

Oil Independent Oakland 2020 Task Force

Special Meeting

Thursday, April 5, 2007, 6:00 pm

AGENDA

Hearing Room 1, City Hall, One Frank H. Ogawa Plaza

PLEASE NOTE ROOM CHANGE

Members:

| | | | |
|---------------|------------|-------------------------|---------------|
| Jane Seleznow | District 1 | Open | District 7 |
| Douglas Boxer | District 2 | Open | At Large |
| Ian Kim | District 3 | Parin Shah | Mayor |
| James Lutz | District 4 | Thomas Radulavich | Mayor |
| Open | District 5 | Richard Heinberg | Mayor |
| David Room | District 6 | Patrick Tang, Esq. | City Attorney |
| | | Kimberly S. Jones, Esq. | Staff |

AGENDA

1. Roll Call and Establishment of quorum
 - a. Election of Chairperson and Vice Chairperson
2. Approval of Draft Minutes (n/a)
3. Reports
 - a. Power Point Presentation by Councilmember Nadel's Office.
 - b. Review and action on proposed Bylaws.
 - c. Review of [Resolution No. 80305 C.M.S.](#), Establishing the Procedures of the Oil Independent Oakland 2020 Task Force.
 - d. Discussion of proposed future agenda topics and reports (*see* Attachment A).
4. Announcements
5. Open Forum
6. Adjournment

Persons may speak on any item appearing on the agenda; however, a Speaker Card must be filled out and given to a representative of the Oil Independent Oakland 2020 Task Force. Multiple agenda items cannot be listed on one speaker card. If a speaker signs up to speak on multiple items listed on the agenda, the Chairperson may rule that the speaker be given an appropriate allocation of time to address all issues at one time (cumulative) before the items are called. All speakers will be allotted 3 minutes or less – unless the Chairperson allots additional time.

This meeting is wheelchair accessible. In compliance with the Americans with Disabilities Act, if you need special assistance to participate in the meetings of the Oil Independent Oakland 2020 Task Force, please contact the Office of the City Administrator (510) 238-3301. Notification two full business days prior to the meeting will enable the City of Oakland to make reasonable arrangements to ensure accessibility. In compliance with Oakland's policy for people with chemical sensitivities, please refrain from wearing strongly scented products to events.

Questions or concerns regarding this agenda, or to review any agenda-related materials, please contact the Oil Independent Oakland 2020 Task Force at (510) 238-3301.

Oil Independent Oakland 2020 Task Force

April 5, 2007

Office of the City Clerk
One Frank H. Ogawa Plaza
City Hall
Oakland, California 94612

Subject: Election of a Chairperson and Vice Chairperson of the Oil Independent
Oakland 2020 Task Force

Madame City Clerk:

City of Oakland Resolution No. 80305 C.M.S., adopted on October 17, 2006, provides that the Oil Independent Oakland 2020 Task Force shall elect a Chairperson and a Vice Chairperson who shall serve for a six-month term, or until the Task Force is dissolved.

At its inaugural meeting on April 5, 2007, the Members of the Oil Independent Oakland Task Force elected the individuals named below to serve as Chairperson and Vice Chairperson respectively, pursuant to Resolution No. 80305.

Chairperson: _____

Vice Chairperson: _____

Respectfully submitted,

Kimberly S. Jones, Esq.
Assistant to the City Administrator
And Staff to the Oil Independent Oakland 2020 Task Force

Power Point Presentation
By Councilmember Nancy Nadel

Note: Bullet Points only attached.
The complete presentation/slides, will be presented at the April 5, 2007 meeting.

The Power Point Presentation will include information regarding the following issues:

- Sweden's Commission on Oil Independence, appointed December 2005, Report released June 2006.
- Other U.S. Oil Independence efforts, including the City of Portland Peak Oil Task Force Report, released March 2007.
- City of Oakland 2005 Community Emissions Inventory.
- City of Oakland current environmental efforts, including various recent strategic plans, Resolutions, and cross-agency environmental agreements.
- Oil Independent Oakland By 2020 Task Force Guiding Principles.

