### 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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#### **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.

**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.

DEPARTMENT: HSS – HEALTH SERVICES SYSTEM

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

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

**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

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 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.

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.

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.

# Budget and Finance Committee, June 26, 2013

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

HSS - Health Service System

			FY 201	2013-14			FY	FY 2014-15		
	FTE	E	Amount	unt		FTE	Amount	nt		
Object Title	From	To	From	To	Savings   GF   1T	From To	From	To	Savings	GF 1T
	HSS - HSS Administration	s Adminis	stration							
Rents/Leases-Bldgs							\$936,000	\$850,000	\$86,000	х
						Reduce budgete recently approve to reflect cost o	Reduce budgeted amount for annual lease expenses based on actual lease recently approved by the Board of Supervisors (File 13-0466), adjusted upward to reflect cost of living increases in the approved lease for FY 2014-15.	Hease expenses bupervisors (File 1 The approved leas	ased on actual le 13-0466), adjuste e for FY 2014-1.	ase d upward
Benefit Technician	0.77	0.50	\$46,581	\$30,247	\$16,334 x x		)			
Mandatory Fringe Benefits			\$23,575	\$15,309	×					
			Total Savings	\$24,600			Total Savings	0\$		
	Reduce in order to delay the reposition until January 1, 2014.	order to d	Reduce in order to delay the requested hirir position until January 1, 2014.		ig of a new 1209 Benefit Technician					
Senior Administrative Analyst	0.50	0.33	\$48,678	\$32,127	\$16,551 x x				0\$	
Mandatory Fringe Benefits			\$20,840	\$13,756	Н				80	
			Total Savings	\$23,635			Total Savings	0\$		
	Wellness provide surreport on the Wellness Manners Man	osition fro fficient tin ne strategi Aanager p oller's repo	Wellness position from 0.50 FTE to 0.33 FTE, in order to delay the provide sufficient time for the completion and issuance of the Contror report on the strategic plan for a new Wellness Program and the hirriwellness Manager position to assist in developing and implementing The Controller's report is anticipated to be issued in the Fall of 2013.	3 FTE, in order to on and issuance of ellness Program a developing and im be issued in the F	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 Controller'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 Controller'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				80	
Mandatory Fringe Benefits			\$17,669	\$11,662	×				80	
			Total Savings	\$19,000			Total Savings	80		
	Reduce the position fra sufficient the strategi	requester om 0.50 F ime for th c plan for	Reduce the requested new 1842 Management Assistant position as a new V 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 Controller's Office re the strategic plan for a new Wellness Program and the hiring of a new Wel	ement Assistant p order to delay the ssuance of the Cor rogram and the hi	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 Controller's Office report on the strategic plan for a new Wellness Program and the hiring of a new Wellness					
	Manager p Controller'	osition to s report is	Manager position to assist in developing and implementing the J Controller's report is anticipated to be issued in the Fall of 2013	g and implementir	Manager position to assist in developing and implementing the program. The Controller's report is anticipated to be issued in the Fall of 2013.					
Temp Salaries Misc	98.0	,	\$73,000	\$23,000	\$50,000 x		\$73,000	\$23,000	\$50,000	×
Mandatory Fringe Benefits			\$5,766	\$1,817			\$5,766	\$1,817	\$3,949	×
			Total Savings	\$53,949			Total Savings	\$53,949		
	Reduce Te number of	mporary s new posit	Reduce Temporary salaries to current year budgeted levels, pornumber of new positions requested in the FY 2013-14 budget.	ear budgeted level ne FY 2013-14 buo	budgeted levels, particularly given the Y 2013-14 budget.	Ongoing savings.	Š			

**HSS - Health Service System** 

			FY	FY 2013-14						FY	FY 2014-15			
	FTE	Œ	Amount	unt				FTE	H	Amount	nt			
Object Title	From	$\Gamma$	From	$\Gamma_0$	Savings	GF	11	GF 1T From To	$\mathbf{To}$	From	$\mathbf{To}$	Savings	GF 1T	1T
Attrition Savings	(0.47)	(0.47) $(1.18)$	(\$41,184)	(\$102,960)	\$61,776 x	X		(0.47) $(1.18)$	(1.18)	(\$41,785)	(\$104,463)	\$62,678	Х	
Mandatory Fringe Benefits			(\$18,199)	(\$45,498)	x \$27,299	Х				(\$19,811)	(\$49,536)	\$29,725	Х	
		* 1	Total Savings	\$89,075					$T_{c}$	Total Savings	\$92,403			
	Increase A	ttrition Sa	ncrease Attrition Savings to 1.18 FTE positions given a higher level of Attrition	positions given a	higher level of A	ttrition	)							
	Savings cu	rrently but	Savings currently budgeted and the number of new positions being requested in the	mber of new positi	ions being reques	ted in	the							
	FY 2013-14 budget.	14 budget.					<u> </u>	Ongoing	Ongoing savings.					

Reductions	
<b>Recommended</b>	
Total F	i
	Total Recommended Reductions

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

'	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

FY 2014-15 Total Recommended Reductions

#### **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.

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.

DEPARTMENT: FIR-FIRE

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

			Increase/		Increase/
	FY 2012- 2013	FY 2013- 2014	Decrease from FY 2012-	FY 2014- 2015	Decrease from FY 2013-
Program	Budget	Proposed	2013	Proposed	2014
FIRE DEPARTMENT	-	-			
ADMINISTRATION & SUPPORT	32,864,218	33,013,379	149,161	33,907,633	
SERVICES					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.

**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

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

**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.				09 1000
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 deappropriated 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 deappropriation and re-appropriation of funds.

**DEPARTMENT:** FIR-FIRE

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

Source of Funds	
Uniform Salaries	\$375,238
Fringe Benefits	91,010
<b>Total Source of Funds</b>	\$466,248
Use of Funds	
Overtime	466,248
<b>Total Use of Funds</b>	\$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
<b>Department-Estimated Overtime Funding Shortfall</b>	\$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.

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.

FIR - Fire

		1T									
		GF		×	×						
		Savings		\$77,497	\$39,539			\$100,000	\$46,208		
FY 2014-15	nt	To		80	0\$	\$117,036		(\$199,074)	(\$91,987.89)	\$146,208	
F	Amount	From		\$77,497	\$39,539	Total Savings		(\$99,074)	(\$45,780)	Total Savings	
	Œ	$\Gamma_0$				J	Ongoing savings.	(2.09)		J	Ongoing savings.
	FTE	From						(1.04)			Ongoin
		11					aly 1, alary				ted lian nded er,
		GF		X	Х		nce Ju and sa in Fund	X	Х		rojec f civil mmei ngine nd
		Savings		\$76,556	\$36,358		is been vacant sii anded General Freer, \$100,000 in y, and \$219,674 t's total General	\$100,000	\$43,053		ies, based on a Lypected hiring o allyst's total reconstruction of the Stationary E. Premium Pay, a E. Department's to 44.
FY 2013-14	ınt	To	vices	0\$	0	\$112,914	position which he st's total recomme Stationary Engin form Premium Pa of the Departmen 4,444.	(\$197,537)	(85,046)	\$143,053	scellaneous) sala nemployees and e and Legislative An 185 (\$76,556 for 22,955 in Uniform equal 0.3 % of th 14 of \$218,984,4
FY	Amount	From	AAD - Administration & Support Services	\$76,556	\$36,358	Total Savings	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.	(\$97,537)	(\$41,993)	Total Savings	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.
	E	$T_0$	ministratio	0.00		I	ant 7334 St. Budget and of \$739,18 ous Salarie ttrition Sav	(2.11)		ı	rition savir lus in FY 2013 in FY 2013 nd salary re n Miscellan n Uniform, nd salary b
	FTE	From	AAD - Adi	1.00			Delete vac 2011. The reductions Miscellane Uniform A salary budg	(1.04)			Increase at salary surp employees General Fu \$100,000 is \$219,674 is
		Object Title		Stationary Engineer	Mandatory Fringe Benefits			Attrition Savings - Miscellaneous	Mandatory Fringe Benefits		

