
Attachment A: FY 2024-25 Q4 Detailed Report

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Summary of FY 2024-25 Q4 GPF Revenues & Expenditures

FY 2024-25 GPF Revenue ended the year at \$815.90 million, which is \$26.56 million or 3.4% over the Adjusted Budget of \$789.33 million. GPF Expenditures came in at \$742.30 million, which is \$47.03 million or 6.0% under the Adjusted Budget of \$789.33 million. **Table 1** below presents the FY 2024–25 General Purpose Fund revenue and expenditures, comparing the Adjusted Budget to the year-end actuals, which resulted in an operating surplus of \$73.60 million.

Table 1: Summary of FY 2024-25 Q4 GPF Revenues & Expenditures Budget to Estimated Year-End Actuals (\$ in millions)

	FY 2024-25 Adopted Budget	FY 2024-25 Adjusted Budget³	FY 2024-25 Q4 Year-End Unaudited Actuals	Year-End \$ Over / Under Adjusted Budget	Year-End % Over / Under Adjusted Budget
FY2024-25 Revenues	744.09	747.62	792.96	45.34	6.1 %
Coliseum Sale	63.10	0.00	0.00	0.00	N/A
Use of Fund Balance for Carry Forwards	0.00	41.71	0.00	(41.71)	N/A
Balancing Actions Interfund Transfers	0.00	0.00	22.94	22.94	N/A
Adjusted Revenues	807.19	789.33	815.90	26.56	3.4 %
FY 2024-25 Expenditures	807.19	789.33	742.30	47.03	6.0 %
Operating (Shortfall) / Surplus	0.00	0.00	73.60	73.60	N/A

I. GENERAL PURPOSE FUND FY 2024-25 Q4 REVENUES

This section of the report provides a detailed assessment of the City's revenue condition in the current fiscal year as compared to the FY 2024-25 Adjusted Budget based on actual performance. The GPF revenue ended the year at \$815.90 million which is a net positive budget variance of \$26.56 million or 3.4% compared to the Adjusted Budget of \$789.33 million. The Adjusted Budget assumed \$41.31 million in use of fund balance to cover prior year carry-forwards and \$0.40 million in use of fund balance to support expenditures adopted in the budget. Excluding these one-time uses of fund balance, the GPF revenues total of \$815.90 million is \$68.28 million or 9.1% over budget. The year-end positive budget variance was supported by one-time interfund transfers totaling \$22.94 million following the City's declaration of a severe financial event and a state of extreme fiscal necessity. These declarations temporarily lifted restrictions on certain funds, allowing transfers to the GPF.

In addition, the five largest revenue sources in the General Purpose Fund (GPF) combined to end the year net \$30.85 million over budget. This performance was primarily driven by Real Estate Transfer Tax (RETT) revenues, which exceeded budget expectations by \$19.50 million or

³ The Adjusted Budget includes \$41.31 million in fund balance for FY 2023–24 carryforward expenditures, an additional \$0.40 million for budgeted expenditures, incorporates grants and State subventions received during the fiscal year, and reflects the adopted contingency plan excluding \$63.10 million in Coliseum land sale proceeds assumed in the Adopted Budget.

26.5% due to a single, large property transaction that generated approximately 26% of total RETT collections for the fiscal year. Property Tax revenues totaled \$309.72 million, finishing \$3.15 million or 1.0% over budget, with year-over-year revenue growth of 3.5%. However, this growth was below the 4.6% increase in assessed property values reflected on the City's tax roll, largely due to Proposition 8 reassessments during the fiscal year. Business Tax revenues reached \$129.67 million, coming in \$9.61 million or 8.0% over budget, supported by enhanced collection and recovery efforts targeting past-due delinquencies. Utility Consumption Tax revenues ended the year at \$70.75 million, which is \$2.32 million or 3.4% over budget, driven by rate increases approved by the California Public Utilities Commission (CPUC) implemented throughout 2024. In contrast, Sales Tax revenues totaled \$60.00 million, falling \$3.73 million or 5.9% under budget as gross receipts declined across multiple sectors compared to the prior year.

Q4 HIGHLIGHTS OF THE TOP 5 GPF REVENUE CONTRIBUTORS

Property Tax: FY 2024-25 collections of the City's largest revenue source ended the year at \$309.72 million, which is \$3.15 million or 1.0% over the Adjusted Budget of \$306.57 million. In FY 2024-25, the City's net assessed taxable property value increased by 4.6%, rising from \$85.96 billion to \$89.92 billion. This growth is broken down by the cause of value change in **Table 2** below. While this represents continued growth, it falls below historical averages. Furthermore, property tax revenue increased by only 3.5% year-over-year, underperforming relative to the growth in assessed value. This discrepancy is primarily attributed to additional Proposition 8 reductions, which lowered the assessed taxable values reflected on the roll and, consequently, reduced overall tax liability during the fiscal year. These reductions are particularly concentrated in the Central District Redevelopment Project Area, including City Center, Chinatown, Old Oakland, and Uptown, where successful assessment appeals and increased commercial vacancies led to declines in market value. Several properties in these neighborhoods also experienced reduced asking prices, indicating weakened demand and further contributing to reduced property valuations.

Table 2 below details the FY 2024-25 change in assessed property value compared to FY 2023-24:

Table 2: FY 2024-25 Change in Assessed Property Values

Cause of Value Change	Change from 2023/24 (\$ in millions)	% of 2023/24 Net Value	% of All Change from 2023-24
Parcel Add/Drops Net Change	\$ 31.61	— %	0.8 %
Change from CPI 2.0% Growth	\$ 1,533.17	1.8 %	38.7 %
Prior Year Transfer of Ownership	\$ 1,361.48	1.6 %	34.4 %
New Construction - Non-Residential	\$ 775.93	0.9 %	19.6 %
New Construction - Residential	\$ 325.05	0.4 %	8.2 %
Prop. 8 - Reduce / Recapture Net	\$ (417.96)	(0.5)%	(10.6)%
Unsecured Value Change	\$ 189.88	0.2 %	4.8 %
Other Changes	\$ 157.82	0.2 %	4.0 %
Total Change	\$ 3,956.96	4.6 %	100.0 %

Business License Tax (BT): FY 2024-25 collections of the second largest revenue source for the City ended the year at \$129.67 million which is \$9.61 million or 8.0% over the Adjusted Budget of \$120.06 million. Enhanced recovery initiatives focused on resolving outstanding business tax delinquencies led to higher overall collections during the fiscal year. These efforts also produced a substantial increase in the value of tax liens recorded, which were incorporated into the year-end financial results. Excluding tax amounts recognized as receivables in the City's ledger, whether under active collection or recorded as liens, revenue received in FY 2024-25 exceeded FY 2023-24 collections by \$4.39 million, representing a 3.7% increase. During the same period, gross receipts reported rose by 2% overall. This growth was primarily driven by revenues from Residential Rental Properties, which generated \$4.26 million more than the prior fiscal year, marking a 16.9% increase. Additionally, two other categories experienced notable year-over-year variances exceeding \$1 million. The Administrative Headquarters category saw a decline of \$1.67 million, or 38.6%, compared to FY 2023-24, largely due to a 34% decrease in gross receipts reported. This decline was offset by a \$1.92 million increase in the Professional and Semi-Professional Services industry, reflecting a 6.8% annual gain supported by a 7% rise in gross receipts.

Table 3 below breaks down the amount of BT revenue received by rate type in FY 2024-25, excluding receivables such as liens recorded in the FY 2025-26 Alameda County Tax Roll.

Table 3: FY 2024-25 Q4 Business Tax Revenue By Rate Type

RATE TYPE	TAX & FEES*	PEN & INT	TOTAL
A - RETAIL SALES	\$ 6,090,333	\$ 226,996	\$ 6,317,330
B - GROCERS	\$ 1,286,066	\$ 65,887	\$ 1,351,953
C - AUTOMOBILE SALES	\$ 1,919,268	\$ 181,784	\$ 2,101,052
D - WHOLESALE SALES	\$ 4,183,243	\$ 252,475	\$ 4,435,718
E - BUSINESS/PERSONAL SVCS	\$ 9,920,548	\$ 526,600	\$ 10,447,147
F - PROFESSIONAL/SEMI-PROFESSIONAL	\$ 29,006,609	\$ 948,464	\$ 29,955,073
G - RECREATION/ENTERTAINMENT	\$ 1,655,250	\$ 30,995	\$ 1,686,246
H - CONTRACTORS	\$ 6,152,357	\$ 119,744	\$ 6,272,101
H2 - CONTRACTORS APPRENTICE	\$ 152,927	\$ 2,578	\$ 155,506
I - MANUFACTURING	\$ 1,033,696	\$ 62,847	\$ 1,096,543
I - MANUFACTURING 2	\$ 1,161	\$ —	\$ 1,161
J - HOTEL/MOTEL	\$ 360,661	\$ 8,744	\$ 369,405
K - ADMIN HEADQUARTERS	\$ 2,594,962	\$ 73,904	\$ 2,668,866
L - MEDIA FIRMS	\$ 176,801	\$ 3,908	\$ 180,709
M - UTILITY COMPANIES	\$ 1,394,445	\$ 58,315	\$ 1,452,760
N - MISCELLANEOUS	\$ 38,515	\$ 47	\$ 38,562
NP - NONPROFIT	\$ 304	\$ 4,595	\$ 4,899
O - COMMERCIAL RENTAL	\$ 50,791	\$ 448	\$ 51,239
O - RESIDENTIAL RENTAL PROPERTY	\$ 26,919,487	\$ 2,819,425	\$ 29,738,912
O - COMMERCIAL RENTAL PROPERTY	\$ 16,952,981	\$ 774,986	\$ 17,727,967
P - CANNABIS	\$ 286,969	\$ 44	\$ 287,013
P - CANNABIS - EQ - DISTRIBUTION	\$ 40,481	\$ 2,035	\$ 42,516
P - CANNABIS - EQ - INDOOR CULTIVATION	\$ 1,583	\$ 764	\$ 2,347
P - CANNABIS - EQ - MANUFACTURING	\$ 17,161	\$ 2,482	\$ 19,643
P - CANNABIS - EQ - OUTDOOR CULTIVATION	\$ —	\$ —	\$ —
P - CANNABIS - EQ - RETAIL	\$ 819,924	\$ 1,896	\$ 821,820
P - CANNABIS - GEN - DISTRIBUTION	\$ 315,208	\$ 1,214	\$ 316,422
P - CANNABIS - GEN - INDOOR CULTIVATION	\$ 2,487,926	\$ 69,543	\$ 2,557,469
P - CANNABIS - GEN - MANUFACTURING	\$ 418,157	\$ 32,226	\$ 450,383
P - CANNABIS - GEN - OUTDOOR CULTIVATION	\$ —	\$ —	\$ —
P - CANNABIS - GEN - RETAIL	\$ 1,717,115	\$ 59,918	\$ 1,777,033
Q - FIREARMS AMMUNITION	\$ —	\$ —	\$ —
R - TAXICABS	\$ 16,740	\$ 791	\$ 17,531
R - LIMOUSINES	\$ 7,470	\$ 182	\$ 7,652
R - AMBULANCES	\$ 7,674	\$ 943	\$ 8,617
S - TRUCKING/TRANSPORTATION	\$ 205,073	\$ 6,934	\$ 212,007
Y - AMBULANCES & LIMOUSINES	\$ —	\$ —	\$ —
GRAND TOTAL	\$ 116,231,886	\$ 6,341,716	\$122,573,602

Real Estate Transfer Tax (RETT): FY 2024-25 collections of the third largest revenue source for the City ended the year at \$93.22 million, which is \$19.50 million or 26.5% over the Adjusted Budget of \$73.72 million. This reflects a 61.8% increase compared to FY 2023-24, which closed at just \$57.61 million out of a \$110.41 million budget. The shortfall in FY 2023-24 was primarily

driven by higher mortgage rates resulting from elevated federal funds rates, which lowered demand and led to a 10.1% decline in sales compared to FY 2022-23. In FY 2024-25, property sales rose by 10.3%, with 342 more sales and a 41.0% increase in gross sales value compared to FY 2023-24, as shown on **Table 4** below. High-value property sales over \$5 million increased by 64%, from 25 to 41 sales compared to FY 2023-24. However, the substantial year-over-year growth in RETT revenue was primarily driven by a major property transaction in the final month of the fiscal year. In June, PG&E purchased a large building and adjacent lot for approximately \$985.5 million, a single transaction that accounted for 26% of total RETT revenue for FY 2024–25. In contrast, FY 2023–24 saw no individual property sales exceeding \$100 million. Excluding this extraordinary sale, FY 2024–25 RETT collections would have totaled \$68.58 million, or 3.4% above the year-end revenue projections from the Q2 and Q3 R&E reports. Another factor contributing to the annual increase was a shift in federal monetary policy. During FY 2024–25, the Federal Open Market Committee (FOMC) initiated its first series of interest rate cuts since the post-COVID-19 rate hikes began in March 2022. The FOMC lowered the federal funds rate three times during the fiscal year: a 50-basis-point cut in September 2024, followed by two 25-basis-point cuts in November and December. After the fiscal year ended, the FOMC has implemented three additional 25-basis-point cuts, bringing the target range to 3.50%–3.75%.

Table 4 below shows the RETT growth rate by sales price comparing FY 2024-25 to FY2023-24.

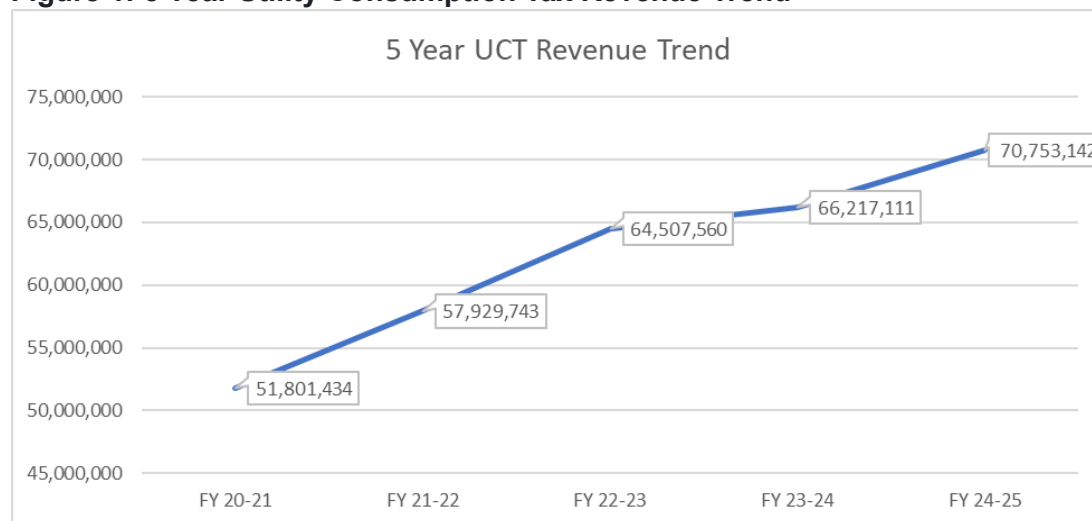
Table 4: RETT Growth Rate (\$ in millions)

Sale Price	FY 2023-24 Q4		FY 2024-25 Q4		Year-Over-Year Variance Thru Q4	
	Gross Sales	Volume	Gross Sales	Volume	Gross Sales	Volume
\$300,000 or below	\$ 39	225	\$ 44	248	12.00 %	10.22 %
\$300,001 to \$2 Million	\$ 2,598	2880	\$ 2,763	3156	6.38 %	9.58 %
\$2 million to \$5 Million	\$ 474	179	\$ 560	206	18.24 %	15.08 %
\$5 -10 Million	\$ 79	12	\$ 151	22	90.96 %	83.33 %
\$10 - 50 Million	\$ 218	11	\$ 241	14	10.57 %	27.27 %
\$50.01-100 Million	\$ 126	2	\$ 318	4	151.43 %	100.00 %
Over \$100 Million	\$ —	0	\$ 906	1	— %	— %
Total	\$ 3,534	\$ 3,309	\$ 4,983	\$ 3,651	41.00 %	10.34 %

Utility Consumption Tax (UCT): FY 2024-25 collections of the fourth largest revenue category for the City ended the year at \$70.75 million which is \$2.32 million or 3.4% over the Adjusted Budget of \$68.44 million. This represents a 6.9% increase in UCT collections compared to FY 2023-24, driven primarily by PG&E’s 2023–26 General Rate Case approved by the California Public Utilities Commission (CPUC), which increased utility rates by approximately 12.8% in 2024, with an estimated additional increase of about 1.6% in 2025. The Public Advocates Office at the CPUC reported on their Q4 2024 Electric Rates Report that residential average electrical

rates from PG&E have significantly increased by 101% over the past decade from January 2015 to February 2025. These phased increases have led to higher tax revenue over time as UCT is a percentage of utility bills. **Figure 1** below shows the annual growth of UCT revenue collected in Oakland between FY 2020-21 and FY 2024-25.

Figure 1: 5 Year Utility Consumption Tax Revenue Trend



Sales Tax: FY 2024-25 collections of the fifth largest revenue source of the City ended the year at \$60.00 million, which is \$3.73 million or 5.9%, under the Adjusted Budget of \$63.73 million. Throughout FY 2024–25, Oakland’s sales tax receipts declined overall, reflecting weaker consumer spending, business closures, and lower fuel prices across most quarters. Major sectors saw notable drops: Fuel and Service Stations fell sharply by 15.7% due to lower gas prices; Building and Construction declined by 7.2% as contractor closures and reduced plumbing and electrical sales weighed on the sector; Food and Drugs dropped by 5.1% led by declines in cannabis and grocery revenues; and General Consumer Goods dropped by 4.9% as shoppers increasingly shifted to online retail. Restaurants and Hotels experienced a modest decline of 0.7%, with declines in quick-service dining partially offset by small gains in casual dining. Autos and Transportation fell 1.6%, though gains in new car sales and short-term leasing in certain quarters temporarily offset weaker performance elsewhere in this sector. Business and Industry was the strongest sector in FY 2024-25, growing 10.8% year-over-year, supported by equipment purchases and office supply spending. State and county pool allocations decreased 4.3% annually, largely due to a significant audit adjustment in FY 2023-24 Q4 and FY 2024-25 Q1 for Fremont, which temporarily reduced its sales tax and pool share while increasing other agencies’ shares for those two quarters. By the end of FY 2024-25, Fremont’s share returned to normal, reversing the earlier effect and restoring other agencies’ allocations to typical levels. In contrast to Oakland’s decline during FY 2024-25, Alameda County and the broader Bay Area posted modest taxable sales growth of 1.3% and 0.1%, respectively, highlighting Oakland’s comparatively under-performance for the year.

Table 5 below compares the Sales Tax totals received by category in FY 2024-25 to those received in FY 2023-24.

Table 5: Sales Tax Comparison by Category FY2023-24 and FY 2024-25 (\$ in millions)

Category	FY 2023-24	FY 2024-25	Inc/Dec
Autos & Transportation	\$ 9.19	\$ 9.04	(1.6)%
Building & Construction	\$ 5.92	\$ 5.49	(7.2)%
Business & Industry	\$ 5.81	\$ 6.44	10.8 %
Food & Drugs	\$ 4.88	\$ 4.64	(5.1)%
Fuel & Service Stations	\$ 6.71	\$ 5.66	(15.7)%
General Consumer Goods	\$ 5.08	\$ 4.83	(4.9)%
Restaurants & Hotels	\$ 11.07	\$ 11.00	(0.7)%
State/County Pools & Transfers	\$ 12.13	\$ 11.61	(4.3)%
Average	\$ 7.60	\$ 7.34	(3.4)%

Other Notable Revenue Highlights:

Service Charges: FY 2024-25 collections ended the year at \$53.18 million, which is \$1.19 million or 2.3% over the Adjusted Budget of \$51.99 million. Total service charge revenues increased by 13% compared to the previous year. The main reason for this growth was a rise in Parking Meter Fee revenue, which makes up 33% of all General Purpose Fund service charges. These collections grew by \$3.08 million or 30% but still came in below budget expectations. The budget assumed that parking meter revenues would increase in proportion to the 50% increase in hourly parking rates, from \$2 to \$3, that took effect in FY 2024-25. Another key factor in the overall increase was a \$2.18 million or 39% rise in personnel service recoveries from special operations carried out by the Police Department, compared to FY 2023–24.

