

2018 APR -5 PM 2:56

CITY OF OAKLAND



ONE FRANK H. OGAWA PLAZA • 3RD FLOOR • OAKLAND, CALIFORNIA 94612

Office of the City Administrator  
Sabrina B. Landreth  
City Administrator

(510) 238-3301  
FAX: (510) 238-2223  
TTY/TDD: (510) 238-2007

April 10, 2018  
(Revised 4/5/18)

**CITY COUNCIL COMMITTEE ON FINANCE AND MANAGEMENT**  
Oakland, California

**Chair Guillén and Members of the Committee:**

**Subject: Scheduling of Committee Meetings**

In an effort to keep Committees 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, and any others you may know of, for Council/Committee review.

**Finance and Management Committee: 2<sup>nd</sup> and 4<sup>th</sup> Tuesday, 9:30-11:30 am**

**Chair: Guillén; Committee Members: Campbell-Washington, Gallo, and Kalb; Staff: Stephanie Hom and Katano Kasaine**

<u>April 2018</u>		
No.	Title	<u>Scheduled</u>
1	Receive A Presentation From The City Auditor Regarding The Performance Audit Of The City Of Oakland Parking Citation Void Process – <i>Committee requested staff come back with a status of implementation report to FMC in April of 2018</i>	Item heard at FMC 11/14/17 [17-0235]

<u>April 24, 2018</u>		
No.	Title	<u>Scheduled</u>
1	Receive An Informational Report From The City Administrator's Office On The Status Of The Affordable Housing And Infrastructure Bond Public Oversight Committee (Measure Kk)	Rules 3/8/18 [18-0223]
2	Receive The Measure C - Oakland Hotel Tax Audit And Program Status Report For The Year Ended June 30, 2017;	Rules 4/22/18 [18-0295]
3	Receive The Measure Z - Public Safety And Services Violence Prevention Act Of 2014 Audit Report For The Year Ended June 30, 2017	Rules 4/22/18 [18-0287]

4	Receive An Informational Report On The Oakland Police And Fire Retirement System's Investment Portfolio As Of December 31, 2017	Rules 4/22/18 [18-0283]
5	Adopt A Resolution On The City Council's Own Motion Submitting To The Voters At The Statewide General Election On November 6, 2018, A Proposed Ordinance To Impose A General 50 Cent Per Ride Tax On Passengers Of Transportation Network Companies; And Directing The City Clerk To Take Any And All Actions Necessary Under Law To Prepare For And Conduct The November 6, 2018 Statewide General Election	Moved at Rules 4/29/18 [18-0149]

<u>May 8, 2018</u>		
No.	Title	<u>Scheduled</u>
1	Biannual Report On Aging And Outstanding Revenue – <i>Continued to May 8<sup>th</sup> FMC meeting with a supplemental report addressing the following items – What is the percentage of the outstanding revenue is from other governmental agencies, Analysis weather additional staffing would assist in collecting these revenues, what are collectable items v. non-collectable items? Committee would like staff to dig deeper into the big-ticket items, particularly public works.</i>	Item heard at FMC 2/27/18 continued to 5/8/18 [16-0214]
2	Cash Management Report	Quarterly Report
3	Receive An Informational Report Regarding The Status Of The State And Federal Budget Development And Its Potential Impacts On The City Of Oakland	Quarterly Report
4	Vacancy Report (September And March)	Semi-Annual

<u>May 22, 2018</u>		
No.	Title	<u>Scheduled</u>
1	3 <sup>rd</sup> Quarter Revenue & Expenditures Report	Quarterly Report
2	Info Report on OPD/OFD OT	Item heard at FMC 2/27/18 Directed to Come back with the 3 <sup>rd</sup> Quarter R&E

<b><u>Quarterly Reports</u></b>				
<b>No.</b>	<b>Title</b>	<b>Scheduled</b>	<b>Last Report</b>	<b>Next Report</b>
1	Cash Management Report	FMC 5/11/04	2/13/18	5/8/18
2	Receive An Informational Report Regarding Police And Fire Retirement System Investment	[15-0100]	1/9/18	4/24/18
3	Revenue & Expenditure Report	FMC 6/13/06	2/27/18	5/22/18
4	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	2/13/18	5/8/18

