Department’s solution to its ongoing structural shortfall. This increase includes: (1) reductions in the budgeted attrition rate to allow hiring of vacant positions at San Francisco General Hospital and Laguna Honda Hospital; (2) new porters, patient care assistants, and registered nurse positions; and (3) an increase in temporary staff and per diem nurses. The Department estimates that the increased position count and reduced attrition savings should eliminate the need for a supplemental appropriation in FY 2013-14.
- New positions to staff the Clinical Decision Unit 24 hours a day, seven days a week.
- New positions to meet Phase II requirements for the electronic health records management system required to comply with the federal Affordable Care Act.
- New positions to staff the Office of Managed Care to implement the federal Affordable Care Act.
- New positions to provide health service and case management to children in foster care.

| | |
|---|----------|
| FY 2012-13 FTE Enacted Budget | 5,800.22 |
| Structural Adjustment to Attrition | 136.75 |
| New, Reassigned, Converted | 179.54 |
| Deleted | (50.08) |
| Special Nurses and Temporary Staff | 20.96 |
| Annualized Positions and Natural Growth | 51.48 |
| FY 2013-14 FTE Proposed Budget | 6,138.87 |

FY 2014-15

The number of full-time equivalent positions (FTE) budgeted for FY 2014-15 are 6,199.76 FTEs, which are 60.89 FTEs more than the 6,138.87 FTEs in the Mayor’s proposed FY 2013-14 budget. This represents a 1.0% increase in FTEs from the Mayor’s proposed FY 2013-14 budget, due largely to annualization of new positions.

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

DEPARTMENT: DPH – DEPARTMENT OF PUBLIC HEALTH

DEPARTMENT REVENUES:

FY 2013-14

The Department's revenues of \$1,355,717,895 in FY 2013-14, are \$126,946,062 or 10.3% more than FY 2012-13 revenues of \$1,228,771,833. General Fund support of \$551,071,542 in FY 2013-14 is \$104,507,362 or 23.4% more than FY 2012-13 General Fund support of \$446,564,180.

Specific changes in the Department's FY 2013-14 revenues include:

- Increased General Fund support in FY 2013-14 due to expenditures exceeding federal reimbursements for health care services, and increased responsibilities under the federal Affordable Care Act. While the Department will receive additional Medi-Cal revenues from the State, a significant portion of this revenue is tied to meeting specific milestones, which require additional investments to be made into DPH's delivery system.
- Declining federal support from Ryan White AIDS funding for HIV programs as well as reduced federal funding for tuberculosis screenings from the Centers for Disease Control. The Department is proposing to offset a portion of these reductions with General Funds.
- Significantly increased State funding for programs that are eligible for Proposition 63 funding, for mental health programs receiving funding from the state health and welfare sales tax, and for Medi-Cal funding for seniors and persons with disabilities.
- Increased workorder recoveries for services provided to other City departments through San Francisco General Hospital's Occupational Health Program. The Department is proposing to increase the rates to better reflect the actual costs of providing these services.

FY 2014-15

The Department's revenues of \$1,354,750,855 in FY 2014-15, are \$967,040 or 0.1% less than FY 2013-14 revenues of \$1,354,750,855. General Fund support of \$596,785,275 in FY 2014-15 is \$45,713,733 or 8.3% more than FY 2013-14 General Fund support of \$551,071,542.

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

- The Department anticipates changes in revenue and General Fund support in FY 2014-15 that are consistent with the revenue issues discussed above for FY 2013-14. Additional General Fund support will provide continued support of initiatives related to implementation of the federal Affordable Care Act, equipping the new San Francisco General Hospital that will open in July 2015; and increases in salaries and fringe benefits.

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

DEPARTMENT: DPH – DEPARTMENT OF PUBLIC HEALTH

Fee Legislation

The proposed ordinance (File 13-0547) would amend the Health Code to increase the fees charged for certain patient services to patients who are self-pay or privately insured. The Department advises that these fees mostly impact a small number of self-pay or privately insured patients who receive emergency care at San Francisco General Hospital.