Fines & Penalties: FY 2024-25 collections ended the year at \$24.00 million, which is \$4.66 million or 24.1% over the Adjusted Budget of \$19.34 million. Parking citations generate over 90% of Fines and Penalties revenue. A combined 10% increase in parking fine rates across FY 2023-24 and FY 2024-25, along with enhanced enforcement from new hires, drove a 25.1% year-over-year revenue increase in FY 2024-25.

Interfund transfers: FY 2024-25 collections of Interfund Transfers ended the year at \$22.94 million which is \$19.86 million or 645.2% over the Adjusted Budget of \$3.08 million. The increase in collections resulted from interfund transfers made as part of budget-balancing efforts. Following the City Council’s FY 2024–25 declaration of a severe financial event and extreme fiscal necessity, temporary fund restrictions were lifted from select funds, permitting transfers in to the GPF from the General Purpose Fund Emergency Reserve Fund, the Measure HH SSBTD Fund, the Vital Services Stabilization Fund, and the Radio Telecommunications Internal Service Fund.

Miscellaneous Revenue: FY 2024-25 collections ended the year at \$17.55 million, which is \$14.76 million or 529.3% over the Adjusted Budget of \$2.79 million. The City received \$5 million from the initial sale of the Coliseum site. While the FY 2024-25 budget originally included \$63.1 million in anticipated revenue from the sale, this amount was later removed from the Adjusted Budget due to delays in the transaction, as stipulated in the FY 2024-25 Adopted Midcycle Budget. Additionally, \$7.5 million from legal settlements was collected as Miscellaneous Revenues. However, \$3.24 million of the legal settlements amount is restricted to specific reimbursements bound by settlement agreements and cannot be used to balance the General Purpose Fund.

Transient Occupancy Tax (TOT): FY 2024-25 collections ended the year at \$16.39 million, which is \$3.35 million or 17.0% under the Adjusted Budget of \$19.74 million. TOT revenue collections continued to decline in FY 2024–25, falling 13.4% below FY 2023–24, which had already dropped 6.3% from FY 2022–23. The primary cause remains the closure of major hotels like the Hilton and Waterfront Hotel, which previously generated over \$2 million annually combined. Reduced passenger traffic at Oakland International Airport, which is down 11.7% year-over-year, also likely contributed to weaker hotel demand.

Parking Tax (PT): FY 2024-25 collections ended the year at \$11.24 million, which is \$1.83 million or 14.0% under the Adjusted Budget of \$13.07 million. Parking tax revenues declined 5.3% year-over-year, driven by a roughly 10% drop in collections from the airport and Coliseum area in Council District 7. The Oakland Airport reported a 13.9% year-to-date decrease in parking lot revenue as of June 2025. Additionally, no parking revenue was generated from Coliseum baseball games in Q4 FY 2024–25 for the first time in decades following the A's departure after the 2024 season.

Interest Income: FY 2024-25 Interest Income ended the year at \$2.68 million which is \$0.18 million or 7.1% over the Adjusted Budget of \$2.50 million. The year-end positive interest reflects an unrealized gain from adjusting investments to fair market value, in accordance with government accounting standards, which does not represent realized revenue. This non-cash adjustment reflects market rate changes but does not affect the City's cash flow or budget.

Grants & Subsidies: FY 2024-25 Grants and Subsidies in the GPF ended the year at \$2.37 million which is \$0.93 million or 64.1% over the Adjusted Budget of \$1.44 million. Grants and subsidies in the GPF consist mainly of State Subventions which consist primarily of reimbursements received from the State for staff costs and operational support provided to other jurisdictions, such as the deployment of City firefighters to assist in statewide fire suppression efforts.

Licenses & Permits: FY 2024-25 Licenses and Permits in the GPF ended the year at \$1.52 million which is \$0.35 million or 30.6% over the Adjusted Budget of \$1.16 million. These primarily include special activity permits related to the cannabis industry, as well as residential

parking permits issued under the City's Residential Parking Permit Program, which is designed to help ensure adequate on-street parking availability for neighborhood residents.

Transfers From Fund Balance: The Adjusted Budget assumes \$41.31 million in use of fund balance to support carryforward expenditures and \$0.40 million in use of fund balance to support expenditures adopted in the budget.

Table 6 below summarizes all of the FY 2024-25 GPF revenues by category.

Table 6: FY 2024-25 Q4 Adopted Budget to Actuals and Year End Estimate (\$ in millions)

Revenue Category	FY 2024-25 Adopted Budget	FY 2024-25 Adjusted Budget ⁴	FY 2024-25 Q3 Projections Plus Budget Balancing Actions	FY 2024-25 Q4 Year-End Audited Actuals	Year-End \$ Over / Under Adjusted Budget	Year-End % Over / Under Adjusted Budget
Property Tax	306.57	306.57	312.91	309.72	3.15	1.0 %
Business License Tax	120.06	120.06	121.27	129.67	9.61	8.0 %
Real Estate Transfer Tax	73.72	73.72	66.31	93.22	19.50	26.5 %
Utility Consumption Tax	68.44	68.44	70.05	70.75	2.32	3.4 %
Sales Tax	63.73	63.73	60.37	60.00	(3.73)	(5.9)%
Service Charges	51.84	51.99	51.84	53.18	1.19	2.3 %
Fines & Penalties	19.34	19.34	23.95	24.00	4.66	24.1 %
Interfund Transfers	2.70	3.08	22.94	22.94	19.86	645.2 %
Miscellaneous Revenue	64.32	2.79	17.12	17.55	14.76	529.3 %
Transient Occupancy Tax	19.74	19.74	16.07	16.39	(3.35)	(17.0)%
Parking Tax	13.07	13.07	11.17	11.24	(1.83)	(14.0)%
Interest Income	2.50	2.50	—	2.68	0.18	7.1 %
Grants & Subsidies	—	1.44	0.92	2.37	0.93	64.1%
Licenses & Permits	1.16	1.16	1.16	1.52	0.35	30.6 %
Subtotal	807.19	747.62	776.05	815.90	68.28	9.1 %
Transfers from Fund Balance	—	0.40	—	—	(0.40)	—
Project Offsets & Carryforwards	—	41.31	—	—	(41.31)	(100.0)%
Total Revenue	807.19	789.33	776.05	815.90	26.56	3.4 %

⁴ The Adjusted Budget includes \$41.31 million in fund balance for FY 2023–24 carryforward expenditures, an additional \$0.40 million for budgeted expenditures, incorporates grants and State subventions received during the fiscal year, and reflects the adopted contingency plan excluding \$63.10 million in Coliseum land sale proceeds assumed in the Adopted Budget.

II. GENERAL PURPOSE FUND Q4 EXPENDITURES

GENERAL PURPOSE FUND EXPENDITURE HIGHLIGHTS

The GPF expenditures came in at \$742.30 million, which is an underspend of \$47.03 million, or 6.0% under, when compared to the Adjusted Budget of \$789.33 million. Originally, the Midcycle Adopted Budget assumed the use of the sale of the Coliseum in the amount of \$63.5 million to balance the expenditures as budgeted. This follows a trend in recent years, during which one-time funding was needed in the balancing of the FY2019-20, FY2020-21, FY2021-22 and FY2022-23 expenditures in the budget by programming CARES dollars (\$36.99 million), ARPA dollars (\$188 million), and use of VSSF (\$14.65 million) for a total of \$239.64 million, which would equal 32% of FY 2024-25 GPF budgeted expenditures.

However, the scheduled distribution of Coliseum sale revenues were not met, leading to the reduction of City services to match the missing revenue. The budgeted personnel expenditures also assume a vacancy factor of 10.00%, and the ending vacancy factor was 13.00% primarily due to the hiring freeze that was in effect for most of the year.

On March 27, 2024, the City Administrator released a memo outlining several policies to be implemented immediately that would help reduce City expenditures, primarily in the GPF. A hiring freeze was in effect for all non-sworn positions for the remainder of FY 2023-24. Additionally, a citywide moratorium was placed on professional training and conference requests funded through the GPF. All other discretionary spending in the GPF was limited as the City attempted to bridge the widening gap between GPF revenues and expenditures.

On October 15, 2024, the Budget Administrator released a memo outlining the implementation of the contingency budget amendments after criteria was met related to the timing of receiving revenues from the Coliseum sale. This action consisted of a \$63 million reduction to the Adjusted Budget, which included the freezing of 33.50 positions across the City.

On December 17, 2024, the City Council approved additional budget reductions to further aid in the balancing of the budget. An analysis outlining the status and impacts to City services are provided in this report.

On August 6, 2025, labor costs were posted through the **Fourth** Quarter of FY 2024-25.

On October 14, 2025, FY 2024-25 was closed for fiscal year-end.

Table 7 below reflects the GPF expenditures that came in at \$742.30 million, which is \$47.03 million or 6.0%, under the adjusted budget of \$789.33 million.

Table 7: Summary of FY 2024-25 Q4 GPF Expenditures Budget to Actuals (\$ in millions)

	FY 2024-25 Adopted Budget	FY 2024-25 Adjusted Budget	FY 2024-25 Q3 Projections Plus Budget Balancing Actions	FY 2024-25 Q4 Year-End Audited Actuals	Year-End \$ Over / Under Adjusted Budget	Year-End % Over / Under Adjusted Budget
FY 2024-25 Expenditures	807.19	789.33	740.41	742.30	47.03	6.0 %

Department Level Spending Trends

Table 8 below reflects department level spending and year-end GPF expenditures. A new column, "FY 2024-25 Q3 Projections plus Budget Balancing Actions," has been added to show the revised year-end spending targets established for each department. These amounts reflect the Q3 projections adjusted downward to incorporate actions approved by the City Council on December 17, 2024. Most departments were able to meet or remain close to these adjusted spending targets. As a result, City-wide GPF departmental expenditure came in below the Adjusted Budget by \$47.03 million.

Table 8: Summary of FY 2024-25 GPF Expenditure Variance (\$ in millions)

Department	FY 2024-25 Adopted Budget	FY 2024-25 Adjusted Budget	FY 2024-25 Q3 Projections Plus Budget Balancing Actions	FY 2024-25 Q4 Year- End Audited Actuals	Year-End \$ Over / Under Adjusted Budget	Year-End % Over / Under Adjusted Budget
Capital Improvement Projects	0.56	1.58	1.60	0.52	1.06	66.9 %
City Administrator	5.99	5.93	6.50	6.21	(0.29)	(4.8)%
City Attorney	21.71	26.18	23.63	21.20	4.98	19.0 %
City Auditor	3.73	4.01	2.91	2.60	1.41	35.1 %
City Clerk	8.00	9.92	9.90	6.57	3.35	33.8 %
City Council	7.87	7.91	6.95	6.68	1.23	15.6 %
Department of Transportation	21.72	22.08	21.47	20.76	1.32	6.0 %
Department of Violence Prevention	7.49	8.10	5.87	5.97	2.13	26.3 %
Department of Workplace and Employment Standard	2.39	2.15	1.38	1.57	0.58	26.8 %
Economic and Workforce Development Department	15.24	14.94	11.93	12.70	2.23	15.0 %
Finance Department	29.13	29.03	27.81	23.19	5.83	20.1 %
Fire Department	180.45	167.27	186.32	181.43	(14.17)	(8.5)%
Human Resources Management Department	0.33	0.53	0.43	0.64	(0.11)	(20.7)%
Human Services Department	43.08	47.04	43.99	35.04	12.00	25.5 %

Department	FY 2024-25 Adopted Budget	FY 2024-25 Adjusted Budget	FY 2024-25 Q3 Projections Plus Budget Balancing Actions	FY 2024-25 Q4 Year- End Audited Actuals	Year-End \$ Over / Under Adjusted Budget	Year-End % Over / Under Adjusted Budget
Information Technology Department	6.55	6.95	6.47	6.90	0.06	0.8 %
Mayor	5.59	5.60	4.07	3.94	1.66	29.6 %
Non Departmental and Port	53.80	59.00	46.96	36.06	22.94	38.9 %
Oakland Animal Services	6.84	6.57	5.94	5.45	1.12	17.1 %
Oakland Parks and Recreation Department	11.80	12.13	13.76	11.88	0.25	2.1 %
Oakland Public Library Department	12.40	11.40	5.93	8.10	3.30	29.0 %
Oakland Public Works Department	2.73	4.54	3.23	1.54	3.00	66.1 %
Police Commission	8.78	9.57	7.49	6.43	3.13	32.8 %
Police Department	347.21	322.77	323.93	333.65	(10.88)	(3.4)%
Public Ethics Commission	2.52	2.78	2.43	2.24	0.55	19.6 %
Race and Equity Department	1.27	1.35	1.27	1.13	0.22	16.0 %
Subtotal	807.19	789.33	772.15	742.30	47.03	6.0 %
Citywide			31.73			
Total	807.19	789.33	740.41	742.30	47.03	6.0 %

The following section details **Q4** GPF savings or overspending by Department, as compared to the FY 2024-25 Adjusted Budget.

Capital Improvement Program (CIP)

The Capital Improvement Program has savings of \$1.06 million, or 66.9% of the CIP Adjusted Budget.

City Administrator (CAO)

The City Administrator's Office overspent by \$0.29 million, or 4.8% of their Adjusted Budget. The overage is primarily due to an increase in personnel costs. A target reduction of \$0.16 million

was established as part of the December 17 balancing actions, which included O&M expenditure cuts. At year-end, O&M spending came in \$0.17 million below budget, even though personnel costs exceeded their allocation.

City Attorney (OCA)

The City Attorney has savings of \$4.98 million, or 19.0% of their Adjusted Budget. In the General Purpose Fund, OCA has a vacancy rate of 5%, with three vacant positions. A target reduction of \$0.06 million established from the December 17 balancing actions was met.

City Auditor

The City Auditor has savings of \$1.41 million, or 35.1% of their Adjusted Budget. In the General Purpose Fund, City Auditor has a vacancy rate of 17%, with two vacant positions. A target reduction of \$0.01 million established from the balancing actions was met.

City Clerk

The Office of the City Clerk has savings of \$3.35 million, or 33.8% of their Adjusted Budget. In the General Purpose Fund, City Clerk has no vacant positions. A target reduction of \$0.01 million established from the balancing actions was met mostly from O&M savings.

City Council

The City Council has savings of \$1.23 million, or 15.6% of their Adjusted Budget. In the General Purpose Fund, City Council has a vacancy rate of 6%, with two vacant positions.

Department of Transportation (DOT)

The Department of Transportation has savings of \$1.32 million, or 6.0% of their Adjusted Budget, due to vacancies. In the General Purpose Fund, DOT has a vacancy rate of 12%, with nine vacant positions. A target reduction of \$0.69 million set as part of the December 17 balancing actions was met.

Department of Violence Prevention (DVP)

The Department of Violence Prevention has savings of \$2.13 million or 26.3% of their Adjusted Budget, due to vacancies. In the General Purpose Fund, DVP has a vacancy rate of 33%, with 11 vacant positions. A target reduction of \$0.49 million established from the December 17 balancing actions was met.

Department of Workplace & Employment Standards (DWES)

The Department of Workplace & Employment Standards has savings of \$0.58 million, or 26.8% of their Adjusted Budget. In the General Purpose Fund, DWES has no vacant positions. A target reduction of \$0.43 million established from the December 17 balancing actions was met.

Economic & Workforce Development (EWD)

Economic & Workforce Development has savings of \$2.23 million, or 15.0% of their Adjusted Budget. In the General Purpose Fund, EWD has a vacancy rate of 21%, with three vacant positions. A target reduction of \$1.3 million established from the December 17 balancing actions was met.

Finance Department

The Finance Department has savings of \$5.83 million, or 20.1% of their Adjusted Budget. In the General Purpose Fund, Finance has a vacancy rate of 6%, with five vacant positions. A target reduction of \$1.0 million established from the December 17 balancing actions was met.

Fire Department

The Oakland Fire Department reduced spending by \$16.2 million compared to Q1 forecasts, even though it overspent by \$14.17 million, or 8.5% of their Adjusted Budget, due to overtime overspending. A detailed explanation of this overage can be found in the "Public Safety Costs & Analysis" section below.

Human Resources Management (HRM)

Human Resources Management overspent by \$0.11 million, or 20.7% of their Adjusted Budget. In the General Purpose Fund, HRM has no vacant positions.

Human Services Department (HSD)

Human Services Department has savings of \$12.00 million, or 25.5% of their Adjusted Budget. In the General Purpose Fund, HSD has a vacancy rate of 14%, with four vacant positions. A target reduction of \$0.46 million established from the December 17 balancing actions was met.

Information Technology (ITD)

The Information Technology Department has savings of \$0.06 million, or 0.8% of their Adjusted Budget. In the General Purpose Fund, ITD has no vacant positions. A target reduction of \$0.60

million established from the December 17 balancing actions was not, however, the department still remained within its overall budget.

Mayor's Office

The Mayor's Office has savings of \$1.66 million, or 29.6% of their Adjusted Budget, due to vacancies. In the General Purpose Fund, Mayor's Office has a vacancy rate of 15%, with two vacant positions.

Non-Departmental

Non-Departmental has savings of \$22.94 million, or 38.9% of the Adjusted Budget.

Oakland Animal Services

The Department of Animal Services has savings of \$1.12 million, or 17.1% of their Adjusted Budget, due to vacancies. In the General Purpose Fund, Animal Services has a vacancy rate of 7%, with two vacant positions. A target reduction of \$0.03 million established from the December 17 balancing actions was met.

Oakland Parks, Recreation and Youth Development (OPRYD)

Oakland Parks, Recreation and Youth Development has savings of \$0.25 million, or 2.1% of their Adjusted Budget, due to vacancies. In the General Purpose Fund, OPRYD has a vacancy rate of 8%, with seven vacant positions. The balancing actions for the department resulted in an overall net increase to fund the Summer 2025 Town Camp programs, and the department still remained within its allocated GPF budget.

Oakland Public Library (OPL)

Oakland Public Library has savings of \$3.30 million, or 29.0% of their Adjusted Budget, due to vacancies. In the General Purpose Fund, OPL has a vacancy rate of 8%, with five vacant positions. A target reduction of \$4.4 million established from the December 17 balancing actions was met through the one-time transfer of eligible personnel costs to Measures C and D funds, Funds 2241 and 2243.

Oakland Public Works (OPW)

Oakland Public Works has savings of \$3.00 million, or 66.1% of their Adjusted Budget, due to vacancies. In the General Purpose Fund, OPW has a vacancy rate of 90%, with nine vacant positions. A target reduction of \$0.05 million established from the December 17 balancing actions was met.

Police Commission

The Police Commission has savings of \$3.13 million, or 32.8% of their Adjusted Budget, due to vacancies. In the General Purpose Fund, Police Commission has a vacancy rate of 25%, with seven vacant positions. A target reduction of \$0.07 million established from the December 17 balancing actions was met.

Police Department

The Police Department overspent by \$10.88 million, or 3.4% of their Adjusted Budget, due to overtime overspending. This reflects an improvement of approximately \$37 million from Quarter 1 (\$25.3 million in personnel and \$ 11.3 million in O&M), as current year balancing measures have now been reflected into year-end actuals. A detailed explanation of this overage can be found in the "Public Safety Costs & Analysis" section below.

Public Ethics Commission (PEC)

The Public Ethics Commission has savings of \$0.55 million, or 19.6% of their Adjusted Budget, due to vacancies. In the General Purpose Fund, PEC has a vacancy rate of 11%, with one vacant position.

Race & Equity

The Department of Race & Equity has savings of \$0.22 million, or 16.0% of their Adjusted Budget, due to vacancies. In the General Purpose Fund, Race & Equity has a vacancy rate of 25%, with one vacant position.

