



DISTRIBUTION DATE: 7/18/2017

MEMORANDUM

TO: HONORABLE MAYOR &
CITY COUNCIL

FROM: Katano Kasaine
Finance Director

SUBJECT: Explanation of the Exhibits to the Resolution
Adopting the FY 2017-2019 Biennial Budget

DATE: July 18, 2017

On June 29, 2017, the City Council adopted a balanced biennial budget for Fiscal Year (FY) 2017-2019. This budget makes key investments in high priority areas, such as homeless services, infrastructure improvements, affordable housing, fire prevention, and a variety of other quality of life issues important to the Oakland community. This budget complies with the City's Consolidated Fiscal Policy regarding the use of Excess Real Estate Transfer Tax Revenues, use of one-time resources, and includes required funding for the City's Vital Services Stabilization Fund.

The Mayor's FY 2017-2019 Proposed Budget of April 28, 2017, was revised with subsequent errata (Exhibits 1, 2, and 3), and modified by the Final Budget Amendments Adopted by the City Council (Exhibits 4, 5, and 6) on June 29, 2017. The attached Resolution and Exhibits, which are described in more detail below, form the FY 2017-2019 Adopted Biennial Budget.

- **Exhibit 1:** General Purpose Fund Revenues inclusive of the Mayor's Proposed Budget and revisions from the May Revise and Errata #1.
- **Exhibit 2:** Consolidated revisions to the Mayor's Proposed Budget from the May Revise and Errata #1 in the General Purpose Fund.
- **Exhibit 3:** Consolidated revisions to the Mayor's Proposed Budget from the May Revise, Errata #1, and Errata #2 in Non-General Purpose Funds.
- **Exhibit 4:** Consolidated City Council Budget Amendments to the General Purpose Fund as adopted on June 29, 2017, that amended the Mayor's Proposed Budget as revised by Exhibits 1, and 2.
- **Exhibit 5:** Consolidated City Council Budget Amendments to Non-General Purpose Funds as adopted on June 29, 2017, that amended the Mayor's Proposed Budget as revised by Exhibit 3.
- **Exhibit 6:** Policy Directives adopted on June 29, 2017 as incorporated into the final Budget Approval Motion.

Respectfully submitted,

KATANO KASAINÉ
Director, Finance Department

For questions, please contact Katano Kasaine, Finance Director, at (510) 238-2989.

FILED
OFFICE OF THE CITY CLERK
OAKLAND



City Attorney

OAKLAND CITY COUNCIL

2017 MAY 24 PM 5:38

RESOLUTION No. _____ C.M.S.

RESOLUTION AUTHORIZING THE FY 2017-2019 BIENNIAL BUDGET AND APPROPRIATING CERTAIN FUNDS TO PROVIDE FOR THE EXPENDITURES PROPOSED BY SAID BUDGET

WHEREAS, the City Council has reviewed departmental and non-departmental budgets in public hearings in view of estimated resources available for Fiscal Years 2017-2019; and

WHEREAS, the City Council has given careful consideration to the proposed budget for the use of funds for Fiscal Years 2017-2019 as set forth in the FY 2017-2019 Proposed Policy Budget document; and

WHEREAS, the Other Post-Employment Benefits (OPEB) actuarial report as of July 1, 2015 reflects an Unfunded Actuarial Liability (UAL) of approximately \$829.9 million; the City currently makes payments on a pay-as-you-go basis and not meeting the annual required contribution (ARC), which includes the costs for the year and a factor for amortizing the total unfunded actuarial accrued liabilities of the plan for up to thirty years; the City has invested \$4.0 million into the California Employee's Retiree Benefit Trust (CERBT) as of December 2016 to begin funding the OPEB obligations; and

WHEREAS, the City Council has agreed on modifications to the proposed budget as shown in Exhibits __, which together with the proposed budget constitute the 2017-2019 Adopted Policy Budget; now therefore be it

RESOLVED, that the City Administrator is authorized to expend in accordance with the laws of the State of California and the City of Oakland on behalf of the City Council new appropriations for departments and activity programs as incorporated in the FY 2017-2019 Adopted Policy Budget attached hereto; and be it

FURTHER RESOLVED, that the City Administrator may transfer operating appropriations between activity programs during the fiscal year provided that such funds remain within the departments in which the funds were approved by City Council; and be it

FURTHER RESOLVED, that the City Administrator may transfer capital appropriations between the Capital Improvement Program and operating departments to the extent that such transfers are necessary to fund capital-related activities of the operating departments and will remain subject to source funding use restrictions; and be it

FURTHER RESOLVED, that the City Administrator is authorized to make cost-neutral transfers between Oakland Public Works and the Department of Transportation in FY 2017-19 as continued clean-up is identified resulting from the reorganization; and be it