Projected revenues for FY 2013-14 are based on the proposed fee ordinance as follows:

| File No. | Fee Description | FY 2012-13 Original Revenue | Increased Revenues in FY 2013-14 | Annualized Revenue Thereafter | % Cost Recovery |
|-----------------|------------------------------------|--|---|--|----------------------------|
| 13-0547 | Various patient rates and charges. | \$6,363,000 | \$636,300 | 10 percent annual increase | 70 % |

Total

Recommendation: Approve the proposed ordinance. The Budget and Legislative Analyst notes that the proposed DPH budget is balanced based on the assumption that the patient rates shown above would be approved.

COMMENTS:

FY 2013-14

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$1,622,282 in FY 2013-14. Of the \$1,622,281 in recommended reductions, \$1,073,672 are ongoing savings and \$548,609 are one-time savings. These reductions would still allow an increase of \$229,831,142 or 13.7% in the Department’s FY 2013-14 budget.

In addition, the Budget and Legislative Analyst recommends closing out prior year unexpended General Fund encumbrances, which would allow the return of \$313,854 to the General Fund.

Together, these recommendations will result in \$1,936,136 savings to the City’s General Fund in FY 2013-14.

FY 2014-15

The Budget and Legislative Analyst’s recommended reductions to the proposed budget total \$1,213,260 in FY 2014-15. Of the \$1,213,260 in recommended reductions, \$1,096,204 are ongoing savings and \$117,056 are one-time savings. These reductions would still allow an increase of \$43,533,433 or 2.3% in the Department’s FY 2014-15 budget.

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2013-14 and FY 2014-15 Two-Year Budget**

DPH - Department of Public Health

| Object Title | FY 2013-14 | | | | | | FY 2014-15 | | | | | |
|--|------------|------|----------------------|----------|----|----|------------|-----|----------------------|----------|----|----|
| | FTE | | Amount | | GF | IT | FTE | | Amount | | GF | IT |
| | From | To | From | To | | | From | To | From | To | | |
| DHA - Central Administration | | | | | | | | | | | | |
| Psychiatric Social Worker | 1.00 | - | \$88,464 | \$0 | | | 1.0 | 0.0 | \$89,971 | \$0 | | |
| Fringe Benefits | - | - | | \$34,138 | x | | 0.0 | 0.0 | | | | |
| | | | <i>Total Savings</i> | | | | | | <i>Total Savings</i> | | | |
| | | | \$122,602 | | | | | | \$124,691 | | | |
| <p>The Mayor's proposed FY 2013-14 budget includes 338.65 new FTES department wide to correct budgetary shortfalls at SFGH and LHH and to implement the Affordable Health Care Act. The Budget and Legislative Analyst has recommended approval of the new positions but recommends deletion of long-term vacancies as follows:</p> <p>- 1.0 Psychiatric Social Worker that has been vacant since 7/1/11</p> | | | | | | | | | | | | |
| Financial Systems Supervisor | 1.00 | - | \$126,121 | \$0 | | | 1.0 | 0.0 | \$126,121 | \$0 | | |
| Health Care Analyst | - | 1.00 | \$0 | \$84,492 | x | | 0.0 | 1.0 | \$0 | \$85,935 | x | |
| Fringe Benefits | - | - | | | | | 0.0 | 0.0 | | | | |
| | | | <i>Total Savings</i> | | | | | | <i>Total Savings</i> | | | |
| | | | (\$246,654) | | | | | | (\$996,727) | | | |
| | | | (\$275,378) | | | | | | (\$1,036,727) | | | |
| Attrition Savings | - | - | | \$28,724 | x | | | | | | | |
| Fringe Benefits | - | - | | \$11,085 | x | | | | | | | |
| | | | <i>Total Savings</i> | | | | | | <i>Total Savings</i> | | | |
| | | | \$39,809 | | | | | | \$57,596 | | | |
| <p>Downward substitution of one vacant Financial Systems Supervisor to one Health Care Analyst, including attrition savings adjustment to account for hiring date.</p> | | | | | | | | | | | | |
| Attrition Savings | | | | \$40,000 | x | | | | | | | |
| Fringe Benefits | - | - | | \$15,200 | x | | 0.0 | 0.0 | | | | |
| | | | <i>Total Savings</i> | | | | | | <i>Total Savings</i> | | | |
| | | | \$55,200 | | | | | | \$55,200 | | | |
| <p>The Department reduced attrition savings in this program by \$40,000 although the Department's projected salary surplus in FY 2012-13 for General Fund programs (1G AGF AAA) is \$845,000. This recommendation adjusts FY 2013-14 attrition savings to the FY 2012-13 budgeted amount.</p> | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| | | | | | | | | | | | | |