Public Safety Costs & Analysis

Table 9 below shows the personnel expenditures, including overtime, for Public Safety in the GPF. Once all other personnel costs are accounted for, Oakland Police Department personnel budget was over spent by \$19.86 million in the General Purpose Fund. Details are provided on **Table 9** below.

Table 9: FY 2024-25 Public Safety GPF Personnel Expenditures (\$ in millions)

Department	FY 2024-25 Adjusted Budget	FY 2024-25 Q3 Projections Plus Budget Balancing Actions	FY 2024-25 Q4 Year-End Audited Actuals	Year-End \$ Over / Under Adjusted Budget	Year-End % Over / Under Adjusted Budget
Police Department**					
Overtime (OT)	42.85	45.93	45.93	(3.08)	(7.2)%
Reimbursable OT (Special Events, etc.)		(4.07)	(7.32)	7.32	
All Other Personnel (non-OT)	226.05	251.68	250.15	(24.10)	(10.7)%
OPD Total Personnel	268.90	293.54	288.76	(19.86)	(7.4)%
Fire Department					
Overtime (OT)	11.95	26.05	26.05	(14.10)	(118.0)%
All Other Personnel (non-OT)	126.79	137.07	136.44	(9.65)	(7.6)%
OFD Total Personnel	138.74	163.11	162.49	(23.75)	(17.1)%

As shown on **Table 9** above, OPD was budgeted \$42.85 million for overtime and to exceeded this budgeted amount by \$3.08 million for a year-end total of \$45.93 million. In the table below, are the top five organizations in OPD where overspending has occurred most outlined in **Table 10**:

Table 10: FY 2024-25 OPD Top 5 Organizations in Overtime Expenditures (\$ in millions)

Top 5 Organizations in OPD for Overtime	FY 2024-25 Adjusted Budget	FY 2024-25 Q4 Year-End Audited Actuals	Year-End \$ Over / Under Adjusted Budget
Special Operations Division (SOD)	7.16	14.16	(7.00)
Area 1	3.17	3.68	(0.51)
Area 3	3.17	3.43	(0.26)
Communications	2.35	3.17	(0.83)
Training Division	0.23	3.11	(2.88)

Police

In July 2024, the Oakland City Council adopted the Fiscal Year (FY) 2024-25 budget, allocating \$269,195,408 for total personnel costs within the Oakland Police Department (OPD). Of this amount, \$212,555,230 was allocated for sworn personnel, and \$56,640,178 was allocated for professional staff. This approved budget reduced the total authorized number of sworn positions from 712 to 678 despite a workforce of 705 sworn personnel (**27 more than the authorized number of positions**) at the time of implementation. It was noted that this reduction in staffing from 705 to 678 would occur through natural attrition. The budget also impacted professional staff, freezing 31 vacant positions and reducing the total number of budgeted positions from 334.5 to 303.5.

In September 2024, the City implemented its budget contingency plan, further reducing the authorized number of sworn positions from 678 to 600, again relying on natural attrition to reach

this target at a later date. At the time of implementation, OPD had 686 sworn personnel, or **86 more than the authorized and budgeted number of positions**. Additionally, authorized professional staff positions were reduced from 303.5 to 298.5 by freezing five vacant positions. A Citywide hiring freeze further affected staffing, leaving 60 professional staff positions vacant, with 252 positions actively filled within the Department.

Based on historical data from OPD, at the start of the fiscal year, the City Council allocated \$44,638,900 for overtime expenses. However, in October 2024, the City began operating under the budget contingency plan, which reduced OPD's overtime by \$1,785,478, resulting in a new authorized overtime budget of \$42,853,422. This reduction was retroactively applied to September 2024.

On December 17, 2024, an additional \$20,000,000 reduction was approved by the City Council through the amended budget, reducing OPD's overtime to \$22,853,422. This action resulted in an overall 51% reduction in overtime from the beginning of the FY (July 2024). It's important to note that when the overtime budget was reduced to \$22,853,422, OPD had already exceeded this amended amount by \$4,308,458, resulting in a total overtime expenditure of \$27,161,880. This was due, in part, to insufficient staffing and resources to meet the workload demands driven by citywide crime trends.

By the end of the FY, OPD was authorized and budgeted for 601 sworn positions, but continued to operate with 657 sworn personnel, 56 positions above the authorized staffing level. At the end of the FY, OPD was authorized and budgeted for 601 sworn positions. This overage significantly impacted the Department's ability to control its overtime expenditures. Although the Department has operated above its budgeted staffing levels throughout all four quarters of the FY, staffing and resource levels remain insufficient to address crime in Oakland.

By the end of the fourth quarter (Q4), OPD had incurred a total of \$47,753,456 in overtime costs, averaging \$3,979,455 per month. Of this amount, \$6,478,566 was reimbursable overtime, which will be deposited into the General-Purpose Fund (GPF). After accounting for these reimbursements, the net overtime total for the FY was \$41,274,890. Refer to **Table 11** below for detailed information.

Table 11: Monthly Overtime Expenditures and Reimbursements

Month	Monthly Overtime (Excluding Monthly Savings)	Monthly Events Reimbursement	Net Overtime
July	5,051,767	407,447	4,644,320
August	4,793,433	447,343	4,346,090
September	5,530,117	433,630	5,096,487
October	4,080,897	533,048	3,547,849
November	4,485,541	420,222	4,065,320
December	3,220,124	490,894	2,729,230
January	3,708,441	545,882	3,162,558

Month	Monthly Overtime (Excluding Monthly Savings)	Monthly Events Reimbursement	Net Overtime
February	3,062,530	557,785	2,504,745
March	3,229,893	645,643	2,584,250
April	3,101,144	651,547	2,449,596
May	3,778,093	690,950	3,087,143
June	3,711,476	654,176	3,057,301
Grand Total	47,753,456	6,478,566	41,274,890

In December 2024, the Department implemented a 20% reduction in overtime spending to better align monthly expenditures with budgetary expectations. This adjustment set a target of \$3,459,918 in average monthly expenditures, or \$10,379,745 per quarter. In Q4, actual overtime expenditures totaled \$8,594,040, coming in \$1,785,705 under the quarterly target.

Despite this progress, year-to-date overtime expenditures through Q4 exceeded the overall budget by \$24,900,034 for the FY. However, after factoring in \$6,478,566 in reimbursable overtime, the Department's net amended overtime overage was \$18,421,468.

Table 12 below provides a detailed breakdown of overtime by element, indicating that backfill and shift extensions are the primary drivers of overtime expenses.

Table 12: Projected and Actual Overtime by Quarter and Element Type

Element	FY 2024-25 Q1	FY 2024-25 Q2	FY 2024-25 Q3	FY 2024-25 Q4	Total
Acting Higher Rank	586,601	488,751	452,420	472,093	1,999,865
Administrative Investigation	1,150,954	946,587	721,810	580,969	3,400,319
Backfill	1,516,598	1,671,857	1,719,024	2,174,834	7,082,314
Callback	374,788	266,591	315,971	333,338	1,290,688
Canine	6,402	7,729	2,015	4,293	20,439
Community Meetings	0	0	961	0	961
Comp Time Earned	179,816	143,612	131,268	135,575	590,270
Court	102,919	126,076	111,862	129,625	470,482
Extension of Shift	2,653,043	2,056,259	1,582,661	1,745,950	8,037,913
FLSA	1,722,633	1,089,556	884,948	1,037,591	4,734,728
Holiday	1,130,202	1,148,971	1,137,248	626,764	4,043,186
Recruiting/Background	114,344	119,331	42,552	42,027	318,254
Special Enforcement	5,171,386	3,165,574	2,658,595	3,089,015	14,084,569
Training	665,632	555,668	239,530	218,639	1,679,468
Grand Total	15,375,317	11,786,562	10,000,864	10,590,713	47,753,456

Table 13 below provides a detailed breakdown of the Department's budgeted overtime by organization, actual Q4 overtime expenditures, and the variance, based on payroll data from Q4 covering the full FY, from July 1, 2024, through June 30, 2025.

Table 13: Overtime Expenditures by Organization

Organization	FY 2024-25 Contingency Budgeted OT Allocation	FY 2024-25 Amendment Budget as of December 17, 2024	FY 2024-25 Total Overtime Expenditures	(Over)/Under
101110 - Office of Chief - Administration	8,000	4,240	126,023	(121,783)
101112 - Public Information Unit	0	0	14,547	(14,547)
101120 - Internal Affairs	698,000	369,940	1,225,689	(855,749)
101130 - Office of the Inspector General	48,000	25,440	43,719	(18,279)
101140 - Intelligence Unit	172,000	91,160	176,422	(85,262)
102110- Bureau of Investigations Administration	0	0	719	(719)
102120 - Property and Evidence	132,000	69,960	207,500	(137,540)
102130 - Special Victims Section	1,007,000	533,710	1,249,705	(715,995)
102140 - Research, Planning & Crime Analysis	16,000	8,480	14,882	(6,402)
102280 - Crime Analysis Section	1,000	530	3,393	(2,863)
102310 - Criminal Investigations	223,000	118,190	237,845	(119,655)
102320 - Homicide	2,455,000	1,301,150	1,703,680	(402,530)
102321 - Misdemeanor Crimes & Task Forces	776,000	411,280	696,906	(285,626)
102324 - Felony Assault and Gang Section	174,000	92,220	83,251	8,969
102330 - Robbery & Burglary Section	1,063,000	563,390	1,053,613	(490,223)
102342 - Violent Crime Operations Center	0	0	124,124	(124,124)
102350 - Youth & School Services Section	0	0	31,369	(31,369)
102610 - Criminalistics Unit	1,000	530	4,574	(4,044)
103110 - Bureau of Services - Administration Unit	2,000	1,060	11,651	(10,591)
103242 - Records & Warrants	713,000	377,890	745,031	(367,141)
103310 - Communications Unit	2,345,000	1,242,850	2,682,269	(1,439,419)
103430 - Training Unit*	234,522	124,297	2,118,306	(1,994,009)
106210 - Police Personnel	149,000	78,970	74,513	4,457
106410 - Police Information Technology	0	0	11,708	(11,708)
106510 - Fiscal Services	53,000	28,090	24,154	3,936
106610 - Background & Recruiting	624,000	330,720	443,360	(112,640)
106810 - PAS Administration	38,000	20,140	28,961	(8,821)
107010 - Bureau of Field Operations- Admin	0	0	1,918	(1,918)
107110 - Bureau of Field Operations 1	196,000	103,880	94,754	9,126
107210 - Bureau of Field Operations 2	196,000	103,880	300	103,580
107410 - Support Operations	17,000	9,010	1,039	7,971
107510 - Traffic Operations	702,000	372,060	1,168,361	(796,301)
107710 - Special Operations	7,164,000	3,796,920	12,940,770	(9,143,850)

Organization	FY 2024-25 Contingency Budgeted OT Allocation	FY 2024-25 Amendment Budget as of December 17, 2024	FY 2024-25 Total Overtime Expenditures	(Over)/Under
108010 - District Command Administration	80,000	42,400	144,112	(101,712)
108110 - District Area 1	3,170,000	1,703,618	3,458,189	(1,754,571)
108120 - District Area 2	3,170,000	1,703,618	2,790,854	(1,087,236)
108130 - District Area 3	3,170,000	1,703,618	3,027,534	(1,323,916)
108140 - District Area 4	3,170,000	1,703,618	2,867,113	(1,163,495)
108150 - District Area 5	3,170,000	1,703,618	2,560,466	(856,848)
108160 - District Area 6	3,170,000	1,703,618	2,608,415	(904,797)
108630 - Ceasefire	1,610,000	853,300	1,950,624	(1,097,324)
108710 - Special Resources BFO 1	1,466,950	777,484	737,003	40,481
108820 - Special Resources BFO 2	1,466,950	777,484	264,090	513,393
102341 - Field Support	2,000	1,060	0	1,060
Grand Total	42,853,422	22,853,422	47,753,456	(24,900,035)

Table 14 highlights the five areas within OPD with the highest overspending in Q4.

Table 14: Five Largest Organization's Overtime Spending

Organization	FY 2024-25 Contingency Budgeted OT Allocation	FY 2024-25 Amendment Budget as of December 17, 2024	FY 2024-25 Total Overtime Expenditures	(Over)/Under
103310 - Communications Unit	2,345,000	1,242,850	2,682,269	(1,439,419)
103430 - Training Unit*	234,522	124,297	2,118,306	(1,994,009)
108110 - District Area 1	3,170,000	1,703,618	3,458,189	(1,754,571)
108130 - District Area 3	3,170,000	1,703,618	3,027,534	(1,323,916)
107710 - Special Operations	7,164,000	3,796,920	12,940,770	(9,143,850)

The Department's primary goals are to reduce violent crime and enhance public safety. Achieving these objectives requires the use of overtime, which has led to increased spending in the Communications Division, Area 1, Area 3, Special Operations Division (SOD), and the Training Division. Additionally, it is also important to note that at the end of the FY, 117 sworn personnel are completely off work due to administrative and medical leave, further underscoring the need for overtime to backfill vacant positions throughout the Department.

Below is a thorough breakdown of the key areas contributing to overtime overspending in the five units detailed above:

Communication Division: The Communications Division has relied heavily on overtime to mitigate staffing shortages. In Q4, 6 dispatchers were in training and 15 positions were vacant, necessitating overtime to backfill 21 positions. Additionally, eight dispatchers were on long-term

leave, and three were on administrative leave, bringing the total number of backfilled positions to 32 out of an authorized 78. Overtime expenses were incurred to compensate for vacancies, training, and extended leaves of absence.

Furthermore, four supervisory positions remain vacant due to voluntary resignations and promotions. These roles are currently being backfilled through overtime and acting assignments.

As the Department continues to hire to fill dispatcher and supervisory vacancies, overtime expenditures are expected to decrease as permanent staff assume these roles, thereby reducing the need for overtime coverage.

Area 1: In Q4, Area 1 undertook several targeted overtime deployments authorized by the Captain to address specific safety and crime issues. These initiatives included a Violence Suppression detail consisting of one Sergeant and four Police Officers, a Chinatown detail staffed with four Police Officers, and a Night Club detail, typically active on weekends with one to two Police Officers.

Most overtime expenditures in Area 1 are attributed to backfill. There have been several open beats due to vacancies at both the Officer and Sergeant levels. These vacancies require backfill every day, and Area 1 is among the leading areas for this expense. Additional expenses arise from administrative duties, including Internal Affairs investigations, Use of Force investigations, and assessments related to the Negotiated Settlement Agreement (NSA) monitoring tasks 24 and 25. These obligations are in addition to the routine backfill required for officers on leave, training, or reassignment.

Furthermore, several citywide events significantly contributed to Area 1's overtime expenditures. These included large-scale protests and demonstrations, such as the No Kings and pro-Palestine events, as well as the Mayor's City Hall Direct Operations. Additionally, major holidays during this period required extensive deployment of the Mobile Field Force (MFF). To support these events, patrol shifts during the first and third watches were consistently extended, with the second watch serving as the designated MFF contingent. While these deployments were essential to maintaining public safety and order, they substantially increased overtime costs within the Area. Overtime deployments at the Port of Oakland and Jack London Security were reimbursable by the Port of Oakland. While a long-term weekend deployment strategy was being developed, overtime officers provided a visible downtown presence, supported by shifting resources from patrol units.

All discretionary overtime in Area 1 ended in November 2024. The captain will continue to assess the need for overtime units with the level of violent crime in Area 1.

Area 3: In Q4, overtime expenditures were impacted by human trafficking-related operations. Area 3 had four officers assigned to the FBI Task Force sworn in as U.S. Marshals. The FBI provided partial reimbursement for these operations, covering approximately \$10,000 annually.

Mandatory overtime was necessary to fill gaps left by Officers in training, on sick leave, or on vacation, and to meet administrative deadlines due to investigative backlogs. Mandatory overtime was used to complete NSA-required administrative tasks.

The only discretionary overtime approved by the City Administrator during the fourth quarter was for the Juneteenth deployment on June 19, 2025. This deployment was in direct response to the mass shooting that occurred last year on June 19, 2024, and was deemed necessary to ensure public safety throughout the City of Oakland.

A Captain was assigned as the Incident Commander, overseeing the operational response for the event. The associated overtime was approved by the City Administrator and allocated to Area 3, which incurred a noticeable increase in June overtime expenditures. This increase is reflected in the \$70,000 spike in Area 3's overtime costs, specifically attributed to the special event deployment.

SOD: In Q4, SOD exceeded its overtime budget due to increased operational demands and specialized responsibilities, including:

- **Administrative Responsibilities** – SOD played a critical role in division-level investigations, such as use-of-force and pursuit inquiries, leading to higher overtime costs. Additionally, SOD managed the compilation and maintenance of the annual Military Equipment Utilization (MEU) report, further contributing to overtime expenditures.
- **Implementation of Sideshow Operations and MMF** – During this quarter, SOD deployed MFF operations during Cinco de Mayo, Memorial Day, and Juneteenth to ensure adequate sworn personnel were available to address potential violence, similar to incidents experienced the year prior. Additionally, the Department implemented sideshow enforcement rotations to address violence and disruptions associated with sideshow activity.
- **Air Support Demand** – The growing demand for air support from the ARGUS Unit, coupled with the integration of FLOCK Group cameras, necessitated daily coverage. This increased overtime costs, as air support remains essential for safely apprehending suspects and preventing pursuits.
- **Encampment Management Team (EMT) Cleanups** – SOD collaborated with EMT to ensure safe work zones for EMT employees during encampment cleanups. Some operations required a significant number of officers to maintain safety, driving up overtime expenditures.
- **Alcohol Beverage Action Team (ABAT) Operations** – The ABAT Unit experienced increased demand for business inspections triggered by gun violence in specific areas. These inspections, aimed at seizing illegal contraband, added to SOD's overtime costs.
- **Third-Party Services** – SOD provided police services for businesses and city requests, generating reimbursable overtime expenses. Although billed to requesting entities, these services initially impact SOD's overtime budget.

- **Critical Incident Response** – Special Weapons and Tactics (SWAT) team activations for urgent, high-risk incidents incurred unavoidable overtime costs to ensure public safety. This includes partial activations of elements of the entry team, such as the Hostage Negotiations team (H&T), K-9, and Electronic Surveillance Team (ESU).
- **Special Resource Service (SRS) East Operations** – SRS East units conducted multiple operations targeting gun violence linked to groups, gangs, and illegal casinos. These operations involved search warrant services, surveillance, and administrative duties, contributing to elevated overtime expenses.
- **SRS East /SOD backfill** – Due to the termination of all loans from patrol, SOD units experienced a significant reduction in staffing. To maintain daily operations, multiple positions must be backfilled through overtime, which has resulted in increased expenditures.

Training Division: The overtime budget was reduced by \$1,785,478 as part of the contingency budget, which postponed two scheduled academies. This adjustment left \$234,522 to support the 194th Academy and cover overtime needs for the remainder of the FY.

The Training Division encompasses several key components that require overtime to sustain operations, including administrative functions, In-Service Training, Basic Academy, and the Field Training Unit.

- **Administrative Responsibilities** – Overtime was necessary to complete and assist with Internal Affairs investigations, Use of Force investigations, audits of Use of Force investigations, Force Review Board preparations, Personnel Assessment System (PAS) reviews, and Skelly Hearings.
- **In-Service Training** – Overtime was required to facilitate mandatory four-hour Peace Officer Standards and Training (POST) firearms qualification sessions and weekly Continued Professional Training (CPT). Additionally, the Department was required to administer an NSA-mandated Procedural Justice training block, which necessitated the use of instructors on overtime. Defensive tactics, arrest, and control instructors were also needed to conduct CPT, remedial training, and supplemental instruction. While the POST transitional academy—typically conducted after each Basic Academy class—often requires instructors to work overtime to deliver instructional modules such as Procedural Justice, no POST transitional academy occurred during Q4.
- **Basic Academy** – Overtime was essential to support various learning domains. Instructors frequently worked extra hours due to scheduling constraints at off-site training facilities, with some sessions extending into weekends.
- **Field Training Unit** — Overtime was required to facilitate focus group meetings that aligned with the schedules of sworn personnel. Supervisors also incurred overtime due to administrative responsibilities, including division-level investigations and reviews.

