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Office of the City Administrator
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City Administrator

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May 27, 2025
(Revised 5/8/2025)

CITY COUNCIL COMMITTEE ON FINANCE AND MANAGEMENT
Oakland, California

Chair and Members of the Committee:

Subject: Scheduling of Committee Meetings

In an effort to keep Committees informed of the schedule of committee assignments, staff will provide the Committee with a list at each meeting. Staff seeks direction in management of the committee's assignments and will offer recommendations to ensure matters are managed efficiently.

Finance and Management Committee Schedule effective January 2025: 2nd & 4th Tuesdays at 9:30 am
Chair: Janani Ramachandran; Committee Members: Rebecca Kaplan, Carroll Fife, and Zack Unger;
City Administrator Jestin Johnson and Deputy City Administrator Monica Davis; Staff: Erin Roseman,
Finance Director; and Office of the City Clerk: Candace Evans, Legislative Recorder.

| May 27, 2025 | | |
|--------------|--|--------------------------|
| No. | Title | Date Scheduled & File ID |
| 1 | Resolution Authorizing The City Administrator To Award A Professional Services Agreement With JT2 Integrated Resources, Inc. To Provide Workers' Compensation Administration Services For The Period Of July 1, 2025 Through June 30, 2029, In An Amount Of Three Million, Forty-Four Thousand, Seven Hundred Four Dollars (\$3,044,704) For Contract Year 2025-2026 And An Amount Of Three Million, One Hundred Sixty-Six Thousand, Four Hundred Ninety-Three Dollars (\$3,166,493) For Contract Year 2026-2027, And An Amount Of Three Million, Two Hundred Ninety-Three Thousand, One Hundred Fifty-Three Dollars (\$3,293,153) For Contract Year 2027-2028, And An Amount Of Three Million, Four Hundred Twenty-Four Thousand, Eight Hundred Eighty Dollars (\$3,424,880) For Contract Year 2028-2029, With An Option To Extend The Agreement For One Two-Year Increment In An Amount Of Three Million, Five Hundred Sixty-One Thousand, Eight Hundred Seventy-Six Dollars (\$3,561,876) For Contract Year 2029-2030, And An Amount Of Three Million, Seven Hundred Four Thousand, Three Hundred Fifty-Two Dollars (\$3,704,352) For Contract Year 2030-2031, For A Total Amount Over The Six-Year Term Of The Contract Of Twenty Million, One Hundred Ninety-Five Thousand, Four Hundred Fifty-Eight Dollars (\$20,195,458) | 4/24/25 [25-0663] |

| May 27, 2025 continued | | |
|-------------------------------|---|-------------------------------------|
| No. | Title | Date Scheduled & File ID |
| 2 | Informational Report On City-Wide Staffing From The City Administrator Regarding (1) Citywide Vacancy Rates And Status As Of April 1, 2025, (2) Budgeted Vacancy Rate For Fiscal Year 2024/25 (3) The Vacancy Rates Of Regional Local Public Entities, (4) Recruitment Outreach And Community Engagement, And (5) The Analysis Of The City Workforce And Recruitment Conditions | 5/01/25 [25-0692] |
| 3 | Ordinance Amending The Salary Schedule Of Ordinance No. 12187 C.M.S. (“Salary Ordinance”) To: (A) Add The Full-Time Classification Of Parking Control Technician II; And (B) Add The Full-Time Classification Of OAK311 Communications Center Specialist, Senior; And (C) Add The Full-Time, Permanent Part-Time, And Part-Time Equivalent Classifications Of OAK311 Communications Center Specialist; And (D) Amend The Title Of The Full-Time And Permanent Part-Time Equivalent Classifications Of Transportation Planner, Senior To Transportation Planner, Supervising; And (E) Amend The Salary Of The Part-Time Classification Of Senior Aide, PT To Ensure Compliance With The City Of Oakland’s Minimum Wage Ordinance | 5/01/25 [25-0694] |
| 4 | Informational Cash Management Report For Fiscal Year 2024-2025 Third Quarter Ended March 31, 2025 | 5/01/25 [25-0698] |
| 5 | Resolution Authorizing The City Administrator (1) To Enter Into Renewal Agreements For On-Going Information Technology Operations And Maintenance Agreements; And (2) To Enter Into Hardware, Software, Data, Storage, Professional Services And Maintenance Agreements To Upgrade And Enhance Existing Systems, Including, But Not Limited To Oracle, Microsoft, Geographic Information Systems, Permitting Systems And Public Safety Systems; Waiving The Multi-Step Solicitation Process And, To The Extent Necessary, The Local/Small Local Business Enterprise Program Requirements For Information Technology Agreements For Fiscal Year (FY) 2025 Through 2027, Including Multi-Year Agreements Entered Or Renewed During FY 2025 Through 2027 With Terms That Extend Beyond The Two-Year Period; And Sunsetting City Resolution 89832 C.M.S. (2023) | 5/08/25 [25-0693] |
| 6 | Adopt An Ordinance Amending Ordinance No. 13799 C.M.S. (Which Adopted The Fiscal Year 2024-25 Master Fee Schedule), As Amended, To Establish, Modify And Delete Fees And Penalties Assessed By The City Of Oakland For Fiscal Year 2025-26 | 5/08/25 [25-0708] |