**BYLAWS OF
“OIL INDEPENDENT OAKLAND BY 2020 TASK FORCE”
CREATED BY CITY COUNCIL APPROVAL OF
RESOLUTION NUMBER 80305 ON DECEMBER 5, 2006**

**ARTICLE I
NAME**

The name of this organization is the “Oil Independent Oakland by 2020” Task Force.

**ARTICLE II
PURPOSE**

It is the purpose of the Oil Independent Oakland By 2020 Task Force, (hereinafter referred to as “OIO Task Force”) created by the City Council, to develop an action plan to make Oakland oil independent by 2020, including new strategies to create jobs and economic growth in Oakland, by examining potential new policies within the City of Oakland’s municipal power that will benefit our residents (hereinafter referred to as the “Action Plan”). The Action Plan shall be developed using the guiding principles and format requirements as provided by City Council Resolution No. 80305 C.M.S.

**ARTICLE III
FUNCTIONS**

As provided by City Council Resolution No. 80305 C.M.S., which established the procedures of the Committee and provides the terms and responsibilities of the Committee members, the Committee will present the Action Plan to the City Council to serve as guide for Oakland’s transition towards an oil independent future.

The OIO Task Force will work with other boards, commissions, and City staff, as appropriate to encourage coordination of City efforts.

**ARTICLE IV
MEMBERSHIP**

Resolution Number 80305 C.M.S. created an eleven member advisory Task Force that includes one community member appointed by each City Councilmember and three community members appointed by the Mayor. Committee members should have the appropriate skills and expertise to carry out the duties of the Committee.

Each member shall be appointed to a term of six months, with said term to commence upon the date of the Task Force’s first meeting.

OIO Task Force members serve at the pleasure of their appointing authority. A vacancy on the OIO Task Force will exist whenever a member dies, resigns, or is removed.

DRAFT

ARTICLE V OFFICERS

The members shall elect a chairperson and a vice chairperson who shall serve for a six month term, or until the Task Force is dissolved.

ARTICLE VI MEETINGS

The OIO Task Force shall meet in City Hall, at an established date and time suitable for its purpose. Six members of the Committee shall constitute a quorum for the purpose of conducting meetings. Other meetings scheduled for a time or place different from that established for regular meetings shall be designated special meetings. All meetings shall be held in accordance with the Ralph M. Brown Act (Government Code section 54950 et seq.) and the City of Oakland Sunshine Ordinance (Oakland Municipal Code Chapter 2.20.)

ARTICLE VII RULES AND PROCEDURES

The OIO Task Force, in consultation with the City Administrator, shall establish rules and procedures for the conduct of its business by a majority vote of the members present; provided that a quorum for the conduct of business is six members. Voting shall be required for the adoption of any motion or resolution. The business of the Committee shall be conducted, in so far as it is practicable, in accordance with parliamentary rules contained in *Robert's Rules of Order Newly Revised*, as it may be amended from time to time, except as modified by these bylaws and in compliance with the state open meeting laws (Brown Act, Government Code section 54590 et seq.) and local sunshine ordinance (Oakland Municipal Code Chapter 2.20).

ARTICLE VIII REPORTS AND RECOMMENDATIONS

The OIO Task Force shall schedule a presentation of the action plan to the City Council within six months of the first meeting of the OIO Task Force members. The finalized action plan will be presented in writing to the City Council for consideration. If approved, this action plan will be the guide for Oakland's transition towards an oil independent future.

However, recommendations from the OIO Task Force shall be carefully and fully considered by the City Administrator before they are presented to the Council. If the City Administrator rejects its recommendation(s), the OIO Task Force may submit the recommendation(s) to the City Council for consideration, as appropriate.

ARTICLE IX STAFF

The City Administrator, or a designee, may provide the OIO Task Force with staff assistance and a representative of the City Attorney's Office will attend committee meetings as appropriate.

**ARTICLE X
COMMITTEES**

The OIO Task Force may not create any Standing Committees for the purpose of delegating any of the Task Force's decision-making or duties, but may form ad hoc committees as needed to examine study, review matters/issues and present their analyses, proposals, findings, recommendations to the Task Force for its consideration and action.