Furthermore, overtime was utilized for supplemental training, covering both individual officer sessions and group sessions.

Fire

Based on first quarter actuals, a straight-line projection of Fire Department spend for personnel (including overtime) in FY 2024-25 showed a pace for \$169.52M (\$34.95M in overtime costs), \$32.27M over the revised budget for Fire personnel after the Contingency Budget took effect, and still \$12.31M over Fire's original baseline FY 2025 personnel budget of \$157.21M. Since the Q1 report was published, Fire identified a few key examples of Q1 and Q2 Personnel and Overtime (OT) expenses that did not continue throughout the year and subsequent updates to the quarterly projection of personnel and OT costs reflected this accordingly. These adjustments included personnel costs initially expensed to the General Purpose Fund 1010 that are cost shifted to Measure Z, as well as elevated levels of OT incurred in July to backfill staff support for training the most recent Academy cadre. Given that another academy did not begin in FY 25, this specific OT support did not continue throughout the rest of the fiscal year. On the revenue/reimbursement side, approximately \$1.44 million in reimbursements for CalOES deployments that occurred in FY 2025 were received by the end of Q4 including support for the Eaton Fire in Pasadena.

The other major impact to Fire department OT costs through the end of FY2024-25 was the application of the contingency budget measures, most notably the browning out of Stations 25 and 28, which took effect in early January 2025 and lasted through May 17, 2025. The closing of each station equated to a savings of approximately \$2.0M per station for the period of January through May 2025. Daily fire station staffing levels were reduced from 137 to 129 and the reallocation of those staff into open shift slots at other stations across the city eliminated 1/3 of average daily overtime shifts. While the brownouts are estimated to have produced a net reduction of \$4.0M in overtime savings, the early reopening of the two browned out stations combined with the reopening of Station 10 on May 18, 2025 added an estimated \$2.0 million of personnel costs through the end of Q4.

An additional factor adding to department OT costs was the need to backfilling vacancies due to retirements since the beginning of the fiscal year. While vacancies at ranks above Fire Fighter and Fire Fighter Paramedic get filled by promotions during the year if valid eligible lists exist, the entry level Fire Fighter and Fire Fighter Paramedic classifications are typically only filled by academy, which occur every 12-24 months.

These personnel cost revisions and budget management actions all add up to a reduction of year end OT expenses of \$8.9 million and total reduction of \$6.4 million in Fire personnel expenses compared to Q1. The revised FY2024-25 year-end total Fire personnel cost to GPF 1010 of \$163.74 million is nearly \$3.3 million under FY 2023-24 actuals.

Table 15 below shows the year end personnel expenditures for FY 24-25, including overtime, for Public Safety in the GPF. Based on Quarter 4 actuals, once all other personnel costs are

accounted for, Oakland Police Department shows a year-end personnel budget finishing FY 2025 to be over spent by \$48.92 million and Oakland Fire Department shows a year-end budget finishing FY 2025 to be over spent by \$24.27 million in the General Purpose Fund. Details are provided on **Table 15** below.

Table 15: Year-Over-Year Comparison of Public Safety GPF Personnel Expenditures (\$ in millions)

Police Department					
Overtime (OT)	FY 2020-21	FY 2021-22	FY2022-23	FY2023-24	FY2024-25
Adjusted Budget	15.39	33.36	30.90	24.19	42.85
Actuals (FY25 Unaudited)	29.18	34.35	51.16	55.24	45.93
(Over)/Under	(13.79)	(0.99)	(20.26)	(31.05)	(3.08)
All Other Personnel (non-OT)	FY 2020-21	FY 2021-22	FY2022-23	FY2023-24	FY2024-25
Adjusted Budget	239.29	245.01	252.38	262.50	226.05
Actuals (FY25 Unaudited)	244.23	234.29	182.02	253.22	242.83
(Over)/Under	(4.94)	10.71	70.36	9.29	(16.78)
Total Personnel	FY 2020-21	FY 2021-22	FY2022-23	FY2023-24	FY2024-25
Adjusted Budget	254.68	278.37	283.28	286.69	268.90
Actuals (FY25 Unaudited)	273.41	264.27	233.18	308.45	288.76
(Over)/Under	(18.73)	14.09	51.57	(21.76)	(19.86)
Fire Department					
Overtime (OT)	FY 2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25
Adjusted Budget	4.22	19.83	11.19	13.80	11.95
Actuals (FY25 Unaudited)	24.22	29.83	29.96	29.24	26.05
(Over)/Under	(20.00)	(10.00)	(18.77)	(15.43)	(14.10)
All Other Personnel (non-OT)	FY 2020-21	FY 2021-22	FY2022-23	FY2023-24	FY2024-25
Adjusted Budget	144.73	132.44	143.28	163.79	126.79
Actuals (FY25 Unaudited)	126.99	119.50	129.85	137.19	136.44
(Over)/Under	17.74	12.94	13.44	26.59	(9.65)
Total Personnel	FY 2020-21	FY 2021-22	FY2022-23	FY2023-24	FY2024-25
Adjusted Budget	148.95	152.27	154.47	177.59	138.74
Actuals (FY25 Unaudited)	151.21	149.33	159.80	166.43	162.49
(Over)/Under	(2.26)	2.94	(5.33)	11.16	(23.75)

Historical Police Overtime

As **Table 15** above shows, Police has overspent its overtime budget in each of the prior 5 years shown. In FY 2020–21, OPD exceeded its overtime budget by \$13.79 million and spent \$29.18 million against an adjusted budget of \$15.39 million. In FY 2021–22, OPD overspent overtime by \$0.99 million with actual spending of \$34.35 million compared to a budget of \$33.36 million. This small overtime overspend was more than offset by \$14.09 million in overall personnel savings from vacancies and attrition. In FY 2022–23, OPD overtime spending reached \$51.16 million against a \$30.90 million budget and exceeded the budget by \$20.26 million. OPD realized \$51.57 million in net personnel savings that year due to elevated attrition and unfilled positions despite contract-mandated COLA increases and rising benefit costs for sworn staff. In FY 2023–24, OPD overtime spending rose to \$55.24 million against a \$24.19 million budget and exceeded the budget by \$31.05 million with no comparable offsetting savings. FY 2024–25, OPD exceeded its overtime budget by \$3.08 million and spent \$45.93 million against an adjusted budget of \$42.85 million.

In FY 2020-21, the Police spent \$11.90 million in Special Enforcement overtime, which accounted for 40.8% of the total overtime for that year. Of this amount \$11.90 million, police coverage of demonstrations and protests accounted for \$2.3 million, sideshows enforcement accounted for \$1.4 million. To meet the FY 2020-21 midyear reductions, the Police Department began to curtail its Special Enforcement overtime in January of 2021, which dropped to \$11.9 million for FY 2020-21.

In FY 2021-22 the Police spent \$15.36 million in Special Enforcement overtime, which accounted for 44.7% of the total overtime for that year. Of this \$15.36 million, sideshows enforcement accounted for \$2.2 million. In addition, OPD spent \$2.5 million on Backfill and \$2.0 million on Extension of Shift overtime for Uptown Violence in response to several tragic shootings and homicides in the downtown area, entertainment and club scenes, and residential areas adjacent to these areas.

In FY 2022-23 the Police spent a total of \$51.16 million in overtime. Police spent \$10.13 million in Special Enforcement overtime, which accounted for 19.8% of the total overtime and spent \$9.01 million in Area 1 which accounted for 17.6% of the total overtime for that year. Special enforcement overtime, which involves special events requiring sworn officers to assist with public safety. Although the SOD spent \$10.13 million in overtime, the Department received \$4.9 million in reimbursable overtime.

In FY 2023-24 the Police spent \$11.27 million in Special Enforcement overtime, which accounted for 20.4% of the total overtime for that year, and spent \$5.83 million in Area 1 and \$3.98 million in Area 3. The SOD exceeded its overtime budget due to numerous special events requiring operational staff to work overtime. In addition, the Air Unit within the SOD operated nearly seven days a week despite only having six members, one member was on long-term

modified work duty and unable to pilot, this lead to overtime in order to meet the operational demands.

A significant portion of Police's personnel policies are mandated from the Negotiated Settlement Agreement (NSA), which therefore also impacts the Police Department's overtime use. Of pertinence, two of NSA mandates on Police have particular impact on patrol overtime. The first is that a patrol sergeant may not supervise more than eight officers. The second is that Police cannot use acting sergeants in patrol. Taken together, a significant amount of overtime is generated because Police must have five regular permanent (not temporary acting) sergeants in patrol for every shift to supervise the minimum of 35 officers. The NSA requires the City to therefore expend a portion of its overtime for "backfill" and "extension of shift" overtime to meet this mandate.

Please refer to the Police Department's **Q4** Overtime Report for additional details.

Historical Fire Overtime

Overtime expenses above budgeted levels is an annual challenge for Fire due to systemic causes. As shown in **Table 15** above, OFD has exceeded its overtime budget in each of the past five fiscal years. In FY 2020–21, OFD overspent overtime by \$20.00 million. In FY 2021–22, OFD overspent overtime by \$10.00 million, although this was partially offset by \$12.94 million in savings from all other personnel costs due to vacancies. In FY 2022–23, OFD overspent overtime by \$18.77 million, again partially offset by \$13.44 million in non-overtime personnel savings. In FY 2023–24, OFD overspent overtime by \$15.43 million. In FY 2024-25, OFD exceeded its overtime budget by \$14.10 million and spent \$26.05 million against an adjusted budget of \$11.95 million.

The Fire Department's overtime use is due to three main causes: unfilled vacant positions, compliance requirements within the Local 55 MOU for minimum staffing provisions, and significant numbers of personnel out on long-term disability leave (work related injuries) all requiring overtime shifts to cover these leaves or vacancies. Due to the Local 55 MOU, most of Fire's overtime is used to backfill required Fire Suppression minimum service levels. Since FY 2020-21, the COVID-19 pandemic related illnesses and quarantine regulations have resulted in elevated levels of overtime. Another contributing factor to Fire's higher use of overtime in recent years is a higher level of sworn staff out on paid disability leave, which has forced the department to utilize overtime to backfill. Fire HR/Personnel Team was worked hard to support staff out of leave to help then return to work, and in past year has brought down the number on extended leave from 61 to 27.

In addition, staffing academies requires the department to pull personnel from their regularly scheduled shifts in the fire house to serve as instructors in the academy cadre, and thereby creating vacancies in the fire house which must be filled at the overtime rate. This affects any season in which the department is actively training an academy.

This overtime overspending has traditionally been offset with savings in all other personnel (non-OT) pay due to the volume of vacancies throughout the year. The non-OT savings in FY2023-24 of \$26.59 million resulted in a net underspend of overall GPF funded personnel in the amount of \$11.16 million. Non-OT savings in personnel expenditure actuals were not achieved in FY2024-25 due to the midyear budget balancing actions, which reduced Fire's personnel budget by \$19.19 million to help the city meet its budget reduction target.

III. GENERAL PURPOSE FUND - FUND BALANCE

The City's GPF Fund Balance, net obligations, for FY 2024-25 ended at \$86.91 million. However, this fund balance decreases once known existing obligations are applied. Obligations may include reserves required by City Ordinances or the City Charter (mandated emergency reserves). **Table 16** below adjusts the projected ending fund balance, , and deducts \$12.77 million of encumbrances and \$45.22 million recommended to carry forward into FY 2025-26, restricted set-asides for legal settlements in the amount of \$1.83 million, and accounts for the use of fund balance as authorized in Resolution combining to adjust the estimated FY 2024-25 year-end available fund balance from \$86.91 million to \$16.87 million. The estimated FY 2024-25 available Fund Balance is the amount of unobligated funding available to the City in the GPF.

Table 16: FY 2024-25 Year-End Available GPF Fund Balance

GENERAL PURPOSE FUND (1010)		FY 2024-25 Q4 Year-End Audited Actuals
Beginning Fund Balance - Audited		13.31
Revenue		815.90
Expenditures		742.30
Estimated Current Year Surplus/(Shortfall)		73.60
Estimated Ending Fund Balance		86.91
Obligations Against Ending Fund Balance		
Encumbrances		(12.77)
Legal Settlements		(1.83)
One-Time Bonus for FY 2025-26		(10.22)
Final Carryforward on to FY 2025-26		(45.22)
FY 2024-25 Ending Available Fund Balance		16.87

IV. RESERVES

On December 9, 2014 [Council Ordinance No. 13279](#) amended the City's Consolidated Fiscal Policies to include designated reserves for both the Vital Services Stabilization Fund and for the acceleration of long-term obligations, in addition to the mandated 7.5% GPF Emergency Reserve (refer to the City of Oakland Consolidated Fiscal Policy, Section I, Part C: Use of Excess Real Estate Transfer Tax). It is important to note that while these balances are designated each fiscal year, reserve appropriations adopted in subsequent fiscal years may include any prior year true-ups.

Emergency Reserve

As of June 30, 2025, the balance in this reserve is \$63.80 million, or approximately 7.9% of the FY 2024-25 GPF Adopted Budget of \$807.19 million. The reserve is approximate to one month of FY 2024-25 Adopted Budget in the GPF. This reserve will be held in Fund 1011 as directed by Council in Resolution 88717 C.M.S. The reserve requirement, pursuant to the CFP has been met.

However, the emergency reserve policy level of 7.5% is inadequate to sustain city services in an economic downturn as evidenced by the events of the last 2 years. The recommended policy level is 16.7% or two months of operating expenditures. This recommended level is supported by best practices outlined by the Government Finance Officer's Association's (GFOA).

Vital Services Stabilization Fund

The Vital Services Stabilization Fund (VSSF) was established in 2014 by City Council after the Great Recession to serve as the City's "Rainy Day" fund. Per the Consolidated Fiscal Policy, 25% of excess RETT revenue is intended to go into the VSSF. The FY 2022-23 ending available balance of \$10.27 million was assumed in its entirety in the FY 2024-25 Adopted Budget to balance expenditures as City Council declared that the City is experiencing a severe financial event and state of extreme fiscal necessity. The target funding level per the City's Consolidated Fiscal Policy is \$125.22 million, or 15% of the GPF revenues.

Table 17 below shows the estimated FY 2024-25 year end reserve balances.

Table 17: FY 2024-25 Q4 Reserve Balances (\$ in millions)

Description	FY 2023-24 Beginning Balances	FYE 2024- 25 Balances
Mandated Emergency Reserves FY 2022-23*	66.63	73.43
Vital Services Stabilization Fund	10.27	
OMERS Reserves (Reso. No. 85098 C.M.S)	2.36	2.36
GPF Balancing		(9.62)
Total Reserves	79.26	66.17

**The 7.5% GPF reserve is not a cumulative balance*

V. SELECTED Q4 NON-GPF

This section of the FY 2024-25 **Q4** report contains additional analysis on selected non-GPF funds. For additional fund descriptions, please visit the Special Revenue Funds section of the [Adopted Budget](#). This **Q4** report discusses selected funds that are of special interest to the City because the revenue comes from a special tax or local measure, or because of the particular revenue or expenditure restrictions. For these funds, the tables below will show FY 2024-25 year-end actuals compared to the adopted budget.

The fund balance tables compare the FY 2024-25 Audited beginning fund balance to the FY 2024-25 ending fund balance for these funds. Please note that some of the fund tables below show a budgeted transfer from fund balance for FY 2024-25. These amounts represent dollars designated to balance the Adopted Budget or to cover carry forward expenditures. **Table 45** includes the impact of carryforward recommendations to select Q4 Non-GPF funds and all other funds.

All other funds are summarized in **Table 45**.

Measure HH - Sugar Sweetened Beverage Distribution Tax (SSBT) Fund (1030)

Measure HH - SSBT Fund (1030) is a City of Oakland ballot initiative approved by voters on November 8, 2016, that established a general tax of one cent per fluid ounce on the sugar sweetened beverage products. The tax is imposed upon the first non-exempt distribution of sugar-sweetened beverage products in the City. While this revenue is not restricted by State statute, City Council has elected to restrict it by policy and separate it into its own fund because the primary purpose of the tax is to raise revenue to support programs designed to discourage sugar consumption and to reduce the growing burden of obesity and non-communicable diseases.

The measure formed a nine-member Community Advisory Board, appointed by the Mayor, and approved by City Council. The Board is responsible for:

1. Making recommendations to City Council on use of funding/programs that will reduce the health consequences from consuming sugar-sweetened beverages (final allocations are still determined by City Council).
2. Publishing an annual report regarding the implementation of the Board's recommendations and the impact on the use of these funds.

The FY 2024-25 **Q4** year-end totals broken down by revenue type and expenditures by department, are shown below.

Revenues - FY 2024-25, collections from Measure HH ended the year at \$6.67 million, which is \$7.72 million or 53.6% under the Adjusted Budget of \$14.39 million. The adjusted budget includes \$6.09 million in use of fund balance to cover carryforwards from FY 2023-24 and \$1.41 million in use of fund balance to cover expenditures as adopted in the budget. The tax revenue from Measure HH for the year is \$6.19 million, which is \$0.71 million or 10.3% under budget. The FY 2024-25 tax collected ended the year 7.4% below the prior fiscal year and has averaged an annual decline of approximately 7.9% since the measure's inception.

Table 18: FY 2024-25 Measure HH (SSBT) Fund Revenues (\$ in millions)

Revenue Category	FY 2024-25 Adjusted Budget	FY 2024-25 Q4 Year-End Audited Actuals	Year-End \$ Over / Under Adjusted Budget	Year-End % Over / Under Adjusted Budget
Local Tax	6.90	6.19	(0.71)	(10.3)%
Interest Income	—	0.46	0.46	— %
Miscellaneous Revenue	—	0.02	0.02	— %
Transfers from Fund Balance	1.41	—	(1.41)	(100.0)%
Project Offsets & Carryforwards	6.09	—	(6.09)	(100.0)%
Total Revenue	14.39	6.67	(7.72)	(53.6)%

**The adjusted budget includes Council Budget Amendments and Carryforwards*

Expenditures - FY 2024-25 year-end expenditures came in at \$11.60 million, which is a savings of \$2.79 million, compared to the Adjusted Budget of \$14.39 million. The savings are primarily due to underspending in personnel costs.

Table 19: FY 2024-25 Measure HH (SSBT) Fund Expenditures (\$ in millions)

Agency / Department	FY 2024-25 Adjusted Budget	FY 2024-25 Q4 Year-End Audited Actuals	Year-End \$ Over / Under Adjusted Budget	Year-End % Over / Under Adjusted Budget
Capital Improvement Projects	1.94	0.08	1.85	95.7 %
City Administrator	3.30	0.86	2.44	73.9 %
Economic and Workforce Development Department	0.59	0.58	—	0.3 %
Finance Department	0.37	0.19	0.18	49.0 %
Human Services Department	2.51	1.60	0.91	36.2 %
Oakland Parks and Recreation Department	5.63	5.72	(0.09)	(1.6)%
Oakland Public Library Department	0.04	—	0.04	100.0 %
Oakland Public Works Department	0.03	0.01	0.01	58.2 %
Total	14.39	11.60	2.79	19.4 %

**The adjusted budget includes Council Budget Amendments and Carryforwards*

Fund Balance - FY 2024-25 revenues ended the year at \$6.67 million. Expenditures ended the year at \$11.60 million. This results in a current year estimated operating shortfall of \$4.92 million. As a result, the estimated available fund balance in Measure HH (SSBT) Fund (1030) decreased from the FY 2024-25 Audited Beginning Fund Balance of \$11.65 million to the Estimated Ending Fund Balance of \$6.73 million at year end.

