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OAKLAND

2013 OCT -3 PM 4: 39

AGENDA REPORT

TO: DEANNA J. SANTANA
CITY ADMINISTRATOR

FROM: Donna Hom
Budget Director

SUBJECT: In-Take Complaint Funding Allocation
Report and Recommendation

DATE: October 3, 2013

City Administrator
Approval

Date

10/4/13

COUNCIL DISTRICT: City-Wide

RECOMMENDATION

Staff recommends that City Council consider a proposed funding allocation amendment in the amount of one million, four hundred sixty-eight thousand, one hundred fifty-eight dollars (\$1,468,158) to the adopted FY 2013-2015 Biennial Budget (Resolution 84466 C.M.S., Legistar File #12-0622) and related actions to: (1) Reallocate funding for Complaint Intake in the Oakland Police Department for positions and operations in an amount of five hundred seventy-five thousand dollars (\$575,000) from the Citizen's Police Review Board (CPRB); and (2) Reallocate funding for staff and operations within CPRB in an amount of eight hundred ninety-three thousand one-hundred and fifty-eight dollars (\$893,158).

EXECUTIVE SUMMARY

At the September 17, 2013 City Council meeting, staff was directed to bring forward a Council report and recommendations to reallocate positions and funding between the Citizens' Police Review Board (CPRB) of the City Administrator's Office and the Oakland Police Department (OPD). This report provides the history of appropriation and recommendations for position funding details between CPRB and OPD in FY 2013-14 and FY 2014-15 for the City Council's consideration.

OUTCOME

Staff has developed plans for both OPD and CPRB that includes position and operational funding for Council's consideration. Staff recommends that five complaint Intake Technician positions in OPD be funded. Annually, the cost for each position is \$99,404 and the total cost for five positions is \$497,020. In addition, it is recommended that \$77,980 be allocated to OPD for operating costs such as: training; community outreach; language translation; and website design/maintenance. This would bring the total amount to be transferred from CPRB to OPD to \$575,000. Detailed position descriptions and a line-time budget for OPD are listed in Table 1 below.

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The adopted FY 2013-2015 Biennial Budget allocates a total of one-million, four hundred sixty eight thousand one-hundred fifty-eight dollars (\$1,468,158) to CPRB. After transferring \$575,000 to OPD, the remaining \$893,158 in CPRB will be used to fund five positions and related operating costs, such as: training; community outreach; language translation; and website design/maintenance. Detailed position descriptions and a line-time budget for CPRB are listed in Table 2 below.

BACKGROUND/LEGISLATIVE HISTORY

In January 2012, the City Council appropriated \$734,079 for half-year funding for civilianizing Police Compliant Intake and Internal Investigations as part of an amendment to the FY 2011-13 Biennial Budget (Resolution 83693 C.M.S., Legistar File #11-0246) (see *Attachment A*). Subsequently, these funds were placed on hold in a non-spendable account in CPRB's budget, while the Complaint Intake positions were established through the Charter Civil Service Process. As of June 30, 2013, the funds were transferred to the general fund balance because they had yet to be expended.

As part of the adopted FY 2013-15 Biennial Budget (Resolution 84466 C.M.S., Legistar File #12-0622), City Council approved the appropriation of \$1,468,158 each year for civilianizing Police Compliant Intake and Investigations. The funds were placed in a non-spendable account in CPRB's budget pending creation of specific complaint intake positions.

At the September 17, 2013 City Council meeting, staff was directed to bring forward an informational report and recommendation(s) for reallocating positions and funding between the CPRB of the City Administrator's Office and OPD. This report provides recommendations relative to positions and funding allocations between CPRB and OPD in accordance with the City Council's discussion and departmental operational needs.

ANALYSIS

Civilianizing the complaint intake function will free up eight to nine sworn officers to perform other duties within OPD. In the adopted FY 2013-15 Biennial Budget, \$1,468,158 was allocated for the complaint intake and investigation function in the CPRB of the City Administrator's Office. Staff proposes that five positions be created in OPD and the total amount recommended to be transferred from CPRB to OPD is \$575,000. The remaining \$893,158 in CPRB's budget will be used to create another five positions and provide for operational costs. Staff hired for the new civilian positions will receive Internal Affairs training and training on the policies and procedures of the OPD. When funding was originally allocated in the adopted FY 2013-15 Biennial Budget, there were backlogs in processing complaints in both OPD and CPRB. The elimination of the backlog may require staff overtime, but the savings from the first few months of position vacancy could be used to fund the overtime charges. Detailed information is listed in Tables 1 for OPD and Table 2 for CPRB.

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Table 1: Allocation to Oakland Police Department

Line-Item Description	Position Full-Time Equivalent (FTE)	Amount	Comments
Intake Technician	5.00 PTEs	\$497,020	Interview complainants/Officers, Identify allegations, Make recommendations for investigation, Collect reports and evidence, Input complaint information in the database, Record keeping and security, Provide records to appropriate parties (e.g., court, public record request, investigators, etc.), and Other duties as assigned.
Equipment & maintenance	N/A	\$20,000	Computer, software, recorder, telephone, and other related costs.
Office supplies	N/A	\$15,000	Copies, postage, paper, pens, and other related costs.
Translations	N/A	\$7,000	Provide various translation service per the Equal Access Ordinance.
Training	N/A	\$30,000	Various training related expenses
Other	N/A	\$5,980	Additional operational costs (e.g., outreach, recruitment, etc.)
Totals:	5.00 FTEs	\$575,000	

A total of \$575,000 is recommended to be transferred from the following budget: General Purpose Fund (Fund # 1010); CPRB (organization #02211); Payroll Adjustment Account (Account #51911); non-project (Project #0000000); and Police Review Board Program (Program #IP06). The appropriations are recommended to be allocated to the General Purpose Fund (Fund #1010), Internal Affairs (organization #101120), various accounts for the purposes listed in Table 1, non-project (project #0000000) and Internal Affairs Program (Program #PS 02).

