

# ANIMAL SERVICES

## DIRECTOR NARRATIVE

### FY 2026-27 MASTER FEE SCHEDULE

ATTACHMENT A: A-1



## *INTER OFFICE MEMORANDUM*

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**TO:** Elizabeth Lake  
Acting City Administrator

**FROM:** Joe DeVries  
Director, Oakland Animal Services

**SUBJECT:** OAS 2026-2027 Master Fee Schedule

**DATE:** April 29, 2026

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### **EXECUTIVE SUMMARY**

Oakland Animal Services (OAS) is proposing to raise fees to allow for a 3% fee increase based on labor cost increases to reflect full cost recovery and also rounded up the amounts of fines to a whole number for ease of accounting. A fee was added to cover the costs for when administrative citations are referred to collections.

### **ANALYSIS**

OAS conducted a thorough analysis and adjusted its fee schedule in preparation for the Fiscal Year 2025-26 budget to ensure its fees aligned with its true costs since it had not adjusted in two to three prior years. Therefore, this year only a 3% fee increase based on labor cost increases to reflect full cost recovery is needed. The new fee for referrals to collections for unpaid citations was added in anticipation of OAS beginning to issue administrative citations for certain municipal code violations.

### **FISCAL IMPACT**

The fiscal impact of the proposed new revenue is expected to offset the cost of providing these services, therefore no fiscal impact is anticipated.

## **RACE AND EQUITY ANALYSIS**

Residents from zip codes identified in the 2018 Oakland Equity Indicators Report that are more than 60% BIPOC make up 89% of owner surrenders; 90% of requests for veterinary services for owned animals; 85% of people looking for their lost animals; and, 62% of adopters. The proposed increases will have an impact on individuals in these communities. This is why OAS brought forward a revision to the Animal Control Ordinance in September 2025 that authorizes the department to waive fees based on financial hardship and often waives these fees to unite animals and their owners more quickly and provided needed services.

For questions about this memo please contact OAS Director Joe DeVries at (510) 238-3083.



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Joe DeVries, Director, Oakland  
Animal Services

CITY ATTORNEY

DIRECTOR NARRATIVE

FY 2026-27 MASTER FEE SCHEDULE

ATTACHMENT A: A-2



## *INTER OFFICE MEMORANDUM*

**TO:** Elizabeth Lake  
Acting City Administrator

**FROM:** Ryan Richardson  
City Attorney

**SUBJECT:** City Attorney Master Fee Schedule  
FY 2026-2027

**DATE:** March 25, 2026

The Oakland City Attorney's Office fees reflect the hourly rates of various employee classifications within the Office.

The City Attorney's Office is proposing a 43.55% increase to the hourly rate of the Neighborhood Law Corps Attorney position to reflect the salary adjustment mandated in the Salary Ordinance as amended by Council pursuant to Ordinance No. 13878 C.M.S. The Office is proposing a 3% increase to all other fees due to the associated increase in labor costs citywide.

The City Attorney's Office is adding a new fee to capture the hourly rate of the Assistant City Attorney position, which had previously been omitted from the Master Fee Schedule.

### **Race & Equity Impact**

The proposed fees have no discernable equity impact.

For questions, please contact Dara A. Wiseman, Legal Administrative Services Manager at (510) 238-3827.

  
RYAN RICHARDSON  
City Attorney

Attachments (1)  
Office of the City Attorney FY 2026-2027 MFS Ordinance Update

# CITY CLERK

## DIRECTOR NARRATIVE

### FY 2026-27 MASTER FEE SCHEDULE

ATTACHMENT A: A-3



## *INTER OFFICE MEMORANDUM*

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**TO:** Elizabeth Lake  
Acting City Administrator

**FROM:** Asha Reed  
City Clerk

**SUBJECT:** FY2026-27 Master Fee Schedule

**DATE:** March 13, 2026

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### **SUMMARY**

The Office of the City Clerk is proposing a 3% increase in certain KTOP fees because of associated overall labor cost increases and to reflect full cost recovery.

The initiative petition decrease is a statutory rate decrease to match California Elections Code as required by the Charter.

### **RACE AND EQUITY IMPACT**

There are no race and equity impacts proposed by these changes.

Respectfully,

  
Asha Reed (Mar 30, 2026 11:30:04 PDT)

Asha Reed  
City Clerk, Office of the City Clerk

Prepared by,  
Evelyn Parodi  
Management Assistant

For questions, please contact Evelyn Parodi at [eparodi@oaklandca.gov](mailto:eparodi@oaklandca.gov) or (510) 238-7979.

### **Attachments**

Master Fee Schedule

# FINANCE DEPARTMENT

## DIRECTOR NARRATIVE

### FY 2026-27 MASTER FEE SCHEDULE

ATTACHMENT A: A-4



# *INTER OFFICE MEMORANDUM*

**TO:** Elizabeth Lake  
Acting City Administrator

**FROM:** Bradley Johnson  
Director of Finance

**SUBJECT:** FY 2026-27 Master Fee Schedule  
Proposed Updates

**DATE:** May 5, 2026

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## **RECOMMENDATION**

The Finance Department recommends the City Council approve, the unchanged and proposed changes to the FY2026-27 Master Fee Schedule (“MFS”). This proposal includes, affirmation of existing fees, the increase of certain fees to help recover the reasonable cost of providing services, moving fees to relevant departments, as well as the removal of fees that are obsolete.

## **EXECUTIVE SUMMARY**

The Finance Department has analyzed its fees and proposes to revise fees for the FY2026-27 MFS update. The Finance Department identified the need to increase certain fees due to labor cost increases associated with providing services. In those instances, the proposed increases are to reflect cost recovery fees.

## **ANALYSIS**

The Finance Department reviewed its fees to determine at what level the fees would be cost recovery. The proposed fees or charges within the MFS for FY2026-27 are no more than necessary to cover the reasonable costs of the activity or service being provided.

## **FINDINGS**

The Finance Department identified the following fees to be included in the Master Fee Schedule to close the gap towards full cost recovery:

### **Increased Fees**

- **City Subscription Administrative Service Charge as Allowed by Oakland Municipal Code Section 8.28.190 (Solid Waste Collection; Special Assessment: Nuisance Conditions) - from \$116.00 to \$119.00.**

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- **Bank Service Fees**
    1. Service Fee for any check or eCheck returned by the bank \$25.00 Per Check
    2. Service Fee for any check or eCheck stop payment request \$10.00 Per Check
  - **Collection Fee on Delinquent Accounts**
    1. **Accounts with a balance of \$333 or more per delinquent account** – from \$324.00 to \$333.00
    2. **Accounts with a balance less than \$333 per delinquent account** – 100% of Collection Dollar Amount of Account (up to balance of \$332.99)
  - **Business License Verification Fee** – from \$43.00 to \$44.00.
  - **Information Relating to Business Tax Certificates** - from \$120.00 to \$123.00 Per Hour, or Fraction thereof plus cost of materials.
  - **New Business Registration** - from \$100.00 to \$103.00 per new established business.
  - **Certificate For Non-Profit Business** - from \$29.00 to \$29.85
  - **Duplicate Release of Lien** – from \$175.00 to \$180.00 per lien.
  - **Administrative Service Charge as Allowed by Oakland Municipal Code Section 4.20.070 (Release of Lien)** - from \$175.00 to \$180.00
  - **Administrative Service Charge as Allowed by Oakland Municipal Code Section 5.04.420 (Collection by Special Tax Roll)** - from \$175.00 to \$180.00
  - **Citywide Lien Administration Fee** - from \$175.00 to \$180.00
  - **Demand Letter / Research & Processing Fee** - from \$175.00 to \$180.00
  - **Administrative Fee for Promissory Notes** - from \$139.00 to \$143.00
  - **Financial Reports (Retirement)**
    1. **Oakland Police & Fire Retirement System** - from \$5.67 per report to \$5.84 per report up to 30 pages +\$0.29 per page in excess of 30 pages
    2. **Oakland Municipal Employees' Retirement System** - from 5.67 to \$5.84 per report up to 30 pages + \$0.29 per page in excess of 30 pages

