



# City of Oakland

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

## Meeting Minutes - DRAFT

### \*Finance & Management Committee

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

*City of Oakland Website: <http://www.oaklandnet.com>*

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Tuesday, February 27, 2018

9:30 AM

Sgt. Mark Dunakin Room - 1st Floor

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The Oakland City Council Finance and Management Committee convened at 9:37 A.M. with Councilmember President Pore Tempore Guillén presiding as Chairperson.

#### Roll Call / Call To Order

**Excused** 1 - Annie Campbell Washington

**Present** 3 - Abel J. Guillén, Noel Gallo, and Dan Kalb

- 1 Approval Of The Draft Minutes From The Committee Meeting Of February 13, 2018  
[18-0136](#)

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

A motion was made by Noel Gallo, seconded by Dan Kalb, that this matter be Approved. The motion carried by the following vote:

**Excused** 1 - Campbell, Washington

**Aye** 3 - Guillén Gallo, Kalb

**NO VOTE** 0

- 2 Determination Of Schedule Of Outstanding Committee Items  
[18-0137](#)

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

[View Supplemental Report 2-23-18](#)

*The following changes were made to the pending list*

*The Agenda was modified to show the remainder of the items heard in the following order: 8, 9, 10 & 11 (were heard together) 12, 3, 6, 4, 5 and 7*

A motion was made by Noel Gallo, seconded by Dan Kalb, that this matter be Approved as Amended. The motion carried by the following vote:

**Excused** 1 - Campbell, Washington

**Aye** 3 - Guillén Gallo, Kalb

**NO VOTE** 0

Subject: Calculation Of Penalties Under The 2007 Prompt Payment Ordinance  
From: Councilmember Gallo  
Recommendation: Receive An Informational Report On The City Administration's  
Calculation Of Penalties Paid To City Vendors And Contractors When Applying The 2007  
Prompt Payment Ordinance (As Amended In 2014.)  
[17-0214](#)

**Sponsors:** Gallo

**Attachments:** [View Report](#)  
[View Supplemental 3/30/2018](#)

**A motion was made that this matter be Scheduled to go before the \*Finance & Management Committee, to be heard 4/10/2018. The motion carried by the following vote:**

**Excused** 1 - Campbell, Washington

**Aye** 3 - Guillén Gallo, Kalb

**NO VOTE** 0

**8** Subject: FY 2016-2017 Worker's Compensation Annual Report  
From: Human Resources Management Department  
Recommendation: Receive An Informational Report On The Workers' Compensation  
Program For Fiscal Year (FY) 2016-17  
[18-0127](#)

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

***There was 1 speaker on this item***

**A motion was made by Abel J. Guillén, seconded by Dan Kalb, that this matter be Received and Forwarded to go before the \* Concurrent Meeting of the Oakland Redevelopment Successor Agency and the City Council, to be heard 3/6/2018. The motion carried by the following vote:**

**Excused** 1 - Campbell, Washington

**Aye** 3 - Guillén Gallo, Kalb

**NO VOTE** 0

- 9 Subject: Friends of Oakland Animal Services Grant Award  
From: Oakland Animal Services  
Recommendation: Adopt A Resolution Authorizing The City Administrator, Or Designee, To Accept And Appropriate Donated Funds In An Amount Not To Exceed Two Hundred Twenty-Five Thousand Dollars (\$225,000) From The Friends Of Oakland Animal Services To Fund A Full-Time Volunteer Program Specialist Position For A Two Year Period  
[18-0128](#)

**Attachments:** [View Report](#)  
[87079 CMS](#)

A motion was made by Noel Gallo, seconded by Dan Kalb, 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 3/6/2018. The motion carried by the following vote:

**Excused** 1 - Campbell, Washington

**Aye** 3 - Guillén Gallo, Kalb

**NO VOTE** 0

- 10 Subject: Salary Ordinance Amendment-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 Add The Full-Time Classifications Of Treasury Administrator, Assistant, And Revenue & Tax Administrator, Assistant; To Amend The Title Of Deputy Director, Economic Development & Employment To Deputy Director, Economic & Workforce Development; To Amend The Title Of Treasury Manager To Treasury Administrator; To Amend The Title Of Operations Shift Supervisor To Help Desk Supervisor And Amend The Salary; To Amend The Title Of Marketing Specialist To Marketing Program Coordinator And To Amend The Salary; And To Amend The Title Of Child Education Coordinator To Head Start Education Coordinator And Amend The Salary  
[18-0129](#)

**Attachments:** [View Report](#)  
[13477 CMS](#)

A motion was made by Dan Kalb, seconded by Noel Gallo, 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 3/6/2018. The motion carried by the following vote:

**Excused** 1 - Campbell, Washington

**Aye** 3 - Guillén Gallo, Kalb

**NO VOTE** 0

- 11      Subject:    Salary Ordinance Amendment -Chief of Violence Prevention  
From:        Human Resources Management Department  
Recommendation: Adopt An Ordinance Amending The Salary Schedule Of Ordinance  
No. 12187 C.M.S. ("Salary Ordinance") To Add The Title Of Chief Of Violence Prevention  
[18-0130](#)

**Attachments:**   [View Report](#)

**A motion was made by Dan Kalb, seconded by Abel J. Guillén, 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 3/6/2018. The motion carried by the following vote:**

