

ONE FRANK ti. OGAWA PLAZA 176TH FLOOR . OAKLAND, CALIFORNIA 94612

Office of the City Attorney
John A. Russo
City Attorney
Michelle W. Sexton

October 28,2003

(510) 230-3601 FAX (510) 238-6500 TDD (510) 839-6451

PHONE NO.: (510)238-7543

Chairman Wan and Members of the Finance and Management Committee City Hall Oakland, California 94612

Re: Ordinance Amendina the Composition of the Business Tax Board of Review

Ladies and Gentlemen:

Section 5.04.550 of the Oakland Municipal Code (the "Code") establishes the Business Tax Board of Review (the "Board"). The City Manager, the City Auditor, the City Attorney and two community members nominated by the Mayor and appointed by the Council are members of the Board.

The City Attorney advises the Board on all legal matters arising from the activities of the Board and believes that it is in the best interests of the City of Oakland that the City Attorney not be a member of the Board, but continues to serve the Board as its legal advisor. This will allow the City Attorney to freely advise staff on matters pending before the Board. It will also enhance the City Attorney's ability to defend the Board's action should it be challenged in court.

An ordinance has been prepared which removes the City Attorney as a member of the Board and provides that an employee of the City selected by the City Manager serve on the Board.

Respectfully Submitted,

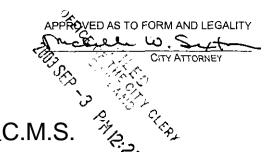
John Russo City Attorney

Prepared By: Michelle W. Sexton

Deputy City Attorney

FINANCE & MANAGEMENT CMTE.

OCT 2 8 2003



ORDINANCE NO. _____C.M.S

AN ORDINANCE AMENDING CHAPTER 5.04 OF THE OAKLAND MUNICIPAL CODE TO REMOVE THE CITY ATTORNEY AS A MEMBER OF THE BUSINESS TAX BOARD OF REVIEW AND PROVIDE THAT THE CITY MANAGER SHALL SELECT AN EMPLOYEE OF THE CITY TO SERVE AS A MEMBER OF THE BUSINESS TAX BOARD OF REVIEW

WHEREAS, pursuant to Section 5.04.550 of the Oakland Municipal Code (the "Municipal Code"), the City Manager, the City Auditor, the City Attorney and two community members nominated by the Mayor and appointed by the Council currently comprise the Business Tax Board of Review (the "Board"); and

WHEREAS, the City Attorney advises the Board on all legal matters arising from the activities of the Board; and

WHEREAS, the City Attorney believes that it is in the best interests of the City of Oakland that the City Attorney not be a voting member of the Board; and

WHEREAS, the City Attorney will continue to serve the Board as its legal advisor: and

WHEREAS, Council desires to remove the City Attorney as a member of the Board and amend Section 5.04.550 of the Municipal Code to provide that an employee of the City selected by the City Manager serve on the Board;

NOW, THEREFORE, THE COUNCIL OF THE CITY OF OAKLAND DOES HEREBY ORDAIN AS FOLLOWS:

SECTION 1. The City Council finds and determines the forgoing recitals to be true and correct and hereby adopts and incorporates them into this Ordinance.

SECTION 2. The Municipal Code is hereby amended to add, delete, or modify sections as set forth below (section numbers and titles are indicated in **bold type**; additions are indicated by <u>underscoring</u> and deletions are indicated by <u>strike-through type</u>; portions of the regulations not cited or not shown in underscoring or strike-through type are not changed.

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SECTION 3. Paragraph A of Section 5.04.550 of the Municipal Code is hereby amended in its entirety to read as follows:

5.04.550 Board of Review.

Composition. A business tax board of review [the "Board") consisting of the City Α. Manager, the City Auditor,, the City Attorney an employee of the City selected by the City Manager, and two community members nominated by the Mayor and appointed by the Council each for a term of four years is hereby created. The bBoard shall select from its members a chairperson who shall serve at its pleasure. The City Manager, and the City Auditor and City Attorney may each deputize in writing filed with the bBoard for such period or for in—such hearings as may be desired, to serve as his/her designee to the Board. A majority of members of the Board shall constitute a quorum. The Board shall be deemed to be in the Office of Finance and Management Agency, shall meet and keep its files in such office and all filings with the Board relating to appeals or otherwise shall be mailed to Chairperson, Business Tax Board of Review in care of City Office of Finance, One-City Hall Business Tax Section - Finance and Management Agency. 250 Frank H. Ogawa Plaza, Suite 1320, Oakland, CA 94612. Neither the members of the Board nor the members of their offices deputized to serve in their places at any time shall receive any compensation as such members or acting members for their services on the Board.

IN COUNCIL, OAKLAND, CALIFORNIA, SEPTEMBER ___, 2003

PASSED BY THE FOLLOWING VOTE:

AYES- BROOKS, BRUNNER. CHANG. NADEL. QUAN, REID, WAN

AND PRESIDENT DE LA FUENTE

NOES-

ABSENT-

ABSTENTION

ATTEST:

CEDA FLOYD
City Clerk and Clerk of **the** Council of the City of Oakland, California

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NOTICE AND DIGEST

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AN AMENDMENT TO CHAPTER 5.04 OF THE OAKLAND MUNICIPAL CODE REMOVING THE CITY ATTORNEY AS A MEMBER OF THE BUSINESS TAX BOARD OF REVIEW AND PROVIDING THAT A CITY EMPLOYEE CHOSEN BY THE CITY MANAGER SHALL SERVE AS A MEMBER OF THE BUSINESS TAX BOARD OF REVIEW

This ordinance amends the composition of the City of Oakland Business Tax Board of Review by removing the City Attorney as a member of the Business Tax Board of Review.

This ordinance provides the City Manager shall select a City employee to serve as a member of the Business Tax Board of Review.

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