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

FIR - Fire

			FV	FV 2013_14			F			FV 2014-15			
	Ŧ	FTE	Amo	Amount				FTE	Amount	unt			
Object Title	From	To	From	$\mathbf{To}$	Savings	GF 1	1T F	From To	From	To	Savings	GF	1T
	AEC - Fi	AEC - Fire Suppression	sion				H						
Equipment Purchase									\$1,089,990	\$983,663	\$106,327	Х	×
							<u> </u>	eduction per	Reduction per quote provided by the Department.	he Department.			
Premium Pay - Uniform			\$10,437,132	\$10,094,177	\$342,955	×	×						
Mandatory Fringe Benefits			\$2,298,256	2,222,737	\$75,519		×						
			Total Savings	\$418,474									
	Reduction	n of 1.7 perc	Reduction of 1.7 percent of Department's \$20	t's \$20.2 million b	.2 million budget for premium pay is	m pay i:	s						
	based on expected	FY 2012-13 continued u	based on FY 2012-13 projected uniform premium pay expenditures, and the expected continued use of overtime in lieu of permanent salaries, which resu	m premium pay ex lieu of permanent	num pay expenditures, and the permanent salaries, which results in a	ne sults in	а						
	decrease	in the associ	decrease in the associated premium pay. The Budget and Legislative Analyst's total	7. The Budget and	Legislative Analy	/st's tot	al al						
	Stationar Premium	y Engineer, Pay, and \$2	Stationary Engineer, \$100,000 in Miscellaneous Salaries, \$342,955 in Uniform Premium Pay, and \$219,674 in Uniform Attrition Savines) equal 0.3 % of the	ellaneous Salaries, n Attrition Savings	\$342,955 in Uni s) equal 0.3 % of	form the							
	Departme	ent's total Ge	Department's total General Fund salary budget in FY 2013-14 of \$218,984,444.	budget in FY 201	13-14 of \$218,984	,444.							
Attrition Savings - Uniform	(312.00)	(8.75)	(\$38,314,194)	(\$38,533,868)	\$219,674	×			(\$38,191,610)	(\$38,541,610)	\$350,000	×	
Mandatory Fringe Benefits			(\$13,028,045)	(13,102,741)	\$74,696	X	H		(\$14,380,796)	(\$14,512,586)	\$131,790	X	
			Total Savings	\$294,370					Total Savings	\$481,790			
	The Dept 14 by \$21 salaries in recomme ongoing I Departme despite ne	19,674 althon FY 2012-1 nded reduction or FY 2012-1 nded reduction or state fire state was staff and	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.	on savings for unif ant has a projected of overtime to fill I, ith the Departmer 1 of permanent sal: e staffing requirented reductions.	form positions in I surplus for unifor permanent position at's baseline budge aries to meet the ments, which has I	FY 201. rm ns. The et and persiste		Ongoing savings.	Š.				
	ATR - Training	raining					_						
Materials & Supplies			\$63,390	\$45,000	\$18,390	X			\$63,390	\$45,000	\$18,390	Х	
	Reduction past two	Reduction based on h past two fiscal years.	Reduction based on historical expenditures which have not exceeded \$40,000 in past two fiscal years.	ures which have n	not exceeded \$40,(	000 in	Ö	Ongoing savings.	gs.				

FY 2013-14

\$987,202 \$987,202 **Total Recommended Reductions** Ongoing \$568,728 \$0 \$568,728 \$418,474 \$418,474 One-Time Total **General Fund** Non-General Fund

\$869,751 \$869,751 **Total Recommended Reductions** \$763,424 \$763,424 FY 2014-15 Ongoing \$106,327 \$106,327 One-Time General Fund Total Non-General Fund

Budget and Finance Committee, June 26, 2013

GF = General Fund

1T = One Time

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

## FIR - Fire

		General		Date of Last		
		Fund	Year of	Recorded	Original	Unexpended
Vendor Name	Subobject Title	Savings	Appropriation	Transaction	Amount	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
	Other Equipment Maintenance					
CALIFORNIA DIESEL & POWER	Supplies	Yes	\$2,012	9/27/2012	718.00	160.00
			Total A	<b>Total Amount Return to Fund Balance</b>	<b>Fund Balance</b>	15,339.00
					<b>General Fund</b>	15,339.00

Note: The above encurnbrance blanaces 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.

Non-General Fund

#### **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 2,7333.06 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.

**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.

**DEPARTMENT:** POL – POLICE DEPARTMENT

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

	FY 2012- 2013	FY 2013- 2014	Increase/ Decrease from FY 2012-	FY 2014- 2015	Increase/ Decrease from FY 2013-
Program	Budget	Proposed	2013	Proposed	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	4,610,850	4,876,485	265,635	5,036,106	159,621
OPERATIONS AND					
ADMINISTRATION	69,261,206	90,089,595	20,828,389	82,262,669	(7,826,926)
PATROL	275,603,051	290,293,469	14,690,418	297,167,261	6,873,792
POLICE OPERATIONS	0	0	0	0	0
WORK ORDER SERVICES	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 3<sup>rd</sup> 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:

#### **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 2,7333.06 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

#### **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.

POL - Police Department

4			F	FY 2013-14							FY 2014-15			
	FJ	FTE	Amoun	ount				FTE		Am	Amount			
Object Title	From	$^{ m OL}$	From	$\mathbf{L}_{0}$	Savings	GF	1T	From To	_ (	From	$T_0$	Savings	$_{ m GE}$	1T
	ACB - Inv	ACB - Investigations	su											
Attrition Savings - Miscellaneous	(2.89)	(4.89)	(\$238,330)	(\$403,264)	\$164,934	X	X							
Mandatory Fringe Benefits			(\$106,617)	(\$180,400)	\$73,783	Х	Х		$\vdash$					
			Total Savings	\$238,717										
	Increase A The Invest Departme	ttrition Sa tigations D 1t, at least	Increase Attrition Savings to reflect actual The Investigations Division currently has Department, at least 8 of the vacant positic	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.	hiring dates for current vacant positions. 12 vacant positions. According to the ons will not be filled until November 201.	ositior o the ıber 2(	ns.							
	ACM - O	perations	ACM - Operations and Administration	ion										
Attrition Savings - Miscellaneous	(8.76)	(12.69)	(\$712,618)	(\$1,032,618)	\$320,000	X	×							
Mandatory Fringe Benefits			(\$321,111)	(\$411,233)	\$90,122	Х	X							
			Total Savings	\$410,122										
	Increase A	ttrition Sa	Increase Attrition Savings to reflect actual	tual hiring dates fo	hiring dates for 48 current vacant	ıt								
	positions i	in the Oper	rations & Adminis	positions in the Operations & Administration Division. These include 11 positions	These include 11 p	ositio	sue							
	approved a	for Year 2	(FY 2012-13) or t (FY2013-14) of tł	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	on Plan, 21 positic n Plan, and 16 oth	ons ter vac	ant							
	positions.													
Senior Admin Analyst	1.00	0.77	\$97,356	\$74,964	\$22,392	×	×		Н					
Mandatory Fringe Benefits			\$41,681	\$32,094	\$9,587	X	×		$\sqcup$					
			Total Savings	\$31,979										
	Disapprov Departmer	e the inter. It is reques	Disapprove the interim exception for the Department is requesting this new positi		1823 Senior Administrative Analyst. The nas part of its Recivilianization, although	lyst. T althou	The lab							
	it was not approved to civilianizathis 1823 phas faced in the civilianis	approved the civiliar tion in 20 position as in the civil	it was not approved as part of the 2 Year F approved the civilianization of 52 position civilianization in 2012-13, only 6 have be this 1823 position as of July 1, 2013, and has faced in the civilianization process, realistic of officers in the civilianization process, realistic of officers.	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	Recivilianization Plan in 2012. That plan is. Of the 21 positions approved for en filled. There is no urgent need to fill given the challenges that the Department ducing the new 1823 to .77 FTE reflects.	That pl for 1 to fil vartme reflect	lan Il nt							
	realistic al	id sufficie.	iit iiitiig tiiiteiiie i	reansuc and sufficient minig unienne for the department.										

POL - Police Department

Object Title			FY	FY 2013-14						F	FY 2014-15			
Object Title	FTE		Amount	ınt			T	FTE	E	Amount	ımt			
Object rine	From To	0	From	To	Savings	$\mathbf{GF}$	1T ]	From	$\mathbf{T}_{0}$	From	$\mathbf{To}$	Savings	$\mathbf{GF}$	1T
	ACX - Patrol													
Attrition Savings	(8.53)	(6.07)	(\$519,040)	(\$551,898)	\$32,858	Х	Х							
Mandatory Fringe Benefits			(\$263,792)	(\$280,492)	\$16,700	X	Х							
		$T_{c}$	Total Savings	\$49,558										
	Increase Attrition	n Savi	Increase Attrition Savings to reflect actual	al hiring dates for	hiring dates for current vacant positions.	sition	S.							
Overtime			\$999,208	0\$	\$999,208	X				\$999,208	0\$	\$999,208	Х	
Social Security			\$14,489	80	\$14,489	Х				\$14,489	0\$	\$14,489	X	
Unemployment Insurance			\$2,498	0\$	\$2,498	Х				\$2,498	0\$	\$2,498	Х	
		$T_{c}$	Total Savings	\$1,016,195						Total Savings	\$1,016,195			
	The Budget and Legislative Analyst of Francisco Housing Authority (SFHA) terminate the Memorandum of Unders of demonstrated performance and effect provided dedicated police staffing for police officers to 12 hour shifts, of wh SFPD operating budget and two hours The Mayor's proposed budget deletes in SFPD for police overtime but maintain recommendation, SFPD could continuaselect SFHA housing sites on regular it the same manner that SFPD provides of Corridor and the San Francisco Unified dedicated police staff during the hour.	1 Legisl ing Au Temora 1 perforated polono of 12 hc booker 2 overting, budge 2 overting, SPPl using 8 ar that S e San F e San F e sence	The Budget and Legislative Analyst comp Francisco Housing Authority (SFHA) in Nerminate the Memorandum of Understan of demonstrated performance and effective provided dedicated police staffing for seven police officers to 12 hour shifts, of which SFPD operating budget and two hours we The Mayor's proposed budget deletes the 1 SFPD for police overtime but maintains the recommendation, SFPD could continue to select SFHA housing sites on regular 10 h the same manner that SFPD provides dedicated police staff during the hours of dedicated police staff during the hours of which police presence is most needed.	apleted a perform 1 May 2013 and n miding (MOU) wi iveness since 2000 veral SFHA hous h 10 hours were r vere overtime pay a revenue reimbut these overtime ex to provide dedical hour shifts witho dicated police stal School District, in f the day and on it if the day and on it is the day and on it is it in the day and on it is it in the day and on it is it in the day and on it is in the day and on it is it in the day and on it is it in the day and on it is it is in the day and on it is it is in the day and on it is it is in the day and on it is in the da	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.	San SFHA In the 1 J, SFP Chedul Chedul THA. HA to I our I to the time, ii reet Ing Sek in	lack PD PD In	Ongoing	savings					

