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CITY HALL • FRANK M. OGAWA PLAZA • OAKLAND, CALIFORNIA 94612

Office of the City Manager
Deborah A. Edgerly
Interim City Manager

October 28, 2003

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**CITY COUNCIL COMMITTEE ON PUBLIC WORKS
Oakland, California**

Chairperson 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.

Public Works Committee – 2nd and 4th Tuesday, 1:00-2:30 p.m.: Hearing Room 1
(Chair: Nadel; Committee Members: Brooks, Chang, Quan; Staff: Claudette Ford)

December 9, 2003

1. A report and recommendation on parking issues in Jack London Square, including an analysis of "Jack London on Street Parking Improvement Plan." (03-0201) Rules Cmte 10-09-03)(PWC 10-14-03)
2. Resolution of Intention to establish Underground Utility District No. 234: 48th Street, between Telegraph and Shattuck Avenues, to be funded under California Public Utilities (CPUC) Rule 20B; and to set a Public Hearing for January 20, 2004. (Rules Cmte 10-16-03)
3. A report on the review of the City's Fleet, Best Practices Assessment and Equipment Services Division Fiscal Year 2003-04 Strategic plan. (PWC 07-22-03); Rules Cmte (09-25-03); (PWC 10-14-03)
4. Resolution authorizing award of a contract to Mosto Construction for the improvement of Edes Avenue (Project No. C166310), in the amount of \$231,168.50. (Rules Cmte 10-16-03)

April 2004

1. A comprehensive report regarding the low level of bidder response on certain Public Works projects (PWC 10-14-03); Rules Cmte 10-16-03)

**Item 4
Rules
10-30-03**
Public Works Committee
10-28-03

Pending/No Specific Date:

1. **An** informational report on A/C Transit major investment study from the March 20, 2001 Public Works agenda (PW Cmte 05-29-03 Chang)
2. A request for a report from the Assistant City Manager, Life Enrichment Agency, regarding an estimate from the Department of Parks and Recreation of the number of employees needed for maintenance on the Mandela Parkway median strip after Caltrans stops providing maintenance, and a plan for Council action to recruit, train and have ready to hire West Oakland residents as landscape gardeners and maintenance workers. (Rules Cmte 01-24-02; PW Cmte 02-05-02)
3. Report and Resolution appropriating \$464,000 from Measure B for use as matching funds for Transportation Capital Improvement Projects and to augment ADA Sidewalk Survey. (Rules Cmte 06-26-03; Rules Cmte 07-10-03)
4. Request from Vice Mayor Nadel for a report and recommendation on parking issues in Jack London Square, including an analysis of "Jack London on Street Parking Improvement Plan." (Rules Cmte 10-09-03)

For Tracking Purposes

1. A follow up report in one year (February 2004) from the Director, Public Works Agency, on the financial impact analysis of the lost parking meter revenue versus the increased sales tax revenue. (PW Cmte 02-04-03)
2. General Plan Update.

Respectfully submitted,


DEBORAH EDGERLY
Interim City Manager



2003 OCT 23 PM 2:18

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Office of the City Manager
Deborah A. Edgerly
Interim City Manager

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Revised 10/23/03
October 28,2003

**CONCURRENT REDEVELOPMENT AGENCY
AND CITY COUNCIL COMMITTEE ON FINANCE
AND MANAGEMENT
Oakland City Council
Oakland, California**

Chairperson Wan 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 review.

Concurrent Redevelopment Agency and City Council Finance & Management Committee: 2nd and 4th Tuesday, 2:30pm-4:00pm (Brunner, De La Fuente, Nadel, and Wan [Chair]; Staff: William E. Noland)

