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OAKLAND

2016 JAN 13 PM 5:25 **AGENDA REPORT**

TO: Sabrina B. Landreth
City Administrator

FROM: Claudia Cappio
Assistant City Administrator

SUBJECT: Supplemental Report Pertaining to
City Policy About Advancement of
Funds

DATE: Date Submitted to CAO

City Administrator Approval

Date:

1/14/16

RECOMMENDATION

To receive the information contained in the supplemental report requested by the Life Enrichment Committee at their January 12, 2016 meeting. The information pertains to the release of funds and execution of a grant agreement with the Chabot Space and Science Center.

SUPPLEMENTAL INFORMATION

During the discussion about whether to advance appropriated funds to the Chabot Space and Science Center, Committee Members asked whether there was an established policy about this type of action. They requested staff to follow up.

This question was asked of Department Heads, and such a policy does not exist in a formal or established place. The biggest factor in determining whether to consider such a request is the type of funds involved. For instance, it is common practice for grant agreements under Measure Y and Z to include initial start up funding prior to the dedicated grant work. Conversely, under Community Development Block Grant (CDBG) funds, funds were often advanced until a federal audit finding indicated such a practice was not allowable under federal regulations.

ACTION REQUESTED OF THE CITY COUNCIL

For questions regarding this report, please contact Claudia Cappio, Assistant City Administrator, at 238-6654.

Respectfully submitted,

Claudia Cappio, Assistant City Administrator

Item: _____
City Council)
January 19, 2016