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CITY OF OAKLAND



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(Revised 3/5/15)  
March 10, 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: 2<sup>nd</sup> and 4<sup>th</sup> Tuesday, 9:30-11:30 pm  
(Committee Chair Kalb and Members, Gibson-McElhanev, Campbell-Washington,  
Guillen; Staff: Kiran Bawa and Anil Comelo)**

**March 24, 2015**

1. Receive And Informational Report Regarding The Status Of The State And Federal Budget Development And Its Potential Impacts On The City Of Oakland [14-0518].
2. Resolution Initiating The Fiscal Year 2015-16 Assessment Process For The City Of Oakland Landscaping And Lighting Assessment District (Llad) And Authorizing The City Administrator To Order A Preliminary Engineer's Report Pursuant To California Streets And Highways Code (Rules 3/5 [14-0618])
3. Resolution Regarding The Oakland-Alameda County Coliseum Authority's Issuance Of Lease Revenue Bonds (Oakland Coliseum Arena Project) 2015 Refunding Series A, Approving The Form And Authorizing The Execution And Delivery By The City Of Oakland Of One Or More Letters Of Representations; Approving Such Other Documents And The Taking Of All Necessary Actions By The City In Connection With The Refunding

Item #2  
Finance & Management Committee  
March 10, 2015

- Of The Authority's Outstanding Bonds For The Arena, Including Approving The Form And Distribution Of An Official Statement In Connection Therewith (Rules 3/5 [14-0619])
4. Adopt A Resolution Authorizing The City Administrator To Update And Expand The List Of Designated City Officials Who Are Permitted To View And Use City Of Oakland Sales And Use Tax Information To (1) Include Assistant City Administrator, Director Of Finance, Revenue And Tax Administrator, Budget Director, Director Of Economic And Workforce Development, City Administrator Analyst, Assistant To The City Administrator, City Attorney, Deputy City Attorney IV, Deputy City Attorney III, Principal Revenue Analyst, Principal Financial Analyst, Tax Auditor III, Tax Auditor II, Accountant II, Tax Enforcement Officer II, Revenue Assistant, Collections Officer, Tax Representative II, And (2) Remove From The Existing List Revenue Collections Supervisor, Revenue Audit Supervisor, And Finance Manager; And (3) Add A Consultant Authority To Examine Sales And Use Tax Records For The City Of Oakland From The Board Of Equalization Pursuant To California Revenue And Taxation Code Section 7056(B). (Rules 3/5 [14-0622])
  5. Agreement for Property Tax, and Sales and Use Tax Consultant Services:
    1. Resolution Authorizing The City Administrator To Execute A Professional Services Contract With Hinderliter, de Llams And Associates (HdL) For Sales And Use Tax Consulting Services In An Amount (I) Not To Exceed \$10,200 Annually For Sales And Use Tax Economic Analysis, Web Based Data, Auditing Services, And Training; And (Ii) Additional Compensation Not To Exceed 15% Of Net Revenue Discovered And Recovered For The City As A Result Of Consultant Performed Audits, (Revenue Recovery Will Be Calculated Based On The Retroactive Recovery Plus Eight Future Quarters, But Not To Exceed A Total Of Eleven Quarters); And Authorizing This Contract For An Intial Three-Year Term With Two Optional Annual Extentsions (Rules 3/5 [14-0627])
    2. Resolution Authorizing The City Administrator To Execute A Professional Services Contract With Hinderliter, de Llams And Associates (HdL) For Sales And Use Tax Consulting Services In An Amount (I) Not To Exceed \$10,200 Annually For Sales And Use Tax Economic Analysis, Web Based Data, Auditing Services, And Training; And (Ii) Additional Compensation Not To Exceed 15% Of Net Revenue Discovered And Recovered For The City As A Result Of Consultant Performed Audits, (Revenue Recovery Will Be Calculated Based On The Retroactive Recovery Plus Eight Future Quarters, But Not To Exceed A Total Of Eleven Quarters); And Authorizing This Contract For An Intial Three-Year Term With Two Optional Annual Extentsions (Rules 3/5 [14-0628])
  6. Resolution Waiving The Request For Qualifications ("Rfq"), Competitive Selection Advertising And Competitive Bidding Requirements And Authorizing The City Administrator To Execute A Third Amendment To The Agreement With Acs State And Local Solutions Inc. (Acs/Xerox), Extending The Term Of The Agreement For A Period Not To Exceed One- Year, Starting April 2, 2015 And Terminating April 1, 2016 To Provide A Parking Citation Administration And Revenue Reconciliation ("Carr") System; And Compensate Acs/Xerox Under The Current Terms Of The Existing Agreement In An Amount Not To Exceed \$900,000 (Rules 3/5 [14-0623])

