



# AGENDA REPORT

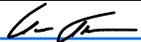
**TO:** Jestin D. Johnson  
City Administrator

**FROM:** Erin Roseman  
Finance Director

**SUBJECT:** FY 2021-22 Annual Report on Grants  
Gifts, and Donations up to \$50,000

**DATE:** May 26, 2023

City Administrator Approval

  
Jestin Johnson (Jun 13, 2023 17:26 PDT)

Date: Jun 13, 2023

## **RECOMMENDATION**

**Staff Recommends That The City Council Receive An Annual Informational Report From The City Administrator On The Acceptance And Appropriation Of Restricted Grant Funds, Gifts, And Donations Of \$50,000 Or Less For The Period Of July 1, 2021, Through June 30, 2022.**

## **EXECUTIVE SUMMARY**

[Resolution No. 79714 C.M.S.](#), instructs the City Administrator to present a report annually to the City Council listing the grants accepted and appropriated on behalf of the City Council during the prior year. A total of \$414,724.14 in restricted grants, gifts, and donations of \$50,000 or less was accepted by the City Administrator in Fiscal Year (FY) 2021-22. This report details all such grants, gifts, and donations.

## **BACKGROUND / LEGISLATIVE HISTORY**

It is the policy of the City of Oakland, as outlined in [Oakland Municipal Code Section 2.04.160](#), and [Resolution No. 79714 C.M.S.](#), to delegate limited authority to the City Administrator to accept and appropriate restricted grant funds, gifts, and donations of up to \$50,000 without City Council action, provided that:

- The grant, gift, or donation does not create unbudgeted costs to the City;
- The grant, gift, or donation is for a program or project that has been approved by the Council in the biennial, mid-cycle, or Capital Improvement Program (CIP) budget or by City Council legislation during the fiscal year;
- The grant, gift, or donation is for a specified purpose (e.g. food for OPD canine unit, Annual Senior Volunteer Recognition event, Mayor's Toy Drive, etc.);
- The grant, gift, or donation is used in accordance with any restrictions and/or special conditions of the grantor agency or donor; and
- Specific approval by the legislative body is not required by the grantor or donor.

[Resolution No. 79714 C.M.S.](#), further instructs the City Administrator to present a report annually to the City Council listing the grants accepted and appropriated on behalf of the City Council during the prior year.

### **ANALYSIS AND POLICY ALTERNATIVES**

A total of \$414,724.14 in restricted grants, gifts, and donations of \$50,000 or less was accepted by the City Administrator in FY 2021-22. **Table 1** below is a breakdown of grants, gifts and donations by department:

**Table 1: Departmental Breakdown**

<b>Department</b>	<b>Total Value of Received Donations</b>
Economic and Workforce Development	\$1,863.00
Fire Department	\$25,500.00
Human Services Department	\$101,242.18
Mayor's Office	\$46,227.00
Oakland Police Department	\$29,645.20
Oakland Public Library	\$165,783.66
Department of Transportation	\$32,463.10
Department of Violence Prevention	\$12,000.00
<b>Total</b>	<b>\$414,724.14</b>

This report provides information regarding all such grants, gifts, and donations accepted in FY 2021-22. **Attachment A: A-1 through A-8** provides details of these appropriations and **Attachment B** outlines the City's internal guidelines.

### **FISCAL IMPACT**

This is an informational report and there are no fiscal impacts associated with the acceptance of this report.

### **PUBLIC OUTREACH / INTEREST**

This item did not require any additional public outreach other than the required posting on the City's website.

### **COORDINATION**

This report was developed by the Budget Bureau and in coordination with all relevant City departments.

### **SUSTAINABLE OPPORTUNITIES**

***Economic:*** There are no economic opportunities associated with this report.

***Environmental:*** There are no environmental opportunities associated with this report.

***Race & Equity:*** There is no social equity opportunities associated with this report.

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**ACTION REQUESTED OF THE CITY COUNCIL**

Staff Recommends That The City Council receive an annual informational report from the City Administrator on the acceptance and appropriation of restricted grant funds, gifts, and donations of \$50,000 or less for the period of July 1, 2021 through June 30, 2022.

For questions regarding this report, please contact Bradley Johnson, Budget Administrator, at (510) 238-6119.

Respectfully submitted,



[Erin Roseman \(Jun 12, 2023 18:48 PDT\)](#)

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ERIN ROSEMAN  
Director of Finance, Finance Department

Reviewed by:  
Bradley Johnson  
Budget Administrator

Prepared by:  
Jose Segura, Budget & Management Analyst Sr  
Budget Bureau

Attachments (2):

Attachment A: Departmental Summaries  
A1: Economic and Workforce Development  
A2: Oakland Fire Department  
A3: Human Services  
A4: Mayor's Office  
A5: Oakland Police Department  
A6: Oakland Public Library  
A7: Department of Transportation  
A8: Department of Violence Prevention

Attachment B: AI 1052 – City's Internal Guideline