POL - Police Department

			FY	FY 2013-14						·	FY 2014-15			
	FTE	Œ	Amonn	ınt				FTE		Am	Amount			
Object Title	From	$T_0$	From	To	Savings	GF	11	GF 1T From	Lo	From	To	Savings	GF	1T
	ACV - Ofi	fice of Cit	ACV - Office of Citizen Complaints				Г							
Deputy Director I	1.00	0.90	\$112,996	\$101,696	\$11,300	×	×							
Mandatory Fringe Benefits			\$49,336	\$44,402	\$4,934	Х	X							
			Total Savings	\$16,233										
·	Reduce FI	TE to refle	Reduce FTE to reflect actual hiring timeline.	line.										
Equipment Purchase			\$27,812	80	\$27,812	Х	X							
	Disapprove the purchase of vehicle with approximately Clean Transportation Ordin require that 12-year-old veh transit-first strategies be implement alternative travel this legislative requirement.	e the purc. th approxi asportation it 12-year- t strategies alternativ tive requir	O 6 6 7 7 7	nicle. The Departn s, in accordance w FO). However, HA aced by 2015, but The Department sh ncluding public tra	nent seeks to replith the Healthy A VCTO does not situat fleets be rediould therefore seensitiating and carpools	ace a hir and mply reed a sk to h; to m	nd leet		]					

FY 2013-14 Total Recommended Reductions

| Ceneral Fund | \$774,421 | \$1,016,195 | \$1,790,616 | Son-General Fund | \$774,421 | \$1,016,195 | \$1,790,616 | Total | \$774,421 | \$1,016,195 | \$1,790,616 | Son-General Fund | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195

| FY 2014-15 | Total Recommended Reductions | One-Time | Ongoing | Total | General Fund | \$0 \$1,016,195 \$1,016,195 | \$1,016,195 | \$1,016,195 | Total | \$0 \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,195 | \$1,016,

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

POL - Police

		General		Date of Last		
		Fund	Year of	Recorded	Original	Unexpended
Vendor Name	Subobject Title	Savings	Appropriation	Transaction	Amount	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	$_{ m A}$	2011	09/27/2012	10,000.00	5,218.65
GALLS LLC	04531 UNIFORMS	$_{ m A}$	2011	09/27/2012	10,000.00	5,007.19
GALLS LLC	04531 UNIFORMS	$_{ m A}$	2011	09/27/2012	10,000.00	1,420.85
GALLS LLC	04531 UNIFORMS	$_{ m Aes}$	2011	09/27/2012	3,740.52	623.42
GALLS LLC	04531 UNIFORMS	$_{ m Aes}$	2011	09/27/2012	74,051.84	2,379.77
NO VENDOR	6029 AUTOMOTIVE & OTHER VEHICLE	$^{ m oN}$	2008	09/27/2012	96,031.25	96,031.25
L C ACTION POLICE SUPPLY	04521 ORDNANCE	$_{ m Aex}$	2012	11/07/2012	4,306.33	47.12
BAUER COMPRESSORS	02999 OTHER EQUIP MAINT	$_{ m Aes}$	2012	02/04/2013	2,150.00	00.279
ORACLE AMERICA INC	03596 SOFTWARE LICENSING FEES	$sa_{ m A}$	2012	03/04/2013	5,095.71	1,273.92

Note: The above encurnbrance blanaces 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.

148,058.15 52,026.90 96,031.25

> General Fund Non-General Fund

Total Amount Return to Fund Balance

#### **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.

**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.

**DEPARTMENT: DAT – DISTRICT ATTORNEY** 

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

			Increase/		Increase/
	FY 2012-	FY 2013-	Decrease	FY 2014-	Decrease
	2013	2014	from	2015	from
			FY 2012-		FY 2013-
Program	Budget	Proposed	2013	Proposed	2014
DISTRICT ATTORNEY					
ADMINISTRATION - CRIMINAL &	2,030,382	2,072,446	42,064	1,916,088	
CIVIL					(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.

**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.

DAT - District Attorney	y											
		I	FY 2013-14					F	FY 2014-15			
	FTE	Amount	unt				FTE	Amount	unt			
Object Title	From To	From	$\Gamma_0$	Savings	GF	1T   I	From To	From	To	Savings	GF 1	1T
	AIH - Child Ab	AIH - Child Abduction (1G-AGF-ACP)	'-ACP)									
		\$998,165	\$993,165	\$5,000	×	×						
	Reduce by \$5,00 a surplus in FY	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.	dget and Legislati ied forward in FY	ve Analyst's proj 2013-14.	ection	fo						
	AIJ - Family V	AIJ - Family Violence Program (1G-AG)	1G-AGF-ACP)									
		\$1,595,359	\$1,495,359	\$100,000	×	×						
	Reduce by \$100 of a surplus in I	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.	Budget and Legisl: arried forward in I	ative Analyst's pr FY 2013-14.	ojecti	uo						
	AIA - Felony P	AIA - Felony Prosecution Program (1G-AGF-AAA)	ım (1G-AGF-AA	4)								
Attrition Savings - Misc		(\$1,605,548)	(\$1,805,548)	\$200,000	×			(\$1,830,042)	(\$1,980,042)	\$150,000	×	
Mandatory Fringe Benefits		(\$567,062) Total Savings	(\$637,700)	\$70,638	×			$\frac{(\$/01,\$/0)}{Total\ Savings}$	(\$/59,0/4)	\$57,504	×	
	The Mayor's pro in FY 2013-14 c (1) \$0.8 million supplemental ap grant-funded an for FY 2012-13 adjustments. Th for various func of \$0.2 million i	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 is 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.	ases General Func ginal FY 2012-13 approved in FY 20 26 million for pos nd positions substi Fund salaries, and million is to hire and Legislative An would still give the	1 salaries by \$2.0 budget, which inc 112-13 through a sitions transferred tuttions, (3) \$0.16 (4) \$0.2 million existing vacant pe allyst's proposed in eDistrict Attorne cies.	millio cludes from millic for ste osition ncreas	<b>.</b>	Ongoing savings.	Š				

DAT - District Attorney

		Ŧ	FY 2013-14					F	FY 2014-15		
	FTE	Amount	nnt			F	FTE	Amount	nt		
r=	From To	From	$T_0$	Savings	GF 1	1T From	ι To	From	$T_0$	Savings	GF 1T
Τ	A - Felony	AIA - Felony Prosecution Program (1G-AGF-AAA)	ım (1G-AGF-AA#	4)							
		\$360,944	\$298,264	\$62,680 x	×			\$294,480	\$206,136	\$88,344 x	×
		\$72,875	\$64,875	x x 000,88	×			\$75,048	\$63,048	\$12,000 x	×
		Total Savings	\$70,680					Total Savings	\$100,344		
	bepartment I lealthy Air standlyst recording the or a nearly freedor a nearly freedor and a conds and	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 10 requested Interceptors. This will allow for a nearly full restoration of the fleet despite historically declining crime frends and a decline of cases by 36% over the last 5 years.	cles this year and to ion Ordinance. The urchase of one of the 10 requested Intelect despite historia we over the last 5 y	o replace them, c le Budget and Leg he 2 requested St erceptors. This w cally declining cr	iting the gislative JVs and ill allow ime	e Departmere E Intercepto d Budget an w the 10 req of the flee	tment pla eptors, ci xt and Leg requeste fleet. Fur	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.	es and to replace and Clean Transp ommends against will still allow for vehicles cited for	them with 10 ortation Ordinan the purchase of ti a nearly full rest r replacement is o	ce. The hree of coration only 6

	Total	\$446,318	\$270.638	\$175,680	Total
	Non-General Fund	80	80	80	Non-General Fund
	General Fund	\$446,318	\$270,638	\$175,680	General Fund
0	!	Total	Ongoing	One-Time	!
		uctions	<b>Total Recommended Reductions</b>	Total Re	
			FY 2013-14		

		FY 2014-15	
	Total Re	<b>Total Recommended Reductions</b>	ctions
	One-Time	Ongoing	Total
General Fund	\$100,344	\$207,504	\$307,848
Non-General Fund	80	80	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.

**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.

**DEPARTMENT:** SHF – SHERIFF'S DEPARTMENT

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

	FY 2012- 2013	FY 2013- 2014	Increase/ Decrease from FY 2012-	FY 2014- 2015	Increase/ Decrease from FY 2013-
Program	Budget	Proposed	2013	Proposed	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	
GRANTS					0
SHERIFF PROGRAMS	12,294,272	11,723,055	(571,217)	11,749,651	26,596
SHERIFF RECRUITMENT &	5,828,989	3,300,020	(2,528,969)	4,449,200	
TRAINING					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.