Table 20: FY 2024-25 Measure HH (SSBT) Fund Year-End Available Fund Balance (\$ in millions)

MEASURE HH SSBT (1030)	FY 2024-25 Q4 Year-End Audited Actuals
Beginning Fund Balance - Audited	\$ 11.65
Revenue	6.67
Expenditures	11.60
Estimated Current Year Surplus/(Shortfall)	(4.92)
Estimated Ending Fund Balance	6.73

Self-Insurance Liability Fund (1100)

The Self-Insurance Liability Fund (1100) receives contributions from the General Purpose Fund and select funds to cover costs associated with liability claims and settlements, insurance premiums, outside legal services, and court costs. Projecting these costs, particularly the settlements, are difficult as they are driven by being sued sporadically and with varying settlement values. Additionally, Insurance costs continue to increase over time due to market factors within the national insurance environment. Fixes will be in arrears as the negative balances must be trued up.

Revenues - FY 2024-25 collections from the Self-Insurance Liability Fund ended the year at \$54.81 million, which is \$6.69 million or 10.87% under the Adjusted Budget of \$61.50 million. Interfund transfer contributions from the GPF and select other funds ended the fiscal year \$13.42 million below budget. This was due to mid-year budget balancing actions authorized by Resolution No. 90585 C.M.S., adopted on December 17, 2024. These actions included reducing planned transfers and unrestricted the funds to help close the budget gap in the GPF.

Table 21: FY 2024-25 Self-Insurance Liability Fund Revenues (\$ in millions)

Revenue Category	FY 2024-25 Adjusted Budget	FY 2024-25 Q4 Year-End Audited Actuals	Year-End \$ Over / Under Adjusted Budget	Year-End % Over / Under Adjusted Budget
Interest Income	—	0.84	0.84	— %
Miscellaneous Revenue	—	5.89	5.89	— %
Interfund Transfers	61.50	48.08	(13.42)	(21.8)%
Total Revenue	61.50	54.81	(6.69)	(10.9)%

Expenditures - FY 2024-25 year-end expenditures came in at \$54.18 million, which is a savings of \$7.32 million, compared to the Adjusted Budget of \$61.50 million.

Table 22: FY 2024-25 Self-Insurance Liability Fund Expenditures (\$ in millions)

Agency / Department	FY 2024-25 Adjusted Budget	FY 2024-25 Q4 Year-End Audited Actuals	Year-End \$ Over / Under Adjusted Budget	Year-End % Over / Under Adjusted Budget
City Attorney	2.46	2.99	(0.53)	(21.7)%
Fire Department	2.28	0.11	2.17	95.2 %
Non Departmental and Port	45.94	49.69	(3.74)	(8.2)%
Oakland Parks and Recreation Department	0.63	—	0.63	100.0 %
Oakland Public Works Department	2.94	0.16	2.77	94.4 %
Police Department	7.25	1.22	6.03	83.1 %
Total Expenditures	61.50	54.18	7.32	11.9 %

Fund Balance - FY 2024-25 revenues ended the year at \$54.81 million. Expenditures ended the

year at \$54.18 million. This results in a current year estimated operating surplus of \$0.64 million. As a result, the estimated available fund balance in the Self-Insurance Fund (1100) is expected to increase from the FY 2024-25 Audited Beginning Fund Balance of \$23.10 million to the Estimated Ending Fund Balance of \$23.73 million at year end.

Table 23: FY 2024-25 Self-Insurance Liability Fund Year-End Available Fund Balance (\$ in millions)

SELF-INSURANCE LIABILITY FUND (1100)	FY 2024-25 Q4 Year-End Audited Actuals
Beginning Fund Balance - Audited	\$ 23.10
Revenue	54.81
Expenditures	54.18
Estimated Current Year Surplus/(Shortfall)	0.64
Subtotal Fund Balance	23.73

Affordable Housing Trust Fund (1870)

The Affordable Housing Trust Fund's (1870) main revenue is redevelopment dissolution funds from the County's Real Property Tax Trust Fund (RPTTF). RPTTF is an unrestricted property tax revenue source collected by the County, however, City Council has chosen to restrict 25% of its value for uses related to affordable housing. Fund 1870 revenues are then provided as loans and grants for the development of rental and owner-occupied affordable housing within the City.

Revenues - Collections from the Affordable Housing Trust Fund ended the year at \$15.61 million, which is \$26.75 million or 63.2% under the Adjusted Budget of \$42.36 million. The adjusted budget assumes the use of \$25.71 million in fund balance to support expenditure carryforwards and \$0.82 million to balance expenditures as adopted in the budget. The actual Property Tax collected for the year is \$14.44 million, which is \$1.39 million or 8.8% under budget due primarily to Proposition 8 appeals processed during the year, which allows for a temporary reduction in a property's assessed value when the market value falls below the property's "factored base year value."

Table 24: FY 2024-25 Affordable Housing Trust Fund Revenues (\$ in millions)

Revenue Category	FY 2024-25 Adjusted Budget	FY 2024-25 Q4 Year-End Audited Actuals	Year-End \$ Over / Under Adjusted Budget	Year-End % Over / Under Adjusted Budget
Property Tax	15.83	14.44	(1.39)	(8.8)%
Interest Income	—	1.11	1.11	— %
Service Charges	—	—	—	— %
Miscellaneous Revenue	—	0.06	0.06	— %
Transfers from Fund Balance	0.82	—	(0.82)	(100.0)%
Project Offsets & Carryforwards	25.71	—	(25.71)	(100.0)%
Total Revenue	42.36	15.61	(26.75)	(63.2)%

Expenditures - FY 2024-25 year-end expenditures came in at \$38.13 million, which is an underspend of \$4.23 million, when compared to the Adjusted Budget of \$42.36 million.

Table 25: FY 2024-25 Affordable Housing Trust Fund Expenditures (\$ in millions)

Agency / Department	FY 2024-25 Adjusted Budget	FY 2024-25 Q4 Year-End Audited Actuals	Year-End \$ Over / Under Adjusted Budget	Year-End % Over / Under Adjusted Budget
City Administrator	0.56	0.63	(0.08)	(13.5)%
City Attorney	0.21	0.22	(0.01)	(2.9)%
City Auditor	0.04	—	0.04	95.5 %
Economic and Workforce Development Department	0.59	0.36	0.23	39.4 %
Finance Department	0.28	0.27	0.01	4.4 %
Housing and Community Development Department	40.46	30.85	9.61	23.7 %
Human Services Department	0.12	0.01	0.10	88.0 %
Non Departmental and Port	—	5.78	(5.78)	— %
Total Expenditures	42.36	38.13	4.23	10.0 %

Fund Balance - FY 2024-25 revenues ended the year at \$15.61 million. Expenditures ended the year at \$38.13 million. This results in the current year estimated operating shortfall of \$22.52 million. As a result, the estimated available fund balance in the Affordable Housing Trust Fund is expected to decrease from the FY 2024-25 Audited Beginning Fund Balance of \$37.49 million to the Estimated Ending Fund Balance of \$14.97 million at year end.

Table 26: FY 2024-25 Affordable Housing Trust Fund Year-End Available Fund Balance (\$ in millions)

AFFORDABLE HOUSING TRUST FUND (1870)	FY 2024-25 Q4 Year-End Audited Actuals
Beginning Fund Balance - Audited	\$ 37.49
Revenue	15.61
Expenditures	38.13
Estimated Current Year Surplus/(Shortfall)	(22.52)
Subtotal Fund Balance	14.97

Measures BB & F Funds (2215, 2217, 2218, 2219, 2220)

Measure BB and F Funds are administered by the Alameda County Transportation Commission (ACTC) which manages the following local fund sources:

1. Measure BB, passed by voters in November 2014, authorized collection of the initial half-cent transportation sales tax by the Board of Equalization. Collection began on April 1, 2015 and extended through March 31, 2022 as a compliment to Measure B which sunset in March 2022. A full one-cent sales tax authorized by Measure BB took effect April 1, 2022 and will extend through March 31, 2045. Starting in July 2015, Alameda CTC began making monthly direct local distribution payments to local jurisdictions and transit agencies, per the 2014 Transportation Expenditure Plan, for the following programs: local streets and roads (including county bridges), bicycle and pedestrian, transit, and paratransit.
2. Measure F, approved by voters in November 2010, authorizes the collection of \$10 per year per vehicle registration fee to fund the Local Road Improvement & Repair Program and other congestion relief, transportation technology, and pedestrian/bicyclist safety programs in Alameda County.

Revenues - Collections from Measures BB & F ended the year at \$38.20 million, which is \$58.23 million or 60.4% under the Adjusted Budget of \$96.43 million. The Adjusted Budget for FY 2024-25 includes \$17.66 million in use of fund balance to balance expenditures adopted in the budget and an extra \$41.07 million from the fund balance to cover carry forwards from the previous fiscal year. Net of use of fund balance, revenues from Measures BB and F ended the year \$0.50 million or 1.34% over the Adjusted Budget. The Sales tax collected for these funds is administered through the County.

Table 27: FY 2024-25 Measure BB & F Fund Revenues (\$ in millions)

Revenue Category	FY 2024-25 Adjusted Budget	FY 2024-25 Q4 Year-End Audited Actuals	Year-End \$ Over / Under Adjusted Budget	Year-End % Over / Under Adjusted Budget
Sales Tax	35.88	34.09	(1.79)	(5.0)%
Interest Income	—	2.11	2.11	— %
Service Charges	—	0.14	0.14	— %
Grants & Subsidies	1.81	—	(1.81)	(100.0)%
Miscellaneous Revenue	—	1.86	1.86	— %
Transfers from Fund Balance	17.66	—	(17.66)	(100.0)%
Project Offsets & Carryforwards	41.07	—	(41.07)	(100.0)%
Total Revenue	96.43	38.20	(58.23)	(60.4)%

**The adjusted budget includes Council Budget Amendments and Carryforwards*

Expenditures - FY 2024-25 year-end expenditures came in at \$52.46 million, which is a savings of \$38.97 million, compared to the Adjusted Budget of \$91.43 million. The savings is primarily due to underspending in personnel costs.

Table 28: FY 2024-25 Measure BB/F Funds Expenditures (\$ in millions)

Agency / Department	FY 2024-25 Adjusted Budget	FY 2024-25 Q4 Year-End Audited Actuals	Year-End \$ Over / Under Adjusted Budget	Year-End % Over / Under Adjusted Budget
Capital Improvement Projects	38.17	10.34	27.83	72.9 %
City Administrator	0.41	0.33	0.08	19.0 %
City Attorney	0.05	0.02	0.03	53.5 %
Department of Transportation	41.96	35.47	6.49	15.5 %
Finance Department	0.01	0.01	—	4.0 %
Human Resources Management Department	—	—	—	— %
Human Services Department	6.96	3.70	3.26	46.9 %
Information Technology Department	—	—	—	— %
Mayor	—	—	—	— %
Non Departmental and Port	0.17	—	0.17	100.0 %
Oakland Public Works Department	3.41	2.59	0.82	24.1 %
Police Department	—	0.01	(0.01)	376.3 %
Total Expenditures	91.43	52.46	38.97	42.6 %

**The adjusted budget includes Council Budget Amendments and Carryforwards*

Fund Balance - FY 2024-25 revenues ended the year at \$38.20 million. Expenditures ended the year at \$52.46 million. This results in a current year estimated operating shortfall of \$14.27 million. As a result, the estimated available fund balance in the Measure BB/F Funds is expected to decrease from the FY 2024-25 Audited Beginning Fund Balance of \$57.63 million to the Estimated Ending Fund Balance of \$43.37 million at year end.

Table 29: FY 2024-25 Measure BB/F Funds Year-End Available Fund Balance (\$ in millions)

Measure B/BB and Measure F Funds (2211, 2212, 2213, 2215, 2216, 2217, 2218, 2219, 2220)	FY 2024-25 Q4 Year- End Audited Actuals
Beginning Fund Balance - Audited	\$ 57.63
Revenue	38.20
Expenditures	52.46
Estimated Current Year Surplus/(Shortfall)	(14.27)
Estimated Ending Fund Balance	43.37

State Transportation Gas Tax Funds (2230, 2232)

The State of California imposes a per-gallon excise tax on gasoline and diesel fuel, sales taxes on gasoline and diesel fuel, and registration taxes on motor vehicles with allocations dedicated to transportation purposes. The local (City and County) portions of these allocations flow through the Highway Users Tax Account (HUTA) into the Gasoline Tax Fund (2230) and the Road Maintenance and Rehabilitation Account (RMRA) (Fund 2232), which allocates much of the revenue from the Road Repair and Accountability Act of 2017.

Revenues -Revenue collections in the Gas Tax funds ended the year at \$24.30 million, which is \$3.05 million or 11.1% under the Adjusted Budget of \$27.35 million. The Adjusted Budget assumes \$1.87 million in use of fund balance to balance the expenditures as adopted in the budget and \$2.54 million in use of fund balance to support FY 2023-24 carryforwards. Net of use of fund balance, revenues from the Gas Tax funds ended the year \$1.36 million or 5.9% over the Adjusted Budget. The Sales tax collected for these funds is administered through the State.

Table 30: FY 2024-25 State Transportation Gas Tax Fund Revenues (\$ in millions)

Revenue Category	FY 2024-25 Adjusted Budget	FY 2024-25 Q4 Year-End Audited Actuals	Year-End \$ Over / Under Adjusted Budget	Year-End % Over / Under Adjusted Budget
Gas Tax	22.79	19.55	(3.24)	(14.2)%
Interest Income	—	0.55	0.55	— %
Service Charges	0.01	—	(0.01)	(100.0)%
Grants & Subsidies	0.14	—	(0.14)	(100.0)%
Miscellaneous Revenue	—	4.20	4.20	257000.0 %
Transfers from Fund Balance	1.87	—	(1.87)	(100.0)%
Project Offsets & Carryforwards	2.54	—	(2.54)	(100.0)%
Total Revenue	27.35	24.30	(3.05)	(11.1)%

**The adjusted budget includes Council Budget Amendments and Carryforwards*

Expenditures - FY 2024-25 year-end expenditures came in at \$21.96 million, which is a savings of \$5.39 million, compared to the Adjusted Budget of \$27.35 million. The savings is primarily due to underspending in personnel costs.

Table 31: FY 2024-25 State Transportation Funds Gas Tax Expenditures (\$ in millions)

Agency / Department	FY 2024-25 Adjusted Budget	FY 2024-25 Q4 Year-End Audited Actuals	Year-End \$ Over / Under Adjusted Budget	Year-End % Over / Under Adjusted Budget
Capital Improvement Projects	1.45	0.29	1.17	80.3 %
City Administrator	0.19	0.07	0.12	64.2 %
Department of Transportation	25.60	21.59	4.01	15.7 %
Economic and Workforce Development Department	—	—	—	— %
Finance Department	0.10	0.01	0.09	88.9 %
Human Resources Management Department	—	—	—	— %
Oakland Public Works Department	—	—	—	100.0 %
Total Expenditures	27.35	21.96	5.39	19.7 %

**The adjusted budget includes Council Budget Amendments and Carryforwards*

Fund Balance - FY 2024-25 revenues ended the year at \$24.30 million. Expenditures ended the year at \$21.96 million. This results in a current year estimated operating surplus of \$2.34 million. As a result, the estimated available fund balance in the State Transportation Gas Tax Funds is expected to increase from the FY 2024-25 Audited Beginning Fund Balance of \$11.84 million to the Estimated Ending Fund Balance of \$14.18 million at year end.

Table 32: FY 2024-25 State Transportation Funds Year-End Available Fund Balance (\$ in millions)

State Transportation (Gas Tax) Funds (2230, 2232)	FY 2024-25 Q4 Year- End Audited Actuals
Beginning Fund Balance - Audited	\$ 11.84
Revenue	24.30
Expenditures	21.96
Estimated Current Year Surplus/(Shortfall)	2.34
Estimated Ending Fund Balance	14.18

Measure Q - Oakland Parks and Recreation Preservation, Litter Reduction, and Homelessness Support Act Fund (2244)

Measure Q, the 2020 Oakland Parks and Recreation, Preservation, Litter Reduction, and Homelessness Support Act Fund (2244), is a City of Oakland ballot initiative approved by voters on March 3, 2020 that established an annual special parcel tax for 20 years. This measure, which passed by more than a two-thirds majority, imposes a special parcel tax for the purpose of raising revenue to provide services for parks, landscape maintenance, and recreational services; to address homelessness and enable unsheltered and unhoused residents to access temporary shelters, transitional, supportive, and permanent housing; and to address water quality and litter reduction, including the maintenance and cleaning of stormwater trash collection systems.

Revenues - FY 2024-25 revenue collections in the Measure Q fund ended the year at \$33.85 million, which is \$23.74 million or 41.2% under the Adjusted Budget of \$57.59 million. The Adjusted Budget assumes \$13.78 million in use of fund balance to balance expenditures as adopted in the budget and \$10.81 million to support carryforward expenditures. The actual Measure Q Tax ended the year at \$32.75 million, which is \$0.25 million or 0.8% below budget.

Table 33: FY 2024-25 Preservation, Litter Reduction, Homelessness Support Act Fund Revenues (\$ in millions)

Revenue Category	FY 2024-25 Adjusted Budget	FY 2024-25 Q4 Year-End Audited Actuals	Year-End \$ Over / Under Adjusted Budget	Year-End % Over / Under Adjusted Budget
Local Tax	33.01	32.75	(0.25)	(0.8)%
Interest Income	—	1.01	1.01	— %
Miscellaneous Revenue	—	0.09	0.09	— %
Transfers from Fund Balance	13.78	—	(13.78)	(100.0)%
Project Offsets & Carryforwards	10.81	—	(10.81)	(100.0)%
Total Revenue	57.59	33.85	(23.74)	(41.2)%

**The adjusted budget includes Council Budget Amendments and Carryforwards*

Expenditures - FY 2024-25 year-end expenditures came in at \$40.76 million, which is a savings of \$16.83 million, compared to the Adjusted Budget of \$57.59 million.

Table 34: FY 2024-25 Measure Q - OPR Preservation, Litter Reduction, Homelessness Support Act Fund Expenditures (\$ in millions)

Agency / Department	FY 2024-25 Adjusted Budget	FY 2024-25 Q4 Year-End Audited Actuals	Year-End \$ Over / Under Adjusted Budget	Year-End % Over / Under Adjusted Budget
Capital Improvement Projects	4.93	1.08	3.85	78.2 %
City Administrator	4.67	2.71	1.96	42.0 %
City Auditor	0.04	—	0.04	95.5 %
Economic and Workforce Development Department	0.11	0.05	0.06	54.1 %
Finance Department	0.08	0.01	0.07	90.6 %
Human Services Department	12.90	9.07	3.83	29.7 %
Non Departmental and Port	0.84	0.55	0.29	34.3 %
Oakland Parks and Recreation Department	0.13	—	0.13	100.0 %
Oakland Public Works Department	33.89	27.29	6.60	19.5 %
Total Expenditures	57.59	40.76	16.83	29.2 %

**The adjusted budget includes Council Budget Amendments and Carryforwards*

Fund Balance - FY 2024-25 revenues ended the year at \$33.85 million. Expenditures ended the year at \$40.76 million. This results in a current year estimated operating shortfall of \$6.91 million. As a result, the estimated available fund balance in Measure Q Fund (2244) is expected to decrease from the FY 2024-25 Audited Beginning Fund Balance of \$26.55 million to the Estimated Ending Fund Balance of \$19.64 million at year end.

Table 35: FY 2024-25 Measure Q Year-End Fund Balance (\$ in millions)

MEASURE Q (2244)	FY 2024-25 Q4 Year-End Audited Actuals
Beginning Fund Balance - Audited	26.55
Revenue	33.85
Expenditures	40.76
Estimated Current Year Surplus/(Shortfall)	(6.91)
Estimated Ending Fund Balance	19.64

Landscaping and Lighting Assessment District (LLAD) Fund (2310)

The Landscaping and Lighting Assessment District (LLAD) Fund (2310) revenue is generated through a direct benefit assessment, or special assessment and is restricted by statute to be used for street lighting, landscaping, public parks and recreation facility maintenance, and multi-use fields.

Revenues - FY 2024-25 revenue collections in the LLAD fund ended the year at \$19.15 million, which is \$0.83 million or 4.1% under the Adjusted Budget of \$19.98 million. The Adjusted Budget assumes \$0.22 million in use of fund balance to support carryforward expenditures. The actual LLAD Tax ended the year at \$19.42 million, which is \$0.04 million or 0.2% under budget.

