



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, April 12, 2011

12:00 PM

Sgt Mark Dunakin Rm - 1st Floor

Roll Call / Call to Order

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The Oakland City Council Finance and Management Committee convened at 12:08 p.m., with President Pro Tempore De La Fuente presiding as Chairperson.

Roll Call was modified to show President Pro Tempore De La Fuente present at 12:15 p.m.

- 1 Approval of the Draft Minutes from the Committee Meeting held on March 22, 2011

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A motion was made by Vice Mayor Brooks, seconded by Member Kernighan, to *Approve as Submitted. The motion carried by the following vote:

Councilmember Present: 4 - Chair De La Fuente, Member Kernighan, Vice Mayor Brooks and Member Brunner

Councilmember Aye: Vice Mayor Brooks, Member Kernighan, Chair De La Fuente and Member Brunner

- 2 Determination of Schedule of Outstanding Committee Items

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A motion was made by Vice Mayor Brooks, seconded by Member Kernighan, to *Approve as Submitted. The motion carried by the following vote:

Votes: Councilmember Aye: Vice Mayor Brooks, Member Kernighan, Chair De La Fuente and Member Brunner

There was one speaker on this item.

[fmc41211](#)

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3 Subject: State and Federal Budget Status
 From: Office Of Budget
 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]
 [09-0439-4](#)
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***Received and Filed**

The Committee directed staff to also provide information on the Federal Budget and its potential impacts on the City of Oakland in future reports.

There was one speaker on this item.

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4 Subject: Contracting Process And Timeline - Various Departments
 From: Vice Mayor Brooks
 Recommendation: Discussion And Possible Action On The City's Contracting Process And
 Timeline For Various Agencies [TITLE CHANGE]
 [10-0334](#)
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A motion was made by Vice Mayor Brooks, seconded by Member Kernighan, that this matter be *Received and Filed. The motion carried by the following vote:

Votes: Councilmember Aye: Vice Mayor Brooks, Member Kernighan, Chair De La Fuente and Member Brunner

Staff was directed to return to the May 24, 2011 Finance and Management Committee meeting with the following information:

- 1. Additional information on the City Attorney's contracting processes*
- 2. Additional information on the City Auditor's contracting processes*
- 3. A real-time estimate of each task in the process (i.e. the amount of time it actually takes to read a report)*
- 4. A Procure to Pay (P to P) print out of actual time taken in each step of the process*

Staff was also directed to provide information on the amount of time it takes to initiate the process and pay a vendor after Council has approved the contract.

There was one speaker on this item.

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Open Forum (TOTAL TIME AVAILABLE: 15 MINUTES)

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There was one speaker during Open Forum.

Adjournment

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There being no further business, and upon the motion duly made, the Oakland City Council Finance and Management Committee adjourned the meeting at 1:05 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