| June 10, 2025 | | |
|----------------------|--|-------------------------------------|
| No. | Title | Date Scheduled & File ID |
| 1 | Resolution Waiving The Competitive Request For Proposals/Qualifications Process And The Local/Small Local Business Enterprise Program Requirements And Authorizing The City Administrator To Amend The Professional Service Agreement With Ben Rosenfeld Consulting, LLC To Extend The Contract Term Through June 30, 2026 And Increase The Compensation By \$33,000 For A Total Contract Amount Of \$80,000 | 5/08/25 [25-0711] |

| November 18, 2025 | | |
|-------------------|---|--|
| No. | Title | Date Scheduled & File ID |
| 1 | Informational Report From The City Administrator Or Their Designee On The Special Revenue Collection Project, Including Hiring And Activating The Work To Bring In Additional Revenue From Non-Filed Businesses | 3/13/25 [25-0569]; continued from 4/9/25 FMC |

| Quarterly Reports | | | | |
|-------------------|---|-----------------------|--|-------------|
| No. | Title | First Scheduled | Last Report & File ID | Next Report |
| 1 | Revenue & Expenditure Report | FMC 6/13/06 | 2/27/25 [25-0499] | Jun-25 |
| 2 | 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 [16-0125] | Informational Memo 6/06/22 | Nov-22 |
| 3 | Quarterly Report On Public Safety Overtime (OPD) | [18-1013] | 11/19/24 [25-0028] | Apr-25 |
| 4 | Quarterly Report From The Oakland Fire Department (OFD) That Includes Additional Information On Overtime Policies, Procedures, And Controls | [18-1432] | 12/12/23 [23-0844] | Apr-24 |
| 5 | Cash Management Report | FMC 5/11/04 | 2/27/25 [25-0464] | May-25 |
| 6 | Informational Report Regarding Police And Fire Retirement System Investment ("PFRS") | [15-0100] | 3/25/25 [25-0535] | Jun-25 |

| Semi-Annual Reports | | | | |
|---------------------|---|-------------------|--|-------------|
| No. | Title | First Scheduled | Last Report & File ID | Next Report |
| 1 | Staffing Report (May and November) – <i>At 3/28/23 FMC Committee agreed that this report will be updated to include the time frames for hiring City employees and steps taken and proposed to shorten the length of time to recruit and hire City employees and address other challenges with filling City staffing vacancies. This information was previously reported under File ID 22-0417</i> | Rules 2/23/06 | 3/12/24 [23-0955] | Jun-24 |
| 2 | Status Report On Citywide Efforts To Research And Correct Negative Fund Balances | 9/15/09 [09-0535] | 3/26/24 [24-0195] | Dec-24 |
| 3 | Status Update on CAD/RMS Prime 2.0 (IT) <i>Committee requested updates are provided twice a year on this project. Providing information on what is being spent and why it is being spent.</i> | 7/11/17 [16-1293] | Information Memo 2/18/21 | Aug-21 |
| 4 | Informational Report Regarding Department Of Transportation Parking Enforcement Operations And Parking Revenues. <i>Report converted to Semi-Annual at FMC on 4/09/25</i> | | 4/9/25 [25-0237] | Sep-25 |

| Annual Reports | | | | |
|----------------|---|------------------------------|-----------------------|-------------|
| No. | Title | First Scheduled | Last Report & File ID | 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] | 7/18/23 [23-0421] | Jun-24 |
| 2 | Informational Report On City Attorney's Annual Report, Including But Not Limited To Financial And Litigation Trends For The Past Five Years As Well As Advisory Work, Affirmative Litigation And Special Initiatives By The Office Of The City Attorney | Rules 1/24/02 & FMC 11/14/06 | 2/25/20 [18-2129] | 2023 |
| 3 | Informational Report From The Public Works Agency On The City Fleet | FMC6/08/10 [09-1472] | N/A | June-21 |
| 4 | Equal Access Ordinance | [15-0104] | 10/08/24 [25-0078] | Oct-25 |
| 5 | Informational Report Regarding Worker's Compensation | FMC 11/14/06 | 3/28/23 [23-0154] | Mar-24 |
| 6 | Informational Report From The City Auditor On The Status Of Required Audits | Rules 9/19/19 | 11/1/22 [22-0531] | TBD |
| 7 | 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. Report converted from Semi-Annual to Annual Report at FMC on 3/28/23.</i> | FMC 3/8/16 | 11/12/19 [18-2326] | TBD |
| 8 | Informational Report Listing All Purchases And Contracts Authorized By The City Administrator, Or Designee, Within The City Administrator's Contract Authority During Fiscal Year In Accordance With Oakland Municipal Code Section 2.04.020.D.2 – <i>Report converted from Semi-Annual to Annual Report at FMC on 3/28/23.</i> | Rules 7/9/09 [09-0629] | 4/25/23 [23-0167] | Apr-24 |
| 9 | Informational Report on the City's Compliance w/ the Prompt Payment Ordinance (OMC Chapter 2.06) with particular attention to City of Oakland purchase contracts and grant agreements to organizations that provide services in traditionally underserved communities and in a manner that prioritizes equity. | 6/07/22 [22-0417] | 7/09/24 [24-0581] | July-25 |
| 10 | Informational Report From The City Administrator On The Status Of Implementing Policy Directives Passed By The City Council | 6/14/23 [23-0482] | 9/24/24 [24-0444] | Sep-25 |

