



# 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>**

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**Tuesday, November 13, 2007**

**2:00 PM**

**Hearing Room One - 1st Floor**

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### 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 2:02 p.m., with Councilmember Quan presiding as Chairperson.*

- 1 Approval of the Draft Minutes from the Committee Meeting held on October 23, 2007  
**A motion was made by Member De La Fuente, seconded by Member Nadel, 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

### FROM THE NOVEMBER 27, 2007 AGENDA

- #3 Subject: Vacancy Report  
From: Office Of Personnel  
Recommendation: Receive A Bi-Annual Informational Report On The Current Number Of Authorized Vacancies Citywide, As Of September 10, 2007  
[07-0712](#)

**Scheduled to \*Finance & Management Committee on 12/11/2007**

### FOR TRACKING PURPOSES

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

**Scheduled to \*Finance & Management Committee on 11/27/2007**

3           Subject:     Fleet Utilization Report  
              From:       Public Works Agency  
              Recommendation: Action On A Report On Fleet Usage, City CarShare Pilot Program,  
              Commute Options, Vehicle Locators Using Global Satellite Technology, And Fleet  
              Replacement Needs  
              07-0296

**A motion was made by Member Brunner, seconded by Member Nadel, that this matter be \*Received and Forwarded to the Concurrent Meeting of the Oakland Redevelopment Agency/City Council, due back on December 4, 2007 as a Consent Calendar item. The motion carried by the following vote:**

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

*The Committee directed the Legislative Analyst to submit a supplemental report on their analysis of the Fleet including the cost of parking. The Committee also directed staff to submit the following information in a Spring 2008 report: 1) cost analysis and use of pool vehicles; and 2) options for and results of negotiations with AC Transit for the Eco Pass Program and Bart. The Committee also directed staff to: 1) conduct an annual break-even analysis to determine the underutilization mileage trigger, (set the trigger at 400 miles per month (4,800/year) initially) and a wider analysis for negotiations on transportation; 2) issue regular reports on the savings and implications of the fleet, especially the current and long-term status of our lease agreements and the affects on the deficit; 3) submit an annual report on employee mileage reimbursement and usage; 4) calculate the maintenance cost of vehicles as they age; 5) ensure compliance with the IRS Commuting Rule for take-home vehicles and a progress report; 6) present options for potential funding in the Mid-Cycle Budget review for Priority One equipment replacement; 8) increase advertising campaign to encourage more City CarShare use; and 7) provide analysis of the "real cost" of the automobile allowance and further evaluation of Category II and III (i.e. How often are their cars being utilized for City business and Why do they need to use their cars?)*

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

*-Sanjiv Handa  
- Anita Daley*

4 Subject: Municipal Code Amendment - Utility Users Tax  
From: Office of the City Attorney  
Recommendation: Adopt An Ordinance Amending Chapter 4.28 Of The Oakland Municipal Code, Entitled Utility Users Tax, To Clarify The Provisions Of The Telephone Utility Users Tax And Remove Obsolete Provisions  
[07-0755](#)

**A motion was made by Member De La Fuente, seconded by Member Nadel, that this matter be \*Approve the Recommendation of Staff, and Forward to the Concurrent Meeting of the Oakland Redevelopment Agency/City Council, due back on December 4, 2007 as a Consent Calendar item. 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 submit a supplemental report on how low-income individuals apply for Utility User Tax exemptions.*

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

*-Sanjiv Handa*

**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 3:30 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.

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*City Clerk and Clerk of the Council*