

### City of Oakland

**Meeting Minutes - DRAFT** 

### Concurrent Meeting of the Oakland Redevelopment Successor Agency and the City Council

Oakland City Hall, 1 Frank H. Ogawa Plaza, Oakland, California, 94612

City of Oakland Website: http://www.oaklandnet.com

Tuesday, February 2, 2016	5:30 PM	City Council Chamber, 3rd Floor

#### 1 PLEDGE OF ALLEGIANCE

The Concurrent Meeting of the Oakland City Council and Successor Redevelopment Agency was held on the above date. Opening with the Pledge of Allegiance, the meeting was convened at 5:36 p.m.

#### 2 ROLL CALL / CITY COUNCIL

Present 8 - Desley Brooks, Annie Campbell Washington, Noel Gallo, Abel J. Guillén, Dan Kalb, Rebecca Kaplan, Laurence E. Reid, and Lynette Gibson McElhaney

#### **3 OPEN FORUM / CITIZEN COMMENTS (Time Available: 15 Minutes)**

There were 17 Open Forum speakers.

#### 4 ACTIONS ON SPECIAL ORDERS OF THE DAY

(Ceremonial Presentations, Reports/Presentations From The Mayor, Council Acknowledgements/Announcements):

Councilmember Brooks took a point of personal privilege and requested that the meeting be adjourned in memory of Christopher Crafty and Andrew Hatch.

Councilmember Abel Guillen took a point of personal privilege and requested that the meeting be adjourned in memory of Patrick Ian Burk.

President Pro Tem Larry Reid took a point of personal privilege and requested that the meeting be adjourned in memory of Aida D. Busby.

Council President Gibson McElhaney took a point of personal privilege and requested that the meeting be adjourned in memory of Tony Morgan.

Subject: Honoring The Oakland Women's Rowing Club
 From: Councilmember Guillén And Council President Gibson McElhaney
 Recommendation: Adopt A Resolution Honoring The Oakland Women's Rowing Club
 On The Occasion Of Its Centennial Resolution
 15-0483

Attachments: View Report

A motion was made by Guillén, seconded by Gibson McElhaney, that this matter be Adopted. The motion carried by the following vote:

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

- Aye: 8 Brooks, Campbell Washington, Gallo, Guillén, Kalb, Kaplan, Reid, and Gibson McElhaney
- 5 APPROVAL OF THE DRAFT MINUTES FROM THE MEETING OF JANUARY 19, 2016

#### <u>15-0533</u>

Attachments: View Report

A motion was made by Guillén, seconded by Kaplan, that this matter be Received and Filed. The motion carried by the following vote:

- Aye: 8 Brooks, Campbell Washington, Gallo, Guillén, Kalb, Kaplan, Reid, and Gibson McElhaney
- 6 MODIFICATIONS TO THE AGENDA AND PROCEDURAL ITEMS (Requests To: Reschedule Items From Consent To Non-Consent To The Next Council Agenda, Speak On Consent Calendar, Register Votes, Change Order Of Items, Reconsiderations, Pull Items Held In Committee):

#### 7 CONSENT CALENDAR (CC) ITEMS:

There were 17 speakers on the Consent Calendar.

#### Approval of the Consent Agenda

A motion was made by Reid, seconded by Gallo, to approve the Consent Agenda. The motion carried by the following vote:

- Aye: 8 Brooks, Campbell Washington, Gallo, Guillén, Kalb, Kaplan, Reid, and Gibson McElhaney
- Subject: Declaration Of A Local Emergency Due To AIDS Epidemic From: Office Of The City Attorney Recommendation: Adopt A Resolution Renewing And Continuing The City Council's Declaration Of A Local Emergency Due To The Existence Of A Critical Public Health Crisis With Regard To The Human Immunodeficiency Virus ("HIV")/Acquired Immunodeficiency Syndrome ("AIDS") Epidemic <u>15-0534</u>

Attachments: View Report

Subject: Declaration Of Medical Cannabis Health Emergency
 From: Office Of The City Attorney
 Recommendation: Adopt A Resolution Renewing The City Council's Declaration Of A
 Local Public Health Emergency With Respect To Safe, Affordable Access To Medical
 Cannabis In The City Of Oakland
 <u>15-0535</u>