Table 36: FY 2024-25 Landscaping and Lighting Assessment District (LLAD) Fund Revenue (\$ in millions)

Revenue Category	FY 2024-25 Adjusted Budget	FY 2024-25 Q4 Year-End Audited Actuals	Year-End \$ Over / Under Adjusted Budget	Year-End % Over / Under Adjusted Budget
Local Tax	19.47	19.42	(0.04)	(0.2)%
Licenses & Permits	0.08	0.04	(0.04)	(45.8)%
Interest Income	—	—	—	— %
Service Charges	0.21	—	(0.21)	(100.0)%
Grants & Subsidies	—	—	—	— %
Miscellaneous Revenue	—	(0.32)	(0.32)	— %
Project Offsets & Carryforwards	0.22	—	(0.22)	(100.0)%
Total Revenue	19.98	19.15	(0.83)	(4.1)%

**The adjusted budget includes Council Budget Amendments and Carryforwards*

Expenditures - FY 2024-25 year-end expenditures came in at \$16.62 million, which is a savings of \$3.36 million, when compared to the Adjusted Budget of \$19.98 million.

Table 37: FY 2024-25 Landscaping and Lighting Assessment District (LLAD) Fund Expenditures (\$ in millions)

Agency / Department	FY 2024-25 Adjusted Budget	FY 2024-25 Q4 Year-End Audited Actuals	Year-End \$ Over / Under Adjusted Budget	Year-End % Over / Under Adjusted Budget
Department of Transportation	2.56	2.44	0.12	4.7 %
Finance Department	0.04	0.02	0.03	62.6 %
Non Departmental and Port	3.27	2.41	0.86	26.2 %
Oakland Parks and Recreation Department	9.87	9.87	—	— %
Oakland Public Works Department	4.24	1.89	2.36	55.6 %
Total Expenditures	19.98	16.62	3.36	16.8 %

**The adjusted budget includes Council Budget Amendments and Carryforwards*

Fund Balance - FY 2024-25 revenues ended the year at \$19.15 million. Expenditures ended the year at \$16.62 million. This results in a current year estimated operating surplus of \$2.53 million. As a result, the estimated available fund balance in the Landscaping and Lighting Assessment District Fund (2310) is expected to increase from the Audited Beginning Fund Balance of negative \$0.59 million to the Estimated Ending Fund Balance of \$1.94 million at year end.

Table 38: FY 2024-25 Landscaping and Lighting Assessment District (LLAD) Fund Balance (\$ in millions)

Landscaping & Lighting Assess. District Fund (LLAD) (2310)	FY 2024-25 Q4 Year-End Audited Actuals
Beginning Fund Balance - Audited	(0.59)
Revenue	19.15
Expenditures	16.62
Estimated Current Year Surplus/(Shortfall)	2.53
Estimated Ending Fund Balance	1.94

INTERNAL SERVICE FUNDS (4xxx)

The use of internal service funds as a component of the City's cost allocation framework is an acceptable practice provided that the City complies with Federal guidelines, Generally Accepted Accounting Principles (GAAP), audit standards, and maintains a positive balance. Per federal cost allocation guidelines and regulations, internal service fund cannot be used for the acquisition of capital assets nor can the City use them to build significant capital or operating reserve balances.

The Electronic Code of Federal Regulations (eCFR), specifically 2 CFR 200.439, governs Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards. These regulations dictate that capital acquisition costs cannot be included as an indirect cost to federal grants. These funds represent a cost allocated charge under these federal regulations. As such, capital acquisitions, such a land acquisition, building improvements that materially increase the building's value or useful life, or vehicle purchases; must be directly funded from eligible sources.

Below are links to regulatory guidelines and audit findings on this matter.

Guidance regarding direct and indirect cost is located here:

<https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-E/subject-group-ECFRd93f2a98b1f6455>

Specific Guidance for Local Governments is here:

<https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-E/subject-group-ECFRd41a10959e1acab>

Guidance regarding Capital Acquisitions is here:

[§ 200.439 Equipment and other capital expenditures](#)

This City has had past Audit Findings of Material Weakness its use of Internal Service Funds. The 2009 Single Audit Report notes the following from the City's Independent Financial Auditor. "If it is determined that the City does not intend to or cannot recover the full cost of providing goods or services within a reasonable period of time, then the use of internal service funds is no longer appropriate under GAAP and should not be used..." This finding relates to accumulated negative fund balances in Internal Services Funds.

The linked [negative funds report](#) produced in Fall 2009 indicated that by June 2008, the City had accumulated negative balances in its exceeding \$52 million in its Internal Service Funds. This is especially notable especially given these negative balances existed prior to the Great Recession of 2008 and substantially impaired the City's ability to deal with that fiscal crisis. As of this report, City's Internal Service Funds closed with a collective positive balance of just over \$6 million which reflects the positive diligent work of policy-makers, administrators, and finance

staff since 2008. The City must maintain compliance with Federal guidelines and fiscal best practices going forward.

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Equipment Fund (4100)

The Equipment Fund (4100) is reported on a modified full accrual basis to reflect current assets and liabilities. The Fund supports the Citywide function for maintenance of City-owned equipment.

Revenues - FY 2024-25, revenue collections in the Equipment Fund ended the year at \$9.91 million, which is \$36.32 million or 78.6% under the FY 2024-25 Adjusted Budget of \$46.23 million. The Adjusted Budget assumes \$2.87 million in use of fund balance to balance expenditures as adopted in the budget, and \$13.57 million in use of fund balance to balance carryforward expenditures. Any revenue received in excess of expenditures incurred through this fiscal year is being returned to the source and is reflected as part of the Miscellaneous Revenue in the table below.

Table 39: FY 2024-25 Equipment Fund Revenues (\$ in millions)

Revenue Category	FY 2024-25 Adjusted Budget	FY 2024-25 Q4 Year-End Audited Actuals	Year-End \$ Over / Under Adjusted Budget	Year-End % Over / Under Adjusted Budget
Licenses & Permits	0.07	—	(0.07)	(100.0)%
Internal Service Funds	29.23	34.78	5.54	19.0 %
Miscellaneous Revenue	0.48	(26.90)	(27.39)	(5675.3)%
Transfers from Fund Balance	2.87	—	(2.87)	(100.0)%
Project Offsets & Carryforwards	13.57	—	(13.57)	(100.0)%
Total Revenue	46.23	9.91	(36.32)	(78.6)%

Expenditures - FY 2024-25 expenditures ended the year at \$37.45 million, which is a savings of \$8.30 million, compared to the Adjusted Budget of \$45.75 million. The savings are primarily due to underspending in personnel costs.

Table 40: FY 2024-25 Equipment Fund Expenditures (\$ in millions)

Agency / Department	FY 2024-25 Adjusted Budget	FY 2024-25 Q4 Year-End Audited Actuals	Year-End \$ Over / Under Adjusted Budget	Year-End % Over / Under Adjusted Budget
Fire Department	0.05	0.05	—	6.4 %
Non Departmental and Port	2.37	1.72	0.64	27.2 %
Oakland Public Works Department	43.33	35.60	7.73	17.8 %
Total	45.75	37.45	8.30	18.1 %

Fund Balance - FY 2024-25 revenues ended the year at \$9.91 million. Expenditures ended the year at \$37.45 million. This results in a current year estimated operating shortfall of \$27.54 million. Therefore, the estimated available fund balance in the Equipment Fund (4100) decreased to \$10.27 million in FY 2024-25.

Table 41: FY 2024-25 Equipment Fund Year-End Available Fund Balance (\$ in millions)

Equipment Fund (4100)	FY 2024-25 Q4 Year-End Audited Actuals
Beginning Fund Balance - Audited	37.81
Revenue	9.91
Expenditures	37.45
Estimated Current Year Surplus/(Shortfall)	(27.54)
Subtotal Fund Balance	10.27

Regulatory Compliance and Use of Funds

As stated above, the Equipment Services Fund covers the costs associated with the maintenance, upkeep, and fueling of the City's motorized fleet. This includes staff salaries and benefits, maintenance and fueling equipment, and parts and supplies. However, per federal cost allocation guidelines and regulations, this fund cannot be used for the acquisition of capital assets such as vehicles.

The Electronic Code of Federal Regulations (eCFR), specifically 2 CFR 200.439, governs Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards. These regulations dictate that capital acquisition costs cannot be included as an indirect cost to federal grants. This fund, which generates charges (e.g. master lease debt service or outright vehicle purchases) billed to other funds, represents an indirect charge under these federal regulations. As such, capital acquisitions, such as vehicle purchases, must be directly funded from eligible sources.

Below are links to regulatory guidelines and audit findings on this matter.

- [eCFR :: 2 CFR 200.439 -- Equipment and other capital expenditures.](#)
- [Oakland Single Audit Report](#) (with citation and findings)

City Facilities Fund (4400)

The Facilities Fund (4400) is reported on a modified full accrual basis to reflect current assets and liabilities. The Fund supports the Citywide function for building maintenance and janitorial services of City-owned facilities. Revenues are generated by charges to internal user departments.

Revenues - Revenue collections in the City Facilities Fund ended the year at \$53.01 million, which is \$5.76 million or 9.8% under the FY 2024-25 Adjusted Budget of \$58.76 million. The Adjusted Budget assumes \$7.57 million in use of fund balance to balance carryforward expenditures. The actual internal service fund revenue came in at \$50.14 million which is at budget.

Table 42: FY 2024-25 City Facilities Fund Revenues (\$ in millions)

Revenue Category	FY 2024-25 Adjusted Budget	FY 2024-25 Q4 Year-End Audited Actuals	Year-End \$ Over / Under Adjusted Budget	Year-End % Over / Under Adjusted Budget
Interest Income	—	0.47	0.47	— %
Service Charges	0.55	0.71	0.16	29.1 %
Internal Service Funds	50.14	50.14	—	— %
Miscellaneous Revenue	0.50	1.69	1.19	236.6 %
Project Offsets & Carryforwards	7.57	—	(7.57)	(100.0)%
Total Revenue	58.76	53.01	(5.76)	(9.8)%

**The adjusted budget includes Council Budget Amendments and Carryforwards*

Expenditures - FY 2024-25 expenditures ended the year at \$48.93 million, which is a savings of \$9.33 million, compared to the Adjusted Budget of \$58.26 million. The savings are primarily due to underspending in personnel costs.

Table 43: FY 2024-25 City Facilities Fund Expenditures (\$ in millions)

Agency / Department	FY 2024-25 Adjusted Budget	FY 2024-25 Q4 Year-End Audited Actuals	Year-End \$ Over / Under Adjusted Budget	Year-End % Over / Under Adjusted Budget
Capital Improvement Projects	1.84	0.23	1.61	87.6 %
City Administrator	0.43	0.28	0.15	34.5 %
Human Resources Management Department	—	—	—	— %
Human Services Department	0.68	0.66	0.02	2.6 %
Non Departmental and Port	1.72	0.04	1.68	97.5 %
Oakland Parks and Recreation Department	—	0.43	(0.43)	— %
Oakland Public Works Department	53.58	47.28	6.30	11.8 %
Police Department	0.01	0.01	—	5.7 %
Total	58.26	48.93	9.33	16.0 %

**The adjusted budget includes Council Budget Amendments and Carryforwards*

Fund Balance - FY 2024-25 revenues ended the year at \$53.01 million. Expenditures ended the year at \$48.93 million. This results in a current year estimated operating surplus of \$4.07 million. As a result, the estimated available fund balance in the Facilities Fund (4400) increased from \$— million to \$4.07 million in FY 2024-25.

Table 44: FY 2024-25 Facilities Fund Year-End Available Fund Balance (\$ in millions)

City Facilities Fund (4400)	FY 2024-25 Q4 Year-End Audited Actuals
Beginning Fund Balance - Audited	—
Revenue	53.01
Expenditures	48.93
Estimated Current Year Surplus/(Shortfall)	4.07
Estimated Ending Fund Balance	4.07

Table 45: FY 2024-25 All Other Funds Year-End Available Fund Balances (\$ in Millions)

Fund	Audited Beginning Fund Balance P01-25	FY25 Audited Revenues	FY25 Audited Expenditures	Encumbrances	Net Effect on Fund Balance	Recommended Carryforward	FY24-25 Unaudited Available Ending Fund Balance
1020 - Vital Services Stabilization Fund	0.50	0.02	0.50	-	-	-	-
1030 - Measure HH (SSBDT)	11.65	6.67	11.60	0.49	6.24	3.88	0.12
1150 - Worker's Compensation Insurance Claims	(0.00)	1.54	1.54	1.13	(1.13)	-	(1.13)
1700 - Mandatory Refuse Program	(1.09)	4.09	1.96	0.00	1.05	0.08	2.03
1710 - Recycling Program	5.14	6.92	5.74	0.20	6.12	0.21	5.32
1720 - Comprehensive Clean-up	(1.96)	26.38	19.68	0.21	4.52	-	(1.39)
1750 - Multipurpose Reserve	(8.87)	6.79	6.51	0.01	(8.60)	-	(6.95)
1760 - Telecommunications Reserve	(1.24)	0.87	1.13	0.01	(1.51)	-	(1.51)
1770 - Telecommunications Land Use	1.93	1.69	0.88	0.00	2.74	-	2.74
1780 - Kid's First Oakland Children's Fund	18.74	24.80	16.41	6.82	20.32	17.07	3.25
1820 - OPRCA Self Sustaining Revolving Fund	2.80	6.19	6.97	0.05	1.97	-	1.97
1870 - Affordable Housing Trust Fund	37.49	15.61	38.13	0.65	14.32	12.04	(8.38)
1871 - Jobs Housing Impact Fee Fund	7.15	4.58	0.72	-	11.01	13.18	1.80
1872 - Affordable Housing Impact Fee Fund	9.50	7.53	6.54	-	10.50	14.73	1.46
1882 - Multi Service Center/Rent	0.11	0.00	0.01	0.01	0.09	0.10	(0.01)
1885 - 2011A-T Subordinated Housing	23.87	0.13	(0.89)	-	24.89	3.12	21.77

Fund	Audited Beginning Fund Balance P01-25	FY25 Audited Revenues	FY25 Audited Expenditures	Encumbrances	Net Effect on Fund Balance	Recommended Carryforward	FY24-25 Unaudited Available Ending Fund Balance
2102 - Department of Agriculture	(0.48)	1.01	0.61	0.14	(0.22)	8.77	(8.99)
2103 - HUD-ESG/SHP/HOPWA	(12.82)	15.73	11.51	15.22	(23.82)	7.32	(31.08)
2108 - HUD-CDBG	(4.83)	7.60	7.33	0.07	(4.63)	10.45	(15.07)
2109 - HUD-Home	1.53	4.34	1.49	-	4.39	25.02	(20.63)
2112 - Department of Justice	(2.14)	1.85	1.89	0.81	(2.99)	2.92	(5.91)
2120 - Federal Action Agency	(0.16)	0.46	0.31	0.00	(0.01)	0.72	(0.73)
2123 - US Dept of Homeland Security	(0.62)	1.09	1.33	0.08	(0.94)	1.65	(2.59)
2124 - Federal Emergency Management Agency (FEMA)	(0.61)	1.94	9.77	0.66	(9.10)	21.05	(30.14)
2128 - Department of Health and Human Services	(2.18)	16.68	16.44	1.43	(3.37)	23.96	(27.33)
2138 - California Department of Education	6.99	3.21	5.40	0.18	4.62	(0.00)	4.62
2139 - California Department of Conservation	(4.71)	5.40	1.07	0.09	(0.47)	6.28	(6.75)
2144 - California Housing and Community Development	1.78	40.64	50.82	0.08	(8.48)	67.25	(75.73)
2152 - California Board of Corrections	0.28	5.87	6.32	1.22	(1.39)	7.51	(8.91)
2159 - State of California Other	(14.71)	52.21	61.15	31.26	(54.90)	99.57	(156.13)
2160 - County of Alameda: Grants	0.70	1.24	1.02	0.11	0.81	1.76	(1.02)
2172 - Alameda County: Vehicle Abatement Authority	(0.21)	0.37	0.07	0.06	0.03	-	0.03
2190 - Private Grants	0.11	0.50	0.32	0.02	0.28	0.34	(0.07)

Fund	Audited Beginning Fund Balance P01-25	FY25 Audited Revenues	FY25 Audited Expenditures	Encumbrances	Net Effect on Fund Balance	Recommended Carryforward	FY24-25 Unaudited Available Ending Fund Balance
2195 - Workforce Investment Act	1.16	3.91	3.94	0.02	1.12	4.10	(2.99)
2215 - Measure F - Vehicle Registration Fee	3.36	1.90	1.91	0.65	2.70	1.37	0.41
2218 - Measure BB - Local Streets and Roads	43.87	29.63	42.42	12.24	18.84	15.25	(18.10)
2219 - Measure BB - Bike and Pedestrian	5.81	3.11	4.43	0.42	4.06	2.62	1.41
2220 - Measure BB - Paratransit	4.60	3.42	3.70	0.38	3.95	2.61	1.33
2230 - State Gas Tax	2.36	12.05	11.96	1.27	1.18	0.16	(1.54)
2232 - Gas Tax RMRA	9.48	12.25	10.00	0.58	11.15	1.99	(1.12)
2241 - Measure Q-Library Services Retention & Enhancement	8.78	20.33	23.87	0.73	4.51	0.60	3.66
2243 - Measure D - Parcel Tax to Maintain, Protect & Improve Library Services	10.34	16.60	18.35	0.62	7.97	0.10	6.61
2244 - Measure Q - Parks & Recreation Preservation, Litter Reduction, and Homelessness Support Act	26.55	33.85	40.76	5.22	14.42	5.24	6.59
2250 - Measure N: Fund	0.89	2.16	2.10	0.07	0.88	0.27	0.62
2252 - Measure Z - Violence Prevention and Public Safety Act of 2014	9.10	26.39	33.19	4.87	(2.57)	1.60	(4.17)
2253 - Oakland Zoo Fund	0.23	0.97	0.01	-	1.19	0.00	1.19
2261 - Measure AA - Oversight	6.40	3.41	0.72	1.35	7.74	5.94	(0.28)

Fund	Audited Beginning Fund Balance P01-25	FY25 Audited Revenues	FY25 Audited Expenditures	Encumbrances	Net Effect on Fund Balance	Recommended Carryforward	FY24-25 Unaudited Available Ending Fund Balance
2262 - Measure AA - Early Education	19.46	28.98	24.23	-	24.21	19.37	4.84
2263 - Measure AA - Oakland Promise	8.47	14.38	12.77	-	10.08	7.75	2.09
2264 - Measure AA - First 5	(0.26)	1.15	2.99	0.00	(2.09)	3.61	(5.70)
2270 - Vacant Property Tax Act Fund	2.51	7.56	6.74	0.22	3.11	0.13	1.72
2310 - Lighting and Landscape Assessment District	(0.59)	19.15	16.62	0.10	1.84	0.03	2.58
2330 - Werner Court Vegetation Mgmt District	0.07	0.01	0.00	-	0.08	-	0.08
2331 - Wood Street Community Facilities District	0.58	0.13	0.09	-	0.62	0.02	0.60
2332 - Gateway Industrial Park	1.37	1.12	0.36	0.15	1.98	1.51	0.47
2333 - Brooklyn Basin CFD 2017-	0.60	0.25	0.11	0.01	0.73	-	0.73
2411 - False Alarm Reduction Program	(3.99)	(0.77)	(1.46)	0.09	(3.40)	-	(3.16)
2412 - Measure M - Alameda County: Emergency Dispatch Service Supplemental Assessment	1.26	2.71	2.79	0.03	1.14	0.77	0.34
2413 - Rent Adjustment Program Fund	(1.05)	10.20	9.03	0.07	0.05	(0.00)	0.06
2415 - Development Service Fund	104.90	68.39	82.66	16.29	74.33	8.90	14.61
2416 - Traffic Safety Fund	(0.04)	0.61	0.79	0.01	(0.23)	-	(0.23)
2417 - Excess Litter Fee Fund	1.93	0.80	0.61	0.17	1.96	-	1.96
2419 - Measure C: Transient	0.57	4.54	4.29	0.00	0.82	1.23	(0.41)

