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**July 11, 2023**  
 (Revised 06/29/2023)

**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 March 2023: 2<sup>nd</sup> & 4<sup>th</sup> Tuesdays at 9:30 am**  
**Chair: Kevin Jenkins; Committee Members: Rebecca Kaplan, Nikki Fortunato Bas, and Janani Ramachandran; Staff: Erin Roseman, Finance Director, Angela Robinson Pinon, City Administrator Office, and Britney Davis, Legislative Recorder, Office of the City Clerk.**

<b>July 11, 2023</b>		
<b>No.</b>	<b>Title</b>	<b>Date Scheduled &amp; File ID</b>
1	Adopt The Following Pieces Of Legislation: 1) A Resolution Of The City Council Declaring The Intention To Establish City Of Oakland Community Facilities District No. 2023-1 (Brooklyn Basin Facilities And Services) And Levy Special Taxes To Finance Public Improvements And Public Services For The Updated Brooklyn Basin Project; Approving A Proposed Boundary Map For Community Facilities District No. 2023-1; And Adopting Appropriate Findings Under The California Environmental Quality Act; 2) A Resolution Of The City Council Declaring The Intention To Incur Bonded And Other Indebtedness For City Of Oakland Community Facilities District No. 2023-1 (Brooklyn Basin Facilities And Services); And Adopting Appropriate Findings Under The California Environmental Quality Act; 3) A Resolution Of The City Council Determining That, Subject To Specified Conditions, The Special Tax Shall Cease To Be Levied On Certain Property In The City Of Oakland Community Facilities District No. 2017-1 (Brooklyn Basin Public Services), And Directing Recordation Of A Notice Of Cessation And Special Tax; ... <i>(continue to next page)</i>	6/15/23 [23-0511] [23-0512] [23-0513] [23-0514]

<b>July 11, 2023 continued</b>		
<b>No.</b>	<b>Title</b>	<b>Date Scheduled &amp; File ID</b>
<i>con't</i>	4) A Resolution Of The City Council Correcting Inconsistencies Related To The Description Of The Geographic Scope Of The Authorized Services In The Proceedings For City Of Oakland Community Facilities District No. 2017-1 (Brooklyn Basin Public Services), And Directing Recordation Of An Amended And Restated Boundary Map And An Amended And Restated Notice Of Special Tax Lien	
2	Adopt An Ordinance Providing For The Borrowing Of Funds And The Issuance And Sale Of General Obligation Bonds In An Amount Not To Exceed \$165,000,000 And Approving Certain Related Matters	6/15/23 [23-0528]
3	Receive The Informational Cash Management Report For The Quarter Ended March 31, 2023	6/15/23 [23-0522]
4	Adopt The Following Pieces Of Legislation; 1) A Resolution Adopting The City Of Oakland Investment Policy For Fiscal Year 2023-2024; And 2) A Resolution Pursuant To Government Code Section 53607 Delegating Investment Authority Of The Oakland Redevelopment Successor Agency To The Agency Treasurer For Fiscal Year 2023-2024	6/15/23 [23-0523] [23-0524]
5	Adopt A Resolution Setting The Maximum Tax Rates, As Authorized By The 2018 Measure W, For Properties Subject To The Vacant Property Tax For Calendar Years 2022 Through 2024	6/22/23 [23-0538]
6	Adopt A Resolution Authorizing Intention To Reimburse Certain Expenditures From Proceeds Of Tax-Exempt Obligations For Project Costs In Connection With Oakland Trust For Clean Water And Safe Parks (Measure DD), Affordable Housing And Infrastructure (Measure KK), And 2022 Affordable Housing And Infrastructure Bond (Measure U)	6/22/23 [23-0539]
7	Adopt A Resolution Authorizing The City Administrator To Extend The Professional Services Agreement With Howroyd-Wright Employment Agency, INC., D.B.A Appleone Employment Services, HR Management, Inc., And Tempositions, Inc. To Continue The Provision Of Temporary Personnel Staffing Services For The Period Of December 1, 2023, Through December 1, 2025, In An Amount Of \$125,000.00 For Contract Year 2023-2024 And An Amount Of \$125,000.00 For Contract Year 2024-2025 For A Total Amount Over The Five Year Term Of The Contract Of \$500,000.00 For Each Temporary Staffing Agency	6/22/23 [23-0552]
8	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]
9	Adopt An Ordinance Amending The Salary Schedule Of Ordinance No. 12187 C.M.S. ("Salary Ordinance") To Increase The Salary Of The Mayor	6/29/23 [23-0574]

