



OAKLAND POLICE COMMISSION MEETING AGENDA

**December 10, 2020
6:30 PM**

Pursuant to the Governor's Executive Order N-29-20, members of the Police Commission, as well as the Commission's Counsel and Community Police Review Agency staff, will participate via phone/video conference, and no physical teleconference locations are required.



OAKLAND POLICE COMMISSION

MEETING AGENDA

December 10, 2020
6:30 PM

PUBLIC PARTICIPATION

The Oakland Police Commission encourages public participation in the online board meetings. The public may observe and/or participate in this meeting in several ways.

OBSERVE:

- To observe, the public may view the televised video conference by viewing KTOP channel 10 on Xfinity (Comcast) or ATT Channel 99 and locating City of Oakland KTOP – Channel 10
- To observe the meeting by video conference, please click on this link: <https://us02web.zoom.us/j/82911156528> at the noticed meeting time. Instructions on how to join a meeting by video conference are available at: <https://support.zoom.us/hc/en-us/articles/201362193>, which is a webpage entitled “Joining a Meeting”
- To listen to the meeting by phone, please call the numbers below at the noticed meeting time: Dial (for higher quality, dial a number based on your current location):

+1 669 900 9128 or +1 253 215 8782 or +1 346 248 7799 or +1 301 715 8592 or +1 312 626 6799 or +1 646 558 8656
Webinar ID: 829 1115 6528

After calling any of these phone numbers, if you are asked for a participant ID or code, press #. Instructions on how to join a meeting by phone are available at: <https://support.zoom.us/hc/en-us/articles/201362663>, which is a webpage entitled “Joining a Meeting By Phone.”

PROVIDE PUBLIC COMMENT: There are three ways to make public comment within the time allotted for public comment on an eligible Agenda item.

- Comment in advance. To send your comment directly to the Commission and staff BEFORE the meeting starts, please send your comment, along with your full name and agenda item number you are commenting on, to clove@oaklandca.gov. Please note that e-Comment **submissions close at 4:30 pm**. All submitted public comment will be provided to the Commissioners prior to the meeting.
- By Video Conference. To comment by Zoom video conference, click the “Raise Your Hand” button to request to speak when Public Comment is being taken on an eligible agenda item at the beginning of the meeting. You will then be unmuted, during your turn, and allowed to participate in public comment. After the allotted time, you will then be re-muted. Instructions on how to “Raise Your Hand” are available at: <https://support.zoom.us/hc/en-us/articles/205566129>, which is a webpage entitled “Raise Hand In Webinar.”
- By Phone. To comment by phone, please call on one of the above listed phone numbers. You will be prompted to “Raise Your Hand” by pressing STAR-NINE (“*9”) to request to speak when Public Comment is being taken on an eligible agenda item at the beginning of the meeting. Once it is your turn, you will be unmuted and allowed to make your comment. After the allotted time, you will be re-muted. Instructions of how to raise your hand by phone are available at: <https://support.zoom.us/hc/en-us/articles/201362663>, which is a webpage entitled “Joining a Meeting by Phone.”

If you have any questions about these protocols, please e-mail clove@oaklandca.gov.



OAKLAND POLICE COMMISSION

MEETING AGENDA

December 10, 2020

6:30 PM

- I. **Call to Order**
Chair Regina Jackson
- II. **Roll Call and Determination of Quorum**
Chair Regina Jackson
- III. **Welcome, Purpose, and Open Forum** (1 minute per speaker)
Chair Regina Jackson will welcome public speakers. The purpose of the Oakland Police Commission is to oversee the Oakland Police Department's (OPD) policies, practices, and customs to meet or exceed national standards of constitutional policing, and to oversee the Community Police Review Agency (CPRA) which investigates police misconduct and recommends discipline.
- IV. **Update from Interim Police Chief**
OPD Interim Chief Manheimer will provide an update on the Department. Topics discussed in the update may include crime statistics; a preview of topics which may be placed on a future agenda; responses to community member questions sent in advance to the Police Commission Chair; and specific topics requested in advance by Commissioners. ***This is a recurring item. (Attachment 4).***
 - a. Discussion
 - b. Public Comment
 - c. Action, if any
- V. **Reimagining Public Safety Task Force Update**
Former Commissioner Ginale Harris will share an update on the Reimagining Public Safety Task Force. ***This is a new item.***
 - a. Discussion
 - b. Public Comment
 - c. Action, if any
- VI. **Commission Retreat**
The Commission will discuss potential dates, format, presenters, location, and cost for a retreat. The Commission may vote on selecting a provider by approving a draft resolution. ***This item was discussed on 3.12.20, 5.14.20, 9.10.20, 10.24.20, and 10.8.20. (Attachment 6).***
 - a. Discussion
 - b. Public Comment
 - c. Action, if any

- VII. Review of OPD Policy 15-01 Community Resource Officer Deployment**
The Commission will discuss OPD Policy 15-01 and may vote to make recommendations. ***This item was discussed on 9.24.20 and 10.22.20. (Attachment 7).***
- a. Discussion
 - b. Public Comment
 - c. Action, if any
- VIII. Report on and Review of CPRA Pending Cases, Completed Investigations, Staffing, and Recent Activities**
To the extent permitted by state and local law, Executive Director John Alden will report on the Agency’s pending cases, completed investigations, staffing, and recent activities. ***This is a recurring item. (Attachment 8).***
- a. Discussion
 - b. Public Comment
 - c. Action, if any
- IX. Meeting Minutes Approval**
The Commission will vote to approve minutes from November 12, 2020. ***This is a recurring item. (Attachment 9).***
- a. Discussion
 - b. Public Comment
 - c. Action, if any
- X. Vote to Reschedule Meeting Scheduled for December 24, 2020 to December 17, 2020**
The Commission will vote to reschedule the second meeting of the month on December 24th as it is Christmas Eve to December 17, 2020. ***This is a new item.***
- a. Discussion
 - b. Public Comment
 - c. Action, if any
- XI. Agenda Setting and Prioritization of Upcoming Agenda Items**
The Commission will engage in a working session to discuss and determine agenda items for the upcoming Commission meeting and to agree on a list of agenda items to be discussed on future agendas. ***This is a recurring item. (Attachment 11).***
- a. Discussion
 - b. Public Comment
 - c. Action, if any
- XII. Adjournment**

CHIEF'S CRIME UPDATE 12/10/2020

- Homicides –show a significant increase – 47%.
- Overall, robbery numbers have dropped, showing a 19% decrease.
 - Within robbery, knife robberies are showing a 19% increase.
 - Within robbery, carjackings are showing a 38% increase.
- Gunfire is still showing increases across all categories.
 - assault with a firearm – have increased 64%
 - shooting at an occupied residence or vehicle – have increased 54%
 - shooting at an unoccupied residence or vehicle – have increased 63%
 - negligent gunfire – have increased 82%
 - ShotSpotter activations have increased 68%.
- We've recovered 1,155 guns this year of which 918 are related to crimes. That is a 41% increase over last year.
- Vehicle theft has increased 33%.
- Auto burglary reporting has decreased 47%.
- As residential and commercial burglary incidents are reported and processed, we are seeing increases in commercial burglary – 56% – while residential burglary has decreased 31%.
 - Commercial burglary shows additional spikes due to crimes between May 25, and June 3, and on election night Nov 3/Nov 4, including looting.



OAKLAND POLICE DEPARTMENT

455 7TH ST., OAKLAND, CA 94607 | OPDCRIMEANALYSIS@OAKLANDNET.COM

CRIME ANALYSIS

Weekly Crime Report—Citywide 23 Nov. – 29 Nov., 2020

Part 1 Crimes <i>All totals include attempts except homicides.</i>	Weekly Total	YTD 2018	YTD 2019	YTD 2020	YTD % Change 2019 vs. 2020	3-Year YTD Average	YTD 2020 vs. 3-Year YTD Average
Violent Crime Index (homicide, aggravated assault, rape, robbery)	84	5,022	5,355	5,327	-1%	5,235	2%
Homicide – 187(a)PC	2	61	66	97	47%	75	30%
Homicide – All Other *	-	7	3	7	133%	6	24%
Aggravated Assault	50	2,437	2,553	2,977	17%	2,656	12%
Assault with a firearm – 245(a)(2)PC	11	260	268	439	64%	322	36%
Subtotal - Homicides + Firearm Assault	13	328	337	543	61%	403	35%
Shooting occupied home or vehicle – 246PC	8	206	238	367	54%	270	36%
Shooting unoccupied home or vehicle – 247(b)PC	2	73	110	179	63%	121	48%
Non-firearm aggravated assaults	29	1,898	1,937	1,992	3%	1,942	3%
Rape	-	204	188	182	-3%	191	-5%
Robbery	32	2,320	2,548	2,071	-19%	2,313	-10%
Firearm	11	761	926	657	-29%	781	-16%
Knife	3	161	127	151	19%	146	3%
Strong-arm	7	1,090	1,144	864	-24%	1,033	-16%
Other dangerous weapon	-	86	82	70	-15%	79	-12%
Residential robbery – 212.5(a)PC	2	63	86	76	-12%	75	1%
Carjacking – 215(a) PC	9	159	183	253	38%	198	28%
Burglary	48	9,442	13,389	8,021	-40%	10,284	-22%
Auto	31	7,314	11,020	5,797	-47%	8,044	-28%
Residential	7	1,435	1,628	1,116	-31%	1,393	-20%
Commercial	6	539	572	891	56%	667	34%
Other (Includes boats, aircraft, and so on)	1	121	147	156	6%	141	10%
Unknown	3	33	22	61	177%	39	58%
Motor Vehicle Theft	80	5,581	5,903	7,841	33%	6,442	22%
Larceny	25	6,040	6,976	5,342	-23%	6,119	-13%
Arson	2	176	137	172	26%	162	6%
Total	239	26,268	31,763	26,710	-16%	28,247	-5%

THIS REPORT IS HIERARCHY BASED. CRIME TOTALS REFLECT ONE OFFENSE (THE MOST SEVERE) PER INCIDENT.

These statistics are drawn from the Oakland Police Dept. database. They are unaudited and not used to figure the crime numbers reported to the FBI's Uniform Crime Reporting (UCR) program. This report is run by the date the crimes occurred. Statistics can be affected by late reporting, the geocoding process, or the reclassification or unbounding of crimes. Because crime reporting and data entry can run behind, all crimes may not be recorded.

* Justified, accidental, foetal, or manslaughter by negligence. Traffic collision fatalities are not included in this report.
PNC = Percentage not calculated — [Percentage cannot be calculated.](#)
All data extracted via Coplink Analytics.



OAKLAND POLICE DEPARTMENT

455 7TH ST., OAKLAND, CA 94607 | OPDCRIMEANALYSIS@OAKLANDNET.COM

CRIME ANALYSIS

Weekly Gunfire Summary 23 Nov. – 29 Nov., 2020

Citywide <i>All totals include attempts except homicides.</i>	Weekly Total	YTD 2018	YTD 2019	YTD 2020	YTD % Change 2019 vs. 2020	3-Year YTD Average	YTD 2020 vs. 3-Year YTD Average
Homicide – 187(a)PC	2	61	66	97	47%	75	30%
Homicide – All Other *	-	7	3	7	133%	6	24%
Assault with a firearm – 245(a)(2)PC	11	260	268	439	64%	322	36%
Subtotal - 187 + 245(a)(2)	13	328	337	543	61%	403	35%
Shooting occupied home or vehicle – 246PC	8	206	238	367	54%	270	36%
Shooting unoccupied home or vehicle – 247(b)PC	2	73	110	179	63%	121	48%
Subtotal - 187 + 245(a)(2) + 246 + 247(b)	23	607	685	1,089	59%	794	37%
Negligent discharge of a firearm – 246.3PC	32	392	639	1,162	82%	731	59%
Grand Total	55	999	1,324	2,251	70%	1,525	48%

Area 1 <i>All totals include attempts except homicides.</i>	Weekly Total	YTD 2018	YTD 2019	YTD 2020	YTD % Change 2019 vs. 2020	3-Year YTD Average	YTD 2020 vs. 3-Year YTD Average
Homicide – 187(a)PC	-	10	13	9	-31%	11	-16%
Homicide – All Other *	-	3	-	1	PNC	1	-25%
Assault with a firearm – 245(a)(2)PC	-	51	46	54	17%	50	7%
Subtotal - 187 + 245(a)(2)	-	64	59	64	8%	62	3%
Shooting occupied home or vehicle – 246PC	-	35	48	46	-4%	43	7%
Shooting unoccupied home or vehicle – 247(b)PC	2	7	13	25	92%	15	67%
Subtotal - 187 + 245(a)(2) + 246 + 247(b)	2	106	120	135	13%	120	12%
Negligent discharge of a firearm – 246.3PC	2	36	75	104	39%	72	45%
Grand Total	4	142	195	239	23%	192	24%

THIS REPORT IS HIERARCHY BASED. CRIME TOTALS REFLECT ONE OFFENSE (THE MOST SEVERE) PER INCIDENT.

These statistics are drawn from the Oakland Police Dept. database. They are unaudited and not used to figure the crime numbers reported to the FBI's Uniform Crime Reporting (UCR) program. This report is run by the date the crimes occurred. Statistics can be affected by late reporting, the geocoding process, or the reclassification or unbounding of crimes. Because crime reporting and data entry can run behind, all crimes may not be recorded.

* Justified, accidental, foetal, or manslaughter by negligence. Traffic collision fatalities are not included in this report.
PNC = Percentage not calculated — [Percentage cannot be calculated.](#)
All data extracted via Coplink Analytics.



OAKLAND POLICE DEPARTMENT

455 7TH ST., OAKLAND, CA 94607 | OPDCRIMEANALYSIS@OAKLANDNET.COM

CRIME ANALYSIS

Weekly Gunfire Summary 23 Nov. – 29 Nov., 2020

Area 2 <i>All totals include attempts except homicides.</i>	Weekly Total	YTD 2018	YTD 2019	YTD 2020	YTD % Change 2019 vs. 2020	3-Year YTD Average	YTD 2020 vs. 3-Year YTD Average
Homicide – 187(a)PC	-	5	2	3	50%	3	-10%
Homicide – All Other *	-	1	-	1	PNC	1	50%
Assault with a firearm – 245(a)(2)PC	-	7	11	25	127%	14	74%
Subtotal - 187 + 245(a)(2)	-	13	13	29	123%	18	58%
Shooting occupied home or vehicle – 246PC	-	9	8	15	88%	11	41%
Shooting unoccupied home or vehicle – 247(b)PC	-	4	7	2	-71%	4	-54%
Subtotal - 187 + 245(a)(2) + 246 + 247(b)	-	26	28	46	64%	33	38%
Negligent discharge of a firearm – 246.3PC	1	18	19	20	5%	19	5%
Grand Total	1	44	47	66	40%	52	26%

Area 3 <i>All totals include attempts except homicides.</i>	Weekly Total	YTD 2018	YTD 2019	YTD 2020	YTD % Change 2019 vs. 2020	3-Year YTD Average	YTD 2020 vs. 3-Year YTD Average
Homicide – 187(a)PC	-	10	14	21	50%	15	40%
Homicide – All Other *	-	3	1	1	0%	2	-40%
Assault with a firearm – 245(a)(2)PC	-	36	46	89	93%	57	56%
Subtotal - 187 + 245(a)(2)	-	49	61	111	82%	74	51%
Shooting occupied home or vehicle – 246PC	2	26	37	54	46%	39	38%
Shooting unoccupied home or vehicle – 247(b)PC	-	14	18	34	89%	22	55%
Subtotal - 187 + 245(a)(2) + 246 + 247(b)	2	89	116	199	72%	135	48%
Negligent discharge of a firearm – 246.3PC	6	73	109	223	105%	135	65%
Grand Total	8	162	225	422	88%	270	56%

THIS REPORT IS HIERARCHY BASED. CRIME TOTALS REFLECT ONE OFFENSE (THE MOST SEVERE) PER INCIDENT.

