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**March 11, 2025**  
(Revised 2/27/2025)

**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 January 2025: 2<sup>nd</sup> & 4<sup>th</sup> Tuesdays at 9:30 am**  
**Chair: Janani Ramachandran; Committee Members: Rebecca Kaplan, Carroll Fife, and Zack Unger;**  
**City Administrator Jestin Johnson and Deputy City Administrator Monica Davis; Staff: Erin Roseman,**  
**Finance Director; and Office of the City Clerk: Candace Evans, Legislative Recorder.**

March 11, 2025		
No.	Title	Date Scheduled & File ID
1	Resolution Authorizing An Amendment To The Professional Services Agreement With Francisco & Associates, Inc. For Engineering Services For Various Local Measures And The City Of Oakland Landscaping And Lighting Assessment District To Increase The Compensation By An Amount Up To \$80,000 For A Total Contract Amount Not To Exceed \$630,000; And Waiving The Competitive Request For Proposals/Qualifications Requirements And The Local/Small Local Business Enterprise Requirements	2/27/25 [25-0529]

<b>March 11, 2025</b> <i>continued</i>		
2	Resolution Authorizing The City Administrator To Extend The Professional Services Agreement With The Hawkins Company To Continue Provision Of Executive Recruitment Staffing Services For The Period Of October 3, 2024 Through October 2, 2026, Cooperative Personnel Services D.B.A CPS HR Consulting To Continue Provision Of Executive Recruitment Staffing Services For The Period Of January 3, 2025 Through January 2, 2027, Baker Tilly Advisory Group LP To Continue Provision Of Executive Recruitment Staffing Services For The Period Of October 17, 2024 Through October 16, 2026, The Byers Group CA, Inc. To Continue Provision Of Executive Recruitment Staffing Services For The Period Of October 3, 2024 Through October 2, 2026 And Ralph Andersen & Associates To Continue Provision Of Executive Recruitment Staffing Services` For The Period Of January 3, 2025 Through January 2, 2027, And For Each Of The Aforementioned Executive Recruitment Agency Contract, Add An Amount Of \$125,000 For Contract Year One And \$125,000 For Contract Year Two For A Total Amount Of \$500,000.00 Over The Four-Year Term Of Each Contract	2/27/25 [25-0479]
3	Resolution Authorizing The City Administrator To Extend The Professional Services Agreement With Howroyd-Wright Employment Agency, Inc. D.B.A. Appleone Employment Services, HR Management Corp, Inc., And Tempositions, Inc. To Continue The Provision Of Temporary Personnel Staffing Services For The Period Of December 1, 2024, Through December 1, 2026, In An Amount Of \$125,000.00 For Contract Year 2024-2025 And \$125,000 For Contract Year 2025-2026 For A Total Amount Over The Six-Year Term Of The Contract Of \$750,000.00 For Each Temporary Staffing Agency. Staff Recommends That The City Council Amend Resolution 89841 To Correct The Name Of HR Management, Inc., To HR Management Corp, Inc.	2/27/25 [25-0485]

<b>March 25, 2025</b>		
<b>No.</b>	<b>Title</b>	<b>Date Scheduled &amp; File ID</b>
1	Informational Report Regarding Department Of Transportation Parking Enforcement Operations And Parking Revenues	con't from 1/14/25 [25-0237]
2	Informational Report On The Oakland Police And Fire Retirement System's ("PFRS", Or "System") <b>Investment Portfolio</b> As Of December 31, 2024	2/27/25 [25-0535]
3	Informational Report On The Oakland Police And Fire Retirement System's ("PFRS", Or "System") <b>Actuary</b> Report As Of July 1, 2024, And Analysis Of Full Funding Status Of The Pension Obligation Ahead Of The Full Funding Date Of 2026 For The Purposes Of The City	2/27/25 [25-0537]
4	Informational Report On The Amount Of Funds Available In The Equipment Services Fund And Information About, And A Copy Of All Directives Regarding, Allowable Use Of The Equipment Services Fund	1/16/25 [25-0428] Con't from 2/27/25 FMC