September 12, 2023		
No.	Title	Date Scheduled & File ID
1	Receive An Informational Report From The City Administrator On All 501(C)(3) Non-Profit Service Providers The City Of Oakland Has Contracted With In Fiscal Years 2019, 2020, 2021, And 2022 For Homelessness And Public Safety Related Services, Including The Names Of The Organizations, The Contract Amount, The Nature Of The Work, How Many Contracts Each Organization Received During This Period, And Whether The Organization Provides Other Services To The City And What Those Services Are	12/7/22 [22-0984] FMC 2/27/23 <i>moved to pending No Date Specific.</i> 5/25/23 scheduled to 6/27/23 FMC. Continued from 6/27/23 FMC.

Quarterly Reports				
No.	Title	First Scheduled	Last Report & File ID	Next Report
1	Revenue & Expenditure Report	FMC 6/13/06	3/14/23 [23-0155]	Sep-23
2	Receive An 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]	<a href="#">Informational Memo 6/06/22</a>	Nov-22
3	Quarterly Report On Public Safety Overtime (OPD)	[18-1013]	4/25/23 [23-0149]	Sep-23
4	Receive A Quarterly Report From The Oakland Fire Department (OFD) That Includes Additional Information On Overtime Policies, Procedures, And Controls	[18-1432]	5/23/23 [23-0218]	Sep-23
5	Cash Management Report	FMC 5/11/04	6/27/23 [23-0427]	7/11/23
6	Receive An Informational Report Regarding Police And Fire Retirement System Investment	[15-0100]	6/27/23 [23-0449]	Sep-23

Semi-Annual Reports				
No.	Title	First Scheduled	Last Report & File ID	Next Report
1	Staffing Report (May and November) – At FMC on 3/28/23, 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	Rules 2/23/06	6/1/23 [23-0460]	Nov-23
2	Status Report On Citywide Efforts To Research And Correct Negative Fund Balances	FMC 9/15/09 [09-0535]	5/23/23 [23-0342]	May-24
3	Status Update on CAD/RMS Prime 2.0 (IT) <i>Committee requested updates are provided twice a year on this project. Provide information on what is being spent and why it is being spent.</i>	Compte 7/11/17 [16-1293]	<a href="#">Informational Memo 2/18/21</a>	Aug-21

Annual Reports				
No.	Title	Scheduled	Last Report	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]	<a href="#">Informational Memo 3/8/22</a>	6/27/23
2	Receive 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	FMC 6/08/10 [09-1472]	N/A	June-21
4	Equal Access Ordinance	[15-0104]	<a href="#">Informational Memo 9/12/22</a>	Sept-23
5	An Informational Report Regarding Worker’s Compensation	FMC 11/14/06	3/28/23 [23-0154]	Mar-24
6	An Informational Report From The City Auditor On The Status Of Required Audits	Rules 9/19/19. 6/13/22 FMC mtg scheduled to 07/11/22 FMC mtg. 6/16/22 Rules mtg scheduled to 9/12/22 FMC mtg.	11/1/22 [22-0531]	TBD

<b>Annual Reports</b> <i>continued</i>				
7	Biannual Report On Aging And Outstanding Revenue – <i>Report Requested As Part Of The Motion By Councilmember Guillen at FMC 3/8/16 2<sup>nd</sup> Quarter Revenue &amp; 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 The City Administrator 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	Receive An 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]		
10	Receive An Informational Report From The City Administrator On The Status Of Implementing Policy Directives Passed By The City Council	6/14/23 [23-0482]	6/14/23 [23-0482]	Jun-24

<b>Biennial Reports</b>				
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]	1/14/20	Jan-22

Pending No Date Specific		
No.	Title	Scheduled
1	Receive An 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*

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>.