FURTHER RESOLVED, that the City Administrator must obtain approval from the City Council before (1) substantially or materially altering the relative department allocations of funding set out in the Adopted Policy Budget, (2) substantially or materially changing the levels of service expressly prioritized and funded by the Adopted Policy Budget including but not limited to layoffs and/or freezes that would substantially or materially (a) change levels of service, or (b) affect programs, or (3) eliminates or suspends entire programs funded by the Adopted Policy Budget; and be it

FURTHER RESOLVED: That the City Administrator is hereby authorized to periodically transfer funds between Departments and completed Projects as needed in order to clean-up negative budget balances within the same Fund; and be it

FURTHER RESOLVED: That the City Administrator is hereby authorized and directed to calculate all required set-asides and make appropriate adjustments, based on the final adopted budget amendments, as legally required, such as Kid's First!, the Vital Services Stabilization Fund and the 7.5 percent Emergency Reserve; and be it

FURTHER RESOLVED, that the City Administrator may periodically transfer unexpended funds from the Unclaimed Cash Fund (Fund 7440) to the General Purpose Fund (Fund 1010); and be it

FURTHER RESOLVED, the City Administrator is authorized to deposit \$10 million annually in FY 2017-18 and FY 2018-19 from existing accrued medical balances (Fund 1300 - Fringe Benefits) into the California Employee's Retiree Benefit Trust (CERBT) to continue progress in funding the OPEB obligations; and be it

FURTHER RESOLVED, that this Resolution shall take effect immediately upon its passage.

IN COUNCIL, OAKLAND, CALIFORNIA, _____

PASSED BY THE FOLLOWING VOTE:

AYES-- BROOKS, CAMPBELL WASHINGTON, GALLO, GIBSON MCELHANEY, GUILLEN, KALB, KAPLAN, AND PRESIDENT REID

NOES -

ABSENT -

ABSTENTION -

ATTEST: _____

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

Revised June 22, 2017

GENERAL PURPOSE FUND REVENUE -- MAY REVISE									
Revenue Type	FY 2015-16 Actuals	FY 2016-17 Midcycle Budget	FY 2016-17 Midcycle Q3 Projection	FY 2017-18 Proposed Budget	FY 2017-18 Proposed Budget REVISED	FY 2017-18 Increase/ (Decrease)	FY 2018-19 Proposed Budget	FY 2018-19 Proposed Budget REVISED	FY 2018-19 Increase/ (Decrease)
Property Tax	158,692,829	159,110,144	170,483,923	180,381,460	182,707,896	2,326,436	187,270,093	190,093,739	2,823,646
Sales Tax	55,234,590	53,318,906	54,105,000	55,998,537	55,998,537	-	57,678,493	57,678,493	-
Vehicle License Fee	165,671	-	-	-	-	-	-	-	-
Business License Tax	75,504,456	72,241,300	72,241,300	79,580,950	79,580,950	-	81,834,879	81,834,879	-
Utility Consumption Tax	50,966,465	50,500,000	50,700,000	51,000,000	50,700,000	(300,000)	51,000,000	50,700,000	(300,000)
Real Estate Transfer Tax	89,594,472	69,851,000	77,670,630	75,822,812	75,822,812	-	77,962,496	77,962,496	-
Transient Occupancy Tax	19,814,310	19,379,450	21,994,000	20,969,980	22,653,820	1,683,840	21,546,654	23,333,435	1,786,781
Parking Tax	10,219,541	12,138,000	10,679,420	10,832,713	11,130,600	297,887	11,157,695	11,436,700	279,005
Local Tax	40,013	-	-	5,900,000	5,900,000	-	5,900,000	5,900,000	-
Licenses & Permits	1,590,174	2,335,747	1,891,000	2,060,303	2,060,303	-	2,064,974	2,064,974	-
Fines & Penalties	21,741,255	24,050,024	22,086,700	21,953,367	22,178,254	224,887	21,965,973	22,400,000	434,027
Interest Income	924,898	740,482	740,482	740,482	740,482	-	740,482	740,482	-
Service Charges	52,938,469	50,108,087	54,426,424	59,115,932	59,186,455	70,523	60,894,058	61,118,431	224,373
Grants & Subsidies	1,524,122	119,435	416,337	119,435	119,435	-	119,435	119,435	-
Miscellaneous	5,396,634	5,149,320	3,300,000	2,088,857	2,088,857	-	5,455,577	5,455,577	-
Interfund Transfers	14,922,885	2,554,207	2,554,207	3,964,207	3,964,207	-	4,774,207	4,774,207	-
Subtotal Revenue	\$559,270,784	\$521,596,102	\$543,289,423	\$570,529,035	574,832,608	\$4,303,573	\$590,365,016	\$595,612,848	5,247,832
Transfers from Fund Balance	-	28,070,087	28,070,087	-	7,960,726	7,960,726	2,550,000	730,204	(1,819,796)
Grand Total	\$559,270,784	\$549,666,189	\$571,359,510	\$570,529,035	582,793,334	\$12,264,299	\$592,915,016	\$596,343,052	3,428,036

