



FILED
OFFICE OF THE CITY CLERK
OAKLAND

2015 OCT 15 PM 4:27

AGENDA REPORT

TO: Sabrina B. Landreth
City Administrator

FROM: Kiran Bawa
Budget Director

SUBJECT: Quarterly Budget Implementation
Tracking Report

DATE: October 5, 2015

City Administrator Approval

Date:

10/15/15

RECOMMENDATION

Staff Recommends That The Finance And Management Committee Accept This Informational Report On Budget Implementation Tracking, Which Provides Updates As Of September 30, 2015 Relative To The City Council Policy Directives And Budget Amendments Included In The Fiscal Year (FY) 2015-17 Adopted Biennial Budget

EXECUTIVE SUMMARY

This quarterly report provides the City Council, public, and other stakeholders with current information on the implementation of the policy directives and budget amendments included in the FY 2015-17 Adopted Biennial Budget. This report includes the status of items as of the first quarter ending September 30, 2015 (**Attachment A**).

BACKGROUND / LEGISLATIVE HISTORY

On June 30, 2015, the City Council adopted the FY 2015-17 Biennial Policy Budget (Resolution No. 85672 C.M.S.), which included Policy Directive (PD) #1 that directed the City Administrator to schedule a: "quarterly budget implementation tracking report with a line-item matrix to come to the Finance & Management Committee." In response, the City Administrator's Office prepared this initial budget implementation tracking report for the first quarter of FY 2015-16.

ANALYSIS

The attached matrix provides status updates on the policy directives and other key items adopted as part of the FY 2015-17 Adopted Biennial Policy Budget. The updates are provided as of September 30, 2015. **Attachment A** lists the following information:

- Purpose (as it relates to Mayor-Council priorities);
- Tracking Number (Policy Directive "PD#"; Council President budget amendment "CP#");

Item: _____

Finance and Management Committee
October 27, 2015

- Item description;
- Responsible department(s);
- Target date for final delivery;
- Status and next steps; and
- Committee assignment (where applicable).

The items are sorted into two sections: 1) Open/Ongoing - items are currently being implemented, or are continuous and are expected to not have a formal completion date; or 2) Closed – items where the specific action is complete.

Of the 55 items listed in the report, 38 are open/ongoing and 17 have been completed.

FISCAL IMPACT

No actions are requested as part of this report and as a result, there is no fiscal impact.

PUBLIC OUTREACH / INTEREST

The hearing of this informational report does not require any public outreach beyond normal noticing procedures.

COORDINATION

This report was prepared in coordination with all relevant City departments as indicated in the matrix.

SUSTAINABLE OPPORTUNITIES

Economic: There are no economic opportunities associated with the acceptance of this report.

Environmental: There are no environmental opportunities associated with the acceptance of this report.

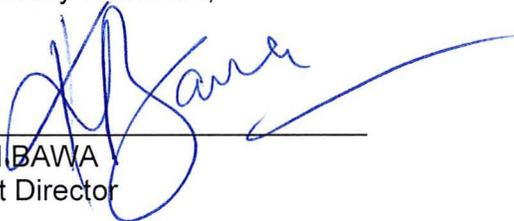
Social Equity: There are no social equity opportunities associated with the acceptance of this report.

ACTION REQUESTED OF THE CITY COUNCIL

Staff recommends that the Finance and Management committee accept this informational report on budget implementation tracking, which provides updates as of September 30, 2015 relative to the policy directives included in the fiscal year (FY) 2015-17 Adopted Biennial Budget and budget allocations added by City Council.

For questions regarding this report, please contact Sarah T. Schlenk, Administrative Manager, at (510) 238-3982.

