

## Memorandum

TO: Public Safety and Services Oversight Committee

FROM: Donneshia Nell Taylor, Fiscal Manager

SUBJECT: OPD Financial Quarter 1 Report

DATE: March 14, 2016

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On a quarterly basis, the Oakland Police Department (OPD) compiles Measure Z data to present at the Public Safety and Services Oversight Committee meeting. The information in this memo represents the Measure Z data for the first quarter of fiscal year (FY) 2015-16 (June 2015 – September 2015).

As of September 30, 2015, total FY 2015-16 OPD expenditures in Measure Z were \$6,858\*. The program expenditures represent funds spent on training and supplies.

FY 2015-16 operations and maintenance expenditures through September 30, 2015:

<b>Line Item Description</b>	<b>Amount</b>
Equipment and Office Supplies	\$3,404
Service Expenditures	\$2,923
Travel and Education Expenditures	\$530
<b>Total</b>	<b>\$6,858</b>

\*The amount reported is the data available in Oracle for this reporting period. This data does not truly reflect the expenditures for the first quarter. OPD's Quarter 2 report accurately reflects the expenditures for the first half of FY 2015-16.

Violence Prevention and Public Safety Act of 2014 (Measure Z)  
 FY 2015-2016 Budget Year- to Date Expenditures  
 for the Quarter Ending September 30, 2015

	FTE	Budget	Quarter	Encumbered	Year -to-Date (1 July 2015 - 30 June 2016)	(Uncollected)/Unspent
<b>ANNUAL REVENUES</b>						
Voter Approved Special Tax		15,978,438	-	-	-	(15,978,438)
Parking Tax		8,679,583	1,773,121	-	1,773,121	(6,906,462)
Interest & Other Misc.		-	1,714	-	1,714	1,714
<b>Total ANNUAL REVENUES</b>		<b>\$ 24,658,021</b>	<b>\$ 1,774,835</b>	<b>\$ -</b>	<b>\$ 1,774,835</b>	<b>\$ (22,883,186)</b>
<b>ANNUAL EXPENDITURES</b>						
<b>City Administrator</b>						
Personnel		129,163	39,366	-	39,366	89,797
Materials		1,500	-	-	-	1,500
Contracts		528,984	-	-	-	528,984
<b>City Administrator Total</b>	<b>0.80</b>	<b>\$ 659,647.00</b>	<b>\$ 39,366.00</b>	<b>\$ -</b>	<b>\$ 39,366.00</b>	<b>\$ 620,281.00</b>
<b>Mayor</b>						
Personnel		83,313	-	-	-	83,313
<b>Mayor Total</b>	<b>0.40</b>	<b>\$ 83,313</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 83,313</b>
<b>Human Services Department</b>						
Personnel		1,746,200	256,056	-	256,056	1,490,144
Materials		109,604	6,497	1,855	6,497	101,252
Contracts		7,091,720	24,753	1,684,408	24,753	5,382,559
Overheads and Prior Year Adjustments		(206,751)	1,051	-	1,051	(207,802)
<b>Human Services Department Total</b>	<b>14.49</b>	<b>\$ 8,740,773</b>	<b>\$ 288,357</b>	<b>\$ 1,686,263</b>	<b>\$ 288,357</b>	<b>\$ 6,766,153</b>
<b>Fire Department</b>						
Personnel		2,000,000	500,000	-	500,000	1,500,000
<b>Fire Department Total</b>	<b>0.00</b>	<b>\$ 2,000,000</b>	<b>\$ 500,000</b>	<b>\$ -</b>	<b>\$ 500,000</b>	<b>\$ 1,500,000</b>
<b>Finance Department</b>						
Contracts		23,320	-	-	-	23,320
<b>Finance Department Total</b>	<b>0.00</b>	<b>\$ 23,320</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 23,320</b>
<b>Police Department</b>						
Personnel		12,524,165	-	-	-	12,524,165
Materials		251,803	3,453	3,404	3,453	244,946
Contracts		375,000	-	-	-	375,000
<b>Police Department Total</b>	<b>66.00</b>	<b>\$ 13,150,968</b>	<b>\$ 3,453</b>	<b>\$ 3,404</b>	<b>\$ 3,453</b>	<b>\$ 13,144,111</b>
<b>GRAND TOTAL EXPENDITURES</b>	<b>81.69</b>	<b>\$ 24,658,021</b>	<b>\$ 831,176</b>	<b>\$ 1,689,667</b>	<b>\$ 831,176</b>	<b>\$ 22,137,178</b>