Budget Adjustments -- May Revise & Errata #1

GENERAL PURPOSE FUND (GPF)	FTE	FY 2017-18 One-Time Incr / (Reduc)	FY 2017-18 On-Going Incr / (Reduc)	FY 2018-19 One-Time Incr / (Reduc)	FY 2018-19 On-Going Incr / (Reduc)
Revenue Changes					
Adjustments to Property Tax, UCT, TOT, etc. (see Exhibit 1)			\$4.23		\$5.02
Transfer from Fund Balance for FY15-16 and FY16-17 for long-term obligations Excess RETT true-up (move from FY18-19 to FY17-18)		\$3.35		(\$2.55)	
Adjust service charges to account for changes in Fire inspection per proposed fees			\$0.07		\$0.22
Transfer from Fund Balance for FY15-16 and FY16-17 Excess RETT for Vital Services Stabilization Fund (VSSF) true-up		\$3.35			
Transfer from Fund Balance (available based on Q3 report)		\$1.27		\$0.73	
<i>Net Change to Revenues</i>		<i>\$7.96</i>	<i>\$4.30</i>	<i>(\$1.82)</i>	<i>\$5.25</i>
Expenditure Changes					
FINANCE					
Transfer a Management Assistant back to the Fire Department and add an Account Clerk II to handle Fire inspection invoicing; position cost-covered through proposed inspection fees	-		(\$0.09)		(\$0.10)
HUMAN SERVICES					
Correct classification for Senior Training program coordination from a Senior Services Program Assistant to an Outreach Developer	-		\$0.02		\$0.02
POLICE					
Delete Business Analyst IV and Criminalist II to add Project Manager III to manage both Information Technology and Fleet for the Police Department, as well as lead the Department on several key Negotiated Settlement Agreement tasks and development of a Strategic Plan	(1.00)		(\$0.06)		(\$0.06)
FIRE					
Transfer a Management Assistant back to the Fire Department from the Finance Department and add a Fire Inspector Supervisor (Vegetation Management Supervisor placeholder class) beginning in FY 2018-19; position to be cost-covered through proposed inspection fees	2.00		\$0.16		\$0.32
NON-DEPARTMENTAL					
Healthy Kids (Commission set-aside)			\$5.90		\$5.90
One-time Employee Compensation Set-aside adjustment (\$8.45 million total in FY17-18)		\$2.75		(\$2.98)	
Appropriate FY15-16 audited and FY16-17 Q3 true-up for VSSF		\$3.35			
Kids First! transfer to Fund 1780 correction and true-up			\$0.23		\$0.33
<i>Net Change to Expenditures</i>		<i>\$6.10</i>	<i>\$6.17</i>	<i>(\$2.98)</i>	<i>\$6.41</i>
TOTAL SURPLUS / (SHORTFALL)		\$0.00		\$0.00	

Corrections to Publication

PARKS & RECREATION

Correct noted reduction to zoo subsidy in FY 2017-18 (page E-11)	-	(\$0.10)	(\$0.19)
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Budget Adjustments -- May Revise & Errata

ALL OTHER FUNDS	FTE	FY 2017-18 Incr / (Reduc)	FY 2018-19 Incr / (Reduc)
Significant Revenue Changes			
Increase the transfer to the Kids First! Fund (1780) from the General Purpose Fund (1010)		\$0.23	\$0.33
Increase in the Transient Occupancy Tax (TOT) associated with Measure C Fund (2419)		\$0.55	\$0.60
Add revenues in Measure KK: Infrastructure and Affordable Housing to Fund (5330) for Affordable Housing Projects		\$55.00	
One-time increase transfer into the Vital Services Stabilization Fund (1020) from the General Purpose Fund (1010) for the FY15-16 and FY16-17 Excess Real Estate Transfer Tax true-up		\$3.35	\$0.00
Transfer from fund balance within the Municipal Capital Improvement Fund (5501) for expenses related to Performance Reporting, Information & Metrics Environment (PRIME), phase I		\$0.50	
Increase Transfers from Fund Balance in the County of Alameda: Grants Fund (2160).		\$0.21	\$0.22
Increase in Measure KK Infrastructure and Affordable Housing (Fund 5330) revenues to fund Phase II Feasibility Study and Right of Way Acquisition for the Police Administration Building (PAB).		\$0.20	
Minor adjustments in the HUD grant award amounts: HUD-ESG/SHP/HOPWA Fund (2103) award is increasing by \$303,449, of which all of the increase is to HOPWA with a minor decrease to ESG; HUD-CDBG Fund (2108) is decreasing by \$94,850; and HUD HOME Fund (2109) has a minor increase of \$15,075 in FY17-18 and a minor decrease of \$4,092 in FY18-19		\$0.22	\$0.20
Transfer from fund balance based on actual program income received in the HUD-CDBG Fund (2108)		\$0.09	\$0.09
Adjust the estimated revenue for the Workforce Innovations and Opportunities Act Grant Fund (2195) for the Rapid Response program		\$0.11	\$0.11
Significant Expenditure Changes			
CITY ATTORNEY			
Transfer 0.14 Deputy City Attorney IV from the Central City East TA Bonds Series 2006A-T (5643) to the Broadway MacArthur San Pablo Bond Series 2006C-T Fund (5638); adjust work order account to balance	(0.14)	\$0.00	\$0.00
Transfer 0.14 Deputy City Attorney IV to Fund 5638 from Fund 5643; adjust work order account to balance	0.14	\$0.00	\$0.00
INFORMATION TECHNOLOGY			
Funds required for Performance Reporting, Information & Metrics Environment (PRIME), phase I from Fund 5501 fund balance (correct the funding source)		\$0.50	