Respectfully submitted,



KIRAN BAWA
Budget Director

Prepared by:
Sarah T. Schlenk, Administrative Manager
Office of the City Administrator

Attachments (1):

A: Budget Implementation Matrix – as of September 30, 2015

Budget Implementation Matrix - FY 2015-16 Q1 (as of September 30, 2015)

	Purpose	Tracking Number	Item Description	Department Responsible	Target Date for Final Delivery	Status and Next Steps Detail	Committee
OPEN / ONGOING ITEMS	Holistic Community Safety	CP#1 - NGPF	Add Funding for Crossing Guards at schools with most significant pedestrian safety and traffic, safety problems FY 2015-16: \$200,000 FY 2016-17: \$200,000	Police Department (OPD)	January 2016	Currently working to identify highest-risk school sites, align crossing guards, and identify actual cost and deployment strategy.	N/A
	Holistic Community Safety	CP#15	Reduce Gun Violence & Illegal Gun Dealing - Special Investigation to Reduce Gun Violence & Illegal Gun Dealing FY 2015-16: \$500,000 FY 2016-17: \$500,000	OPD	October 2015	A report is being presented at the October 27th Public Safety Committee meeting.	Public Safety
OPEN / ONGOING ITEMS	Holistic Community Safety	CP#17	Wildfire Prevention Funding - Report on 2015 expenditures and a 2016 expenditure plan for vegetation management FY 2015-16: \$500,000 FY 2016-17: \$0	Fire Department (OFD)	January 2016	Staff plans to present the FY 2014-15 WPAD expenditure report and FY 2015-16 expenditure plan for vegetation management to Public Safety Committee by January 2016.	Public Safety
	Holistic Community Safety	CP#18	Expand Library Service - Starting in July 2016 - Branches to be prioritized by those serving disadvantaged youths and should be geographical dispersed throughout the City FY 2015-16: \$0 FY 2016-17: \$500,000	Library	July 2016	Staff plans to bring forward recommendations to 01/26/2016 Life Enrichment Committee.	Life Enrichment/ Education Partnership
OPEN / ONGOING ITEMS	Holistic Community Safety	CP#21	Student Chronic Absenteeism - Funding to reduce chronic absenteeism to reduce delinquencies and interrupts school-to-prison pipeline FY 2015-16: \$262,000 (\$187k one-time) FY 2016-17: \$112,000	Human Services (HSD) / Human Resources Management (HRMD)	December 2015	HSD and OUSD have met and tentatively identified ten (10) target schools based on chronic absenteeism in early grades. OUSD will provide general oversight and support in working with principals. OUSD is recruiting and anticipates hiring two social workers by end of October 2015. City recruitment is scheduled to be posted in October with a hire date by December 2015.	N/A
MS	Holistic Community Safety	CP#22	Re-entry Job Corps Pilot Program - matching funds to establish program with City/County FY 2015-16: \$350,000 FY 2016-17: \$0	Human Services	July 2016	Council President is taking the lead in conversation with Alameda County to secure possible additional leverage funds for this project. A meeting is scheduled with Supervisor Carson in November 2015 and staff anticipates a fully outlined project by April 2016.	Life Enrichment / Education Partnership

Budget Implementation Matrix - FY 2015-16 Q1 (as of September 30, 2015)