Anticipated Date Set

December 9,2003

1. (from [4] 10/2/03 Rules Cmte) Report and Ordinance amending the Master Fee Schedule to modify the collection fee on delinquent accounts and the fee for information relating to Business Tax Certificates; add a Promissory Note Fee **and** a Release of Lien Recordation Fee; codify the administrative charge for Business Tax and Real Estate Transfer Tax Liens in the Master Fee Schedule; codify the fee for Business Tax Certificate replacement
2. (from [4] 10/9/03 Rules Cmte) *An* Ordinance authorizing the City Manager to enter into an offer to purchase agreement with John H. Jacobsen and Mara M. Jacobsen the adjoining property owners for 1,500 square feet of surplus real property located at 51st Street and Coronado Avenue for the fair market value of \$1,500
3. (from [4] 9/18/03 & 10/9/03 Rules Cmte) Resolution authorizing the City Manager to execute a professional services contract with Rapidtext for off-site real time closed captioning stenography services for the concurrent Redevelopment Agency/Oakland City Council and Committee meetings in an amount not-to-exceed ninety thousand dollars (\$90,000) per year for the period from November 1,2003 through June 30,2005 and

2
FINANCE & MANAGEMENT CMTE.
OCT 28 2003

- authorizing the City Manager to execute a two-year extension of the contract for an additional amount not-to-exceed Ninety Thousand Dollars (\$90,000) per year
4. (from [7] 9/11/03 Rules Cmte & [B] 10/14/03 Cmte) Adopt a resolution authorizing the City Manager to negotiate and execute contracts for the purchase of software and professional services for an integrated Permit, Enforcement and Records Tracking System (PERTS) and an Electronic Document Management System (EDMS)
 5. (from [B] 2/18/03 Cmte & [B] 10/14/03 Cmte) Follow up report regarding a Proposal for a Master Parking Management Contract
 6. from [7] 10/16/03 Rules Cmte) Ordinance amending the Central District Urban Renewal Plan to eliminate the time limit on establishing debt

January, 2003

1. (from [7] 10/2/03 Rules Cmte & [7] 10/16/03 Rules Cmte) 2002-2003 Fourth Quarter Performance Measurement Report
2. (from [7] 10/2/03 Rules Cmte & [7] 10/16/03 Rules Cmte) Fiscal Year 2003-2004 Performance Measurement Report
3. (from [4] 9/25/03 Rules Cmte & [7] 10/16/03 Rules Cmte) Budget Advisory Committee Quarterly Report
4. (from [D] 10/2/03 Rules Cmte & [7] 10/16/03 Rules Cmte) An informational report on the FY 2001-2006 Capital Improvement Program as of June 30, 2003

Pending/No Specific Date

1. (from [E] 10/3/02 Rules Cmte) A report on overtime policy and practice in all City departments
3. (from [E] 2/27/03 Rules Cmte) A report regarding recommendation to enter into an Exclusive Negotiating Agreement with Swinerton/Broadway Group for the development of a new police administration building
4. (from [D] 5/8/03 Rules Cmte) An informational report regarding fiscal year 2001-02 ICMA Benchmarking Report
5. (from [D] 5/8/03 Rules Cmte) An informational report regarding fiscal year 2002-03 Second Quarter Performance Measurement Report
6. (from [E] 11/14/02, 11/25/02 & 12/5/02, 2/20/03 Rules Cmte) A report regarding a proposed amendment to the Nuclear Free Zone Ordinance waiving the prohibition on investing in U.S. Treasury Bills
7. (from [7] 9/23/03 Cmte) A report on contract management training
8. (from [7] 9/23/03 Cmte) A follow-up report regarding recommendations 12 and 19 of the City Auditor's contract compliance audit of the Oakland Tow Car Association contract

For Tracking Purposes

1. Quarterly – March, June, September and December
from [E] 1/24/02 Rules Cmte) Report from the Office of the City Attorney regarding advisory and litigation costs and trends
2. **Semi-Annually** – June and December
(from [B] 12/10/02 Cmte) An informational report regarding Risk Management

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Boards/Commission Reports

1. **Quarterly** – September, December and March
-Budget Advisory Committee
2. **Quarterly** – January, April, July and October
-Business License Tax Board of Review
3. **Quarterly** – March, ~~June~~, September and December
-Civil Service Board
4. **Semi-Annually** – March, September
-Oakland Municipal Employees Retirement System
-Police and Fire Retirement System
5. **Semi-Annually** – June, December
-Equal Access Ordinance

Respectfully submitted,

William E. Noland

Deborah A. Edgerly
Interim City Manager

*by
Angela
Garn*

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2003 OCT 16 PM 12:45

CITY WALL . ONE CITY HALL PLAZA . OAKLAND, CALIFORNIA 94612

Office of the City Manager
City Manager

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October 28, 2003

**CONCURRENT REDEVELOPMENT AGENCY AND
CITY COUNCIL COMMITTEE ON COMMUNITY AND
ECONOMIC DEVELOPMENT**

Chairperson Brunner 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.

