

CITY OF OAKLAND

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OFFICE OF THE CITY CLERK  
OAKLAND

2016 NOV -8 PM 3: 12

# MEMORANDUM

TO: Annie Campbell Washington  
Vice Mayor

FROM: Claudia Cappio  
Assistant City Administrator

SUBJECT: Pending List Update Memo

DATE: November 4, 2016

The purpose of this memorandum (memo) summarizes the status of the items on the Life Enrichment Committee (LEC) pending list. It contains staff's recommendations for new report frequencies. These updates would refresh the pending list to reflect current situations with each of the programs addressed. Staff will update the Life Enrichment Committees pending list after confirmation of changes below.

Report	Current Pending List Frequency	Staff Recommended New Frequency
1 - Oakland Fund for Children and Youth (standing item)	Monthly Report  Last heard on May 22, 2012	Staff recommends that this report be combined with #5 in this report which is one of two annual OFCY reports (the other annual report is the funding recommendations). If there is information in this previous report of interest to the LEC Committee it be added to the #5 annual report.
2 - Dunsmuir Hellman Historic Estate [per LEC 3/22/11]	Semi-annual Report  Last heard March 22, 2011	The OPR Director is looking into this. Staff recommends replacing this semi-annual report with an <b>annual report</b> . Staff also recommends replacing this Dunsmuir-specific report with a general report about all of OPR's large facilities.
3 - Library Advisory Commission	Semi-annual Report  Last heard April 26, 2016	This report is consistently presented on an annual basis and should be switched to an <b>annual report</b> as the expectation with the ability for the LAC to bring a second report in any given year.

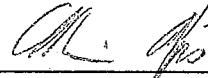
Report	Current Pending List Frequency	Staff Recommended New Frequency
4 - Cultural Affairs Commission	Semi-annual Report  Last heard December 2, 2014	Staff recommends that this be an <b>annual report</b> . A new director was just hired and staff recommends waiting for the new director to provide an update on when this report can be brought back.
5 - Planning & Oversight Committee, Oakland Fund for Children and Youth – Eval Report	Semi-annual Report  Last heard on January 26, 2016	Staff recommends that this report be changed from a semi-annual report to an <b>annual report</b> and include any report elements from #1 above. An annual report has been the practice and this is the frequency at which the evaluation reports are provided by the third party evaluator.
6 - OFCY Jan, 2015 - 3-4 Year Plan	Semi-annual Report	This report comes on a tri-yearly basis. A status update on the progress of OFCY programs comes on an annual basis. Staff recommends that the pending list show this at no less than as an annual report.
7 - Community Action Partnership Administering Board	Annual Report  Last heard January 27, 2015	Staff recommends no change to this report except for a title change. It is an annual report and will be brought to LEC in November or December 2016 with the new title of 'Oakland Community Action Partnership (OCAP) Community Services Block Grant.'

Report	Current Pending List Frequency	Staff Recommended New Frequency
8 - Mayor's Commission on Aging	Annual Report Last heard May 28, 2013	Staff recommends to keep this as an annual report. It has not been brought to LEC due to lack of consistent quorum at the Commission level. Staff anticipates being able to bring the report in April 2017.
9 - Head Start Policy Council	Annual Report Last heard November 16, 2010	Staff recommends that this item be updated to be an annual report about the Head Start program. Such a report could include information on the Head Start Policy Council.
10 - Mayor's Commission on Persons with Disabilities	Annual Report Last heard May 28, 2014	Staff recommends keeping this as an annual report. It has not been brought to LEC due to lack of consistent quorum at the Commission level. Staff should be able to bring a report in late 2016 or early 2017.
11 - Paramount Theater of the Arts Board	Annual Report Last heard May 28, 2013	Staff has no recommendation for this item, but a report should be presented.
12 - Parks and Recreation Advisory Commission	Annual Report Last heard July 22, 2014	Staff recommends that this remain as an annual report. The new OPR Director will work with the PRAC to bring the next report.
13 - Youth Advisory Commission	Annual Report Last heard June 11, 2013	Staff recommends that this stay as an annual report. The Youth Commission staff will work to get the YAC in a place to get an annual report scheduled. The delay is due to staffing changes.