**April 14, 2015**

1. Request An Informational Report From The Human Resources Department On The Diversity Of City Staff, Including But Not Limited To Race, Ethnicity, Gender, Age, Residency By City And Zip Code, And Anticipated Retirement By Department.

**Pending/No Specific Date**

1. (Cmte 12/13/11) Adopt An Ordinance Amending The Salary Schedule Of Ordinance No. 12187 (The Salary Ordinance) To Amend Existing Full Time Classifications By Adding The Part Time (PT) Equivalent Classifications Of: Emergency Planning Coordinator, PT; Food Service Worker, PT; Head Start Program Coordinator, PT; Hearing Officer, PT; Senior Services Program Assistant, PT; Special Events Coordinator, PT; Veterinarian, PT; And To Amend Existing Full Time Classifications By Adding The Permanent Part Time (PPT) Equivalent Classifications Of: Food Service Worker, PPT; Head Start Program Coordinator, PPT; And Special Events Coordinator, PPT; To Add The Newly Created Permanent Part Time And Part Time Classifications Of Recreation Specialist III, PPT And Recreation Specialist III, PT; And To Correct The Salary Pay Grade For Public Service Representative, PT To Make It Consistent With The Pay Grades For The Full Time And Permanent Part Time Equivalents Of The Same Classification;

**For Tracking Purposes**

1. **Biennially** – A review and possible action on the Mayor’s salary (odd-numbered years)
2. **Annually** – (from [B] 12/10/02 Cmte) An informational report regarding Risk Management
3. (from 10/9/07 Cmte) Annual Agency Performance Measures
4. (from [2] 11/14/06 Cmte) An informational report regarding Worker’s Compensation
5. (from [E] 1/24/02 Rules Cmte & [2] 11/14/06 Cmte) Report from the Office of the City Attorney regarding advisory and litigation costs and trends
6. (07-1482 Rules 6/19/08) 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
7. (from [2] 11/14/06 Cmte & [2] 7/14/09 Cmte) An informational report from the City Auditor on the status of required audits
8. (09-0629 7/9/09 Rules) 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
9. (09-1472 6/08/10 Cmte) Informational report from the Public Works Agency on the City Fleet
10. Equal Access Ordinance
11. Budget Implementation Tracking Report (**from 10/8/13 & 6/24/14 Cmte [13-0067]**)

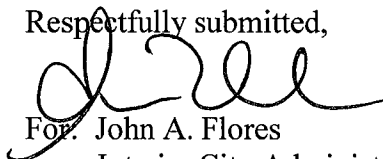
12. **Biannually** – (from 2/13/13 Cmte [12-0233]) Receive an informational report regarding the City’s Risk Management, including, Workers’ Compensation Program for Fiscal Year
13. **Semi-Annually** - from [4] 2/23/06 Rules Cmte) Vacancy Report – September and March
14. (09-0535 9/15/09 Cmte) Status report on Citywide efforts to research and correct negative fund balances – January 2010 and September 2010
15. **Quarterly** - (from [2] 5/11/04 Cmte) Cash Management Report
16. (from [2] 6/13/06 Cmte) Revenue & Expenditure Report
17. Receive an Informational Report regarding OMERS, Police and Fire Retirement System Investment
18. **Monthly**- (from 10/8/13 Cmte [13-0067]) Budget Implementation Tracking Report

**Boards/Commission Reports**

**As Requested:**

1. Budget Advisory Committee
2. Business License Tax Board of Review
3. Civil Service Board
4. Oakland Municipal Employees Retirement System
4. Police and Fire Retirement System

Respectfully submitted,



For: John A. Flores  
Interim City Administrator