Budget Adjustments -- May Revise & Errata

ALL OTHER FUNDS	FTE	FY 2017-18 Incr / (Reduc)	FY 2018-19 Incr / (Reduc)
FIRE			
Reallocate FEMA grant match within the Fire Suppression Assessment District Fund (2320)		(\$0.45)	
Reallocate FEMA grant match within the Wildfire Prevention Assessment District Fund (2321)		(\$0.43)	
Allocate former FEMA grant match within Fund 2320 and Fund 2321 to the Vegetation Management Plan contract		\$0.79	
Reallocate Fund 2321 funds that were transferred from the General Purpose Fund (1010) per the FY 2015-17 adopted budget		(\$0.50)	
Reallocate other balances within Fund 2321		(\$0.32)	
Allocate available balance within Fund 2321 for the goat grazing contract (\$410k); extend a Program Analyst II position for one year (end-dated June 30, 2018); additional funding for the fire code inspections database system (\$180k); roadside clearance (\$100k); funding for annual notices (\$30k) and set aside funds for election costs associated with establishing a new fire assessment district (\$75k)	1.00	\$0.91	
Unfreeze an Emergency Medical Services Coordinator in the Emergency Dispatch Service Supplemental Assessment (Measure M) Fund (2412) and transfer the position to the County of Alameda: Grants Fund (2160)	1.00	\$0.21	\$0.22
HUMAN SERVICES			
Increase O&M in Kids First! Fund (1780) due to increase in revenues (transfer from Fund 1010)		\$0.23	\$0.33
Add Early Childhood Instructors; reduce contract expenditures in the Department of Health and Human Services Fund (2128)	2.00	\$0.00	\$0.00
Net increase to the Third Party Grant Contracts based on the final HUD grant award amounts for HUD-ESG/SHP/HOPWA Fund (2103), which is increasing by \$306,383 for HOPWA and a minor decrease totaling \$2,934 to ESG		\$0.30	\$0.30
ECONOMIC & WORKFORCE DEVELOPMENT			
Increase allocation for Cultural Art grants, Art & Soul and Fairs & Festivals based on projected increase in TOT revenue within the Measure C Fund (2419)		\$0.07	\$0.07
Transfer 0.20 FTE Administrative Services Manager II, 0.25 FTE Development/Redevelopment Program Manager and 0.50 FTE Real Estate Agent from the Central City East TA Bonds Series 2006A-T (Taxable) Fund (5643) to various other redevelopment bond funds; adjust work order account to balance	(0.95)	\$0.00	\$0.00
Transfer 0.20 FTE Administrative Services Manager II to the Broadway MacArthur San Pablo Bond Series 2006C-T Fund (5638) from Fund 5643; adjust work order account to balance	0.20	\$0.00	\$0.00
Transfer 0.25 FTE Development/Redevelopment Program Manager to the Coliseum TA Bonds Series 2006B-T (Taxable) Fund (5656) from Fund 5643; adjust work order account to balance	0.25	\$0.00	\$0.00