**ARTICLE XI
AMENDMENTS OF BYLAWS**

Bylaws may be amended, or new Bylaws adopted, at any regularly scheduled meeting of the OIO Task Force provided that notice of the proposed action shall have been sent to each member of the OIO Task Force at least fifteen (15) days before said meeting. A two-thirds (2/3) vote of the total OIO Task Force's membership (8 affirmative votes) shall be required to amend and/or adopt new Bylaws.

The OIO Task Force may amend its Bylaws without permission of the City Council or Office of the City Administrator only those provisions of these Bylaws that do not give the Task Force powers that are reserved for the City Council/City of Oakland or Office of the City Administrator.

**ARTICLE XII
DISSOLUTION OF TASK FORCE**

The OIO Task Force shall naturally dissolve after the Action Plan is presented to City Council.

ATTEST: _____
Kimberly S. Jones, Esq.
Staff to the Oil Independent Oakland
2020 Task Force

Oil Independent Oakland 2020 Task Force

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Thursday, April 5, 2007, 6:00 pm
Hearing Room 2, City Hall, One Frank H. Ogawa Plaza

ATTACHMENT A

| DOCUMENT NO. | DOCUMENT NAME |
|--------------|--|
| 3d-1 | Staff Report by Councilmember Nancy Nadel Recommending that the City Council Adopt a Resolution To Create The Oil Independent Oakland By 2020 (OIO) Task Force , presented to the Public Works Committee on October 10, 2006 and adopted by the City Council on October 17, 2006. |
| 3d-2 | Resolution Creating the OIO Task Force , adopted by the City Council on October 17, 2006. |
| 3d-3 | Making Sweden an Oil-Free Society , Report of the Swedish Commission on Oil Independence, June 2006. |
| 3d-4 | Descending the Oil Peak: Navigating the Transition from Oil and Natural Gas , Report of the City of Portland Peak Oil Task Force, March 2007. |
| 3d-5 | Baseline 2003, 2004, and 2005 Emissions For the City of Oakland , Emissions Verification and Analysis letter from the Chicago Climate Exchange, October 16, 2006. |
| 3d-6 | Baseline [2005] Greenhouse Gas Emissions Inventory Report for the City of Oakland , ICLEI-Local Governments for Sustainability, December 2006. |
| 3d-7 | Non-Energy Benefits and Sustainability Estimation Model for the City of Oakland , SERA, Inc., June 2006. |
| 3d-8 | Large Commercial and Industrial Energy and Sustainability Survey for the City of Oakland , SERA, Inc., June 2006. |
| 3d-9 | City of Oakland Energy Efficiency Action Plan, An Element of the Sustainable Economic Development Strategy , Draft Report released by the City of Oakland July 2006. |
| 3d-10 | A Progress Report on the City of Oakland's Sustainability Programs and a Resolution of the Oakland City Council Joining the Mayor in Adopting the Urban Environmental Accords , presented to the Community and Economic Development Committee on December 12, 2006. |
| 3d-11 | Public Works Agency Status Report on the City's Alternative Transportation Fuels Program for Fleet Vehicles and Equipment , presented to the Public Works Committee on December 13, 2005. |
| 3d-12 | Public Works Agency Staff Report Recommending the City Enter into an Agreement with the Port of Oakland and Clean Energy for the Funding, Design, and Construction of a Downtown Compressed Natural Gas (CNG) Refueling Station , presented to the Public Works Committee on November 28, 2006, and adopted by the City Council on December 5, 2006. |
| 3d-13 | The City of Oakland's Zero Waste Strategic Plan , adopted by the City Council in December 2006. |
| 3d-14 | Report and Resolution Authorizing the City Administrator to Allocate \$50,000 from the Williams Energy Settlement Within the City Facilities Energy Conservation Fund to Provide Startup Funding for the Establishment of a Food Policy Council for Oakland , presented to the Life Enrichment Committee on December 12, 2006, and adopted by the City Council on December 19, 2006. |