**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.

**DEPARTMENT:** SHF – SHERIFF'S DEPARTMENT

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

**Recommendation:** Approve the proposed ordinance.

### **COMMENTS:**

### FY 2013-14

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

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

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

### FY 2014-15

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

### Budget and Finance Committee, June 26, 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

SHF - Sheriff

			FY	FY 2013-14					Ŧ	FY 2014-15		
	F	FTE	Amount	ount				FTE	Amount	unt		
Object Title	From	To	From	То	Savings	GF	1T F	From To	From	То	Savings	GF 1T
	ASP - F	ASP - Facilites & Equipment	quipment									
IT Operations Support Administrator III	1.54	1.00	\$128.859	\$83.675	\$45.184	×	×					
Mandatory Fringe Benefits			\$57,956	\$37,634	\$20,322	×	×					
			Total Savings	\$65,506			H					
	Reduce s	alaries and	Reduce salaries and fringe benefits to reflect		actual hire date of new IT Operations	peratio	su					
	Support ,	Support Administrator III.	or III.									
IT Operations Support Administrator II	0.77	0.27	\$53,019	\$18,591	\$34,428	×	×					
Mandatory Fringe Benefits			\$25,604	88,978	\$16,626	×	×					
			Total Savings	\$51,054			H					
	Reduce s	alaries and	Reduce salaries and fringe benefits to reflect	reflect actual hire o	actual hire date of new IT Operations	peratio	su					
	Support 1	Support Administrator II.	or 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	Х	Х					
			Total Savings	\$40,431								
	Increase	attrition sav	ings to reflect actu	Increase attrition savings to reflect actual hire date of a vacant IS Engineer-Senior,	acant IS Enginee	r-Senic	Jr,					
	which wa	s substitute	d from an IS Busi	which was substituted from an IS Business Analyst-Senior.								
Other Current Expenses			\$75,000	\$55,000	\$20,000	Х			\$75,000	\$55,000	\$20,000	X
	Reduc	e 021 Otheı	Current Expenses	Reduce 021 Other Current Expenses by \$20,000 based on actual expenditures.	d on actual exper	ıditures		educe 021 Or	Reduce 021 Other Current Expenses by \$20,000 based on actual expenditures.	es by \$20,000 bas	ed on actual exp	enditures.
Materials & Supplies Budget			000 02\$	\$15,000	000 \$\$	>			000 00%	\$15,000	000 \$\$	<b>*</b>
	Dodnoo	40 Motorio	P. C. Silverine Duck	00,010 00 \$2 mlr. by \$5 00	O been on beat	<b>⅃</b>	D	M OVO compo	Octobriolo P. Curanico 1	Dudget Oply by &	5 000 bessel on 5	v lort
	Reduce 040 rexpenditures.	140 Materia. Ires.	is & Supplies Bud	reduce 040 Materials & Supplies Budget Only by \$5,000 based on actual expenditures.	U based on actua	<b>-</b>	¥ 5∂	Reduce 040 M. expenditures.	reduce 040 Materials & Suppnes Budget Only by \$5,000 based on actual expenditures.	Budget Only by \$.	3,000 based on a	ctual
Materials & Supplies Budget Only			\$125,000	\$119,000	\$6,000	×			\$125,000	\$119,000	\$6,000	X
	Reduce 0	40 Materia	ls & Supplies Bud	Reduce 040 Materials & Supplies Budget Only by \$6,000 based on actual	0 based on actua		R	educe 040 M	Reduce 040 Materials & Supplies Budget Only by \$6,000 based on actual	Budget Only by \$t	5,000 based on a	ctual
	expenditures.	ıres.					e)	expenditures.				
	AFP - Sł	AFP - Sheriff Programs	rams									
Professional & Specialized Services			\$529,187	\$429,187	\$100,000	×			\$529,187	\$429,187	\$100,000	×
	Reduce 0	27 Professi	onal & Specialized	Reduce 027 Professional & Specialized Services based on actual expenditures.	on actual expendi	tures.	R	educe 027 Pr	Reduce 027 Professional & Specialized Services based on actual expenditures.	lized Services bas	ed on actual exp	enditures.
4							1					

SHF - Sheriff

			FY	FY 2013-14						1	FY 2014-15			
	FJ	FTE	Amount	unt				FTE		Amount	unt			
Object Title	From	$\Gamma$	From	To	Savings	GF	1T 1	GF 1T From To	To	From	To	Savings	GF	1T
Rents & Leases-Buildings &														
Structures			\$221,321	\$190,092	\$31,229 x	×	×							
	Reduce 03	30 Rents &	Leases-Buildings	Reduce 030 Rents & Leases-Buildings & Structures by \$31,229 to reflect actual	31,229 to reflect	actual								
	lease amo	unt. This is	s one-time savings	lease amount. This is one-time savings due to anticipated increased rent costs in FY	increased rent co	osts in	FY							
	2014-15.													
	AFT - Security	curity												
Attrition Savings			\$380	0\$	\$380	X	X							
Mandatory Fringe Benefits			222	0\$	277	\$77 x	Х							
			Total Savings	\$457										
	Increase a	ttrition sav	ings to correct for	Increase attrition savings to correct for erroneous positive attrition savings.	e attrition saving	S.								
														Ì

FY 2013-14
Total Recommended Reductions

	TOTAL INC.	rotal incommission inconcuous	CHOILS
	One-Time	Ongoing	Total
General Fund	\$188,677	\$131,000	\$319,677
Non-General Fund	80	80	<b>9</b>
Total	\$188,677	\$131,000	\$319,677

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

SHF - Sheriff's Department

		Fund	Year of	Recorded	Original	Unexpended
Vendor Name	Subobject Title	Savings	Appropriation	Transaction	Amount	Balance
AIRGAS NCN INC	04799 FUELS & LUBRICANTS	Yes	FY 2011-12		200	135
LEXISNEXIS 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	04493 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		200	200
UPTIME RESOURCES	04951 OTHER OFFICE SUPPLIES	Yes	FY 2011-12		009'6	009'6
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		823	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	62
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	919
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		398	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		SLL	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		005'6	8,380
S & R MECHANICAL INC	02999 OTHER EQUIP MAINT	Yes	FY 2011-12		8,950	4,622
NO VENDOR	06029 AUTOMOTIVE & OTHER VEHICLES	oN	FY 2010-11		27,384	27,384
XEROX CORPORATION	03551 COPY MACHINE	Yes	FY 2011-12		97,258	688
ARAMARK CORRECTIONAL SVCS LLC	04699 FOOD	Yes	FY 2011-12		720,000	6,613
FIRESPRING	02911 DP/WP EQUIPMENT MAINT	Yes	FY 2011-12		1,301	450
			Total A	Total Amount Return to Fund Balance	Fund Balance	152,779
					General Fund	125,395

Note: The above encurnbrance 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.

**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.

**DEPARTMENT:** ADP – ADULT PROBATION DEPARTMENT

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

	FY 2012- 2013	FY 2013- 2014	Increase/ Decrease from FY 2012-	FY 2014- 2015	Increase/ Decrease from FY 2013-
Program	Budget	Proposed	2013	Proposed	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	2,939,817	2,954,571	14,754	3,050,829	96,258
REALIGNMENT SERVICES-POST RELEASE					
COMM.	6,121,861	8,789,091	2,667,230	8,907,522	118,431
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.

**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.

### **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 evidencebased 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.

ADP - Adult Probation

			FY 201	2013-14					F	FY 2014-15		
	FT	FTE	Amount	ınt				FTE	Amount	ınt		
Object Title	From	$\mathbf{L}_{0}$	From	To	Savings	$\mathbf{GF}$	1T ]	From To	From	To	Savings	GF 1T
	AKB - Cc	<b>AKB</b> - Community Services	Services									
Attrition Savings	(4.10)	(4.35)	(\$393,505)	(\$417,499)	\$23,994	×	×					
Mandatory Fringe Benefits			(\$131,846)	(\$139,885)	\$8,039	X	X					
			Total Savings	\$32,034								
	Adjust attı	rition savin	Adjust attrition savings to reflect actual hiring date of vacant 8434.	hiring date of vac	ant 8434.							
	AOS - Or	e-Stop Re	AOS - One-Stop Reentry Services									
Senior Community Development Specialist II	1.00	0.77	\$108,137	\$83,265	\$24,872	×	×					
Mandatory Fringe Benefits			\$44,183	\$34,021	\$10,162	X	Х					
			Total Savings	\$35,034								
	Disapprov for a July	'e interim ε 1, 2013 hir	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.	This position doed be filled through	es not fill an urg 1 a regular hiring	ent ne proce	ed sss.					
Professional Services			\$440,000	\$344,167	\$95,833	Х	X					
	Reduce Pr the Altern	ofessional ative Sente	Reduce Professional Services expenditures the Alternative Sentencing for Women and	rres to reflect actua	to reflect actual timeline for rolling out Children program and services.	lling (	out					
	ASH - Ad	ASH - Administration	uo									
IS Programmer Analyst - Principal	1.00	0.92	\$112,837	\$103,810	\$9,027	Х	X					
Mandatory Fringe Benefits			\$45,695	\$42,039	\$3,656	Х	×					
			Total Savings	\$12,683								
	Disapprov Departmer implement for this po	ve the Internation of the sition and	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.	te Programmer An ed tenure Program: The Department !	nalyst position. mer Analyst to s nas not begun ree 1, 2013.	l'he uppor zruitin	t the					