Fund	Audited Beginning Fund Balance P01-25	FY25 Audited Revenues	FY25 Audited Expenditures	Encumbrances	Net Effect on Fund Balance	Recommended Carryforward	FY24-25 Unaudited Available Ending Fund Balance
Occupancy Tax (TOT) Surcharge							
2420 - Transportation Impact Fee	10.56	0.69	1.47	4.33	5.45	2.10	3.10
2421 - Capital Improvements Impact Fee Fund	5.50	0.40	1.46	0.07	4.37	4.59	(0.21)
2430 - Lead Settlement 2022	5.15	0.24	0.14	-	5.25	4.40	0.26
2826 - Mortgage Revenue	3.13	0.22	0.05	0.02	3.28	1.58	0.34
2830 - Low and Moderate Income Housing Asset Fund	27.31	3.41	13.82	0.03	16.87	16.88	(0.01)
2990 - Public Works Grants	(0.96)	0.33	0.33	-	(0.96)	(0.00)	(0.96)
2994 - Social Services Grants	0.53	1.44	0.75	0.02	1.21	1.33	(0.07)
2996 - Parks and Recreation Grants 2001	0.18	0.07	-	0.05	0.21	0.08	0.13
2999 - Miscellaneous Grants	9.18	3.41	4.36	4.48	3.76	9.60	(5.91)
3100 - Sewer Service Fund	296.17	80.78	65.16	42.08	85.25	35.72	22.40
3200 - Golf Course	(0.09)	1.43	0.87	-	(0.16)	2.17	(2.33)
4100 - Equipment	37.81	9.91	34.16	2.18	19.82	9.36	8.51
4200 - Radio / Telecommunications	2.29	5.65	10.74	0.49	2.27	0.71	1.54
4210 - Telephone Equipment and Software	(1.10)	2.15	1.95	0.01	(1.00)	-	(1.06)
4300 - Reproduction	(0.45)	1.25	1.58	0.30	0.32	-	0.17
4400 - City Facilities	(21.04)	53.00	49.80	3.96	3.41	2.63	0.03
4450 - City Facilities Energy Conservation Projects	(0.06)	(0.01)	0.04	-	-	-	-
4500 - Central Stores	(0.75)	0.65	0.61	0.00	(0.04)	-	(0.04)

Fund	Audited Beginning Fund Balance P01-25	FY25 Audited Revenues	FY25 Audited Expenditures	Encumbrances	Net Effect on Fund Balance	Recommended Carryforward	FY24-25 Unaudited Available Ending Fund Balance
4510 - Personnel Management	-	16.73	13.60	0.06	3.07	3.02	(0.02)
4550 - Purchasing	(3.24)	7.00	6.21	0.03	1.06	0.51	0.01
4600 - Information Technology	24.00	27.45	23.31	5.49	15.01	5.86	2.06
5322 - Measure DD: 2017C Clean Water, Safe Parks & Open Space Trust for Oakland	10.52	0.53	0.55	0.73	9.78	7.62	2.16
5331 - Measure KK: Affordable Housing (GOB 2017A-2 Taxable)	10.03	0.44	1.10	-	-	-	-
5332 - Measure KK: Infrastructure Series 2020B-1 (Tax Exempt)	14.12	(0.25)	5.66	-	-	-	-
5333 - Measure KK: Affordable Housing Series 2020B-2 (Taxable)	16.40	0.76	2.86	-	-	-	-
5335 - Measure KK: Infrastructure Series 2022C-1 (Tax Exempt)	95.63	4.35	41.47	26.34	32.16	30.66	16.10
5337 - Measure KK: Series 2023 GOB	37.05	1.58	15.10	-	-	-	-
5340 - Measure U: Infrastructure GOB Series 2023A-1 (Tax Exempt)	30.94	1.37	9.14	-	-	-	-
5341 - Measure U: Affordable Housing GOB Series 2023A-2 (Taxable)	64.75	2.60	36.43	-	30.92	26.45	4.47
5500 - Municipal Capital Improvement	(3.33)	(0.16)	-	-	-	-	-
5505 - Municipal Capital	3.64	0.26	0.21	0.08	3.60	1.64	1.56

Fund	Audited Beginning Fund Balance P01-25	FY25 Audited Revenues	FY25 Audited Expenditures	Encumbrances	Net Effect on Fund Balance	Recommended Carryforward	FY24-25 Unaudited Available Ending Fund Balance
Improvement: Public Arts							
5510 - Capital Reserves	1.22	0.06	0.19	-	-	-	-
5610 - Central District Projects	20.42	0.58	1.65	0.11	19.24	4.48	12.58
5614 - Central District: TA Bonds Series 2006T	12.96	1.83	2.10	0.05	12.63	5.78	6.85
5638 - BMSP: TA Bond Series 2006C-T	0.44	0.02	0.02	-	0.44	0.12	0.32
5643 - Central City East TA Bonds Series 2006A-T (Taxable)	16.94	0.45	0.29	0.01	17.09	7.86	11.96
5650 - Coliseum Projects	4.97	0.06	(0.93)	0.29	5.67	2.78	2.78
5656 - Coliseum: TA Bonds Series 2006B-T (Taxable)	26.21	0.38	1.69	1.08	23.83	3.31	17.67
5671 - OBRA: Leasing & Utility	56.15	3.71	2.11	0.08	57.68	2.53	54.54
5999 - Miscellaneous Capital Projects	4.61	1.13	2.09	0.10	3.56	13.18	(9.62)
6013 - 2013 LED Streetlight Acquisition Lease Financing	0.01	1.39	1.43	-	(0.03)	0.01	(0.04)
6029 - Taxable Pension Obligation Bonds: 2012 Series- PFRS	9.34	51.68	54.08	-	6.94	0.01	6.92
6064 - GO Refunding Bonds, Series 2015A	1.59	7.22	5.51	-	3.30	0.02	3.29
6322 - Measure DD: 2017C Clean Water, Safe Parks & Open Space Trust for Oakland	0.59	1.71	1.45	-	0.86	0.01	0.84

Fund	Audited Beginning Fund Balance P01-25	FY25 Audited Revenues	FY25 Audited Expenditures	Encumbrances	Net Effect on Fund Balance	Recommended Carryforward	FY24-25 Unaudited Available Ending Fund Balance
6330 - Measure KK: 2017A-1 (TE) Infrastructure and Affordable Housing	1.50	2.50	2.24	-	1.75	0.01	1.74
6331 - Measure KK: 2017A-2 (Taxable) Infrastructure and Affordable Housing	1.13	4.71	4.13	-	1.71	0.01	1.70
6332 - Measure KK: 2020B-1GOB	2.61	4.44	3.94	-	3.11	0.02	3.10
6333 - Measure KK: 2020B-2 GOB	1.31	5.21	4.96	-	1.57	0.02	1.55
6334 - 2020 GOB Refunding	(0.70)	8.84	5.80	-	2.35	0.01	2.34
6335 - Measure KK: Infrastructure Series 2022C-1 GOB (Tax Exempt)	23.56	10.83	24.21	-	10.18	0.02	10.16
6337 - Measure KK: Infrastructure Series 2023D GOB (Tax- Exempt)	4.87	0.29	2.81	-	2.36	0.01	2.35
6340 - Measure U: Infrastructure Series 2023 A-1 GOB (Tax- Exempt)	3.49	0.22	1.76	-	1.96	0.02	1.94
6341 - Measure U: Affordable Housing GOB Series 2023A-2 (Taxable)	13.75	3.03	12.93	-	3.86	0.02	3.84
6540 - Skyline Sewer District - Redemption	0.04	0.00	-	-	-	-	-
6557 - Piedmont Pines P1 2018 Reassessment Refunding Bond	0.23	0.12	0.10	-	0.26	0.03	0.22
6587 - 2012 Refunding Reassessment Bonds-Debt Service	0.58	(0.03)	0.36	-	-	-	-

Fund	Audited Beginnin g Fund Balance P01-25	FY25 Audited Revenues	FY25 Audited Expenditu res	Encumbr ances	Net Effect on Fund Balance	Recomme nded Carryforw ard	FY24-25 Unaudited Available Ending Fund Balance
6613 - JPFA Lease Revenue Refunding Bonds, Series 2018	(0.01)	8.34	8.32	-	0.00	0.01	(0.01)
7100 - Police and Fire Retirement System	450.01	79.26	52.62	0.00	476.65	-	468.06
7130 - Employee Deferred Compensation	(0.00)	(0.00)	0.00	-	-	-	-
7320 - Police and Fire Retirement System Refinancing Annuity Trust	30.19	(4.85)	-	-	25.34	-	25.34
7540 - Oakland Public Library Trust	1.43	0.12	0.14	0.03	1.38	0.97	0.41
7760 - Grant Clearing	(11.31)	(0.54)	(5.24)	1.48	(8.09)	-	(8.09)
7999 - Miscellaneous Trusts	2.97	0.70	0.19	0.00	3.48	1.83	1.65

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City Attorney**OAKLAND CITY COUNCIL**
ORDINANCE NO. 13487 C.M.S.**ORDINANCE AMENDING THE CITY OF OAKLAND
CONSOLIDATED FISCAL POLICY**

WHEREAS, the City Council adopted Ordinance No. 13279, known as the Consolidated Fiscal Policy, on December 9, 2014; and,

WHEREAS, the Government Finance Officers Association (GFOA) recommends that local governments adopt formal policies in the areas of financial management, planning, revenues, and expenditures; and

WHEREAS, the Consolidated Fiscal Policy sets forth guidelines for budget balancing, use of volatile revenues, use of one-time revenues, process for carryforward appropriations, long-term financial planning, and transparency & public participation; and

WHEREAS, the Consolidated Fiscal Policy establishes reserve funds for emergencies, insurmountable and unanticipated hardship, and for capital improvement; and

WHEREAS, the Consolidated Fiscal Policy establishes a reserve fund to stabilize the provision of vital services, and protect against service reductions, layoffs, furloughs, and similar measures in times of economic hardship; and

WHEREAS, the Consolidated Fiscal Policy provides for accelerated debt repayment and pay-down of unfunded long-term obligations; and

WHEREAS, City staff recommends the definition of excess Real Estate Transfer Tax should be modified based on historical experience; and

WHEREAS, the Consolidated Fiscal Policy will include the policies on budgeting practices, reserve funds, and budget process, fiscal planning, transparency, and public participation; now, therefore

THE COUNCIL OF THE CITY OF OAKLAND DOES ORDAIN AS FOLLOWS:

Section 1. The Council does find, determine and declare the foregoing recitals to be true and correct and hereby adopts and incorporates them into this Ordinance.

Section 2. The City of Oakland Consolidated Fiscal Policy is hereby, amended, approved, and adopted in the form attached hereto as Exhibit 1.

Section 3. In conformance with best practice and sound financial management, the City shall continue to separately maintain and submit on an as needed basis to the City Council, statements of the City's Debt Policy and Investment Policy.

IN COUNCIL, OAKLAND, CALIFORNIA, MAY 15 2018

PASSED BY THE FOLLOWING VOTE:

AYES- BROOKS, CAMPBELL WASHINGTON, GALLO, GIBSON MCELHANEY, GUILLEN, KALB, KAPLAN, ~~AND PRESIDENT~~ -7

NOES- ~~0~~

ABSENT- ~~0~~

ABSTENTION- ~~0~~

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ATTEST: 

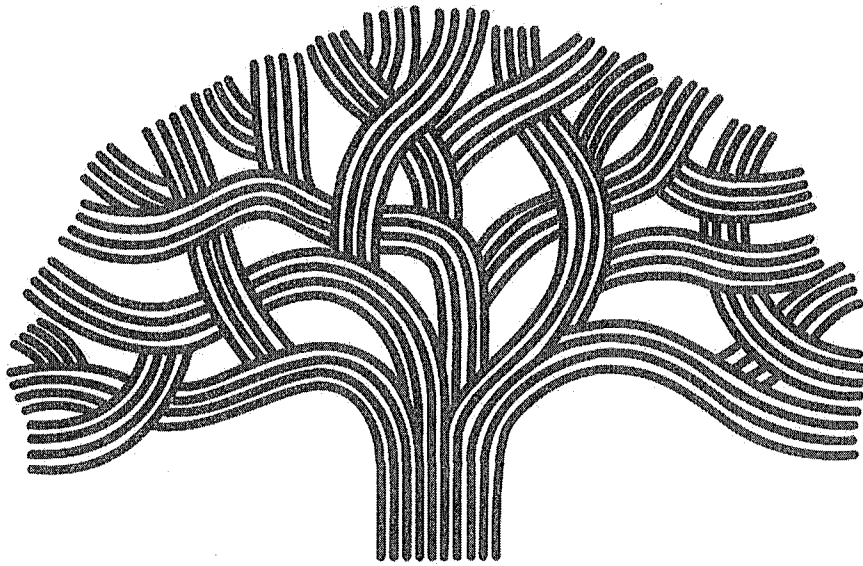
LaTohda Simmons
City Clerk and Clerk of the Council
of the City of Oakland, California

Introduction Date

MAY 01 2018

CITY OF OAKLAND

CONSOLIDATED FISCAL POLICY



Section 1. Budgeting Practices

Part A. General Provisions

The City's Fiscal Year shall begin on July 1st of each year and end on June 30th of the subsequent year. The City shall adopt a two-year biennial policy budget by June 30th of odd-numbered calendar years. The City shall amend its biennial policy budget (midcycle) by June 30th of even-numbered years. The budget and midcycle amendments shall be adopted by resolution of the City Council as required by the City Charter.

Part B. Policy on Balanced Budgets

The City shall adopt a balanced budget that limits appropriations to the total of estimated revenues and unallocated fund balances projected to be available at the close of the current fiscal year. The City Administrator shall be responsible for ensuring that the budget proposed to the City Council by the Mayor, adheres to the balanced budget policy.

This policy entails the following additional definitions and qualifications:

1. The budget must be balanced at an individual fund level.
2. City policies on reserve requirements for individual funds must be taken into account. The appropriated expenditures included in the balanced budget equation must include the appropriations necessary to achieve or maintain reserve targets.
3. Appropriated revenues can include transfers from unallocated fund balance where such fund balance is reasonably expected to exist by the end of the fiscal year preceding the year of the adopted budget. Transfers from fund balance are not to be counted as revenue if the fund balance is not reasonably expected to exist by the end of the fiscal year preceding the year of the adopted budget. (Note: The precise definition of 'fund balance' will vary from fund to fund, depending on the fund's characteristics and accounting treatment.)
4. Appropriated expenditures can include transfers to fund balance or to reserves.

From time to time the City Council may present changes in policy and consider additional appropriations that were not anticipated in the most recently adopted budget. Amendments by the City Council shall maintain a balanced budget.

Each fiscal year the City Administrator shall report to the City Council on actual revenues and expenditures in the General Purpose Fund and other funds as deemed necessary.

Part C. Use of Excess Real Estate Transfer Tax (RETT) Revenues

To ensure adequate levels of the General Purpose Fund reserves and to provide necessary funding for municipal capital improvement projects and one-time expenses, the City shall require that excess Real Estate Transfer Tax revenues be defined and used as follows:

1. The excess Real Estate Transfer Tax (RETT) revenue is hereby defined as any amount of projected RETT revenues that exceed 15% of General Purpose Fund Tax Revenues (inclusive of RETT).
2. The excess Real Estate Transfer Tax, as described in this section, shall be used in the following manner and appropriated through the budget process:
 - a. At least 25% shall be allocated to the Vital Services Stabilization Fund, until the value in such fund is projected to equal to 15% of total General Purpose Fund revenues over the coming fiscal year; and
 - b. At least 25% shall be used to fund debt retirement and unfunded long-term obligations such as negative fund balances, Police and Fire Retirement System (PFRS) unfunded liabilities, CalPERS pension unfunded liabilities, paid leave unfunded liabilities, and Other Post-Employment Benefits (OPEB) unfunded liabilities; and
 - c. The remainder shall be used to fund one-time expenses or to augment reserves.
3. Use of the excess RETT revenues for purposes other than those established in this section must be authorized by City Council resolution. The resolution shall explain the need for using excess RETT revenues for purposes other than those established in this section. The resolution shall also include steps the City will take to return to using excess RETT revenues pursuant to this section.
4. Following the completion of the annual audit, excess RETT revenues will be analyzed to determine whether the transfers to the Vital Services Stabilization Fund or expenditures to fund debt retirement and unfunded long-term obligations were sufficient. If insufficient funds were transferred, a true-up payment shall be made in the next fiscal year. If the transfers exceed the actual requirement, the amounts in excess may be credited against allocations in the next fiscal year.

Part D. Use of One-Time Revenues

1. One-time revenues are defined as resources that the City cannot reasonably expect to receive on an ongoing basis, such as proceeds from asset sales and debt refinancing. This part shall not apply to the use of excess RETT revenues pursuant to Section 1. Part C.
2. Fiscal prudence requires that any unrestricted one-time revenues be used for one-time expenses. Therefore, one-time revenues shall be used in the following manner, unless they are legally restricted to other purposes: to fund one-time expenditures, to fund debt retirement and unfunded long-term obligations such as negative fund balances, Police and Fire Retirement System (PFRS) unfunded liabilities, CalPERS pension unfunded liabilities, paid leave unfunded liabilities, and Other Post-Employment Benefits (OPEB) unfunded liabilities; or shall remain as fund balance.

3. Use of one-time revenues for purposes other than those established in in this section must be authorized by City Council resolution. The resolution shall explain the need for using one-time revenues for purposes other than those established in this section. The resolution shall also include steps the City will take to return to using one-time revenues pursuant to this section.

Part E. Use of Unassigned General Purpose Fund Balance

Any unassigned General Purpose Fund balance, as projected in the 3rd Quarter Revenue and Expenditure Report, and not budgeted for other purposes, shall be used in accordance with Section 1, Part D.

Part F. Analysis of Funding for Debt or Unfunded Long-Term Obligations From Certain Revenues

When excess RETT or other one-time revenues are used to fund accelerated debt retirement or unfunded long-term obligations, the City Administrator shall present his or her analysis and recommendations to the Council based on the best long-term financial interest of the City.

Part G. Criteria for Project Carryforwards and Encumbrances

Previously approved but unspent project appropriations ("carryforwards") and contingent liability reserves for current purchases or contracts that are paid in the following fiscal year ("encumbrances") are financial obligations against reserves. Fiscal prudence requires that such obligations be limited.

Each fiscal year, the Finance Department will submit a list of eligible carryforwards and encumbrances to all departments for evaluation for all funds, including the General Purpose Fund. Departments may request to retain some or all carryforwards and encumbrances when such balances are:

1. Deemed essential to the delivery of active city projects, programs and services; or
2. If the liquidation of such balances would be in violation of legislative or legal requirements.

A departmental request to retain project carryforwards and/or encumbrances must be submitted to the Finance Department. Departments shall provide specific reasons for requested project carryforwards and encumbrance carryforwards, including, but not limited to, those reasons outlined above. Carryforward of project appropriations in funds with negative balances will only be allowed on an exception basis.

The Finance Department will recommend to the City Administrator an action on the departmental requests. The City Administrator shall make a final determination on project carryforward and encumbrances, and will direct the Finance Department to make carryforwards

available to the appropriate department.

Part H. Grant Retention Clauses

Prior to the appropriation of revenues from any grant outside of the budget process, the City Council shall be informed of any retention clauses that require the City to retain grant-funded staff, services, programs, or operations beyond the term of the grant. The fiscal impacts of such retention clauses shall be disclosed. During the biennial budget process staff shall report to the Council the ongoing projected fiscal impacts of such retention clauses.

Part I. Alterations to the Budget

Substantial or material alterations to the adopted budget including shifting the allocation of funds between departments and substantial or material changes to funded service levels, shall be made by resolution of the City Council.