Budget Adjustments -- May Revise & Errata

ALL OTHER FUNDS	FTE	FY 2017-18 Incr / (Reduc)	FY 2018-19 Incr / (Reduc)
Transfer 0.50 FTE Real Estate Agent to the Central District TA Bonds Series 2005 Fund (5612) from Fund 5643; adjust work order account to balance	0.50	\$0.00	\$0.00
Adjust the Workforce Innovations and Opportunities Act Grant Fund (2195) for the Rapid Response program		\$0.11	\$0.11
HOUSING & COMMUNITY DEVELOPMENT			
Allocate funds for affordable housing projects within the Measure KK Bond Fund (5330)		\$55.00	
HUD HOME Fund (2109) has a minor increase of \$15,075 in FY17-18 and a minor decrease of \$4,092 in FY18-19		\$0.02	(\$0.00)
OAKLAND PUBLIC WORKS			
Transfer an Assistant Engineer II to the Department of Transportation within the Development Services Fund (2415)	(1.00)	(\$0.21)	(\$0.22)
Transfer a Senior Construction Inspector (Field) to Oakland Public Works from the Department of Transportation within Fund 2415	1.00	\$0.17	\$0.17
Add Capital Improvement Program (CIP) Coordinator positions within the Project/Overhead Clearing Fund (7760) to support Infrastructure Bond and grant projects; cost of roughly \$0.50 million per year is offset by reducing contingency and increasing project recovery	2.00	\$0.00	\$0.00
TRANSPORTATION			
Transfer an Assistant Engineer II to Transportation from Oakland Public Works within Fund 2415; minor reduction in O&M to balance	1.00	\$0.23	\$0.24
Transfer a Senior Construction Inspector (Field) to Oakland Public Works within Fund 2415	(1.00)	(\$0.19)	(\$0.20)
Add a paving crew and a concrete crew to the Project Clearing Fund (7760) in FY17-18 (6 month costing) and to the State Gas Tax Fund (2230) in FY18-19 - 1.0 Public Works Supervisor II; 2.0 Public Works Supervisor I, 3.0 Heavy Equipment Operators, 5.0 Street Maintenance Leaders, 9.0 Public Works Maintenance Workers	20.00	\$1.55	\$3.11
Increase the project recovery to Fund 7760 in FY17-18		(\$1.55)	

Budget Adjustments -- May Revise & Errata

ALL OTHER FUNDS	FTE	FY 2017-18 Incr / (Reduc)	FY 2018-19 Incr / (Reduc)
NON-DEPARTMENTAL			
One-time increase transfer into the Vital Services Stabilization Fund (1020) from the General Purpose Fund (1010) for the FY15-16 and FY16-17 Excess Real Estate Transfer Tax true-up		\$3.35	\$0.00
Increase allocation for the Oakland Museum, Oakland Zoo, Chabot Space & Science Center and the Oakland Convention & Visitor's Bureau based on projected increase in TOT revenue within the Measure C Fund (2419)		\$0.48	\$0.52
CAPITAL IMPROVEMENT PROGRAM			
Phase II Feasibility Study and Right of Way Acquisition Options for the Police Administration Building (PAB) in Measure KK Infrastructure and Affordable Housing (Fund 5330).		\$0.20	
Reduce the citywide street resurfacing contingency in FY18-19 in the State Gas Tax Fund (2230)			(\$3.11)
<u>Corrections to Publication</u>			
PLANNING & BUILDING			
Correct noted increase to contract contingencies with the Development Services Fund (2415) (pages E-26 and G-60)	-	\$0.85	\$0.85

GENERAL PURPOSE FUND (1010) AMENDMENTS

REVENUE

Item #	Dept.	Description	FY 2017-18 Ongoing	FY 2017-18 One-Time	FY 2018-19 Ongoing	FY 2018-19 One-Time	Totals
1	Citywide	Reallocate and adjust Use of Fund Balance from FY 2018-19 to FY 2017-18		\$ 864,605		\$ (1,130,691)	\$ (266,086)
2	Citywide	Cannabis Waste Surcharge/Excess Litter Fee	\$ 60,000		\$ 60,000		\$ 120,000
3	Citywide	Increased Parking Enforcement fines from filling budgeted parking control officer vacancies	\$ 250,000		\$ 250,000		\$ 500,000
4	Citywide	Reimbursement from special events from 2015		\$ 250,000			\$ 250,000
5	Citywide	Additional savings identified by HMRA				\$ 31,954	\$ 31,954
Subtotal of Revenue Adjustments			\$ 310,000	\$ 1,114,605	\$ 310,000	\$ (1,098,737)	\$ 635,868

REDUCTIONS

Item #	Dept.	Description	FY 2017 - 18	One-Time	FY 2018 - 19	One-Time	Totals
Admin Budget Adjustments (Errata #2)							
6	Police	Eliminate FY16-17 "3rd academy" costs that was continued into FY18-19 beyond the required number of months (should have only been funded through November 2017)		\$ (2,537,390)		\$ (4,594,460)	\$ (7,131,850)
Contract Contingencies							
7	EWD	Reduction in existing and unspent contract contingencies		\$ (264,975)			\$ (264,975)
Staff Reductions							
8	CAO	Deputy City Administrator (Chief Resiliency Officer) - Downgrade to Assistant to the City Administrator	\$ (43,803)		\$ (53,558)		\$ (97,361)
9	ITD	Reduce Information Technology Internal Service Fund (4600) O&M (GPF proportional savings)	\$ (84,426)		\$ (175,886)		\$ (260,311)

