

GOVERNMENT EFFICIENCY, INNOVATION AND AUDITS COMMITTEE

Budget Instructions

April 21, 2025

**ITEM 5**

**CF 25-0373**

**Recommendation**

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

1. Establish and appropriate a new appropriation account entitled Bureau of Sanitation – Fork-to-Fuel Initiative in the amount of \$450,000 within the Innovation Fund No. 105/10 from the available cash balance of the Innovation Fund.

2. Transfer \$200,000 from the Innovation Fund No. 105/10, Bureau of Sanitation – Fork-to-Fuel Initiative to Fund No. 556/50 as follows:

Revenue		Account Name	Amount
Fund/Dept.	Acct No.		
556/50	569303	Additional Interfund Operating Transfer	
		- Other Funds	\$200,000

3. Authorize the transfer of an additional \$250,000 from Innovation Fund No. 105/10, Bureau of Sanitation – Fork-to-Fuel Initiative to Fund No. 556/50, to expand the number of food service establishment installations.

4. Instruct the Bureau of Sanitation to:

- 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;
- Report to the Innovation and Performance Commission with an accounting of the funds, the lessons learned, and any obstacles faced;
- 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 the City Council; and,
- As appropriate, include acknowledgment of the Innovation and Performance Commission on public materials, such as press releases or websites that reference the Fork to Fuel Initiative project.

5. Authorize the Bureau of Sanitation to make technical corrections as necessary to those transactions included in this report to implement Mayor and Council intentions.