### ADP - Adult Probation

			F	FY 2013-14							FY 2014-15				
	FJ	FTE	Amount	unt				FTE	H	Amount	unt				
Object Title	From	$\Gamma$	From	To	Savings	$\mathbf{GF}$	1T	From	$\mathbf{To}$	From	$\mathbf{To}$	Savings	$\mathbf{GF}$	1T	
Senior Community Development Specialist I	1.00	00.00	\$91,124	0\$	\$91,124	X		1.00	0.00	\$91,124	0\$	\$91,124	Х		
Mandatory Fringe Benefits			\$39,688	0\$	\$39,688	Х				\$39,688	0\$	\$39,688	Х		
			Total Savings	\$130,812						Total Savings	\$130,812				
	Disapprov	e Senior C	Sommunity Develo	Disapprove Senior Community Development Specialist position. The department	osition. The de	partn	ent								
	has not ju Specialist	stified the II would p	need for this posit rovide administrat	has not justified the need for this position. The Community Development Specialist II would provide administrative support to the Reentry Council and	nty Development Reentry Council	and									
	Communi	ty Correcti	ons Partnership, a	Community Corrections Partnership, as well as develop and distribute outreach	and distribute out	reach	_	Ongoing reduction	reducti	on					
	materials.	These act	ivities are currentl	materials. These activities are currently provided by 5 existing 1823s in the	cisting 1823s in th	je,									
	Reentry D	ivision, an	d the Department	Reentry Division, and the Department has not demonstrated the increased need for	ted the increased	need	for								
	support.														
Management Consulting			\$125,000	\$75,000	\$50,000	X				\$125,000	\$75,000	\$50,000	Х		П
	Reduce M	anagemen	t Consulting Servi	Reduce Management Consulting Services expenditures by \$50,000	y \$50,000.			Ongoing reduction	reducti	on					
	ARS - Re	ARS - Realignment													
Professional Services			\$2,229,392	\$2,186,097	\$43,295	X	Х								
	Decrease professio program timelines.	profession melines.	al services budget	Decrease professional services budget to reflect actual contracted amounts and program timelines.	ontracted amounts	s and									

		FY 2013-14	
	Total Re	Total Recommended Reductions	ctions
	One-Time	Ongoing	Total
General Fund	\$218,878	\$180,812	\$399,690
Non-General Fund	80	80	9\$
Total	\$218.878	\$180.812	069 668

	Total Ke	lotal Kecommended Keduction	ctions
	One-Time	Ongoing	Total
General Fund	80	\$180,812	\$180,812
Non-General Fund	80	80	0\$
Total	0\$	\$180,812	\$180,812

FY 2014-15

### ADP - Adult Probation

			FY	FY 2013-14				F	FY 2014-15		
	FTE	Æ	Amount	ınt			FTE	Amount	nt		
Object Title	From To	$\mathbf{To}$	From	$\mathbf{To}$	Savings	GF 11	GF 1T From To	From	$T_0$	Savings	GF 1T
					Reserv	e Reco	Reserve Recommendations				
Professional Services			\$514,350	\$514,350	80			\$514,350	\$514,350	80	
	The Depar sex offend program e; of amende	tment is p ers. The B xpenses or d contract	The Department is proposing to amend an existing contract to expand services sex offenders. The Budget and Legislative Analyst recommends placing these program expenses on Budget and Finance Committee Reserve pending submis of amended contract and final budget details.	an existing contra- ive Analyst recomm ce Committee Res- stails.	ct to expand ser mends placing t erve pending su	vices for hese ıbmission	The Departmer for sex offende: these program (submission of a	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.	end an existing cc ægislative Analys and Finance Com 1 final budget det:	ntract to expar t recommends mittee Reserve ails.	d services placing pending

FY 2013-14

	Total Res	Total Reserve Recommendation	ations		
1	One-Time	Ongoing	Total		One
General Fund	80	0\$	80	General Fund	
Non-General Fund	\$0	80	0\$	Non-General Fund	
Total	0\$	0\$	0\$	Total	
•					

FY 2014-15

**Total Reserve Recommendations** 

	One-Time	Ongoing	Total
General Fund	80	0\$	80
Jon-General Fund	80	80	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

		General		Date of Last		
		Fund	Year of	Recorded	Original	Unexpended
Vendor Name	Subobject Title	Savings	Appropriation	Transaction	Amount	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	Xes	2012	09/27/2012	947.96	947.96
SPRINT NEXTEL	COMMUNICATION SUPPLIES	Xes	2011	09/27/2012	115.02	115.02
SPRINT NEXTEL	COMMUNICATION SUPPLIES	Xes	2011	09/27/2012	112.25	112.25
EN POINTE TECHNOLOGIES SALES INC	SOFTWARE LICENSING FEES	Xes	2012	09/27/2012	6,428.90	23.15
LANGUAGELINE SOLUTIONS	INTERPRETERS	Xes	2011	09/27/2012	1,000.00	18.46
GRM INFORMATION MANAGEMENT SE MISCELLANEOUS FACILITIES RENTAI	MISCELLANEOUS FACILITIES RENTAL	Xes	2011	09/27/2012	9,374.40	265.44
GRM INFORMATION MANAGEMENT SE MISCELLANEOUS FACILITIES RENTAI	MISCELLANEOUS FACILITIES RENTAL	Xes	2011	09/27/2012	6,249.60	176.97
AT&T MOBILITY	COMMUNICATION SUPPLIES	Xes	2012	09/27/2012	138.24	138.24
GRM INFORMATION MANAGEMENT SE MISCELLANEO	MISCELLANEOUS FACILITIES RENTAL	Yes	2011	11/06/2012	3,600.00	201.30
			Total A	Total Amount Return to Fund Balance	<b>Fund Balance</b>	3,362.36
					<b>General Fund</b>	3,362.36

Note: The above encurnbrance blanaces 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.

Non-General Fund

### **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.

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.

DEPARTMENT: TTX - TREASURER/TAX COLLECTOR

	FY 2012- 2013	FY 2013- 2014	Increase/ Decrease from FY 2012-	FY 2014- 2015	Increase/ Decrease from FY 2013-
Program	Budget	Proposed	2013	Proposed	2014
TREASURER/TAX					
COLLECTOR	6 075 254	£ 000 £42	(1.004.711)	C 007 054	107.011
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	29,432,681	35,529,306	6,096,625	39,564,812	4,035,506
COLLECTOR					

### **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.

### 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),

### 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

<u>File 13-0551</u> 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

### 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.

### TTX - Treasurer/Tax Collector

					FY?	FY 2013-14					FY	FY 2014-15
		FTE		Amount				FTE		Amount		
Object Title	From	To	From	To	Savings (	GF 1T	From	$T_0$	From	To	Savings	GF 1T
	FCS - De	FCS - Delinquent Revenue	Revenue									
Programmatic projects-budget			\$1,186,654	\$989,111	\$197,543	х						
	Projected	actual nee	Projected actual need of \$989,111									
	FEG - M	FEG - Management	nt									
Attrition Savings - Miscellaneous	(2.26)	(2.70)	(\$249,841)	(\$298,482.61)	\$48,642	x						
Mandatory Fringe Benefits			(\$102,063)	(\$121,934)	\$19,871	X						
			Total Savings	\$68,512								
	Adjust att	rition sav	Adjust attrition savings for vacancy.									
	FCN - Pr	operty Ta	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						
			Total Savings	\$71,451								
	Adjust att	rition sav	Adjust attrition savings for vacancies.									
Department Overhead			\$35,039	80	\$35,039	Х			\$13,616	0\$	\$13,616	x
	Technical	Technical correction.	'n.				Technic	Technical correction.	٠			
	FCL - Treasury	easury										
Cashier 2	2.31	1.81	\$132,137	\$103,536	\$28,601	X	3.00	2.50	\$174,532	\$145,443	\$29,089	Х
Mandatory Fringe Benefits			\$68,475	\$53,654	\$14,821	x			\$95,698	\$79,748	\$15,950	Х
			Total Savings	\$43,423					Total Savings	\$45,038		
	Delete 0.5	5 FTE 432	1 Cashier II, which	Delete 0.5 FTE 4321 Cashier II, which has been vacant since 7/1/09	7/1/09.		Ongoin	Ongoing Savings				
Attrition Savings - Miscellaneous	0.04	0.00	\$2,499	0\$	\$2,499	×	0.04	00.00	\$2,535	0\$	\$2,535	×
Mandatory Fringe Benefits			\$1,199	0\$	\$1,199	Х			\$1,282	0\$	\$1,281	X
			Total Savings	\$3,698					Total Savings	\$3,816		
	Technical	adjustme	Technical adjustment to delete positive attriti	attrition savings			Ongoin	Ongoing Savings				
	FCQ - Ta	FCQ - Taxpayer Asst	sst									
Principal Clerk	11.66	11.50	\$820,521	\$809,261	\$11,260	Х	11.66	11.50	\$834,507	\$823,056	\$11,451	Х
Mandatory Fringe Benefits			\$391,093	\$385,726	\$5,367	Х			\$423,078	\$417,272	\$5,806	Х
			Total Savings	\$16,627					Total Savings	\$17,257		
	Delete 0.1	16 FTE 14	Delete 0.16 FTE 1408 Principal Clerk which	which has been vacant since 7/1/10.	since 7/1/10.		Ongoin	Ongoing Savings				
	FCO - B	- Business Tax	IX									
Attrition Savings	(4.32)	(5.47)	(\$265,430)	(\$336,088.45)	\$70,658	х						
Mandatory Fringe Benefits			(\$165,462)	(\$209,508.60)	\$44,047	×						
			Total Savings	\$114,705								
	Adjust att	rition sav	Adjust attrition savings for vacancies.									

