



# City of Oakland

Office of the City Clerk  
Oakland City Hall,  
1 Frank H. Ogawa Plaza,  
Room 201  
Oakland, California 94612

## Meeting Minutes - DRAFT \*Special Finance & Management Committee

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Tuesday, April 25, 2023

9:00 AM

City Council Chamber, 3rd Floor

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The Oakland City Council Finance And Management Committee convened at 9:09 A.M., with Councilmember Jenkins presiding as Chairperson.

### COMMITTEE MEMBERSHIP:

#### Roll Call / Call To Order

**Excused** 1 - Rebecca Kaplan

**Present** 3 - Nikki Fortunato Bas, Janani Ramachandran, and Kevin Jenkins

- 1 Approval Of The Draft Minutes From The Committee Meeting Of April 11, 2023  
[23-0273](#)

Attachments: [View Report](#)

A motion was made by Janani Ramachandran, seconded by Nikki Fortunato Bas, that this matter be Accepted. The motion carried by the following vote:

**Excused** 1 - Kaplan

**Aye** 3 - Fortunato Bas Ramachandran, Jenkins

**NO VOTE** 0

- 2 Determination Of Schedule Of Outstanding Committee Items  
[23-0279](#)

Attachments: [View Report](#)

*The Committee Approved The Pending List as is, with a request for the Finance Department to schedule an item and to return to the Finance And Management Committee with no date specific a Measure W Vacancy Tax Report and any information that can be gathered regarding properties that are vacant that can potentially be utilized*

#### *1 Speaker Spoke On This Item*

A motion was made by Nikki Fortunato Bas, seconded by Kevin Jenkins, that this matter be Accepted. The motion carried by the following vote:

**Excused** 1 - Kaplan

**Aye** 3 - Fortunato Bas Ramachandran, Jenkins

NO VOTE 0

- 3** Subject: New Records Retention Policy Contract  
From: Office Of The City Clerk  
Recommendation: Adopt A Resolution Awarding A Professional Services Contract To Kaizen InfoSource LLC To Prepare A New Records Retention Policy For The City Of Oakland In An Amount Not To Exceed \$60,000 Utilizing The Funds Allocated For That Purpose In The Fiscal Year 2022-23 Mid-Cycle Budget, Pursuant To Resolution No. 89283 C.M.S., To Update And Replace The Existing Policy Last Updated In 2003; Waiving The Competitive Request For Proposal/Qualifications (RFP/Q) Process Pursuant To Oakland Municipal Code Section 2.04.051.B And The Local/Small Local Business Enterprise (L/SLBE) Program Requirements In The Best Interests Of The City [23-0248](#)

**Attachments:** [View Report](#)  
[View Attachment A](#)  
[View Attachment B](#)  
[View Legislation](#)

***On Consent***

***1 Speaker Spoke On This Item***

A motion was made by Janani Ramachandran, seconded by Nikki Fortunato Bas, that this matter be Approved the Recommendation of Staff, and Forward to go before the \* Concurrent Meeting of the Oakland Redevelopment Successor Agency and the City Council, to be heard 5/2/2023. The motion carried by the following vote:

**Excused** 1 - Kaplan

**Aye** 3 - Fortunato Bas Ramachandran, Jenkins

NO VOTE 0

- 4      Subject:    Budget Outlook Message And Calendar Report  
From:        Finance Department  
Recommendation: Receive An Informational Report From The Finance Department On A  
Budget Outlook Message And Calendar Providing An Overview Of The FY 2023-25  
Budget Development Process And Estimated Key Dates Of Budget Events  
[23-0245](#)

**Attachments:**   [View Report](#)

**1 Speaker Spoke On This Item**

***A motion was made by Council President Bas, seconded by Chair Jenkins to receive and file this item in committee. The motion passed with a vote of 3 Ayes; 1 Excused - Kaplan***

***A motion to reconsider was made by Council President Bas, seconded by Chair Jenkins. The motion passed with a vote of 3 Ayes; 1 Excused - Kaplan***

***Council President Bas motioned, Chair Jenkins seconded to approve this item to be forwarded to the May 2, 2023 City Council Agenda. The motion passed.***

**On Consent**

**A motion was made by Nikki Fortunato Bas, seconded by Kevin Jenkins, that this matter be Approved the Recommendation of Staff, and Forward to go before the \* Concurrent Meeting of the Oakland Redevelopment Successor Agency and the City Council, to be heard 5/2/2023. The motion carried by the following vote:**

**Excused**    1 -   Kaplan

**Aye**        3 -   Fortunato Bas Ramachandran, Jenkins

**NO VOTE**    0

- 5**      Subject:    Fiscal Year (FY) 2023-24 Landscaping And Lighting District (LLAD) - Initiation  
From:        Finance Department  
Recommendation: Adopt A Resolution Initiating The Fiscal Year (FY) 2023-24  
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  
[23-0249](#)

