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Office of the City Administrator
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January 28, 2020
(Revised 1/16/20)

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: 2nd and 4th Tuesday, 9:30 am - 12:00 pm

Chair: McElhaney; Committee Members: Fortunato Bas, Kalb, Thao; Staff: Assistant City Administrator Ed Reiskin, Adam Benson, and A'Janee Landingham

January 28, 2020		
No.	Title	Scheduled
1	The Chairperson's Report	
2	Receive A Report From The Office Of The City Auditor Related To The Oakland Promise Investigation At The First City Council Meeting In December 2019 Or Soon Thereafter [18-2537]	Rules on 12/5/19
3	Receive An Informational Report On The Oakland Police And Fire Retirement System's Investment Portfolio As Of September 30, 2019 [20-0075]	Rules on 1/16/20
4	Receive The Oakland Redevelopment Successor Agency (ORSA) Audit Report For The Year Ended June 30, 2019 [20-0074]	Rules on 1/16/20
5	Receive An Informational Report On The Measure Z - Public Safety And Services Violence Prevention Act Of 2014 Audit Report For The Year Ended June 30, 2019 [20-0073]	Rules on 1/16/20
6	Receive An Informational Report On The Measure C - Oakland Hotel Tax Audit And Program Status Report For The Year Ended June 30, 2019 [20-0071]	Rules on 1/16/20
7	Receive The Comprehensive Annual Financial Report (CAFR) And The Auditor's Required Communication To City Council (Management Letter) For The Year Ended June 30, 2019 [20-0070]	Rules on 1/16/20

February 11, 2020

No.	Title	<u>Scheduled</u>
1	The Chairperson's Report	
2	Report on Asset Seizure Policies And Practice [18-2098]	Rules on 11/7/19
3	Receive An Informational Report On The Status Of The Affordable Housing And Infrastructure Bond (Measure KK) Projects And Expenditures [20-0072]	Rules on 1/16/20

Quarterly Reports

No.	Title	Scheduled	Last Report	Next Report
1	Cash Management Report	FMC 5/11/04	11/12/19	
2	Receive An Informational Report Regarding Police And Fire Retirement System Investment	[15-0100]	11/12/19	1/28/20
3	Revenue & Expenditure Report	FMC 6/13/06	10/22/19	
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	10/22/19	
5	Quarterly Report On Public Safety Overtime (OPD)	[18-1013]	10/22/19	
6	Receive A Quarterly Report From The Oakland Fire Department (OFD) That Includes Additional Information On Overtime Policies, Procedures, And Controls	[18-1432]	10/22/19	

Semi-Annual Reports

No.	Title	Scheduled	Last Report	Next Report
1	Staffing Report (September And March)	Rules 2/23/06	11/12/19	
2	Status Report On Citywide Efforts To Research And Correct Negative Fund Balances	FMC 9/15/09 [09-0535]	11/12/19	
3	Biannual Report On Aging And Outstanding Revenue – <i>Report Requested As Part Of The Motion By Councilmember Guillen at FMC 3/8/16 2nd Quarter Revenue & Expenditure Report; this report was withdrawn from the October 23 committee meeting at Rules 10/4/18</i>	FMC 3/8/16	11/12/19	

Semi-Annual Reports				
No.	Title	Scheduled	Last Report	Next Report
4	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]	9/10/19	
5	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]	12/3/19	

Annual Reports				
No.	Title	Scheduled	Last Report	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]	10/8/19	
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	February 2020
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]	10/8/19	
5	An Informational Report Regarding Worker's Compensation	FMC 11/14/06	3/5/19	March 2020
6	An Informational Report From The City Auditor On The Status Of Required Audits – <i>Changed from a semi-annual report to annual report at Rules Committee meeting on 9/19/19.</i>	Rules 9/19/19	3/19/19	March 2020

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]	1/14/20	

<u>Pending No Date Specific</u>		
No.	Title	<u>Scheduled</u>
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	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
3	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
4	Adopt An Ordinance Amending Chapter 3.08 'Elections' To Add Article Iv, Which Would Create A Formal Process For The City Council To Place City Sponsored Measures On The Ballot To Improve Transparency, Analysis And Accuracy Of City Sponsored Ballot Measures	FMC 9/10/19 [18-1987]
5	Adopt A Resolution Authorizing The City Administrator, Or Designee, To 1) Enter Into A Grant Agreement With The Federal Emergency Management Agency (FEMA) To Accept Assistance To Firefighters Grant (AFG) Funds In The Amount Of Seventy Four Thousand Five Hundred Forty Six Dollars (\$74,546.00); 2) Accept, Appropriate, And Administer Said Funds; And 3) Expend Funds To Purchase Equipment And Other Necessary Resources, In Accordance With The City's Purchasing Guidelines	FMC 12/3/19 [18-2510]
6	Receive An Informational Report On The Range Of Salaries For The Mayor, City Attorney, And City Auditor In Conformity With The Oakland City Charter	FMC 12/3/19 [18-2128]

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

Respectfully submitted,

S. Todd

For: Sabrina B. Landreth
City Administrator