#### Fee Removal

The Finance Department identified the following fees as obsolete, to be removed from the Master Fee Schedule:

- Notice of Violation Fee -Non-Procurement of a Business Certificate - Removing fee for consistency with the current business tax ordinance.
- Re-Issue of W2 Form-Employees can access through Oracle porta

**Sewer Service Charges as Allowed by Oakland Municipal Code Section 13.04.020** - Removing the fees from the Master Fee Schedule as fees are established pursuant to separate noticing process and ordinance, specifically OMC Chapter 13.04 (Ordinance No. 13035)

#### **1. Residential Premises**

- a. **Single Family Residences**-37.57 Premise / Month

**b. Multiple Family Dwellings**

1. **Duplexes - 42.15 - Premise / Month**
2. **Triplexes - 63.22 - Premise / Month**
3. **Fourplexes - 84.30 - Premise / Month**

**c. Residential Premises Not Included in (a) or (b) Above, Based on Cubic Feet of Water Used Upon the Premises - 2.57 100 Cubic Feet / Month**

**d. Minimum Monthly Service Charge Per Residential Premise - 37.57 Premise / Month**

**2. Commercial, Industrial, and Public Authority Classifications**

**a. Premises without a Sewer Meter are Charged on Total Amount of Water Used**

1. **Industrial Accounts - 2.33 100 Cubic Feet / Month**
2. **Commercial Accounts - 2.57 100 Cubic Feet / Month**
3. **Restaurants/Hotels - 2.65 100 Cubic Feet / Month**
4. **Hospitals 2.84 100 Cubic Feet / Month**
5. **Laundromats/Carwashes - 3.00 100 Cubic Feet / Month**
6. **Minimum monthly Charge Per Premise-37.57 Premise / Month**

**b. Premises with a Sewage Meter are Charged on Cubic Feet of Measured Sewage Flow. This Rate also Applies to Premises Where a Portion of the Water Received Does Not Flow into Sewers Due to Manufacturing Processes or Removal by Other Means and a Meter Measures the Volume of Sewage Discharge**

1. **All Classifications - 3.11 100 Cubic Feet / Month**
2. **Minimum Monthly Charge Per Premise - 37.57 Premise / Month**

Fees Moved to Other Departments

**EXCESS LITTER FEE - Fees removed and moved to Public Works**

1. **Small Business - 230.00 Per Year (or pro-rata) - Fees removed and moved to Public Works**
2. **Medium Business - 910.00 Per Year (or pro-rata) - Fees removed and moved to Public Works**
3. **Large Business - 3,815.00 Per Year (or pro-rata) - Fees removed and moved to Public Works**
4. **Mobile Food Vending - 100.00 Per Year (or pro-rata) - Fees removed and moved to Public Works**
5. **Failure to File an Annual Declaration - 50.00 Per Year-Fees removed and moved to Public Works**
6. **Penalty for Failure to Pay Excess Litter Fee Invoice within 60 Days from Due Date - 10% of Invoice - Fees removed and moved to Public Works**
7. **Penalty for Failure to Pay Excess Litter Fee Invoice beyond 90 Days from Due Date - 25% of Invoice - Fees removed and moved to Public Works**

**8. Penalty for Failure to Pay Excess Litter Fee Invoice beyond 120 Days from Due Date - 50% of Invoice - Fees removed and moved to Public Works**

**9. Interest, Inclusive of Penalties, for Delinquent Excess Litter Fees Due -1% Per Month - Fees removed and moved to Public Works**

**10. Filing Fee for an Appeal for Litter Ordinance - 67.50 Appeal - Fees removed and moved to Public Works**

Citywide Services

Change online web payments fee from \$3.00 to At Cost.


**FISCAL IMPACT**

The fiscal impact of the proposed increase in revenue is expected to offset the cost of providing these services, therefore no fiscal impact is anticipated.

**RACE & EQUITY IMPACT**

Race and Equity impacts are unknown at this time.

Respectfully submitted,

  
Bradley Johnson (May 21, 2026 16:26:56 PDT)

Director of Finance

For questions, please contact Chuck Maurer, Principal Revenue Analyst, at 510-238-7570.

# POLICE DEPARTMENT (OPD)

DIRECTOR NARRATIVE

FY 2026-27 MASTER FEE SCHEDULE

ATTACHMENT A: A-5



CITY OF OAKLAND

# *INTER OFFICE MEMORANDUM*

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**TO:** Elizabeth Lake  
Acting City Administrator

**FROM:** LaRajia Marshall  
Fiscal Services Division  
Oakland Police Department

**SUBJECT:** FY 2026 -27 Master Fee Schedule  
Oakland Police Department's  
Amendments

**DATE:** March 12, 2026

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## **PURPOSE**

The Oakland Police Department (OPD) is not proposing any fee increases for Fiscal Year (FY) 2026–27, as all applicable fees were previously adjusted. Additionally, no cost-of-living adjustment (COLA) was applied this fiscal year.

## **FISCAL IMPACT**

There is no fiscal impact associated with the Master Fee Schedule (MFS).

## **RACE AND EQUITY IMPACT**

A formal equity analysis was not required because OPD did not propose updates to the Master Fee Schedule. However, if future changes are proposed, a comprehensive equity analysis would be necessary to assess the potential impact of fee increases on communities that may be disproportionately affected by racial disparities.

Respectfully submitted,

*LaRajia Marshall*

**LaRajia J. Marshall**  
Fiscal Services Manager  
Oakland Police Department

# FIRE DEPARTMENT (OFD)

## DIRECTOR NARRATIVE

### FY 2026-27 MASTER FEE SCHEDULE

ATTACHMENT A: A-6



## *INTER OFFICE MEMORANDUM*

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**TO:** Elizabeth Lake  
Acting City Administrator

**FROM:** Damon Covington, Fire Chief

**SUBJECT:** Fire Department Master Fee Schedule FY 2026-27     **DATE:** March 25, 2026

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### **SUMMARY**

The Fire Department is presenting fee adjustments supporting Fire Prevention Services for FY 26-27. Last year, the City contracted with MGT Consulting Group to conduct a Citywide Development Service Fee Analysis (CWDS-FA) addressing fees associated with Fire, Planning & Building, DOT, and OPW departments. Several Fire Department Master Fee Schedule fees were updated for FY 2025-26 based on recommendations and modeling informed from the study. After observing and evaluating the application of those fees over the past year, a few fee adjustments are proposed for FY 2026-27 to reflect cost recovery more accurately for the Fire Prevention Bureau.

For the Fire Department, any fee changes to Fire Prevention fees are to ensure they most accurately represent the cost of service, both to ensure Fire Prevention development services related expenses become fully cost recoverable and that the fees themselves remain cost justifiable for fee payers.

Proposed Fee Changes include:

- A reduction from the fee for Inspection Conducted by Engine Company to more accurately reflect the time spent on a per inspection basis.
- Aligning After Hours Inspection Costs for consistency across inspection types and to capture cost recovery more accurately by changing from a flat fee to a per hour rate.
- Reverting the fee for High-Rise Building Inspections from a flat fee (new for this fiscal year), back to a per square foot basis to capture cost recovery more accurately and equitably.
- For all fees with hourly rate components, includes a small fee increase based on labor cost increases to reflect full cost recovery. Current rates are based on salaries from FY 2023-24.