Item #	Dept.	Description	FY 2017-18 Ongoing	FY 2017-18 One-Time	FY 2018-19 Ongoing	FY 2018-19 One-Time	Totals
Programming Reductions							
10	Police	3rd Police Academy rightsizing from 50 to 35 - reflects recent Academy outcomes and June 1 start date				\$ (465,942)	\$ (465,942)
11	Police	Reduce OPD overtime		\$ (500,000)		\$ (600,000)	\$ (1,100,000)
12	Police	Reduce Police Academies	\$ (350,000)		\$ (350,000)		\$ (700,000)
13	Fire	Remove Fire Academy	\$ (1,100,490)		\$ (1,531,026)		\$ (2,631,516)
14	ITD	Freeze Year 2 Application Developer III vacant since 2015 - City Administrator may freeze alt vacant position that is roughly equivalent GPF position, subject to Council approval			\$ (183,971)		\$ (183,971)
15	HSD	Transfer costs for homeless encampments to the Affordable Housing Trust Fund (AHTF)		\$ (250,000)		\$ (250,000)	\$ (500,000)
16	EWD	Reduction in set-aside allocation to Measure HH discretionary funding for Youth Summer Jobs				\$ 400,000	\$ 400,000
17	Non-Departmental	Reduction in set-aside allocation to Measure HH discretionary funding to hire staff position	\$ (180,000)		\$ (180,000)		\$ (360,000)
18	Non-Departmental	Reduction in set-aside allocation to Measure HH discretionary funding for Youth Summer Jobs				\$ (400,000)	\$ (400,000)
Subtotal of Reductions			\$ (1,758,719)	\$ (3,552,365)	\$ (2,474,441)	\$ (5,910,402)	\$ (13,695,926)
Funds Available for Programming			\$ 2,068,719	\$ 4,666,970	\$ 2,784,441	\$ 4,811,665	\$ 14,331,794

Item #	Dept.	Description	FY 2017-18 Ongoing	FY 2017-18 One-Time	FY 2018-19 Ongoing	FY 2018-19 One-Time	Totals
ADDITIONS							
Item #	Dept.	Description	FY 2017 - 18	One-Time	FY 2018 - 19	One-Time	Totals
19	City Council	Improve constituent responsiveness by restoring positions from past cuts	\$ 361,157		\$ 374,251		\$ 735,408
20	CAO	Expand Excess Litter Fee contract to cover areas around the Cannabis dispensaries	\$ 60,000		\$ 60,000		\$ 120,000
21	CAO	Fund positions removed from Measure Z	\$ 150,356		\$ 155,805		\$ 306,161
22	City Attorney	One-time funding for Neighborhood Law Corps and Constituent Services		\$ 150,000		\$ 150,000	\$ 300,000
23	City Attorney	Paralegal to prosecute illegal dumping	\$ 120,151		\$ 124,507		\$ 244,658
24	City Clerk	Election expenses for ballot measures				\$ 250,000	\$ 250,000
25	Finance	Set aside for Public Banking Feasibility Study (\$25,000 from other sources)		\$ 75,000			\$ 75,000
26	Police Commission	Police Commission funding for staff (reduce year 1 ongoing because already covered by Mayor's budget; add year 2 ongoing to reflect new OIG staff, per Kalb budget proposal)	\$ (40,861)		\$ 154,804		\$ 113,943
27	DVP	Chief of Violence Prevention (9 months funding for FY17-18. Director level position)	\$ 218,195		\$ 301,475		\$ 519,670
28	DVP	Deputy Director for Violence Against Families and Children (6 month costing for FY17-18; split-funded with Measure Z)	\$ 44,400		\$ 92,021		\$ 136,421
29	Police	Police Commission Administrative Analyst I (0.5 FTE, 9 months funding for FY17-18)	\$ 40,861		\$ 56,456		\$ 97,317

Item #	Dept.	Description	FY 2017-18 Ongoing	FY 2017-18 One-Time	FY 2018-19 Ongoing	FY 2018-19 One-Time	Totals
30	Police	Police Commission Staffing - Office Assistant II (0.5 FTE, 6 months funding for FY17-18)	\$ 18,154		\$ 37,627		\$ 55,781
31	Fire	Full-time Wildfire inspector		\$ 109,935		\$ 113,920	\$ 223,855
32	Fire	Part-time Wildfire inspector		\$ 36,982		\$ 36,982	\$ 73,964
33	Fire	Roadside parcel clearance and goat grazing in Wildfire Prevention District		\$ 427,584		\$ 1,072,416	\$ 1,500,000
34	Fire	Continue funding in FY18-19 for existing Wildfire Program Analyst II				\$ 117,988	\$ 117,988
35	OPR	Parks and Recreation Foundation		\$ 40,000			\$ 40,000
36	HSD	Safety and Sanitation for Homeless Encampments (FY 2017-18 funded by the Affordable Housing Trust Fund)				\$ 250,000	\$ 250,000
37	HSD	Safe Haven Sites (FY 2017-18 funded by the Affordable Housing Trust Fund)				\$ 450,000	\$ 450,000
38	HSD	Family Shelter Beds (FY 2017-18 funded by the Affordable Housing Trust Fund)				\$ 100,000	\$ 100,000
39	HSD	Joint partnership on Chronic Absenteeism - add back one social worker (effective mid-year)		\$ 62,901		\$ 130,511	\$ 193,412
40	HSD	Additional spending for Services for the Homeless TBD by City Administrator and Human Services subject to Council approval.		\$ 300,000			\$ 300,000
41	Housing	Move 2nd Henry Robinson from 1870 to 1010 (FY 2017-18 funded by the Affordable Housing Trust Fund)				\$ 300,000	\$ 300,000
42	EWD	Arts and Culture Commission - Administrative Analyst I (6 months funding for FY17-18)	\$ 54,482		\$ 112,915		\$ 167,397
43	EWD	Cultural Arts Grants				\$ 233,696	\$ 233,696