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2013-14 and FY 2014-15 Two-Year Budget**

DPH - Department of Public Health

| Object Title | FY 2013-14 | | | | | | FY 2014-15 | | | | | | | |
|--|------------|------|----------------------|-------------|-----------|-----------|------------|-----|----------------------|-------------|-------------|----------|-----------|--|
| | FTE | | Amount | | Savings | GF IT | FTE | | Amount | | Savings | GF IT | | |
| | From | To | From | To | | | From | To | From | To | | | | |
| Equipment Purchase Budget | - | - | \$30,641 | \$0 | \$30,641 | x | x | 0.0 | 0.0 | \$0 | \$0 | x | x | |
| Eliminates one Civic GX automobile, which is not adequately justified. The Healthy Air Clean Transportation Ordinance requires the Department to strategically eliminate portions of its fleet and improve age and efficiency. The Department should re-evaluate this request taking into account its current fleet, future mandatory fleet reductions, and any alternatives to traditional car-based transportation. | | | | | | | | | | | | | | |
| DHP - Primary Care - Health Centers | | | | | | | | | | | | | | |
| Attrition Savings | (20.18) | 0.10 | \$95,540 | \$7,077 | \$100,000 | x | x | | | | | | | |
| Fringe Benefits | | | | | \$38,590 | x | x | | | | | | | |
| | | | <i>Total Savings</i> | | | \$138,590 | | | | | | | | |
| The Department has increased salaries in the Primary Care Health Centers by \$1,859,001 in FY 2013-14, from \$40,263,268 in FY 2012-13 to \$42,122,269 in FY 2013-14 to allow for the hire of 10 new positions. The Department currently has 70.69 vacant FTEs in this program. The Budget and Legislative Analyst's recommendation adjusts for the vacant FTEs and the Department's plan to hire for the Primary Care Health Centers. | | | | | | | | | | | | | | |
| Attrition Savings | | | (\$253,552) | (\$336,819) | \$83,267 | x | x | | | (\$349,058) | (\$439,030) | \$89,972 | x | |
| Fringe Benefits | | | | | \$32,133 | x | x | | | | | \$34,720 | x | |
| | | | <i>Total Savings</i> | | | \$115,400 | | | <i>Total Savings</i> | | | | \$124,692 | |
| Adjust attrition savings for one vacant Senior Medical Social Worker position. | | | | | | | | | | | | | | |
| Ongoing savings | | | | | | | | | | | | | | |

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2013-14 and FY 2014-15 Two-Year Budget**