These statistics are drawn from the Oakland Police Dept. database. They are unaudited and not used to figure the crime numbers reported to the FBI's Uniform Crime Reporting (UCR) program. This report is run by the date the crimes occurred. Statistics can be affected by late reporting, the geocoding process, or the reclassification or unbounding of crimes. Because crime reporting and data entry can run behind, all crimes may not be recorded.

* Justified, accidental, foetal, or manslaughter by negligence. Traffic collision fatalities are not included in this report.
PNC = Percentage not calculated — [Percentage cannot be calculated.](#)
All data extracted via Coplink Analytics.



OAKLAND POLICE DEPARTMENT

455 7TH ST., OAKLAND, CA 94607 | OPDCRIMEANALYSIS@OAKLANDNET.COM

CRIME ANALYSIS

Weekly Gunfire Summary

23 Nov. – 29 Nov., 2020

Area 4 <i>All totals include attempts except homicides.</i>	Weekly Total	YTD 2018	YTD 2019	YTD 2020	YTD % Change 2019 vs. 2020	3-Year YTD Average	YTD 2020 vs. 3-Year YTD Average
Homicide – 187(a)PC	1	16	9	23	156%	16	44%
Homicide – All Other *	-	-	2	-	-100%	1	PNC
Assault with a firearm – 245(a)(2)PC	2	44	54	89	65%	62	43%
Subtotal - 187 + 245(a)(2)	3	60	65	112	72%	79	42%
Shooting occupied home or vehicle – 246PC	3	50	53	92	74%	65	42%
Shooting unoccupied home or vehicle – 247(b)PC	-	18	22	40	82%	27	50%
Subtotal - 187 + 245(a)(2) + 246 + 247(b)	6	128	140	244	74%	171	43%
Negligent discharge of a firearm – 246.3PC	7	92	140	297	112%	176	68%
Grand Total	13	220	280	541	93%	347	56%

Area 5 <i>All totals include attempts except homicides.</i>	Weekly Total	YTD 2018	YTD 2019	YTD 2020	YTD % Change 2019 vs. 2020	3-Year YTD Average	YTD 2020 vs. 3-Year YTD Average
Homicide – 187(a)PC	1	20	28	41	46%	30	38%
Homicide – All Other *	-	-	-	4	PNC	1	200%
Assault with a firearm – 245(a)(2)PC	9	114	105	167	59%	129	30%
Subtotal - 187 + 245(a)(2)	10	134	133	212	59%	160	33%
Shooting occupied home or vehicle – 246PC	3	85	90	155	72%	110	41%
Shooting unoccupied home or vehicle – 247(b)PC	-	29	48	77	60%	51	50%
Subtotal - 187 + 245(a)(2) + 246 + 247(b)	13	248	271	444	64%	321	38%
Negligent discharge of a firearm – 246.3PC	15	170	291	497	71%	319	56%
Grand Total	28	418	562	941	67%	640	47%

THIS REPORT IS HIERARCHY BASED. CRIME TOTALS REFLECT ONE OFFENSE (THE MOST SEVERE) PER INCIDENT.

These statistics are drawn from the Oakland Police Dept. database. They are unaudited and not used to figure the crime numbers reported to the FBI's Uniform Crime Reporting (UCR) program. This report is run by the date the crimes occurred. Statistics can be affected by late reporting, the geocoding process, or the reclassification or unbounding of crimes. Because crime reporting and data entry can run behind, all crimes may not be recorded.

* Justified, accidental, foetal, or manslaughter by negligence. Traffic collision fatalities are not included in this report.
PNC = Percentage not calculated — [Percentage cannot be calculated.](#)
All data extracted via Coplink Analytics.



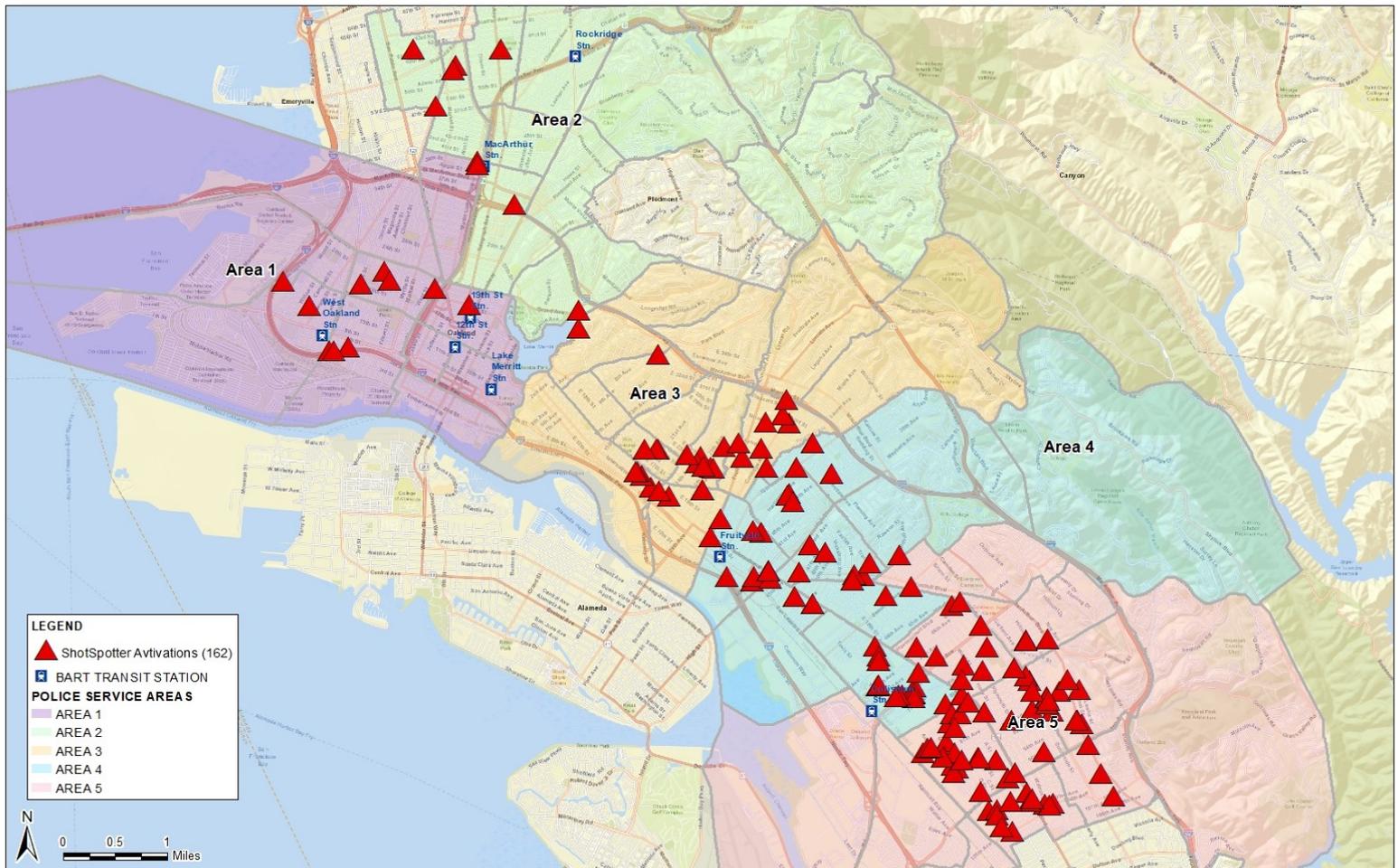
OAKLAND POLICE DEPARTMENT

455 7TH ST., OAKLAND, CA 94607 | OPDCRIMEANALYSIS@OAKLANDNET.COM

CRIME ANALYSIS

Weekly ShotSpotter Activations Report — Citywide 23 Nov. – 29 Nov., 2020

ShotSpotter Activations	Weekly Total	YTD 2019	YTD 2020	YTD % Change 2019 vs. 2020
Citywide	162	3,525	5,908	68%
Area 1	12	375	533	42%
Area 2	7	135	231	71%
Area 3	29	676	1,090	61%
Area 4	42	883	1,502	70%
Area 5	72	1,456	2,552	75%



All data sourced via ShotSpotter Investigator.



OAKLAND POLICE DEPARTMENT

455 7TH ST., OAKLAND, CA 94607 | OPDCRIMEANALYSIS@OAKLANDNET.COM

CRIME ANALYSIS

2020 vs. 2019 — Year-to-Date Recovered Guns

Recoveries through 29 Nov.

Gun Recoveries	2019	2020	Difference	YTD % Change 2019 vs. 2020
Grand Total	820	1,155	335	41%

Crime Recoveries	2019	2020	Difference	YTD % Change 2019 vs. 2020
Felony	453	617	164	36%
Felony - Violent	139	201	62	45%
Homicide	23	50	27	117%
Infraction	1	0	-1	-100%
Misdemeanor	34	50	16	47%
Total	650	918	268	41%

Non-Criminal Recoveries	2019	2020	Difference	YTD % Change 2019 vs. 2020
Death Investigation	13	21	8	62%
Found Property	88	98	10	11%
SafeKeeping	69	118	49	71%
Total	170	237	67	39%

PNC = Percentage not calculated

[Percentage cannot be calculated.](#)



OFFICE OF CHIEF OF POLICE



POLICE ADMINISTRATION BUILDING * 455 7th STREET * OAKLAND, CALIFORNIA 94607-3985
Oakland Police Department Telephone Device for the Deaf (510) 238-3227

December 7, 2020

TO: Regina Jackson,
Chair, Oakland Police Commission

FROM: Susan E. Manheimer
Chief of Police, Oakland Police Department

Attached are: 1) the City of Oakland's Fiscal Year (FY) 2019-20 4th Quarter (Q4) and FY 2020-21 Q1 Revenue and Expenditure Report; and 2) the Oakland Police Department (OPD) Overtime Report: FYI 2019-20 Q4 and FY 2020-21 Q1 Report

Attachments (2)

A: Oakland Fiscal Year (FY) 2019-20 4th Quarter (Q4) and FY 2020-21 Q1 Revenue and Expenditure Report;

B: OPD Overtime Report: FYI 2019-20 Q4 and FY 2020-21 Q1 Report



AGENDA REPORT

TO: Edward D. Reiskin
City Administrator

FROM: Margaret L. O'Brien
Director of Finance, Interim

SUBJECT: FY 2019-20 Q4 &
FY 2020-21 Q1 R&E Report

DATE: October 30, 2020

City Administrator Approval

Date: Nov 19, 2020

RECOMMENDATION

Staff Recommends That City Council Receive An Informational Report On Fiscal Year (FY) 2019-20 Unaudited Fourth Quarter and FY 2020-21 First Quarter Revenue and Expenditure Results And Year-End Summaries For The General Purpose Fund (GPF, 1010) and Selected Funds.

EXECUTIVE SUMMARY

This report details the City of Oakland's (the City) unaudited Fourth Quarter Financial Results for FY 2019-20 in the General Purpose Fund (GPF) and other selected funds. It also contains preliminary FY 2020-21 projected revenue and expenditure in GPF based on First Quarter trends. The following points highlight key findings from the City's year-end results and First Quarter forecast (discussed in more detail in the Policy and Analysis Alternatives section of this report beginning on page 3).

General Purpose Fund

Revenues in the GPF, excluding transfers from fund balance, are lower than the FY 2019-20 Adjusted Budget by \$(20.69) million (**Table 1**). Generally, year-end revenue in FY 2019-20 reflects the significant impact of the ongoing COVID-19 crisis on the local economy. (**Attachment A**).

Unaudited expenditures exceeded the FY 2019-20 Adjusted Budget by approximately \$26.89 million (**Table 1**), driven primarily by personnel overspending in the Oakland Police Department (OPD)

Spending by department is shown in **Table 4**.

Expenditures exceeded revenues resulting in a year-end shortfall in the fund balance of

Finance & Management Committee
December 7, 2020

\$(47.58) million (**Table 1**). Taken with the various fund balance adjustments and mandated reserve obligations, the FY 2019-20 year-end available GPF fund balance is \$(30.42) million (**Table 6**). This significant shortfall puts the City at risk for pending fiscal insolvency. In addition, preliminary FY 2020-21 first quarter data indicates this shortfall is widening. FY 2020-21 year-end revenues are currently projected to be \$629.92 million net of transfers from fund balance, which is \$(13.63) million short of the adopted Midcycle Budget. **FY 2020-21 year-end GPF expenditures are projected to exceed budget by \$18.24 million for a total of \$662.33 million. If no fiscal corrective action is taken, FY 2020-21's ending GPF fund balance is projected to become \$(62.29) million.** This FY 2020-21 year-end forecast is based on 3 months of economic data, which will be revised and revisited as more data is received.

Non-General Purpose Funds

The negative fund balance in the Self Insurance Liability Fund (1100) - which is on a City Council approved repayment plan - has decreased from negative \$(7.26) million to negative \$(6.88) million in FY 2019-20 (**Table 13**).

The negative fund balance in the Landscaping and Lighting Assessment District (LLAD) Fund (2310) continues to increase due to rising costs and stagnant revenues.

Three of the Internal Service Funds (Reproduction Fund, Central Stores Fund, and Purchasing Fund) were placed on repayment plans in the FY 2019-21 Biennial Budget (per Resolution No. 87140 C.M.S). However, due to the fiscal impact of the continuing pandemic, repayments were put on hold with the FY 2020-21 Midcycle Budget. The fund balance in the Facilities Fund (4400) is anticipated to have a positive ending balance at year-end in FY 2019-20 and has been left out of this report as a result.

The remainder of this report provides details on the unaudited fiscal year-end revenue and expenditures in the GPF and selected funds based on fourth quarter data (April 1, 2020 – June 30, 2020), as well as preliminary FY 2020-21 projected revenues and expenditures in GPF based on first quarter trends.

BACKGROUND / LEGISLATIVE HISTORY

On June 24, 2019, Council adopted the FY 2019-20 Budget of \$655.89 million (both revenues and expenditures) in the GPF. This budget includes a transfer of \$4.11 million from the GPF fund balance as expenditures were forecasted higher than revenues.