This fee update also introduces one new type of fee that will help capture Fire Prevention costs that were not previously recovered, including:

- Plan Check/Processing Fee for Planning Permits (\$2,068 for first round of review, \$1,379 for each additional round of review) that previously were unaccounted for in the fee schedule and were absorbed by department in the plan review process with no cost recovery. Base fee methodology matches the current Parcel Map Review Building Permit Fee.

### **FISCAL IMPACT**

These Master Fee Schedule changes are set to support full and accurate cost recovery for Fire Prevention Division service provision within the Development Service Fund (2415) and have no fiscal impact to the General Fund (1010).

### **RACE AND EQUITY IMPACT**

Race and equity impacts caused by the proposed changes are unknown at this time. Proposed fee updates were developed carefully to ensure not overcharging relative to services covered by the fee. Accordingly, the most common hourly inspection fees proposed in this fee update are reduced from the current hourly fee.



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**DAMON COVINGTON**  
Fire Chief, Oakland Fire Department

For questions please contact:

Sean O'Shea  
Fiscal & Administrative Services Division Manager  
[soshea@oaklandca.gov](mailto:soshea@oaklandca.gov) 510-238-4055

# PUBLIC LIBRARY (OPL)

## DIRECTOR NARRATIVE

### FY 2026-27 MASTER FEE SCHEDULE

ATTACHMENT A: A-7



## *INTER OFFICE MEMORANDUM*

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**TO:** Elizabeth Lake  
Acting City Administrator

**FROM:** Jamie Turbak  
Library Director

**SUBJECT:** OPL FY 2026-27 MFS fee increase  
exemption

**DATE:** March 18, 2026

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The Oakland Public Library does not seek any changes for the FY 2026-2027 Master Fee Schedule (MFS).

OPL's main fees consist of service and use fees related to printing, faxing, scanning, overdue fees for tools and laptops, and the use of images and audio from the African American Museum Library (AAMLO) for publications and advertisements. The replacement fees for books, tools and other materials are already set at actual cost.

The only fee that would be impacted by labor cost increases is the rental of the AAMLO gallery, which includes an element of staff time. The AAMLO gallery has not generated revenue in the past five years due to incompatibility between public and private use. Frequent gallery events and programs have been exclusively sponsored by or in partnership with AAMLO and are free and open to anyone.

The American Library Association in its Library Bill of Rights cautions that libraries who charge fees for their meeting rooms "may abridge or deny access for some community members," and disproportionately harm library borrowers in zip codes most impacted by factors in the Oakland Equity Indicators report. No other meeting room in the Oakland Public Library system collects fees for meeting room use. There is no negative equity impact as a result of leaving this fee unchanged.

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Jamie Turbak  
Library Director

For questions, please contact Jamie Turbak, Library Director, at 510 238 6610.

PARKS AND RECREATION AND  
YOUTH DEVELOPMENT (OPRYD)

DIRECTOR NARRATIVE

FY 2026-27 MASTER FEE SCHEDULE

ATTACHMENT A: A-8



## *INTER OFFICE MEMORANDUM*

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**TO:** Elizabeth Lake  
Acting City Administrator

**FROM:** Myka Hammock  
Interim Director, OPRYD

**SUBJECT:** FY26-27 Master Fee Schedule

**DATE:** March 13, 2026

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### **SUMMARY**

The Department of Parks, Recreation & Youth Development (OPRYD) is proposing to update Section J of the Master Fee Schedule (“MFS”) including raising some fees, deleting some obsolete fees and updating the language in the fee description of some line items. Some current fees are significantly misaligned with costs and lower than similar surrounding areas.

The fees for Feather River Camp, Oakland Zoo at Knowland Park, Oakland City Stables, Metropolitan Golf, Chabot Golf Course and Montclair Golf Course are set and charged directly by service providers and not by Council. They are removed from the Master Fee Schedule. Children's Fairyland has been moved to EWD and is also removed from the MFS.

### **ANALYSIS**

The Department of Parks, Recreation & Youth Development (OPRYD) is seeking to increase some fees to offset part of the staffing and maintenance costs, which have drastically increased in the past several years. The proposed fees or charges within the MFS for FY26-27 are still below market rates.

### **FINDINGS**

OPRYD is proposing to raise the following fees:

#### Field Rentals (Groups)

- Residents Youth Field Rental: from \$1 to \$1.5 per hour
- Residents Youth Tournaments / Special Events / Related Activities: from \$25 to \$27.5 per hour
- Residents Private Schools / Organizations Field Rental: from \$10 to \$12 per hour
- Residents Private Schools / Organizations Tournaments / Special Events / Related Activities: from \$46 to \$48 per hour
- Residents Adult Field Rental: from \$25 to \$27 per hour
- Residents Adult Tournaments / Special Events / Related Activities: from \$56 to \$58 per hour
- Nonresidents Youth Field Rental: from \$25 to \$27 per hour

- Nonresidents Youth Tournaments / Special Events / Related Activities: from \$61 to \$63 per hour
- Nonresidents Private Schools / Charter Schools / Organizations Field Rental: from \$41 to \$43 per hour
- Nonresidents Private Schools / Charter Schools / Organizations Tournaments / Special Events / Related Activities: from \$61 to \$63 per hour
- Nonresidents Adult Field Rental: from \$30 to \$32 per hour
- Nonresidents Adult Tournaments / Special Events / Related Activities: from \$61 to \$63 per hour
- Youth Sports Field Usage Fee: from \$10 to \$12 per season/player
- Adult Sports Field Usage Fee: from \$10 to \$12 per season/player
- Port-A-Potty Fee: from \$72 to \$90 per week
- Field Preparation - Residents (Adult & Private School): from \$46 to \$48 per game
- Field Preparation - Nonresidents (Adult & Private School): from \$61 to \$63 per game
- Holiday Surcharge (add to above rates): from \$20 to \$22 per hour
- Scoreboard - Resident (Youth & Adults): from \$25 to \$35 per hour
- Scoreboard - Nonresident (Youth & Adult): from \$36 to \$40 per hour
- Field with Lights: from \$15 to \$20 per hour
- Outside Basketball Courts Half Court Practice: from \$10 to \$12 per hour
- Outside Basketball Courts Full Court Practice: from \$15 to \$17 per hour
- Outside Basketball Courts Half Court Special Events, Games & Tournaments: from \$25 to \$27 per hour
- Outside Basketball Courts Full Court Special Events, Games & Tournaments: from \$30 to \$32 per hour
- Locker Room Usage: from \$15 to \$75 per hour/team
- Turf Field(s) Added to the above field rental fee: from \$15 to \$20 per hour

#### Swimming Pools

- General Admission (Public Swim) Individual (Under 18 Years): from \$1 to \$2 per person / entry
- General Admission (Public Swim) Senior (55 Years and Older) or Disabled: from \$2 to \$3 per person / entry
- General Admission (Public Swim) Adult (Except for Seniors): from \$3 to \$4 per person / entry
- Adult Lap Swim Adult (Except for Seniors): from \$6 to \$7 per person / entry
- Adult Lap Swim Senior (55 Years and Older) or Disabled: from \$4 to \$5 per person / entry
- Adult Lap Swim 10 Swim Pass Book - Adult: from \$51 to \$61 per pass book
- Adult Lap Swim 10 Swim Pass Book - Senior or Disabled: from \$31 to \$41 per pass book
- Adult Lap Swim 30 Swim Pass Book - Adult: from \$139 to \$151 per pass book
- Adult Lap Swim 30 Swim Pass Book - Senior or Disabled: from \$77 to \$87 per pass book