**Attachments:**   [View Report](#)  
                              [View Legislation](#)

***2 Speakers Spoke On This***

***On Consent***

A motion was made by Nikki Fortunato Bas, seconded by Kevin Jenkins, that this matter be Approved the Recommendation of Staff, and Forward to go before the \* Concurrent Meeting of the Oakland Redevelopment Successor Agency and the City Council, to be heard 5/2/2023. The motion carried by the following vote:

**Excused**    1 -   Kaplan

**Aye**        3 -   Fortunato Bas Ramachandran, Jenkins

**NO VOTE**    0

- 6**      Subject:    Salary Ordinance Amendment For Various Classifications  
From:        Human Resources Management Department  
Recommendation: Adopt An Ordinance Amending The Salary Schedule Of Ordinance No. 12187 C.M.S. ("Salary Ordinance") To: (A) Add The Full-Time Classification Of Violence Prevention Services Manager; The Full-Time Classification Of Violence Prevention Services Supervisor; The Full-Time Classification Of Early Childhood Education Manager; The Full-Time Classification Of Early Learning Specialist; The Full-Time Classification Of Head Start Program Operations Manager; The Full-Time Classification Of Rent Adjustment Program Assistant; And The Full-Time Classification Of Veterinary Assistant; And (B) Amend The Salary Of The Full-Time Classification Of Veterinarian; The Permanent Part- Time Classification Of Veterinarian; The Part-Time Classification Of Veterinarian; The Full-Time Classification Of Registered Veterinary Technician; And The Full-Time Classification Of Deputy Chief Of Violence Prevention [23-0258](#)

**Attachments:**   [View Report](#)  
                              [View Legislation](#)

***3 Speakers Spoke On This Item***

***On Consent***

**A motion was made by Nikki Fortunato Bas, seconded by Janani Ramachandran, that this matter be Approved the Recommendation of Staff, and Forward to go before the \* Concurrent Meeting of the Oakland Redevelopment Successor Agency and the City Council, to be heard 5/2/2023. The motion carried by the following vote:**

**Excused**    1 -   Kaplan

**Aye**        3 -   Fortunato Bas Ramachandran, Jenkins

**NO VOTE**    0

- 7 Subject: OPD Overtime Report: 4th Quarter FY 2021-22  
From: Oakland Police Department  
Recommendation: Receive An Informational Report Regarding Oakland Police  
Department (OPD) Overtime  
[23-0149](#)

**Attachments:** [View Report](#)  
[View Supplemental Report - 4/20/2023](#)

**1 Speaker Spoke On This Item**

*The Committee Approved this item to be continued to the May 9, 2023 Finance and Management Committee to return with a supplemental report to include the following:*

- *Further Clarity on the correlation between sworn staffing levels and actual overtime.*
- *Clarity On additional overtime in downtown and east Oakland.*
- *Data to include how much resources are being allocated to Little Saigon, Chinatown, and exact locations in East Oakland as it relates to overtime patrol for purposes of deterrence*

*As well a request for OPD to be prepared to share broader, more holistic view of operations and deployment*

A motion was made by Janani Ramachandran, seconded by Kevin Jenkins, that this matter be Continued to go before the \*Finance & Management Committee, to be heard 5/9/2023. The motion carried by the following vote:

**Excused** 1 - Kaplan

**Aye** 3 - Fortunato Bas Ramachandran, Jenkins

**NO VOTE** 0

- 8 Subject: Assignment Of The 2022 Affordable Housing Infrastructure Bond Measure To The Affordable Housing And Infrastructure Public Oversight Committee  
Form: Finance Department  
Recommendation: Adopt An Ordinance Amending Ordinance No. 13619 C.M.S., Which Established The Affordable Housing & Infrastructure Public Oversight Committee, To Assign To The Committee The Responsibility For Oversight Of The 2022 Affordable Housing And Infrastructure Bond (Measure U) And Make Non-Substantive Technical Edits  
[23-0292](#)

Attachments: [View Report](#)  
[View Legislation](#)

***On Consent***

***2 Speakers Spoke On This Item***

A motion was made by Nikki Fortunato Bas, seconded by Kevin Jenkins, that this matter be Approved the Recommendation of Staff, and Forward to go before the \* Concurrent Meeting of the Oakland Redevelopment Successor Agency and the City Council, to be heard 5/2/2023. The motion carried by the following vote:

Excused 1 - Kaplan

Aye 3 - Fortunato Bas Ramachandran, Jenkins

NO VOTE 0

**Open Forum**

***2 Speakers Spoke On This Item***

**Adjournment**

*There being no further business, the Oakland City Council Finance And Management Committee adjourned the meeting at 10:30 a.m.*

\* In the event of a quorum of the City Council participates on this Committee, the meeting is noticed as a Special Meeting of the City Council; however no final City Council action can be taken.

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**MATERIALS RELATED TO ITEMS ON THIS AGENDA SUBMITTED TO THE CITY COUNCIL AFTER DISTRIBUTION OF THE AGENDA PACKETS MAY BE VIEWED IN THE OFFICE OF THE CITY CLERK, 1 FRANK H. OGAWA PLAZA, 1ST AND 2ND FLOOR, OAKLAND, CA 94612 FROM 8:30 A.M. TO 5:00 P.M.**