During FY 2019-20 additional budget was added based on authorized carryforward (CF). The Adjusted Budget for FY 2019-20 is the cumulative total of the Adopted Budget and all other authorized additions.

This report contains the unaudited fiscal year-end results for FY 2019-20 based on data available from July 1, 2019 – June 30, 2020.

Finance & Management Committee
 December 7, 2020

On June 23, 2020, Council adopted the FY 2020-21 Budget of \$644.09 million (both revenues and expenditures) in the GPF. This budget includes a transfer of \$0.54 million from GPF fund balance. **Attachment G** to this report, provides a progression of estimated FY 2019-20 GPF fund balance from the various communications from the Finance Department as the economic crisis deepened while **Attachment H** provides the progression of the year-end revenue forecast.

This report also contains the projected fiscal year-end results for FY 2020-21 based on data available from the first quarter (July 1, 2020 – September 30, 2020).

ANALYSIS AND POLICY ALTERNATIVES

FY 2019-20 UNAUDITED FOURTH QUARTER RESULTS, GENERAL PURPOSE FUND

Key Results

Unaudited FY 2019-20 expenditures exceeded revenues due to the impact of the COVID-19 crisis. This resulted in a decrease to fund balance of \$(52.33) million (**Table 1**).

Table 1: Summary of GPF Budget to Actual Results (\$ in millions)

REVENUE			
Revenue (excludes transfer from fund balance)	\$ 651.61	\$ 630.92	\$ (20.69)
EXPENDITURES			
Expenditures	\$ 656.36	\$ 683.25	\$ 26.89

The year-end available GPF fund balance is \$(30.42) million (**Table 2**). This balance reflects the net difference between the revenue and expenditure projections, including adjustments such as FY 2019-20 carryforwards, the FY 2020-21 Adopted Budget, and mandated reserves (**Table 6**).

Table 2: Summary of GPF Estimated Year-End Available Fund Balance (\$ in millions)

Revenue	\$630.92
Expenditures	\$683.25
Estimated Current Year Surplus/(Shortfall)	\$(52.33)
Subtotal Fund Balance	\$655.73
FY19-20 / FY20-21 Obligated Fund Balance	\$(25.28)
Designated / Mandated Reserves	\$(50.67)
Estimated Ending Available Fund Balance	\$(30.42)

I. REVENUES

As reflected in **Attachment A**, the FY 2019-20 adjusted revenue budget is \$655.73 million, which includes a \$4.11 million transfer from GPF fund balance. Unaudited fiscal year-end revenues including use of fund balance are \$635.04 million, which represents a net decrease of \$20.69 million from the FY 2019-20 Adopted Budget.

As shown in **Table 3** below, the unaudited FY 2019-20 year-end revenues net of transfers from fund balance are \$630.92 million. Revenues, when compared to the adjusted budget, decreased by \$(20.69) million.

Table 3: Summary of GPF Revenue Variance to FY 2019-20 Adjusted Budget:

Description	FY 2019-20 Revenue
FY 2019-20 Adjusted Revenue Budget	\$651.61
Increases/(Decreases):	
Property Tax	\$3.64
Sales Tax	\$(4.43)
Business License Tax	\$(1.63)
Real Estate Transfer Tax	\$8.68
Fines & Penalties	\$(0.75)
Transient Occupancy Tax	\$(8.22)
Miscellaneous	\$1.42
All Other	\$(19.39)
Net Projected GPF Revenue Growth	\$(20.69)
Total FY 2019-20 Projected Revenue	\$630.92

II. EXPENDITURES

The unaudited year-end expenditures in the GPF are estimated at \$683.25 million, which is (26.89) million over the net Adjusted Budget (**Table 4**). The unaudited year-end result is primarily attributed to overspending in OPD.

Table 4: Summary of FY 2019-20 GPF Projected Expenditure Variance:

MAYOR	\$ 3.74	\$ 2.92	\$ 0.81
CITY COUNCIL	\$ 5.98	\$ 5.66	\$ 0.32
CITY ADMINISTRATOR	\$ 16.39	\$ 16.05	\$ 0.34
CITY ATTORNEY	\$ 13.53	\$ 14.09	\$ (0.56)
CITY AUDITOR	\$ 2.27	\$ 2.36	\$ (0.08)
CITY CLERK	\$ 2.11	\$ 1.89	\$ 0.22
POLICE COMMISSION	\$ 4.13	\$ 2.99	\$ 1.14
PUBLIC ETHICS COMMISSION	\$ 1.16	\$ 1.24	\$ (0.08)
FINANCE DEPARTMENT	\$ 26.68	\$ 25.92	\$ 0.76
INFORMATION TECHNOLOGY	\$ 10.61	\$ 10.50	\$ 0.12
RACE & EQUITY	\$ 0.64	\$ 0.76	\$ (0.12)
HUMAN RESOURCES	\$ 6.57	\$ 7.14	\$ (0.57)
DEPARTMENT OF VIOLENCE PREVENTION	\$ 0.63	\$ 0.47	\$ 0.17
POLICE DEPARTMENT	\$ 287.59	\$ 319.77	\$ (32.18)
FIRE DEPARTMENT	\$ 164.91	\$ 162.91	\$ 1.99
OAKLAND PUBLIC LIBRARY	\$ 12.96	\$ 13.04	\$ (0.07)
PARKS & RECREATION	\$ 13.61	\$ 13.46	\$ 0.15
HUMAN SERVICES	\$ 16.21	\$ 15.37	\$ 0.84
ECONOMIC & WORKFORCE DEVELOPMENT	\$ 5.30	\$ 5.04	\$ 0.26
HOUSING & COMMUNITY DEVELOPMENT	\$ 0.13	\$ 0.01	\$ 0.12
PLANNING & BUILDING	\$ 0.06	\$ 0.06	\$ —
OAKLAND PUBLIC WORKS	\$ 4.24	\$ 4.30	\$ (0.05)
TRANSPORTATION	\$ 10.97	\$ 10.23	\$ 0.74
NON-DEPARTMENTAL	\$ 44.67	\$ 46.10	\$ (1.42)
CAPITAL IMPROVEMENT PROGRAM	\$ 1.26	\$ 0.97	\$ 0.28

Table 5 below shows the personnel expenditures, including overtime, for Public Safety in the GPF. Once all other personnel costs are accounted for, the overspending increases to \$(28.08) million in OPD and decreases to \$0.85 million in Oakland Fire Department (OFD).

Table 5: FY 2019-20 Public Safety GPF Personnel Expenditures

	Overtime (OT)*	\$ 16.56	\$ 35.07	\$ (19.03)
	All Other Personnel (non-OT)	\$ 232.95	\$ 242.01	\$ (9.06)
Police				
	Overtime (OT)*	\$ 2.37	\$ 20.63	\$ (18.26)
	All Other Personnel (non-OT)	\$ 142.70	\$ 123.59	\$ 19.11
Fire				

* Details on the factors contributing to Police and Fire overtime projections are provided in a separate report presented to the Finance Committee.

**The Police overtime budget continues to be underfunded. Per the 2019 City Auditor Report on Police Overtime, "the City still does not realistically budget for overtime. OPD has exceeded its overtime budget by an average of \$13.7 million over the last four fiscal years. The City has not considered historical spending in developing a balanced budget nor does it recognize reimbursable overtime revenues, thus contributing to the City consistently underfunding OPD's overtime budget."

III. FUND BALANCE

The audited FY 2019-20 GPF beginning fund balance on July 1, 2019 was \$97.86 million. Importantly, this amount includes the City Council appropriated reserves discussed later in this report, as well as project and encumbrance balances carried forward.

The year-end available fund balance is estimated to be \$(30.42) million, after including for year-end revenues (net of transfers from fund balance) and expenditures, project and encumbrance carryforward, and amounts budgeted in FY 2019-20 (**Table 6**).

Finance & Management Committee
 December 7, 2020

Table 6: FY 2019-20 Year-End Available GPF Fund Balance

Revenue	\$ 630.92
Expenditures	\$ 683.25
Estimated Current Year Surplus/(Shortfall)	\$ (52.33)
Projects & Encumbrance Carried Forward (CF) to FY 2020-21	\$ (23.22)
FY 2018-19 Kid's First True Up (FY 2020-21 Midcycle Adjustment)	\$ (1.52)
FY 2020-21 Adopted Budget*	\$ (0.54)
7.5% GPF Required Reserve	\$ (48.31)
FY 2019-20 VSSF & LTO Transfer Estimate (Total 50% Excess RETT set-aside)	\$ —
FY 2018-19 VSSF & LTO Transfer (Total 50% Excess RETT set-aside)	\$ —
OMERS Reversion of Assets (held with Trustee; Resolution 85098)	\$ (2.36)

IV. RESERVES

On December 9, 2014, Council Ordinance No. 13279 C.M.S., 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 City of Oakland Consolidated Fiscal Policy, Section I, Part C: Use of Excess Real Estate Transfer Tax (RETT)). The summary below provides the adjusted total set-asides, including any additional contributions based on the excess RETT in the FY 2019-20 Fourth Quarter results. 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. The City's 7.5% GPF Emergency Reserve is set at \$48.31 million based on the FY 2019-20 Adopted Budget (**Table 7**). During the FY 2020-21 Midcycle budget process, the entire balance of the Vital Services Stabilization Fund (\$14.65 million) was appropriated to plug a budget shortfall caused from the COVID-19 crisis. The reserve at its current amount of \$48.31 million is

Finance & Management Committee
 December 7, 2020

equivalent to almost one month of FY 2019-20 Adjusted Budget of \$656.36 million in GPF (7.36%).

Table 7: FY 2019-20 Year-End Reserve Balances

7.5% GPF Required Reserve ¹	\$ 48.31
Vital Services Stabilization Fund	

¹ The 7.5% GPF reserve is not a cumulative balance.

The Government Finance Officers Association (“GFOA”) recommends maintaining unrestricted budgetary fund balance in the general fund of no less than two months of operating expenditures (16.7%).

The City's Consolidated Fiscal Policy is available in its entirety on the City's [website](#).

GENERAL PURPOSE FUND REVENUE HIGHLIGHTS

The FY 2019-20 unaudited year-end revenues are \$630.92 million. This represents a net decrease of \$(20.69) million over the FY 2019-20 Adjusted Budget. **Attachment A** provides details of Fourth Quarter revenue forecasts and comparison to the FY 2019-20 Adopted Budget.

Property Tax: +\$3.64 million compared to FY 2019-20 Adjusted Budget

Property Tax revenues exceed FY 2019-20 Adjusted Budget by \$3.64 million due to the receipt of additional Residual Property Tax Trust Fund (RPTTF) revenues (**Table 8**). Starting in FY 2011-12, the City began receiving a portion of the RPTTF as the result of the dissolution of the Redevelopment Agency. The RPTTF is the portion of property tax increment, less wind-down funding obligations, that would have gone to redevelopment agencies if they had not been dissolved. Net of RPTTF, Property Tax revenues increased 6.08% when compared to Fiscal Year 2018-19.

Table 8: Historical Property Tax Revenue: FY 2013-14 through FY 2019-20

Category	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20 Unaudited
Property Tax	\$ 133.12	\$ 141.03	\$ 150.93	\$ 160.98	\$ 172.46	\$ 183.44	\$ 195.69
Property Tax - RPTTF	\$ 9.71	\$ 18.33	\$ 7.77	\$ 10.50	\$ 14.71	\$ 16.53	\$ 22.97
Total Property Tax	\$ 142.83	\$ 159.36	\$ 158.70	\$ 171.48	\$ 187.17	\$ 199.97	\$ 218.66

Finance & Management Committee
 December 7, 2020

During the depths of the Great Recession, the City lost \$2.59 billion in assessed valuation. For the past 5 years, Oakland's assessed valuation has experienced significant growth as shown in **Table 9**. Since FY 2013-14, the City's assessed valuation has grown \$26.06 billion.

Table 9: Assessed Valuation Growth: FY 2013-2014 through FY 2019-20

FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20
5.15%	5.85%	7.56%	7.47%	7.21%	5.84%	7.70%

Sales Tax: -\$4.43 million compared to FY 2019-20 Adjusted Budget

Based upon Fourth Quarter results, COVID-19 has severely impacted nearly all sales tax categories, most notably the decrease has been experienced in 1) Auto & Transportation, which consists of auto sales, gas sales and jet fuel; 2) Business & Industry; and 3) Restaurants & Hotels.

As a result, unaudited sales tax revenues are \$55.52 million which is nearly a 10.53%, or \$6.54 million decrease below the Adopted Budget of \$59.95 million, but \$1.6 million higher than estimated in July (**Table 10**). A portion of this decrease was offset by an increase in use tax revenue derived from the County pool. Under the County pool, the use tax is first coded to the county of use and then distributed to Cities in that County on a pro-rata share of taxable sales using population as the basis of allocation. The pro-rata share under the system is devised to distribute the local share because the use tax is an excise tax imposed on a person for the storage, use, or other consumption of tangible personal property purchased from any local retailer. The share of the County pool for the City of Oakland was 16.4% for FY 2019/20.

Table 10: Sales Tax by Category FY 2019-20

Category	FY 2018-19	FY 2019-20	Inc/(Dec)
Autos & Transportation	\$ 9,482,781	\$ 7,409,345	(21.87)%
Building & Construction	\$ 6,146,339	\$ 5,809,686	(5.48)%
Business & Industry	\$ 7,789,733	\$ 5,903,095	(24.22)%
Food & Drugs	\$ 5,660,185	\$ 5,329,771	(5.84)%
Fuel & Service Stations	\$ 7,676,235	\$ 5,388,452	(29.80)%
General Consumer Goods	\$ 5,952,793	\$ 5,247,133	(11.85)%
Restaurants & Hotels	\$ 11,203,059	\$ 8,555,670	(23.63)%
County Pool	\$ 9,769,412	\$ 10,773,385	10.28 %

Real Estate Transfer Tax: \$+8.68 million compared to FY 2019-20 Adjusted Budget

After seeing a serious decline in revenues derived from sale of real property in April 2020, the real estate market posted a slight recovery. Based upon unaudited results, FY 2019-20 year-end Real Estate Transfer Tax (RETT) is anticipated to be \$91.56 million, which is \$8.68 million

Finance & Management Committee
 December 7, 2020

above the FY 2019-20 Budget. When compared to Fiscal Year 2018-19, revenues derived from RETT are anticipated to decrease (12.73)% from \$104.90 million to \$91.56 million.

In accordance with the City's Consolidated Fiscal Policy (Ordinance No. 13487 C.M.S.), \$10.22 million is considered one-time revenues, of which 25% should be placed in the Vital Services Stabilization Fund (VSSF) and 25% be used to fund debt retirement and unfunded long-term obligations (LTO). **However, on May 12, 2020, the Council suspended the VSSF and LTO transfers for FY 2018-19, FY 2019-20, and FY 2020-21 (per Resolution No. 88108 C.M.S).**

Table 11 reflects changes in both total gross sales and volume, when comparing total property transfers that occurred in FY 2018-19 and FY 2019-20. After controlling for property sales over \$100 million, gross sales decreased \$(689.86) million, while the citywide sales volume decreased (17.58)%.

