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**October 8, 2019**  
(Revised 9/26/19)

**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 am - 12:00 pm**

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

<b><u>October 22, 2019</u></b>		
<b>No.</b>	<b>Title</b>	<b>Scheduled</b>
1	Receive An Informational Report Regarding Police And Fire Retirement System Investment	Quarterly
2	Revenue & Expenditure Report	Quarterly
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 Quarter Revenue &amp; Expenditure Report; this report was withdrawn from the October 23 committee meeting at Rules 10/4/18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>	Semi-Annual
4	Report From The Office Of The City Attorney Regarding Advisory And Litigation Costs And Trends	Rules 1/24/02 & FMC 11/14/06
5	Receive An Informational Report Regarding The Status Of The State And Federal Budget Development And Its Potential Impacts On The City Of Oakland	Quarterly
6	Quarterly Report On Public Safety Overtime (OPD)	Quarterly
7	Receive A Quarterly Report From The Oakland Fire Department (OFD) That Includes Additional Information On Overtime Policies, Procedures, And Controls	Quarterly

8	Adopt an Ordinance Amending The Oakland Municipal Code, Chapter 5.04, Section 5.04.420, To Fully or Partially Exempt From The Business Tax On Residential Property Rentals Those Landlords With Personal Income of 120 Percent Of Area Median Income Or Less Who Rent Out (1) Three Or Fewer Rooms From Their Single Family Home Of Personal Residence Or (2) A Unit From Their Owner-Occupied Two-Unit Parcel	Rules 9/26/19 [18-1769]
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**November 12, 2019**

No.	Title	Scheduled
1	Vacancy Report (September And March)	Semi-Annual
2	Status Report On Citywide Efforts To Research And Correct Negative Fund Balances	Semi-Annual
3	A Review And Possible Action On The Mayor's Salary (Odd-Numbered Years)	Biennial

**December 3, 2019**

No.	Title	Scheduled
1	An Informational Report From the Finance Department on City Efforts to Apply For, Accept And Appropriate Grants Over \$50,000 From Private, Local, State and Federal Sources	Semi-Annual

**December 11, 2019**

No.	Title	Scheduled
1	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>	Semi-Annual

**Quarterly Reports**

No.	Title	Scheduled	Last Report	Next Report
1	Cash Management Report	FMC 5/11/04	9/10/19	
2	Receive An Informational Report Regarding Police And Fire Retirement System Investment	[15-0100]	3/19/19	10/22/19
3	Revenue & Expenditure Report	FMC 6/13/06	2/19/19	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	3/5/19	10/22/19

5	Quarterly Report On Public Safety Overtime (OPD)	[18-1013]	6/11/19	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]	6/11/19	10/22/19

<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	5/28/19	11/12/19
2	Status Report On Citywide Efforts To Research And Correct Negative Fund Balances	FMC 9/15/09 [09-0535]	5/28/19	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 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	6/25/19	10/22/19
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]	6/25/19	
6	An Informational Report On The Status Of The Affordable Housing and Infrastructure Bond (Measure KK) Projects and Expenditures		6/2019	
7	An Informational Report From the Finance Department on City Efforts to Apply For, Accept And Appropriate Grants Over \$50,000 From Private, Local, State and Federal Sources			12/3/19

<b><u>Annual Reports</u></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	
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	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

<b><u>Biennial Reports</u></b>				
<b>No.</b>	<b>Title</b>	<b>Scheduled</b>	<b>Last Report</b>	<b>Next Report</b>
1	A Review And Possible Action On The Mayor's Salary (Odd-Numbered Years)	Charter Requirement [14-1117]	9/12/17	11/12/19

<b>Pending No Date Specific</b>		
<b>No.</b>	<b>Title</b>	<b>Scheduled</b>
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]

<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. B. Landreth*

For: Sabrina B. Landreth  
City Administrator