



# 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

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Tuesday, November 12, 2019

9:30 AM

Sgt. Mark Dunakin Room - 1st Floor

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***The Oakland City Council Finance And Management Committee convened at 9:39 A.M., with Councilmember McElhaney presiding as Chairperson.***

#### Roll Call / Call To Order

**Present** 4 - Nikki Bas, Dan Kalb, Sheng Thao, and Lynette McElhaney

- 1** Approval Of The Draft Minutes From The Committee Meeting Held On October 22, 2019  
[18-2403](#)

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

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

**Aye** 3 - Bas Kalb, McElhaney

**Absent** 1 - Thao

**NO VOTE** 0

- 2** Determination Of Schedule Of Outstanding Committee Items  
[18-2406](#)

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

[View Supplemental Report 11/8/2019](#)

*There was 1 speaker on this item.*

**This Report and Recommendation be Approved.**

**Aye** 3 - Bas Kalb, McElhaney

**Absent** 1 - Thao

**NO VOTE** 0

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

*3 speakers spoke during open forum.*

- 3      Subject:    The Chairperson's Report  
From:        Councilmember McElhaney  
Recommendation: Receive An Oral Report And Discussion On Principles Of Leadership  
And Management "The Chairperson's Report", From Finance And Management Chair  
Lynette Gibson McElhaney  
[18-2414](#)

Attachments: [NO WRITTEN MATERIAL SUBMITTED](#)

*There was 1 speaker on this item.*

*Councilmember Thao arrived at 9:56 A.M.*

**This Informational Report be No Action Taken.**

**4 The item regarding "Report On Asset Seizure Policies And Practice' was removed from this agenda at the Rules and Legislation Committee of November 7, 2019**

- 5      Subject:    Police And Fire Retirement System Investment (PFRS)  
From:        Finance Department  
Recommendation: Receive An Informational Report On The Oakland Police And Fire  
Retirement System's ("PFRS", Or "System") Investment Portfolio As Of June 30, 2019  
[18-2125](#)

Attachments: [View Report](#)

[View Report - Attachment A](#)

*There was 1 speaker on this item.*

**This Informational Report be Received and Filed.**

**Aye**    4 -    Bas Kalb Thao, McElhaney

**NO VOTE**    0

- 6 Subject: Business Tax Exemption For Small Landlords  
From: President Pro Tempore Kalb And Councilmember Gallo  
Recommendation: Adopt An Ordinance Amending The Oakland Municipal Code, Chapter 5.04, Section 5.04.420, To Fully Or Partially Exempt From The Business Tax On Residential Property Rentals Those Landlords With Personal Income Of 100 Percent Of Area Median Income Or Less Who Rent Out (1) Two Or Fewer Rooms From Their Single Family Home Of Personal Residence Or (2) A Unit From Their Owner-Occupied Two-Unit Parcel  
[18-1769](#)

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

[View Finance Report](#)

[View Supplemental Report 6/7/2019](#)

[View Kalb Supplemental Report 10/10/2019](#)

[View Kaplan Supplemental Report 10/18/2019](#)

[View Supplemental Report 10/17/2019](#)

[View Supplemental Report 11-7-2019](#)

[View Supplemental Report 11-26-2019](#)

***President Pro Tem Kalb made a motion to Committee amend the legislation to correct a grammatical error by removing the word “building” on page three, and forward to the full council. The motion died due to lack of a second.***

***President Pro Tem Kalb made an alternative motion to amended the legislation to correct a grammatical error by removing the word “building” on page three, and changing the requirements from 3 years to 2 years. Councilmember Thao seconded this motion.***

***There were 7 speakers on this item.***

**A motion was made by Dan Kalb, seconded by Sheng Thao, that this matter be Approved as Amended 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 11/19/2019. The motion carried by the following vote:**

**Abstained** 1 - McElhaney

**Aye** 3 - Bas Kalb, Thao

**NO VOTE** 0

- 7      Subject:    Budget Advisory Commission (BAC) Budget Process Recommendations  
From:        Finance Department  
Recommendation: Receive A Report From The Budget Advisory Commission (BAC) On  
Recommendations For Continual Improvement Of The Budget Process, And Staff  
Response To Those Recommendations  
[18-2430](#)

Attachments: [View Report](#)

*There was 1 speaker on this item.*

A motion was made that this matter be Continued to go before the \*Finance & Management Committee, to be heard 12/3/2019. The motion carried by the following vote:

**Aye**    4 -    Bas Kalb Thao, McElhaney

**NO VOTE**    0

- 11     Subject:    Francisco & Associates, Inc. Contract Amendment- District Engineer  
From:        Finance Department  
Recommendation: Adopt A Resolution Approving 1) Amendment Of A Professional  
Services Agreement Regarding Engineering Services For Various Local Measures With  
Francisco & Associates, Inc. To Increase The Not-To-Exceed Contract Amount To Five  
Hundred Fifty Thousand Dollars (\$550,000.00); 2) Extension Of The Term Of The  
Agreement To Calendar Year 2023 And, If Appropriate, For Two Additional Years; And 3)  
Waiver Of Advertising, Competitive Bidding, And Request For Proposals/Qualifications  
Selection Requirements  
[18-2429](#)

Attachments: [View Report](#)

[87927 CMS](#)

*There was 1 speaker on this.*

A motion was made by Sheng Thao, 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 11/19/2019. The motion carried by the following vote:

**Aye**    4 -    Bas Kalb Thao, McElhaney

**NO VOTE**    0

- 8      Subject:    Status Of Negative Funds Citywide  
From:        Office Of The City Administrator  
Recommendation: Receive An Informational Report On The Status Of Negative Funds  
Through June 30, 2019

[18-2413](#)

**Attachments:**   [View Report](#)

*There was 1 speaker on this item.*

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

**Aye**    4 -   Bas Kalb Thao, McElhaney

**NO VOTE**    0

- 9      Subject:    Cash Management Report  
From:        Finance Department  
Recommendation: Receive The Informational Cash Management Report For The Quarter  
Ended September 30, 2019

[18-2412](#)

**Attachments:**   [View Report](#)

*There was 1 speaker on this item.*

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

**Aye**    4 -   Bas Kalb Thao, McElhaney

**NO VOTE**    0

- 10     Subject:    Biannual Report On Aging And Outstanding Revenue  
From:        Finance Department  
Recommendation: Receive The Biannual Report On Aging And Outstanding Revenue

[18-2326](#)

**Attachments:**   [View Report](#)

*There was 1 speaker on this item.*

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

**Aye**    4 -   Bas Kalb Thao, McElhaney

**NO VOTE**    0

- 12      Subject:    Semi-Annual Staffing Report  
         From:       Human Resource Management  
         Recommendation: Receive The Semi-Annual Informational Report On Citywide Staffing  
         Through September 23, 2019

[18-2432](#)

**Attachments:**   [View Report](#)

[View Report-Attachment A](#)

[View Report-Attachment B](#)

[View Report-Attachment C](#)

[View Report-Attachment D](#)

[View Report-Attachment E](#)

*There were 2 speakers on this item.*

A motion was made by Sheng Thao, seconded by Nikki Bas, that this matter be Received and Filed. The motion carried by the following vote:

Aye    4 -   Bas Kalb Thao, McElhaney

NO VOTE    0

## Adjournment

*There being no further business, and upon the motion duly made, the Oakland City Council Finance and Management Committee adjourned the meeting at 12:31 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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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.**