Concurrent Redevelopment Agency and City Council Committee on Community and Economic Development - Tuesday 4:00 - 6:00 p.m. (Chair: Councilmember Brunner; Committee Members: Chang, De La Fuente and Reid; Staff: As Assigned)

Anticipated Date Set:

December 9, 2003

- 1/13 ~~1. A report and resolution Certifying City of Oakland's Economic Development Administration Revolving Loan Fund Plan (Rules Cmte 5/15/03) (Cmte 6/24/03) (Cmte 9/23/04)~~
- 2. A report and resolution recommendation Capital Improvement Priorities for the Oak Center Redevelopment Project Area (Rules Cmte 9/25/03)
- 3. A report and an ordinance amending the Condominium Conversion Program to encourage appropriate conversions (Rules Cmte 9/25/03)
- 4. A report and resolution authorizing the deferral for one year of a competitive bidding process for the Oakland Workforce Investment Board's One Stop Systems Administrator and One Stop Career Center Operator and authorizing the City Manager to extend and renegotiate contract terms with the Oakland Private Industry Council (Rules Cmte 10/2/03)
- 5. A report and an ordinance adopting a permanent Vehicular Food Vending and Push Cart Vending Program to generally be located in the manufacturing and commercial corridors in City Council Districts 5, 6 & 7 (Rules Cmte 5/22/03) (Rules Cmte 9/11/03) (Cmte 10/14/03)
- 6. An informational report on Inclusionary Zoning Programs in other California jurisdictions (Cmte 2/25/03) (Cmte 4/8/03) (Cmte 4/15/03) (Cmte 6/10/03) (Rules Cmte 9/11/03)
- 7. A Quarterly Job Training Performance Standards report for the period ending June 30, 2003 (Cmte 7/8/03) (Rules Cmte 9/11/03) (Cmte 10/14/03)

8. A report and an Agency Resolution authorizing the Agency Administrator to enter into a first amendment to the third amendment and restated easement agreement regarding the existing vehicular ramp servicing the City Center Garage which would: (1) permit modification of the existing ramp or replacement of the existing ramp with a new ramp; and (2) allow the modified or newly constructed ramp to continue to have an entry and exit on 11th Street in downtown Oakland; and
A Council Resolution authorizing the City Manager to enter into a first amendment to the third amended and restated easement agreement regarding the existing vehicular ramp servicing the City Center Garage which would (1) permit modification of the existing ramp or replacement of the existing ramp with a new ramp; and (2) allow the modified or newly constructed ramp to continue to have an entry and exit on 11th Street in downtown Oakland (Rules Cmte 9/18/03) (Cmte 10/14/03)
9. A report on the evaluation of Fiscal Year 2002-2003 Community Development Block Grant Programs and Oakland's Consolidated Annual Performance and Evaluation Report (CAPER) for Community Development Block Grant, HOME, Housing Opportunities for People with AIDS and Emergency Shelter Grant Programs Performance for the Year 2002-2003 and a resolution allocating Community Development Block Grant Funds for FY 2004-2005 among the categories of housing, economic development, neighborhood improvements and administration and allocating up to \$2,100,000 in program income to housing and economic activities (Rules Cmte 9/25/03) (Cmte 10/14/03)
10. A report and resolution regarding Agency financial assistance to Asian immigrant women advocates in an amount not to exceed \$25,000 for the purchase of ergonomic workstations for local garment factories (Rules Cmte 10/16/03)

January 27, 2004

1. A report and a series of resolutions authorizing loans in the aggregate amount of **up** to \$10,000 to affordable housing developers (Rules Cmte 10/2/03)