	Purpose	Tracking Number	Item Description	Department Responsible	Target Date for Final Delivery	Status and Next Steps Detail	Committee
OPEN / ONGOING ITEMS	Holistic Community Safety	CP#24	"Preschool for All" - training to enhance early childhood education programs and increase school readiness FY 2015-16: \$200,000 FY 2016-17: \$0	Human Services	January 2016	Consultant coach for Classroom Assessment Scoring System (CLASS) will be hired to start in November 2015. Recruiting for second coach to start January 2016. Conducting interviews for consultant to implement Family Child Care training and quality improvement classes. Anticipate initiating first training cohort to begin January 2016 and to run for six months.	Life Enrichment/ Education Partnership
	Holistic Community Safety	CP#26	Restore funding for NCPC Community Engagement and Outreach and West Oakland Business Alert FY 2015-16: \$85,000 FY 2016-17: \$0	OPD / EWD	November 2015	OPD is working with the Controller's Bureau on a process for the spending plan.	N/A
OPEN / ONGOING ITEMS	Holistic Community Safety	PD#15	Police Retention / Recruitment - Increasing Retention and Enhancing Recruitment for the Oakland Police Department and development of Ad-Hoc Committee on Police Recruitment FY 2015-16: No Funding Allocated FY 2016-17: No Funding Allocated	City Administrator's Office (CAO) / OPD / HRMD	July 2016	The Ad Hoc Working Group on Police Recruitment (Ad Hoc Group) is a group of up to 16 members, informally appointed by the City Council (2 members per council member). The membership is focused on ideas to increase recruitment of people of color and Oakland residents. The group met for the first time on Oct. 7th and will meet the 2nd Thursday of each month (and the 4th Thursdays, as needed). The meetings are open to the public. The Ad Hoc Group is staffed by the CAO, OPD and HRMD. The group will bring an update to the Public Safety Committee within 6 months of its first meeting as designated by the resolution.	N/A
	Holistic Community Safety	PD#10	Text-To-911 - Development of a Text-To-911 implementation plan that includes a timeline, costs, and staffing/training needs, etc. FY 2015-16: No Funding Allocated FY 2016-17: No Funding Allocated	OPD / OFD / Information Technology (IT)	December 2015	A report will be presented at the Public Safety Committee meeting in December 2015.	Public Safety
ONGOING ITEMS	Improve Quality of Life	CP#11 - NGPF	HVAC Improvements to City-owned facility OACC FY 2015-16: \$100,000 FY 2016-17: \$0	EWD	May 2016	There is a management agreement that has been operating for years on a month to month basis. Staff is discussing changing this to a lease and providing the funds as a tenant improvement allowance to the operator through the lease. Lease amendment is estimated to take at least 4 months with the actual tenant improvements taking an additional 3 months.	N/A

Budget Implementation Matrix - FY 2015-16 Q1 (as of September 30, 2015)

	Purpose	Tracking Number	Item Description	Department Responsible	Target Date for Final Delivery	Status and Next Steps Detail	Committee
OPEN / ONGOING ITEMS	Improve Quality of Life	CP#28	Funds for Lake Merritt maintenance for Measure DD investment FY 2015-16: \$400,000 FY 2016-17: \$400,000	Public Works (OPW)	January 2016	<p>The 3.00 FTE Gardener II positions, 0.50 FTE Park Attendant, and a small amount of O&M was added with these funds. These positions are anticipated to be filled by January 2016. In addition, two electric carts for use around Lake Merritt are being purchased at a cost of \$18,000 each.</p> <p>The new and existing park staff assigned to the Lake Merritt area will continue to maintain the Measure DD enhancements. With the increased park usage, the following tasks will be performed:</p> <ul style="list-style-type: none"> • Trash/ litter pick-up 7 days a week • Mowing the Lake turf areas on a weekly rotation • Monthly weed abatement • Edging hardscape areas on a monthly rotation • Annual turf maintenance, consisting of aeration, compost and seed application • Annual shrub pruning • Lake Enhancement projects (with assistance from volunteers) that consist of turf reduction projects that help to promote sustainability through "Bay Friendly" practices and improve the local environment by providing habitat for local wildlife and pollinators. (Creek to Bay Day, Earth Day, and MLK Day) <p>Landscape maintenance is seasonal and operations will be adjusted, as necessary.</p>	N/A
OPEN / ONGOING ITEMS	Improve Quality of Life	CP#29	Graffiti Evidence Collection & Enforcement - Pilot Program in Council Districts 2 & 3 FY 2015-16: \$100,000 FY 2016-17: \$0	CAO / EWD / OPD / Office of the City Attorney (OCA)	June 2016	Three program areas are being considered to develop, plan, and implement portions of the graffiti abatement program on private property in select areas where graffiti is most problematic, which include: 1) assistance in removing graffiti; 2) education to prevent future occurrences; and 3) technical assistance in gathering evidence and filing Police Reports.	N/A
OPEN / ONGOING ITEMS	Improve Quality of Life	CP#30	OPR Parks Prioritization study and conceptual plans - development of plan to identify strategic funding needs FY 2015-16: \$185,000 (\$170k one-time) FY 2016-17: \$15,000	OPW	March 2016	OPW is working with OPR to develop a recommended project list and will review with respective Councilmembers to incorporate concerns / needs. Anticipate presenting to Committee and getting Council approval in early 2016. After an adopted list of sites is established, staff will begin performing assessments and preparing concept plans for each site.	Public Works