Item #	Dept.	Description	FY 2017-18 Ongoing	FY 2017-18 One-Time	FY 2018-19 Ongoing	FY 2018-19 One-Time	Totals
44	EWD	Funds for Youth Workforce Intervention (matched by WIOA board)		\$ 103,000		\$ 103,000	\$ 206,000
45	EWD	West Oakland One-Stop Neighborhood Career Center/Private Industry Council		\$ 175,000			\$ 175,000
46	EWD	Mandela Cypress Training Center support		\$ 50,000			\$ 50,000
47	OPW	Set-aside to further reduce stormwater-related trash from streets to enable compliance with RWQCB mandate.		\$ 150,000			\$ 150,000
48	OPW	One Illegal dumping crew (9 month funding for FY17-18)	\$ 340,000	\$ 350,000	\$ 450,000	\$ -	\$ 1,140,000
49	Non-Departmental	Community Enforcement of Measure FF (Minimum Wage)		\$ 240,000		\$ 240,000	\$ 480,000
50	Non-Departmental	Set-aside for employee compensation		\$ 1,500,000		\$ 500,000	\$ 2,000,000
51	Non-Departmental	Transitional housing and shelter facilities grants to combat the Commercial Sexual Exploitation of Children (CSEC) in Oakland		\$ 100,000		\$ 100,000	\$ 200,000
52	Non-Departmental	Day Laborer Program (ongoing)	\$ 30,411	\$ (30,411)	\$ 25,000	\$ (25,000)	\$ -
53	Non-Departmental	Vital Services Stabilization Reserve Contribution		\$ 1,998,391		\$ 2,027,733	\$ 4,026,124
54	Citywide	Reduce contribution to employee medical liability (Fund 1300)		\$ (500,000)		\$ (500,000)	\$ (1,000,000)
Subtotal of Additional GPF Investments			\$ 1,397,306	\$ 5,338,382	\$ 1,944,860	\$ 5,651,246	\$ 14,331,794
Surplus (Deficit) after modifications			\$ 671,412	\$ (671,412)	\$ 839,581	\$ (839,581)	\$ -

NON-GENERAL PURPOSE FUND AMENDMENTS

Fund 2211/2216 - Measures B & BB

Item #	Dept.	Description	FY 2017-18 Ongoing	FY 2017-18 One-Time	FY 2018-19 Ongoing	FY 2018-19 One-Time	Totals
1	OPW	Restore Tree Crew	\$ 805,821	\$ 625,000	\$ 829,095	\$	2,259,916
2	Police	School-Site Safety Improvements/Crossing Guards (8-10 PT guards)		\$ 195,339		\$ 195,339	\$ 390,678
3	OPW	Use of available Fund Balance	\$ (805,821)	\$ (820,339)	\$ (829,095)	\$ (195,339)	\$ (2,650,594)
Surplus (Deficit) after modifications			\$ -	\$ -	\$ -	\$ -	\$ -

Fund 1870 - Affordable Housing Trust Fund (Requires Ordinance Amendments)

Item #	Dept.	Description	FY 2017-18 Ongoing	FY 2017-18 One-Time	FY 2018-19 Ongoing	FY 2018-19 One-Time	Totals
1	HCD	Temporary Emergency Re-allocation of Affordable Housing Boomerang Funds		\$ (1,900,000)		\$ (1,600,000)	\$ (3,500,000)
2	HSD	Safety and Sanitation for Homeless Encampments		\$ 150,000		\$ -	\$ 150,000
3	HSD	Safe Haven Sites		\$ 450,000		\$ -	\$ 450,000
4	Housing	Healthy Housing Code Enforcement (PRI) system to reduce childhood lead poisoning and asthma in most impacted neighborhoods.		\$ 500,000		\$ 100,000	\$ 600,000
5	OPW	Anti-displacement funds - to return to Council for allocation		\$ 700,000		\$ 1,500,000	\$ 2,200,000
6	HSD	Family Shelter Beds		\$ 100,000		\$ -	\$ 100,000
Surplus (Deficit) after modifications			\$ -	\$ -	\$ -	\$ -	\$ -