DPH - Department of Public Health

| Object Title | FY 2013-14 | | | | | | FY 2014-15 | | | | | |
|--|------------|------|----------------------|-------------|----|----|------------|-----|----------------------|-------------|----|----|
| | FTE | | Amount | | GF | IT | FTE | | Amount | | GF | IT |
| | From | To | From | To | | | From | To | From | To | | |
| DMF - Forensics - Ambulatory Care | | | | | | | | | | | | |
| Medical Records Clerk | 3.00 | 2.00 | \$181,957 | \$121,305 | | | 3.0 | 2.0 | \$185,059 | \$123,373 | | |
| Attrition Savings | | | (\$291,894) | (\$352,546) | | | | | (\$298,239) | (\$359,925) | | |
| | | | <i>Total Savings</i> | \$0 | | | | | <i>Total Savings</i> | \$0 | | |
| Eliminates long-term vacancies in the DPH budget. | | | | | | | | | | | | |
| DMM - Mental Health - Community Care | | | | | | | | | | | | |
| Equipment Purchase Budget | - | - | \$55,624 | \$0 | | | 0.0 | 0.0 | \$0 | \$0 | | |
| Eliminates two Prius automobiles, which are not adequately justified. The Healthy Air Clean Transportation Ordinance requires the Department to strategically eliminate portions of its fleet and improve age and efficiency. The Department should re-evaluate this request taking into account its current fleet, future mandatory fleet reductions, and any alternatives to traditional car-based transportation. | | | | | | | | | | | | |
| DPB - Environmental Health Services | | | | | | | | | | | | |
| Equipment Purchase Budget | - | - | \$27,812 | \$0 | | | 0.0 | 0.0 | \$0 | \$0 | | |
| Eliminates one Prius automobile, which is not adequately justified. The Healthy Air Clean Transportation Ordinance requires the Department to strategically eliminate portions of its fleet and improve age and efficiency. The Department should re-evaluate this request taking into account its current fleet, future mandatory fleet reductions, and any alternatives to traditional car-based transportation. | | | | | | | | | | | | |
| FAL - Children's Baseline - Public Health Department | | | | | | | | | | | | |
| Attrition Savings | 0.35 | - | \$59,996 | \$0 | | | 0.0 | 0.0 | \$60,630 | \$0 | | |
| Fringe Benefits | - | - | \$22,279 | \$0 | | | 0.0 | 0.0 | \$24,396 | \$0 | | |
| | | | <i>Total Savings</i> | \$82,275 | | | | | <i>Total Savings</i> | \$85,026 | | |
| This reduction reflects a technical correction to the Mayor's proposed budget. | | | | | | | | | | | | |
| Ongoing savings | | | | | | | | | | | | |

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2013-14 and FY 2014-15 Two-Year Budget
DPH - Department of Public Health**

| Object Title | FY 2013-14 | | | | | | FY 2014-15 | | | | | | | | |
|--|---|-------|----------------------|-------------|----|----|------------|----|------|------|----------------------|---------------|----|-----------|---|
| | FTE | | Amount | | GF | IT | Savings | | FTE | | Amount | | GF | IT | |
| | From | To | From | To | | | From | To | From | To | From | To | | | |
| D1H - San Francisco General Hospital - Acute Care | | | | | | | | | | | | | | | |
| Surgical Procedures Technician | 17.60 | 16.60 | \$1,281,166 | \$1,208,372 | x | | \$72,794 | | 17.6 | 16.6 | \$1,303,004 | \$1,228,970 | | \$74,034 | x |
| CPD Technician | 23.80 | 22.80 | \$1,659,151 | \$1,589,439 | x | | \$69,712 | | 23.8 | 22.8 | \$1,687,431 | \$1,616,531 | | \$70,900 | x |
| Diagnostic Imaging Tech III | 6.60 | 5.60 | \$773,323 | \$656,153 | x | | \$117,170 | | 6.6 | 5.6 | \$786,505 | \$667,338 | | \$119,167 | x |
| Attrition Savings | | | (8,745,746) | (8,858,742) | x | | \$112,996 | | | | (\$8,968,880) | (\$9,081,876) | | \$112,996 | |
| Fringe Benefits | - | - | | | x | | \$143,814 | | 0.0 | 0.0 | | | | \$145,522 | x |
| | | | <i>Total Savings</i> | | | | \$516,486 | | | | <i>Total Savings</i> | | | \$522,619 | |
| | <p>The Mayor's proposed FY 2013-14 budget includes 338.65 new FTES department wide to correct budgetary shortfalls at SFGH and LHH and to implement the Affordable Health Care Act. The Budget and Legislative Analyst has recommended approval of the new positions but recommends deletion of long-term vacancies as follows:</p> <ul style="list-style-type: none"> - 1.0 Surgical Procedures Technician that has been vacant since 3/25/11; - 1.0 CPD Technician that has been vacant since 12/16/11; - 1.0 Diagnostic Imaging Technician III that has been vacant since 7/6/11. | | | | | | | | | | | | | | |
| | Ongoing savings | | | | | | | | | | | | | | |