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	0			
	,	General Fund	Non-General Fund	Total
ded Reductions	Total	\$550,998	80	\$550,998
Total Recommended Reduction	Ongoing	\$98,787	80	\$63,748

One-Time \$452,211

\$0 \$487,250

Total

General Fund Non-General Fund

879,727	\$66.111	\$13,616	Total
\$0	80	80	Non-General Fund
\$79,727	\$66,111	\$13,616	General Fund
Total	Ongoing	One-Time	
ed Reductions	Total Recommended Reductions		
FY 2014-15			

Budget and Finance Committee, June 26, 2013

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

TTX - Treasurer/Tax Collector

		General Fund	Year of	Date of Last Recorded	Original	Unexpended
Vendor Name	Subobject Title	Savings	Appropriation	Transaction	Amount	Balance
NO VENDOR	NKEY NO PROJECT	×	07/19/2005		651	651
NO VENDOR	NKEY NO PROJECT	×	07/19/2005		495	495
ACE LEGAL ASSISTANCE	NKEY NO PROJECT	×	08/16/2011		200	143
ACE LEGAL ASSISTANCE	NKEY NO PROJECT	×	08/16/2011		8,500	9,605
GIVE SOMETHING BACK INC	NKEY NO PROJECT	×	08/02/2011		3,500	57
VERIZON WIRELESS	NKEY NO PROJECT	×	01/12/2011		99	69
VERIZON WIRELESS	NKEY NO PROJECT	×	01/21/2011		86	49
VERIZON WIRELESS	NKEY NO PROJECT	×	01/21/2011		86	49
VERIZON WIRELESS	NKEY NO PROJECT	×	01/11/2012		138	138
GIVE SOMETHING BACK INC	NKEY NO PROJECT	×	08/02/2011		4,000	296
ХТЕСН	NKEY NO PROJECT	×	05/08/2012		45,000	10
хтесн	NKEY NO PROJECT	×	05/08/2012		45,000	10
					1	1
					1	1
			Total A	Total Amount Return to Fund Balance General Fund	Fund Balance General Fund	8,569.65

Note: The above encurnbrance blanaces 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.

General Fund Non-General Fund

### **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.

**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.

**DEPARTMENT:** FAM – FINE ARTS MUSEUM

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

	FY 2012- 2013	FY 2013- 2014	Increase/ Decrease from FY 2012-	FY 2014- 2015	Increase/ Decrease from FY 2013-
Program	Budget	Proposed	2013	Proposed	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	17,901792	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.

**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.

FAM Fine Arts Museum

			FY 2013-14	4					F	FY 2014-15		
			Amount	ınt				FTE	Amount	ınt		
Object Title	From	$\Gamma_0$	From	To	Savings	GF 1	1T From	m To	From	To	Savings	GF 1T
Holiday Pay			\$129,312	\$111,312	\$18,000	X			\$ 129,312.00	\$111,312	\$ 18,000.00	×
Fringe Benefits			\$9,854	\$8,482	\$1,372	X			\$9,854	\$8,482	\$1,372	X
			Total Savings	\$19,372					Total Savings	\$19,372		
	Reduce Holiday Pay at the Legion of Honor to reflect	he Legion		estimated expenditures in FY 2013-14.	tures in FY 2013	-14.	Ongc	Ongoing savings	Si			
Premium Pay			\$331,209	\$313,304	\$17,905	×			\$331,209	\$313,304	\$17,905	×
Fringe Benefits			\$25,238	\$23,874	\$1,364	Х			\$25,238	\$23,874	\$1,364	Х
			Total Savings	\$19,269					Total Savings	\$19,269		
	Reduce Premium Pay at the Legion of Honor to reflect estimated expenditures in FY 2013-14.	the Legion	n of Honor to reflect	estimated expend	litures in FY 201.	3-14.	Ongo	Ongoing savings	SS			

		Total	F) Recom	FY 2013-14 Total Recommended Reductions	ducti	one
	0	One-Time		Ongoing		Total
General Fund	S	1		\$38,641	S	38,6
Non-General Fund	<b>∻</b>	ı	S	•	\$	
Total				\$38,641	<del>\$</del>	38'6

Non-General Fund \$ - \$	One-Time Ongoing	Total Recommended Reduction	FY 2014-15	d Reductions  g Total  (641 \$ 38,641
10tal   0.001	ral Fund \$ - \$38,641 \$ sral Fund \$ - \$ - \$	One-Time Ongoing \$ - \$38,641 \$ \$ - \$ - \$	Total Recommended Reduction	

### **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.

**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.

**DEPARTMENT: JUV – JUVENILE PROBATION** 

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

	FY 2012- 2013	FY 2013- 2014	Increase/ Decrease from FY 2012-	FY 2014- 2015	Increase/ Decrease from FY 2013-
Program	Budget	Proposed	2013	Proposed	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	2,660,351	2,667,374	7,023	2,665,174	,
PAYMENT					(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.

**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.

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

JUV - Juvenile Probation													
			FY	2013-14					FY:	FY 2014-15			
	FTE		Amount	ınt			F	FTE	Amount	ınt			
Object Title	From T	$\mathbf{To}$	From	$\mathbf{To}$	Savings	GF 1T	From	$T_0$	From	To	Savings	GF 1	1T
	AKE - Juvenile Hall	le Hall											
Attrition Savings - Miscellaneous	(17.42) (18	(18.15)	(\$1,187,910)	(\$1,237,910)	\$50,000	×	(17.85)	(18.29)	(\$1,217,192)	(\$1,267,192)	\$50,000	Х	
Mandatory Fringe Benefits			(\$472,813)	(\$492,714)	\$19,901	×			(\$517,542)	(\$538,802)	\$21,260	×	
		$T_{c}$	Total Savings	\$69,901				j.	Total Savings	\$71,260			
	ı	,	;										
	The Department FV 2012-13	nt has re in order	duced attrition sa	The Department has reduced attrition savings by \$106,000 in FY 2013-14 compared to EV 2012-13 in order to fill vacent Inventle Hall Compared rescritions, which	) in FY 2013-14 lor positions w	compared ich							
	0.1-2102 1.101 9.11-2102 1.101	III Oluci	i to iiii vacaiit Juv	to 1.1 2012-13 in other to till vacant suvenile stan Counselot positions, wine, includes 5 weeks of testining. The Denorthment has also increased exerting by	reased overtime	101							
	\$138,000 to cc	ver sche	aduled Juvenile H	\$138,000 to cover scheduled Juvenile Hall shifts while the new Juvenile Hall	new Juvenile H	소를	Ongoing savings.	avings.					
	Counselors are	underg	oing training. Bec	Counselors are undergoing training. Because the Department has a projected salary	ent has a project	d salary	)	)					
	surplus in FY 2	2012-13 1 still giv	surplus in FY 2012-13 of \$110,000, the of \$50 000 will still give the Denartment	surplus in FY 2012-13 of \$110,000, the recommended increase in attrition savings of \$50 000 will etill one the Department sufficient funds to fill the vacant nositions	rease in attrition	savings							
		۵											
Equipment Purchase-Budget			\$30,450	80	\$30,450 x	x							
Equipment Purchase-Budget			\$45,935	0\$	\$45,935 x	x x							
Equipment Purchase-Budget			\$30,641	80	\$30,641	x x							
Equipment Purchase-Budget									\$28,306	0\$	\$28,306 x	х х	
		$T_{\epsilon}$	Total Savings	\$107,026				J.	Total Savings	\$28,306			
	The Departmer	nt reque	sts to replace five	The Department requests to replace five of its 28 vehicles in FY 2013-14, citing the	in FY 2013-14,	iting the							
	Healthy Air an	d Clean	Transportation O	Healthy Air and Clean Transportation Ordinance. However, this ordinance	r, this ordinance		The Depa	rtment reque	The Department requests to replace two vehicles in FY 2014-15, citing the Healthy	rehicles in FY 2014	4-15, citing the F	<b>Healthy</b>	
	emphasizes the	e need fo	or Departments to	emphasizes the need for Departments to reduce fleet size wherever possible.	vherever possible	ς.	Air and C	lean Transpo	Air and Clean Transportation Ordinance. However, this ordinance emphasizes the	However, this ord	inance emphasiz	es the	
	Furthermore, v	ehicle u	tilization informa	Furthermore, vehicle utilization information provided by the Department shows	ne Department sl	ows	need for I	epartments 1	need for Departments to reduce fleet size wherever possible. Based on vehicle	wherever possible	. Based on vehic	:le	
	some vehicles	with lov	v average annual	some vehicles with low average annual mileage, including as low as 8,576 miles or	as low as 8,576	miles or	utilization	information	utilization information provided by the Department, which shows some vehicles with	epartment, which s	shows some vehi	cles wi	ith
	an average of 7	780 mile	s per year. The B	an average of 780 miles per year. The Budget and Legislative Analyst recommends	ive Analyst reco	mmends		ge annual mi	low average annual mileage, the Budget and Legislative Analyst recommends	nd Legislative An	alyst recommend	s	
	approval of the	request	approval of the requested one replacement	approval of the requested one replacement van and one replacement automobile and	olacement autom	obile and		of one reques	approval of one requested replacement car and disapproval of one car.	r and disapproval	of one car.		
	io involdasin	mid-i	·										Т
	AKC - Probation Services	tion Ser	vices	-		-			-	-			1
Professional & Specialized Svcs-Budget			\$223,000.00	\$187,000.00	\$36,000	×			\$252,000	\$216,000	\$36,000	×	
	The Mayor's proposed budget inc incarcerated in the California Yo average annual admissions to CY Analyst recommends \$120,000 (' for 5 youth) instead of \$156,000.	roposed the Cal admiss mends \$	The Mayor's proposed budget includes \$\frac{1}{2}\$ incarcerated in the California Youth Au average annual admissions to CYA of 4 Analyst recommends \$120,000 (\$2,000 for 5 youth) instead of \$156,000.	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.	e State's fees for sed on the Depa dget and Legisk th or \$10,000 pe	youth tment's tive r month	Ongoing savings.	avings.					