Fund 2415

Item #	Dept.	Description	FY 2017-18 Ongoing	FY 2017-18 One-Time	FY 2018-19 Ongoing	FY 2018-19 One-Time	Totals
1	Planning & Building	Neighborhood Planning - Misc. expenses		\$ 10,000		\$ 15,000	
2	Planning & Building	Re-allocate from contract contingency		\$ (10,000)		\$ (15,000)	
Surplus (Deficit) after modifications			\$ -	\$ -	\$ -	\$ -	\$ -

Fund 2252 - Measure Z

Item #	Dept.	Description	FY 2017-18 Ongoing	FY 2017-18 One-Time	FY 2018-19 Ongoing	FY 2018-19 One-Time	Totals
1	CAO	Evaluation and Commission Support Services	\$ (543,050)		\$ (559,238)		\$ (1,102,288)
2	DVP	Evaluation and Commission Support Services	\$ 543,050		\$ 559,238		\$ 1,102,288
3	CAO	Staff Support for the Measure Z Commission	\$ (150,356)		\$ (155,805)		\$ (306,161)
4	DVP	Administrative Analyst II (6 month costing for FY17-18)	\$ 63,083		\$ 130,740		\$ 193,823
5	Mayor	Deletion of savings from past funded vacancy of Director of Public Safety		\$ (24,083)			\$ (24,083)
6	DVP	Partial Funding of Deputy Director for Violence against Families and Children (6 month costing for FY17-18; split-funded with Fund 1010)	\$ 44,400		\$ 92,021		\$ 136,421
7	DVP	Contributions to and (Transfers from) Fund Balance	\$ 42,873	\$ 24,083	\$ (66,956)		\$ 0
Surplus (Deficit) after modifications			\$ -	\$ -	\$ -	\$ -	\$ -

**BUDGET MEMORANDUM****DAN KALB**

City Councilmember, District One
City of Oakland

FY 2017-19 Budget Policy Directives – 6/29/17 revision

1. Paperless Council meeting agenda material filing and searchable Legistar contents:

The City Administrator shall ensure that (1) the agenda filing systems shall be transitioned into entirely electronic, paper free systems, (2) filed reports must be machine readable (example: native PDFs), and (3) the Legistar search capacity shall be changed to go beyond the current title searches to enable searches of agenda report contents. Effective 4/1/18.

2. Paperless Council, Board, & Commission agenda distribution & permanent online archiving:

In order to address [problems highlighted by the press](#) and provide for better public transparency, City bodies must post their agendas and materials online and permanently archive those materials online, as well as require interested persons and meeting agenda distribution systems to be electronic by default (e-mail notice rather than hardcopy, unless specially requested). Effective 4/1/18.

3. Neighborhood Planning pilot:

The City Administrator shall direct Planning staff funded through Fund 2415 (Development Service Fund) to prepare two neighborhoods plans, one for Northwest Oakland and one for the neighborhood in East Oakland as identified by the Planning and Building Department in consultation with the Department of Race and Equity as part of a Neighborhood Planning Pilot Program with community engagement process (see staff answer to question 31 in Budget questions #2).

4. Line item reporting of each department's overtime budget:

As recommended by the Budget Advisory Commission in their May 31, 2017 report, the City Administrator shall include an overtime line item for each department in future proposed budgets. Effective: 7/1/17.

5. Ensure that developers and lobbyists, and attorneys representing clients against the City, have a current business license:

The City Administrator shall develop processes to ensure that (1) attorneys representing clients against the City, (2) developers filing planning applications with the City, and (3) local governmental lobbyists, as defined by the Oakland Lobbyist Registration Act, have a current business license, if required. Effective: 1/1/18.

6. Ongoing conversion of annually re-hired Temporary Part Time positions

The City Administrator shall prepare a proposal for ongoing conversion over time of, where appropriate given the type of work, annually re-hired TPTs into PPT or FT positions, pending available funding. Effective: 4/1/18.

7. Online City Services donation system

The City Administrator shall scope and propose to Council a reliable, easy-to-use Online City Services Donation System that allows the public to easily make tax deductible donations to the City as well as earmark them for specific departments, services, or programs.

Effective: 4/1/18.

8. STRR/TRHP TOT legislation

The City Administrator shall return to Council in November 2017 with legislation that mandates that Transient Residential Housing Platforms operating in Oakland must collect Short Term Residential Rental information sufficient for the City to collect all due Transient Occupancy Tax and other applicable taxes, if any, from STRRs in operating in Oakland. The City Administrator shall also return to Council with a policy option requiring 25% of future STRR TOT to be deposited into the Affordable Housing fund (1870).

Effective: 7/1/17, with return to Council in November 2017.

9. Timely spending of transportation sales tax (BB, B & VLF funds)

So the City does not fall behind in utilizing Measure BB, B and VLF funds and in order to comply with ACTC rules, the City Administrator shall create and implement policy to engage in advance and timely planning and design of eligible transportation projects. return to Council with a policy to ensure that BB, B and VLF funds are timely spent every 2 year budget cycle.

Effective: 10/1/17.