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Table 2: Allocation to Citizen's Police Review Board (CPRB)

Line-Item Description	Position Full-Time Equivalent (FTE)	Amount	Comments
CPRB Director	1.00	\$280,000	Manage all CPRB staff and Operations, Coordinate meetings of the Board, Direct and review all investigations, Review and present reports to City Administrator and City Council, Liaison between CPRB and various stakeholder groups (e.g., Residents, groups, courts, OPD, etc.), Other duties as assigned
Complaint Investigator III	1.00	\$150,000	Supervise intake technicians and day-to-day operations, Conduct investigations, Prepare investigation reports, Make disciplinary recommendations, Other duties as assigned
Intake Technicians	2.00	\$198,808	Interview complainants/Officers, Identify allegations, Make recommendations for investigation, Collect report and evidence, Input complaint information in the database, Record keeping and security, Provide records to appropriate, and Other duties as assigned
Administrative Assistant II	1.00	\$89,324	Prepare notices and mailings, Schedule for complaint and investigation interviews, Assist the CRPB Director and other staff on daily operations, Take notes and prepare agenda and minutes for CPRB Board meetings, Other duties as assigned

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Training	N/A	\$55,000	Example of trainings include: POST-Certified Internal Affairs, Investigators Courses, NSA Tasks, Sergeant Internal Affair training, OIS and Lethal Force Investigations, Division Level Investigations, National Association of Civilian, and Oversight (NACOLE) Courses
Travel	N/A	\$ 5,000	For trainings
Membership	N/A	\$ 2,000	Memberships to relevant professional organizations
Subscriptions	N/A	\$ 2,000	Relevant professional materials
Website Design & Maintenance	N/A	\$25,000	Community outreach and engagement
Translation	N/A	\$ 25,000	Various training related expenses per Equal Access Ordinance
Printing & Postage	N/A	\$15,000	Outreach and educational materials, notice mailing, report and document printing
Equipment & Maintenance	N/A	\$15,000	Computer, software, recorder, telephone, and other related expenses.
Supplies	N/A	\$16,000	Paper, pens, and other related expenses.
Others	N/A	\$15,026	Other operational costs (e.g. outreach, recruitment, training, etc.)
Totals:	5.00 FTEs	\$893,158	

Of the total \$1,468,158 budgeted for Complaint Intake in the adopted FY 2013-15 Biennial Budget, it is recommended that \$893,158 be allocated to accounts for purposes detailed in Table 2 within CPRB (General Purpose Fund #1010, Org #02211, Program #IP06). Specially, \$893,158 will be transferred from the Payroll Adjustment Account (Account #51911), Non-Project (Project #0000000), Police Review Board Program (IP06) to various accounts within the same fund, project, and program.

PUBLIC OUTREACH/INTEREST

This item did not require any additional public outreach other than the required posting on the City's website.

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COORDINATION

This report was developed in consultation with staff in the Oakland Police Department, Department of Human Resources, Citizen's Police Review Board, City Administrator's Office - Budget Office, and the City Attorney's Office.

COST SUMMARY/IMPLICATIONS

This is an informational report and recommendation for Council's consideration for future action. As such, there are no fiscal impacts as a result of this report.

SUSTAINABLE OPPORTUNITIES

Economic: None Applicable.

Environmental: None Applicable.

Social Equity: None Applicable.

For questions regarding this report, please contact Donna Hom, Budget Director, at (510) 238-2038.

Respectfully submitted,



Donna Hom
Budget Director
City Administrator's Office

Reviewed by: Patrick Caceres,
Policy Analyst,
Citizen's Police Review Board

Felicia Silver
Fiscal Manager, Oakland Police Department

Sean Whent
Police Chief, Oakland Police Department

Kip Walsh
Human Resources Manager, Dept. of Human Resources

Katano Kasajne
Interim Human Resources Director

Attachment A: Resolution No. 83693 C.M.S.
Resolution Amending the City of Oakland's FY 2012-13 Biennial Budget

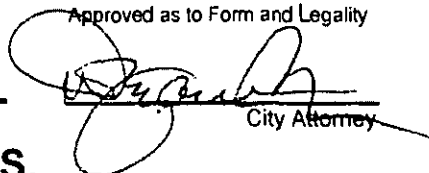
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ATTACHMENT A

Approved as to Form and Legality

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OAKLAND CITY COUNCIL



City Attorney

2012 MAY 22 AM 11:48 RESOLUTION NO. 83693 C.M.S.

RESOLUTION AMENDING THE CITY OF OAKLAND'S FY 2011-13 BIENNIAL BUDGET, WHICH WAS ADOPTED PURSUANT TO RESOLUTION NO. 83444 C.M.S. ON JUNE 30, 2011

WHEREAS, the City Council adopted Resolution No. 83444 C.M.S. on June 30, 2011 adopting the FY 2011-13 biennial budget, and appropriating certain funds to provide for the expenditures proposed by the said budget; and

WHEREAS, this action is required in light of the California Supreme Court ruling in which the Court upheld ABx1 26 (the redevelopment elimination bill), but struck down ABx1 27, the bill that would have allowed agencies to remain in operation as long as they made a payment to the state; and

WHEREAS, the Court's ruling essentially eliminates redevelopment effective February 1, 2012, and leaves no mechanism for reinstatement; and

WHEREAS, the decision regarding the elimination of redevelopment agencies has a broad impact on the City of Oakland, not only related to our Redevelopment Agency activity, but also on the City's operating budget since City staff will no longer be funded through the City's redevelopment funds; now, therefore be it

RESOLVED: That the City's FY 2011-13 Policy Budget is hereby amended to include adjustments presented by the City Administrator in Exhibit A; and be it

FURTHER RESOLVED: That Exhibit A is hereby amended to include adjustments adopted by the City Council on January 31, 2012.