The Finance Department will include departmental expenditure projections for the General Purpose Fund in the Second Quarter Revenue & Expenditure Report. In the event that a department is projected to overspend in the General Purpose Fund by more than one percent (1%), the City Administrator shall bring an informational report to the City Council within 60 days following acceptance of the Revenue & Expenditure report by the City Council. The report shall list the actions the Administration is taking to bring the expenditures into alignment with the budget.

Part J. Transfers of Funds between accounts.

The City Administrator shall have the authority to transfer funds between personnel accounts, and between non-personnel accounts within a department. The City Administrator shall have the authority to transfer funds allocated to personnel accounts to non-personnel accounts within a department provided that cumulative transfers within one fiscal year do not exceed 5% of the original personnel account allocation of that department. The City Administrator shall have the authority to transfer funds from non-personnel accounts to personnel accounts within a department. The City Administrator shall have the authority to transfer funds allocated to personnel accounts to non-personnel accounts if the transfer is required to meet the conditions of or maximize the funding derived from a grant that has been approved by the City Council. For the purposes of this section accounts for the provision of temporary personnel services shall be considered personnel accounts.

Part K. Pay-Go Account Expenditures, Priority Project Fund Expenditures, and Grants

The City Council hereby finds and determines that it is in the public interest to spend Pay-go account fund to facilitate and support programs & services of the City of Oakland, capital improvement projects of the City of Oakland, and programs & capital improvement projects of the public schools and other public entities within the City of Oakland. The Council authorizes Pay-Go account funds to be used for the following purposes:

Capital Improvements:

1. To pay for or augment funding for a City of Oakland capital improvement project including planning and pre-construction services for projects such as, but not limited to, feasibility studies and design, landscaping, architectural and engineering services and all services and materials needed to construct a capital improvements such as, but not limited to, contractor services, lumber, concrete, gravel, plants and other landscape materials, fountains, benches, banners, signs, affixed artwork and any other design and decorative elements of the project; and
2. To provide a grant to a public school, including a school chartered by the State of California or Oakland Unified School District, or other public entity for use on capital improvement project within the City of Oakland, including planning and pre-construction services for projects such as, but not limited to, feasibility studies and design, landscaping, architectural and engineering services and all services and materials needed to construct a capital improvements such as, but not limited to, contractor services, lumber, concrete, gravel, plants and other landscape materials, fountains, benches, banners, signs, affixed artwork and any other design and decorative elements of the project; and

Furniture & Equipment:

3. To pay for or augment funding for purchase of furniture and equipment, including computer equipment and software, to be used by participants in a program operated by the City of Oakland; and
4. To provide a grant to a public school, including a school chartered by the State of California or Oakland Unified School District, or another public entity to be used for furniture and equipment, including computer equipment and software, to be used by participants in a program operated by the public school or public entity.

Pay-go purposes stated above shall operate as restrictions on Pay-go expenditures or Pay-go grants, regardless of the Pay-go account funding source.

Pay-go purposes stated above shall apply to any and all Pay-go expenditures or grants made by the Mayor and each City Councilmember. All Pay-go expenditures and grants shall be administered by the City Administrator on behalf of the city, and grant agreements shall be required for all such grants.

In accord with the City Council's motion approving the initial allocation of Councilmember Priority Project funds on June 8, 2006, the City Councilmembers must obtain City Council approval for all Priority Project expenditures.

All Priority Project fund grants approved by the City Council and shall be administered and executed by the City Administrator on behalf of the city, and grant agreements shall be required for all such grants.

Section 2. Reserve Funds

Part A. General Purpose Fund Emergency Reserve Policy

1. Council hereby declares that it shall be the policy of the shall City of Oakland maintain in each fiscal year a reserve equal to seven and one-half (7.5%) of the General Purpose Fund (Fund 1010) appropriations as adopted in the biennial or midcycle budget, and not including prior year carryforwards, encumbrances, or appropriations to Fund Balance for, such fiscal year (the "General Purpose Fund Emergency Reserve Policy"),
2. Each year, upon completion of the City's financial audited statements, the City Administrator shall report the status of the General Purpose Funds Emergency Reserve to the City Council and on the adequacy of the of the 7.5% reserve level. If in any fiscal year the General Purpose Fund Reserve Policy is not met, the City Administrator shall present to Council a strategy to meet the General Purpose Funds Emergency Reserve Policy. Each year, the City Administrator shall determine whether the 7.5% reserve level requires adjustment and recommend any changes to the City Council.
3. The amounts identified as the General Purpose Funds Emergency Reserve may be appropriated by Council only to fund unusual, unanticipated and seemingly insurmountable events of hardship of the City, and only upon declaration of fiscal emergency. For the purposes of this Ordinance, "fiscal emergency" may be declared (1) by the Mayor and approved by the majority of the City Council, or (2) by a majority vote of the City Council.
4. Prior to appropriating monies from the General Purpose Funds Emergency Reserve, the City Administrator shall prepare and present such analysis to the City Council. Upon review and approval of the proposed expenditure by the City Council, and appropriate fiscal emergency declaration necessary for the use of GPF reserve, the City Administrator will have the authority to allocate from the reserves.

Part B. Vital Services Stabilization Fund Reserve Policy

1. Council hereby declares that it shall be the policy of the City of Oakland to maintain a Vital Services Stabilization Fund (VSSF) with a target funding level of 15% of General Purpose Fund Revenues. The funding of the Vital Services Stabilization Fund shall be made pursuant to Section 1, Part C concerning excess Real Estate Transfer Tax.
2. In years when the City forecasts that total General Purpose Fund revenues will be less than the current year's revenues, or anytime significant service reductions, such as layoffs or furloughs, are contemplated due to adverse financial conditions, use of this fund must be considered to maintain existing services.
3. Use of the VSSF must be authorized by City Council resolution. The resolution shall explain the need for using the VSSF. The resolution shall also include steps the City will take in order to replenish the VSSF in future years.

Part C. Capital Improvements Reserve Fund

1. Council hereby declares that it shall be the policy of the City of Oakland to maintain a Capital Improvements Reserve Fund.
2. Revenue received from one time activities, including the sale of Real Property, shall be deposited into the Capital Improvements Reserve Fund, unless otherwise directed by a majority vote of the City Council. Interest earnings on monies on deposit in the Capital Improvements Reserve Fund shall accrue to said fund and be maintained therein.
3. Monies on deposit in the Capital Improvements Reserve Fund may be appropriated by Council to fund unexpected emergencies, major capital maintenance, repair costs to City-owned facilities and to fund capital improvement projects through the Five-Year Capital Improvement Program.

Section 3. Budget Process, Fiscal Planning, Transparency, and Public Participation

Unless otherwise noted all timelines apply only to budget development years, normally odd numbered years and not to mid-cycle revisions to an adopted two-year budget.

1. Assessment of Stakeholder Needs, Concerns and Priorities

Timeline: Budget Advisory Committee review prior to survey release. Survey completion by December 5th of even-numbered years. Results publicly available within three weeks of survey's close.

Requirements: The City Administrator should develop or secure a statistically valid survey for assessing the public's concerns, needs and priorities prior to the development of the biennial budget. Whenever feasible, the City should conduct a professional poll administered to a statistically relevant and valid sample of residents that is representative of Oakland's population in terms of race, income, neighborhood, age, profession, family size, homeownership/renter-ship, etc. If that's not possible, then demographic information should be collected and reported out with the survey results.

Prior to release, the survey questions shall be submitted to the Budget Advisory Committee by September 1st of even numbered years for review of bias, relevance, consistency in administration, inclusion of benchmark questions, and ability to assess concerns, needs and priorities. The survey instrument, method of dissemination, and any instructions for administration shall be publicly available. The survey should be conducted following the November election and before December 5th.

If the City cannot afford a professional survey, an informal survey shall be made available for broad dissemination by the Mayor and Councilmembers through community list serves and other communication channels. Furthermore, the City Administrator shall take steps to promote participation, such as issuing a Flyer promoting participation in the survey and methods of participation (survey internet link, email, phone number) and posting such Fliers near publicly available computers in all City libraries, Recreation Centers, and Senior Centers. A list of those dissemination channels should be publicly available along with survey results.

Survey results should be publicly available within three weeks of the completion and analysis of the survey. Survey results should be made widely available, shared on social media, and published on the City's Budget website. In the event that City's statistically valid survey has been completed, the Mayor and City Administrator shall include in their proposed budget a summary of the survey data and a statement regarding how the data was or was not incorporated into the final proposed budget. Informal surveys and their results shall be made public but not included in their proposed budget document.

The City Administrator shall develop a standardized and diverse means of collecting resident input via other means prior to budget development.

2. Council Initial Budget Briefing and Priorities Discussion

Timeline: February

Requirements: The Mayor and City Council will hold a bi-annual budget workshop soon after the commencement of the Council term. The workshop will include briefings on estimated baseline expenditures, revenue projections and an overview of the City's budgeting process. The workshop will provide the Mayor and Council with the opportunity to begin discussing priorities for the next budget year based on the Assessment of Stakeholder Needs, Concerns and Priorities.

3. Five-Year Forecast

Timeline: Produced and heard by the Council's Finance & Management Committee or the full City Council in February or March. Forecast Fact Sheets should be distributed to City community centers and Forecast data should be available on Open Data Portal within two weeks of the Council hearing.

Requirements: Each Budget Cycle, the City Administrator must prepare a Five-Year Forecast.

The Five-Year Financial Forecast ("Forecast") is a planning tool that estimates the City's likely revenues and expenditures over five-years, based on appropriate financial, economic, and demographic data. The purpose of the Forecast is to surface all major financial issues and estimate future financial conditions to support informed long-term decision making. Such planning provides for greater financial stability, signals a prudent approach to financial management, and is consistent with best practices.

The Forecast shall contain the two-year baseline budget for the forthcoming budget period, clearly reflecting projected expenditures to maintain existing service levels and obligations, plus an additional three-year forecast of revenues and expenditures. The Baseline Budget shall consist of projected expenditures necessary to maintain existing staffing and service levels, plus an estimate of anticipated revenues for the two-year period.

The Forecast shall also contain information on the variance between prior forecasts and actual amounts, including the factors that influenced these variances. Revenue estimates shall be based on the most current data available; minimally revenue projections shall take into account projected revenue for the current fiscal year, as reflected in the 2nd quarter Revenue and Expenditure Report, with appropriate trending into future years and an explanation as to how such revenue projections were derived.

The report shall include a Five-Year Forecast "Fact Sheet" document, which summarizes the Forecast's key findings with simplified text and graphics to make this important budgetary information more accessible to the general public. Within two weeks after the Forecast is heard by the City Council, the City Administrator shall print and distribute the Forecast Fact Sheet to all City libraries, recreation centers and senior centers, including in languages required by Oakland's Equal Access Ordinance. The full Forecast shall also be posted on the City of Oakland's website. Forecast data shall be available in open data format on Oakland's data portal.

4. Statement of Councilmember Priorities

Timeline: Written submission due by March 15th.

Requirements: City Council Members will have the opportunity to advise the Mayor and City Administrator publicly of their priorities. Each Councilmember shall be invited to submit up to seven expenditure priorities in ranked and/or weighted order for changes to the baseline budget as presented in the Five-Year Forecast. Councilmember priority statements must be submitted as part of a report to be heard by the City Council and/or in a publicly available writing to the Mayor and City Administrator by March 15. In addition to the priorities, Councilmembers may also submit other suggestions, including revenue suggestions.

5. Administrator's Budget Outlook Message & Calendar Report

Timeline: Heard by City Council before April 15th.

Requirements: The City Administrator shall bring as a report to the City Council a Budget Outlook Message & Calendar no later than April 15th that provides an overview of the budget development process and lists all key dates and estimated dates of key budget events, including, but not limited to the release of the Mayor and Administrator's Proposed Budget, Community Budget Forums, Council meetings, and formal budget passage dates. This publication shall be posted on the City's website and by other means determined by the City Administrator.

6. Release of Mayor & Administrator's Proposed Budget & Fact Sheet

Timeline: Published and publicly available by May 1st. Heard by City Council and Fact Sheet distributed by May 15th.

Requirements: The Proposed Budget must be released by May 1st and shall clearly indicate any substantive changes from the current baseline budget, including all changes to service levels from the current budget. The Proposed Budget shall indicate staffing by listing the number of positions in each classification for each Department, including a listing of each position proposed for addition or deletion. The Council shall hold a public meeting to present the Proposed Budget no later than May 15th in budget adoption years. The full proposed budget document shall be made available online from the City's website, and printed copies shall be available in all City libraries. Additionally, the proposed budget data shall be available in open data format on the City's open data portal by May 1st. Every effort should be made to thoroughly respond to any public request for departmental budget details, such as line item budgets. The requested information shall also be made available on the City's website and open data portal within a reasonable time following the request.

The Proposed Budget must include a Budget Fact Sheet with easy-to-understand graphics and text explaining the City's overall finances, the Proposed Budget and that year's Budget Calendar. The Fact Sheet shall be published in languages required by Oakland's Equal Access Ordinance. The Fact Sheet shall be printed and made available in all City Recreation Centers and Senior Centers as well as all City libraries by May 15th or the presentation to the Council, whichever is

sooner.

7. Community Budget Forums

Timeline: During the months of May and June of odd-numbered years

Requirements: The Administration and Council shall hold at least one (1) Community Budget Forum in each council district. These forums, organized by the City Administrator's Office in partnership with Councilmembers shall be scheduled to maximize residents' access. The forums should include sufficient time for a question and answer period in a format that maximizes community participation, as well as a presentation of budget facts by City staff. One or more of the forums must be scheduled in the evening. Another must be scheduled on the weekend. These meetings shall also be scheduled so that Councilmembers have sufficient opportunity to attend a meeting close to their council district. Every member of the City Council shall make their best effort to attend the Community Budget Forum in their council district. Sufficient Fact Sheets in all available languages shall be available at all Forums.

These forums should be publicized in social media and via other means in a manner that is linguistically and culturally appropriate. City Council staff shall work with community-based, faith-based, identity based, and district specific organizations to ensure that a representative and broad group of residents is aware and encouraged to attend each forum.

8. Ongoing Public Education

Timeline: During the months of May and June of even-numbered years

Requirements: Beginning with the first even-numbered year following adoption of this ordinance, the Administration and City Council shall hold at least three (3) Community Budget Education Presentations in different neighborhoods throughout the City and outside of City Hall. These presentations shall seek to increase Oakland residents understanding and awareness of the City Budget and Budget process.

9. Budget Advisory Commission's Report

Timeline: June 1st

Requirements: The Budget Advisory Committee (BAC) shall be requested to submit published, written report to the full City Council regarding the proposed budget with any suggested amendments no later than June 1 in budget adoption years. If submitted, the statement shall be published as part of the next budget report to the City Council. The BAC is encouraged to provide similar statements during the mid-cycle budget revise and any other significant budget actions.

10. Council President's Proposed Budget

Timeline: June 17th

Requirements: The City Council President, on behalf of the City Council, shall prepare a proposed budget for Council consideration to be heard at a Special City Council Budget Hearing occurring on or before June 17th. The Council President may delegate the duty to prepare a budget proposal to another member of the Council. The Finance Department will provide a costing analysis for proposed amendments. The City Council may schedule additional Special City Council Budget Hearings or Workshops as needed.

11. Council Budget Amendments

Timeline: No later than up to three (3) days prior to final budget adoption for public noticing

Requirements: In addition to the Council President's proposed budget, any Councilmember or group of Councilmembers may submit proposed budget amendments at any time during the budget process. However, the adopted budget shall not contain substantive amendments made on the floor by Councilmembers at the final meeting when the budget is adopted. All substantive amendments must have been published in the City Council agenda packet for at least three days prior to the budget's final adoption and posted on the City's budget website. This shall not preclude Council members from combining elements from various proposals, provided each element considered has been published in the City Council agenda packet as a component of one proposal. This three-day noticing requirement may be waived by a vote of Council upon a finding that (1) new information impacting the budget by at least \$1 million dollars came to the attention of the body after the publication deadline making it not reasonably possible to meet the additional notice requirement and (2) the need to take immediate action on the item is required to avoid a substantial adverse impact that would occur if the action were deferred to a subsequent special or regular meeting, such as employee layoffs.

Councilmembers will present their proposed amendments in an easy to understand, standardized format provided by the City Administrator. The format should allow the proposals to be easily compared to the Mayor's Proposed Budget and to one another. Additions and reductions shall be clearly noted in separate sections.

In order to provide sufficient time to evaluate the cost of proposals, Councilmembers should request costing analyses for proposed budget amendments or line-items within a budget amendment to the City Administrator at least six (6) working days prior to the City Council meeting where that amendment will be considered.

12. Process Feedback & Continual Improvement

Timeline: September 30th following budget adoption

Requirements: The Budget Advisory Commission (BAC) shall be requested to submit an Informational Report to the Council's Finance and Management Committee and City Council containing their analysis of the budget adoption process including, but not limited to: 1) the informational quality of the Proposed Budget; 2) the City Administration's and City Council's attention to engaging the public and its impacts on the budget process and product; 3) the level of

transparency and open dialogue in all public meetings dedicated to the budget; and 4) opportunities for improving the process in future years. In assessing opportunities for continually improving public participation in the budget process, the Administration, City Council and BAC shall be requested to consider the following guiding principles:

- **Inclusive Design:** The design of a public participation process includes input from appropriate local officials as well as from members of intended participant communities. Public participation is an early and integral part of issue and opportunity identification, concept development, design, and implementation of city policies, programs, and projects.
- **Authentic Intent:** A primary purpose of the public participation process is to generate public views and ideas to help shape local government action or policy.
- **Transparency:** Public participation processes are open, honest, and understandable. There is clarity and transparency about public participation process sponsorship, purpose, design, and how decision makers will use the process results.
- **Inclusiveness and Equity:** Public participation processes identify, reach out to, and encourage participation of the community in its full diversity. Processes respect a range of values and interests and the knowledge of those involved. Historically excluded individuals and groups are included authentically in processes, activities, and decision and policymaking. Impacts, including costs and benefits, are identified and distributed fairly.
- **Informed Participation:** Participants in the process have information and/or access to expertise consistent with the work that sponsors and conveners ask them to do. Members of the public receive the information they need, and with enough lead time, to participate effectively.
- **Accessible Participation:** Public participation processes are broadly accessible in terms of location, time, and language, and support the engagement of community members with disabilities.
- **Appropriate Process:** The public participation process uses one or more engagement formats that are responsive to the needs of identified participant groups; and encourage full, authentic, effective and equitable participation consistent with process purposes. Participation processes and techniques are well- designed to appropriately fit the scope, character, and impact of a policy or project. Processes adapt to changing needs and issues as they move forward.
- **Use of Information:** The ideas, preferences, and/or recommendations contributed by community members are documented and given consideration by decision-makers. Local officials communicate decisions back to process participants and the broader public, with a description of how the public input was considered and used.
- **Building Relationships and Community Capacity:** Public participation processes invest in and develop long-term, collaborative working relationships and learning opportunities with community partners and stakeholders. This may include relationships with other temporary or ongoing community participation venues.
- **Evaluation:** Sponsors and participants evaluate each public participation process with the collected feedback and learning shared broadly and applied to future public participation efforts.

AN ORDINANCE AMENDING ORDINANCE NO. 13279 C.M.S. (THE CITY OF OAKLAND CONSOLIDATED FISCAL POLICY, OR “CFP”) TO ESTABLISH AND MODIFY THE FINANCIAL POLICIES OF THE CITY OF OAKLAND.

NOTICE AND DIGEST

This Ordinance authorizes an amendment to Ordinance Number 13279 C.M.S. (The Consolidated Fiscal Policy, “CFP”), to establish and modify the financial policies and budgeting practices of the City of Oakland. The first public reading of this ordinance is scheduled at a public hearing on 5/1/18 and second on 5/15/18. The location is at City Council Chambers located on the Third Floor of City Hall, One Frank H. Ogawa Plaza, Oakland, California, at 5:30pm. The CFP will be effective upon final adoption of the Ordinance and will remain in effect until further notice.