

CITY OF OAKLAND

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OFFICE OF THE CITY CLERK
OAKLAND

AGENDA REPORT

2011 OCT 13 PM 6:17

TO: Office of the City Administrator
ATTN: Deanna J. Santana
FROM: Budget Office
DATE: October 25, 2011
RE: Informational Report on the Status of the FY 2011-12 General Purpose Fund Budget Implementation

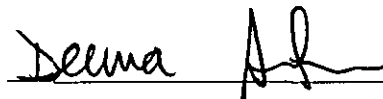
Please find attached a matrix detailing the status of significant FY 2011-12 General Purpose Fund expenditure reductions and revenue enhancements, as adopted by the City Council on June 30, 2011. Expenditure changes are listed in Attachment A, and revenues are listed in Attachment B.

Respectfully submitted,



SABRINA LANDRETH
Budget Director

APPROVED FOR FORWARDING TO THE
FINANCE & MANAGEMENT COMMITTEE



Office of the City Administrator

Item _____
City Council Committee Meetings
October 25, 2011

ATTACHMENT A				
Status of Implementing Key FY 2011-12 Adopted Budget Items				
General Purpose Fund (GPF) Expenditure Items				
	Budget Item	FY 11-12 Budgeted Savings	Savings Anticipated by Year-End	Status
1	Employee Union Contributions - combination of fixed and floating furloughs, additional pension contributions, frozen step/merit increases, and other reductions	(12,200,000)	(12,200,000)	Implemented
2	Reduce City-paid cell phone	(150,000)	(100,000)	Staff has conducted a review of all City-paid phones and is working with the Administration to bring forward revised policies to reduce the number of phones and lower the cost of the plans.
3	Reduced Workers Compensation Accrual Rates	(1,000,000)	(1,000,000)	Implemented
4	Mayor - 15% reduction	(201,481)	(201,481)	Implemented
5	Council - 15% reduction	(378,856)	(378,856)	2.0 PTE's were transferred to Fund 7780; District Offices are in the process of implementing the remaining reduction target
	City Administrator			
6	Shift CPRB & Administrative Assistant to JAG grant	(114,332)	(114,332)	Implemented
7	Transfer 0.20 PTE to Fund 7780	(55,982)	(55,982)	Implemented
8	Transfer 0.50 FTE Assistant to the City Administrator to Fund 1760	(96,953)	(96,953)	Implemented
9	Budget Public Ethics Director at Step 1	(28,048)	(28,048)	Implemented
10	Eliminate Public Ethics Executive Assistant	(51,240)	(51,240)	Implemented

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Status of Implementing Key FY 2011-12 Adopted Budget Items				
<u>General Purpose Fund (GPF) Expenditure Items</u>				
	Budget Item	FY 11-12 Budgeted Savings	Savings Anticipated by Year-End	Status
11	Eliminate Analyst and Accounting positions in Budget Office, 4.70 FTE	(541,427)	(541,427)	Implemented
12	Eliminate Neighborhood Services Director	(82,184)	(82,184)	Implemented
13	Eliminate Police Services Technician II (NSD)	(87,002)	(87,002)	Implemented
14	City Attorney - 15% reduction	(503,731)	(503,731)	Implemented
15	City Auditor - 15% reduction	(208,997)	-	Budget was reduced, but the City Auditor has not implemented any reductions, cites City Attorney opinion
	City Clerk			
16	Realignment of Annual Election Costs	(364,080)	(364,080)	Implemented
17	Elimination of Agenda Packet Duplication for City Staff (Reports Available Online for Print)	(78,190)	(78,190)	Implemented
18	Reduction of Front Desk Services including Elimination of Passport Processing	(81,437)	(81,437)	Implemented
19	Other personnel and O&M savings	(236,152)	(236,152)	Implemented
20	Purchasing function moved to the Finance and Management Agency; Contract Administration function absorbed within the Public Works Agency, Department of Engineering and Construction; Contract Compliance function moved to the City Administrator's Office.	(250,000)	(250,000)	Implemented

ATTACHMENT A				
Status of Implementing Key FY 2011-12 Adopted Budget Items				
General Purpose Fund (GPF) Expenditure Items				
	Budget Item	FY 11-12 Budgeted Savings	Savings Anticipated by Year-End	Status
21	Preserve 2 Information Technology PTE's - move to Library and fund with Measure Q surplus (FREEZE 5.0 PTE's for two years)	(705,174)	(705,174)	Implemented
22	Finance and Management - Consolidate Parking division, Reduce Accounting, Treasury, Administration and Eliminate Central Stores	(2,059,865)	(2,059,865)	Implemented
23	Human Resources - Eliminate 4.5 FTE	(530,000)	(530,000)	Implemented
24	Police Services -Eliminate 1.0 FTE Police Records Specialist, 1.0 FTE Payroll Personnel Clerk II (Jan 2012), 1.0 FTE Payroll Personnel Clerk III (Jan 2012), 1.0 FTE Management Assistant	(283,000)	(283,000)	Implemented
25	Police Services - Ground helicopter program; eliminate take-home vehicles	(160,000)	(160,000)	Implemented. Helicopter used for emergencies.
26	Police Services -Budget Sworn Staff to 636 FTE in FY 11-12 and 588 FTE in FY 12-13 (no layoff, reduce workforce through attrition)	(4,770,000)	(4,770,000)	Implemented
27	Police - Eliminate 1.0 FTE Neighborhood Services Coordinator (vacant)	(97,071)	(97,071)	Implemented
28	Police - Transfer 2.0 FTE Police Communications Supervisors to False Alarm Fund (Fund 2411)	(290,000)	(290,000)	Implemented
29	Reduce Police Overtime	(2,000,000)	(2,000,000)	Implemented

