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CITY OF OAKLAND



ONE FRANK H. OGAWA PLAZA • 3RD FLOOR • OAKLAND, CALIFORNIA 94612

Office of the City Administrator
Sabrina B. Landreth
City Administrator

(510) 238-3301
FAX: (510) 238-2223
TTY/TDD: (510) 238-2007

(Revised 10/22/15)

October 27, 2015

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

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.

**City Council Finance & Management Committee: 2nd and 4th Tuesday, 9:30-11:30 pm
(Committee Chair Kalb and Members, Gibson-McElhaney, Campbell-Washington,
Guillen; Staff: Christine Daniel and Kiran Bawa)**

<u>November 10, 2015</u>		
No.	Title	<u>Scheduled</u>
1	Adopt An Ordinance Amending The Salary Schedule Of Ordinance No. 12187 C.M.S. ("Salary Ordinance") To Add The Classification Of Crime Analyst	Rules 10/22/15 [15-0249]
2	Cash Management Report For The Quarter Ended September 30, 2015	Rules 10/22/15 [15-0247]
3	Adopt An Ordinance Amending The Salary Schedule Of Ordinance No. 12187 C.M.S. ("Salary Ordinance") To Add The Classification Of Director Of Race And Equity	Rules 10/22/15 [15-0246]
4	Resolution Authorizing The City Administrator To Enter Into A Memorandum Of Understanding With The City Of Portland, Oregon, For The Loan Of An Equity Director In An	Rules 10/22/15 [15-0248]

Item #2
Finance & Management Committee
October 27, 2015

Amount Not-To-Exceed Sixty-Seven Thousand Dollars (\$67,000) During The Fiscal Year 2015-16	
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<u>December 1, 2015</u>		
<u>No.</u>	<u>Title</u>	<u>Scheduled</u>
1	Receive A Report From The City Administrator On Enhanced Infrastructure Financing Districts (EIFD), Infrastructure and Revitalization Financing Districts (IRFD), Community Revitalization and Investment Authorities (CRIA), and other recently adopted mechanisms that offer financing opportunities to Oakland, including but not limited to facilitating affordable housing, with the report including staff analyses of SB 628 (2014), AB 229 (2014), AB 313 (2015) and AB 2 (2015)	Rules 10/8/15 [15-0196]

<u>December 15, 2016</u>		
<u>No.</u>	<u>Title</u>	<u>Scheduled</u>
1	Informational report on the Current Status of the Police Administration Building, Including Scope of Existing Health and Safety Issues, Cost Estimates, Financing Options, Timelines, and Plans to Abate All Public Health and Safety Issues As Soon as	Per Rules Comte 10/15/15 [15-0231] Public Works to lead

<u>January 12, 2016</u>		
<u>No.</u>	<u>Title</u>	<u>Scheduled</u>
1	Receive An Informational Report On Community And Economic Investments Made By Chase Bank In Oakland Since They Received The City Of Oakland's Banking Contract In 2014 And Data Analysis On Foreclosures Between 2007 And 2015	Rules 10/8/15

<u>January 26, 2016</u>		
<u>No.</u>	<u>Title</u>	<u>Scheduled</u>
1	Receive A Status Report And Recommendations From The City Administrator On Tax and Fee Assessments On Short Term Residential Rentals (STRRs) and Transportation Network Companies (TNCs) Operating In The City Of Oakland	Rules 10/8/15 [15-0198] <u>Rescheduled on 10/15/15</u>

For Tracking Purposes

<u>December 2015</u>		
No.	Title	<u>Scheduled</u>
1	Report On City's Procurement Processes	<i>Follow Up To Aftermarket Automotive Parts & Accessories Contract Report Provided To FMC 9/29/15 [15-0106]</i>
2	Follow Up On IT Projects And Financing Report Outlining Who The City Is Contracting With, The Not To Exceed Contract Amounts, And Overall Status Update Of The Project	Original Report Provided To FMC 9/29/15 [15-0059]

<u>January 2016</u>		
No.	Title	<u>Scheduled</u>
1	City Administrator's Office Will Bring A Report On The Progress Of Realigning KTOP Under The Office Of The City Clerk [PROPOSED DELETION – KTOP Realignment Completed Effective July 1, 2015]	<i>FY 15-17 Budget Tracking Adopted June 30, 2015</i>

<u>March 2016</u>		
No.	Title	<u>Scheduled</u>
1	Follow Up Information From The Equal Access Report For Fiscal Year 2014-2015 – Information To Include: <ul style="list-style-type: none"> • Compare The City's Website With Other Jurisdictions And Provide Recommendations On How To Provide Better Access To The Public Online; • Look At People Surveyed And Identify The Service Problems They Were Having And Provide Recommendations For Fixing Those Problems Within The Finance Department And The Parks & Rec Department; • Develop Goal And Plan For Improving Access At The Business Assistant Center; • Analyze Access Around Fire Department Staffing; • Provide Report On Recruitments Efforts For Spanish-Language Police Dispatchers; • Identify And Inventory Vital Records And Create Plan For Ensuring All Vital Records Have Been Translated; And • Replace Chinese-Speaking Position In The Oak Landers Assistance Center. 	Original Report Provided At FMC 9/29/15 [15-0104]
2	Informational Report On Citywide Paper free Policy To Be Heard By Finance And Management Committee With Proposed Changes And Will Work With The Council Offices	<i>FY 15-17 Budget Tracking Adopted June</i>

To Promote New And Improved City Services To Their Constituents Contract Amounts, And Overall Status Update Of The Project	30, 2015
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<u>Monthly Reports</u>				
No.	Title	Scheduled	Last Report	Next Report
1	Budget Implementation Tracking Report [PROPOSE DELETION – REPORT NOW QUARTERLY]	<i>From 10/8/13 Cmte [13-0067]</i>	N/A	N/A