\$212,927 Total **Total Recommended Reductions** Ongoing \$105,901 \$107,026 \$0 One-Time General Fund Non-General Fund

FY 2013-14

**Total Recommended Reductions** \$107,260 \$107,260 Ongoing One-Time \$28,306 80 \$28,306 General Fund Total Non-General Fund

> **\$** \$212,927

> > \$105,901

\$107,026

Total

69

Total

FY 2014-15

### **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.

**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.

**DEPARTMENT:** CHF – CHILDREN, YOUTH & THEIR FAMILIES

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

	FY 2012- 2013	FY 2013- 2014	Increase/ Decrease from FY 2012-	FY 2014- 2015	Increase/ Decrease from FY 2013-
Program	Budget	Proposed	2013	Proposed	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	6,396,880	6,018,778	(348,102)	5,429,620	(589,158)
FUND					
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	123,412,958	144,071,065	20,658,107	131,712,371	(12,358,694)
FAMILIES					

### 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.

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.

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.

### Budget and Finance Committee, June 26, 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

CHF - Children, Youth & Their Families

			FY 2013-14	13-14						FY 2014-15		
		FTE	Amou	unt			FTE		Amount	ınt		
Object Title	From	To	From	To	Savings	GF 1T	From	To	From	To	Savings	GF 1T
	CBI - Chi	CBI - Children's Fund Programs	ograms									
	(		(	6	( ) (				Ç	0	( ) ( )	
Junior Management Analyst	0.00	1.00	0\$	\$67,342	(\$67,342)		1.00	0.00	08	\$68,490	(\$68,490)	
Administrative Angles	1	000	403 001	47.70	(\$32,044) \$92,001		000	9	204 507	455,550	493,277)	
Mandatory Fringe Benefits	1.00	00:0	\$37.308	0\$	\$37.308		4	3.	\$40.522	0\$	\$40.522	L
			Total Savings	\$20,413				Tota	Total Savings	\$21,262		
	The Deparsubstitution	tment did not den n of the Junior M	The Department did not demonstrate any change in workflow such that substitution of the Junior Management Analyst position is not justified.	ge in workflow suc position is not jus	in workflow such that an upward osition is not justified.	-	Ongoing savings.	vings.				
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)				80	\$39,065	(\$39,065)	
Senior Community Development Specialist I	1.00	0.00	\$91,124	0\$	\$91,124		1.00 0	0.00	\$92,677	0\$	\$92,677	
Mandatory Fringe Benefits			\$39,688	0\$	\$39,688				\$43,197	0\$	\$43,197	
			Total Savings	\$16,078				Tota	Total Savings	\$16,748		
	Starting in by Human fill the role the Grants staffing shu Unit. As the provided a original role	February 2013, the Resources to allches and responsibil. Unit because, per ortage with a vactor per 9775 position are soon that the Coles and responsibiles and responsibiles.	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.	granted an Acting evelopment Specia mmunity Develop epartment was exp it and a temporary irred on July 1, 20 ment Specialist sh ith the Acting Ass	g Assignment Pay alist (9772) to temporent Specialist I (veriencing a temporencease in work in 13, the Department ould not resume it signment Pay Requ		Ongoing savings.	ivings.				
Professional & Specialized Services			\$1,708,500	\$1,603,545	\$104,955				\$1,708,500	\$1,437,244	\$271,256	
	Reduce to	reflect planned F	Reduce to reflect planned FY 2013-14 expenditures.	tures.			Reduce to 1	eflect plan	Reduce to reflect planned FY 2014-15 expenditures.	5 expenditures.		
	CAQ -											
City Grant Programs			\$1,723,771	\$1,573,771	\$150,000	×			\$1,623,051	\$1,473,051	\$150,000	×
	Reduce to	reflect historical ı	Reduce to reflect historical underexpenditure of this line item.	f this line item.		<del>-</del>	Ongoing savings.	vings.				

### CHF - Children, Youth & Their Families

			FY 2013-1	13-14							FY 2014-15			
		FTE	Amount	unt				$\mathbf{FTE}$		An	Amount			
Object Title	From	$T_0$	From	$\mathbf{To}$	Savings	GF	1T E	GF 1T From To	Lo	From	$T_0$	Savings	GF 1T	1T
City Grant Programs			\$1,956,308	\$1,756,308	\$200,000	×				\$1,577,870	\$1,377,870	\$200,000	Х	
	Reduce to 1	reflect historical ı	Reduce to reflect historical underexpenditure of this	f this line item.			Or	Ingoing savings.	ıvings.					

	Total Re	FY 2013-14 Total Recommended Reductions	ctions
	One-Time	Ongoing	Total
General Fund	0\$	\$350,000	\$350,000
Non-General Fund	\$0	\$141,446	\$141,446

\$491,446

9

	One-Time	Ongoing	Total
General Fund	0\$	\$350,000	\$350,000
Non-General Fund	80	\$309,266	\$309,266
Total	0\$	\$659,266	\$659,266

FY 2014-15 Total Recommended Reductions

### **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.

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.

DEPARTMENT: DPH – DEPARTMENT OF PUBLIC HEALTH

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

			Increase/		Increase/
	FY 2012-2013	FY 2013-2014	Decrease from	FY 2014-2015	Decrease from
Program	Budget	Proposed	FY 2012-2013	Proposed	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 - PSYCHIATRIC 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

### 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.

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.

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.

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

<u>Recommendation</u>: 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.

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

(			FY 201	2013-14					FY	FY 2014-15		
	FTE	(TE	Ame	Amount			FTE	E	Ame	Amount		
Object Title	From	$T_0$	From	$\mathbf{To}$	Savings	GF 1T	From	$\mathbf{To}$	From	To	Savings	GF 1T
	DHA - Cel	ntral Adm	DHA - Central Administration									
Psychiatric Social Worker	1.00	ı	\$88,464	8	\$88,464	×	1.0	0.0	\$89,971	80	\$89,971	×
Fringe Benefits	1	1			\$34,138	×	0.0	0.0			\$34,720	X
			Total Savings	\$122,602					Total Savings	\$124,691		
	The Mayor department implement Analyst has deletion of	's proposec wide to cc the Afford s recommen long-term	The Mayor's proposed FY 2013-14 budget department wide to correct budgetary short implement the Affordable Health Care Act. Analyst has recommended approval of the 1 deletion of long-term vacancies as follows:  - 1.0 Psychiatric Social Worker that has bee	The Mayor's proposed FY 2013-14 budget includes 338.65 new department wide to correct budgetary shortfalls at SFGH and LH implement the Affordable Health Care Act. The Budget and Legi Analyst has recommended approval of the new positions but recodeletion of long-term vacancies as follows:  - 1.0 Psychiatric Social Worker that has been vacant since 7/1/11	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:  - 1.0 Psychiatric Social Worker that has been vacant since 7/1/11	to ds	Ongoing savings	savings				
Financial Systems Supervisor	1.00	1	\$126,121	0\$	\$126,121	×	1.0	0.0	\$126,121	80	\$127,671	×
Health Care Analyst	1	1.00	80	\$84,492	(\$84,492)	Х	0.0	1.0	80	\$85,935	(\$85,935)	X
Fringe Benefits	1	-			\$15,819	X	0.0	0.0			\$15,860	X
			Total Savings	\$57,448					Total Savings	\$57,596		
Attrition Savings			(\$246,654)	(\$275,378)	\$28,724	X						
Fringe Benefits	1	1			\$11,085	X						
			Total Savings	\$39,809								
	Downward	substitutio	Downward substitution of one vacant Fi	Financial Syster	nancial Systems Supervisor to one	one						
	Health Care hiring date.	e Analyst, i	Health Care Analyst, including attrition hiring date.	on savings adjust	savings adjustment to account for	or	Ongoing savings	savings				
Attrition Savings			(983,308)	(1,023,308)	\$40,000	×			(\$996,727)	(\$1,036,727)	\$40,000	×
Fringe Benefits	-	-			\$15,200	×	0.0	0.0			\$15,200	×
			Total Savings	\$55,200					Total Savings	\$55,200		
	The Depart although th Fund progr FY 2013-1	tment reducte Departmans (1G A attrition s	ced attrition savient's projected s GF AAA) is \$8. savings to the FY	The Department reduced attrition savings in this program by \$40,000 although the Department's projected salary surplus in FY 2012-13 for Fund programs (1G AGF AAA) is \$845,000. This recommendation a FY 2013-14 attrition savings to the FY 2012-13 budgeted amount.	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.	renera justs	Ongoing savings	savings				

·			FY 201	2013-14					FY	FY 2014-15		
	FJ	FTE	Ame	Amount			FTE	E	Amount	unt		
Object Title	From	To	From	$\mathbf{To}$	Savings	GF 1T	From	$T_0$	From	To	Savings	GF 1T
Equipment Purchase Budget	I	1	\$30,641	0\$	\$30,641	x	0.0	0.0	0\$	0\$	80	×
	Eliminates Healthy Ai	one Civic Ir Clean Tr	GX automobile, ansportation Ord	which is not adelinance requires t	Eliminates one Civic GX automobile, which is not adequately justified. The Healthy Air Clean Transportation Ordinance requires the Department to	The						
	strategicall The Depar	ly eliminate tment shou	strategically eliminate portions of its flee The Department should re-evaluate this i	leet and improve is request taking	strategically eliminate portions of its fleet and improve age and efficiency. The Department should re-evaluate this request taking into account its current	cy.						
	fleet, future mandato based transportation.	e mandator	y fleet reduction	is, and any alterna	fleet, future mandatory fleet reductions, and any alternatives to traditional carbased transportation.	nal car						
	DHP - Pri	mary Car	DHP - Primary Care - Health Centers	ers								
Attrition Savings	(20.18)	0.10	\$95,540	\$7,077	\$100,000	х						
Fringe Benefits					\$38,590	Х						
			Total Savings	\$138,590								
	The Depar	tment has i	ncreased salaries	s in the Primary (	The Department has increased salaries in the Primary Care Health Centers by	ers by						
	\$1,859,001 in FY 2013	1 in FY 20.3 3-14 to allo	13-14, from \$40, w for the hire of	263,268 in FY 21 10 new positions	\$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	,2,269 nt						
	currently h	as 70.69 va	acant FTEs in th	is program. The l	currently has 70.69 vacant FTEs in this program. The Budget and Legislative	alative						
	Analyst's re plan to hire	ecommend e for the Pr	Analyst's recommendation adjusts for the plan to hire for the Primary Care Health	the vacant FTEs Ith Centers.	Analyst's recommendation adjusts for the vacant FTEs and the Department's plan to hire for the Primary Care Health Centers.	ent's						
Attrition Savings			(\$253,552)	(\$336,819)	\$83,267	×			(\$349,058)	(\$439,030)	\$89,972	×
Fringe Benefits					\$32,133	X					\$34,720	X
			Total Savings	\$115,400				I	Total Savings	\$124,692		
	Adjust attr position.	ition savin <sub>į</sub>	gs for one vacan	Adjust attrition savings for one vacant Senior Medical Social Worker position.	Social Worker		Ongoing savings	savings				

