



City of Oakland Meeting Minutes

*Finance & Management Committee

Office of the City Clerk
Oakland City Hall
1 Frank H. Ogawa Plaza
Oakland, California 94612
LaTonda Simmons, City Clerk

Oakland City Hall, 1 Frank H. Ogawa Plaza, Oakland, California 94612

City of Oakland Website: <http://www.oaklandnet.com>

Tuesday, February 25, 2014

9:30 AM

Sgt. Mark Dunakin Room - 1st Floor

The Oakland City Council Finance & Management Committee convened at 9:37 A.M., with Councilmember Schaaf presiding as Chairperson.

Roll Call / Call To Order

Councilmember Present: 4 - Member Brooks, President Pro Tempore Kaplan, Council President Kernighan and Chair Schaaf

- 1 Approval Of The Draft Minutes From The Committee Meeting Held On February 11, 2014

A motion was made by President Pro Tempore Kaplan, seconded by Council President Kernighan, to *Approve as Submitted. The motion carried by the following vote:

Votes: Councilmember Absent: Council President Kernighan

Councilmember Aye: Member Brooks, President Pro Tempore Kaplan and Chair Schaaf

- 2 Determination Of Schedule Of Outstanding Committee Items

A motion was made by President Pro Tempore Kaplan, seconded by Chair Schaaf, to *Approve as Submitted. The motion carried by the following vote:

Votes: Councilmember Absent: Council President Kernighan

Councilmember Aye: Member Brooks, President Pro Tempore Kaplan and Chair Schaaf

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3 Subject: State and Federal Budget Status Report
 From: Office Of The City Administrator
 Recommendation: Receive An Informational Report Regarding The Status Of The State And
 Federal Budget Development And Its Potential Impacts On The City Of Oakland [TITLE
 CHANGE]
 [09-0439-55](#)

**A motion was made by President Pro Tempore Kaplan, seconded by
Council President Kernighan, that this matter be *Received and Filed. The
motion carried by the following vote:**

Votes: Councilmember Aye: Member Brooks, President Pro Tempore Kaplan, Council
 President Kernighan and Chair Schaaf
*The Committee also directed staff to attach relevant Informational
Memorandum to reports provided.*
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4 Subject: Budget Implementation Tracking Report
 From: Office Of The City Administrator
 Recommendation: Receive The Monthly Oral Budget Implementation Tracking Report
 [13-0067-2](#)

**A motion was made by President Pro Tempore Kaplan, seconded by
Council President Kernighan, that this matter be *Received and Filed. The
motion carried by the following vote:**

Votes: Councilmember Aye: Member Brooks, President Pro Tempore Kaplan, Council
 President Kernighan and Chair Schaaf
*The Committee also directed staff to note how many total positions were
budgeted for each hiring item in future reports.*
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5 Subject: Contract Award To Adjudication Hearing Officer
From: Office Of The City Administrator
Recommendation: Adopt A Resolution Authorizing The City Administrator To Award Professional Services Contracts To Rudy Villegas And To Mario Thornton To Serve As Adjudication Hearing Officers For The Parking Section As Needed At The Discretion Of The City Administrator, In A Combined Total Amount Not To Exceed One Hundred Fifty Thousand Dollars (\$150,000) Per Year For Three (3) Years, Each With Two (2) One-Year Renewal Options
[13-0304](#)

A motion was made by President Pro Tempore Kaplan, seconded by Council President Kernighan, that this matter be *Approve as Amended the Recommendation of Staff, and Forward to the Meeting of the Oakland City Council, due back on March 4, 2014 as a Non-Consent item. The motion carried by the following vote:

Votes: Councilmember No: Member Brooks
Councilmember Aye: President Pro Tempore Kaplan, Council President Kernighan and Chair Schaaf
The Committee approved recommendations as amended to require City Council approval for all contract extensions.
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[84866 CMS.pdf](#)

6 Subject: Salary Ordinance Amendment - Municipal Code Companion
From: Department Of Human Resources Management
Recommendation: Adopt An Ordinance Amending The Salary Schedule Of Ordinance No. 12187 C.M.S. ("Salary Ordinance") To Make Changes, Additions, And Deletions To The Salary Schedule To: (1) Change Classification Titles Of Directors For The Departments Of Fire, Finance, Public Works, Parks & Recreation, Planning & Building, Economic And Workforce Development; (2) Increase The Salary Range For Directors Of Housing & Community Development, Director Of Planning & Building, And Budget; (3) Add The Classification Of Equal Employment Opportunity Officer; And (4) Delete Obsolete Or Duplicative Department Director Classifications
[13-0307](#)

A motion was made by Council President Kernighan, seconded by President Pro Tempore Kaplan, that this matter be *Approve the Recommendation of Staff, and Forward to the Meeting of the Oakland City Council, due back on March 4, 2014. The motion carried by the following vote:

