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Office of the City Administrator
 Jestin D. Johnson
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May 14, 2024
 (Revised 5/2/2024)

CITY COUNCIL COMMITTEE ON FINANCE AND MANAGEMENT
 Oakland, California

Chair and Members of the Committee:

Subject: Scheduling of Committee Meetings

In an effort to keep Committees informed of the schedule of committee assignments, staff will provide the Committee with a list at each meeting. Staff seeks direction in management of the committee’s assignments and will offer recommendations to ensure matters are managed efficiently.

Finance and Management Committee Schedule effective March 2023: 2nd & 4th Tuesdays at 9:30 am
Chair: Kevin Jenkins; Committee Members: Rebecca Kaplan, Nikki Fortunato Bas, and Janani Ramachandran; Staff: Erin Roseman, Finance Director, Monica Davis and Tonya Gilmore, City Administrator Office, and Britney Davis, Assistant City Clerk, Office of the City Clerk.

| May 14, 2024 | | |
|---------------------|---|---|
| No. | Title | Date Scheduled & File ID |
| 1 | Staff Recommends That The City Council Receive An Informational Report Regarding Proposed Substantive Changes To The Consolidated Fiscal Policy | 5/14/24 [24-0263] continued from FMC 4/9/24 |
| 2 | Staff Recommends That The City Council Adopt A Resolution Authorizing The City Administrator To Enter Into A Professional Services Agreement With Insight Global, For Temporary As Needed Technical Staff Augmentation In The Grand Total Not To Exceed Amount Of \$3,750,000 For A Term Beginning August 1, 2024, And Ending July 31, 2029, And To The Extent Necessary, Waiving The Local/Small Local Business Enterprise Program Requirements For Information Technology Agreements. | 4/25/24 [24-0312] |
| 3 | Staff Recommends That The City Council Receive An Receive An Informational Report On The Slavery Era Disclosure Ordinance | 4/25/24 [24-0334] |

| May 28, 2024 | | |
|---------------------|--|--------------------------|
| No. | Title | Date Scheduled & File ID |
| 1 | Staff Recommends That The City Council Receive An Informational Cash Management Report For Fiscal Year 2023-2024 Third Quarter Ended March 31, 2024 | 5/2/24 [24-0367] |
| 2 | Staff Recommends That The City Council Receive An Informational Report On Fiscal Year (FY) 2023-24 Third Quarter (Q3) Revenue And Expenditures (R&E) Results And Year-End Projections For the General Purpose Fund (GPF, 1010) And Select Funds | 5/2/24 [24-0370] |
| 3 | Staff Recommends That The City Council Adopt An Ordinance Amending Ordinance No. 13747 C.M.S. (Which Adopted The Fiscal Year 2023-24 Master Fee Schedule), As Amended, To Establish, Modify And Delete Fees And Penalties Assessed By The City Of Oakland For Fiscal Year 2024-2025 | 5/2/24 [24-0369] |
| 4 | Staff Recommends That The City Council Adopt A Resolution Authorizing The City Administrator To Enter Into An Agreement With Maplight, To Design, Build And Implement The City Of Oakland's Democracy Dollars Software Platform, For A Five-Year Term For A Not-To-Exceed Contract Amount Of \$700,000, And Waiving The Competitive Multi-Step Solicitation Process And Local/Small Local Business Enterprise Program Requirements For Information Technology Agreements | 5/2/24 [24-0382] |

| Quarterly Reports | | | | |
|--------------------------|---|-----------------------|-----------------------------------|-------------|
| No. | Title | First Scheduled | Last Report & File ID | Next Report |
| 1 | Revenue & Expenditure Report | FMC 6/13/06 | 3/26/24 [24-0156] | July-24 |
| 2 | Receive An Informational Report Regarding The Status Of The State And Federal Budget Development And Its Potential Impacts On The City Of Oakland | FMC 9/27/16 [16-0125] | <u>Informational Memo 6/06/22</u> | Nov-22 |
| 3 | Quarterly Report On Public Safety Overtime (OPD) | [18-1013] | 12/12/23 [23-0837] | Apr-24 |
| 4 | Receive A Quarterly Report From The Oakland Fire Department (OFD) That Includes Additional Information On Overtime Policies, Procedures, And Controls | [18-1432] | 12/12/23 [23-0844] | Apr-24 |
| 5 | Cash Management Report | FMC 5/11/04 | 02/27/24 [24-0074] | Jun-24 |
| 6 | Receive An Informational Report Regarding Police And Fire Retirement System Investment ("PFRS") | [15-0100] | 3/26/24 [24-0157] | Jun-24 |

| Semi-Annual Reports | | | | |
|---------------------|--|--------------------------|--|-------------|
| No. | Title | First Scheduled | Last Report & File ID | Next Report |
| 1 | Staffing Report (May and November) – At FMC on 3/28/23, Committee agreed that this report will be updated to include the time frames for hiring City employees and steps taken and proposed to shorten the length of time to recruit and hire City employees and address other challenges with filling City staffing vacancies. This information was previously reported under File ID 22-0417 | Rules 2/23/06 | 3/12/24 [23-0955] | Jun-24 |
| 2 | Status Report On Citywide Efforts To Research And Correct Negative Fund Balances | FMC 9/15/09 [09-0535] | 3/26/24 [24-0195] | Dec-24 |
| 3 | Status Update on CAD/RMS Prime 2.0 (IT) <i>Committee requested updates are provided twice a year on this project. Providing information on what is being spent and why it is being spent.</i> | FMC 7/11/17 [16-1293] | Informational Memo 2/18/21 | Aug-21 |

