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Office of the City Administrator  
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April 9, 2019  
(Revised 3/28/19)

**CITY COUNCIL COMMITTEE ON FINANCE AND MANAGEMENT**  
Oakland, California

**Chair McElhaney and 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/Committee review.

**Finance and Management Committee: 2<sup>nd</sup> and 4<sup>th</sup> Tuesday, 9:30-11:30am**

**Chair: McElhaney; Committee Members: Gallo, Fortunato Bas, Kalb, Thao; Staff: Stephanie Hom, Katano Kasaine, and A'Janee Landingham**

<u>April 23, 2019</u>		
No.	Title	Scheduled
1	Adopt An Ordinance Amending Oakland Municipal Code Title 5, Chapter 5.04, Section 5.04.481, Non-Medical Cannabis Businesses, To Reduce The Tax Rate For Non-Medical Cannabis Businesses To Be The Same As The 2019 Medical Cannabis Business Tax Rate Of \$50.00 Per \$1,000.00 Of Gross Receipts Or Fraction Thereof	Continued from FMC 1/29/19. Moved to FMC 3/19/19 at Rules 2/7/19. Moved to FMC 4/23 at Rules 3/14/19 [18-1321]
2	Adopt A Resolution To Provide Transportation To Schools By Allocating \$500,000 In Unexpended Fiscal Year 2018-2019 City Of Oakland Measure B Actia Funds (2211) To AC Transit To Cover Oakland Unified School District Transportation Costs As Follows: \$500,000 For FY 2019- 2020	Moved from Special City Council 3/21/19 to FMC 4/23/19 [18-1517]

<u>May 14, 2019</u>		
No.	Title	Scheduled
1	Cash Management Report	Quarterly
2	Receive An Informational Report Regarding The Status Of The State And Federal Budget Development And Its Potential Impacts On The City Of Oakland	Quarterly
3	Vacancy Report (September And March)	Semi-Annual

May 28, 2019

No.	Title	<u>Scheduled</u>
1	Revenue & Expenditure Report	Quarterly
2	Quarterly Report On Public Safety Overtime (OPD)	Quarterly
3	Receive A Quarterly Report From The Oakland Fire Department (OFD) That Includes Additional Information On Overtime Policies, Procedures, And Controls	Quarterly
4	Status Report On Citywide Efforts To Research And Correct Negative Fund Balances	Semi-Annual
5	Biannual Report On Aging And Outstanding Revenue	Semi-Annual
6	Status Update on CAD/RMS Prime 2.0 (IT)	Semi-Annual

June 11, 2019

No.	Title	<u>Scheduled</u>
1	Receive An Informational Report Regarding Police And Fire Retirement System Investment	Quarterly

July 9, 2019

No.	Title	<u>Scheduled</u>
1	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	Semi-Annual

Quarterly Reports

No.	Title	Scheduled	Last Report	Next Report
1	Cash Management Report	FMC 5/11/04	2/19/19	5/14/19
2	Receive An Informational Report Regarding Police And Fire Retirement System Investment	[15-0100]	3/19/19	6/11/19
3	Revenue & Expenditure Report	FMC 6/13/06	2/19/19	5/28/19
4	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	3/5/19	5/14/19
5	Quarterly Report On Public Safety Overtime (OPD)	[18-1013]	2/19/19	5/28/19
6	Receive A Quarterly Report From The Oakland Fire Department (OFD) That Includes Additional Information On Overtime Policies, Procedures, And Controls	[18-1432]	3/5/19	5/28/19

<b>Semi-Annual Reports</b>				
<b>No.</b>	<b>Title</b>	<b>Scheduled</b>	<b>Last Report</b>	<b>Next Report</b>
1	Vacancy Report (September And March)	Rules 2/23/06	11/13/18	5/14/19
2	Status Report On Citywide Efforts To Research And Correct Negative Fund Balances	FMC 9/15/09 [09-0535]	11/14/17	5/28/19
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; this report was withdrawn from the October 23 committee meeting at Rules 10/4/18</i>	FMC 3/8/16	11/13/18	5/28/19
4	An Informational Report From The City Auditor On The Status Of Required Audits – <i>Changed from an annual report to semi-annual at the FMC meeting 5/10/16</i>	FMC 11/14/06 and 7/14/09	3/19/19	9/10/19
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 – <i>Council Requested This Report Be Semi Annual As A Part Of The City Administrator’s Increase In Contracting And Purchasing Amounts.</i>	Rules 7/9/09 [09-0629]	3/5/19	7/9/19
6.	Status Update on CAD/RMS Prime 2.0 (IT) <i>Committee requested that updates are provided twice a year on this project. Provide information on what is being spent and why it’s being spent.</i>	Comte 7/11/17 [16-1293]	12/4/18	5/28/19

<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	Rules 6/19/08 [07-1482]	11/13/18	10/22/19
2	Report From The Office Of The City Attorney Regarding Advisory And Litigation Costs And Trends	Rules 1/24/02 & FMC 11/14/06	10/13/09	TBD
3	Informational Report From The Public Works Agency On The City Fleet	FMC 6/08/10 [09-1472]	N/A	N/A

4	Equal Access Ordinance	[15-0104]	9/25/18	9/24/19
5	An Informational Report Regarding Worker's Compensation	FMC 11/14/06	3/5/19	March 2020

<u>Biennial Reports</u>				
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]	9/12/17	June 2019

<u>Pending No Date Specific</u>		
No.	Title	Scheduled
1	Receive A Status Report On The Contract With Spinnaker That Was Approved In 2013; On The Finance & Management Committee Agenda ASAP	Rules 2/25/16 [15-0698] moved at FMC 4/12/16
2	An Ordinance Amending the OMC to Prohibit the City from Contracting with Companies that Contract with the Federal Government to Provide Services or Goods to Construct the Border Wall Referenced In Executive Order No. 13767, Dated January 25, 2017	Moved at the 7/11/17 Committee Meeting to Pending, NSD [16-1293]
3	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>	FY 15-17 Budget Tracking Adopted June 30, 2015 – [16-1173]; Comte 5/23/17 moved to 9/12/17. Moved to Pending No Date Specific Via Rule 28 9/29/17
4	Receive An Informational Report From The City Auditor On The Status Of Required Audits: DOT's Response To City Auditor Citation Void Report	Rules 10/4/18 [18-0889] moved to pending list at Rules 11/29/18
5	An Ordinance Amending The Oakland Municipal Code, Chapter 5.04, Section 5.04.420, Excluding From The Business Tax On Rental Of Residential Property: (1) Rental Of No More Than Three Bedrooms In An Owner Occupied Residence, Duplex And/Or In-Law Unit; Or (2) Rental Under A Tenant-Based Assistance Program Pursuant To Section 8 Of The U.S. Housing Act Of 1937. <i>This item was scheduled to F&amp;MC as well as CEDC (CM Gallo)</i>	Rules Comte 10.4.18 [4.11] (18-0973), expect title change Moved at Rules 2/7/19 to Pending No Date Specific

<b>Boards/Commission Reports (As Requested)</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