**Excused**   1 -   Campbell, Washington

**Aye**        2 -   Guillén, Kalb

**No**         1 -   Gallo

**NO VOTE**   0

- 12      Subject:    Extend And Increase Contract With International Contact, INC.  
From:        Human Resources Management Department  
Recommendation: Adopt A Resolution Amending The Contract For On-Call Translation  
And Interpretation Service With International Contact, Inc. To Extend The Contract Period  
By One Year And Increase The Contract Amount By \$95,000 (Ninety-Five Thousand  
Dollars) To A New Cap Of \$285,000 (Two Hundred Eighty-Five Thousand Dollars) For  
The Three Year Contract Term  
[18-0131](#)

**Attachments:**   [View Report](#)  
                         [87080 CMS](#)

**A motion was made by Noel Gallo, seconded by Dan Kalb, 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 3/6/2018. The motion carried by the following vote:**

**Excused**   1 -   Campbell, Washington

**Aye**        3 -   Guillén Gallo, Kalb

**NO VOTE**   0

- 3**      Subject:    FY 2017-18 Second Quarter Revenue & Expenditure Report  
From:        Finance Department  
Recommendation: Receive An Informational Report On Fiscal Year (FY) 2017-18 Second Quarter Revenue and Expenditure Results And Year-End Summaries For The General Purpose Fund (GPF, 1010) and Eight Selected Funds; And General Purpose Fund (GPF, 1010) Carryforward for FY 2017-18; And Overtime Analysis For The General Purpose Fund (GPF, 1010) And All Funds  
[18-0018](#)

**Attachments:**   [View Report](#)

**A motion was made by Noel Gallo, seconded by Dan Kalb, that this matter be Received and Forwarded to go before the \* Concurrent Meeting of the Oakland Redevelopment Successor Agency and the City Council, to be heard 3/6/2018. The motion carried by the following vote:**

**Excused**    1 -   Campbell, Washington

**Aye**        3 -   Guillén Gallo, Kalb

**NO VOTE**    0

- 6**      Subject:    Overtime Expenditures In The Police And Fire Departments For FY 2017-18  
From:        Finance Department  
Recommendation: Receive An Informational Report On Overtime Expenditures In The Fire And Police Departments  
[17-0412](#)

**Attachments:**   [View Report](#)

[View Supplemental Report 2-23-2018](#)

***The Committee directed staff to return in 3 months along with the Third Quarter Revenue and Expenditure Report with a status update on overtime and any implemented action plan***

**A motion was made by Dan Kalb, seconded by Noel Gallo, that this matter be Received and Filed. The motion carried by the following vote:**

**Excused**    1 -   Campbell, Washington

**Aye**        3 -   Guillén Gallo, Kalb

**NO VOTE**    0

- 4 Subject: Bi-Annual Report On Aging And Outstanding Revenue  
From: Office Of The City Administrator  
Recommendation: Receive A Bi-Annual Report On Aging And Outstanding Revenue  
[16-0214](#)

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

*The Committee directed staff to return with a supplemental report including an analysis on aging and outstanding revenue for Public Works, an analysis as to hiring an outside agency to assist in collecting outstanding revenue, what are the Collectable items vs. Non-Collectable items and how much revenue is available?*

A motion was made by Dan Kalb, seconded by Noel Gallo, that this matter be Continued to go before the \*Finance & Management Committee, to be heard 5/8/2018. The motion carried by the following vote:

**Excused** 1 - Campbell, Washington

**Aye** 3 - Guillén Gallo, Kalb

**NO VOTE** 0

- 5 Subject: Cannabis Business Tax Policy Analysis  
From: Council President Ried  
Recommendation: Receive An Informational Report On Cannabis Tax Policy To Maximize City Tax Revenue, Economic Growth, And Jobs  
[17-0322](#)

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

*There were 10 speakers on this item*

A motion was made by Noel Gallo, seconded by Dan Kalb, that this matter be Received and Forwarded to go before the \* Concurrent Meeting of the Oakland Redevelopment Successor Agency and the City Council, to be heard 3/6/2018. The motion carried by the following vote:

**Excused** 1 - Campbell, Washington

**Aye** 3 - Guillén Gallo, Kalb

**NO VOTE** 0

- 7 Subject: Negative Fund Repayment Plan and Recommendations  
From: Finance Department  
Recommendation: Adopt A Resolution Authorizing The City Administrator To (1) Remove Or Reallocate Appropriations In Specified Funds With Negative Fund Balances And No Sources Of Revenue; (2) Revise The Existing Repayment Schedule To Add 10 Year Repayment Plans For Specified Funds With Negative Fund Balances As Part Of The FY 2019-21 Proposed Policy Budget  
[18-0159](#)

**Attachments:** [View Report](#)  
[View Supplemental Report 3-9-2018](#)

This City Resolution be Continued.to go before the \*Finance & Management Committee to be heard 3/13/2018

**Excused** 1 - Campbell, Washington

**Aye** 3 - Guillén Gallo, Kalb

**NO VOTE** 0

**Open Forum (TOTAL TIME AVAILABLE: 15 MINUTES)**

**Adjournment**

*There being no further business, and upon the motion duly made, the Oakland City Council Finance and Management Committee adjourned the meeting at 12:04 P.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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#### **Office of the City Clerk - Agenda Management Unit**

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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.**