<b><u>Semi-Annual Reports</u></b>				
<b>No.</b>	<b>Title</b>	<b>Scheduled</b>	<b>Last Report</b>	<b>Next Report</b>
1	Vacancy Report (September And March)	Rules 2/23/06	11/14/17	5/8/18
2	Status Report On Citywide Efforts To Research And Correct Negative Fund Balances	FMC 9/15/09 [09-0535]	11/14/17	9/25/18
3	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</i>	FMC 3/8/16	2/27/18	5/8/18
4	An Informational Report From The City Auditor On The Status Of Required Audits – <i>Changed from an annual report to semi-annual at the FMC meeting 5/10/16</i>	FMC 11/14/06 and 7/14/09	1/9/17	7/10/18
5	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>Council Requested This Report Be Semi Annual As A Part Of The City Administrator's Increase In Contracting And Purchasing Amounts.</i>	Rules 7/9/09 [09-0629]	1/9/17	7/10/18
6.	Status Update on CAD/RMS Prime 2.0 (IT) <i>Committee requested that updates are provided twice a year on this project. Provide information on what is being spent and why it's being spent.</i>	Comte 7/11/17 [16-1293]	N/A	January 2018

<b><u>Annual Reports</u></b>				
<b>No.</b>	<b>Title</b>	<b>Scheduled</b>	<b>Last Report</b>	<b>Next Report</b>
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]	10/24/17	10/23/18
2	Report From The Office Of The City Attorney Regarding Advisory And Litigation Costs And Trends	Rules 1/24/02 & FMC 11/14/06	10/13/09	January 2017
3	Informational Report From The Public Works Agency On The City Fleet	FMC 6/08/10 [09-1472]	N/A	N/A
4	Equal Access Ordinance	[15-0104]	9/26/17	9/25/18
5	An Informational Report Regarding Worker's Compensation	FMC 11/14/06	1/10/17	January 2018
6	Annual Report Regarding the Status of Contract Award To Ford Parts and Service or A New Local Vendor	FMC 07/11/17 [16-1339]	N/A	7/10/18

<b><u>Biennial Reports</u></b>				
<b>No.</b>	<b>Title</b>	<b>Scheduled</b>	<b>Last Report</b>	<b>Next Report</b>
1	A Review And Possible Action On The Mayor's Salary (Odd-Numbered Years)	Charter Requirement [14-1117]	9/12/17	June 2019

<b><u>Pending No Date Specific</u></b>		
<b>No.</b>	<b>Title</b>	<b><u>Scheduled</u></b>
1	Receive A Status Report On The Contract With Spinnaker That Was Approved In 2013; On The Finance & Management Committee Agenda ASAP	Rules 2/25/16 [15-0698] moved at FMC 4/12/16
2	An Ordinance Amending the OMC to Prohibit the City from Contracting with Companies that Contract with the Federal Government to Provide Services or Goods to Construct the Border Wall Referenced In Executive Order No. 13767, Dated January 25, 2017	Moved at the 7/11/17 Committee Meeting to Pending, NSD [16-1293]
3	Receive An Informational Report Regarding Efforts In Progress Towards A Paper Form Free City - <i>Heard At FMC 11/15/16 Scheduled To Return In Six Months</i>	FY 15-17 Budget Tracking Adopted June 30, 2015 – [16-1173]; Comte 5/23/17 moved to 9/12/17. Moved to Pending No Date Specific Via Rule 28 9/29/17

<b><u>Boards/Commission Reports (As Requested)</u></b>	
<b>No.</b>	<b>Title</b>
1	Budget Advisory Commission
2	Business Tax Board Of Review
3	Civil Service Board

Respectfully submitted,

*S. Todd*

For: Sabrina B. Landreth  
City Administrator