Real Estate Transfer Tax is highly volatile, and revenues can increase and decrease rapidly with changing market conditions or as a result of the sale of high value properties. When certain high value commercial properties are sold, they can skew revenues upward.

Table 11: RETT Growth Rate

Sale Price	Gross Sales	Volume	Gross Sales	Volume	Gross Sales	Volume
\$300,000 or below	\$ 68,902,000	421	\$ 53,682,364	348	(22.09)%	(17.34)%
\$300,001 to \$2 Million	\$ 3,615,362,136	4,423	\$ 3,092,119,445	3,661	(14.47)%	(17.23)%
\$2 million to \$5 Million	\$ 542,701,500	190	\$ 405,084,000	143	(25.36)%	(24.74)%
\$5 -10 Million	\$ 281,101,000	40	\$ 185,282,500	26	(34.09)%	(35.00)%
\$10 - 50 Million	\$ 654,647,000	33	\$ 736,684,000	32	12.53 %	(3.03)%
\$50.01-100 Million	\$ 203,703,000	3	\$ 357,393,000	5	75.45 %	66.67 %
Over \$100 Million	\$ 1,039,319,418	5	\$ 175,000,000	\$ 1	(83.16)%	(80.00)%
Total	\$ 6,405,736,054	5115	\$ 5,005,245,309	4,216	(21.86)%	(17.58)%

Business License Tax: $-\$(1.63)$ million compared to FY 2019-20 Adjusted Budget

The City's business tax filings and payments are due on January 1 and are considered delinquent if not received by March 1 of each year. Since most taxpayers filed and remitted taxes prior to the onset of the pandemic, there was minor impact on FY 2019-20 business taxes due to COVID-19. The City did see an impact with regards to revenue derived from delinquent filings. As a result, unaudited business tax revenues for FY 2019-20 came in at \$98.04 million, a slight decrease from the adopted budget and \$1.04 million higher than estimated in July.

Utility User Tax: $-\$(5.33)$ million compared to FY 2019-20 Adjusted Budget

Unaudited year-end revenue derived from Utility User Tax (UUT) is \$49.83 million, which is a 0.47% increase when compared to Fiscal Year 2018-19 audited receipts. UUT revenues decreased over the past 2 fiscal years due to PG&E's application of the California Climate Credit that is distributed to rate payers in the months of April and October through calendar year 2020. Upon expiration of the California Climate Credit in October 2020, UUT revenues should return to more normal levels. While commercial business activity may impact UUT, the reduction

Finance & Management Committee
 December 7, 2020

could be offset by increase in residential activity due to Shelter-in-Place directives. Staff will continue to monitor current and historical trends and use the data to create a more refined forecast.

Transient Occupancy Tax: $-\$(8.22)$ million compared to FY 2019-20 Adjusted Budget

As large public gatherings have been canceled, as well as all non-essential business travel, and travel restrictions from Europe took effect, hotel occupancy rates in the Bay Area plunged to 20 percent or less, down from occupancy rates of around 80 percent. The unprecedented disruption caused by COVID-19 to the airline industry created a domino effect to the lodging industry as airlines no longer need many hotel rooms for flight crews, impacting local hotels in close proximity to the airport. Drastically reduced hotel occupancies continue to negatively impact revenues received from transient occupancies. Due to the extreme restrictions, year-end Transient Occupancy Tax (TOT) came in at \$19.58 million, an \$(8.22) million decrease from the adopted budget, but \$0.58 million higher than forecasted in July. **Table 12** reflects year-over-year change of TOT.

Table 12: Transient Occupancy Tax Growth Rate

Category	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25
Transient Occupancy Tax	15.99%	17.24%	18.03%	12.89%	5.43%	9.92%	(24.47)%

GENERAL PURPOSE FUND EXPENDITURE HIGHLIGHTS

As outlined in **Table 4**, the FY 2019-20 Adjusted Budget is \$656.36 million excluding carryforwards. The fiscal year-end 2019-20 GPF expenditures are \$683.25 million. Below is a discussion of each department's savings or overspending in the GPF at FY 2019-20 year-end as compared to the Adjusted Budget.

Mayor's Office

The Mayor's Office ended the fiscal year with a savings of \$0.81 million due to vacancies.

City Council

The City Council ended the fiscal year with a savings of \$0.32 million due to savings in personnel.

City Administrator

The City Administrator's Office ended the fiscal year with a savings of \$0.34 million primarily due to underspending in O&M.

City Attorney

The City Attorney overspent by \$0.56 million due to personnel overspending.

City Auditor

The City Auditor slightly overspent by \$0.08 million due to personnel overspending.

City Clerk

The Office of the City Clerk ended the fiscal year with a savings of \$0.22 million primarily due to underspending in O&M.

Police Commission

The Police Commission ended the fiscal year with a savings of \$1.14 million due to underspending in O&M.

Public Ethics Commission (PEC)

The PEC slightly overspent by \$0.08 million due to overspending in Personnel.

Finance Department

Finance ended the fiscal year with a savings of \$0.76 million due primarily to underspending in O&M.

Information Technology Department (ITD)

ITD ended the fiscal year with a savings of \$0.12 million primarily due to underspending in O&M.

Race & Equity

The Race & Equity Department overspent by \$0.12 million due to personnel costs.

Human Resources Management Department (HRMD)

Human Resources overspent by \$0.57 million due to personnel costs.

Department of Violence Prevention (DVP)

DVP ended the fiscal year with a savings of \$0.17 million due to vacancies.

Finance & Management Committee
December 7, 2020

Oakland Police Department (OPD)

OPD overspent by \$32.18 million. OPD spent \$35.07 million on overtime. Overtime was used for backfill, extension of shift, and unanticipated special enforcement. **Table 5** provides additional information for overall personnel savings versus costs.

Oakland Fire Department (OFD)

OFD ended the fiscal year with a savings of \$1.99 million due to underspending in O&M. **Table 5** provides additional information for personnel savings versus costs.

Oakland Public Library (OPL)

OPL slightly overspent by \$0.07 million due to personnel costs.

Oakland Parks, Recreation & Youth Development (OPRYD)

OPRYD ended the fiscal year with a savings of \$0.15 million due to underspending in O&M.

Human Services Department (HSD)

HSD ended the fiscal year with a savings of \$0.84 million primarily due to underspending in O&M miscellaneous contracts.

Economic Workforce & Development (EWD)

EWD ended the fiscal year with a savings of \$0.26 million due to underspending in O&M.

Housing & Community Development (HCD)

HCD ended the fiscal year with a savings of \$0.12 million.

Planning & Building (PBD)

PBD ended the fiscal year at budget.

Oakland Public Works (OPW)

OPW slightly overspent by \$0.05 million.

Department of Transportation (DOT)

DOT ended the fiscal year with a savings of \$0.74 million due to vacancies and underspending in O&M.

Non-Departmental

Non-Departmental has a deficit of \$1.42 million due to under-recovering overhead recoveries.

OTHER FUNDS
(Attachments B through F)

The five (5) non-GPF funds analyzed for this report have historically shown negative fund, or cash balances (**Attachments B to F**). The FY 2019-20 ending fund balance/(deficit) compared to FY 2018-19 is shown in **Table 13. Tables A-E** on the following pages provide additional information on fund balance calculations.

Table 13: FY 2019-20 Ending Fund Balance for Non-GPF Funds

Self-Insurance Liability Fund	\$	(7.26)	\$	(6.88)
Landscaping & Lighting Assess. District Fund (LLAD)	\$	(0.01)	\$	(0.91)
Reproduction Fund	\$	(1.72)	\$	(1.52)
Central Stores Fund	\$	(4.25)	\$	(3.71)
Purchasing Fund	\$	(0.45)	\$	(0.14)

Self-Insurance Liability Fund

The Self-Insurance Liability Fund (1100) receives contributions from the GPF and select funds to cover costs associated with liability claims and settlements, insurance premiums, outside legal services and court costs.

Unaudited revenues at fiscal year-end are \$34.78 million, which is \$0.82 million higher than the Adjusted Budget. Actual expenditures of \$33.91 million exceeded the Adjusted Budget by \$(0.43) million (**Table A**). Additional details are provided in **Attachment B**.

The negative fund balance in the Self Insurance Liability Fund (1100) – which is on a City Council approved repayment plan – has decreased from negative \$(7.26) million to negative \$(6.88) million in FY 2019-20.

Table A: FY 2019-20 Self-Insurance Liability Fund Year-End Available Fund Balance

Beginning Fund Balance – Audited	\$ (7.26)	\$ (7.26)	—
Revenue	\$ 33.96	\$ 34.78	\$ 0.82
Expenditures	\$ 33.48	\$ 33.91	\$ (0.43)
Estimated Current Year Surplus/(Shortfall)	\$ 0.48	\$ 0.87	\$ 0.39
Use of Fund Balance in FY 2019-20:			
Budgeted Amounts Carried Forward (CF) to FY 2020-21	\$ —	\$ (0.49)	—
Budgeted Fund Balance Repayment	\$ 2.08	\$ —	—

Landscaping and Lighting Assessment District (LLAD) Fund

In the LLAD Fund (2310), unaudited year-end revenue and expenditure results show an operating deficit of \$(0.28) million in FY 2019-20 as reflected in **Attachment C**. When accounting for obligated amounts carried forward to FY 2019-20, and a beginning fund balance deficit of \$(0.01) million, the deficit in LLAD has increased to \$(0.91) million as reflected in **Table B**.

The LLAD Fund eliminated its roughly \$(6.0) million negative fund balance in FY 2014-15. However, rapidly increasing costs and the inability to adjust the assessment rate has prevented the City from reaching its goal of maintaining a positive fund balance. The assessment rate cannot be adjusted without voter approval; therefore, the City must continue to carefully manage personnel and O&M expenses throughout FY 2020-21 to mitigate any further reductions in the fund balance.

Table B: FY 2019-20 LLAD Year-End Available Fund Balance

	FY 2019-20 Audited Results	FY 2019-20 Budgeted Results	
Beginning Fund Balance – Audited	\$ (0.01)	\$ (0.01)	
Revenue	\$ 20.26	\$ 19.83	\$ (0.43)
Expenditures	\$ 20.73	\$ 20.11	\$ 0.62
Estimated Current Year Surplus/(Shortfall)	\$ (0.47)	\$ (0.28)	
Total Fund Balance	(0.48)	(0.29)	
Use of Fund Balance in FY 2019-20:			
Budgeted Amounts Carried Forward (CF) to FY 2020-21		\$ (0.62)	
Estimated Ending Fund Balance	(0.48)	(0.91)	

Finance & Management Committee
 December 7, 2020

Reproduction Fund

This fund is reported on a cash basis. Revenues are generated from equipment rental and services charges to operating departments for maintenance and replacement of City reproduction equipment.

Table C, which shows the fiscal year-end results for the Reproduction Fund (4300), reflects a slight operating surplus with revenues exceeding expenditures by \$0.28 million. The cash balance deficit has decreased from \$(1.78) million to \$(1.52) million as this fund has been placed on a repayment plan in the FY 2019-21 Biennial Budget (per Resolution No. 87140 C.M.S.). Additional details are provided in **Attachment D**.

Table C: FY 2019-20 Reproduction Fund Year-End Available Fund Balance

Gross Beginning Cash Balance – Audited	(1.72)	(1.72)	
Revenue	\$ 1.59	\$ 1.61	\$ 0.02
Expenditures	\$ 1.65	\$ 1.33	\$ 0.32
Estimated Current Year Surplus/(Shortfall)	\$ (0.06)	\$ 0.28	\$ 0.34
Use of Cash Balance in FY 2019-20:			
Budgeted Amounts Carried Forward (CF) to FY 2020-21		\$ (0.08)	
Estimated Ending Cash Balance	(1.52)	(1.52)	

Central Stores Fund

This fund is reported on a cash basis. The Central Stores operation and facility was closed during a restructured inventory model in Public Works. The negative fund balance resulted primarily from liquidating the physical inventory on hand. This fund now supports the Citywide mailroom function and revenues are generated by charges to internal user departments.

The fiscal year-end results for the Central Stores Fund (4500) are provided in **Table D**. The data shows that there was an operating surplus where revenues exceeded expenditures by \$0.55 million. The cash balance deficit has decreased from \$(4.25) million to \$(3.71) million, as this fund has been placed on a repayment plan in the FY 2019-21 Biennial Budget (per Resolution No. 87140 C.M.S.). Additional details are provided in **Attachment E**.

Table D: FY 2019-20 Central Stores Fund Year-End Available Fund Balance

CENTRAL STORES FUND (4500)	FY 2019-20 Adopted Budget	FY 2019-20 of Amendment AGAPE	Year-End of Current Budget
Gross Beginning Cash Balance	\$ (4.25)	\$ (4.25)	
Revenue	\$ 0.96	\$ 0.94	\$ (0.02)
Expenditures	\$ 0.96	\$ 0.39	\$ 0.57
Estimated Current Year Surplus/(Shortfall)	\$ —	\$ 0.55	
Initial Cash Balance			(4.25)
Use of Cash Balance in FY 2019-20:			
Budgeted Amounts Carried Forward (CF) to FY 2020-21		\$ (0.01)	
Estimated Ending Cash Balance	\$ (4.25)	\$ (3.69)	

Finance & Management Committee
 December 7, 2020

Purchasing Fund

This fund is reported on a cash basis. The Purchasing supports the Citywide purchasing function for good and services. Revenues are generated by charges to internal user departments.

The FY 2019-20 year-end revenues exceeded budget by \$0.03 million as shown in **Table E**. The cash balance deficit has decreased from \$(0.45) million to \$(0.14) million as a result of expenditure savings. This fund has been placed on a repayment plan in the FY 2019-21 Biennial Budget (per Resolution No. 87140 C.M.S.). Additional detail on the Purchasing Fund is provided in **Attachment F**.

Table E: FY 2019-20 Purchasing Fund Year-End Available Fund Balance

PURCHASING FUND(4560)	FY 2019-20 Adjusted Budget	FY 2019-20 Q4 Unaudited Actuals	Year-End Over / Under Budget
Gross Beginning Cash Balance	\$ (0.45)	\$ (0.45)	
Revenue	\$ 1.68	\$ 1.71	\$ 0.03
Expenditures	\$ 1.69	\$ 1.38	\$ 0.31
Estimated Current Year Surplus/(Shortfall)	\$ (0.01)	\$ 0.33	
Use of Cash Balance in FY 2019-20:			
Budgeted Amounts Carried Forward (CF) to FY 2020-21		\$ (0.02)	
Estimated Ending Cash Balance	\$ (0.46)	\$ (0.14)	

Finance & Management Committee
 December 7, 2020

FY 2020-21 GENERAL PURPOSE FUND FIRST QUARTER FORECAST

FY 2020-21 Q1 REVENUE FORECAST

The GPF revenue shortfalls projected in this analysis indicate a revenue loss of **\$(13.63) million representing an unprecedented fiscal challenge for the City**. While the exact economic impact remains unknown, it is clear that the current emergency will have an enormous impact on the City finances at a time when a historic number of residents are unemployed and the need for City services has never been greater. **Table 14** details the anticipated changes in FY2020-21 GPF revenues. **It is important to note that FY 2020-21 year-end revenues are being forecasted with only 3 months of FY 2020-21 revenue data, which makes it exceedingly difficult to identify trends.** This forecast will require updating as new information is received.