IN COUNCIL, OAKLAND, CALIFORNIA, JAN 31 2012, 20

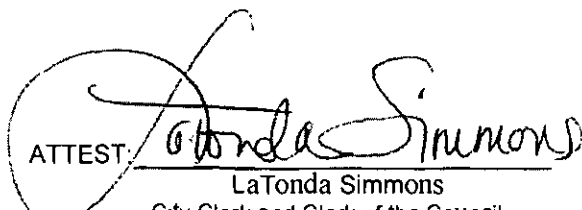
PASSED BY THE FOLLOWING VOTE:

AYES - BROOKS, BRUNNER, DE LA FUENTE, KAPLAN, ~~KERNIGHAN, NADAL~~, SCHAAF, and PRESIDENT REID - 6

NOES - Kernighan - 1

ABSENT - 0

ABSTENTION - Nadal - 1

ATTEST: 
LaTonda Simmons
City Clerk and Clerk of the Council
of the City of Oakland, California

FY 2011-13 BUDGET AMENDMENTS				
	FY 2011-12 (Feb 6-June 30)		FY 2012-13	
	Expenditures	FTE	Expenditures	FTE
MAYOR'S OFFICE				
<u>Description</u>	<u>Expenditures</u>	<u>FTE</u>	<u>Expenditures</u>	<u>FTE</u>
Reduction target equivalent to 40% of Department's Redevelopment Budget	\$ (88,136)	-	\$ (221,718)	-
Mayor's Office balancing subtotal	\$ (88,136)		\$ (221,718)	
CITY COUNCIL				
<u>Description</u>	<u>Expenditures</u>	<u>FTE</u>	<u>Expenditures</u>	<u>FTE</u>
Reduction target equivalent to 40% of Department's Redevelopment Budget	(254,222)	-	(643,295)	-
City Council balancing subtotal	\$ (254,222)		\$ (643,295)	
CITY ADMINISTRATOR'S OFFICE				
<u>Description</u>	<u>Expenditures</u>	<u>FTE</u>	<u>Expenditures</u>	<u>FTE</u>
REORGANIZATIONS				
Transfer ADA to PWA (GPF portion transferred to Fund 7760)	(415,087)	(2.75)	(422,549)	(2.75)
Transfer of Employee Relations from DHRM to CAO and consolidation with Equal Opportunity	282,830	4.00	649,561	4.00
Transfer of the Revenue Division in FMA to CAO (Budget)	1,393,311	15.00	3,483,629	15.00
Transfer of Parking Revenue Collection in FMA to CAO (Budget)	2,669,343	25.00	6,711,743	25.00
Transfer Equal Access to DHRM	(229,545)	(2.00)	(235,204)	(2.00)
Create Office of Economic Development and Office of Neighborhood Investment - See details below in CEDA section				
Transfer Neighborhood Services Division to the Department of Community Services	147,028	4.00	367,217	4.00

FY 2011-13 BUDGET AMENDMENTS				
	FY 2011-12 (Feb 6-June 30)		FY 2012-13	
BALANCING MEASURES:				
Reductions and adjustments in CAO Administration including Agenda Management [Assistant to the City Administrator], Equal Opportunity [Equal Opportunity Specialist], Contracting [Delete Director of Contracts & Purchasing/Add Manager of Contract & Employment Services], and other Administration [Mayor's PSE 14, PPT.]; Project Mgr III added for Special Projects to assist through organizational transition; Delete Program Analyst III/Add City Administrator Analyst, Delete Assistant to the City Administrator (Nuisance/Special Permits)/Add Deputy City Administrator; Delete Mayor's PSE 14, PT/Add City Administrator Analyst	383,798	0.20	336,799	0.20
Reductions in KTOP [Cable TV Station Mgr; 1.0 Cable Operations Technician, 1.0 Cable TV Producer; .95 Cable TV Production Asst, PPT]	(188,810)	(3.95)	(480,510)	(3.95)
Reduction in Oaktanders Assistance Center [Mayor's PSE 14] in FY 12-13	-	-	(80,155)	(1.00)
Executive Director of Public Ethics to also manage Citizen's Police Review Board; Consolidation of Complaint Intake remains in FY 12-13 Budget, as previously adopted. Eliminate Asst to the City Administrator	(71,372)	(1.00)	(180,967)	(1.00)
Transfer 0.30 FTE to Fund 2251 (Executive Assistant to the Assistant City Administrator).	(11,255)	(0.30)	(29,107)	(0.30)
Transfer 0.45 FTE to Fund 2415 (Assistant City Administrator; City Administrator Analyst)	(37,767)	(0.45)	(97,670)	(0.45)
City Administrator's Office balancing subtotal	\$(42,844)	(5.50)	\$(824,299)	(6.50)
CITY ATTORNEY'S OFFICE				
<u>Description</u>	<u>Expenditures</u>	<u>FTE</u>	<u>Expenditures</u>	<u>FTE</u>
Reduction target equivalent to 40% of Department's Redevelopment Budget	(461,205)	-	(1,191,769)	-
Transfer 1.0 FTE to Fund 1710 (Deputy City Attorney IV)	(48,158)	(1.00)	(122,102)	(1.00)
Transfer 0.11 FTE to Fund 2211 (Deputy City Attorney III, Deputy City Attorney IV)	-	-	-	-
Transfer 0.45 FTE to Fund 2231 (Deputy City Attorney II; Deputy City Attorney IV)	(38,463)	(0.45)	(97,519)	(0.45)
Transfer 2.0 FTE to Fund 2415 (Paralegal, Deputy City Attorney III)	(129,906)	(2.00)	(329,368)	(2.00)