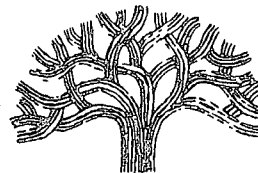
Pending No Specific date

1. Informational Report in September 2016 re: New methods for processing Cultural Arts and Other Small Grant Programs, such as reducing demands unnecessary for such grants and re-creating the grant management process that are online and paperless in order to maximize efficiency [6/30/15, Council President's 2015-17 Policy Directives] - **Staff will discuss this with the new director. Delayed. Anticipates interim report by Mid-2017.**
2. As a result of the Report and Resolution Authorizing The City Administrator To Enter Into Seventy-Seven (77) Cultural Services Grants To Sixty-Eight (68) Oakland-Based Nonprofit Organizations And Individual Artists Providing Arts And Cultural Services In Oakland, During Fiscal Year 2015-16 In A Total Amount Not To Exceed \$969,500 (15-0 1 08) at the 9/29/15 LEC: The Committee directed staff to return in January 2016 regarding how to structure the application process and/or funding amounts to ensure equal distribution throughout all Council Districts in the City. - **Staff will discuss this with the new director. This was delayed due to staffing changes.**
3. Report and Recommendation and /or Resolution regarding Criteria for Allocation of Raider Ticket Surcharge Fund (LEC 1/26/16 [15-0420]) Report due in 2017
4. Presentation by Neighbors for Racial Profiling in Neighborhoods and On List Serves (1-26-16 Item 4 [15- 0302]) – **Staff recommends deleting this item.**
5. Resolution Declaring A State Of Emergency For The Homeless Population And Encampments And Direction To The City Administrator To Establish A Homeless Commission To Address Possible Solutions To Assist The Homeless Population [Rules 9/15/16 (16-1036)] **CED status report scheduled for November 15; to City Council November 29**
6. Resolution Designating the Area from 27th Street to Grand Avenue and from Broadway to Telegraph Avenue as the "Uptown Arts District", and Recommending that the Planning Commission incorporate into the Downtown Specific Plan the Uptown Arts District and Anti-Displacement Measures for Creative Arts Enterprises (From 10/25/16 to Pending NSD Rules 10/20/16)

Respectfully Submitted



Claudia Cappio



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## CITY OF OAKLAND

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Office of the City Administrator  
Sabrina B. Landreth  
City Administrator

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(Revised 11/8/16)  
November 15, 2016

### CITY COUNCIL LIFE ENRICHMENT COMMITTEE Oakland, California

Chairperson Campbell Washington and Members of the Committee:

Subject: Scheduling of Committee Meetings

In an effort to keep the Committee informed of outstanding items to be reviewed, we will provide you with a list at each meeting. We would like your direction in scheduling these items, or others you may know of, for Council Committee review.

Life Enrichment Committee - 2nd & 4th Tuesdays, 4:00 pm - 6:00 pm, Chair: Campbell Washington, Brooks, Gallo and Guillen Staff: Asst. City Administrator, Claudia Cappio

#### Anticipated Date For Scheduling

#### For Tracking Purposes

1. Monthly Reports - Oakland Fund for Children and Youth (standing item) [last: 12/13/11; 1/24/12; 4/24/12; 5/22/12]
2. Semi-annual Reports
  - Dunsmuir Hellman Historic Estate [per LEC 3/22/11]
  - Library Advisory Commission [last 6/10/08; 5/14/13; 4/26/16]
  - Cultural Affairs Commission [last 1/08/08; 12-2-14]
  - Planning & Oversight Committee, Oakland Fund for Children and Youth – Eval Report [last at Comte 1/26/16; (FY 2014-15 [15-0513])
  - OFCY Jan, 2015 3-4 Year Plan
3. Annual Reports
  - Community Action Partnership Administering Board [12/14/10; 12/11/12; 1/28/14; 1/27/15]

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- Mayor's Commission on Aging [last 4/13/10; 5/28/13]
- Head Start Policy Council [last 1/08/08; 11/16/10]
- Mayor's Commission on Persons with Disabilities [last 3/23/10; 3/22/11; 5/28/14]
- Paramount Theater of the Arts Board [last 6/10/03; 5/28/13]
- Parks and Recreation Advisory Commission [last 2/27/07; 7/22/14]
- Youth Advisory Commission [last 11/14/06; 12/14/10 moved to 1/25/11; 6/11/13]

Pending No Specific date

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Respectfully submitted,

*Saundra Eve*

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For: Sabrina B. Landreth  
City Administrator