Budget Implementation Matrix - FY 2015-16 Q1 (as of September 30, 2015)

	Purpose	Tracking Number	Item Description	Department Responsible	Target Date for Final Delivery	Status and Next Steps Detail	Committee
OPEN / ON	Improve Quality of Life	CP#31	Grants and scholarships for low income youth to participate in OPR programs FY 2015-16: \$79,426 FY 2016-17: \$0	Oakland Parks & Recreation (OPR)	June 2016	OPR will reach out to new target audiences such as: Foster Care, Case Workers, transitional housing organizations and youth advocacy organizations to leverage children and youth due to limited resources. A screening process will be developed that will involve the referring organization and family to ensure the resources will reach the most vulnerable members of our community.	N/A
OPEN / ONGOING ITEMS	Improve Quality of Life	CP#9 - NGPF	Mattress Recycling Pilot Program: Collaborative effort with Stop Waste to reduce illegal dumping FY 2015-16: \$100,000 FY 2016-17: \$0	OPW	June 2016	StopWaste.org managed the program, but it recently ended due to a new state law mandating mattress recycling, which takes effect January 2016. OPW plans to bring a report to Council by the end of 2015 to reallocate this funding for Illegal Dumping mitigation (fences, barricades, cameras, etc.) and street litter container maintenance to backfill changes with the Zero Waste franchise.	N/A
OPEN / ONGOING ITEMS	Promote Equity & Inclusion	CP#34	Establish Department of Race & Equity FY 2015-16: \$154,077 FY 2016-17: \$312,566	CAO / HRMD	January 2016	Logistics for establishing the new department are underway, including development of a job description for the Director of Race and Equity and establishing the position in the salary schedule. The recruitment for the Director position will be initiated by December 2015.	Finance Committee
OPEN / ONGOING ITEMS	Protect Vulnerable	CP#35	Add Homeless/PATH report high priority areas FY 2015-16: \$260,000 FY 2016-17: \$260,000	Human Services	February 2016	Negotiated 50 bed winter shelter at St Vincent de Paul with additional high vulnerability beds at Henry Robinson. Entered into discussions with Oakland Housing Authority to use remaining funds for outreach and services to potentially match with housing vouchers, (specific projects still under negotiation).	Life Enrichment
OPEN / ONGOING ITEMS	Protect Vulnerable	CP#36	Housing Exploited Children - Housing services for Commercially Sexual Exploited Children with funding to be issued from Measure Z FY 2015-16: \$110,000 FY 2016-17: \$110,000	Human Services	January 2016	Funding was included in Measure Z Request for Proposals (RFP), submissions under this RFP are currently under review. Anticipate bringing funding recommendation to City Council on December 1, 2015 with contracts starting January 2016.	Public Safety
OPEN / ONGOING ITEMS	Protect Vulnerable	CP#37	Legal support grant to assist unaccompanied minors FY 2015-16: \$300,000 FY 2016-17: \$0	CAO	December 2015	The CAO is working with Council District 5 staff to bring a contract to Council utilizing these funds to continue these legal services.	N/A

Budget Implementation Matrix - FY 2015-16 Q1 (as of September 30, 2015)