Table 14: Summary of FY 2020-21 GPF Revenue Forecast (in millions)

PROPERTY TAX	\$233.15	\$233.23	\$0.08
SALES TAX	\$52.55	\$52.55	-
BUSINESS LICENSE TAX	\$88.00	\$83.25	(\$4.75)
UTILITY CONSUMPTION TAX	\$52.00	\$52.00	-
REAL ESTATE TRANSFER TAX	\$89.06	\$89.06	-
TRANSIENT OCCUPANCY TAX	\$15.91	\$10.47	(\$5.44)
PARKING TAX	\$8.85	\$5.57	(\$3.28)
LICENSES & PERMITS	\$1.68	\$1.68	-
FINES & PENALTIES	\$18.34	\$17.42	(\$0.92)
INTEREST INCOME	\$0.48	\$0.48	-
SERVICE CHARGES	\$61.47	\$61.47	-
GRANTS & SUBSIDIES	\$0.12	\$0.80	\$0.68
MISCELLANEOUS	\$4.39	\$4.39	-
INTER-FUND TRANSFERS	\$17.55	\$17.55	-
Sub-Total Revenue	\$643.56	\$629.92	(\$13.63)
TRANSFERS FROM FUND BALANCE	\$0.54	\$0.54	-
Total Revenue	\$644.09	\$630.46	(\$13.63)

Property Tax

The First Quarter forecast does not anticipate any reduction to the FY 2020-21 property tax revenue. This projection also assumes that the overall amount of funding deposited to the RPTTF will remain constant for FY 2020-21. Staff does not anticipate any significant decreases in obligations for the next year, nor does the projection include any additional funds from the

Finance & Management Committee
December 7, 2020

sale of successor agency properties. Furthermore, the forecast still anticipates revenues derived from property taxes to remain stable.

Sales Tax

Shelter-in-place orders have been a significant factor in the decline of sales tax revenues, most notably within leisure and hospitality, retail, auto and transportation, and gas and jet fuel sales. On a positive note, online sales tax receipts have risen due to an increase in e-commerce transactions and the effects from the Wayfair decision, which has offset the decline in sales at brick and mortar businesses. As a result, based on first quarter data, we anticipate a minimal change to the FY 2020/21 sales tax forecast.

Business Tax

Utilizing sales tax data from April through June 2020, staff anticipates business tax revenues to follow a similar trajectory when businesses report their CY 2020 gross receipts. Staff forecasts significant reductions in the following tax categories: retail, auto sales, entertainment, lodging, and the cannabis industry. Additionally, the landlord business tax category is anticipated to report declining gross receipts. The City will see a negative revenue impact due to an anticipated increase in the number of delinquent taxpayers. As a result, based on information available at the end of the First Quarter of FY 2020-21, business tax revenues are currently forecasted to end the fiscal year at **\$83.25 million, a significant decrease of \$4.75 million (5.4% decrease), from the Midcycle Adopted Budget of \$88 million**. Note that the forecast was revised using the relationship between sales tax filings and local business tax gross receipts. *This number will be reviewed as more data becomes available and may be revised upwards.*

Real Estate Transfer Tax

Real Estate Transfer Tax is a volatile revenue source. Estimates based on First Quarter results may not be predictive of future revenues. When applying the proposed real estate transactions in Q1 2020, staff is currently not changing the FY 2020-21 year-end forecast.

After the market experienced a decline in the early months of the economic impact of the pandemic, the City is seeing an increase in sales in the single family residential real estate market. There is a spike in multifamily residential when a single investor purchased 8 multifamily buildings.

Finance & Management Committee
December 7, 2020

Table 15. FY 2020-21 Real Estate Transactions

Price Range	FY 2019-20 Q1	FY 2020-21 Q1	% Change	FY 2019-20 Q1	FY 2020-21 Q1	% Change
\$300,000 or below	\$ 14,470,000	88		\$ 16,827,864	107	16.29%
\$300,001 to \$2 million	\$ 942,275,409	1,122		\$ 1,077,778,364	1,204	21.59%
\$2 million to \$5 million	\$ 126,553,500	45		\$ 124,518,000	48	14.38%
\$5-10 million	\$ 20,530,000	3		\$ 124,999,500	17	-1.61%
\$10.01-50 million	\$ 163,066,000	7		\$ 143,715,500	7	508.86%
\$50.01-100 million	\$ 57,650,000	1		\$ -	-	466.67%
Over \$100m	\$ 175,000,000	1		\$ -	-	-11.87%
Total	\$ 1,499,544,909	1,376		\$ 1,491,060,864	1,388	-100.00%

Table 15 above shows a comparison of gross real estate sales and transaction volume for FYs 2019-20 and 2020-21 through the end of the first quarter. The City ended the first quarter with a 9.16% increase in sales volume (116 more transactions) and a (0.78)% decrease in gross sales. **Table 16** below reflects average transaction value and provides a comparison to the previous year.

Table 16. Average Transaction- Year-over-Year Comparison

Sale Price	FY 2019-20 Q1 Avg Transaction	FY 2020-21 Q1 Avg Transaction	Year-over-Year Increase/Decrease
\$300,000 or below	\$ 14,470,000	\$ 16,827,864	\$ 2,357,864
\$300,001 to \$2 million	\$ 942,275,409	\$ 1,077,778,364	\$ 135,502,955
\$2 million to \$5 million	\$ 126,553,500	\$ 124,518,000	\$ (2,035,500)
\$5-10 million	\$ 20,530,000	\$ 124,999,500	\$ 104,469,500
\$10.01-50 million	\$ 163,066,000	\$ 143,715,500	\$ (19,350,500)
\$50.01-100 million	\$ 57,650,000	\$ -	\$ (57,650,000)
Over \$100 million	\$ 175,000,000	\$ -	\$ (175,000,000)

Staff recently learned about a single, large commercial transaction that may generate approximately \$11 million in RETT. The sale closed in late October and will be included in the next report. The sale of this property will continue to show investors that Oakland commercial real estate is an excellent investment choice during and after the pandemic.

Transient Occupancy Tax (TOT)

The pandemic dealt a bigger blow to this revenue stream than any previous event of economic disruption due to travel restrictions, unprecedented cancellations of conventions and other group events. The unprecedented disruption caused by COVID-19 to the airline industry created a domino effect to the lodging industry as airlines no longer need as many hotel rooms for flight crews, impacting local hotels in close proximity to the airport. Drastically reduced hotel occupancies continue to negatively impact revenues received from transient occupancies.

The City saw an increase of approximately 13% between the months August and September. It is important to note that the City historically sees this type of increase between August and

Finance & Management Committee
 December 7, 2020

September. While the historical tax pattern still appears to be holding, a year-over-year comparison still reflects a (65)% decrease. Staff will continue to monitor current and historical trends and use the data to create a more refined forecast as the fiscal year progresses.

Passenger volume (air travel) is up 2.3% month-over-month at the Oakland airport, but overall traffic was down (71.5)% compared last year. Given the dramatic disruptions, staff estimates TOT revenue for FY 2020-21 to decrease to **\$10.47 million, a \$5.44 million decrease from the Midcycle Adopted Budget.**

Parking Tax

Due to the COVID-19 shelter-in-place order, vehicle traffic declined sharply, leading to lower estimates for parking tax collections at airport and City parking garages.

Parking tax revenues derive primarily from the following sources: 51% from parking garages and surface lots, 37% from Oakland Airport/Port activity, 4% from hotels, and 8% from other sources. Due to the decrease in traffic through the Airport/Port, hotels, garages, and surface lots, staff forecasts parking tax to come in at **\$5.57 million, a \$3.28 million decrease from the adopted budget.**

Fines & Penalties & Service Charges

In response to the COVID-19 shelter-in-place order from both the County and the State, the City "turned off" parking meters and seriously restricted the issuance of parking citations.

Parking meters remained off through mid-July 2020 and street sweeping enforcement was still limited through the First Quarter of FY 2020-21. Staff estimates an initial decline in Fines and Penalties of \$(0.92) million due to reduced citation volume compared to Midcycle Adopted Budget. Additionally, revenues derived from parking meters declined 65% in the First Quarter of FY 2020-21 when compared to the First Quarter of FY 2019-20.

FY 2020-21 Q1 GENERAL PURPOSE FUND BALANCE

Although City Council undertook significant measures during the FY 2020-21 Midcycle Budget to close an unprecedented budget shortfall and create a balanced budget, staff is projecting significant overspending based on initial First Quarter trends. FY 2020-21 GPF year-end expenditures are projected to be \$662.33 million, \$18.24 million over the adopted budget. The Police Department, which is projected to go \$29.01 million over budget, is primarily driving this overspending. It is important to note that these are preliminary numbers and do not include reimbursable overtime that may bring this projection down. As **Table 17** below shows, the forecasted revenue loss of \$13.63 million in combination with the overspending puts the projected FY 2020-21 year-end fund balance at \$(62.29) million.

Table 17: Summary of FY 2020-21 GPF Budget to Projected Actual Results (in millions)

FY 2020-21 Beginning Fund Balance		\$ (30.42)
Revenue	\$ 644.09	\$ 630.46
Expenditure	\$ 644.09	\$ 662.33
Projected FY 2020-21 Year-End Balance		\$ (62.29)

PUBLIC OUTREACH / INTEREST

No outreach was deemed necessary for this informational report beyond the standard City Council agenda noticing procedures.

COORDINATION

This report was prepared in coordination between the Finance Department, the City Administrator's Office and various departments.

SUSTAINABLE OPPORTUNITIES

Economic: No direct economic opportunities have been identified.

Environmental: No direct environmental impacts have been identified.

Race & Equity: No race or equity opportunities have been identified.

ACTION REQUESTED OF THE CITY COUNCIL

Staff Recommends that City Council receive an informational report on Fiscal Year (FY) 2019-20 Unaudited Fourth Quarter and FY 2020-21 First Quarter Revenue and Expenditure results and year-end summaries for the General Purpose Fund (GPF, 1010) and selected funds.

For questions regarding this report, please contact Lisa Agustin, Budget Administrator, at 238-2989.

Respectfully submitted,

Margaret L. O'Brien

Margaret O'Brien
 Interim Director of Finance
 Finance Department

Reviewed by:
 Lisa Agustin
 Budget Administrator
 Budget Bureau

Prepared by:
 Ecaterina Burton & Jose Segura
 Budget & Management Analysts
 Budget Bureau

Rogers Agaba
 Revenue & Tax Administrator
 Revenue Management Bureau

Attachments (8):

- A: *General Purpose Fund Revenues*
- B: *Self-Insurance Liability Fund Revenues & Expenditures*
- C: *Landscape and Lighting Assessment District Fund Revenues & Expenditures*
- D: *Reproduction Fund Revenues & Expenditures*
- E: *Central Stores Fund Revenues & Expenditures*
- F: *Purchasing Fund Revenues & Expenditures*
- G: *Progression of Estimated Fund Balances*
- H: *Progression of FY 2020-21 Year-End Revenue Forecast*

Finance & Management Committee
 December 7, 2020

ATTACHMENT A

GENERAL PURPOSE FUND REVENUES (\$ in millions)

PROPERTY TAX	\$ 215.02	\$ 218.66	\$ 3.64
SALES TAX	59.95	55.52	(4.43)
BUSINESS LICENSE TAX	99.67	98.04	(1.63)
UTILITY CONSUMPTION TAX	55.16	49.83	(5.33)
REAL ESTATE TRANSFER TAX	82.87	91.56	8.68
TRANSIENT OCCUPANCY TAX	27.80	19.58	(8.22)
PARKING TAX	11.46	9.07	(2.39)
LICENSES & PERMITS	2.95	1.61	(1.34)
FINES & PENALTIES	19.79	19.04	(0.75)
INTEREST INCOME	1.21	0.90	(0.31)
SERVICE CHARGES	67.29	58.17	(9.12)
GRANTS & SUBSIDIES	0.67	2.22	1.55
MISCELLANEOUS	0.97	2.39	1.42
INTER-FUND TRANSFERS	6.81	4.01	(2.80)
General Purpose Fund Revenues	615.11	610.97	(4.14)
TRANSFERS FROM FUND BALANCE	4.11	—	—

ATTACHMENT B

SELF-INSURANCE LIABILITY FUND REVENUES (\$ in millions)

FINES & PENALTIES	\$ —	\$ —	\$ —
INTEREST INCOME	—	(0.24)	(0.24)
SERVICES CHARGES	—	0.06	0.06
MISCELLANEOUS	0.49	1.48	1.00
INTER-FUND TRANSFERS	33.47	33.47	—
			34.29

SELF-INSURANCE LIABILITY FUND EXPENDITURES (\$ in millions)

HUMAN RESOURCES	\$ —	\$ —	\$ —
POLICE DEPARTMENT	7.60	5.18	2.42
FIRE DEPARTMENT	1.79	0.07	1.72
PARKS & RECREATION	0.61	0.01	0.60
PUBLIC WORKS	4.12	6.12	(2.00)
NON-DEPARTMENTAL	19.36	22.53	(3.17)
			(0.95)

ATTACHMENT C**LANDSCAPE & LIGHTING ASSESSMENT DISTRICT FUND REVENUES (\$ in millions)**

	2019	2020	2021
LOCAL TAX	\$ 19.16	\$ 18.87	\$ (0.29)
LICENSES & PERMITS	0.05	0.12	0.07
INTEREST INCOME	—	—	—
SERVICE CHARGES	0.21	—	(0.21)
INTERFUND TRANSFERS	0.84	0.84	—
TOTAL REVENUES	20.26	19.83	19.57

LANDSCAPE & LIGHTING ASSESSMENT DISTRICT FUND EXPENDITURES (\$ in millions)

Agency/Department	Allotted Budget	Actual	Under/Over Budget
FINANCE DEPARTMENT	\$ 0.08	\$ 0.06	\$ 0.02
PARKS & RECREATION	0.83	0.83	—
PUBLIC WORKS	17.25	16.59	0.66
TRANSPORTATION	0.09	0.15	(0.06)
NON-DEPARTMENTAL	2.48	2.48	—
TOTAL EXPENDITURES	20.73	20.01	0.72