\* NOTE: These are unaudited numbers

## Memorandum

TO: Public Safety and Services Oversight Committee

FROM: Donneshia Nell Taylor, Fiscal Manager

SUBJECT: OPD Financial Quarter 2 Report

DATE: March 14, 2016

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On a quarterly basis, the Oakland Police Department compiles Measure Z data to present at the Public Safety and Services Oversight Committee meeting. The information in this memo represents the Measure Z data through the second quarter of fiscal year (FY) 2015-16 (October 2015 – December 2015).

As of December 31, 2015, total FY 2015-16 Oakland Police Department expenditures in Measure Z were \$6,266,339.

The program expenditures represent the Department's labor and operating and maintenance expenditures associated with the Ceasefire civilian staff, community resource officers and crime reduction team members assigned to Measure Z positions. These charges total \$6,226,728 in labor, of which \$34,660 was for overtime\*. A total of \$39,611 was spent on supplies, cellphones, computers, contracts and training.

FY 2015-16 operations and maintenance expenditures through December 31, 2015:

<b>Line Item Description</b>	<b>Amount</b>
Equipment and Office Supplies	\$22,403
Service Expenditures	\$4,139
Contract Service Expenditures	\$8,134
Travel and Education Expenditures	\$1,129
Overhead Costs	\$3,805
<b>Total</b>	<b>\$39,611</b>

\*Overtime expenditures were not specifically listed in OPD's Measure Z budget, however, overtime was used for backfill, extension of shift, community meetings, and holiday pay. The overtime cost was completely covered by vacancy savings from OPD's Measure Z funds.

Violence Prevention and Public Safety Act of 2014 (Measure Z)  
 FY 2015-2016 Budget Year- to Date Expenditures  
 for the Quarter Ending December 31, 2015

	FTE	Budget	Quarter	Encumbered	Year -to-Date (1 July 2015 - 30 June 2016)	(Uncollected)/Unspent
<b>ANNUAL REVENUES</b>						
Voter Approved Special Tax		15,978,438	7,692,214	-	7,692,214	(8,286,224)
Parking Tax		8,679,583	2,288,245	-	4,061,366	(4,618,217)
Interest & Other Misc.		-	741	-	2,455	2,455
<b>Total ANNUAL REVENUES</b>		<b>\$ 24,658,021</b>	<b>\$ 9,981,200</b>	<b>\$ -</b>	<b>\$ 11,756,035</b>	<b>\$ (12,901,986)</b>
<b>ANNUAL EXPENDITURES</b>						
<b>City Administrator</b>						
Personnel		129,163	35,539	-	74,905	54,258
Materials		12,000	-	-	91	11,909
Contracts		518,484	5,299	2,509	5,299	510,676
<b>City Administrator Total</b>	<b>0.80</b>	<b>\$ 659,647</b>	<b>\$ 40,838</b>	<b>\$ 2,509</b>	<b>\$ 80,295</b>	<b>\$ 576,843</b>
<b>Mayor</b>						
Personnel		83,313	-	-	-	83,313
<b>Mayor Total</b>	<b>0.40</b>	<b>\$ 83,313</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 83,313</b>
<b>Human Services Department</b>						
Personnel		1,746,200	314,779	-	570,835	1,175,365
Materials		108,604	7,705	1,549	14,202	92,853
Contracts		7,092,720	1,082,832	1,286,348	1,107,585	4,698,787
Overheads and Prior Year Adjustments		(206,751)	3,101	-	4,152	(210,903)
<b>Human Services Department Total</b>	<b>14.49</b>	<b>\$ 8,740,773</b>	<b>\$ 1,408,417</b>	<b>\$ 1,287,897</b>	<b>\$ 1,696,774</b>	<b>\$ 5,756,102</b>
<b>Fire Department</b>						
Personnel		2,000,000	500,000	-	1,000,000	1,000,000
<b>Fire Department Total</b>	<b>0.00</b>	<b>\$ 2,000,000</b>	<b>\$ 500,000</b>	<b>\$ -</b>	<b>\$ 1,000,000</b>	<b>\$ 1,000,000</b>
<b>Finance Department</b>						
Contracts		23,320	-	23,320	-	-
<b>Finance Department Total</b>	<b>0.00</b>	<b>\$ 23,320</b>	<b>\$ -</b>	<b>\$ 23,320</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Police Department</b>						
Personnel		12,524,165	6,226,728	-	6,226,728	6,297,437
Materials		246,803	15,419	8,800	18,872	219,131
Contracts		380,000	8,134	-	8,134	371,866
Overheads and Prior Year Adjustments		-	3,805	-	3,805	(3,805)
<b>Police Department Total</b>	<b>66.00</b>	<b>\$ 13,150,968</b>	<b>\$ 6,250,281</b>	<b>\$ 8,800</b>	<b>\$ 6,257,539</b>	<b>\$ 6,884,629</b>
<b>GRAND TOTAL EXPENDITURES</b>	<b>81.69</b>	<b>\$ 24,658,021</b>	<b>\$ 8,199,536</b>	<b>\$ 1,322,526</b>	<b>\$ 9,034,608</b>	<b>\$ 14,300,887</b>

