Office of Cannabis

Adam Nguyen
Finance and Planning Director
June 14, 2017
Agenda

1. Introductions
2. Overview of City Administrator’s Office
3. Proposed Scope of Responsibilities
4. Proposed Budget
Overview of City Administrator’s Office

City Administrator

- Department of Public Works
- Convention Facilities
- Entertainment Commission
- Department of Technology
- Medical Examiner
- Animal Care & Control

City Administrator Programs
- 311 Call Center
- Office of Cannabis
- Civic Engagement & Immigrant Affairs
- Community Ambassadors
- Community Challenge Grants
- County Clerk
- Disability Access
- Earthquake Safety (ESIP)
- Grants for the Arts
- JUSTIS
- Labor Standards
- Short Term Rentals
- Treasure Island

Internal Services
- Capital Planning
- COIT
- Contract Administration
- Contract Monitoring
- Digital Services
- Fleet Management
- Real Estate Division
- Risk Management
- ReproMail
Proposed Scope of Responsibilities

• Centralized resource for information for public and businesses

• Facilitate licensing process
  • Develop application system
  • Coordinate interdepartmental workflows
  • Issue and renew licenses

• Complaint resolution

• Point of contact for State regulators

• Policy analysis and development

• Reporting
Proposed Budget

• Mayor’s Budget included $700k project budget in FY17-18
  • Three positions: Manager, Principal Analyst, Management Assistant
  • $225k for website development, public outreach, and overhead
  • Amount does not include proposals from other City departments (e.g. DPH)

• Program budget will be reevaluated