



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

Tuesday, April 25, 2023

9:00 AM

City Council Chamber, 3rd Floor

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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