\* NOTE: These are unaudited numbers

CITY OF OAKLAND  
HUMAN SERVICES DEPARTMENT



**Interoffice Memorandum**

TO: Public Safety and Services Oversight Committee  
FROM: Peter Kim, Oakland Unite Manager  
DATE: March 15, 2016  
SUBJECT: Measure Z –Revenue and Expenditure Report

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Per your request, this memo provides information for your review regarding the Measure Z Budget and Year-to-Date Expenditures reports.

Attached, please find Measure Z budget narratives for the months of July, August, September, October, November and December 2015. These narratives correspond to the Budget and Year-to-Date Expenditures Reports for those months.

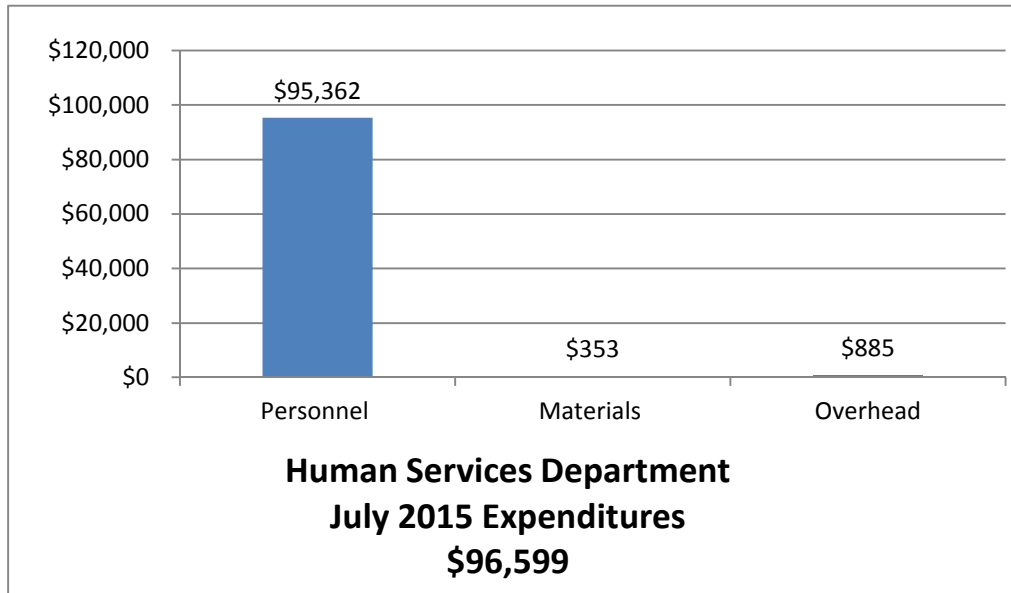
If you have any questions regarding these reports, please contact:

Josie Halpern-Finnerty, Oakland Unite Program Planner

[JHalpern-Finnerty@oaklandnet.com](mailto:JHalpern-Finnerty@oaklandnet.com)

510-238-2350

**Violence Prevention & Public Safety Act of 2014 (Measure Z)  
Human Services Department Expenditures  
July 2015**



**PERSONNEL**

**Violence Prevention Programs Administration:** \$95,362 paid for administrative personnel for 6.25 FTE Oakland Unite Staff, whose duties include program development, public systems coordination, planning and preparing contracts, monitoring grantees, budgeting and accounting, processing payments, and providing technical assistance to grantees.

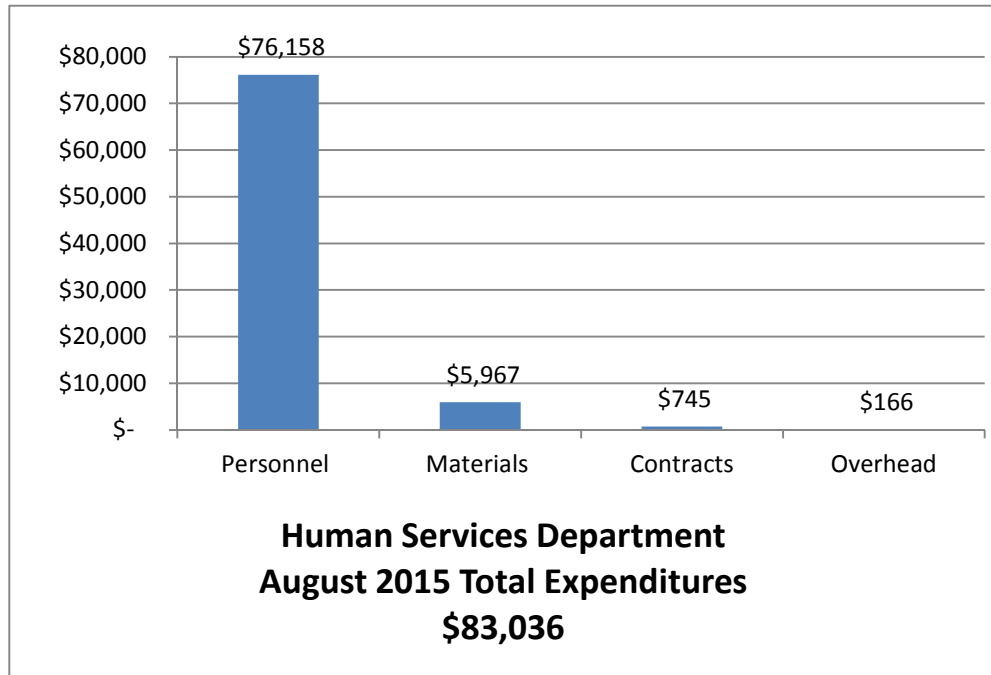
**MATERIALS**

A total of \$353 includes purchases of materials for the Peace in the Parks program.

**OVERHEADS AND PRIOR YEAR ADJUSTMENTS**

A total of \$885 in overhead costs was charged. As all overhead charges should be waived for Measure Z, an adjustment has been requested.

**Violence Prevention & Public Safety Act of 2014 (Measure Z)  
Human Services Department Expenditures  
August 2015**



**PERSONNEL**

**Violence Prevention Programs Administration:** \$76,158 paid for administrative personnel for 6.25 FTE Oakland Unite Staff, whose duties include program development, public systems coordination, planning and preparing contracts, monitoring grantees, budgeting and accounting, processing payments, and providing technical assistance to grantees.

**MATERIALS**

A total of \$5,967 includes purchases in the amount of \$5,590 for materials for the Peace in the Parks program and \$107 for telephone charges.