	Purpose	Tracking Number	Item Description	Department Responsible	Target Date for Final Delivery	Status and Next Steps Detail	Committee
OPEN	Trustworthy / Responsive Gov't	CP#38	Conversion of Temporary Part-Time Employees FY 2015-16: \$300,000 FY 2016-17: \$700,000	CAO - Employee Relations	June 2017	Employee Relations will arrange for a meeting by November 2015 with affected departments to plan a timeline and scope for conversion, that is aligned with the funding in the budget and complies with the labor agreement. The draft conversion plan will be reviewed with SEIU prior to implementation.	Finance and Management
OPEN / ONGOING ITEMS	Trustworthy / Responsive Gov't	PD#1	Quarterly budget Implementation Tracking Report with a line-item matrix FY 2015-16: No Funding Allocated FY 2016-17: No Funding Allocated	CAO - Budget	Quarterly	This report marks the first quarterly update.	Finance and Management
OPEN / ONGOING ITEMS	Trustworthy / Responsive Gov't	PD#11	Small Grant Processing - Develop Process Improvements for Small Grants and other small grant program that reduces paperwork FY 2015-16: No Funding Allocated FY 2016-17: No Funding Allocated	CAO / OCA / Finance	January 2016	Staff is researching options to reduce paperwork for small grants, including automated approaches such as <i>Cityspan</i> .	Life Enrichment / Education Partnership
OPEN / ONGOING ITEMS	Trustworthy / Responsive Gov't	PD#13	Ban on utilizing City resources to conduct raids on City Permitted Cannabis Facilities FY 2015-16: No Funding Allocated FY 2016-17: No Funding Allocated	CAO / OPD		The CAO is working with OPD to ensure that no City resources are used to assist with federal intervening of locally permitted cannabis facilities.	N/A
ONGOING ITEMS	Trustworthy / Responsive Gov't	PD#14	Regulation and Taxation of Medical Cannabis Production FY 2015-16: No Funding Allocated FY 2016-17: No Funding Allocated	CAO / Revenue Management Bureau (RMB)	December 2016	Staff is currently drafting amendments to the City's medical cannabis ordinances to align with recently passed state law -- the Medical Marijuana Regulation and Safety Act. Staff plans to get additional stakeholder feedback at the October Cannabis Regulatory Commission meeting. Ordinance amendments will likely be brought to Council by December 2015, with full implementation (permits issued) by December 2016. Permit revenue will be realized during FY 2016-17, however; Business License Tax revenue will not be realized until FY 2107-18.	Finance and Management

Budget Implementation Matrix - FY 2015-16 Q1 (as of September 30, 2015)

	Purpose	Tracking Number	Item Description	Department Responsible	Target Date for Final Delivery	Status and Next Steps Detail	Committee
OPEN / C	Trustworthy / Responsive Gov't	PD#16	Business License Tax Collection - Expand and improve business license tax collection effectiveness, including from those not currently paying FY 2015-16: No Funding Allocated FY 2016-17: No Funding Allocated	RMB	January 2016	RMB compliance staff is creating new and renewed programs for the coming Business Tax renewal season to capture business not paying.	Finance and Management
OPEN / ONGOING ITEMS	Trustworthy / Responsive Gov't	PD#17	Tax Payment Status - Review of the tax payment status of all residential properties, which have changed hands since 2007 and which do not have a homeowner exemption filed with the County FY 2015-16: No Funding Allocated FY 2016-17: No Funding Allocated	RMB	December 2015	RMB staff sent out notifications of non-compliance to unregistered possible landlords on 10/13/2015.	N/A
OPEN / ONGOING ITEMS	Trustworthy / Responsive Gov't	PD#18	Online Business Tax System - Launch the previously Council-authorized online business tax payment system FY 2015-16: No Funding Allocated FY 2016-17: No Funding Allocated	RMB / IT	December 2016	Staff will issue a RFP for a new business tax system, that must include a web portal for acceptance of on-line renewals. This RFP will be issued no later than 11/1/2015.	Finance and Management
OPEN / ONGOING ITEMS	Trustworthy / Responsive Gov't	PD#2	Code Enforcement - Prepare an info report on administrative systems to streamline reporting, noticing, re-inspection, and fine collection. FY 2015-16: No Funding Allocated FY 2016-17: No Funding Allocated	Planning and Building / CAO	December 2015	Staff anticipates the recruitment and hiring of Business Analysts by December 2015 to begin to make changes to Accela that will improve the input of inspection activities and to provide reporting of essential information.	Community & Economic Development
ONGOING ITEMS	Trustworthy / Responsive Gov't	PD#2a	Code Enforcement - Provide quarterly matrix of code enforcement activities (notices of violations sent, # of inspections scheduled; follow-up visits; fines collected; # of properties abated, etc.) FY 2015-16: No Funding Allocated FY 2016-17: No Funding Allocated	Planning and Building	Quarterly beginning December 2015	Staff is currently extracting code enforcement activity data from the Accela system. As reporting capabilities have not yet been fully implemented, some collection of the requested information is currently performed on a manual basis. This report will be presented before the Community & Economic Development Committee in December of 2015.	Community & Economic Development