FY 2011-13 BUDGET AMENDMENTS				
	FY 2011-12 (Feb 6-June 30)		FY 2012-13	
Transfer 2.0 FTE to Fund 3100 (Deputy City Attorney II; Deputy City Attorney V)	(167,024)	(2.00)	(423,479)	(2.00)
City Attorney's Office balancing subtotal	\$ (844,757)	(5.45)	\$ (2,164,237)	(5.45)
CITY AUDITOR'S OFFICE - NO BUDGET CHANGES				
<u>Description</u>	<u>Expenditures</u>	<u>FTE</u>	<u>Expenditures</u>	<u>FTE</u>
City Auditor's Office to remain within budgeted appropriation; City Administrator directed to use administrative controls to implement	-	-	-	-
City Auditor's Office balancing subtotal	\$ 0	0	\$ 0	0
CITY CLERK				
<u>Description</u>	<u>Expenditures</u>	<u>FTE</u>	<u>Expenditures</u>	<u>FTE</u>
Eliminate Administrative Assistant II	(69,411)	(1.00)	(71,094)	(1.00)
City Clerk balancing subtotal	\$ (69,411)	(1.00)	\$ (71,094)	(1.00)
INFORMATION TECHNOLOGY				
<u>Description</u>	<u>Expenditures</u>	<u>FTE</u>	<u>Expenditures</u>	<u>FTE</u>
Freeze Director of Information Technology	(175,966)	(1.00)	(179,492)	(1.00)
Transfer Manager Information Systems to Fund 2415 and move to Department of Planning and Neighborhood Preservation	(81,176)	(1.00)	(206,672)	(1.00)
Delete City Administrator Analyst/Add Microcomputer Specialist I; Delete Technical Communications Specialist/Add Microcomputer Specialist II; Delete Project Manager/Add Information Systems Supervisor, Delete Project Manager/Add Telecommunications System Engineer	(20,886)	-	(31,189)	-
Transfer 0.33 FFE Systems Programmer II to Fund 4200	(14,099)	(0.33)	(35,746)	(0.33)
Information Technology balancing subtotal	\$ (292,127)	(2.33)	\$ (453,099)	(2.33)

FY 2011-13 BUDGET AMENDMENTS				
	FY 2011-12 (Feb 6-June 30)		FY 2012-13	
FINANCE & MANAGEMENT AGENCY				
<u>Description</u>	<u>Expenditures</u>	<u>FTE</u>	<u>Expenditures</u>	<u>FTE</u>
REORGANIZATIONS				
Transfer-Out Risk Management to DHRM	(1,284,225)	(7.00)	(1,304,353)	(7.00)
Transfer-Out Revenue Division in FMA to CAO (Budget)	(3,463,373)	(15.00)	(3,415,323)	(15.00)
Transfer-In Retirement from DHRM	2,518,428	4.00	2,238,803	4.00
Transfer-Out Parking Enforcement to OPD and Repair Operations to PWA; Revenue Division to retain Parking Assistance Center and Fiscal	(4,827,627)	(99.20)	(12,214,382)	(99.20)
Transfer-In Commercial Lending Program from CEDA (Fund 2105 HUD-EDI) [Account Clerk 1 and Loan Servicing Specialist]	289,596	2.00	298,969	2.00
BALANCING MEASURES:				
Freeze FMA Agency Director	(65,948)	(1.00)	(268,995)	(1.00)
Eliminate Parking Director; Add ASM II (transfer ASM II to OPD with Parking Enforcement)	(12,911)	-	(38,994)	-
Add Accountant III/Delete Accountant II	2,425		6,716	
Transfer 1.0 FTE to Fund 2105	(68,758)	(1.00)	(173,664)	(1.00)
Transfer 0.25 FTE Budget & Operations Analyst III to Fund 2211	(13,734)	(0.25)	(34,823)	(0.25)
Transfer 0.50 FTE Accountant III to Fund 2415	(23,774)	(0.50)	(60,278)	(0.50)
Transfer 0.25 FTE Accountant III to Fund 3100	(10,728)	(0.25)	(27,199)	(0.25)
Finance & Management balancing subtotal:	\$(193,428)	(3.00)	\$(597,237)	(3.00)

FY 2011-13 BUDGET AMENDMENTS				
	FY 2011-12 (Feb 6-June 30)		FY 2012-13	
HUMAN RESOURCES				
<u>Description</u>	<u>Expenditures</u>	<u>FTE</u>	<u>Expenditures</u>	<u>FTE</u>
<u>REORGANIZATIONS</u>				
Transfer-In Risk Management from FMA and Consolidate Benefits & Risk Divisions	1,284,225	7.00	1,304,353	7.00
Transfer-Out Retirement to FMA	(2,518,428)	(4.00)	(2,238,803)	(4.00)
Transfer-Out Employee Relations to CAO	(282,830)	(4.00)	(649,561)	(4.00)
Transfer-In Equal Access from CAO	229,545	2.00	235,204	2.00
<u>BALANCING MEASURES:</u>				
Eliminate 2.0 Manager, Human Resources	(133,475)	(2.00)	(422,912)	(2.00)
Add Equal Access - Language & Interpretation Contract	150,000	-	150,000	-
Add Staff Training and Development	75,000	-	75,000	-
Human Resources balancing subtotal:	\$ 91,525	(2.00)	\$ (197,912)	(2.00)
POLICE SERVICES				
<u>Description</u>	<u>Expenditures</u>	<u>FTE</u>	<u>Expenditures</u>	<u>FTE</u>
<u>REORGANIZATIONS:</u>				
Transfer-In Parking Enforcement, including Administrative Services Mgr II	1,904,456	66.20	4,860,291	66.20
Transfer-Out Neighborhood Service Coordinators to the Department of Community Services	(147,028)	(4.00)	(367,217)	(4.00)