#### Swimming Instruction Classes

- Regular Swimming Instruction Classes Adult: from \$51 to \$60 per person/course
- Regular Swimming Instruction Classes Youth (7 - 17 years): from \$36 to \$40 per person/course
- Regular Swimming Instruction Classes Preschool (4 - 6 Years): from \$41 to \$45 per person/course
- Regular Swimming Instruction Classes Parent & Child (6 months – 3 Years): from \$51 to \$60 per person/course
- Regular Swimming Instruction Classes Adapted Swimming: from \$36 to \$40 per person/course
- Regular Swimming Instruction Classes Semi-private Instruction (2 or More): from \$20 to \$65 per person/course
- Regular Swimming Instruction Classes Private Instruction (Space Permitting): from \$30 to \$75 per person / 1/2 hour
- Regular Swimming Instruction Classes Junior Lifeguard Camp: from \$51 to \$66 per person/course
- Regular Swimming Instruction Classes Junior Lifeguard Program: from \$41 to \$56 per person/course
- Regular Swimming Instruction Classes Youth Swim Team: from \$51 to \$56 per person/course
- Special Instruction Water Exercise Adults: from \$3 to \$7 per person/course
- Special Instruction Senior or Disabled: from \$2.25 to \$5 per person/course

#### Pool Reservation (2 hr Minimum)

- Private Use with Lifeguard Service and Party Room - Resident: from \$432 to \$583 per hour
- Private Use with Lifeguard Service and Party Room - Non-Resident: from \$519 to \$700 per hour
- Private Use with Lifeguard Service and Party Room - Oakland Non-Profit: from \$360 to \$486 per hour
- Private Use of Only 1 Area of Pool (lap or zero depth) with 2 Lifeguards, 15 patrons maximum - Resident: from \$103 to \$168 per hour
- Private Use of Only 1 Area of Pool (lap or zero depth) with 2 Lifeguards, 15 patrons maximum - Non-Resident: from \$123 to \$202 per hour
- Private Use of Only 1 Area of Pool (lap or zero depth) with 2 Lifeguards, 15 patrons maximum - Oakland Non-Profit Organization: from \$82 to \$112 per hour

#### Tennis

- Court Reservations Davies Tennis Stadium Adult Resident: from \$12 to \$13 per court / hour
- Court Reservations Davies Tennis Stadium Adult Nonresidents: from \$14 to \$15 per court / hour

- Court Reservations Davies Tennis Stadium Age 55+ rate, Mon - Fri, 9 am to 3 pm, walk on only: from \$10 to \$11 per court / hour
- Court Reservations Davies Tennis Stadium Special Use of Club House for Private events/Use of all five courts included (Resident): from \$180 to \$180-360 per one hour session
- Court Reservations Davies Tennis Stadium Special Use of Club House for Private events/Use of all five courts included (Non-resident): from \$231 to \$231-450 per one hour session
- Equipment Rental & Tennis Sales  
Racquets/Balls/Basket/ Ball Machine/Stringing: from \$1.00-200.00 to \$1.0-300.0 per use
- Parking Pass: from \$1.00-300.00 to \$12.00-400 per Month

#### Parking

- Dunsmuir - Hellman Historic Estates Special Event Parking: from \$5.00 - 20.00 to \$15 per parking stall
- Lakeside Park Cars - Special Events Parking after 5pm: from \$10 to \$15 per vehicle
- Joaquin Miller Park Cars: from \$5.00-10.00 to \$12 per entry
- Administration Item D.1a1 "Cars – Hourly Parking", Item D.1a2 "Cars- All Day Parking, Weekday" and Item D.1a3 "Cars- All Day Parking, Weekend and Holidays" are consolidated into "Cars- All Day Parking, Any Day". Fee will be \$12 / Day

There are some updates to the language in the fee description:

- Administration Item D.1a1 "Cars – Hourly Parking", Item D.1a2 "Cars- All Day Parking, Weekday" and Item D.1a3 "Cars- All Day Parking, Weekend and Holidays" are be consolidated into "Cars- All Day Parking, Any Day"
- Administration Item D.1a4: from "Cars - Special Events Parking after 5pm" to "Cars - Special Events Parking after 4pm"
- Administration Item D.1a5: from "Buses" to "Buses/RV/Trailers"
- Administration Item D.1b2: from "Buses" to "Buses/RV/Trailers"
- Recreation Services Item A.1p1: from "25% Percent of Rental" to "25% Discount Rental"
- Recreation Services Item A.1p2: from "25% Percent of Rental" to "25% Discount Rental"
- Recreation Services Item A.1q: from "20% Percent of Resident fee" to "20% Above Resident fee"
- Recreation Services Item A.6d: from "20 Percent of Resident fee" to "20% Above Resident Fee"
- Recreation Services Item A.7c: from "20% Percent of Resident Fee" to "20% Above Resident Fee"
- Recreation Services Item A.9a11: from "1.20 Times Resident Fee" to "20% Above Resident Fee"

- Recreation Services Item C.6: from “10% Standard Fee” to “10% Discount Standard Fee”

The following fees are proposed to be deleted:


- Administration Item D.1a1 “Cars- Hourly Parking”. This fee is covered elsewhere
- Administration Item D.1a3 “Cars- All Day Parking, Weekend and Holidays”. This fee is covered elsewhere
- Recreation services Item A.8b7 “Pool Party Rental (Birthday Party, Meeting, Reception, etc.)”

### **FISCAL IMPACT**

These Master Fee Schedule changes are set to recover more of the costs within the OPRCA Self Sustaining Revolving Fund (1820) and have no fiscal impact on the General Fund (1010).

### **RACE AND EQUITY ANALYSIS**

No specific equity analysis has been conducted regarding the proposed updates to the Master Fee Schedule. The equity impacts are unknown and would require a comprehensive analysis to evaluate the impact on communities experiencing disparities based on race.

  
[Myka Hammock \(Apr 9, 2026 15:53:58 PDT\)](#)

Myka Hammock, Interim Director  
Department of Parks, Recreation & Youth Development (OPRYD)

For questions please contact Zhuanyun (Grace) Feng, Fiscal Manager, at 510-238-3498.

#### Attachments

- Attachment A: Parking Fee Comparison
- Attachment B: Field Rental Comparison
- Attachment C: Aquatic Fee Comparison

Attachment A: Parking Fee Comparison  
Parking lots in the Lake Merritt area

- Douglas Parking at Grand & Webster Street
  - \$6 per hour
  - \$20 daily maximum
  - \$10 Flat (after 4pm & weekends)
  - \$25 Flat (ceremony parking/special events)
  
- Kaiser Plaza Lot #4275 (Open 24 Hours) | 325 22<sup>nd</sup> Street
  - \$3.00 each 15 minutes (or fraction thereof)
  - \$30 Daily Maximum
  -
  
- Douglas Parking | Corner of 23<sup>rd</sup> Street/Webster Street
  - \$12 daily (4am-4pm)
  - \$5 Nights/Weekends (Event rates may apply)

Attachment B: Field Rental Comparison

<b>Residents</b>	<b>Oakland</b>	<b>San Landro</b>	<b>San Fransico</b>	<b>Alameda</b>	<b>Berkeley</b>
<b>Youth practice</b>	\$1 per hour	\$6-\$15 per hour		\$11 per hour	\$29 per hour
<b>Youth games</b>				\$35 per hour	\$36 per hour
<b>Residents</b>					
<b>Practice</b>	\$25 per hour		\$42 per hour	\$48 per hour	\$35 per hour
<b>Games</b>	\$55 per hour		\$108 per hour	\$68 per hour	\$86 per hour
<b>Non-Residents</b>					
<b>Practice</b>	\$25 per hour	\$15 per hour	\$16 per hour	\$40 per hour	
<b>Games</b>	\$60 per hour				
<b>Private Schools - Rental</b>					
<b>Adult Practice</b>	\$30 per hour	\$15-\$35 per hour			
<b>Adult Games</b>	\$60 per hour				\$72-\$109 per hour
<b>Turf</b>	\$15 per hour			\$53-\$69 per hour	\$29-\$109 per hour

### Attachment C: Aquatic Fee Comparison

#### Aquatics Fee Comparison and Justification

The proposed adjustments to Oakland’s aquatics fees support the continued operation of safe, high-quality aquatic programming while maintaining affordability for Oakland residents. Aquatic programs require trained lifeguards, instructors, supervision, equipment, and facility operations. The proposed changes modestly increase some program fees while keeping Oakland competitive with or below neighboring East Bay cities.