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2013-14 and FY 2014-15 Two-Year Budget**

DPH - Department of Public Health

| Object Title | FY 2013-14 | | | | | | FY 2014-15 | | | | | |
|---|------------|------|----------------------|------------------|-----------|----|------------|-----|----------------------|------------------|-----------|----|
| | FTE | | Amount | | Savings | | FTE | | Amount | | Savings | |
| | From | To | From | To | From | To | From | To | From | To | From | To |
| DA5 - Laguna Honda Hospital - Long-Term Care | | | | | | | | | | | | |
| Diagnostic Imaging Tech II | 1.50 | 1.00 | \$167,419 | \$111,613 | \$55,806 | x | 1.5 | 1.0 | \$170,273 | \$113,515 | \$56,758 | x |
| Health Care Billing Clerk II | 8.50 | 8.00 | \$575,540 | \$541,685 | \$33,855 | x | 8.5 | 8.0 | \$585,350 | \$550,918 | \$34,432 | x |
| Fringe Benefits | - | - | | | \$34,600 | x | 0.0 | 0.0 | | | \$35,190 | x |
| | | | <i>Total Savings</i> | <i>\$124,261</i> | | | | | <i>Total Savings</i> | <i>\$126,380</i> | | |
| Attrition Savings | | | | | \$184,814 | x | | | | | | |
| Fringe Benefits | - | - | | | \$71,320 | x | | | | | | |
| | | | <i>Total Savings</i> | <i>\$256,134</i> | | | | | | | | |
| Equipment Purchase Budget | 0.00 | 0.00 | \$0 | \$0 | \$0 | x | 0.0 | 0.0 | \$304,500 | \$187,444 | \$117,056 | x |
| <p>The Mayor's proposed FY 2013-14 budget includes 338.65 new FTES department wide to correct budgetary shortfalls at SFGH and LHH and to implement the Affordable Health Care Act. The Budget and Legislative Analyst has recommended approval of the new positions but recommends deletion of long-term vacancies as follows:</p> <ul style="list-style-type: none"> - 0.5 Diagnostic Imaging Tech II that has been vacant since 1/1/11; - 0.5 Health Care Billing Clerk II that has been vacant since 6/15/10 (DPH will continue to have 4.0 vacant Health Care Billing Clerk II positions) <p>Ongoing savings</p> <p>Reduces the Department's budget for two passenger vans to match the vendor quote provided by the Department.</p> | | | | | | | | | | | | |

FY 2013-14

| Total Recommended Reductions | | |
|------------------------------|------------------|--------------------|
| One-Time | Ongoing | Total |
| General Fund | \$548,609 | \$1,073,672 |
| Non-General Fund | \$0 | \$0 |
| Total | \$548,609 | \$1,073,672 |

FY 2014-15

| Total Recommended Reductions | | |
|------------------------------|------------------|--------------------|
| One-Time | Ongoing | Total |
| General Fund | \$117,056 | \$983,208 |
| Non-General Fund | \$0 | \$112,996 |
| Total | \$117,056 | \$1,096,204 |

**Recommendations of the Budget and Legislative Analyst
For Reduction and Close-out of Past-year Encumbrances from City Budget**