ATTACHMENT D**REPRODUCTION FUND REVENUES (\$ in millions)**

INTERNAL SERVICE	1.59	1.62	0.03

REPRODUCTION FUND EXPENDITURES (\$ in millions)

INFORMATION TECHNOLOGY	\$ 1.65	\$ 1.33	\$ 0.32

ATTACHMENT E

CENTRAL STORES FUND REVENUES (\$ in millions)

	2019	2020	2021
INTEREST INCOME	\$ —	\$ (0.03)	\$ (0.03)
INTERNAL SERVICE	0.96	0.97	0.01
MISCELLANEOUS	—	—	—

CENTRAL STORES FUND EXPENDITURES (\$ in millions)

	2019	2020	2021
FINANCE	\$ 0.88	\$ 0.39	\$ 0.49
NON-DEPARTMENTAL	0.08	—	0.08
Total Expenditures	0.96	0.39	0.57

ATTACHMENT F

PURCHASING FUND REVENUES (\$ in millions)

INTEREST INCOME	\$ —	\$ —	\$ —
INTERNAL SERVICE	1.68	1.69	(0.02)
MISCELLANEOUS	—	0.01	(0.01)

PURCHASING FUND EXPENDITURES (\$ in millions)

FINANCE	\$ 1.69	\$ 1.38	\$ 0.31
NON-DEPARTMENTAL	—	—	—

ATTACHMENT G

Progression of FY 2019-20 Year-End Fund Balance

GENERAL PURPOSE FUND (1010)	Q3 Report - 4/21/20	Q4 Report
	FY 2019-20 Projected FYE	FY 2019-20 Projected FYE
	(in millions)	(in millions)
Beginning Fund Balance - Audited	\$97.86	\$97.86
Revenue	\$640.62	\$630.92
Expenditures	\$666.79	\$683.25
Estimated Current Year Surplus/(Shortfall)	(\$26.17)	(\$52.33)
Subtotal Fund Balance	\$71.68	\$45.53
Use of Fund Balance:		
Projects Carried Forward (CF) to FY 2019-20	(\$23.69)	-
Projects & Encumbrance Carried Forward (CF) to FY 2020-21		(\$23.22)
FY 2018-19 Kids First True-up (FY20-21 Midcycle Adjustment)		(\$1.52)
FY 2019-20 Adopted Budget	(\$4.11)	-
FY 2019-20 Emergency Waste Collection (Res. No. 88079 C.M.S.)	(\$1.60)	-
FY 2020-21 Adopted Budget	(\$0.54)	(\$0.54)
Subtotal Use of Fund Balance	(\$29.54)	(\$25.28)
Fund Balance Prior to Set-Aside for Reserves	\$41.78	\$20.25
Designated/Mandated Reserves		
7.5% GPF Required Reserve	(\$49.13)	(\$48.31)
FY 2019-20 VSSF & LTO Transfer Estimate (Total 50% Excess RETT set-aside)	(10.98)	-
FY 2018-19 VSSF & LTO Transfer Estimate (Total 50% Excess RETT set-aside)	(4.74)	-
OMERS Reversion Assets (held with Trustee; Resolution 85098)	(\$2.36)	(\$2.36)
Subtotal Reserves	(\$67.21)	(\$50.67)
Estimated Ending Available Fund Balance	(\$25.46)	(\$30.42)

Variance Explanation

Decrease of \$9.7 million due to sharp declines in Transient Occupancy Tax, Parking Meter collections, and Parking Tax
Increase of \$16.5 million due to protest-related OT and decreased employee paid leave taken

Remaining funds carried forward to the next FY (see line below)

Accounted for in expenditures above

Transferred to Vacant Property Tax Act Fund (2270)

Transfer suspended by Council

Transfer suspended by Council

Progression of FY 2020-21 Year-End Forecasts

ATTACHMENT H

<i>(in millions)</i>	Midcycle Adopted Budget	Q1 Report	Variance
Property Tax	\$ 233.15	\$ 233.23	\$ 0.08
Sales Tax	\$ 52.55	\$ 52.55	\$ -
Business License Tax	\$ 88.00	\$ 83.25	\$ (4.75)
Utility Consumption Tax	\$ 52.00	\$ 52.00	\$ -
Real Estate Transfer Tax	\$ 89.06	\$ 89.06	\$ -
Transient Occupancy Tax	\$ 15.91	\$ 10.47	\$ (5.44)
Parking Tax	\$ 8.85	\$ 5.57	\$ (3.28)
Licenses & Permits	\$ 1.68	\$ 1.68	\$ -
Fines & Penalties	\$ 18.34	\$ 17.42	\$ (0.92)
Interest Income	\$ 0.48	\$ 0.48	\$ -
Service Charges	\$ 61.47	\$ 61.47	\$ -
Grants & Subsidies	\$ 0.12	\$ 0.80	\$ 0.68
Miscellaneous Revenue	\$ 4.39	\$ 4.39	\$ -
Interfund Transfers	\$ 17.55	\$ 17.55	\$ -
Subtotal Revenue	\$ 643.55	\$ 629.92	\$ (13.63)
Transfers from Fund Balance	\$ 0.54	\$ 0.54	\$ -
Total Revenue	\$ 644.09	\$ 630.46	\$ (13.63)

DISTRIBUTION DATE: _____



MEMORANDUM

TO: HONORABLE MAYOR &
CITY COUNCIL

FROM: Susan E. Manheimer,
Interim Chief of Police

SUBJECT: OPD Overtime Report:
4th Quarter FY 2019-20 and
1st Quarter FY 2020-21

DATE: December 4, 2020

City Administrator
Approval

Date

EXECUTIVE SUMMARY

This memorandum on police overtime provides the following information:

- Reasons why Oakland Police Department (OPD) overtime exceeds budget for the fourth quarter of Fiscal Year (FY) 2019-20 and the first quarter of FY 2020-21;
- Structural deficiencies in OPD overtime; and
- Non-discretionary and discretionary overtime expenditures for the fourth quarter of FY 2019-20 and the first quarter of FY 2020-21

INFORMATION

Reasons Why OPD Exceeded its Overtime Budget in the Fourth Quarter of FY 2019-20 and the First Quarter of FY 2020-21

There are a number of reasons why OPD exceeded its overtime budget in the fourth quarter of FY (Fiscal Year) 2019-20 and the first quarter of FY 2020-21:

- As of November 29, 2020, **homicides in the City of Oakland increased by 47 percent** from the previous year **assaults with firearms increased by 64 percent** for the same timeframe. These dramatic increases in violent crime have resulted in substantial overtime use for pro-active crime reduction activities as well as investigative overtime.
- **Crowd management** requires tremendous human resources to protect the public and property. During the **fourth quarter of FY 2019-20**, OPD expended nearly **\$2.5 million on protest activity** associated with Minneapolis Solidarity. For the **first quarter of FY 2020-21**, OPD spent **another \$1.28 million** on protest activity.

HONORABLE MAYOR AND CITY COUNCILSubject: OPD Overtime Report – 4th Quarter FY 2019-20 and 1st Quarter FY 2020-21

Date: December 4, 2020

Page 2

- Oakland residents continue to be terrified by large and dangerous Sideshow events involving hundreds of vehicles – many from outside of Oakland. **OPD spent over \$2 million on Sideshow enforcement** activities from July 1, 2019 to September 30, 2020.
- **Attrition** of 60 sworn personnel per year – and professional staff vacancies – contributed to **end of shift and backfill overtime of \$3.36 million** between July 1 and September 30, 2020. As of November 2, 2020, OPD had **47 sworn vacancies and 62.5 professional staff vacancies**.
- Extended leaves of personnel due to injury and other matters results in a significant amount of overtime use. **As of December 2, 2020, there were 35 sworn and 13 professional staff on extended leave.**
- In addition to long-term leaves of absence mentioned above, **OPD had 41 confirmed cases of Covid-19 as of November 17, 2020.** This has resulted in using additional overtime to perform the critical work of the infected individuals.

Structural Deficiencies in OPD Overtime Budget

In addition to the reasons provided above for why OPD exceeded its overtime budget for the fourth quarter of FY 2019-20 and the first quarter of FY 2020-21, the following structural deficiencies continue to impede the ability of OPD to meet its overtime budget:

- Despite actual yearly General Purpose Fund (GPF) overtime expenditures from \$20 to nearly \$30 million, **insufficient funds are budgeted for OPD overtime each year.**
- **The July 2020 OPOA wage increase** was 2.5 percent and the Local 21 and Local 1021 **wage increases were two percent.** Consistent with all previous budgets, there was no corresponding increase in the OPD overtime budget to address this wage increase. Despite frequent wage increases, **the OPD overtime budget does not increase to match wage increases.**
- **Service level demands** – including minimum staffing levels for patrol – incur overtime.
- Legal mandates, such as the **Negotiated Settlement Agreement (NSA)** and **state-required training**, result in overtime.
- Based on the amount of violent crime per officer in large cities, **OPD is the most understaffed police department in the United States** and relies on overtime to help meet a large number of competing demands.

Insufficient Funds for OPD Overtime Budget

Chart 1, below, provides approved versus actual overtime spent for the GPF from FY 2011-12 to present. Approved overtime is the amount initially approved prior to any budget adjustments. OPD has overspent its approved GPF budget every year. Rather than the initial approved amount reflecting the previous year expenditure, the annual overtime budget is continuously underfunded.

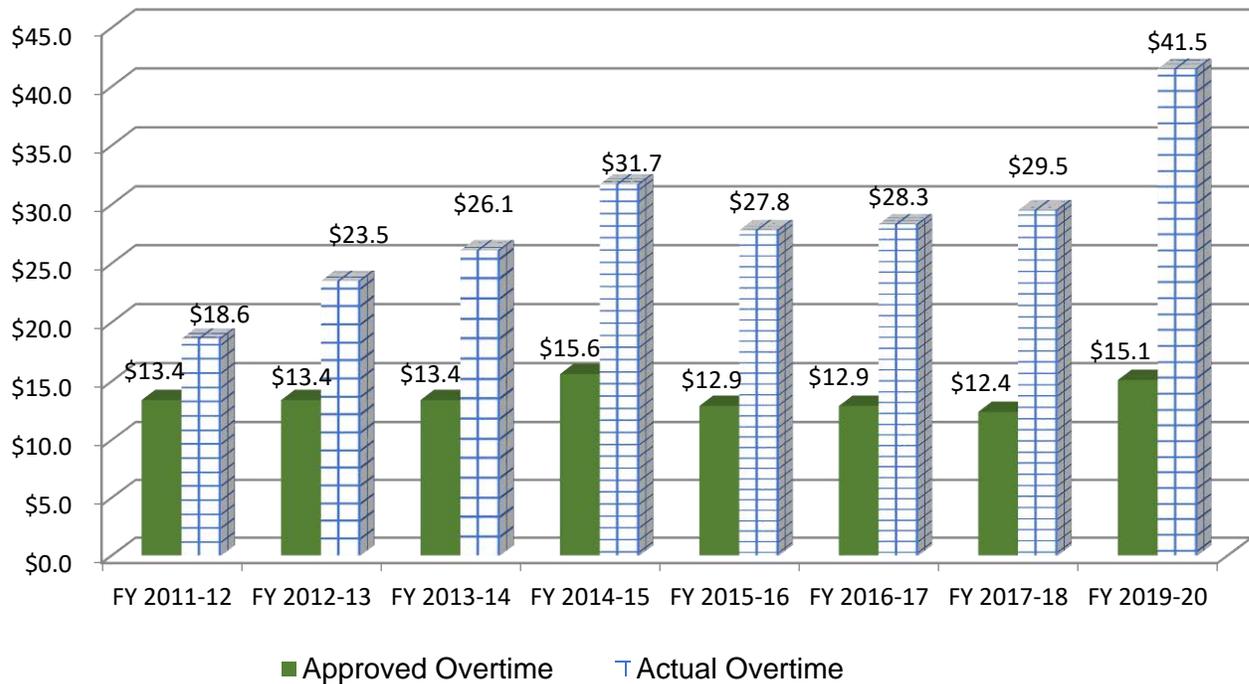
HONORABLE MAYOR AND CITY COUNCIL

Subject: OPD Overtime Report – 4th Quarter FY 2019-20 and 1st Quarter FY 2020-21

Date: December 4, 2020

Page 3

Chart 1: GPF Overtime in OPD – Approved versus Actual (in Millions)



As can be seen in *Chart 1*, above, OPD has increased its overtime spending nearly every year since FY 2011-12 due to the performance of critical police operations. In spite of these increases, City Council has budgeted less than 50 percent of the annual expenditure.

Overtime Budget Increases Do Not Match Wage Increases

With few exceptions, employee bargaining units generally receive wage increases (Cost of Living Adjustments or COLAs) that take effect annually. The City of Oakland has provided a number of COLAs to members of OPD over the last several years through its negotiations with the Oakland Police Officers' Association (OPOA) and both professional staff bargaining units. While this has inherently resulted in a higher per-hour overtime cost, there has been no corresponding increase in the OPD overtime budget to match cost increases caused by COLAs. This has created a structural imbalance between what is budgeted for OPD's overtime versus the actual overtime expenditures.

Chart 2, below, provides a comparison of overtime hours used and costs for all funds for FYs 2006-07 and FY 2016-17. In FY 2006-07, OPD used 505,214 hours of overtime (sworn and professional staff) across all funds at a cost of \$28.55M. In FY 2019-20, OPD used 461,000 hours (sworn and professional staff) but spent \$41.10M.