ATTACHMENT A				
Status of Implementing Key FY 2011-12 Adopted Budget Items				
General Purpose Fund (GPF) Expenditure Items				
	Budget Item	FY 11-12 Budgeted Savings	Savings Anticipated by Year-End	Status
30	Add Crime Analysis Team	722,212	421,290	Recruitments are currently underway and will close on October 28. Staff is moving expeditiously to have the new team onboard as quickly as possible.
31	Adjust OPD Attrition rate from 3.3 to 4.0 per month	(754,000)	(754,000)	Implemented
	Fire Services			
32	Change Vegetation Management group to Permanent Part Time	(288,000)	(288,000)	Implemented
33	Eliminate 1.0 FTE Fire Division Manager and .60 FTE Emergency Planning Coord; Eliminate 2.0 FTE Fire Investigators in FY 12-13; revert 2 Investigators to Firefighters	(250,000)	(250,000)	Implemented
34	Eliminate take-home vehicles and the Fire Boat	(60,000)	(46,000)	Fire Boat maintenance costs of \$14,000 were covered by the Port; eliminated 4 vehicles, reduced 5 vehicles to take home
35	Lease Museum to the Oakland Museum of California Foundation	(5,000,000)	(5,000,000)	Implemented
	Parks and Recreation:			
36	Reduce funding for Studio One, Cultural Arts programming, Zookeeper	(160,000)	(160,000)	Implemented
37	Transfer Malonga costs and Sports Coordinator position to Self Sustaining Fund (1820)	(230,000)	(230,000)	Implemented
38	Closure of the Live Oak pool in summer months	(65,000)	(65,000)	Implemented

ATTACHMENT A				
Status of Implementing Key FY 2011-12 Adopted Budget Items				
General Purpose Fund (GPF) Expenditure Items				
	Budget Item	FY 11-12 Budgeted Savings	Savings Anticipated by Year-End	Status
39	Merge Brookdale/Discovery Recreation Center	(75,000)	(75,000)	Implemented
40	Transfer to another agency or reduce programming at Tassfronga, Campbell Village, Recreation Centers; and reduce other staffing	(705,784)	(705,784)	Implemented
41	Alternative proposal in order to open East Oakland Sports Complex as scheduled (reduced PWA costs, alternative closure days)	(500,000)	(500,000)	Implemented
	Human Services			
42	Reduce Youth Commission	(40,000)	(40,000)	Implemented. Program Analyst I reduced by 0.50 FTE.
43	Reduce Senior Centers	(220,000)	(220,000)	Implemented revised proposal to keep Senior Centers open 5 days/week for 6 hours/day.
44	Public Works - Reduce Tree Services and Park Maintenance; Use LLAD savings for Gardeners and Tree Trimmers	(2,160,000)	(2,160,000)	Implemented. General Fund support eliminated.
45	Community and Economic Development Agency - Eliminate Cultural Arts and Marketing from GPF; Real Estate O&M reduction	(265,000)	(265,000)	Implemented
46	Retain 1.0 FTE Film Office staff, Eliminate 1.0 FTE	(111,457)	(111,457)	Implemented
	Non-Departmental			

ATTACHMENT A				
Status of Implementing Key FY 2011-12 Adopted Budget Items				
General Purpose Fund (GPF) Expenditure Items				
	Budget Item	FY 11-12 Budgeted Savings	Savings Anticipated by Year-End	Status
47	Maintain 85% Subsidies to Zoo, Vietnamese Senior Centers, Symphony in the Schools, Asian Cultural Center and Peralta Hacienda	(103,000)	(103,000)	Implemented
48	Transfer City Physician to Workers Compensation Fund (1150)	(250,000)	(250,000)	Implemented
49	Eliminate MOU Negotiation Contract	(240,000)	(240,000)	Implemented
50	Eliminate City/County Collaboration on Children & Youth	(100,000)	(100,000)	Implemented
51	Reduced Transfer to Kids First Fund	(590,000)	(590,000)	Implemented
	TOTAL:	(39,050,231)	(39,078,156)	

ATTACHMENT B				
Status of Implementing FY 2011-12 Adopted Budget Items				
General Purpose Fund (GPF) Revenue Items				
	Budget Item	FY 11-12 Budgeted Revenue	Estimated Year-End Revenue	Status
1	OPD - Transfer one-time unclaimed cash to the GPF	1,000,000	1,000,000	Implemented
2	OFD - Increase fire inspection revenue	500,000	500,000	Implemented
3	CEDA - Transfer one-time fund balance from Fund 1770 (Telecommunications Land Use) to the GPF	200,000	200,000	Implemented
4	CAO - Increased Taxi Cab Fees to make cost-covering	300,000	300,000	Implemented
5	OPR - Transfer from Fund 3200 (Golf Course) to GPF	400,000	400,000	Implemented
6	OPR - Increased fee revenue	200,000	200,000	Implemented
7	Parking - Convert 580 underpass lot to 169 meters (include Saturdays)	310,492	292,933	Implementation complete.
8	Parking - Eastlake meters (100)	260,000	182,000	Implementation taking longer than projected, so revenues have been discounted.
9	Property Sale - Kaiser Convention Center	28,300,000	28,300,000	Staff is currently working to close the sale with the Redevelopment Agency by year-end.
10	Billboards	1,000,000	TBD	Staff continues to work on potential sites for new billboard transactions
	TOTAL	\$32,470,492	\$31,374,933	