

PUBLIC WORKS AND GANG REDUCTION COMMITTEE REPORT relative to the recommendation of the Innovation and Performance Commission to approve the funding from the Innovation Fund for the Office of City Attorney Claims Unit Modernization pilot program.

Recommendations for Council action, SUBJECT TO THE APPROVAL OF THE MAYOR:

1. ESTABLISH and appropriate a new appropriation account entitled, Office of the City Attorney - Claims Unit Modernization, in the amount of \$25,000 within the Innovation Fund No. 105/10 from the available cash balance of the Innovation Fund.
2. TRANSFER \$25,000 from the Innovation Fund No. 105/10, account to be established, Office of City Attorney - Claims Unit Modernization to Fund No. 100/12 as follows:

<u>Fund/Dept.</u>	<u>Account Title</u>	<u>Amount</u>
100/12	006010 Office and Administrative Expenses	\$25,000

3. REQUEST the Office of the City Attorney 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.
  - c. Report to the Innovation and Performance Commission if, after the receipt of funds, the scope of the funded item differs from the scope approved for funding by the Mayor and Council.
4. AUTHORIZE the City Administrative Officer (CAO) to make technical corrections as necessary to those transactions included in this report to implement Mayor and Council intentions.

Fiscal Impact Statement: The CAO reports that approval of these recommendations will allocate \$25,000 of the remaining \$1,546,234 Innovation Fund 2020-21 available balance. The \$25,000 will be transferred to the Office of the City Attorney to begin implementation of the pilot project that has been approved by the Innovation and Performance Commission. In some cases, departments will incur ongoing costs.

Financial Policies Statement: The CAO reports that the recommendations of this report are in compliance with the City's Financial Policies as Innovation Fund monies are being utilized for an eligible project which will improve the quality, efficiency and effectiveness of City service through innovation, productivity, and performance measurement.

Community Impact Statement: None submitted.

SUMMARY:

At a regular meeting held on November 4, 2020 the Public Works and Gang Reduction Committee meeting considered a CAO report relative to the recommendation of the Innovation and Performance Commission to approve the funding from the Innovation Fund for the Office of City Attorney Claims Unit Modernization pilot program. After providing an opportunity for public comment, the Committee approved the recommendations in the CAO report dated October 27, 2020, as detailed above. This matter is now transmitted to Council for its consideration.

Respectfully Submitted,

PUBLIC WORKS AND GANG REDUCTION COMMITTEE

<u>MEMBER</u>	<u>VOTE</u>
BLUMENFIELD:	YES
RYU:	ABSENT
DE LEON:	YES
O'FARRELL:	YES
LEE:	YES

KK 11/4/20

**-NOT OFFICIAL UNTIL COUNCIL ACTS-**