FY 2011-13 BUDGET AMENDMENTS				
	FY 2011-12 (Feb 6-June 30)		FY 2012-13	
BALANCING MEASURES:				
Eliminate Assistant to the Director (transfer to vacant pos. in Fire)	(59,181)	(1.00)	(147,106)	(1.00)
Eliminate 4 0 Neighborhood Service Coordinators	(145,468)	(4.00)	(370,323)	(4.00)
Delete Police Records Specialist and Police Services Technician from 1010	(55,046)	(2.00)	(137,020)	(2.00)
Add 20% Police Svcs Mgr 1 (80% to Worker's Comp Fund)	10,969	0.20	27,403	0.20
Transfer 2.0 FTE Police Officers to Fund 2416	(137,223)	(2.00)	(347,920)	(2.00)
Transfer Criminalist III to Fund 2159 (State of California Grants)	(53,797)	(1.00)	(136,965)	(1.00)
Police Services balancing subtotal	\$(439,745)	(9.80)	\$(1,111,931)	(9.80)
FIRE SERVICES				
<u>Description</u>	<u>Expenditures</u>	<u>FTE</u>	<u>Expenditures</u>	<u>FTE</u>
Eliminate vacant Heavy Equipment Operator (Fund 1720)	(85,887)	(1.00)	(87,653)	(1.00)
Transfer Administrative Services Manager I to Fund 1150 (Worker's Comp)	(118,581)	(0.80)	(121,455)	(0.80)
Fire Services balancing subtotal	\$(204,468)	(1.80)	\$(209,108)	(1.80)
LIBRARY SERVICES - NO BUDGET CHANGES				
<u>Description</u>	<u>Expenditures</u>	<u>FTE</u>	<u>Expenditures</u>	<u>FTE</u>
No Changes	-	-	-	-
Library balancing subtotal	\$0	0	\$0	0

FY 2011-13 BUDGET AMENDMENTS				
	FY 2011-12 (Feb 6-June 30)		FY 2012-13	
DEPARTMENT OF COMMUNITY SERVICES				
<u>Description</u>	<u>Expenditures</u>	<u>PTE</u>	<u>Expenditures</u>	<u>FTE</u>
REORGANIZATIONS:				
Combine the Office of Parks & Recreation and the Department of Human Services into a new Department of Community Services (effective July 1, 2012) :				
Consolidate Two Department Directors (OPR & DHS)	-	-	(242,646)	(1.00)
Add Two Assistant Directors	-	-	362,040	2.00
Transfer-In Neighborhood Services Division from the CAO and Police Department				
BALANCING MEASURES:				
PARKS AND RECREATION				
<u>Description</u>				
Adjustment of some Rec Center operational hours - no Mondays, but later on other days, Close San Antonio Rec Center as traditional program director site and develop into citywide sports complex.	(47,778)	(3.77)	(121,314)	(3.77)
Transfer Davie Tennis Stadium from a subsidized City program [1.0 Rec Program Director; 1.0 PT Staff; O&M] to OPR's Self Sustaining Fund (1820)	(45,093)	(2.00)	(118,041)	(2.00)
Eliminate Marine & Aquatics Program Supervisor	(44,255)	(1.00)	(112,672)	(1.00)
Reduce Subsidy, Zoo (40%)	-	-	(215,958)	-
Reduce Subsidy, Hacienda Peralta (40%)	-	-	(18,360)	-
Eliminate Subsidy, JL Aquatic Center	(53,000)	-	(53,000)	-
Reduce Subsidy, Fairyland	-	-	(43,500)	-

FY 2011-13 BUDGET AMENDMENTS				
	FY 2011-12 (Feb 6-June 30)		FY 2012-13	
Description				
HUMAN SERVICES				
Eliminate Subsidy, 211	-	-	(100,000)	-
Eliminate Youth Commission and explore combining with other youth groups [OFCY Planning and Oversight Committee will continue and is constituted of nearly half youth members who have decision making authority over nearly \$10 million in youth service funding and establishing youth priorities and as such constitutes the most powerful youth policy voice for the City of Oakland]	(14,908)	(0.50)	(37,056)	(0.50)
Eliminate Senior Services Administrator	(37,249)	(0.53)	(92,590)	(0.53)
Add Program Analyst II, PPT	22,493	0.50	55,911	0.50
Eliminate Executive Assistant	(38,440)	(1.00)	(95,551)	(1.00)
Add Administrative Assistant II, Delete Administrative Assistant I, PPT in Fund 2251	-	-	-	-
Transfer Community Housing Staff to Fund 2108	(174,641)	(3.57)	(442,790)	(3.57)
Department of Community Services subtotal	\$ (432,871)	(11.87)	\$ (1,275,527)	(10.87)
FORMER COMMUNITY AND ECONOMIC DEVELOPMENT AGENCY				
Description				
Dissolve the Community and Economic Development Agency:				
Create Department of Housing and Community Development				
Create Department of Planning and Neighborhood Preservation				
Create Office of Economic Development and Office of Neighborhood Investment in City Administrator's Office				

FY 2011-13 BUDGET AMENDMENTS				
	FY 2011-12 (Feb 6-June 30)		FY 2012-13	
DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT AGENCY				
Fund 2108				
Eliminate Departmental Overhead	(98,423)	-	(244,655)	-
Add 0.60 FTE ASM-I Management Assistant and 0.60 Account Clerk III (from 7760)	48,396	1.20	123,214	1.20
Reallocate various FTEs from 7780/ORA to 2108	56,975	0.58	143,904	0.58
Fund 2109				
Eliminate Departmental Overhead	(15,391)	-	(38,262)	-
Add back admin support. 0.25 FTE of ASM-I (new) Management Assistant and 0.25 Account Clerk III (from 7760)	20,165	0.50	51,339	0.50
Reallocate various FTEs from 7780/ORA to 2109	155,443	2.73	392,605	2.73
Fund 2413				
Eliminate Departmental Overhead	(45,581)	-	(113,249)	-
Add 0.15 FTE of ASM-I Management Assistant and 0.15 Account Clerk III (from 7760)	12,099	0.30	30,803	0.30
Transfer 1.0 Program Analyst I from 7780/ORA	42,531	1.00	107,422	1.00
Fund 7780				
Eliminate Departmental Overhead	(155,258)	-	(385,851)	-
Eliminate 10.0 FTEs from 7780/ORA [1 Mgmt Asst; 1 Receptionist; 2-0 1.0 Housing Dev Coordinator III; 1.0 Rehab Supervisor II (ASMI placeholder); 2-0 1.5 Student Trainee, PT; 1.0 Home Mgmt Counselor III; 1.0 Monitoring & Evaluation Supervisor; 1.0 Office Asst II], transfer 4 31 FTEs to other funds; transfer 10.75 FTEs to Successor Agency to complete projects	(1,268,423)	(23.56)	(3,202,818)	(23.56)