Budget Implementation Matrix - FY 2015-16 Q1 (as of September 30, 2015)

	Purpose	Tracking Number	Item Description	Department Responsible	Target Date for Final Delivery	Status and Next Steps Detail	Committee
OPEN / O	Trustworthy / Responsive Gov't	PD#3	City-Wide "Paper Form Free" Policy - development of policy to maximize efficiency, reduce redundancies, and enhance customer service in every City department FY 2015-16: No Funding Allocated FY 2016-17: No Funding Allocated	CAO	March 2016	The CAO will form a cross-departmental working group to identify paper forms frequently used by external and internal customers, and develop a plan for converting paper forms to usable digital format that can be readily accessed and submitted via electronic mediums (e.g., electronic email, Internet, workflows, etc.).	Finance and Management
OPEN / ONGOING ITEMS	Trustworthy / Responsive Gov't	PD#4	Master Fee Schedule (MFS) - Noticing one month in advance for adoption in March FY 2015-16: No Funding Allocated FY 2016-17: No Funding Allocated	CAO - Budget	March 2016	Staff will begin collecting requested changes to the MFS from Departments in December 2015 for adoption by City Council in March 2016, before midcycle budget amendments are considered.	Finance and Management
OPEN / ONGOING ITEMS	Trustworthy / Responsive Gov't	PD#5	Revenue Collections - Addressing Gaps in Revenue Collection as part of the Quarterly Revenue and Expenditure Reports FY 2015-16: No Funding Allocated FY 2016-17: No Funding Allocated	RMB	Quarterly (R&E)	First report will be FY 2015-16 Q2 in February 2016.	Finance and Management
OPEN / ONGOING ITEMS	Trustworthy / Responsive Gov't	PD#6a/b	Citywide delinquent revenue collections - City departments shall refer delinquent collections to the Revenue Management Bureau and Controller's Bureau after 120 days; Provide an informational report on prompt implementation on this centralized system FY 2015-16: No Funding Allocated FY 2016-17: No Funding Allocated	RMB / All Departments	July 2016	RMB collection staff has begun meeting with other City departments to help expand RMB's collection program and building the infrastructure to move to a more traditional 30-60-90 day collection process. RMB is working with the Oracle consultant to ensure that the new collections module meets this need.	Finance and Management
OPEN / ONGOING ITEMS	Trustworthy / Responsive Gov't	PD#7	Fine / Fee waiver policies - Shall be posted online and All City waivers, reductions, refunds, or reversal of issued fines/fees must be documented in writing in records maintained by the appropriate Department FY 2015-16: No Funding Allocated FY 2016-17: No Funding Allocated	Controller / RMB / CAO -Budget	December 2015	The Finance Department is in the process of working with the City Administrator's Office to develop and memorialize a written fee waiver policy, which will then be posted online. RMB currently maintains a record of all fees that have been waived since July 1, 2015.	N/A

Budget Implementation Matrix - FY 2015-16 Q1 (as of September 30, 2015)

