

REPORT FROM

OFFICE OF THE CITY ADMINISTRATIVE OFFICER

Date: October 14, 2015

CAO File No.
Council File No. 14-0600-S49
Council District: All

To: The Mayor
The City Council

From: Miguel A. Santana, City Administrative Officer *MS*

Reference: 2015-16 Adopted Budget

Subject: **INNOVATION FUND RECOMMENDATION**

At its September 1, 2015 meeting, the Trade, Commerce, and Technology Committee instructed the Bureau of Street Services, in consultation with the Information Technology Agency (ITA), to provide an itemized budget for the Smartphone Dispatch of Pothole Trucks Innovation Fund submission. The Bureau of Street Services has provided the requested itemized budget, which has been reviewed by ITA. The itemized budget is attached.

Based on the information provided by the Bureau of Street Services, this office submits the Bureau of Street Services Smartphone Dispatch of Pothole Trucks Innovation Fund request for Council's consideration. The recommended funding and implementation steps are described below. As the department proceeds with implementation, additional refinement may occur.

RECOMMENDATIONS

That the Council, subject to the approval of the Mayor:

1. Create an account with the Innovation Fund No. 105/10 as follows: BSS – Smartphones Dispatch of Pothole Trucks in the amount of \$90,000;
2. Transfer \$90,000 between accounts within the departments and funds as specified in Attachment 1;
3. Instruct the Department receiving Innovation Fund monies to:
 - a. Separately track all encumbrances and expenditures of Innovation Fund monies so that unspent funds can be returned to the Innovation Fund at the end of the fiscal year;
 - b. Report to the Innovation and Performance Commission with an accounting of the funds, the lessons learned, and any obstacles faced; and

4. Authorize the CAO to make technical corrections as necessary to those transactions included in this report to implement Mayor and Council intentions.

FISCAL IMPACT STATEMENT

Approval of this recommendation will allocate \$90,000 of the remaining \$902,644 Innovation Fund 2015-16 budget balance. The \$90,000 will be transferred or appropriated to the department to begin implementation of idea that has been submitted to the Innovation and Performance Commission. In some cases, the department may incur ongoing costs.

Attachments

MAS:BLS:11160024