Pending/No Specific Date

1. Recommendations to initiate negotiations with Peter Sullivan Associates, Inc., the East Bay Community Foundation and other non-profits for the sale of Preservation Park (Cmte 6/24/03)
2. An Introduction of an ordinance amending the Oakland Planning Code to modify the minimum street pavement width requirements provided by Ordinance No. 12501 C.M.S., related to the state standards for secondary units (Rules Cmte 9/18/03)
3. A report on the implementation plan for streamlining the Code Enforcement and Permitting processes and converting the development permit processing to an enterprise fund (Rules Cmte 6/12/03) (Cmte 9/23/04)
4. A follow-up report regarding a proposed program to encourage effective and appropriate security devices for commercial businesses (Rules Cmte 2/6/03) (Cmte 3/25/03) (Cmte 4/15/03) (Cmte 6/10/03) (Rules Cmte 9/11/03) (Cmte 9/23/04)

For Tracking Purposes

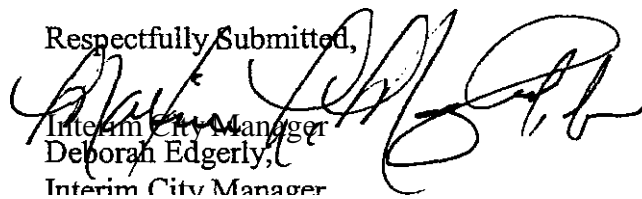
1. (Semi-Annual) A Semi-annual report, regarding status of the City's and Redevelopment Agency's Commercial and Residential Loan Programs, including job creation resulting from commercial lending; and, an informational report from the City Attorney, regarding the One Stop Capital Delinquent Loans assigned to the City Attorney's Office - status of collection efforts (from 4/11/00 Committee Meeting) (Last report 7/8/03 - Next Report 1/04)
2. (Semi-Annual) A Semi-annual report, on CEDA's Performance Measures (from 10/8/02 Committee) (Finance & Management Cmte - Pending/No Specific Date)
3. (Quarterly) Quarterly report on Job Training Performance Standards (from 1/27/98 Committee Meeting) (Last report 6/24/03 - Next report - Pending/No Specific Date)

4. **(Annual)** Reports on the Sustainable Community Development Initiative (Last report 5/14/02 -Next Report 7/04)
5. **(Annual)** A report from the Director, Community and Economic Development Agency, regarding transmitting the Bay Area World Trade Center's annual report (formerly known as the Greater ~~Oakland~~ International Trade Center (Last Report 1/28/03 – Next Report 1/27/04)
6. **(Annual)** Updated reports on the Oakland **Army** Base (Last Report 6/24/03 - Next Report 6/04)
7. **(Annual)** Annual evaluation of HUD/Community Development Block Grant Funded Programs (from 11/16/99 Committee Meeting) (Last report 12/02/02 - Next Report 12/9/03)

Commission Reports -

1. Larks Park Advisory Board (Next Report 7/04)
2. City Planning Commission (Next Report 7/04)
3. Housing and Residential Rent and Relocation Board **regarding** the allowable general rate of increase **for** rents under the Residential Rent Arbitration Ordinance (Next Report 5/04)
4. Housing Authority - (Next Report 7/04)

Respectfully Submitted,



Interim City Manager
Deborah Edgerly,
Interim City Manager

Revised: 10-23-03

October 28,2003

**CONCURRENT CITY COUNCIL/REDEVELOPMENT AGENCY
LIFE ENRICHMENT COMMITTEE
Oakland, California**

Chairperson Chang and Members of the Committee:

Subject: **Scheduling of Committee Meetings**

In an effort to keep the Committee 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, or others you may know of, for Council Committee review.

Life Enrichment Committee - 2nd & 4th Tuesdays*: 6:00 pm - 7:30 pm, (Chang [Chair], Brunner, Quan, Wan; staff: George G. Musgrove). (**Exception: The Education Partnership Committee meets on the 4th Tuesday of every other month, beginning June 2003.*)

Anticipated Date Set

December 9,2003

- (1) (from [2] 10/14/03 Cmte) An annual report from the Parks and Recreation Advisory Commission.
- (2) (from [4.6] 10/23/03 Rules Cmte) A report from the Department of Human Services and a resolution authorizing the City Manager to accept and appropriate a Substance Abuse and Mental Health Services Administration (SAMHSA) grant in the amount of \$5,999,538 over a six-year period, Fiscal Years 2003-2009, to provide child mental health services and to execute a contract with the Native American Health Center to provide said services in an amount of \$932,885 for Fiscal Year 2003-2004 with five one-year options to renew.