#### Attachments: View Report

#### This City Resolution was Adopted.

7.3 Subject: Amendments To Transitional And Supportive Housing Regulations From: Planning & Building Department Recommendation: Adopt An Ordinance, As Recommended By The City Planning Commission, Amending The Oakland Planning Code To: 1) Change Transitional And Supportive Housing Regulations To Comply With State Law; 2) Revise Regulations For Secondary Units; And 3) Make Miscellaneous Minor Changes In Various Chapters Of The Planning Code, And Make Appropriate California Environmental Quality Act Determinations

<u>15-0357</u>

- Attachments:
   View Report

   ATTACHMENT A

   ATTACHMENT B

   ATTACHMENT C

   ATTACHMENT D

   View Supplemental Report

   View Supplemental Report

   ATTACHMENT A Revised

   ATTACHMENT B Revised

   ATTACHMENT B Revised

   ATTACHMENT D Revised

   ATTACHMENT D Revised

   ATTACHMENT D Revised

   ATTACHMENT D Revised

   View Supplemental Report

   EXHIBIT A Revised

   A motion was made by Reid, s
  - A motion was made by Reid, seconded by Gallo, that this matter be \* Withdrawn and Rescheduled to the Meeting of the Oakland City Council, to be heard 2/16/2016 as a Non-Consent Item. The motion carried by the following vote:
  - Aye: 8 Brooks, Campbell Washington, Gallo, Guillén, Kalb, Kaplan, Reid, and Gibson McElhaney

# 7.4 Subject: Implementing A Bike Share Program From: Oakland Public Works Department Recommendation: Adopt The Following Pieces Of Legislation:

1) An Ordinance Amending Title 12.08 Of The Oakland Municipal Code To Allow For The Encroachment Of Bike Sharing Stations In The Public Right Of Way; And Amending Ordinance Number 13339 (The FY 2015-16 Master Fee Schedule, Or "MFS") To Establish Fees For The New Permits And Appropriates The New Fees Into The Bay Area Air Quality Management District Fund (2166), Transportation Planning And Funding Organization (30275), Project Number To Be Established; And <u>15-0472</u>

Attachments: View Report

This Ordinance was Approved for Final Passage.

2) An Ordinance Granting A Franchise To Bay Area Motivate, LLC To Operate A Bike Share Program, Authorizing The City Administrator Or Designee To Negotiate And Execute A Franchise Agreement, And Certifying CEQA Exemption Findings <u>15-0473</u>

Attachments: View Report

This Ordinance was Approved for Final Passage.

- 7.5 Subject: Settlement Agreement Elmeda Reed V. City Of Oakland
  - From: Office Of The City Attorney

Recommendation: Adopt A Resolution Authorizing And Directing The City Attorney To Compromise And Settle The Case Of Elmeda Reed V. City Of Oakland, Et Al., Alameda County Superior Court Case No. RG14732891, City Attorney's File No. 29942, In The Amount Of Eleven Thousand Five Hundred Dollars (\$11,500.00) (Public Works - Dangerous Condition)

<u>15-0564</u>

Attachments: View Report

 7.6 Subject: Settlement Agreement - Catherine Looper V. City Of Oakland From: Office Of The City Attorney Recommendation: Adopt A Resolution Authorizing And Directing The City Attorney To Compromise And Settle The Case Of Catherine Looper V. City Of Oakland, Alameda County Superior Court Case No. RG14736572, City Attorney's File No. 29734, In The Amount Of Seventy-Five Thousand Dollars (\$75,000) (Public Works -Motor Scooter Accident) 15-0565

Attachments: View Report

#### This City Resolution was Adopted.

7.7 Subject: Settlement Agreement - Ana Biocini V. City of Oakland From: Office Of The City Attorney Recommendation: Adopt A Resolution Authorizing And Directing The City Attorney To Compromise And Settle The Case Of Ana Biocini, Et Al. V. City Of Oakland, Et Al., United States Court, Northern District Of California Case No. 14-03315, City Attorney's File No. 29896, In The Amount Of Four Hundred Fifty Thousand Dollars And No Cents (\$450,000.00) (Oakland Police Department) 15-0566