FY 2011-13 BUDGET AMENDMENTS				
	FY 2011-12 (Feb 6-June 30)		FY 2012-13	
Successor Agency				
Add back various positions to continue enforceable obligation projects as Successor Agency project staff [0.85 Admm Analyst I; 0.50 Deputy Dir, Housing; 0.50 Project Mgr II; 0.75 Dev/Redev Pgrm Mgr; 0.65 Housing Dev Coordinator IV; 1.0 Admin-Asst-I Office Assistant II, 2.0 Housing Dev Coordinator III; 3.0 Housing Dev Coordinator IV; 0.50 Loan Serving Administrator; 1.0 Rehab Advisor III]	631,504	10.75	1,595,044	10.75
Department of Housing & Community Development subtotal	\$ (615,963)	(6.50)	\$ (1,540,504)	(6.50)
OFFICE OF ECONOMIC DEVELOPMENT; OFFICE OF NEIGHBORHOOD INVESTMENT				
Description	Expenditures	FTE	Expenditures	FTE
Fund 1010				
Eliminate Departmental Overhead	(1,927)	-	(4,792)	-
Add 0.72 FTE for Real Estate Agent to handle ongoing City leases and other real estate issues	35,738	0.72	90,265	0.72
Transfer 4.0 FTEs and O&M for Marketing positions from 7780 to 1010 [ASM II; Public Information Officer (to CAO); Special Events Coord, Graphics Design Specialist]	213,629	4.00	539,567	4.00
Add 4.0 FTEs & O&M for Economic Development positions from 7780 to 1010 [Urban Economic Coordinator; Urban Economic Analyst I; Urban Economic Analyst III, Urban Economic Analyst IV]	212,019	4.00	535,500	4.00
Fund 1710				
Eliminate Departmental Overhead	(6,398)	-	(15,907)	-
Fund 1770				
Eliminate Departmental Overhead	(11,144)	-	(27,707)	-
Change FTE mix based on eliminated 7780/ORA funding	14,028	0.28	35,431	0.28

FY 2011-13 BUDGET AMENDMENTS				
	FY 2011-12 (Feb 6-June 30)		FY 2012-13	
Fund 2105				
Eliminate Departmental Overhead	(10,013)	-	(25,055)	-
Transfer 0.50 Account Clerk I from 7780 to 2105 & transfer function to FMA/Treasury; Total of 2.0 FTE transfer from CEDA to FMA	11,315	0.50	28,577	0.50
Eliminate Manager position and transfer program to FMA/Treas, Net savings used for FMA/Treasury positions to support program/grant	(68,758)	(1.00)	(173,664)	(1.00)
Fund 2108				
Eliminate Departmental Overhead	(20,831)	-	(51,791)	-
Add 0.25 FTE of ASM II, 0.25 FTE Admin Analyst II and 0.25 FTE Account Clerk III (from 7760)	35,920	0.75	90,724	0.75
Eliminate Admin Analyst II, Admin Asst II, Office Asst II	(52,647)	(1.32)	(132,971)	(1.32)
Eliminate 1.28 UEA IV; add 1.0 UEA III	(35,851)	(0.28)	(90,549)	(0.28)
Fund 2195				
Eliminate Departmental Overhead	(41,383)	-	(102,844)	-
Eliminate 0.38 FTE Office Assistant II	(11,124)	(0.38)	(28,097)	(0.38)
Add back admin support: 0.25 ASM II and 0.25 Admin Analyst II (from 7780) and 0.25 Account Clerk III (from 7760)	35,921	0.75	90,725	0.75
Fund 5505				
Eliminate Departmental Overhead	(7,939)	-	(19,739)	-
Transfer 0.25 FTE Program Analyst III from 7780/ORA	12,310	0.25	31,093	0.25

FY 2011-13 BUDGET AMENDMENTS				
	FY 2011-12 (Feb 6-June 30)		FY 2012-13	
Fund 7780				
Eliminate Departmental Overhead	(329,407)	-	(818,904)	-
Eliminate 22.91 FTEs [Mgr, Real Estate Services; 1.25 Real Estate Agent; 1.64 Adm'n Analyst II; Executive Asst, 2.50 Student Trainee, PT; 5.0 UEA III; 3.72 UEA IV, Projects; Program Analyst III; 2.0 Urban Economic Coordinator; 0.25 Admin Asst II; 0.55 Office Asst II; 2.0 Dev/Redev Prgm Mgr]; transfer 9.36 FTEs to other funds: add back/transfer 21.50 FTEs to Successor Agency to complete projects	(3,044,836)	(53.77)	(7,638,237)	(53.77)
Successor Agency				
Add back various positions to continue enforceable obligation projects as Successor Agency staff [Program Analyst I, Program Analyst III, Deputy Director, 2.0 Dev/Redev Program Manager, 2.0 Urban Economic Coord, 2.0 UEA IV, 2.0 UEA III, 4.0 UEA II, 2.0 UEA I, Admin Asst I]	1,153,106	18.00	2,912,416	18.00
End-date Army Base PM III to July 1, 2012	107,487	1.00	-	-
Add back admin support: 1.0 City Administrator Analyst; 1.0 Office Asst II; 0.50 ASM II and 0.50 Admin Analyst II (from 7780), 0.50 Account Clerk III (from 7760)	114,452	3.50	287,398	3.50
Office of Economic Development & Office of Neighborhood Investment subtotal	\$(1,696,333)	(23.00)	\$(4,488,561)	(24.00)
DEPARTMENT OF PLANNING & NEIGHBORHOOD PRESERVATION				
<u>Description</u>	<u>Expenditures</u>	<u>FTE</u>	<u>Expenditures</u>	<u>FTE</u>
Fund 7780				
Eliminate Departmental Overhead	(18,775)	-	(46,816)	-
Eliminate Planning Intern	-	-	-	-
Transfer FTEs to 2415 [.40 Deputy Director, Community & Econ Dev, 1.50 Planner III, 0.80 Planning Intern, 0.50 PSR, PPT]	(155,552)	(3.20)	(392,880)	(3.20)