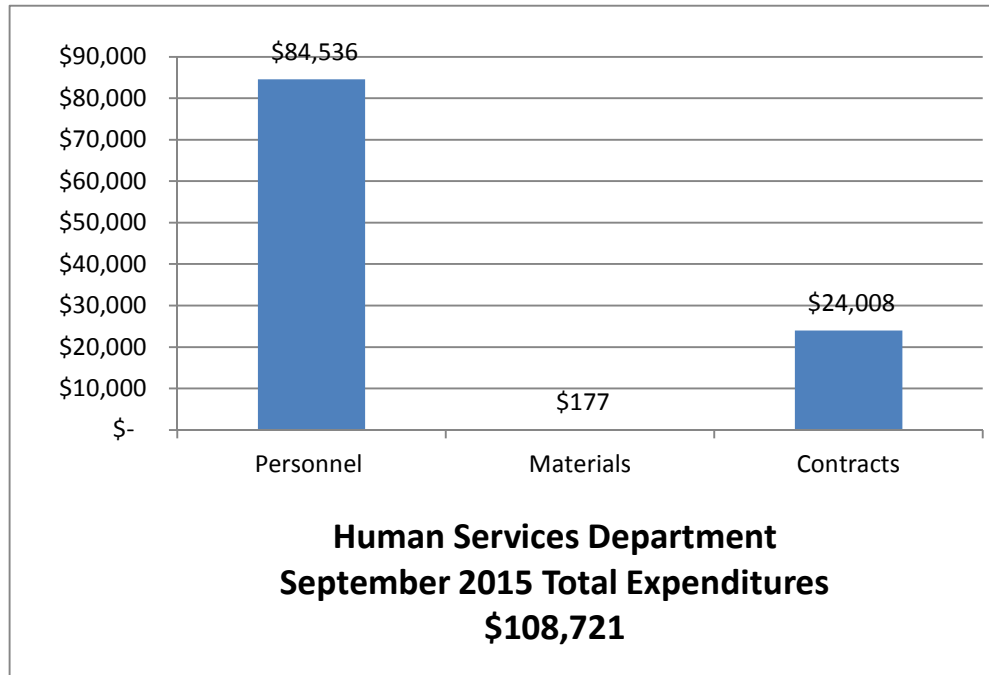
**CONTRACTS**

A total of \$745 includes programming costs for the Peace in the Parks program.

**OVERHEADS AND PRIOR YEAR ADJUSTMENTS**

A total of \$166 in overhead costs was charged. As all overhead charges should be waived for Measure Z, an adjustment has been requested.

**Violence Prevention & Public Safety Act of 2014 (Measure Z)  
Human Services Department Expenditures  
September 2015**



**PERSONNEL**

**Violence Prevention Programs Administration:** \$84,536 paid for administrative personnel for 6.25 FTE Oakland Unite Staff, whose duties include program development, public systems coordination, planning and preparing contracts, monitoring grantees, budgeting and accounting, processing payments, and providing technical assistance to grantees.

**MATERIALS**

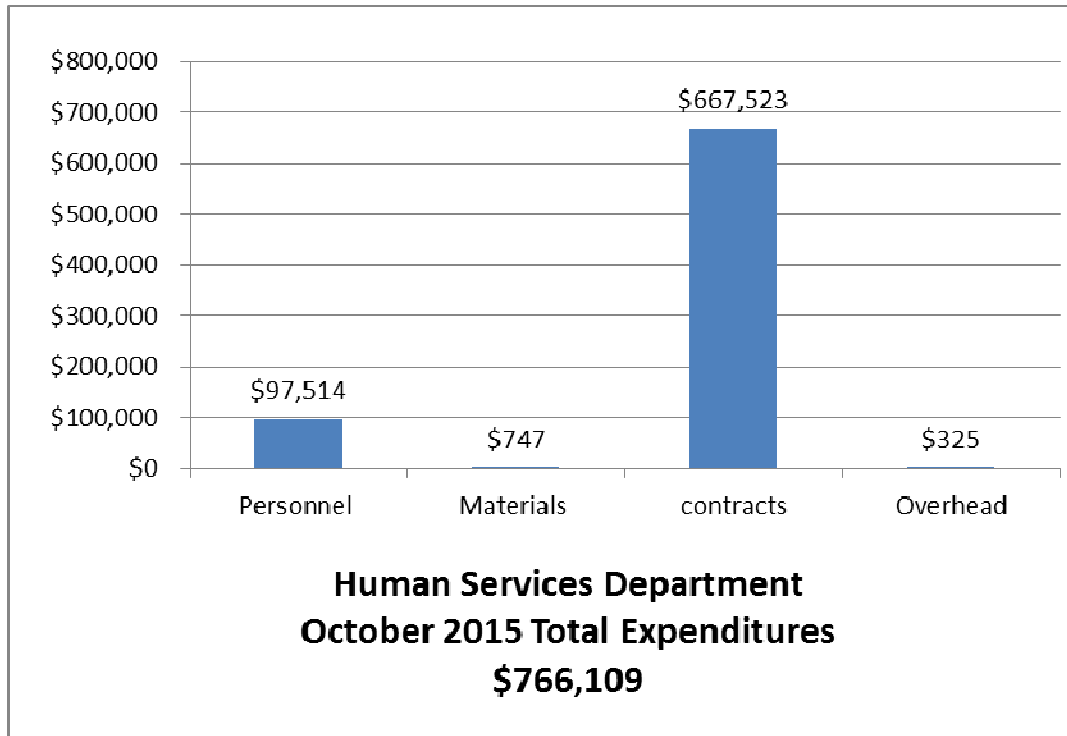
A total of \$177 includes purchases in the amount of \$60 for materials for the Peace in the Parks program and \$117 for telephone related costs.