Attachments: View Report

## A motion was made by Reid, seconded by Gallo, that this matter be Adopted. The motion carried by the following vote:

- Aye: 7 Campbell Washington, Gallo, Guillén, Kalb, Kaplan, Reid, and Gibson McElhaney
- No: 1 Brooks
- 7.8 Subject: Bicyclist & Pedestrian Advisory Commission Appointments From: Office Of The Mayor Recommendation: Adopt A Resolution Confirming The Mayor's Reappointment Of Rosa Villalobos And Christopher Kidd To The Bicyclist & Pedestrian Advisory Commission 15-0580

Attachments: View Report

View Supplemental Report

 7.9 Subject: Civil Service Board Appointment From: Office Of The Mayor Recommendation: Adopt A Resolution Confirming The Mayor's Appointment Of Yvonne Hudson-Harmon To The Civil Service Board <u>15-0581</u>

Attachments: View Report

#### This City Resolution was Adopted.

7.10 Subject: Citizen's Police Review Board Appointments
 From: Office Of The Mayor
 Recommendation: Adopt A Resolution Confirming The Mayor's Appointment Of Rev.
 Dr. Mauricio J. Wilson And Sharon A. Ball To The Citizen's Police Review Board
 15-0582

#### Attachments: View Report

View Supplemental Report

#### This City Resolution was Adopted.

Subject: Housing, Residential Rent And Relocation Board Appointments
 From: Office Of The Mayor
 Recommendation: Adopt A Resolution Confirming The Mayor's Appointment Of
 Benjamin Scott And Edward Lai To The Housing, Residential Rent And Relocation
 Board

<u>15-0583</u>

#### Attachments: View Report

View Supplemental Report

A motion was made by Reid, seconded by Gallo, that this matter be Adopted. The motion carried by the following vote:

- Abstained: 1 Kalb
  - Aye: 7 Brooks, Campbell Washington, Gallo, Guillén, Kaplan, Reid, and Gibson McElhaney

7.12 Subject: Landmarks Preservation Advisory Board Appointments
 From: Office Of The Mayor
 Recommendation: Adopt A Resolution Confirming The Mayor's Reappointment Peter
 Birkholz And The Appointment Lanenna Joiner Of As Members Of The Landmarks
 Preservation Advisory Board
 <u>15-0584</u>

Attachments: View Report

View Supplemental Report

#### This City Resolution was Adopted.

7.13 Subject: Library Advisory Commission Appointments
 From: Office Of The Mayor
 Recommendation: Adopt A Resolution Confirming The Mayor's Appointment Ken
 Lupoff And Charles Sanchez As Members Of The Library Advisory Commission
 15-0585

Attachments: View Report

View Supplemental Report

#### This City Resolution was Adopted.

7.14 Subject: Board Of Port Commissioners Appointments
 From: Office Of The Mayor
 Recommendation: Adopt A Resolution Nominating Andreas Ferreira Cluver And
 Arabella Martinez For Appointment To The Board Of Port Commissioners
 <u>15-0272</u>

Attachments: View Report

#### 7.15 Subject: Amend FY 2015-16 GPF Appropriations From: Office Of The City Administrator Recommendation: Adopt A Resolution Amending The City Of Oakland's FY 2015-17 Policy Budget Adopted Pursuant To Resolution No. 85672 C.M.S. On July 30, 2015 To 1) Appropriate FY 2015-16 General Purpose Fund Expenditures In An Amount Not To Exceed \$2,876,653 From Undesignated General Purpose Fund Balance For Execution Of The Revenue Share Payment And Other Provisions Per The Recently Negotiated Labor Agreements, And Community Education And Enforcement Of Minimum Wage And Tenants' Protection Ordinances; And 2) Increase The General Purpose Fund Reserve In An Amount Of \$495,817 15-0521

#### Attachments: View Report

View Supplemental Report

#### This City Resolution was Adopted.

**7.16** Subject: Transient Occupancy Tax Revenue Allocation To The Affordable Housing Trust Fund

From: Councilmembers Annie Campbell Washington And Abel J. Guillen Recommendation: Adopt A Resolution Allocating From The General Purpose Fund To The Affordable Housing Trust Fund, \$350,000 Of The Transient Occupancy Tax Revenue Received From Transient Residential Hosting Platforms Over And Above The Amount Budgeted In The Fiscal Year 2015-17 Adopted Budget, Annually In Each Year Of The Fiscal Year 2015-17 Adopted Budget 15-0528