| 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] | 7/11/23 [23-0574] 6/06/24 [24-0445] | Jan-25 |

| Pending No Date Specific | | |
|--------------------------|--|---|
| No. | Title | Scheduled |
| 1 | Adopt A Resolution Awarding A Professional Services Agreement To Blue Sky Consulting Group, LLC For Economic Consulting Services For A Term Ending June 30, 2029 For A Total Contract Amount Not To Exceed \$650,000. <i>At Rules 2/6/25 moved to pending No Date Specific.</i> | 1/16/25 [25-0421] <i>con't from 1/28/25 to 2/25/25 FMC</i> |
| 2 | Informational Report On The Following: (1) Amended Purchase And Sale Agreement With AASEG Land LLC, A Delaware Limited Liability Company, Or Its Affiliate, For The Sale Of The City Of Oakland's Undivided 50 Percent Interest In Property Located At 7000 Coliseum Way, Oakland, California (2) FY 2024-25 Midcycle Budget With Amended Coliseum Land Sale On Impact of Amended Purchase And Sale Agreement With AASEG Land LLC, A Delaware Limited Liability Company, Or Its Affiliate, For The Sale Of The City Of Oakland's Undivided 50 Percent Interest In Property Located At 7000 Coliseum Way, Oakland, California, On The (FY) 2024-25 Midcycle Budget (3) Proposed Rebalancing Of FY 2024-25 Midcycle Budget Amendments Additional Budget Amendments To Rebalance The Fiscal Year 2023-2025 Adopted Budget For The City Of Oakland | 10/10/24 [25-0186] pulled 11/14/24 |
| 3 | Informational Report Regarding Proposed Substantive Changes To The Consolidated Fiscal Policy | 4/9/24 [24-0263] last con't from 9/24/24 FMC |
| 4 | Staff Recommends That The City Council Adopt A Resolution (1) Authorizing The Public Bank East Bay (PBEB) To Apply For Regulatory Approval; (2) Authorizing The City Of Oakland To Become A Founding Member Of The PBEB; And (3) Authorizing The City Administrator To Make Investment Contributions To Capitalize The PBEB | 6/6/24 [24-0532], 7/11/24 <i>moved to Pending No Date Specific</i> |
| 5 | City Council Approve A Report And Recommendation: To Review The Sperry Capital, Inc. Analysis Of The Kosmont Proposal To Establish An Enhanced Infrastructure Financing District (EIFD) Exclusively For East Oakland, Exclusively For West Oakland, And For East And West Oakland Combined As Outlined in Resolution 89480 C.M.S.; And To Develop An Enhanced Infrastructure Financing District Policy | 2/8/24 [24-0039] 2/27/24 FMC <i>moved to pending No Date Specific.</i> |
| 6 | Adopt A Resolution Amending Resolution No. 89376 C.M.S., Which Awarded Grants To Community Service Providers, To Add Friends Of The Oakland Branch, A California Nonprofit Corporation, As The Fiscal Sponsor For The Grantee "National Association For The Advancement Of Colored People (NAACP)" For An Amount Not To Exceed Ten Thousand Dollars (\$10,000) | 6/29/23 [23-0537] 7/6/23 <i>moved to pending No Date Specific.</i> |
| 7 | Informational Report On The City's Work In Improving Contracting Opportunities For Local, Small, Women And Minority- Owned Businesses Including The Minutes Of All Meetings Of The Supporting Contracting Opportunities Committee And The Ad Hoc Subcommittee For Reviewing Contracts, Including A List Of All Contracts That Have Been Sent To Them For Review And Feedback, The Timeline For Such Feedback, And The Outcome Of Their Review And The Authorizing Information For The Creation Of Such Bodies, Who Was Selected To Serve On Them, By Whom Such Selection Was Made, Who Decided Which Contracts Would Be Sent To Them For Review, And On The Basis Of What Criteria, And The Status Of Enforcement Of Oakland's Prompt Payment Policy, And To Report On What Actions The Administration Is Taking, Through These "Committees" Or Otherwise, To Remedy The Mistreatment Of DBE Subcontractors By Prime Contractors With Whom The City Contracts. | 10/13/21 [21-0697] |

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

Respectfully submitted,

Judith Christian

Executive Assistant to Director (Finance)
For: Jestin D. Johnson
City Administrator

* Per Resolution No. 88266 C.M.S. *Temporary Amendments to Council's Rules Of Procedure*, Informational Reports were provided by the City Administrator via publicly published memoranda. These Informational Memos may be scheduled at Rules at the request of the Chair. Informational Memos are available at the following website: <https://www.oaklandca.gov/resources/info-memo>.