January 13,2004

- (1) (from [2] 10/14/03 Cmte) A semi-annual report from the Library Advisory Commission.

Pending/No Specific Date

- (1) (from [B] 9/25/01 Cmte) A follow-up report on Studio One. *[November/before Council holiday recess]*
- (2) (from [B] 6/11/02 Cmte) A follow-up report from the Office of the City Manager regarding a Human Relations Commission, including a recommended process **and** timeline for appointment of members and the projected costs for addressing prevention of violence (e.g., among 20, 30, 40 year olds) and hate crimes.
- (3) (from [B] 12/10/02 Cmte) A report on the cost to prepare a Joaquin Miller Park Master Plan

- and the Shepherd Canyon Park Master Plan.
- (4) (from [C] 12/10/02 Cmte.; [C] 1/28/03 Cmte) A report from the Public Works Agency on the status of negotiations with the Trust for Public Land for Bella Vista Park and other Dark projects. *(3-month reporting)*
 - (5) (from [D] 3/11/03) A follow-up report from the Department of Human Services on the Alice Street Learning Center (250 – 17th Street) disposition options.
 - (6) (from [8] 6/10/03 Cmte) A status report from the Office of Parks and Recreation on implementing a new Park Worker classification for outdoor maintenance purposes.
 - (7) (from [4.37] 9/11/03 Rules Cmte) A resolution from the Office of the City Manager authorizing an agreement between the City of Oakland and the East Bay Zoological Society, Inc., for the management of the Knowland Park and Zoo, for a twenty-year period expiring on April 20, 2023, and renewable for one additional ten-year option.

For Tracking Purposes

1. Quarterly Reports
 - Planning and Oversight Committee, Oakland Fund for Children and Youth *[last 5/27/03; next scheduled for 10/14/03 & 10/28/03]*
 - Measure K *[last 7/8/03]*
2. Semi-annual Reports – Jan/July
 - Library Advisory Commission *[last 2/25/03; next scheduled for 1/13/04]*
3. Semi-annual Reports – Mar/Sept
 - Mayor's Commission on Persons with Disabilities *[last 3/11/03; scheduled for 10/28/03]*
 - Cultural Affairs Commission *[last 10/22/02; next 4/03]*
 - Welfare Reform Impacts *[last 2/26/02; next 9/02]*
 - City Stables Advisory Council *[last 3/25/03; scheduled for 10/28/03]*
4. Semi-annual Reports - Jun/Dec
 - Human Relations Commission
5. Annual Reports
 - Community Action Agency Administering Board *[last 5/14/02; to be scheduled for spring 2004]*
 - Commission on Aging *[last 5/14/02; next 5/03]*
 - Oakland Museum Foundation *[last semi-annual 6/12/01; next 6/02]*
 - Youth Advisory Commission *[last 7/22/03; next 7/04]*
 - Head Start Policy Council *[last 7/23/02; next 5/03]*
 - Health and Human Services Commission *[last 3/26/02; scheduled for 10/28/03]*
 - Parks and Recreation Advisory Commission *[last 11/12/03; scheduled for 12/9/03]*
 - Cultural Arts Revolving Loan Fund *[last quarterly 2/25/03; next 3/04]*
 - Paramount Theater of the Arts Board *[last 6/10/03; next 6/04]*

Respectfully submitted,

DEBORAH EDGERLY
Interim City Manager

December 9, 2003 (Revised 10/29/03)

PUBLIC SAFETY COMMITTEE

Oakland, California

Subject: SCHEDULE OF REPORTS FOR UPCOMING PUBLIC SAFETY COMMITTEE MEETINGS

Public Safety Committee – 2nd and 4th Tuesday, 7:30 – 9:00 p.m. [Reid, (Chairperson). Brooks, Nadel. Quan; Staff: Office of the City Manager: Mr. Charles Vose, City Attorney