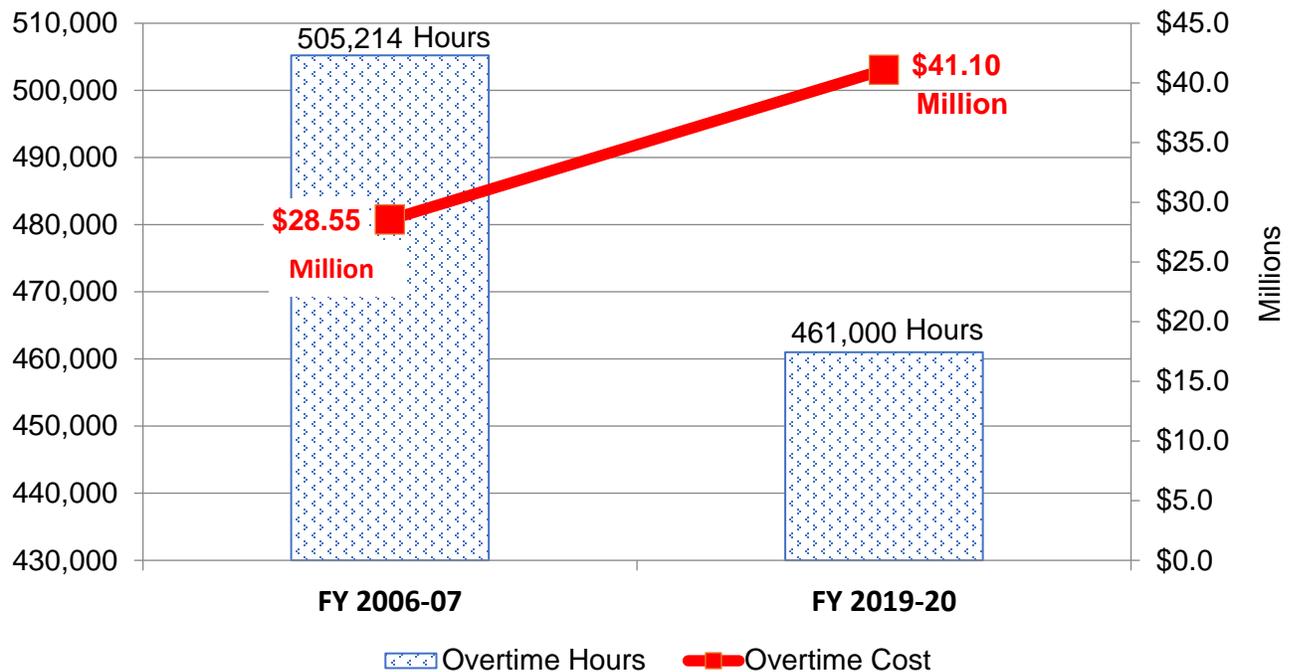
HONORABLE MAYOR AND CITY COUNCIL

Subject: OPD Overtime Report – 4th Quarter FY 2019-20 and 1st Quarter FY 2020-21

Date: December 4, 2020

Page 4

Chart 2: COLA Deficit for Unfunded Contractual Pay Increases



Although OPD reduced the number of overtime hours by nearly nine percent from FY 2006-07 to FY 2019-20, the cost actually increased by \$12.5M.

Service Level Demands

OPD presently has 240 police officer positions assigned to provide 24-hour-a-day coverage in each of the 35 patrol beats. All 240 regular patrol officer positions are assigned to three shifts in five patrol areas, as provided below. Depending on the patrol area, day shift is 6:00 am until 4:00 pm or 7:00 am until 5:00 pm and night shift is 9:00 pm until 7:00 am or 10:00 pm until 8:00 am. Swing shift is 2:00 pm until 2:00 am in every patrol area.

In order to maintain a minimum staffing level of 35 officers in patrol, OPD is often required to expend overtime (known as “backfill” or “extension of shift” overtime). This is most likely to happen on days and shifts when there are only 40 officers initially available – before training, illness, and vacation or other approved time off reduces this number.

Legal Mandates

The NSA places a number of mandates on OPD that may not otherwise exist, including two mandates that have particular impact on patrol overtime. The first is that a patrol sergeant may not supervise more than eight officers. The second is that OPD cannot use acting sergeants in patrol. Taken together, a significant amount of overtime is generated because OPD must have five regular permanent (not temporary acting) sergeants in patrol for every shift to supervise the minimum of 35 officers. Administrative sergeant positions have been created to address this issue, but this has not proven to be an effective remedy. Administrative sergeants are regular permanent positions and are often assigned full-time to fill in for sergeants who are on long-term injury or other assignment.

HONORABLE MAYOR AND CITY COUNCILSubject: OPD Overtime Report – 4th Quarter FY 2019-20 and 1st Quarter FY 2020-21

Date: December 4, 2020

Page 5

The California Commission on Peace Officer Standards and Training (POST) mandates that every peace officer, public safety dispatcher, and public safety dispatch supervisor complete a minimum of 24 hours of POST-qualifying training every two years. The NSA training requirement (Task 43) requires OPD to exceed the POST mandates by requiring that all sworn personnel receive 40 hours of in-service training every 18 months. NSA Task 43 also mandates 20 hours of supervisory training every eighteen months.

At present, all training is completed by sergeants and officers who are assigned to attend in lieu of their regular work assignment. For those assignments that have minimum staffing requirements (such as patrol), this practice increases the likelihood of overtime being used.

Critical Understaffing

Per the Uniform Crime Reports (UCRs) published by the Federal Bureau of Investigation (FBI), the number of violent crimes per OPD sworn member for 2019 (the most recent year available) is 6.97. The national large-city average for 2016 is 3.53 violent crimes per sworn position. To meet (and not exceed) this average, OPD would require 1,563 sworn personnel, an addition of 777 sworn personnel beyond the current permanently budgeted 786.

In order to address the highest level of violent crime per officer in the country, OPD relies on overtime to compensate for a lack of sufficient staffing. An incredibly high number of overtime hours result directly from investigative, crime reduction, and problem-solving personnel engaged in tasks that could be completed by additional personnel on straight time.

HONORABLE MAYOR AND CITY COUNCILSubject: OPD Overtime Report – 4th Quarter FY 2019-20 and 1st Quarter FY 2020-21

Date: December 4, 2020

Page 6

NON-DISCRETIONARY AND DISCRETIONARY OVERTIME*Table 1: Mandatory Overtime/Non-Discretionary*

Mandatory Overtime / Non-Discretionary			
Category	FY 2019-20 (Full Year Actuals)	FY 2020-21 (1st Qtr Actuals)	Description
Ext of Shift / Backfill	12,848,971	3,356,516	Overtime used to fill open beats and conduct preliminary investigations.
FLSA/Holiday/ Comp Time Earned	6,977,426	1,523,041	This category covers Fair Labor Standards Act and Memorandum Of Understanding requirements.
Training/Canine Training/ Recruiting & Backgrounds	2,236,860	376,563	Required expenditure used for Recruitment, Background Investigations, and Academy and In-service training.
Admin Investigations	1,882,061	573,561	Overtime used to conduct administrative follow-up on IAD investigations, Use of Force Investigations and other NSA/policy driven administrative work.
Callback	1,207,329	366,515	Overtime used for callouts regarding serious crimes or other critical incidents.
Court	345,352	63,083	Expenditure to cover subpoenaed court appearances.
Community Meetings	7,971	0	Cost covers community meeting attendance, which is required by policy.
Non-Discretionary Total	25,505,970	6,259,279	

HONORABLE MAYOR AND CITY COUNCIL

Subject: OPD Overtime Report – 4th Quarter FY 2019-20 and 1st Quarter FY 2020-21

Date: December 4, 2020

Page 7

Table 2: Grouped Special Enforcement Overtime/Discretionary

Grouped Special Enforcement Overtime / Discretionary			
Category	FY 2019-20 (Thru 6/12/20)	FY 2020-21 (1st Qtr Actuals)	Description
Site Security & Traffic Control*	1,955,135	375,973	Cost includes reimbursable overtime from businesses, organizations, and construction
Sport, Entertainment, and Coliseum*	2,467,650	155,415	Cost includes reimbursable overtime for concerts, sports, and Coliseum events. Due to COVID, there has been a reduction.
Sideshow Enforcement	1,544,495	512,565	Overtime covers weekend sideshow enforcement.
Area Crime Response & Admin	3,019,555	649,654	The is used to address violence, human trafficking, and other Area crime priorities.
COVID, Mutual Aid, and PG&E PSPS	670,300	204,954	For COVID-related overtime costs, mutual aid (reimbursable), and PG&E events.
Uptown Walking	1,120,536	154,579	Overtime used to support weekend walking detail.
Patrol Wagon	68,016	2,889	With the closure of North County Jail, this used to take arrestees to Santa Rita Jail and allow beat officers to remain in the City.
Demonstrations & Gatherings	2,478,973	1,278,761	This covers operations for demonstrations and gatherings.
Other Community Events*	96,833	0	This includes reimbursable overtime from different organizations. Due to the public health order, there has been a reduction.
Homicide / Ceasefire Op and Warrant Service	589,815	62,102	Overtime covers Ceasefire and CID Citywide investigations and operations focused on gun violence.
City Hall Security	351,143	0	This is for officers assigned to City Hall to for increased security. With COVID, activity at City Hall has decreased.
Training	75,739	0	Overtime covers additional Recruitment and Academy training.
Lake Merritt Patrol	6,640	199,565	This covers the cost of officers to patrol Lake Merritt due to increased use during summer months and COVID education.
Festivals, Street Fairs, Parades*	85,480	190	This includes reimbursable overtime for festivals, parades, and other large events. Due to COVID, there has been a reduction.
Traffic Operations & Fatal Callout	407,859	174,642	The cost covers traffic operations and fatal collision investigations.
Other Coded Tasks	12,370	0	This element covers the activity of other OPD that used the special enforcement overtime code.

* Indicates at least partial reimbursement

HONORABLE MAYOR AND CITY COUNCIL

Subject: OPD Overtime Report – 4th Quarter FY 2019-20 and 1st Quarter FY 2020-21

Date: December 4, 2020

Page 8

SPECIAL EVENTS OVER \$25,000

Table 3: Special Events and Enforcement over \$25,000 for FY 2019-20

Event	Amount	Event	Amount
Minneapolis Solidarity	2,365,334	Cruise Ship COVID Operations	118,534
Sideshow Enforcement	1,628,854	Raiders vs. Rams	117,855
Uptown Walking	1,136,740	Raiders vs. Chargers	115,355
Home Depot	990,194	Juneteenth Rally	112,260
Patrol Wagon	920,471	SE Hegenberger Rd	95,634
FOP Protest Facilitation	616,146	Lake Merritt Special	87,789
COVID-19 TRACKING	513,974	Sideshow Enforcement	85,438
AC Transit Project	489,678	Women's March Oakland	70,264
Area 4 Robbery Suppression	486,369	Citywide Targeted Enforcement	65,890
CID Ceasefire	461,797	Monster Energy Super	64,369
Area 3 Special Enforcement	411,371	Fatal Callout	55,236
City Hall Security	409,073	A's vs. Rays	55,080
PG&E Power Shutoff	387,102	Laney Swap Meet	52,574
Rolling Loud Music F	311,214	Blue Shield Building	46,726
73rd Ave @ Lockwood	250,429	A's vs. Giants	45,897
PG&E Public Safety	230,355	A's vs. Giants	44,446
SE 90th Ave @ Olive	188,571	Ceasefire Ops	39,091
Area 3 Special Enforcement	169,553	Monster Jam	38,909
Raiders vs. Lions	141,016	Monster Jam	37,436
Raiders vs. Bengals	138,192	Area 3 Violence Suppression	34,216
Raiders vs. Jaguars	137,820	Dia De Los Muertos	33,692
Raiders vs. Titans	136,274	SE 7600-7900 blk of	33,636
Raiders vs. Chiefs	132,459	May Day Rally	33,376
85th Ave @ International	128,415	MTC Comm. Parking	31,522
SWAT Search Warrants	127,972	First Friday	28,853
Raiders vs. Broncos	125,238	First Friday	27,302
Abandoned Auto	120,612	A's vs. Rangers	25,272

HONORABLE MAYOR AND CITY COUNCILSubject: OPD Overtime Report – 4th Quarter FY 2019-20 and 1st Quarter FY 2020-21

Date: December 4, 2020

Page 9

Table 4: Special Events and Enforcement over \$25,000 for First Quarter of FY 2020-21

Event	Amount	Event	Amount
Sideshow Enforcement	514,941	Area 3 Special Enforcement	138,212
BFO 1 Protest	389,545	Monterey County Mutual Aid	116,776
Solidarity with Portland	325,902	Minneapolis Solidarity	112,719
Home Depot	282,087	July 4th Enforcement	91,894
Solidarity with Kenosha	258,181	Santa Cruz Mutual Aid	88,178
Area 4 Robbery Suppression	255,923	Port-JLS Security	67,422
Lake Merritt Special	199,565	SE 85th Ave @ International	64,569
Citywide Violence Reduction	188,131	SE 7600-7900 blk of	61,212
Solidarity Event	174,706	Abandoned Automobiles	58,722
Uptown Walking	153,966	Ceasefire Operations	25,476

ACTION REQUESTED OF THE CITY COUNCIL

Staff Recommends That The City Council Receive An Informational Report From The Oakland Police Department (OPD) On The Use Of Overtime During the Fourth Quarter Of Fiscal Year (FY) 2019-20 and the First Quarter Of FY 2020-21.

For questions regarding this report, please contact Timothy Birch, Interim Deputy Director, Oakland Police Department at tbirch@oaklandca.gov.

Respectfully submitted,



Susan E. Manheimer
Interim Chief of Police
Oakland Police Department

Prepared by:
Timothy Birch, Interim Deputy Director
OPD, Bureau of Services

OAKLAND POLICE COMMISSION
SCOPE OF WORK/SUMMARY OF SERVICES TO BE PERFORMED
DECEMBER 2, 2020
Submitted by Leadership Incorporated

INTRODUCTION

This technical assistance plan describes the scope of services that Leadership Incorporated will provide to the Oakland Police Commission. Our proposed work scope is based on the following factors:

1. Oakland Police Commission is convening a planning retreat for purposes of examining key issues, identifying strategic priorities, developing a 2021 action plan and building consensus about the future direction of the agency.
2. Oakland Police Commission intends to contract with a qualified consulting firm that has broad experience working with public/quasi agencies in the areas of self-assessment, visioning, strategic planning, meeting management and related activities.
3. Leadership Incorporated will be responsible for assisting Oakland Police Commission to achieve the following goals:
 - Conducting a self-assessment via individual interviews and a SWOT (strengths, weaknesses, opportunities and threats) analysis.
 - Developing a shared vision and strategic priorities for the agency.
 - Reviewing and building consensus in the following areas: (1) OPC's Legal Mandate and Charge; (2) OPD's Policy Review Process; (3) OPC's Code of Conduct; (4) Chief of Police Evaluation Criteria; (5) CRPA Case Prioritization; and (6) OPC Orientation Program.
 - Developing a 2021 action plan.
4. Oakland Police Commission will be responsible for completing the following tasks:
 - Providing information about its history, structure, programs, and operations.
 - Co-designing the retreat agenda with Leadership Incorporated.
 - Participating in individual interviews conducted by Leadership Incorporated.
 - Handling scheduling, logistics and tech support for the OPC retreat.
 - Provide candid and timely feedback to Leadership Incorporated about our services.

Thank you for considering our firm as a technical assistance partner for the Oakland Police Commission in this important meeting to discuss the future direction of the agency.

