

2017 FEB -9 PM 3:21

CITY OF OAKLAND



ONE FRANK H. OGAWA PLAZA • 3RD FLOOR • OAKLAND, CALIFORNIA 94612

Office of the City Administrator  
Sabrina B. Landreth  
City Administrator

(510) 238-3301  
FAX: (510) 238-2223  
TTY/TDD: (510) 238-2007

(Revised 2/9/17)  
February 14, 2017

**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: 2<sup>nd</sup> and 4<sup>th</sup> Tuesday, 9:30-11:30 am  
(Committee Chair Kalb and Members, Gibson-McElhaney, Campbell-Washington,  
Guillen; Staff: Christine Daniel and Sarah Schlenk)**

**For Tracking Purposes**

<b><u>February 28, 2017</u></b>		
<b>No.</b>	<b>Title</b>	<b><u>Scheduled</u></b>
1	Receive An Informational Report on Port of Oakland's Finances and Budget	<b><i>Rules 1/12/17 [16-0547]</i></b>
2	Resolution Denouncing The Presidential Executive Order To Build A Wall On The U.S.-Mexico Border, And To The Extent Practicable, Urging City Departments To Refrain From Entering Into Any New Or Amended Contracts To Purchase Goods Or Services From Any Company That Provides Goods Or Services In Support Of The Building Of Said Border Wall	<b><i>Rules 2/2/17 – Submitted on the Dias</i></b>

Item #2  
Finance & Management Committee  
February 14, 2017

3	Adopt An Ordinance Amending The Salary Schedule Of Ordinance No. 12187 C.M.S. ("Salary Ordinance") To Add The Full-Time Classification Of Head Start Eligibility, Recruitment, Selection, Enrollment And Attendance (ERSEA) And Data Program Coordinator; To Add The Part-Time Classification Of Fireboat Attendant, PT; To Add The Full-Time And Permanent Part-Time Classifications Of Urban Search And Rescue (US&R) Warehouse And Logistics Specialist; To Add The Full-Time Classification Of Van Driver; To Amend The Title Of Head Start Nutrition Coordinator To Head Start Health And Nutrition Coordinator; To Adjust The Representation Unit Of The Classification Of Energy Engineer III; And Delete The Full-Time Classifications Of Zoo Keeper And Zoo Keeper III	<i>Rules 2/9/17 [16-0706]</i>
4	Adopt A Resolution Authorizing The City Administrator Or Her Designee To Negotiate And Execute An Extension Through June 30, 2018 Of The Current Agreement With J.P. Morgan Chase, National Association To Provide Primary Depository Services For The City At An Estimated Annual Cost Of \$275,000	<i>Rules 2/9/17 [16-0714]</i>

**March 14, 2017**

<b>No.</b>	<b>Title</b>	<b><u>Scheduled</u></b>
1	Adopt A Resolution Declaring That Non-Work-Related Cannabis Use Shall Not Be Grounds For The City Of Oakland To Reject A Job Applicant	<i>FY 15-17 Budget Tracking Adopted June 30, 2015 – [16-0355] FMC 11/15/16</i>

**May 23, 2017**

<b>No.</b>	<b>Title</b>	<b><u>Scheduled</u></b>
1	Receive An Informational Report Regarding Efforts In Progress Towards A Paper Form Free City - <i>Heard At FMC 11/15/16 Scheduled To Return In Six Months</i>	<i>FY 15-17 Budget Tracking Adopted June 30, 2015 – [16-0355] FMC 11/15/16</i>

<u>Monthly Reports</u>				
No.	Title	Scheduled	Last Report	Next Report
1	Receive An Informational Report Regarding The Status Of The State And Federal Budget Development And Its Potential Impacts On The City Of Oakland	<i>FMC 9/27/16 Action Taken Under The Pending List</i>	1/24/17	2/28/17

<u>Quarterly Reports</u>				
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>	10/25/16	2/14/17
2	Cash Management Report	<i>From 5/11/04 Cmte</i>	11/15/16	2/14/17
3	Receive An Informational Report Regarding Police And Fire Retirement System Investment	<i>[15-0100]</i>	12/6/16	3/14/17
4	Revenue & Expenditure Report	<i>From 6/13/06 Cmt</i>	11/15/16	2/28/17

<u>Semi-Annual Reports</u>				
No.	Title	Scheduled	Last Report	Next Report
1	Vacancy Report – September And March	<i>From 2/23/06 Rules Cmte</i>	11/15/16	5/23/17
2	Status Report On Citywide Efforts To Research And Correct Negative Fund Balances	<i>9/15/09 Cmte [09- 0535]</i>	2/2/10	<i>February 2017</i>
3	Biannual Report On Aging And Outstanding Revenue – <i>Report Requested As Part Of The Motion By Councilmember Guillen at FMC 3/8/16 2<sup>nd</sup> Quarter Revenue &amp; Expenditure Report</i>	<i>From FMC 3/8/16</i>	N/A	<i>February 2017</i>
4	An Informational Report From The City Auditor On The Status Of Required Audits – <i>Changed</i>	<i>From 11/14/06</i>	12/6/16	6/13/17

	<i>from an annual report to semi-annual at the FMC meeting 5/10/16</i>	<i>Cmte &amp; 7/14/09 Cmte</i>		
5	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 – <b>Council Requested This Report Be Semi Annual As A Part Of The City Administrator's Increase In Contracting And Purchasing Amounts.</b>	<b>Rules 7/9/09 [09-0629]</b>	4/26/16	2/14/17

<b>Annual Reports</b>				
<b>No.</b>	<b>Title</b>	<b>Scheduled</b>	<b>Last Report</b>	<b>Next Report</b>
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	<b>Rules 6/19/08 [07-1482]</b>	10/25/16	10/24/17
2	Report From The Office Of The City Attorney Regarding Advisory And Litigation Costs And Trends	<b>From 1/24/02 Rules Cmte &amp; [2] 11/14/06 Cmte</b>	10/13/09	January 2017
3	Informational Report From The Public Works Agency On The City Fleet	6/08/10 Cmte [09-1472]	N/A	N/A
4	Equal Access Ordinance	<b>[15-0104]</b>	9/27/16	September 2017
5	An Informational Report Regarding Risk Management	From 12/10/02 Cmte	1/10/17	January 2018
6	An Informational Report Regarding Worker's Compensation	From 11/14/06 Cmte	1/10/17	January 2018

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

<b><u>Pending No Date Specific</u></b>		
<b>No.</b>	<b>Title</b>	<b>Scheduled</b>
1	Receive A Status Report On The Contract With Spinnaker That Was Approved In 2013; On The Finance & Management Committee Agenda ASAP	<b>Rules 2/25/16 [15-0698] moved at FMC 4/12/16</b>

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

Respectfully submitted,

*S. Todd*

For: Sabrina B. Landreth  
City Administrator