December 9, 2003

1. [from 7/22/03 Comte] A report and recommendation from the City Manger regarding the enhancement of neighborhood service delivery
2. [from Tracking Purposes] Semi-Annual report from the Citizens' Police Review Board
3. [from 10/16/03 Rules] Resolution from PWA to apply for, accept and appropriate up to \$500,000 in FY 2003-04 Measure B Discretionary Funds for Alameda Countywide Bicycle Lane Feasibility Studies and construction of the Eastlake Streetscape and Pedestrian Enhancement Project
4. [from 9/23 Comte. & 10/16 Rules] A Public Works Resolution authorizing Amendment No. 6 to the Agreement with the KPpa Group for additional architectural and engineering services for the Police Administration Building Seismic Retrofit Phase I Project in an amount not to exceed \$394,000 for a total contract amount not to exceed \$1,162,011

Pending List/No Specific Date

1. [from 5/9/00 Comte.] A follow-up report from the Director, Public Works Agency regarding a possible ban of large trucks on steep graded streets in Oakland
2. [from 5/9/00 Comte.] A progress report from the Director, Public Works Agency on the Lincoln Avenue safety improvement plan
3. A follow-up report from the Chief of Police for a proposed ordinance amending Title 9 of the Oakland Municipal Code to add a new chapter 9.53 to establish a police officer secondary employment program (PENDING COMPLETION OF LABOR NEGOTIATIONS)
4. [from 9/18/01 Comte.] A report from the City Manger on the rationale for the Oakland Pedestrian Safety Program being located in the Office of the City Manager

5. [from 1/15/02 Comte.] A report from the Public Works Agency's Environmental Services Division on the air quality monitoring data collected in Oakland by the Bay Area Air Quality Management District (BAAQMD), Environmental Protection Agency (EPA), and California Air Resources Board (CARB)
6. [from 2/19/02 Comte.] A report from the Chief of Police on the results of the KPa Consulting Engineers report on the Police Administration Building (PAB) and on site proposals for a new PAB.
7. [from 4/23/02 Comte. & 9/17/02 Comte.] A report and proposals from the CPRB on criteria and structure for a new CPRB Task Force
8. [from 10/30/02 Rules Comte and 11/12/02 Comte.] A resolution approving clarifications to the Creek Determination Guidelines (PWA).
9. [from 6/11/02 Comte & 11/12/02 Comte.] A report from the Chief of Police on the policy and fiscal issues of the proposed new Police Administration Building
10. [from 3/25/03 Comte] A report from the Chief of Police on the implementation strategy of the Safe Neighborhood Program
11. [from 9/11/03 Rules] A report and recommendation from CPAB on NCPC's evaluation of Community Policing since the OPD reorganization in 2002
12. [from 10/14/03 Comte.] A report from OPD on the "best practices" regarding vehicular pursuit policies

For Tracking Purposes

1. [Biennial – October even years] City Manger report on outstanding Taxicab permits
2. [Annual since January 1998] Smoking Ordinance and State Legislative Activities
3. [Annual - January] City Manager report on Bingo activities in Oakland
4. [Annual since June 2002] Status report from OPD on gun tracing
5. [Annual since November 1998] Public Works, Watershed Improvement Program
6. [Annual since December 2002] PWA status report on implementation of the Dioxin Resolution
7. [Semi annual (March/September)] OPD ABAT Unit, Deemed Approved Program
8. [Semi annual (April/October) since 1997] Report regarding the Citizens' Police Review Board
9. [Semi annual (April/October) since April 1995] Community Policing Advisory Board
10. [Semi annual (May/November) since Nov 1997] OPD status of Sideshow abatement activities
11. [Semi annual (June/December) since 2000] OPD 5-year *Strategic Plan Of Action* progress report
12. [Semi annual (June/December) since June 1995] Status report from the Fire Chief on the Emergency Management Board
13. [Semi **annual** (January/July) since Jan 2003] Status report from the Chief of Police on implementation of the Department's reorganization to expand Community Policing
14. [Quarterly (Mar/Jun/Sept/Dec) since March 2003] Status report from the Chief of Police on the Stolen Gun Ordinance

Respectfully Submitted,

DEBORAH EDGERLY
Interim City Manager