In several program areas, Oakland also provides more instructional time or longer program structures than neighboring jurisdictions, meaning Oakland residents often receive greater value for the price.

#### Regional Aquatics Program Fee Comparison

City	Lap Swim	Water Exercise	Swim Lessons	Public / Recreation Swim	Swim Team
Oakland (Proposed)	\$7	\$7 Adult / \$5 Senior	\$40 youth lessons (8 classes over 2 weeks, Mon–Thu)	\$4 Adult	\$56 (6 weeks)
Berkeley	\$7 Resident / \$8 Non-Resident	\$8 Resident / \$10 Non-Resident	\$44 – \$88 depending on level	\$7 Resident / \$8 Non-Resident	\$135 Resident / \$162 Non-Resident (4 weeks)
Alameda	\$5 Resident / \$6 Non-Resident	\$6 Resident / \$7 Non-Resident (Seniors \$5 / \$6)	\$13 per lesson Resident / \$15 Non-Resident	\$5 Resident / \$6 Non-Resident	Varies
Albany	\$7.50	\$11	\$95 Resident / \$110 Non-Resident (1 class per week for 6 weeks)	\$7.50	Varies

#### Swim Lesson Structure Comparison

Oakland’s proposed youth swim lesson fee of \$40 includes eight classes delivered Monday through Thursday over a two-week period. This structure provides consistent repetition and accelerated skill development.

City	Lesson Price	Program Structure
Oakland	\$40	8 classes over 2 weeks (Monday–Thursday)
Albany	\$95 Resident / \$110 Non-Resident	6 classes over 6 weeks (Saturday only)

Even with the proposed fee, Oakland’s lessons remain significantly less expensive while providing more frequent instruction. Oakland also continues to offer low-cost off-season Parent & Child classes at Lions Pool for \$25, which meet once per week for four weeks.

**Swim Team Cost Comparison**

City	Program	Price	Program Length
Oakland (Proposed)	Youth Swim Team	\$56	6 weeks
Berkeley	Barracudas	\$135 Resident /	4 weeks
	Afterschool Swim Team	\$162 Non-Resident	

Oakland’s youth swim team program remains substantially lower in cost than comparable programs in neighboring cities, even after the proposed adjustment.

**Pool Rental Comparison**

City	Pool Rental Fee	Deposit	Notes
Oakland – Larry E. Reid Sports Center (Proposed)	\$583/hr Resident / \$700/hr Non-Resident	\$206	Entire pool area reserved exclusively for one private party; includes lifeguard staffing and party room
Albany	\$150/hr Resident / \$195/hr Non-Resident	\$100 refundable	Entire pool available; deep end includes rope swing and diving board

The Larry E. Reid Sports Center rental fee reflects reserving the entire aquatic facility for a single private event, including required lifeguard staffing and operational support. This differs from general public programming and ensures safe supervision and facility management during private use.

# HUMAN SERVICES

## DIRECTOR NARRATIVE

### FY 2026-27 MASTER FEE SCHEDULE

ATTACHMENT A: A-9



## *INTER OFFICE MEMORANDUM*

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**TO:** Elizabeth Lake  
Acting City Administrator

**FROM:** Dr. Jason Lester  
Director, Human Services

**SUBJECT:** City Attorney Master Fee Schedule  
Human Services Department  
FY 2026-2027

**DATE:** March 13, 2026

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The Human Services Department is advancing a proposal to revise the Master Fee Schedule. The aim is to enhance accessibility of rental services at Oakland Senior Centers for both Oakland residents and visitors and fortify revenue streams vital for supporting and maintaining those same city facilities.

The proposed amendments are cataloged within Section K of the Master Fee Schedule. The proposed amendments provide greater flexibility in addressing typical rental costs such as cancelations and multi-room rentals. The Master Fee Schedule reflects a lower application fee structure for senior center members having a senior-oriented event. While the reduced rental fees for Senior Center members will result in less revenues, fees paid by non-members will not be used to subsidize or make-up for any loss in revenues. The cost basis for these fee adjustments is based on similar/same fees found in the MFS for Oakland Parks, Recreation and Youth Development effective July 1, 2024. In some cases, such as the multi-purpose meeting fee, we used an average of fees charged by comparative agencies such as City of San Leandro, City of Fremont and City of Alameda.

### **Race & Equity Impact**

Older adults in Oakland- including people facing race, age, language, disability, gender, and other disparities- feel safe, healthy, included, and connected in the community by having access to resources and supports they need to age well and live full lives.

  
Jason Lester (Mar 17, 2026 17:07:52 PDT)

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Dr. Jason H. Lester  
Director, Human Services Department

For questions, please contact Jessi Cutter, Aging & Adult Services Outreach Developer, at 510-238-6391.

# PUBLIC WORKS (OPW)

## DIRECTOR NARRATIVE

### FY 2026-27 MASTER FEE SCHEDULE

ATTACHMENT A: A-10



## *INTER OFFICE MEMORANDUM*

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**TO:** Elizabeth Lake  
Acting City Administrator

**FROM:** Liam Garland  
Public Works Director

**SUBJECT:** FY 2026-27 Master Fee Schedule  
OPW Amendments

**DATE:** May 21, 2026

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The City of Oakland Public Works Department (OPW) proposes Master Fee Schedule (MFS) amendments for FY 2026-27, including modifications and additions of the current assessed fees. Anticipated revenue from proposed fee changes will help offset costs of providing services for which the fees are charged with no net gain to the City's overall budget.

All OPW fees with staff charges will have fee decreases even with the increase of the 3% for overall labor costs due to decreases in the Benefit Rates, OPW Departmental Overhead and Central Service Overhead rates per AI 1303 by 23.38% cumulatively.

New Fees will be added under two divisions in OPW's Bureau of Design and Construction.

Under the Watershed Division, new Creek Protection Permit Fees for subject matter expert review by OPW Watershed staff as allowed per Oakland Municipal Code (O.M.C.) 13.16. These fees are in conjunction with Planning & Building Creek Protection Permit Fees specifically to Category III and Category IV permits. Currently, the Creek Protection Permit Fees in Planning & Building only covers the staff costs for Planning & Building staff and not OPW Watershed staff. Category III and IV (C.1 & C.2) permits require an additional review by OPW Watershed staff as requested by Planning & Building due to the exterior development or work as it relates to the proximity of the creek. OPW Watershed staff must review the plans and the impacts of this work to the creek itself. These two fees recover the costs of OPW staff review time as initiated by Planning & Building and is not currently charged anywhere else in the MFS. For the Category Downgrade Determination (C.3), OPW Watershed staff are requested by Planning & Building to make the determination from lowering the category of the permit from categories III /IV to categories I/II, thus reducing the cost of the permit in itself.