FY 2011-13 BUDGET AMENDMENTS				
	FY 2011-12 (Feb 6-June 30)		FY 2012-13	
Fund 7760				
Eliminate 7.00 FTEs [Director of Development; Administrative Assistant I; ASM II; Principal Financial Analyst, 2.0 Management Assistant; Payroll Personnel Clerk III] and transfer remaining 7.00 FTEs to other funds	(1,653,552)	(14.00)	(4,110,514)	(14.00)
Fund 1010				
Add 0.50 Executive Assistant to Agency Director and transfer to CAO	26,206	0.50	66,190	0.50
Transfer Payroll Clerk III from CEDA fiscal (7760) and move to FMA	15,863	0.50	40,067	0.50
Fund 2415				
Transfer .25 Exec Asst to the Agency Director and move to CAO	13,103	0.25	33,095	0.25
Transfer Payroll Clerk III from CEDA fiscal (7760) and move to FMA	15,863	0.50	40,067	0.50
Eliminate Departmental Overhead	(732,425)	-	(1,820,386)	-
Transfer FTEs from 7780 [0.40 Deputy Director, Community & Econ Dev, 1.50 Planner III, 0.50 PSR, PPT]	142,818	2.40	360,718	2.40
Add back admin support: 0.50 ASM I and 1.00 Account Clerk III (from 7760), 1.00 Admin Analyst II (from 1770/7780)	117,025	2.50	295,572	2.50
Eliminate Deputy Director of Building (July 1, 2012)	-	-	(269,213)	(1.00)
Successor Agency				
Add 0.75 Agency Admin Manager	69,645	0.75	175,903	0.75
Department of Planning & Neighborhood Preservation subtotal	\$ (2,159,781)	(9.80)	\$ (5,628,197)	(10.80)
TOTAL NET CEDA CHANGES	\$ (4,472,077)	(39.30)	\$ (11,657,262)	(41.30)

EY 2011-13 BUDGET AMENDMENTS				
	FY 2011-12 (Feb 6-June 30)		FY 2012-13	
PUBLIC WORKS AGENCY				
<u>Description</u>	<u>Expenditures</u>	<u>FTE</u>	<u>Expenditures</u>	<u>FTE</u>
REORGANIZATIONS:				
Transfer ADA from CAO (all funds)	415,087	2.75	422,549	2.75
Transfer Parking Repair Operations to PWA: 7.00 Parking Meter Repair Workers	253,828	7.00	642,348	7.00
BALANCING MEASURES:				
Fund 7760				
Transfer 1.5 FTE from 7760 to 1150 (Program Analyst I; ASM II; Support Services Supervisor)	(157,164)	(1.50)	(160,946)	(1.50)
Transfer ADA (Fund 1010 portion) to Fund 7760	117,438	1.72	292,689	1.72
Eliminate Management Intern	(82,643)	(1.00)	(84,481)	(1.00)
Eliminate Microcomputer Specialist	(122,392)	(1.00)	(125,116)	(1.00)
Eliminate O&M	(50,000)	-	(50,000)	-
Eliminate 0.50 FTE Office Assistant I	(11,234)	(0.50)	(27,925)	(0.50)
Transfer 0.50 FTE Administrative Assistant to Fund 3100	(20,929)	(0.50)	(53,351)	(0.50)
Eliminate-Administrative-Assistant-I	-	-	-	-
Eliminate 1.0 FTE Administrative Assistant II	(41,857)	(1.00)	(106,702)	(1.00)
Reduce Chief of Party	(12,221)	(0.20)	(31,154)	(0.20)

FY 2011-13 BUDGET AMENDMENTS				
	FY 2011-12 (Feb 6-June 30)		FY 2012-13	
Fund 4400				
Eliminate Student Trainee/Intern	-	-	-	-
Reduce O&M			(90,146)	
Eliminate Admin Assist I PT	(29,906)	(0.50)	(29,906)	(0.50)
Eliminate Administrative Assistant I	-	-	-	-
Eliminate 1.0 FTE Management Intern	(104,167)	(1.00)	(106,258)	(1.00)
Eliminate Facilities Complex Manager	(75,200)	(1.00)	(191,000)	(1.00)
Eliminate Maintenance Mechanic	(102,000)	(1.00)	(104,000)	(1.00)
Eliminate Construction and Maintenance Supervisor	(163,000)	(1.00)	(166,000)	(1.00)
Shift to 3100 (0.40 FTE Environmental Program Manager, 1.0 FTE Environmental Specialist)	(82,108)	(1.40)	(209,000)	(1.40)
Fund 4100				
Eliminate Auto Equipment Painter and Heavy Equipment Supervisor	(111,814)	(2.00)	(284,617)	(2.00)
Freeze 1.00 Auto Equipment Mechanic	(45,771)	(1.00)	(115,581)	(1.00)
Freeze 3.00 Heavy Equipment Service Worker	(118,053)	(3.00)	(298,107)	(3.00)
Freeze 1.00 Equipment Parts Technician	(39,064)	(1.00)	(98,644)	(1.00)
Fund 1710				
Eliminate Administrative Assistant I	(36,936)	(1.00)	(93,271)	(1.00)
Fund 7780				
Eliminate total ORA funding (2 Street Maintenance Leaders; 3 Public Works Maintenance Workers; 2 Traffic Painters)	(308,222)	(7.00)	(783,797)	(7.00)