Votes: Councilmember Aye: Member Brooks, President Pro Tempore Kaplan, Council President Kernighan and Chair Schaaf
The Committee also directed staff to clarify in the report that there is no fiscal impact for the current budget but there may be future, long-term fiscal impacts.
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[View Supplemental.pdf](#)
[13219 CMS.pdf](#)

7 Subject: Amending Municipal Code Section 2.29 - Organization Of The City
From: Office Of The City Administrator
Recommendation: Adopt An Ordinance Amending Oakland Municipal Code (OMC) Chapter 2.29 "City Agencies, Departments And Offices" To, Among Other Changes, Establish The Departments Of Police, Fire, Finance, Public Works, Human Services, Housing & Community Development, Parks & Recreation, Planning & Building, Library, Human Resources Management, Information Technology, Economic & Workforce Development And Office Of The City Administrator
[13-0311](#)

A motion was made by President Pro Tempore Kaplan, seconded by Council President Kernighan, that this matter be *Approve the Recommendation of Staff, and Forward to the Meeting of the Oakland City Council, due back on March 4, 2014 as a Non-Consent item. The motion carried by the following vote:

Votes: Councilmember Abstained: Member Brooks
Councilmember Aye: President Pro Tempore Kaplan, Council President Kernighan and Chair Schaaf
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[13218 CMS.pdf](#)

8 Subject: Report On The City Administrator's Authorized Purchases & Contracts
From: Office Of The City Administrator
Recommendation: Receive An Informational Report Regarding All Purchases And Contracts Authorized By The City Administrator Or The City Administrator Designee, Within The City Administrator's Contract Authority During Fiscal Year 2011-2012, In Accordance With The Oakland Municipal Code Section 2.04.020.D.2
[13-0305](#)

A motion was made by President Pro Tempore Kaplan, seconded by Council President Kernighan, that this matter be *Received and Filed. The motion carried by the following vote:

Votes: Councilmember Aye: Member Brooks, President Pro Tempore Kaplan, Council President Kernighan and Chair Schaaf
The Committee also directed staff, in future reports, to provide a breakdown which will separate out the different contract types and provide the different compliance processes and requirements for each type, including the requirements for use of local businesses and vendors.

The Committee also directed staff to bring a future report on the City's internal data collection systems, such as I-Supply, their capabilities, challenges and possible solutions.
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9 Subject: Balancing The Remaining Fiscal Year 2013-2014 Budget
 From: Office Of The City Administrator
 Recommendation: Adopt A Resolution Authorizing The Balancing Of The Remaining Fiscal
 Year 2013-2014 Budget By Instructing The City Administrator To: (1) Increase The Revenue
 Projection In The General Purpose Fund By \$18,122,435; (2) Appropriate Additional
 Expenditures In An Amount Not To Exceed \$7,747,810; (3) Increase General Purpose Fund
 Reserve In An Amount Of \$637,017; (4) Report Back With Cost Containment Strategies In
 May 2014 For The FY 2014-2015 Budget; And, Bring A Balanced Budget By The Mid-Cycle
 Budget Process In June 2014 For FY 2014-2015 [TITLE CHANGE]
 [13-0314](#)

**A motion was made by President Pro Tempore Kaplan, seconded by
Council President Kernighan, that this matter be Continued to the
*Finance & Management Committee, due back on March 11, 2014. The
motion carried by the following vote:**

Votes: Councilmember Aye: Member Brooks, President Pro Tempore Kaplan, Council
President Kernighan and Chair Schaaf
*The Committee also directed staff to clarify the report by limiting it exclusively
to the current budget adjustments, not future budgets.*

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[84897 CMS.pdf](#)

10 Subject: Establishing An Unfunded Liability Reserve
 From: Councilmember Libby Schaaf
 Recommendation: Adopt A Resolution Establishing An Unfunded Liability Reserve And
 Allocating \$534,500 To That Reserve As Contemplated By The 2013-2015 "All-In" Budget
 [13-0246](#)

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Open Forum (TOTAL TIME AVAILABLE: 15 MINUTES)

There were no Open Forum speakers.

Adjournment

*There being no further business, and upon the motion duly made, the Oakland
City Council Finance & Management Committee adjourned the meeting at
11:04 A.M.*

* In the event of a quorum of the City Council participates on this Committee, the meeting is
 noticed as a Special Meeting of the City Council; however no final City Council action can
 be taken.

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MATERIALS RELATED TO ITEMS ON THIS AGENDA SUBMITTED TO THE CITY COUNCIL AFTER DISTRIBUTION OF THE AGENDA PACKETS MAY BE VIEWED IN THE OFFICE OF THE CITY CLERK, 1 FRANK H. OGAWA PLAZA, 1ST AND 2ND FLOOR, OAKLAND, CA 94612 FROM 8:30 A.M. TO 5:00 P.M.

City Clerk and Clerk of the Council