



City of Oakland Meeting Minutes

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

*Finance & Management Committee

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

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

Tuesday, November 27, 2007

2:00 PM

Hearing Room One - 1st Floor

Roll Call / Call to Order

Councilmember Present: 4 - Member De La Fuente, Member Brunner, Chair Quan and Member Nadel

The Oakland City Council Finance And Management Committee convened at 2:05p.m., with Councilmember Jean Quan presiding as Chairperson.

1 Approval of the Draft Minutes from the Committee Meeting held on November 13, 2007

A motion was made by Member Nadel, seconded by Member De La Fuente, to *Approve the Minutes. The motion carried by the following vote:

Votes: Councilmember Aye: Member De La Fuente, Member Brunner, Chair Quan and Member Nadel

2 Determination of Schedule of Outstanding Committee Items

A motion was made by Member De La Fuente, seconded by Member Nadel, to *Approve with the following amendments. The motion carried by the following vote:

Votes: Councilmember Aye: Member De La Fuente, Member Brunner, Chair Quan and Member Nadel

*The following individual(s) spoke and did not indicate a position on/ this item:
- Sanjiv Handa*

FROM THE PENDING/NO SPECIFIC DATE

#7 Report: Project 22 - Community Service For Parking Tickets
From: Councilmember Jane Brunner
Recommendation: Action On A Status Report And Recommendation On Establishment Of Project 22 Or Similar Program In The City Of Oakland, Particularly As It Relates To Community Service For Parking Citations
[06-1018](#)

Scheduled to *Finance & Management Committee on 2/26/2008

3 Subject: City's Succession Planning
 From: Office of the City Administrator
 Recommendation: Action On A Report On The City's Succession Planning Initiative To Fill
 Workforce Needs
 [07-0335](#)

A motion was made by Member Brunner, seconded by Member Nadel, that this matter be Continued to the *Finance & Management Committee. The motion carried by the following vote:

Votes: Councilmember Aye: Member De La Fuente, Member Brunner, Chair Quan and Member Nadel

The Committee directed staff to come to Rules to schedule this item with a good outline for a Workshop session. The Committee also directed staff to come back at the end of January with a complete update of all the new programs that were voted upon in the Fiscal Year 2007-2008 budget.

*The following individual(s) spoke and did not indicate a position on/ this item:
- Sanjiv Handa*

DUE TO THE PRESENCE OF COUNCILMEMBERS DESLEY BROOKS AND LARRY REID, A QUORUM OF THE CITY COUNCIL WAS NOTED, AND A MOTION WAS MADE AND SECONDED TO ADJOURN THE MEETING OF THE FINANCE AND MANAGEMENT COMMITTEE, AND TO CONVENE AS A SPECIAL MEETING OF THE FULL COUNCIL AT 2:45P.M.

4 Subject: Prompt Payment Policy
From: Councilmember Desley Brooks
Recommendation: Adopt An Ordinance Establishing A Prompt Payment Policy Requiring Payment Within 15 Business Days After Receipt Of An Invoice For Purchase Of Goods And/Or Services Applicable To 1) The City With Respect To Contracts Let Directly To Local Businesses, 2) To Non-Profit And For-Profit Entities Contracted To Manage Or Operate City Facilities Or Public Programs Or Concessions On City-Owned Property, And 3) To City Contractors With Respect To Their Subcontractors, And Imposing Interest Penalties For Violations, To Be Codified At Oakland Municipal Code Title 2, Chapter 2.06 (TITLE CHANGE)
[07-0800](#)

A motion was made by Member Brunner, seconded by Member Nadel, that this matter be Continued to the *Finance & Management Committee, due back on December 11, 2007. The motion carried by the following vote:

Votes: Councilmember Aye: Member De La Fuente, Member Brunner, Chair Quan and Member Nadel

The Committee directed staff to come back to the December 11, 2007 Committee meeting with the following information: 1) analysis of both the full scope of the problems and the cost to implement a Prompt Payment Policy; 2) how to fund an ombudsman person; 3) a phase in process of the new fines with a 30 day start and to work towards the 15 day requirement while also looking into the prompt payment policy strategies for other cities (i.e. New York City); 4) setup systems to pay invoices electronically, direct deposit, and other alternative options to pay sub-contractors promptly; 5) how long will it take to comply and/or implement the 15 day policy while also evaluating all the dates and timelines; and 6) what are the reporting requirements and/or guidelines of undisputed invoices including a clear definition; 7) include language for a staff evaluation when the City pays the 10% fine; and 8) look into alternative percentage fines.

The following individual(s) spoke and did not indicate a position on/ this item:

- Sanjiv Handa
- Bruce Cox
- Annette Haugabook
- Gwen Ashford
- Roman Sloggins
- Michael Baines
- David Glover
- Walter Allen
- Lance Turner
- Len Houston
- Frank Tucker
- Geoffery Pete
- Joe Valdez

- Eddie Dillard
- Carl Chan
- Ken Houston
- Scott Peterson
- Gene Hazzard
- Thomas Chasin

*THE SPECIAL MEETING OF THE CITY COUNCIL ADJOURNED AT THIS
TIME AND RECONVENED AS THE FINANCE AND MANAGEMENT
COMMITTEE MEETING*

5 Subject: Cash Management Quarterly Report
From: Finance And Management Agency
Recommendation: Cash Management Report For The Quarter Ended September 30, 2007
[07-0824](#)

A motion was made by Member Brunner, seconded by Member Nadel, that this matter be Continued to the *Finance & Management Committee, due back on December 11, 2007. The motion carried by the following vote:

Votes: Councilmember Aye: Member De La Fuente, Member Brunner, Chair Quan and Member Nadel

6 Subject: Proposed Residential Parking Permit Fees
From: Finance and Management Agency
Recommendation: Adopt A Resolution Of Intention To Include In The 2008-2009 Master Fee Schedule (MFS) The Proposed Fee Increases To The Residential Permit Parking (RPP)
[07-0814](#)

A motion was made by Member Brunner, seconded by Member Nadel, that this matter be Continued to the *Finance & Management Committee, due back on December 11, 2007. The motion carried by the following vote:

Votes: Councilmember Aye: Member De La Fuente, Member Brunner, Chair Quan and Member Nadel

7 Subject: Civil Service Exemption - Various Positions
From: Finance and Management Agency
Recommendation: Adopt A Resolution Recommending To The Civil Service Board That The Classifications Of: Chief Of Police, Assistant; Police Services Manager I; Police Services Manager II; Budget Director, Assistant; Director Of Information Technology; Director Of Contracting & Purchasing; And Associate Director, Library Services Be Exempted From The Operation Of The Civil Service
[07-0815](#)

A motion was made by Member Brunner, seconded by Member Nadel, that this matter be Continued to the *Finance & Management Committee, due back on December 11, 2007. The motion carried by the following vote:

Votes: Councilmember Aye: Member De La Fuente, Member Brunner, Chair Quan and Member Nadel

Open Forum (TOTAL TIME AVAILABLE: 15 MINUTES)

The following individual(s) spoke under Open Forum:
- Sanjiv Handa

Adjournment

There being no further business, and upon the motion duly made, the Oakland City Council Finance and Management Committee adjourned the meeting at 4:20 p.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.

NOTE: Americans With Disabilities Act

If you need special assistance to participate in Oakland City Council and Committee meetings please contact the Office of the City Clerk. When possible, please notify the City Clerk 48 hours prior to the meeting so we can make reasonable arrangements to ensure accessibility. Also, in compliance with Oakland's policy for people with environmental illness or multiple chemical sensitivities, please refrain from wearing strongly scented products to meetings.

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