#### Attachments: View Report

View Supplemental Report

#### This City Resolution was Adopted.

7.17 Subject: PolicyLink Professional Services Agreement RFP/Q Waiver
 From: Housing & Community Development Department
 Recommendation: Adopt A Resolution Waiving The Formal Request For
 Proposal/Qualification Solicitation Requirement For A Professional Services
 Agreement In The Amount Of \$50,000 With Policylink For The Oakland Sustainable
 Neighborhood Initiative

<u>15-0486</u>

Attachments: View Report

7.18 Additional Allocation For Winter Relief Efforts Subject: From: Human Services Department Recommendation: Adopt A Resolution Authorizing The City Administrator To: 1) Authorize An Appropriation Of One Hundred And Eighty Thousand Dollars (\$180,000) From Undesignated General Purpose Fund Balance For Winter Relief Efforts; And 2) Amend The Current Grant Agreement With Society Of St. Vincent De Paul Of Alameda County To Increase Funding In An Amount Not To Exceed \$75,000 For The Provision Of 45 Additional Emergency Winter Shelter Beds For The Period Of February 1, 2016 Through April 30, 2016 For A Total Grant Amount Of \$251,732.35; And 3) Amend The Current Winter Shelter Grant Agreement With Bay Area Community Services To Increase Funding In An Amount Not To Exceed \$75,000 For The Provision Of Case Management Services, Reunification Services, And Rapid Rehousing Funds For Shelter Clients For The Period Of February 1, 2016 Through April 30: For A Total Grant Amount Of \$105,000; And 4) Amend The Current Grant Agreement With Operation Dignity To Increase Funding In An Amount Not To Exceed \$10,000 For The Provision Of Additional Outreach Hours And Transportation Assistance Dedicated To Moving People Into Winter Shelter For The Period Of February 1, 2016 Through April 30 For A Total Amount Of \$270,000 15-0568

Attachments: View Report

#### This City Resolution was Adopted.

 7.19 Subject: Criteria For Allocation Of Raider Ticket Surcharge Funds From: Oakland Parks And Recreation Department Recommendation: Receive A Report And Recommendation To The City Council To Accept And Continue With The Current Criteria For Allocation Of Raider Ticket Surcharge Funds Used To Expose Oakland's Youth To Non-Traditional Sports (Tennis, Golf, Girls Sports), Aquatics (Swimming, Tallship Sailing, Sailing And Boating), Outdoor Recreation (Camping, Surfing, Rock Climbing) And Cultural Events 15-0420

Attachments: View Report

The Council approved the criteria one year and requested staff return to the Committee at a future date to discuss allocation criteria.

This Report and Recommendation was Approve as Submitted.

7.20 Subject: OFCY Evaluation For Fiscal Year 2014-2015
 From: Human Services Department
 Recommendation: Adopt A Resolution Adopting The Oakland Fund For Children And
 Youth Final Evaluation Reports For Fiscal Year 2014-2015
 <u>15-0513</u>

Attachments: View Report

#### This City Resolution was Adopted.

Subject: OUSD MOU On Truancy & Attendance
 From: Human Services Department
 Recommendation: Adopt A Resolution Authorizing The City Administrator To
 Negotiate And Execute A Memorandum Of Understanding Between The City Of
 Oakland And The Oakland Unified School District To Reduce Chronic Absenteeism
 And Increase Student Attendance For Fiscal Years 2015-2017
 <u>15-0512</u>