### **Watershed Program**

*Creek Protection Permit Fee – Category III – Watershed Review (C.1.)*

*Creek Protection Permit Fee – Category IV - Watershed Review (C.2.)*

*Creek Protection Fee - Category Downgrade Determination (C.3.)*

Under the Sanitary Sewer Division, specifically to Private Sewer Laterals (PSL), new fees have been added under specific categories to provide clarity for specific PSL circumstances that have risen allowed per OMC 13.08. The Additional Plan Check for New Construction (A.8) refers specifically to new construction and the additional time required for staff to confirm the new construction of the Sewer Lateral comply with City standards. As for the Inspection of Expired

Permits for Final Paving Restoration (A.9), typically these permits expire in one year from issuance and if a permit and not finalized due to final paving restoration, additional inspections are required by staff to ensure compliance is met. The fee reflects the cost recovery associated with the additional inspection by staff. Lastly, the Service Charge (D.1) for the reinstatement of an expired permit is a cost recovering fee associated for City staff to review and reprocess the expired permit application when no inspections have been completed by City staff for the original expired permit. Rather than applying and paying for a whole new permit, this reinstatement fee will allow City staff review Private Sewer Lateral permit to ensure no inspection was completed and that circumstances have not changed in regards to the original expired permit issued.

### **Private Sewer Lateral**

*Private Sewer Lateral – Additional Plan Check for New Construction of Sewer Lateral (A.8.)*

*Private Sewer Lateral – Inspection for Expired Permit for Final Paving Restoration (A.9.)*

*Private Sewer Lateral – Service Charge to Process Request to Reinstate Permit for Expired Permit with No Inspection – Reinstatement (D.1.)*

In addition to these new fees, the Watershed Division has additional fee increases to the Stormwater Inspection Fee category due to personnel changes. The Stormwater inspections were previously performed by Hazardous Materials Inspector II from Oakland Fire Department. In recent years, due to staffing shortages, OFD can no longer perform these inspections thus requiring OPW Watershed staff to take on these responsibilities from start to finish. The increases encompass actual hours spent by OPW Watershed Divisions Program Analyst III performing these duties.

### **Watershed Program**

*Stormwater Inspection Fee – Industrial (CA Industrial General Permit) (B.1.)*

*Stormwater Inspection Fee – Industrial (No CA Industrial General Permit) (B.2.)*

*Stormwater Inspection Fee – Commercial Facility (B.3.)*

*Stormwater Inspection Fee – Business Inspection Fee (B.4.)*

Lastly, the Finance Department has requested to have the Excess Litter Fees moved to OPW's section of the Master Fee Schedule as OPW is the department that administers and participates in these programs. There are no increases in the Excess Litter Fees as a result of this move.

There are no impacts to Race & Equity with these fee changes or new fees.

For questions regarding this report, please contact Tom Morgan, Agency Administrative Manager at (510) 238-7953.

Respectfully submitted,



[Liam Garland \(May 21, 2026 16:08:37 PDT\)](#)

Liam Garland  
Director, Oakland Public Works

  
[Tom Morgan](#)

**Signature:**   
[Tom Morgan \(May 21, 2026 15:13:59 PDT\)](#)

**Email:** TMorgan@oaklandca.gov

ECONOMIC WORKFORCE  
DEVELOPMENT

DIRECTOR NARRATIVE

FY 2026-27 MASTER FEE SCHEDULE

ATTACHMENT A: A-11



## *INTER OFFICE MEMORANDUM*

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**TO:** Elizabeth Lake, Acting City Administrator

**FROM:** Ashleigh Kanat, Director

**SUBJECT:** FY 2026-27 MFS for EWDD

**DATE:** May 11, 2026

Attached is the Proposed FY2026-27 Master Fee Schedule (MFS) for the Economic & Workforce Development Department (EWDD) consisting of Real Estate, Public Art, Film, Special Activities and Nuisance Enforcement. The Proposed FY2026-27 MFS for Special Events is in a separate worksheet.

The proposed amendments to the Real Estate, Special Activities and Nuisance Enforcement fees are needed to better clarify the service provided, and to fully recover cost to staff.


Many of the fees on the MFS spreadsheet will remain the same, only being updated to reflect the fee increase based on labor cost increases to reflect full cost recovery. However, there are new fees, as well as some updates to the language in the fee description section.

1. Change in Fee Description to Real Estate Services. A.4, 5, 6 and 7. These updates provide the current language used for telecommunication leases or licenses which will help to clearly communicate these fees.
2. Correction to Real Estate Services C. This section was labeled as "C", but it should be section "B".
3. New Cultivator annual permit fees (5,000+ square foot facility) added to Special Activities F.3.c., 4.c. and 5.c. These have been added to provide a clear understanding of the annual cultivator permit fees based on gross sales. The cost of each fee depends on gross sales (line 106 gross sales > \$999,999 / line 110 gross sales = \$500,000-\$999,999 / line 114 gross sales < \$500,000).
4. Deleted Special Activities F.9. This fee is now eliminated and has been consolidated above with an increase by 3% to reflect full cost recovery and now added with the fees described on Special Activities F.3.c., 4.c. and 5.c. for 5,000 square foot facilities to clarify the total amount owed by applicants based on gross sales. This update reduces frequent confusion by applicants who incorrectly thought this fee was the total cost of their annual cultivator permit fee.
5. New regulatory fee added to Nuisance Enforcement Unit B for cost recovery of the voluntary disposal of unpermitted cannabis operations to cover enforcement for locations that are considered dispensary and cultivation type businesses.
6. New regulatory fee added to Nuisance Enforcement Unit C for cost recovery of the voluntary disposal of unpermitted cannabis operations to cover enforcement for locations that are **not** considered a dispensary or cultivation type of business.

7. New regulatory fees added to Nuisance Enforcement Unit D as the heading for the staff and hourly rates listed on Nuisance Enforcement Unit D.1 through 5. This section displays the staff and the hourly rates that are required to recover costs when managing unpermitted activities.
8. New regulatory fees added to Nuisance Enforcement Unit E as a heading for the staff and hourly rates listed on lines Nuisance Enforcement Unit E.1 through 4. This section displays the staff and the 1.5x hourly rates that are required to recover costs for field inspections or other similar operations when overtime is required (minimum of 4-hours).
9. New regulatory fees added to Nuisance Enforcement Unit F as a heading for the staff and hourly rates listed on Nuisance Enforcement Unit F.1 and 2. This section displays the staff and the hourly rates required to recover costs for follow-up inspections after a failed inspection.
10. New regulatory fees added to Nuisance Enforcement Unit G as a heading for the staff and hourly rates listed on Nuisance Enforcement Unit G.1 and 2. This section displays the staff and the 1.5x hourly rates that are required to recover costs for conducting re-inspections after a failed secondary inspection.
11. The Special Events MFS sheet items on Special Events Fees B.1 through 4 as well as B.6.a and b., were previously incorrect and have been updated to reflect the correct rates shown on the EWDD MFS sheet on Special Activities J.1 through 4, as well as J.6.a and b. and reflect a nominal fee increase based on labor cost increases to reflect full cost recovery.

### **Race & Equity Impacts**

The proposed amendments to the master fee schedule are based on a transparent and standardized cost recovery methodology. This procedural equity ensures that all fee adjustments are applied consistently and without bias. While the adjustments themselves are not expected to create race and equity impacts, we will continue to engage with community stakeholders to ensure that our fee structures remain fair and accessible to all.

  
[Ashleigh Kanat \(May 18, 2026 16:49:15 PDT\)](#)

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Ashleigh Kanat  
Director, Economic & Workforce Development

For questions, please contact Paul Priaulx, Management Assistant, at 510.238.3852.