	Purpose	Tracking Number	Item Description	Department Responsible	Target Date for Final Delivery	Status and Next Steps Detail	Committee
OPEN / ONGOING ITEMS	Trustworthy / Responsive Gov't	PD#9	Budget Advisory Committee - Implementation of Transparency & Accountability recommendations of Budget Advisory Committee FY 2015-16: No Funding Allocated FY 2016-17: No Funding Allocated	CAO - Budget	Spring 2016	The Budget Advisory Committee is finalizing its report on the FY 2015-17 Budget Process. Once provided, staff will review its recommendations and any prior suggestions from the Budget Advisory Committee. A report for the Finance & Management Committee is expected to be ready by the Spring of 2016 that will discuss plans for implementation of recommendations and any requested action of the City Council.	Finance and Management
	Vibrant Sustainable Infrastructure	CP#8 - NGPF	Add Front-load revolving fund for sidewalk repair which then bill private property owner FY 2015-16: \$400,000 FY 2016-17: \$0	OPW / OCA	June 2016	OPW is working with the OCA to bring forward a sidewalk liability ordinance. The OCA is also researching historic claims information. OPW is also working with Finance to confirm accounting practices and ensure processes are in place for the revolving fund.	Public Works
CLOSED ITEMS	Vibrant Sustainable Infrastructure	CP#2 - NGPF	Alternative CIP Plan - -Reduce allocations for non-paving projects and reprogram funds for paving projects FY 2015-16: (\$1,950,000) FY 2016-17: \$0	OPW	Complete	Funding was reprogrammed for paving projects per Council direction as part of the adopted budget in July 2015.	Public Works
	Vibrant Sustainable Infrastructure	CP#3 - NGPF	Reduce Department of Transportation increase and reprogram to paving projects FY 2015-16: (\$250,000) FY 2016-17: (\$500,000)	CAO / OPW	Complete	A portion of the DOT funding was reprogrammed for paving per Council direction as part of the adopted budget in July 2015.	Public Works
	Vibrant Sustainable Infrastructure	CP#4 - NGPF	Add to amount of work on pothole blitz with overtime FY 2015-16: \$50,000 FY 2016-17: \$50,000	OPW	Complete	Funding was reprogrammed for overtime for work on pothole blitzes per Council direction as part of the adopted budget in July 2015. These funds will help to increase the pothole blitz goals by 9% and "mill and filling" of streets by 20%. To date 3,451 pothole repairs and 12 City blocks of milling & filling (paving) have been completed.	Public Works
EMS	Vibrant Sustainable Infrastructure	CP#6 - NGPF	Add road repairs (seam sealing) weekends OT FY 2015-16: \$30,000 FY 2016-17: \$30,000	OPW	Complete	Funding was reprogrammed for overtime for weekend road repair work per Council direction as part of the adopted budget in July 2015. Staff has completed 10.5 blocks of crack sealing to date. Staff will continue to aggressively seam seal streets in anticipation the upcoming wet weather season.	Public Works

Budget Implementation Matrix - FY 2015-16 Q1 (as of September 30, 2015)