#### Attachments: View Report

#### This City Resolution was Adopted.

7.22 Subject: PATH 2014-2017

From: Human Services Department Recommendation: Adopt A Resolution Authorizing The City Administrator To: 1) Amend The Permanent Access To Housing (PATH) Grant With Abode Services To Increase It By Up To \$47,948 For The Fiscal Year (FY) 2015-2016 Grant Year And, Contingent Upon Receipt Of FY 2016-2017 Grant Funds, To Increase It By Up To \$47,948 For The FY 2016-2017 Grant Year For Housing Retention Services For A Total Grant Amount Of \$637,809 Over The Three Year Term; And 2) Amend The PATH Grant With East Oakland Community Project (EOCP) To Increase It By Up To \$55,000 For The FY 2015- 2016 Grant Year And, Contingent Upon Receipt Of FY 2016-2017 Grant Funds, To Increase It By Up To \$55,000 For The FY 2016-2017 Grant Year For Housing Retention Services Including Case Management To Shelter Plus Care Families For A Total Grant Amount Of \$635,675 Over The Three Year Term; And 3) Accept And Appropriate Additional Funding From Housing And Urban Development (HUD) And Alameda County For Housing Retention Services And Amend The Above Referenced Grant Agreements With Abode Services And EOCP To Increase The Grant Amounts For The Same Purpose Within The Duration Of The Remaining Grant Term, July 1, 2015-June 30, 2017 Without Returning To Council 15-0514

#### Attachments: View Report

7.23 Subject: Training In And Reporting The Use Of Force
 From: Members Of The Public (100 Black Men Of The Bay Area)
 Recommendation: Receive The Following:

1) A Report And Recommendations Regarding Adopting Policies And Procedures Which Require OPD To Train Officers More Effectively In The Use Of Force, Especially Lethal Force; Such Training Should Not Only Define Conditions In Which Officers May Use Lethal Force But Also, More Broadly, Show Them How To Avoid It; And

14-0824

Attachments: View Report.pdf

View Supplemental Report View Supplemental Report View Supplemental Report View Supplemental Report

#### This Report and Recommendation was Approve as Submitted.

2) A Report And Recommendations Regarding Adopting Officer Reporting And Disclosure Requirements For Both Responding And On-Scene Officers In All Use Of Force Cases; Mandatory Firing And Criminal Prosecution For Failure To Report And/Or Disclose Officer Misconduct And For Providing False Information <u>14-0826</u>

#### Attachments: View Report.pdf

View Supplemental Report View Supplemental Report View Supplemental Report

This Report and Recommendation was Approve as Submitted.

#### 7.24 Subject: Towing Services Contract

From: Oakland Police Department

Recommendation: Adopt A Resolution Authorizing The City Administrator To: 1) Negotiate And Enter Into A Towing Services Contract With Auto Plus Towing (APT) For The Period July 1, 2016 To June 30, 2021, With An Option To Extend The Contract For One Additional Five-Year Term, For Towing And Storage Of Vehicles, Collection And Administration Of Administrative Towing Fees, Lien Sale By Public Auction Of Abandoned Vehicles And Various Administrative Services Related To Towing Operations; 2) Accept And Appropriate An Annual Payment Estimated At One Hundred Seventy-Two Thousand Dollars (\$172,000), As Annually Adjusted Based On The Consumer Price Index (CPI), Plus A Referral Fee Of Fifty-Four Dollars (\$54) Per Towed Vehicle As Annually Adjusted By The CPI; And Plus A Percentage Of Gross Revenue Received By APT In Conducting Tow Services For The City Of Oakland/Oakland Police Department (OPD) From APT For Payment Of Administrative And Other Costs

#### <u>15-0518</u>

Attachments: View Report

View Supplemental Report

#### This City Resolution was Adopted.

- 7.25 Subject: Forensic 3-D Laser Scanner Purchase
  - From: Oakland Police Department

Recommendation: Adopt A Resolution: 1) Authorizing The City Administrator, Or Designee, To Purchase Two Scanstation Forensic 3-D Laser Scanner Systems Manufactured By Leica Geosystems From Precision Survey Supply For Three Hundred Seventeen Thousand Five Hundred Two Dollars (\$317,502); And 2) Waiving The City's Competitive Advertising/Bidding Requirements <u>15-0515</u>

Attachments: View Report

This City Resolution was Adopted.