Attachments

- None

# HOUSING AND COMMUNITY DEVELOPMENT (HCD)

DIRECTOR NARRATIVE

FY 2026-27 MASTER FEE SCHEDULE

ATTACHMENT A: A-12



CITY OF OAKLAND

**Inter Office Memorandum**

**TO:** Elizabeth Lake, Acting City Administrator

**CC:** William Gilchrist, Director, Planning and Building

**FROM:** Emily Weinstein, Director  
Housing and Community Development Department

**DATE:** February 23, 2026

**RE:** **Inflationary Adjustments to the Jobs Housing Impact Fee 2026-27**

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Justin Johnson (Mar 11, 2026 16:37:43 PDT)  
City Administrator Approval

Date February 27, 2026

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**EXECUTIVE SUMMARY**

Ordinance No. 12442 C.M.S, adopted on July 30, 2002, established the Jobs Housing Impact Fee and is codified in Section 15.68 of the Oakland Municipal Code (OMC). In accordance with Section 15.68, the Housing and Community Development Department (HCDD) has calculated the increase to the Jobs Housing Impact Fee for fiscal year (FY) 2026-27. Under the OMC, the City Administrator may adopt adjustments to the fee commencing July 1, 2026. In order for the fee increase to go into effect, the City Administrator's authorization is required. No Council action is needed and the changes will go into effect upon your approval. We request that this memorandum be executed and returned by February 27, 2026.

**ANALYSIS**

The Jobs Housing Impact Fee must be adjusted with inflation each year. The inflation increase should be effective on July 1, 2026, as stated in the code section 15.68.050. This new fee should be charged on applicable projects that have applied for their building permits on July 1, 2026 or later.

**Methodology**

The OMC stipulates that the Marshall and Swift (M&S) index should be used as the basis for the fee increase. These increases are summarized in the table below.

**Table 1: M&S Index Analysis**

Index Date	Fiscal Year	M&S Construction Cost Index (Jan.) for Wood Framed Buildings in Western District	Inflation Increase for Year	Jobs Housing Impact Fee per Square Foot	Jobs Housing Impact Fee per Square Foot – 2 Decimals
1-1-2026	2026-27	4596.2	4596.2/4450.4 = 1.033	\$8.241	\$8.24
1-1-2025	2025-26	4450.4	4450.4/4387.6 = 1.014	\$7.980	\$7.98
1-1-2024	2024-25	4387.6	4387.6/4493.2 = 0.976	\$7.867	\$7.87
1-1-2023	2023-24	4493.2	4493.2/4037.9 = 1.113	\$8.056	\$8.06
1-1-2022	2022-23	4037.9	4037.9/3509.8 = 1.150	\$7.240	\$7.24
1-1-2021	2021-22	3509.8	3509.8/3332.9 = 1.053	\$6.293	\$6.29
1-1-2020 <sup>1</sup>	2020-21	3332.9	3332.9/3287.1 = 1.014	\$5.976	\$5.98
1-1-2019	2019-20	3287.1		\$5.894	\$5.89

1. The FY 2020/21 Master Fee Schedule incorrectly listed the Jobs Housing Impact Fee as \$5.90 per square foot, rather than the correct amount of \$5.98 per square foot. The inflation increase for FY 2022/23 was applied to the corrected FY 20/21 baseline amount of \$5.98.

The Jobs Housing Impact Fee was not updated in the Master Fee Schedule in FY 2021/22 or FY2022/23 due to administrative oversight, despite having calculations completed and signed off in FY2022/23.

**RACE & EQUITY IMPACT**

Since the fee was initially enacted in 2002, with a set formula for increases, no analysis was performed with the proposed fee changes. Therefore, the Race & Equity Impact is unknown at this time.

**CONCLUSION**

Thank you for your consideration of HCDD’s analysis of the FY 2026/27 Jobs Housing Impact Fee. Please let us know if you require any explanation or further information.


Sincerely,

Signature:   
Emily Weinstein (Feb 25, 2026 08:48:49 PST)

\_\_\_\_\_  
**Email:** EWeinstein@oaklandca.gov  
 Emily Weinstein, Director  
 Housing and Community Development Department

**REVIEWED**

HCD Deputy Director:   
FD

HDS Manager:   
Christia Mulvey





# PLANNING AND BUILDING (PBD)

DIRECTOR NARRATIVE

FY 2026-27 MASTER FEE SCHEDULE

ATTACHMENT A: A-13



## *INTER OFFICE MEMORANDUM*

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**TO:** Elizabeth Lake  
Acting City Administrator

**FROM:** William Gilchrist

**SUBJECT:** PBD Master Fee Schedule FY26-27

**DATE:** 5/11/2026

### **Purpose**

The Planning & Building Department (PBD) proposes minor adjustments to the FY 2026-2027 Master Fee Schedule as amendments pending completion of the comprehensive fee study currently being conducted by the City Administrator's Office for the City's Development Services Fund (Fund 2415). These amendments are intended to better align fees with current services, workload, and operational practices.

The proposed amendments include the addition of new fees, modifications related to fee placement or process, clarifications to better reflect the services provided, and the deletion of fees that are no longer applicable or performed by PBD.

### **Fiscal Impact**

The proposed amendments to the fees are based on internal analysis of staff time, the introduction of new services, and input from supporting departments. Consistent with the most recent fee study approved by City Council, PBD is utilizing the established combined hourly rate of \$268.64, in addition to applicable hourly rates from supporting departments, to determine the fee amounts.

A summary of proposed changes by division is provided below, with a detailed report attached.

- **Administration:** Reorganizes existing fees, adds new fees for select services, reduces certain fees due to system efficiencies, corrects time allocations, and clarifies fee language.
- **Code Enforcement:** Reorganizes and adds fees for core enforcement services, introduces additional fees for repeat violators, corrects previously misapplied fees, reduces select fees due to efficiencies, and removes duplicate fees.
- **Inspections:** Adds and reorganizes fees to align with updated processes, reclassifies certain plan review fees for clarity, updates valuation categories, and introduces new fees tied to recent legislative and procedural changes.

- **Plan Check:** Establishes new fees based on project valuation and complexity, increases select fees to reflect full administrative costs, removes outdated services, reduces some fees due to efficiencies, and improves clarity through updates and corrections.
- **Planning:** Adds new fees for services not currently funded, increases select fees to reflect updated support costs, removes outdated or duplicate fees, corrects select fee calculations, and reorganizes items for clarity.

### **Race and Equity Impact**

PBD partnered with MGT to evaluate how its fee structure may contribute to racial inequities for FY 2024–2025. This analysis is also being used to inform the proposed addition of new fees for FY 2026-2027. PBD’s current fee structure is based on a “fee for service” model. While this framework ensures consistency in cost recovery, it inherently limits the City’s ability to account for factors such as income level or project purpose at the point of service. As a result, the structure may have regressive impacts, as fees are applied uniformly regardless of an applicant’s financial capacity. These structural limitations present challenges for PBD in implementing fee adjustments that more directly address equity considerations. PBD will continue to monitor the relationship between its fee structure and race and equity impact concerns.

For questions, please contact Tara Dubal, Management Assistant, [tdubal@oaklandca.gov](mailto:tdubal@oaklandca.gov).

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William Gilchrist  
Director, Planning and Building Department

# INFORMATION TECHNOLOGY (ITD)

DIRECTOR NARRATIVE

FY 2026-27 MASTER FEE SCHEDULE

ATTACHMENT A: A-14



## *INTER OFFICE MEMORANDUM*

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**TO:** Elizabeth Lake  
Acting City Administrator

**FROM:** Tony Batalla, Director, ITD

**PREPARED BY:** Michelle NewRingeisen, ITD

**SUBJECT:** ITD Master Fee Updates for FY 2026-27 **DATE:** 15 May 2025

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### **RECOMMENDATION**

Staff recommend that the City Administrator eliminate the Information Technology Fees from the City's Master Fee Schedule beginning in FY 2026-2027. The Department has not collected fees or deposited revenue from fees for at least the prior five fiscal years.