	Purpose	Tracking Number	Item Description	Department Responsible	Target Date for Final Delivery	Status and Next Steps Detail	Committee
CLOSED IT	Vibrant Sustainable Infrastructure	CP#7 - NGPF	Add funds for paving projects FY 2015-16: \$0 FY 2016-17: \$1,616,000	OPW	Complete	FY 2016-17 funding was reprogrammed for paving projects per Council direction as part of the two-year adopted budget.	Public Works
	Protect Vulnerable	CP#13 - NGPF	Provide admin grant for Meals-on-Wheels FY 2015-16: \$50,000 FY 2016-17: \$0	Human Services	Complete	A contract was approved during summer recess and an agreement has been executed with Meals on Wheels. Alameda County also provided additional funding, so serving all needs in Oakland is expected this year.	N/A
CLOSED ITEMS	Holistic Community Safety	CP#25	GPF investment in Workforce Investment Strategies & Programs to leverage additional support FY 2015-16: \$200,000 FY 2016-17: \$0	Economic & Workforce Development (EWD)	Complete	The Workforce Investment Board approved the funding allocation to LAO Family Service, YEP and Youth Uprising for 2015 summer youth services. This funding provided an additional 109 youth jobs over the summer.	Community & Economic Development
	Holistic Community Safety	CP#27	City/County Neighborhood Initiative (CCNI) FY 2015-16: \$50,000 FY 2016-17: \$0	Human Services	Complete	Funding provides essential O&M support for City-County Neighborhood Initiative in Sobrante Park and West Oakland. Anticipate using funds to cover both fiscal years. Expenses incurred to date include youth stipends for Friday Night Live events and supplies and materials for Resident Action Councils.	N/A
CLOSED ITEMS	Trustworthy / Responsive Gov't	CP#39	Restore prior-year staffing cuts for each Council office (.14 FTE), increase Administrative OH (10%); add (.44 FTE) Administrative Support for Office of President FY 2015-16: \$293,775 FY 2016-17: \$294,834	Council / HRMD	Complete	The additional FTE and operating funds were included in the adopted budget.	N/A
	Trustworthy / Responsive Gov't	CP#42	7.5% GPF Emergency Reserve allocation FY 2015-16: \$347,451 FY 2016-17: \$0	Controller	Complete	The 7.5% Emergency Reserve reconciliation is conducted and provided during each quarterly R&E report.	N/A
CLOSED ITEMS	Trustworthy / Responsive Gov't	CP#44	CAO Discretionary Pool for Labor Negotiations FY 2015-16: \$0 FY 2016-17: \$147,901	CAO - Employee Relations	Complete	A total of \$22.6 million was set aside in the adopted budget for labor negotiations over the two-year budget.	City Council
	Trustworthy / Responsive Gov't	PD#8	Restore KTOP/Public Access to the Office of the City Clerk FY 2015-16: No Funding Allocated FY 2016-17: No Funding Allocated	CAO / City Clerk	Complete	KTOP was transferred to the City Clerk's Office as part of the budget implementation in July 2015.	Finance and Management

Budget Implementation Matrix - FY 2015-16 Q1 (as of September 30, 2015)

	Purpose	Tracking Number	Item Description	Department Responsible	Target Date for Final Delivery	Status and Next Steps Detail	Committee
CLOSED ITEMS	Trustworthy / Responsive Gov't	PD#19	Revenue Reorg Plan - Review of proposed Revenue Department reorganization plan FY 2015-16: No Funding Allocated FY 2016-17: No Funding Allocated	RMB / CAO	Complete	This item is on hold and under the purview of the Finance Director vacancy.	N/A
	Improve Quality of Life	PD#12	Cal-Fire Grant - Provide a report on the City's Cal-Fire grant for a tree inventory. Staff should apply for grants for tree planting / maintenance FY 2015-16: No Funding Allocated FY 2016-17: No Funding Allocated	OPW	Complete	The City was notified in July 2015 by the grantor that the City was not awarded the Cal-Fire Grant. Staff will continue to seek and apply for grants for tree planting / maintenance.	N/A
CLOSED ITEMS	Improve Quality of Life	CP#32	Administrative Grant to OPR Foundation FY 2015-16: \$50,000 FY 2016-17: \$0	OPR	Complete	Funds have been disbursed. The foundation will provide a report on use of funds to OPR following the end of FY 2015-16	N/A
	Improve Quality of Life	CP#33	OPR subsidy for Feather River Camp FY 2015-16: \$40,000 FY 2016-17: \$0	OPR	Complete	Funds have been disbursed. Camps in Common will be provide a report on use of funds to OPR following the 2016 summer camp season.	N/A
CLOSED ITEMS	Various	CP #5, #10, #12-NGPF, CP#16, #19, #20, #23, #40, #41, #43	Restore and add positions for the following programs: Keep Oakland Clean and Beautiful; Pothole/Seam Sealing Crew; Rent Adjustment; Tenant Protection; Code Enforcement; Crime Analysis; Police Evidence Technicians; Neighborhood Services; Revenue; Tax Enforcement; and Animal Services FY 2015-16: \$2,156,684 FY 2016-17: \$2,560,243	Various	Complete	Positions were funded in the adopted budget; Human Resources will include the status of recruitment for positions added by City Council through the budget in the quarterly vacancy report, which is also expected to be heard at the October 27th Finance Committee.	Finance and Management