# 8 ORAL REPORT OF FINAL DECISIONS MADE DURING CLOSED SESSION & DISCLOSURE OF NON-CONFIDENTIAL CLOSED SESSION DISCUSSIONS

A motion was made by Gallo, seconded by Guillén, that this matter be Approve as Submitted the oral report from the Office of the City Attorney of one final decisions made during Closed Session. Please refer to Attachment A for the details of the final decision. The motion carried by the following vote:

- Aye: 5 Brooks, Gallo, Guillén, Kalb, and Reid
- Absent: 3 Campbell Washington, Kaplan, and Gibson McElhaney

#### COMMENCING AT 6:30 P.M., OR AS SOON AS REASONABLY PRACTICABLE THEREAFTER, THE NON - CONSENT CALENDAR PORTION OF THE AGENDA:

9 CONSIDERATION OF ITEMS WITH STATUTORY PUBLIC HEARING REQUIREMENTS:

ACTION ON OTHER NON-CONSENT CALENDAR ITEMS:

#### 10 THIS NUMBER INTENTIONALLY NOT USED

Subject: State Legislative Activities & Proposed 2016 State Legislative Priorities From: Office Of The Mayor Recommendation: Receive A Report On 2015 State Legislative Activities And Accomplishments, And Take Possible Action On Proposed 2015-16 State Legislative Priorities 15-0412

#### Attachments: View Report

View Supplemental Report

There were 2 speakers on this item.

A motion was made by Kalb, seconded by Reid, that this matter be Approve as Submitted. The motion carried by the following vote:

- Aye: 8 Brooks, Campbell Washington, Gallo, Guillén, Kalb, Kaplan, Reid, and Gibson McElhaney
- 12 Subject: Electing Vice Mayor Of The City Of Oakland From: Council President Lynette Gibson McElhaney Recommendation: Adopt A Resolution Electing The Vice Mayor Of The City Of Oakland To Serve A One-Year Term Which, Pursuant To City Charter Section 208, Began On The Date Of The Council's First Meeting In January 2016 (January 5) And Will End On The Date Of The Council's First Meeting In January 2017 <u>15-0522</u>

Attachments: View Report

There was one speaker on this item.

A motion was made by Gibson McElhaney, seconded by Reid, nominating Councilmember Campbell Washington as Vice Mayor. The motion carried by the following vote:

Aye: 8 - Brooks, Campbell Washington, Gallo, Guillén, Kalb, Kaplan, Reid, and Gibson McElhaney

Subject: Add The Classification Of Director Of Transportation
 From: Office Of The City Administrator
 Recommendation: Adopt An Ordinance Amending The Salary Schedule Of
 Ordinance No. 12187 C.M.S. ("Salary Ordinance") To Add The Classification Of
 Director Of Transportation [TITLE CHANGE]
 <u>15-0526</u>

#### Attachments: View Report

#### View Supplemental Report

The Ordinance was amended as follows: 1) The Class No. was changed from *EM159* to *EM264*, and 2) The Department of Transportation and Infrastructure was revised to Department of Transportation.

#### There were 4 speakers in this item.

A motion was made by Kaplan, seconded by Kalb, that this matter be Approved As Amended On Introduction and Scheduled for Final Passage to the Meeting of the Oakland City Council, to be heard 2/16/2016. The motion carried by the following vote:

Aye: 8 - Brooks, Campbell Washington, Gallo, Guillén, Kalb, Kaplan, Reid, and Gibson McElhaney

#### CONTINUATION OF OPEN FORUM

#### ADJOURNMENT OF COUNCIL SESSION

(Meeting Shall Conclude No Later Than 12:00 A.M., Unless Extended By Majority Vote Of The Council)

There being no further business, and upon the motion duly made, the Council adjourned the meeting in memory of Christopher Crafty, Andrew Hatch, Patrick Ian Burk, Aida D. Busby, and Tony Morgan at 7:53 p.m.

#### **Americans With Disabilities Act**

If you need special assistance to participate in Oakland City Council and Committee meetings please contact the Office of the City Clerk. When possible, please notify the City Clerk 5 days prior to the meeting so we can make reasonable arrangements to ensure accessibility. Also, in compliance with Oakland's policy for people with environmental illness or multiple chemical sensitivities, please refrain from wearing strongly scented products to meetings.

Office of the City Clerk - Agenda Management Unit Phone: (510) 238-6406 Fax: (510) 238-6699 Recorded Agenda: (510) 238-2386 Telecommunications Display Device: (510) 238-3254 THE HANGING OF BANNERS, POSTERS, SIGNS, OR ANY MATERIAL ON OR OVER THE GALLERY BANNISTERS IS STRICTLY PROHIBITED IN ORDER TO ENSURE THE SAFETY OF THOSE ATTENDING MEETINGS.

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.