**CONTRACTS**

A total of \$24,008 includes \$450 for Robbin and Associates for technical assistance on reentry employment; \$975 for newspaper advertising of the Measure Z Request for Proposals; and \$22,583 paid to Healthy Communities Inc. for July street outreach services.



**Violence Prevention & Public Safety Act of 2014 (Measure Z)  
Human Services Department Expenditures  
October 2015**



**PERSONNEL**

**Violence Prevention Programs Administration:** \$97,514 paid for administrative personnel for 6.25 FTE Oakland Unite Staff, whose duties include program development, public systems coordination, planning and preparing contracts, monitoring grantees, budgeting and accounting, processing payments, and providing technical assistance to grantees.

**MATERIALS**

A total of \$747 includes purchases in the amount of \$60 for materials for the Peace in the Parks program and \$117 for telephone costs.

**CONTRACTS**

A total of \$667,523 includes \$561 for newspaper advertising of the Measure Z Request for Proposals and the following payments to agencies for services provided July through September:

<b>Young Adult Reentry Services</b>	
<i>Reentry Employment</i>	
Center for Employment Opportunities	\$26,087.85
Civicorps	\$35,500.00
Men of Valor Academy	\$24,500.00
Youth Employment Partnership	\$31,240.50
<i>Project Choice</i>	
The Mentoring Center	\$24,000.00

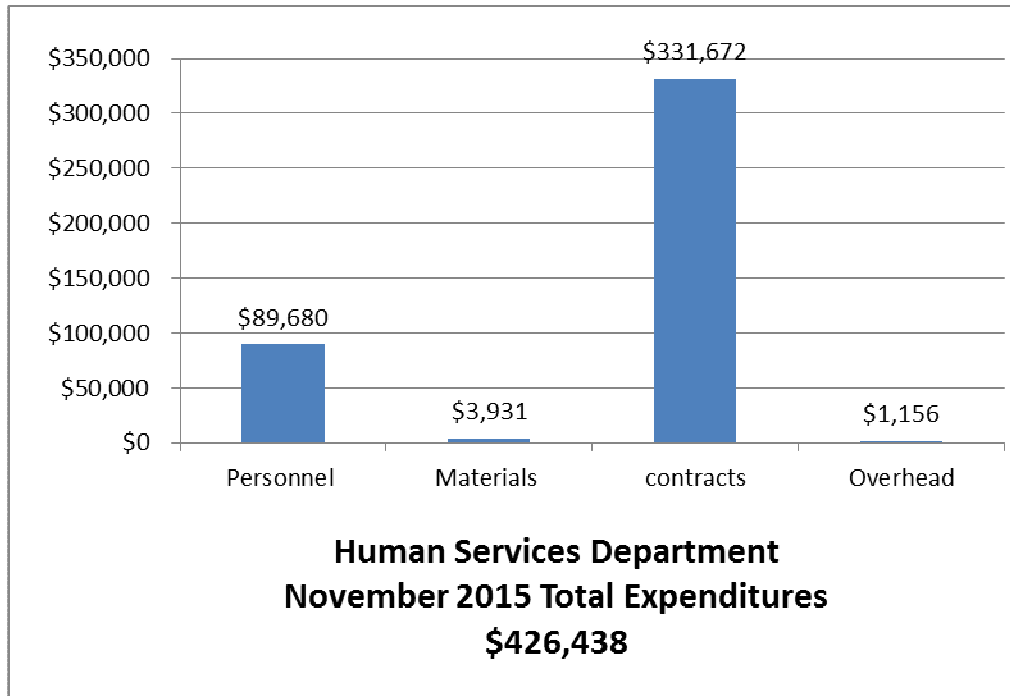
**Violence Prevention & Public Safety Act of 2014 (Measure Z)  
Human Services Department Expenditures  
October 2015**