DPH Department of Public Health

| Vendor Name | Subobject | Year of Appropriation | Date of Last Recorded Transaction | Original Amount | Unexpended Balance |
|--|----------------------------------|-----------------------|-----------------------------------|-----------------|--------------------|
| POSITIVE DIRECTIONS EQUALS CHANGE INC | 02789 OTHER MEDICAL SERVICES | 08/05/2010 | 09/27/2012 | 191,669.00 | 4,662.05 |
| NEW LEAF SERVICES FOR OUR COMMUNITY | 02789 OTHER MEDICAL SERVICES | 08/06/2010 | 09/27/2012 | 278,125.00 | 32,382.10 |
| NEW LEAF SERVICES FOR OUR COMMUNITY | 02789 OTHER MEDICAL SERVICES | 08/06/2010 | 09/27/2012 | 329,449.00 | 72,547.43 |
| C V E INC | 02789 OTHER MEDICAL SERVICES | 12/22/2010 | 09/27/2012 | 1,030,554.00 | 5,044.64 |
| C V E INC | 02789 OTHER MEDICAL SERVICES | 12/22/2010 | 09/27/2012 | 14,454.00 | 6,744.50 |
| JOHN MUIR BEHAVIORAL HEALTH CENTER | 02789 OTHER MEDICAL SERVICES | 01/26/2011 | 09/27/2012 | 55,417.00 | 50,561.00 |
| CITY COLLEGE OF SAN FRANCISCO | 02789 OTHER MEDICAL SERVICES | 03/03/2011 | 09/27/2012 | 64,806.00 | 396.35 |
| SPECIAL SERVICE FOR GROUPS | 02789 OTHER MEDICAL SERVICES | 03/10/2011 | 09/27/2012 | 42,258.00 | 41.18 |
| CATHOLIC CHARITIES CYO THE ARCHDIO OF SI | 02789 OTHER MEDICAL SERVICES | 03/15/2011 | 09/27/2012 | 630,051.00 | 3.45 |
| DEVEREUX FLORIDA | 02789 OTHER MEDICAL SERVICES | 04/14/2011 | 09/27/2012 | 45,000.00 | 11,450.00 |
| GOLDEN BEAR ASSOCIATES | 02799 OTHER PROFESSIONAL SERVICE | 04/20/2011 | 09/27/2012 | 36,510.00 | 20.00 |
| SAINT FRANCIS MEMORIAL HOSPITAL | 02789 OTHER MEDICAL SERVICES | 06/01/2011 | 09/27/2012 | 376,662.00 | 8,229.00 |
| JOHN MUIR BEHAVIORAL HEALTH CENTER | 02789 OTHER MEDICAL SERVICES | 06/08/2011 | 09/27/2012 | 36,727.00 | 36,727.00 |
| TENDERLOIN HEALTH | 02789 OTHER MEDICAL SERVICES | 11/21/2011 | 09/27/2012 | 204,761.00 | 56,299.26 |
| TENDERLOIN HEALTH | 02789 OTHER MEDICAL SERVICES | 04/03/2012 | 09/27/2012 | 34,775.00 | 641.00 |
| MT ST JOSEPH-ST ELIZABETH | 02789 OTHER MEDICAL SERVICES | 08/04/2010 | 09/27/2012 | 61,453.00 | 9,827.20 |
| EMQ FAMILIESFIRST INC | 02789 OTHER MEDICAL SERVICES | 12/03/2010 | 09/27/2012 | 111,080.00 | 13,444.89 |
| UCSF LANGLEY PORTER PSYCHIATRIC INSTITU | 02789 OTHER MEDICAL SERVICES | 02/01/2011 | 09/27/2012 | 86,343.00 | 51.54 |
| UCSF LANGLEY PORTER PSYCHIATRIC INSTITU | 02789 OTHER MEDICAL SERVICES | 02/01/2011 | 09/27/2012 | 411,315.00 | 4,781.54 |
| Total Amount Return to Fund Balance | | | | | 313,854.13 |