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CITY OF OAKLAND



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City Administrator

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(Revised 1/21/16)
January 26, 2016

**CITY COUNCIL COMMITTEE ON FINANCE
AND MANAGEMENT
Oakland City Council
Oakland, California**

Members of the Committee:

Subject: **Scheduling of Committee Meetings**

In an effort to keep Committees informed of outstanding items to be reviewed, we will provide you with a list at each meeting. We would like your direction in scheduling these items, and any others you may know of, for Council review.

**City Council Finance & Management Committee: 2nd and 4th Tuesday, 9:30-11:30 pm
(Committee Chair Kalb and Members, Gibson-McElhanev, Campbell-Washington,
Guillen; Staff: Christine Daniel and Kiran Bawa)**

February 9, 2016		
No.	Title	Scheduled
1	Follow Up Report On The Current Status Of The Police Administration Building, Including Scope Of Existing Health And Safety Issues, Cost Estimates, Financing Options, Timelines, And Plans To Abate All Public Health And Safety Issues As Soon As <i>Possible</i> (<i>NOTE: Committee requested staff to return to committee with an action item to approve the scope, cost and timing of needs analysis for OPD in anticipation of relocation of the existing Police Administration Building</i>)	Rules 12/15/15 [15-0231]

Item #2
Finance & Management Committee
January 26, 2016

<u>February 23, 2016</u>		
No.	Title	<u>Scheduled</u>
1	Adopt A Resolution Authorizing The City Administrator Or Designee To Accept 9-1-1 Geographic Information System (GIS) Mapping Equipment, Configuration, And Installation, Valued At One Hundred Sixty Three Thousand, Four Hundred Sixty Nine Dollars and Fifty Seven Cents (\$163,469.57) And Computer Monitor And Related Hardware Equipment, Valued At Sixteen Thousand Five Hundred Thirty Dollars and Thirty Four Cents (\$16,530.43), Funded By The California Governor's Office Of Emergency Services (CalOES) Public Safety Communications California 9-1-1 Emergency Communications Branch, To Develop 9-1-1 GIS Mapping Capacity At The Oakland Police Department (OPD) Communications Section Call Center, Requiring No Initial City Of Oakland Funds To Implement This Project.	Rules 11/19/15 [15-0338] Moved via Rule 28 12/29/15

For Tracking Purposes

<u>January 2016</u>		
No.	Title	<u>Scheduled</u>
1	Report On City's Procurement Processes	<i>Follow Up To Aftermarket Automotive Parts & Accessories Contract Report Provided To FMC 9/29/15 [15-0106]</i>
2	Follow Up On IT Projects And Financing Report Outlining Who The City Is Contracting With, The Not To Exceed Contract Amounts, And Overall Status Update Of The Project	Original Report Provided To FMC 9/29/15 [15-0059]

<u>March 2016</u>		
No.	Title	<u>Scheduled</u>
1	Follow Up Information From The Equal Access Report For Fiscal Year 2014-2015 – Information To Include: <ul style="list-style-type: none"> • Compare The City's Website With Other Jurisdictions And Provide Recommendations On How To Provide Better Access To The Public Online; • Look At People Surveyed And Identify The Service Problems They Were Having And Provide Recommendations For Fixing Those Problems Within The Finance Department And The Parks & Rec 	Original Report Provided At FMC 9/29/15 [15-0104]

	Department; <ul style="list-style-type: none"> • Develop Goal And Plan For Improving Access At The Business Assistant Center; • Analyze Access Around Fire Department Staffing; • Provide Report On Recruitments Efforts For Spanish-Language Police Dispatchers; • Identify And Inventory Vital Records And Create Plan For Ensuring All Vital Records Have Been Translated; And • Replace Chinese-Speaking Position In The Oak Landers Assistance Center. 	
2	Informational Report On Citywide Paper free Policy To Be Heard By Finance And Management Committee With Proposed Changes And Will Work With The Council Offices To Promote New And Improved City Services To Their Constituents Contract Amounts, And Overall Status Update Of The Project	<i>FY 15-17 Budget Tracking Adopted June 30, 2015</i>

Quarterly Reports

No.	Title	Scheduled	Last Report	Next Report
1	Beginning September 2015, A Quarterly Budget Implementation Tracking Report With Line-Item Matrix Will Be Provided To The Finance And Management Committee And End Only When Agreed Upon By The Committee Or When All Items Have Been Implemented	<i>FY 15-17 Budget Tracking Adopted June 30, 2015</i>	<i>10/27/15</i>	<i>1/26/15</i>
2	Cash Management Report	<i>From 5/11/04 Cmtc</i>	<i>12/1/15</i>	<i>March 2016</i>
3	Receive An Informational Report Regarding Police And Fire Retirement System Investment	<i>[15-0100]</i>	<i>12/15/15</i>	<i>3/22/16</i>
4	Revenue & Expenditure Report	<i>From 6/13/06 Cmt</i>	<i>12/1/15</i>	<i>March 2016</i>

Semi-Annual Reports

No.	Title	Scheduled	Last Report	Next Report
1	Vacancy Report – September And March	<i>From 2/23/06 Rules Cmtc</i>	<i>10/27/15</i>	<i>March 2016</i>
2	Status Report On Citywide Efforts To Research And Correct Negative Fund Balances	<i>9/15/09 Cmtc [09-</i>	<i>2/2/10</i>	<i>February 2016</i>

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Annual Reports				
No.	Title	Scheduled	Last Report	Next Report
1	Informational Report Providing A List Of Grants And Donations Accepted And Appropriated By The City Administrator On Behalf Of The City Council During The Fiscal Year	<i>Rules 6/19/08 [07-1482]</i>	9/23/15	2 nd Cmte mtg September 2016
2	Informational Report Listing All Purchases And Contracts Authorized By The City Administrator, Or The City Administrator Designee, Within The City Administrator's Contract Authority During Fiscal Year In Accordance With Oakland Municipal Code Section 2.04.020.D.2	<i>Rules 7/9/09 [09-0629]</i>	4/28/15	2 nd Cmte mtg April 2016
3	Report From The Office Of The City Attorney Regarding Advisory And Litigation Costs And Trends	<i>From 1/24/02 Rules Cmte & [2] 11/14/06 Cmte</i>	10/13/09	January 2016
4	An Informational Report From The City Auditor On The Status Of Required Audits	<i>From 11/14/06 Cmte & 7/14/09 Cmte</i>	2/26/13	N/A
5	Informational Report From The Public Works Agency On The City Fleet	6/08/10 Cmte [09-1472]	N/A	N/A
6	Equal Access Ordinance	<i>[15-0104]</i>	9/29/15	2 nd Cmte mtg September 2016
7	An Informational Report Regarding Risk Management	From 12/10/02 Cmte	5/12/15	May 2016
8	An Informational Report Regarding Worker's Compensation	<i>From 11/14/06 Cmte</i>	5/12/15	May 2016

<u>Biennial Reports</u>				
No.	Title	Scheduled	Last Report	Next Report
1	A Review And Possible Action On The Mayor's Salary (Odd-Numbered Years)	[14-1117]	6/23/15	June 2017

<u>Boards/Commission Reports (As Requested)</u>	
No.	Title
1	Budget Advisory Commission
2	Business Tax Board Of Review
3	Civil Service Board

Respectfully submitted,



For: Sabrina B. Landreth
City Administrator