FY 2011-13 BUDGET AMENDMENTS				
	FY 2011-12 (Feb 6-June 30)		FY 2012-13	
Fund 1750				
Reduce O&M	(50,000)		(50,000)	
Fund 1720				
Eliminate Program Analyst	(119,000)	(1.00)	(122,000)	(1.00)
Eliminate Clean Community Supervisor	(61,200)	(1.00)	(156,000)	(1.00)
Fund 2211				
Eliminate Student Trainee, PT	(24,756)	(1.00)	(61,891)	(1.00)
Reduce Civil Engineer	(18,906)	(0.25)	(47,266)	(0.25)
Fund 2230				
Reduce asphalt and quarry supplies	(118,204)		(107,873)	
Traffic Painter - Transfer from 2416	223,263	2.00	237,419	2.00
Sign Maintenance Worker - Transfer from 2416	94,427	1.00	92,546	1.00
Fund 2416				
Traffic Painter - transfer to 2416 2230	(223,263)	(2.00)	(237,419)	(2.00)
Sign Maintenance Worker - Transfer to 2416 2230	(94,427)	(1.00)	(92,546)	(1.00)
Eliminate Sign Maintenance Worker	(94,427)	(1.00)	(92,546)	(1.00)
TOTAL NET PWA CHANGES (outside of transfers)	\$ (1,677,512)	(23.73)	\$ (2,918,632)	(23.73)

FY 2011-13 BUDGET AMENDMENTS				
	FY 2011-12 (Feb 6-June 30)		FY 2012-13	
NON-DEPARTMENTAL				
<u>Description</u>	<u>Expenditures</u>	<u>FTE</u>	<u>Expenditures</u>	<u>FTE</u>
Reduce Subsidy, Symphony in the Schools (40%)	-	-	(10,200)	-
Reduce Art Grants (40%)	(270,594)	-	(292,048)	-
Reduction in Carryforwards	(278,567)	-	-	-
Non-Departmental Balancing subtotal	\$(549,161)		\$(302,248)	

Council Amended Budget Fiscal Year 11-13				
Budget Proposal by Councilmember Ignacio De La Fuente, Jane Brunher, Desley Brooks and Libby Schaaf				
ADD-CUT NEUTRAL		Changes to City Administrator/Mayor Proposal	FY 2011-12 (Feb 6-June 30)	FY2012-13
Add Back	1	Restore funding to cultural institutions and reject proposed 40% Reduction to Zoo, Peralta Hacienda, & Fairyland	\$0	\$288,918
Add Back	2	Restore funding for Symphony in the schools	\$0	\$10,200
Neutral	3	Alternative Reductipn to Council Office	\$254,222	\$643,295
Add Back	4	Restore funding for Neighborhood Service Coordinators – No reductions (4 FTE's)	\$145,468	\$370,323
Cut	5	Eliminate Graphic Design Specialist (1 FTE)	-\$36,512	-\$102,745
Neutral	6	Transfer Public Information Officer II (1 FTE) to 50% in Fund 1760; 50% Fund 2415	-\$44,382	-\$124,896
Neutral	7	2 weeks of transition (laid off employees) - Included in EOP's	\$0	\$0
Add Back	8	Restore funding for 211 Call Center	\$0	\$100,000
Cut	9	Eliminate newly proposed Program Manager til - City Administrators Office	-\$66,000	-\$201,000
Cut	10	Eliminate Urban Economic Analyst 4 (1FTE)	-\$53,084	-\$129,950
Add Back	11	Restore funding for Arts Grants	\$270,594	\$292,048
Add Back	12	Restore funding for Manager of Human Resources (1FTE) - Retirement/Benefits Manager	\$66,737	\$211,456
TOTAL CHANGES TO STAFF'S PROPOSAL			\$537,043	\$1,357,655

ADD, CUT NEUTRAL		Changes Proposed By Council to Achieve a Balanced Budget	FY 2011-12 (Feb 6-June 30)	FY2012-13
Neutral	1	Savings associated with the hiring process (July 2012 - December 2012) of citizens police review board staff hiring	\$0	\$734,079
Cut	2	Eliminate Neighborhood Watch Program Support Funds	\$0	\$ 30,000
Revenue	3	Alta Bates Summit Settlement - Remaining Funds	\$300,000	\$0
Revenue	4	Reduce GPF subsidy to Fund 1720 (Comprehensive Clean-up)	\$240,000	\$270,000
Revenue	5	Sale of the former Champion Street Fire Station	\$0	\$325,000
TOTAL CHANGES PROPOSED BY COUNCIL			\$540,000	\$1,359,079

	FY 2011-12 (Feb 6-June 30)	FY2012-13
Final Total	\$2,957	\$1,424
Balanced Budget for 2011-13		

General Policy Directives		
1	Public Works – Reduce management not front line/service delivery staff	
2	CPRB/ Ethics Commission - No merging of departments must be cost neutral	
3	Each council district should have at minimum one permanent NSC assigned	
4	Neighborhood Services should be redesigned to integrate support of NCPCs and Neighborhood Watch and provide more equitable support of both	
5	Contracting limits for City Auditor \$5,000 and City Attorney \$25,000 per outside contacts. Higher expenditures need to return to council for approval	