<u>Quarterly Reports</u>				
No.	Title	Scheduled	Last Report	Next Report
1	Beginning September 2015, A Quarterly Budget Implementation Tracking Report With Line-Item Matrix Will Be Provided To The Finance And Management Committee And End Only When Agreed Upon By The Committee Or When All Items Have Been Implemented	<i>FY 15-17 Budget Tracking Adopted June 30, 2015</i>	N/A	10/27/15
2	Budget Implementation Tracking Report [PROPOSE DELETION – REPORT NOW QUARTERLY]	<i>From 10/8/13 & 6/24/14 Cmte [13-0067]</i>	N/A	N/A
3	Cash Management Report	<i>From 5/11/04 Cmte</i>	9/15/15	12/15/15
4	Receive An Informational Report Regarding OMERS, Police And Fire Retirement System Investment [PROPOSE REMOVING OMERS FROM TITLE – NO MORE OMERS]	<i>[15-0100]</i>	9/29/15	12/15/15
5	Revenue & Expenditure Report	<i>From 6/13/06 Cmt</i>	6/1/15	10/27/15

Semi-Annual Reports				
No.	Title	Scheduled	Last Report	Next Report
1	Vacancy Report – September And March	<i>From</i> 2/23/06 <i>Rules Cmte</i>	10/14/14	10/27/15
2	Status Report On Citywide Efforts To Research And Correct Negative Fund Balances – January 2010 And September 2010 [PROPOSE CONSOLIDATION WITH THE 4TH QUARTER REVENUE AND EXPENDITURES REPORT]	9/15/09 Cmte [09-0535]	2/2/10	N/A

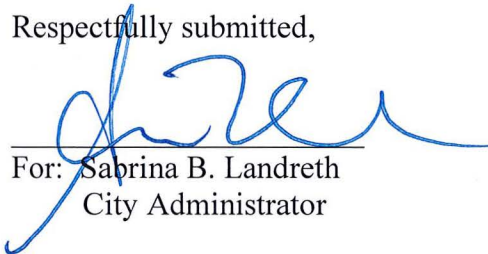
Annual Reports				
No.	Title	Scheduled	Last Report	Next Report
1	Informational Report Providing A List Of Grants And Donations Accepted And Appropriated By The City Administrator On Behalf Of The City Council During The Fiscal Year	Rules 6/19/08 [07-1482]	9/23/15	2 nd Cmte mtg September 2016
2	Informational 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 2008-2009 In Accordance With Oakland Municipal Code Section 2.04.020.D.2 [PROPOSE DELETING “2008-2009” FROM THE TITLE]	Rules 7/9/09 [09-0629]	4/28/15	2 nd Cmte mtg April 2016
3	Report From The Office Of The City Attorney Regarding Advisory And Litigation Costs And Trends [<u>CITY ATTORNEY ISSUES ANNUAL REPORT IN JANUARY – PLEASE CONFIRM WHETHER THE COMMITTEE REQUESTS A PRESENTATION</u>]	From 1/24/02 Rules Cmte & [2] 11/14/06 Cmte	10/13/09	N/A
4	Receive An Informational Report Regarding OMERS , Police And Fire Retirement System Investment [PROPOSE REMOVING OMERS FROM TITLE – NO MORE OMERS]	[15-0100]	9/29/15	12/15/15
5	An Informational Report From The City Auditor On The Status Of Required Audits [<u>STAFF WILL REQUEST THE CITY AUDITOR TO PROVIDE INFORMATION ABOUT THESE REPORTS</u>]	From 11/14/06 Cmte & 7/14/09 Cmte	2/26/13	N/A

6	Informational Report From The Public Works Agency On The City Fleet [PROPOSE MOVING TO PWC WHERE REPORTS ARE ALREADY OCCURRING]	6/08/10 Cmte [09-1472]	N/A	N/A
7	Equal Access Ordinance	[15-0104]	9/29/15	2 nd Cmte mtg September 2016
8	Annual Agency Performance Measures [PROPOSE DELETION – OUTDATED REFERENCE TO REPORTS LAST PREPARED IN 2009]	<i>From</i> 10/9/07 <i>Cmte</i>	CED-4/7/09 PWC-6/9/09	N/A
9	An Informational Report Regarding Risk Management	From 12/10/02 Cmte	N/A	N/A
10	Receive An Informational Report Regarding The City's Risk Management, Including, Workers' Compensation Program For Fiscal Year <u>PROPOSE DELETION DUPLICITIVE OF RISK MANAGEMENT REPORT AND WORKER'S COMPENSATION REPORT</u>	From 2/13/13 Cmte [12-0233]	N/A	N/A
11	An Informational Report Regarding Worker's Compensation	<i>From</i> 11/14/06 <i>Cmte</i>	5/12/15	May 2016

<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)	[14-1117]	6/23/15	June 2017

<u>Boards/Commission Reports (As Requested)</u>	
	Title
1	Budget Advisory Committee-[PROPOSE CHANGE FROM COMMITTEE TO COMMISSION TO ALIGN WITH RECENT COUNCIL ACTION]
2	Business License Tax Board Of Review [PROPOSE DELETING THE WORD LICENSE – BOARD NAME IS BUSINESS TAX BOARD OF REVIEW]
3	Civil Service Board
4	Oakland Municipal Employees Retirement System [PROPOSE DELETION – NO LONGER NEEDED]
5	Police And Fire Retirement System-[PROPOSE DELETION BECAUSE QUARTERLY REPORT IS PROVIDED]

Respectfully submitted,



For: Sabrina B. Landreth
City Administrator