

**FINANCE COMMITTEE MEETING MINUTES**  
**City and County of San Francisco**  
**Juvenile Probation Commission**  
**February 5, 2013 at 2:30 p.m.**  
**Juvenile Probation Department, Main Conference Room 247**  
**375 Woodside Avenue, San Francisco, CA 94127**

**Finance Committee Members:**

Joseph Arellano, Chair  
Katharine Albright  
Sarah Wan

Present: Joseph Arellano and Sarah Wan  
Absent: Katharine Albright (excused)  
Quorum present? Yes

**Others Present:**

Deputy Director: Allison Magee  
Finance Director: Catherine McGuire

**Proceedings:**

1. Meeting called to order at 2:50 p.m. by Joseph Arellano, Chair
2. No public comments
3. 02-23-12 meeting minutes approved. AYES: Arellano, Wan  
-No public comments
4. Presentation on the FY 2013-2014/FY 2014-2015 Budget by Catherine McGuire  
(DISCUSSION ONLY)
  - The budget will be submitted to the Mayor's Office on February 21, 2013.
  - The following documents were provided: FY2013-2014 and FY2014-2015 Budget Preparations Discussions (which summarized the Budget Instructions; JPD Cut Targets; JPD Strategies; and JPD Proposals); JPD Capital Budget Requests (projects funded and not funded); and JPD Capital Plan and Capital Needs (broken into three tiers: 10-year capital plan; two-year capital budget for specific projects that exceed \$100,000; and facilities maintenance). See supporting documents at JPC website at: <http://sfgov3.org/index.aspx?page=4215>.
  - The budget focused on facility repairs and maintenance.
  - JPD's full budget will be provided at the Full Commission meeting on March 13, 2013.
  - The Committee recommended writing two letters: one to the Mayor's Office recommending JPD's budget and one to the Capital Planning Committee requesting additional funding for JPD's deferred maintenance and other projects, such as the outdoor recreation area. These letters will be addressed at the March 13, 2013 Full Commission meeting.
  - Public comments:  
Todd Lloyd and another individual asked for clarification on a few budget items.  
Martha Mangold asked about the outdoor yard facility.
5. Meeting adjourned at 3:39 p.m.