### **ANALYSIS**

ITD has not charged or collected any fees from the MFS in recent history because the Department has not received any qualifying requests for these services. The Department has determined that these fees are obsolete, and no longer required.

### **FISCAL IMPACT**

As these fees are intended to only be externally applied outside of the City of Oakland, and ITD has not collected revenue on these fees in recent history, no impact to the ITD or general budget is anticipated.

### **RACE & EQUITY IMPACT**

No formal analysis has been proposed on this proposed fee elimination. The Department has not charged these fees in recent history. While charging agencies external to the City of Oakland for these services would not have a direct impact on residents, the fees may impact external agency budgets, and if forward facing, could have an adverse impact on the services those departments are able to provide to their residents.

For questions, please contact Michelle NewRingeisen, ITD Strategy and Business Operations, at [mnewringeisen@oaklandca.gov](mailto:mnewringeisen@oaklandca.gov).

  
Tony Batalla (May 15, 2026 15:29:32 PDT)

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TONY BATALLA  
Director, Agency/ITD

DEPARTMENT OF TRANSPORTATION  
(DOT)

DIRECTOR NARRATIVE

FY 2026-27 MASTER FEE SCHEDULE

ATTACHMENT A: A-15



## *INTER OFFICE MEMORANDUM*

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**TO:** Elizabeth Lake  
Acting City Administrator

**FROM:** Josh Rowan  
Department of Transportation,  
Director

**SUBJECT:** DOT 2026-2027 Master Fee Schedule

**DATE:** March 18, 2026

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### **EXECUTIVE SUMMARY & FINDINGS**

The City of Oakland Department of Transportation (OakDOT) proposes the attached Master Fee Schedule (MFS) revisions for FY 2026–27. Overall, DOT is proposing fee increase based on labor cost increases to reflect full cost recovery and ensure that we continue to be able to equitably fund services citywide.

For questions about this memo please contact Jimmy Yu, Accountant III at 510-238-7927 or [jyu2@oaklandca.gov](mailto:jyu2@oaklandca.gov)

Josh Rowan, Director  
Department of Transportation

# PUBLIC ETHICS COMMISSION

DIRECTOR NARRATIVE

FY 2026-27 MASTER FEE SCHEDULE

ATTACHMENT A: A-16



## *INTER OFFICE MEMORANDUM*

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**TO:** Elizabeth Lake  
Acting City Administrator

**FROM:** Suzanne Doran  
Executive Director, PEC

**SUBJECT:** PEC FY 2026-27 MFS fee increase  
exemption

**DATE:** March 23, 2026

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The Oakland Public Ethics Commission (PEC or Commission) does not seek any changes for the FY 2026-2027 Master Fee Schedule (MFS).

The Commission administers three fees in the Master Fee Schedule (MFS):

1. A \$10/day late fee for late campaign finance report filings
2. A \$10/day late fee for late lobbyist report filings
3. A \$500 annual lobbyist registration fee

For the reasons stated below, we request that these fees not be adjusted.

### 1. \$10 Campaign Finance Report Late Fee

The PEC is the filing officer for campaign finance reports for candidates running for City or Oakland Unified School District (OUSD) elected office. These reports are required under state law. The \$10/day late fee is also required under state law. Because that fee is set by state law, the City is not able to adjust the fee. (Cal. Gov. Code Sec. 91013.)

### 2. \$10 Lobbyist Report Late Fee

The PEC is the filing officer for persons who register as City lobbyists under Oakland's Lobbyist Registration Act (LRA). Pursuant to recent amendments to the LRA, the PEC must charge a \$10/day late fee for late lobbyist reports. (O.M.C. 3.20.225) Changes to this fee would require an amendment to the LRA.

Adjusting the lobbyist late filing fee would generate very little additional revenue, likely tens of dollars per year. This added revenue would easily be offset by the added staff hours it would take to implement the minor fee change, including amending the Municipal Code and updating the PEC's guides and recorded lobbyist trainings. For policy and equity reasons, it is also preferable that the lobbyist report late fee be the same as the campaign finance report late fee, which may not be changed from \$10.

### 3. \$500 Lobbyist Registration Fee

Under amendments to the LRA adopted in 2023, the PEC now charges a \$500 fee for lobbyists to register with the City. This fee offsets some of the cost associated with administering and enforcing the disclosure requirements of the LRA. Because this fee was adopted relatively recently, we do not believe it should be increased. In the PEC's analysis of peer jurisdictions, a \$500 fee matches the highest local lobbyist registration fees of other cities in our region; going

beyond that amount would make Oakland have the highest fee in the region.

**Economic Impact:** There are no economic impacts associated with maintaining existing fee levels.

**Environmental:** There are no direct environmental impacts associated with maintaining existing fee levels.

**Race & Equity:** There are no direct race or equity impacts associated with maintaining existing fee levels. To promote greater fee equity, the PEC's lobbyist registration fee was adjusted to include an income-based fee waiver and fee reduction policy for lobbyists representing small businesses and nonprofits.

  
Suzanne Doran,  
Executive Director

For questions, please contact Suzanne Doran, Executive Director, Public Ethics Commission at 510-238-2081.

# WORKPLACE EMPLOYMENT STANDARDS

DIRECTOR NARRATIVE

FY 2026-27 MASTER FEE SCHEDULE

ATTACHMENT A: A-17

# *INTER OFFICE MEMORANDUM*

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**TO:** Elizabeth Lake  
Acting City Administrator

**FROM:** Emylene Aspillia  
Director, Workplace and  
Employment Standards

**SUBJECT:** FY 2026-27 Master Fee Schedule  
DWES amendments

**DATE:** April 29, 2026

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The City of Oakland's Department of Workplace and Employment Standards (DWES) proposes the following changes for FY 2026-27:

**1. A increase of 3% for the Minimum Wage & Labor Standards Enforcement Fee; and Hotel Workplace Regulatory Fee.**

The fee increase is based on staff labor cost increases to reflect the cost recovery necessary for these regulatory services. The proposed increases enable the department to maintain the level of staffing for these services. The Race and Equity impact is neutral in that that it maintains the level of services for the residents, workers, and business owners that DWES serves.

**2. Removal of two fees: Compliance Software Usage Fee; and Staff fee for Non-Compliance Investigations and LEP Shortfall Closeouts**

DWES's FY 2026-27 Midcycle Budget proposes charging city departments via internal service funds for compliance with city contractor laws instead of charging city contractors to recover expenses charged to the General Purpose Fund. The two fees are for compliance with city contractor local business inclusion and contractor labor laws.

DWES personnel costs for compliance work moved from the General Purpose Fund to internal service funds in FY 2024-25. The staff fee, which represents a subset of that work, has never been charged. While the compliance software is used by city contractors, collecting the fee for the first time this past year entailed the use of manual billing technology and processes, and cost more in staff time than previously estimated. Changing the funding source removes the escalation of fees to cover the actual cost of collecting the fee. Removing the fee also will benefit city contractors and create a more business-friendly environment for participating in city contracting. The Race and Equity impact is neutral since there is no change in the level of services.

  
[Emylene Aspillia \(Apr 29, 2026 11:25:15 PDT\)](#)

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Emylene Aspillia  
Director, Department of Workplace and  
Employment Standards (DWES)

For questions, please contact Juliet Huang, Assistant to the Director, 510-238-7324.