| Annual Reports | | | | |
|----------------|--|------------------------------------|-----------------------|-------------|
| No. | Title | First Scheduled | Last Report & File ID | 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 | Rules 6/19/08 [07-1482] | 7/18/23 [23-0421] | Jun-24 |
| 2 | Receive Informational Report On City Attorney’s Annual Report, Including But Not Limited To Financial And Litigation Trends For The Past Five Years As Well As Advisory Work, Affirmative Litigation And Special Initiatives By The Office Of The City Attorney | Rules 1/24/02 & FMC 11/14/06 | 2/25/20 [18-2129] | 2023 |
| 3 | Informational Report From The Public Works Agency On The City Fleet | FMC 6/08/10 [09-1472] | N/A | June-21 |
| 4 | Equal Access Ordinance | [15-0104] | 10/24/23 [23-0758] | Sept-24 |
| 5 | An Informational Report Regarding Worker’s Compensation | FMC 11/14/06 | 3/28/23 [23-0154] | Mar-24 |
| 6 | An Informational Report From The City Auditor On The Status Of Required Audits | Rules 9/19/19 | 11/1/22 [22-0531] | TBD |
| 7 | Biannual Report On Aging And Outstanding Revenue – <i>Report Requested As Part Of The Motion By Councilmember Guillen at FMC 3/8/16 2nd Quarter Revenue & Expenditure Report. Report converted from Semi-Annual to Annual Report at FMC on 3/28/23.</i> | FMC 3/8/16 | 11/12/19 [18-2326] | TBD |

| Annual Reports <i>continued</i> | | | | |
|--|--|---------------------------|----------------------|--------|
| 8 | 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>Report converted from Semi-Annual to Annual Report at FMC on 3/28/23.</i> | Rules 7/9/09 [09-0629] | 4/25/23 [23-0167] | Apr-24 |
| 9 | Receive An Informational Report on the City's Compliance w/ the Prompt Payment Ordinance (OMC Chapter 2.06) with particular attention to City of Oakland purchase contracts and grant agreements to organizations that provide services in traditionally underserved communities and in a manner that prioritizes equity. | 6/07/22 [22-0417] | | |
| 10 | Receive An Informational Report From The City Administrator On The Status Of Implementing Policy Directives Passed By The City Council | 6/14/23 [23-0482] | 6/14/23 [23-0482] | Jun-24 |

| Biennial Reports | | | | |
|-------------------------|---|----------------------------------|----------------------|-------------|
| No. | Title | Scheduled | Last Report | Next Report |
| 1 | A Review And Possible Action On The Mayor's Salary (Odd-Numbered Years) | Charter Requirement [14-1117] | 7/11/23 [23-0574] | Jan-25 |

| Pending No Date Specific | | |
|---------------------------------|---|-----------------------|
| No. | Title | Scheduled |
| 1 | Receive An Informational Report On The City's Work In Improving Contracting Opportunities For Local, Small, Women And Minority- Owned Businesses Including The Minutes Of All Meetings Of The Supporting Contracting Opportunities Committee And The Ad Hoc Subcommittee For Reviewing Contracts, Including A List Of All Contracts That Have Been Sent To Them For Review And Feedback, The Timeline For Such Feedback, And The Outcome Of Their Review And The Authorizing Information For The Creation Of Such Bodies, Who Was Selected To Serve On Them, By Whom Such Selection Was Made, Who Decided Which Contracts Would Be Sent To Them For Review, And On The Basis Of What Criteria, And The Status Of Enforcement Of Oakland's Prompt Payment Policy, And To Report On What Actions The Administration Is Taking, Through These "Committees" Or Otherwise, To Remedy The Mistreatment Of DBE Subcontractors By Prime Contractors With Whom The City Contracts. | 10/13/21 [21-0697] |

| Pending No Date Specific <i>continued</i> | | |
|--|--|--|
| 2 | Adopt A Resolution Amending Resolution No. 89376 C.M.S., Which Awarded Grants To Community Service Providers, To Add Friends Of The Oakland Branch, A California Nonprofit Corporation, As The Fiscal Sponsor For The Grantee “National Association For The Advancement Of Colored People (NAACP)” For An Amount Not To Exceed Ten Thousand Dollars (\$10,000) | 6/29/23 [23-0537] <i>7/6/23 moved to pending No Date Specific.</i> |
| 3 | Staff Recommends That the City Council Approve A Report And Recommendation: 1.) To Review The Sperry Capital, Inc. Analysis Of The Kosmont Proposal To Establish An Enhanced Infrastructure Financing District (EIFD) Exclusively For East Oakland, Exclusively For West Oakland, And For East And West Oakland Combined As Outlined in Resolution 89480 C.M.S.; And To Develop An Enhanced Infrastructure Financing District Policy | 2/8/24 [24-0039] <i>2/27/24 FMC moved to pending No Date Specific.</i> |

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

Respectfully submitted,

Judith Christian

Executive Assistant to Director (Finance)
For: Jestin D. Johnson
City Administrator

* Per Resolution No. 88266 C.M.S. *Temporary Amendments to Council’s Rules Of Procedure*, Informational Reports were provided by the City Administrator via publicly published memoranda. These Informational Memos may be scheduled at Rules at the request of the Chair. Informational Memos are available at the following website:
<https://www.oaklandca.gov/resources/info-memo>.