Quarterly Reports				
No.	Title	First Scheduled	Last Report & File ID	Next Report
1	Revenue & Expenditure Report	FMC 6/13/06	2/27/25 [25-0499]	Jun-25
2	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</u> 6/06/22	Nov-22
3	Quarterly Report On Public Safety Overtime (OPD)	[18-1013]	11/19/24 [25-0028]	Apr-25
4	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	2/27/25 [25-0464]	Jun-25
6	Informational Report Regarding Police And Fire Retirement System Investment (“PFRS”)	[15-0100]	1/28/25 [25-0380]	May-25

Semi-Annual Reports				
No.	Title	First Scheduled	Last Report & File ID	Next Report
1	Staffing Report (May and November) – <i>At 3/28/23 FMC 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</i>	Rules 2/23/06	3/12/24 [23-0955]	Jun-24
2	Status Report On Citywide Efforts To Research And Correct Negative Fund Balances	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]	<a href="#">Information Memo</a> 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	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

<b>Annual Reports</b> <i>continued</i>				
3	Informational Report From The Public Works Agency On The City Fleet	FMC6/08/10 [09-1472]	N/A	June-21
4	Equal Access Ordinance	[15-0104]	10/08/24 [25-0078]	Oct-25
5	Informational Report Regarding Worker's Compensation	FMC 11/14/06	3/28/23 [23-0154]	Mar-24
6	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 2<sup>nd</sup> Quarter Revenue &amp; 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
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	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]	7/09/24 [24-0581]	July-25
10	Informational Report From The City Administrator On The Status Of Implementing Policy Directives Passed By The City Council	6/14/23 [23-0482]	9/24/24 [24-0444]	Sep-25

<b>Biennial Reports</b>				
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] 6/06/24 [24-0445]	Jan-25

<b>Pending No Date Specific</b>		
No.	Title	Scheduled
1	Adopt A Resolution Awarding A Professional Services Agreement To Blue Sky Consulting Group, LLC For Economic Consulting Services For A Term Ending June 30, 2029 For A Total Contract Amount Not To Exceed \$650,000	1/16/25 [25-0421] <i>con't from 1/28/25 to 2/25/25 FMC, Rules 2/6/25 moved to pending No Date Specific.</i>

Pending No Date Specific <i>continued</i>		
2	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]
3	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] 7/6/23 <i>moved to pending No Date Specific.</i>
4	City Council Approve A Report And Recommendation: 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] 2/27/24 <i>FMC moved to pending No Date Specific.</i>
5	Staff Recommends That The City Council Adopt A Resolution (1) Authorizing The Public Bank East Bay (PBEB) To Apply For Regulatory Approval; (2) Authorizing The City Of Oakland To Become A Founding Member Of The PBEB; And (3) Authorizing The City Administrator To Make Investment Contributions To Capitalize The PBEB	6/6/24 [24-0532], 7/11/24 <i>moved to Pending No Date Specific.</i>
6	Informational Report Regarding Proposed Substantive Changes To The Consolidated Fiscal Policy	4/9/24 [24-0263] last con't from 9/24/24 FMC
6	Informational Report On The Following: (1) Amended Purchase And Sale Agreement With AASEG Land LLC, A Delaware Limited Liability Company, Or Its Affiliate, For The Sale Of The City Of Oakland's Undivided 50 Percent Interest In Property Located At 7000 Coliseum Way, Oakland, California (2) FY 2024-25 Midcycle Budget With Amended Coliseum Land Sale On Impact of Amended Purchase And Sale Agreement With AASEG Land LLC, A Delaware Limited Liability Company, Or Its Affiliate, For The Sale Of The City Of Oakland's Undivided 50 Percent Interest In Property Located At 7000 Coliseum Way, Oakland, California, On The (FY) 2024-25 Midcycle Budget (3) Proposed Rebalancing Of FY 2024-25 Midcycle Budget Amendments Additional Budget Amendments To Rebalance The Fiscal Year 2023-2025 Adopted Budget For The City Of Oakland	10/10/24 [25-0186] pulled 11/14/24

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>.