			C 7301	71011					7301	30111		
			F Y 201	7013-14	•				FY.	FY 2014-15		•
	F	FTE	Amc	Amount			Ŧ	FTE	Amount	unt		
Object Title	From	$\mathbf{To}$	From	$\mathbf{To}$	Savings	GF 1T	T From	To	From	To	Savings	GF 1T
	DMF - Fo	rensics - A	<b>DMF</b> - Forensics - Ambulatory Care	e								
Medical Records Clerk	3.00	2.00	\$181,957	\$121,305	\$60,652	Х	3.0	2.0	\$185,059	\$123,373	\$61,686	Х
Attrition Savings			(\$291,894)	(\$352,546)	(\$60,652)	Х			(\$298,239)	(\$359,925)	(\$61,686)	Х
			Total Savings	0\$					Total Savings	0\$		
	Eliminates	long-term	Eliminates long-term vacancies in the D	DPH budget.			Ongoing	Ongoing savings				
	DMM - M	[ental Heal	DMM - Mental Health - Community	y Care								
Equipment Purchase Budget	1	1	\$55,624	0\$	\$55,624	×	x 0.0	0.0	0\$	0\$	0\$	X
	Eliminates	two Prius	utomobiles, whi	ich are not adequ	Eliminates two Prius automobiles, which are not adequately justified. The	The						
	Healthy A	ir Clean Tra	unsportation Ord	linance requires	Healthy Air Clean Transportation Ordinance requires the Department to strategically eliminate nortions of its fleet and improve age and efficiency	0,70						
	The Depar	tment shoul	The Department should re-evaluate this	is request taking	request taking into account its current	curren	+					
	fleet, futur	e mandator	fleet, future mandatory fleet reductions,	s, and any altern	and any alternatives to traditional car-	nal ca	Į.					
	based transportation.	sportation.										
	DPB - En	vironmenta	DPB - Environmental Health Services	səx								
Equipment Purchase Budget	ı	ı	\$27,812	0\$	\$27,812	×	x 0.0	0.0	0\$	0\$	0\$	×
	Eliminates	one Prius a	Eliminates one Prius automobile, which	th is not adequat	is not adequately justified. The	4)						
	Healthy A	ir Clean Tr	ansportation Orc	dinance requires	Healthy Air Clean Transportation Ordinance requires the Department to	to						
	The Deser	ly cillilliaic tmont choul	portions of its f	ie rognost toling	strategicary eminiate portions of its free and improve age and efficiency.  The Denostment should to employ this seconds tolding into seconds its sum	Ey.	+					
	floot futur	unicin snou.	The Department Should re-evaluate this	is request taking	The Department should re-evaluate this request taking fint account its current		<u> </u>					
	based transportation.	sportation.	y meet reduction		and any ancimanyes to natinonal car-	iiai ca	<u></u>					
	FAL - Chi	ildren's Ba	seline - Public I	FAL - Children's Baseline - Public Health Department	ent							
Attrition Savings	0.35		966,65\$	0\$	\$59,996	×	0.0	0.0	\$60,630	0\$	\$60,630	×
Fringe Benefits	-	1	\$22,279	0\$	\$22,279	X	0.0	0.0	\$24,396	0\$	\$24,396	X
			Total Savings	\$82,275					Total Savings	\$85,026		
	This reduc	tion reflects	s a technical corr	rection to the Ma	This reduction reflects a technical correction to the Mayor's proposed budget. Ongoing savings	oudget	. Ongoing	g savings				

			L I Z	F Y 2013-14						FY 2	FY 2014-15		
	FTE	E	Amour	unt				FTE		Amount	ınt		
	From	To	From	To	Savings	GF 1T		From To	0	From	То	Savings	GF 1T
I	D1H - San	Francisco	D1H - San Francisco General Hospital	tal - Acute Care	.e								
Surgical Procedures Technician	17.60	16.60	\$1,281,166	\$1,208,372	\$72,794	×		17.6	16.6	\$1,303,004	\$1,228,970	\$74,034	×
	23.80	22.80	\$1,659,151	\$1,589,439	\$69,712	X		23.8	22.8	\$1,687,431	\$1,616,531	\$70,900	×
Diagnostic Imaging Tech	09:9	5.60	\$773,323	\$656,153	\$117,170	Х		9.9	5.6	\$786,505	\$667,338	\$119,167	×
			(8,745,746)	(8,858,742)	\$112,996	×				(\$8,968,880)	(\$9,081,876)	\$112,996	
	1	ı			\$143,814	Х		0.0	0.0			\$145,522	X
			Total Savings	\$516,486					T	Total Savings	\$522,619		
7 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7	The Mayor's department implement than Analyst has deletion of 1 - 1.0 Surgic: - 1.0 CPD Trulo Diagno	s proposed wide to co the Affords recommer long-term al Procedu echnician ostic Imagi	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:  - 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;	dget includes 3: shortfalls at SFG Act. The Budg the new positic ows: hat has been vacant since 12/10. II that has been	et includes 338.65 new FTES ortfalls at SFGH and LHH and to ct. The Budget and Legislative he new positions but recommends/s: t has been vacant since 3/25/11; nt since 12/16/11; that has been vacant since 7/6/11	d to e nds .1;	O	Ongoing savings	sgu				

## Recommendations of the Budget and Legislative Analyst

# For Amendment of Budget Items in the FY 2013-14 and FY 2014-15 Two-Year Budget

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			FY 2	FY 2013-14						FY.	FY 2014-15			
	F	FTE	Ame	Amount				FTE		Amount	unt			
Object Title	From	$\mathbf{To}$	From	To	Savings	GF 1	1T Fr	From	$\mathbf{To}$	From	То	Savings	GF	1T
	DA5 - Lag	guna Hond	DA5 - Laguna Honda Hospital - Long-Term Care	ng-Term Care										
Diagnostic Imaging Tech II	1.50	1.00	\$167,419	\$111,613	\$55,806	×		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	×		8.5	8.0	\$585,350	\$550,918	\$34,432	×	
Fringe Benefits	٠	1			\$34,600	×		0.0	0.0			\$35,190	×	
			Total Savings	\$124,261					L	Total Savings	\$126,380			
Attrition Savings			(\$90,508)	(\$275,322)	\$184,814	X	X							
Fringe Benefits	•	1			\$71,320	X	X							
			Total Savings	\$256,134										
	The Mayo department implement Analyst ha deletion of - 0.5 Diag - 0.5 Hea	or's proposed the wide to constitute Afford the recomme for long-term gnostice Imalth Care Bil tue to have.	The Mayor's proposed FY 2013-14 budget department wide to correct budgetary short implement the Affordable Health Care Act. Analyst has recommended approval of the deletion of long-term vacancies as follows:  - 0.5 Diagnostice Imaging Tech II that has out the output Care Billing Clerk II that has will continue to have 4.0 vacant Health Car	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:  - 0.5 Diagnostice 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)	et includes 338.65 new FTES ortfalls at SFGH and LHH and ct. The Budget and Legislativ ne new positions but recommet vs:  has been vacant since 1/1/11; as been vacant since 6/15/10 (Care Billing Clerk II positions)	d to  e mds  (DPH		Ongoing savings	vings Vings					
Equipment Purchase Budget	0.00	0.00	0\$	0\$	\$0	×	×	0.0	0.0	\$304,500	\$187,444	\$117,056	×	×
							Rec ven	luces the	e Depar te provi	Reduces the Department's budget for two prendor quote provided by the Department.	Reduces the Department's budget for two passenger vans to match the vendor quote provided by the Department.	er vans to mat	tch th	e l

-	One-Time	Ongoing	Total
General Fund	\$548,609	\$1,073,672	\$1,622,282
Non-General Fund	80	80	\$0
Total	\$548,609	\$1,073,672	\$1,622,282

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	<b>Total Recommended Reductions</b>

	One-Time	Ongoing	Total
General Fund	\$117,056	\$983,208	1,100,264
Non-General Fund	80	\$112,996	112,996
Total	\$117.056	\$1 006 204	1 213 260

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

Vandor Nama	Subobject	Vearof	Data of Last	Original	IInavnanded
Chair		1 Call 01	Late of Last	Original	Onespended
		Appropriation	Recorded	Amount	Balance
			Transaction		
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 Amou	<b>Fotal Amount Return to Fund Balance</b>	Fund Balance	313,854.13