Volunteers of America, Bay Area	\$64,000.00
<b>Focused Youth Services</b>	
<i>Juvenile Justice Center/OUSD Wraparound</i>	
East Bay Asian Youth Center (EBAYC)	\$63,231.78
OUSD Enrollment Coordinator	\$20,000.00
Youth Alive	\$26,500.00
The Mentoring Center	\$17,250.00
Volunteers of America, Bay Area	\$57,032.50
Youth Uprising	\$32,862.22
<i>Youth Employment/Education Support</i>	
Youth Employment Partnership	\$47,000.00
Youth Radio	\$23,910.50
<b>Family Violence</b>	
<i>Family Violence Intervention</i>	
Family Violence Law Center	\$115,000.00
<i>Mental Health 0 to 5</i>	
Safe Passages	\$10,000.00
<b>Violent Incidence and Crisis Response</b>	
<i>Street Outreach</i>	
Healthy Communities Inc.	\$17,521.00
<i>Highland Intervention</i>	
Youth Alive!	\$31,250.00

**OVERHEADS AND PRIOR YEAR ADJUSTMENTS**

A total of \$325 in overhead costs was charged. As all overhead charges should be waived for Measure Z, an adjustment has been requested.

**Violence Prevention & Public Safety Act of 2014 (Measure Z)  
Human Services Department Expenditures  
November 2015**



**PERSONNEL**

**Violence Prevention Programs Administration:** \$89,680 paid for administrative personnel for 6.25 FTE Oakland Unite Staff, whose duties include program development, public systems coordination, planning and preparing contracts, monitoring grantees, budgeting and accounting, processing payments, and providing technical assistance to grantees.

**MATERIALS**

A total of \$3,931 includes purchases in the amount of \$1,475.64 for computer related expenses; \$1,906.17 for client transportation; \$376.40 for meeting expenses; and \$172.41 in telephone and mailing costs.

**CONTRACTS**

A total of \$331,672 includes \$540 for newspaper advertising of the Measure Z Request for Proposals and the following payments to agencies for services provided July through September:

<b>Young Adult Reentry Services</b>	
<i>Reentry Employment</i>	
Oakland Private Industry Council (OPIC)	\$56,817.26
<b>Focused Youth Services</b>	
<i>Juvenile Justice Center/OUSD Wraparound</i>	
OUSD Office of Alternative Education	\$28,750.00
Youth Uprising	\$17,652.89

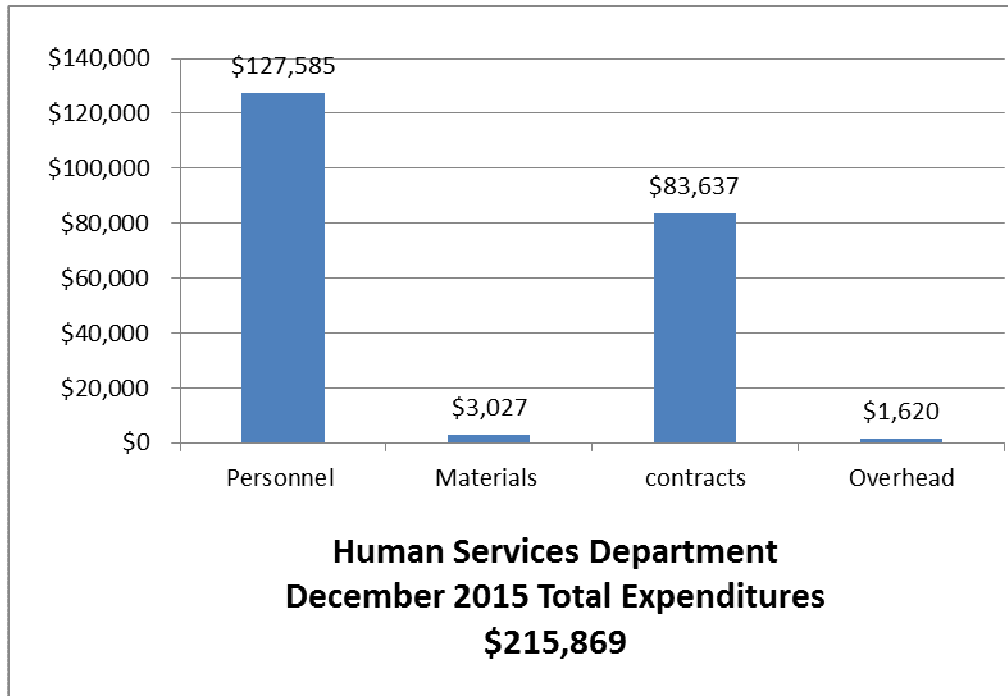
**Violence Prevention & Public Safety Act of 2014 (Measure Z)  
Human Services Department Expenditures  
November 2015**

<i>Youth Employment/Education Support</i>	
Unity Council	\$18,000.00
Youth Uprising	\$16,660.66
<i>OUR KIDS Middle School Model</i>	
Alameda County Health Care Services Agency	\$50,000.00
<i>Restorative Justice</i>	
Community Initiatives	\$33,963.69
<b>Family Violence</b>	
<i>Commercially Sexually Exploited Children (CSEC)</i>	
Bay Area Women Against Rape	\$22,500.00
<b>Violent Incidence and Crisis Response</b>	
<i>Street Outreach</i>	
Healthy Communities Inc.	\$14,787.00
<i>Crisis Response</i>	
Catholic Charities of the East Bay	\$72,000.00

**OVERHEADS AND PRIOR YEAR ADJUSTMENTS**

A total of \$1,156 in overhead costs was charged. As all overhead charges should be waived for Measure Z, an adjustment has been requested.

**Violence Prevention & Public Safety Act of 2014 (Measure Z)  
Human Services Department Expenditures  
December 2015**



**PERSONNEL**

**Violence Prevention Programs Administration:** \$127,585 paid for administrative personnel for 6.25 FTE Oakland Unite Staff, whose duties include program development, public systems coordination, planning and preparing contracts, monitoring grantees, budgeting and accounting, processing payments, and providing technical assistance to grantees.

**MATERIALS**

A total of \$3,027 includes purchases in the amount of \$2,674.73 for office supplies; \$255.56 for meeting expenses; and \$96.79 in telephone and mailing costs.

**CONTRACTS**

A total of \$83,637 includes \$95 for newspaper advertising for open positions and the following payments to agencies for services provided July through September:

<b>Focused Youth Services</b>	
<i>Juvenile Justice Center/OUSD Wraparound</i>	
MISSEY	\$18,000.00
<b>Family Violence</b>	
<i>Commercially Sexually Exploited Children (CSEC)</i>	
MISSEY	\$20,398.99
<b>Violent Incidence and Crisis Response</b>	
<i>Street Outreach</i>	
Healthy Communities Inc.	\$45,143.00

**Violence Prevention & Public Safety Act of 2014 (Measure Z)  
Human Services Department Expenditures  
December 2015**

**OVERHEADS AND PRIOR YEAR ADJUSTMENTS**

A total of \$1,620 in overhead costs was charged. As all overhead charges should be waived for Measure Z, an adjustment has been requested.