PROPOSED WORK SCOPE

Leadership Incorporated will perform the following tasks for the Oakland Police Commission:

TASK	PROJECTED HOURS	COST @ \$200/HR.
<ul style="list-style-type: none"> Attend orientation/planning/briefing meetings with the Chair of the Oakland Police Commission et. al. and complete follow-up tasks 	4	\$800
<ul style="list-style-type: none"> Review background information and relevant documents including: (1) Performance Audit of the Oakland Police Commission and the Community Police Review Agency by the City Auditor; (2) Joint Rebuttal Submission to City Auditor by the Oakland Police Commission and Community Police Review Agency; (3) Minutes of Oakland Police Commission meetings; (4) Correspondence to Oakland City Council by the Oakland Police Commission and Community Police Review Agency; (5) Published articles on Oakland Police Commission meetings; and (6) other relevant documents. 	6	\$1,200
<ul style="list-style-type: none"> Conduct research on best practices of police commissions in other jurisdictions 	4	\$800
<ul style="list-style-type: none"> Conduct individual interviews with members of the Oakland Police Commission and draft summary report 	16	\$3,200
<ul style="list-style-type: none"> Develop agenda, resource packets and facilitation strategy for Oakland Police Commission retreat 	4	\$800
<ul style="list-style-type: none"> Facilitate the Oakland Police Commission retreat 	8	\$1,600
<ul style="list-style-type: none"> Prepare report on the Oakland Police Commission retreat 	8	\$1,600
<ul style="list-style-type: none"> Draft 2021 action plan for the Oakland Police Commission 	12	\$2,400
<ul style="list-style-type: none"> Attend Oakland Police Commission meeting to debrief retreat and review the 2021 action plan 	4	\$800
<ul style="list-style-type: none"> Prepare summary report on the Oakland Police Commission project 	4	\$800
<ul style="list-style-type: none"> Meet with the Chair of the Oakland Police Commission et. al. to debrief the technical assistance project (N/C) 	0	\$0
TOTAL	70	\$14,000

FRANK J. OMOWALE SATTERWHITE, Ph.D.
STATEMENT of QUALIFICATIONS



Frank J. Omowale Satterwhite is an organizational and community change consultant who completed an undergraduate degree at Howard University, a Master's Degree at Southern Illinois University and a doctoral degree at Stanford University.

Omowale is the President of Leadership Incorporated, a progressive, nonprofit consulting firm focused on building capacity for social change in communities of color. He was previously employed as President, National Community Development Institute; President, Community Development Institute; Acting Superintendent, Ravenswood City School District; Associate Dean and Chairman of African American Studies, Oberlin College, where he established the first Black Studies Program at Oberlin; President, Institute for the Study of Community Economic Development; and Associate Director, Western Regional Office, College Entrance Examination Board.

During the winter semester of the 2015-2016 academic year, Omowale served as a Visiting Professor, Scholar in Residence, at The New School, Milano School of International Affairs, Management and Urban Policy in New York City.

In a typical year, Omowale provides technical assistance, training and consultation services to numerous social justice, health/human service, governmental, philanthropic and community development organizations; he facilitates multi-sector dialogues to promote community building and build consensus among diverse identity groups in communities; he facilitates strategic planning processes to get alignment about the future direction and chief priorities of organizations; he facilitates training programs for residents, organizational leaders and consultants working in communities of color; and he facilitates implementation of place-based, community-change initiatives in partnership with local stakeholder groups. During the past 30 years, Omowale has contracted with more than 1,200 organizations in over 120 cities and 40+ states.

Omowale formerly served as Board Chair of the Alliance for Nonprofit Management. He also served on the boards of the Praxis Project (Washington, D.C.), Applied Research Center (Oakland, CA), Urban Habitat (Oakland, CA), EPA Teen Home (East Palo Alto, CA) and Girls Club of the Mid-Peninsula (East Palo Alto, CA). Omowale is a former councilmember in the City of East Palo Alto and a former planning commissioner with San Mateo County.

During his career, Omowale Satterwhite has received more than 100 civic service awards from governmental, philanthropic, professional and civic organizations.

FRANK J. OMOWALE SATTERWHITE, Ph.D. SUMMARY OF PROFESSIONAL EXPERIENCE

- Broad and unparalleled experience in providing management and facilitation services to non-profit, social change organizations as well as foundations and public agencies with a strategic interest in transforming low-income communities. Dr. Satterwhite typically works with numerous client organizations each year and, over his career, has directly assisted more than 1,200 organizations in over 120 cities and 40+ states.
- Broad and unparalleled experience in providing technical assistance to foundation-sponsored, comprehensive community change initiatives. Dr. Satterwhite has served as the lead organizational development and/or civic engagement consultant for more than twenty comprehensive community change initiatives in cities across the country.
- Extensive experience in training community members/resident leaders, organizational leaders and consultants in the methodology of *“building capacity for social change in communities of color”*.
 - From 2000 to 2007, Dr. Satterwhite trained more than 250 individuals in the San Francisco Bay Area with an interest in serving as organizational development consultants in communities of color (Professional Development of Consultants Program).
 - From 2006 to 2012, Dr. Satterwhite trained more than 250 Detroit residents participating in the Good Neighborhoods Initiative sponsored by the Skillman Foundation.
 - From 2007 to 2009, he trained more than 200 community activists in fifteen cities across the country who were engaged in social change work in their communities.
- Broad and extensive leadership in the nonprofit management field. Dr. Satterwhite served as Board Chair of the Alliance for Nonprofit Management, the national trade association for management consultants working with nonprofit organizations
- Broad experience in developing and implementing innovative, higher education academic programs at Nairobi College (1968-1976), Oberlin College (1970-72) and Institute for the Study of Community Economic Development (1979-1982). Dr. Satterwhite was one of the founding board members of Nairobi College, a two-year, Afrocentric community college located in East Palo Alto, California. He established the first African-American Studies Program at Oberlin College, called the *African American Community and Student Development Program*, whose primary aims were to examine the university’s role in transforming communities of color and prepare students to fulfill that social responsibility. He also founded and piloted the Institute for the Study of Community Economic Development, a two-year, university-without-walls, Master of Science Program for executive practitioners in the field of community economic development.



Regina Jackson, Chairperson
Oakland Police Commission
City of Oakland
1 Frank H. Ogawa Plaza
Oakland, CA 94612

December 7, 2020

Chairperson Jackson:

It is with humility that we present this proposed scope of work to the Oakland Police Commission to provide high quality facilitation of the Oakland Police Commission's Retreat to be held Winter, 2021. We recognize the important work that the Commission is conducting on behalf of Oakland's citizens and believe that our background knowledge of Oakland city structures along with our extensive experience in meeting facilitation will buttress your efforts. Blaze Consulting Group's master facilitators have demonstrated experience in leading meetings that engage participants, enhance creative solutions and lead to effective action.

Blaze Consulting Group proposes to support the Police Commission Virtual Retreat with two facilitators and a supporting Zoom host. We also will produce integrated visuals to support dialogue and a final report with meeting notes. Collectively, Franklin and Jenjii Hysten have over 45+ years of meeting support. Our approach is informed by expertise in group dynamics, community engagement and strategic planning. We have provided strategic planning work sessions for several Oakland non-profit and public agencies including the 2019 retreat of the Sugar Sweetened Tax Advisory Board of the City of Oakland.

Our project lead, Franklin Hysten holds extensive experience with city structures and processes. In 2017, he co-facilitated a large community engagement process for Oakland Unite. Prior to that, Franklin served as past chairperson of the Oakland Fund for Children and Youth and staff person to Safe Passages. He was twice responsible for designing and implementing annual trainings for all School Site Officers of Oakland Unified School District. Outside Oakland, Franklin recently co-wrote municipal legislation to re-design the San Pablo Youth Commission. Franklin has experience with commission protocols including Robert's Rules of Order and the Sunshine Ordinance/Brown Act. Franklin is a proud Oakland native whose career includes leadership roles in the city, school district and Alameda County.

Our project team will also include:

- Jenjii Hysten, Facilitator and CEO of Blaze Consulting Group
- Bianca Ortiz Pallen, Zoom Host and Exec. Assistant of Blaze Consulting Group
- Nicka Smith, Media Preparation

Scope of Work

Below is a proposed scope of work to support the Oakland Police commission with high quality meeting facilitation.

Blaze Consulting Group, LLC is proposing the following meeting design, facilitation, meeting report services to the City of Oakland:

Deliverables	Hour Allocated	Cost
Session Design, Background research and PowerPoint deck development	8	\$1,700.00
Coordination with commission leadership and staff	5	\$2,000.00
Facilitation of Retreat	8	\$3,400.00
Session report including all collateral material	4	\$1,600.00
Total Contract		\$8,900.00

Contractor: _____
 Date: _____
 Jenjii Hysten, CEO, Blaze Consulting Group, LLC

Client: _____ Date: _____

OAKLAND POLICE COMMISSION

RESOLUTION NO. 20-05

RESOLUTION AUTHORIZING THE COMMUNITY POLICE REVIEW AGENCY (CPRA) EXECUTIVE DIRECTOR TO ENTER INTO A PROFESSIONAL SERVICES AGREEMENT WITH XX TO PROVIDE FACILITATION SERVICES FOR A POLICE COMMISSION RETREAT FOR AN AMOUNT NOT-TO-EXCEED \$XXX.

WHEREAS, the voters of the City of Oakland voted yes for Measure LL on November 8, 2016, which established the Oakland Police Commission; and

WHEREAS, Measure LL amended the Oakland City Charter to add section 604, entitled "Police Commission;" and

WHEREAS, the Oakland City Council adopted Ordinance No. 2.04.022 on July 9, 2019, amending Oakland Municipal Code Chapter 2.04 *Purchasing System*, to add section 2.04.022 to authorize the Police Commission to enter Professional Service Agreements necessary to fulfill its duties as defined in Measure LL, codified in section 604 of the Oakland City Charter; and

WHEREAS, all Police Commission contract approvals require an affirmative vote of four (4) or more members of the Commission who are designated to vote at the time the action is taken to approve a contract; and

WHEREAS, the Community Police Review Agency (CPRA) Executive Director is authorized on behalf of the City of Oakland to enter into Professional Services Agreements properly approved by the Commission and shall be the contract administrator; and

WHEREAS, all contracts approved by the Police Commission are subject to the competitive and other processes and procedures required under Oakland Municipal Code Chapter 2.04 *Purchasing System*; and

WHEREAS, the Police Commission received proposals from XXXX; and

WHEREAS, on October 8, 2020, the Police Commission voted to direct the CPRA Executive Director to engage the services of XX to provide facilitation services for a Police Commission retreat; now, therefore be it

RESOLVED, that the Oakland Police Commission authorizes the CPRA Executive Director to enter into a Professional Services Agreement with XX to provide facilitation services for a Police Commission retreat; and be it

FURTHER RESOLVED, the total amount of the Agreement shall be for a not-to exceed amount of \$XXX; and be it

FURTHER RESOLVED, that the said Agreement with XXX shall be executed contingent upon available funding; and be it

FURTHER RESOLVED, that the CPRA Executive Director has identified available funding in the amount of \$xxx in General Purpose Fund (1010), Police Commission Organization (66111), Administrative Project (1003737), Program (IP06); and be it

FURTHER RESOLVED, that the CPRA Executive Director is authorized to negotiate and finalize the scope of professional services for said contract with XXX to provide facilitation services for a Police Commission retreat.

IN POLICE COMMISSION MEETING, DECEMBER 10, 2020, OAKLAND, CALIFORNIA,

PASSED BY THE FOLLOWING VOTE:

AYES –

NOES –

ABSENT –

ABSTENTION –

ATTEST: _____

CHRISSIE LOVE
Administrative Analyst, II
Community Police Review Agency
City of Oakland, California

**Oakland Police Department
Bureau of Field Operations
Policy and Procedures Manual**

**Effective Date:
DD MMM YY**

Policy 15-01

Index as: Community Policing

I. BACKGROUND

Community Policing is the affirmed public safety policy and philosophy of the City of Oakland and Oakland Police Department and its purpose is to reduce crime, enhance public safety and to improve quality of life through police and community partnerships. Proactive problem solving in collaboration with other public service agencies and community-based organizations reduces crime and the fear of crime and improves the overall quality of life in our neighborhoods. Community Policing is a customer service approach to policing that embodies a true partnership, one in which all stakeholders advise, listen and learn, and the resultant strategies reflect that input. Community Policing involves a commitment from all Oakland Police Departmental (OPD) employees at every level in the organization to work smarter in finding creative approaches to traditional and non-traditional problems, and to do so in a manner that recognizes and rewards integrity, creativity, courage, and commitment.

II. PURPOSE

The purpose of this directive is to set forth bureau procedures regarding expectations and responsibilities for Neighborhood Service Coordinators (NSCs), Community Resource Officers (CROs), Foot Patrol Officers, Crime Reduction Team (CRT) Officers, and Community Meetings.

This policy is designed to improve police community relations, enhance Citywide problem-solving efforts, reduce serious and violent crime, and address public safety issues through the community policing philosophy.

III. POLICE DEPARTMENT MISSION, VISION AND GOALS

A. The three fundamental components of the OPD's mission, vision, and goals:

1. Reduce Crime
2. Strengthen Community Trust and Relationships
3. Achieve Organizational Excellence

B. Police Department Structure

In order to achieve the above goals, OPD has continued to provide a structure that includes the following positions:

1. Neighborhood Service Coordinators
2. Community Resource Officers
3. Foot Patrol Officers
4. Crime Reduction Teams

IV. COMMUNITY POLICING AND PROBLEM SOLVING

Effective community policing focuses not only on developing and maintaining relationships with the citizens, businesses, and/or community organizations it serves but understanding that to resolve the issue(s) facing an area, it requires a collaborative effort.

Community Policing and problem solving places a high value on responses that are preventive in nature, that are not dependent on the use of the criminal justice system, and that engage other public agencies, the community and the private sector when their involvement has the potential for significantly contributing to the reduction of the problem. Problem solving carries a commitment to implementing responses, rigorously evaluating effectiveness and subsequently reporting the results of priorities and projects in ways that will benefit the community, the organization, and policing practices in general.¹

A. Community Priorities

Community priorities are prioritized issues of concern, generated by the community itself, which can be addressed in whole or in part by partnership with the Department. While typically set by attendees of the Neighborhood Councils, priorities can come from a variety of different sources. However, priorities should be applicable to a larger section of the Community Policing Beat rather than just one individual. Such priorities should be determined by a representative group of community stakeholders with a focus on diversity. Community Policing Beats should have one to three priorities at any given time.

B. SARA Projects

A SARA project is a way to identify specific priorities or problems and to design tailored solutions for those issues. Each CRO is expected to have one open SARA project at any given time. The SARA concept includes evaluation assessment of the solutions and results to determine the efficacy of the designed response. The SARA model includes the following steps:²

1. Scanning

- a. Identifying recurring problems of concern to the public and the police.
- b. Identifying the consequences of the problem for the community and the police.
- c. Prioritizing those problems.
- d. Developing broad goals.
- e. Confirming that the problems exist.
- f. Determining how frequently the problem occurs and how long it has been taking place.
- g. Selecting problems for closer examinations.

¹ Problem-Oriented Policing, Herman Goldstein, 2015

² Center for Problem Oriented Policing, 2018, <http://www.popcenter.org/about/?p=sara>

2. Analysis

- a. Identifying and understanding the events and conditions that precede and accompany the problem.
- b. Identifying relevant data to be collected.
- c. Researching what is known about the problem type.
- d. Taking inventory of how the problem is currently addressed and the strengths and limitations of the current response.
- e. Narrowing the scope of the problem as specifically as possible.
- f. Identifying a variety of resources that may be of assistance in developing a deeper understanding of the problem.
- g. Developing a working hypothesis about why the problem is occurring.

3. Response

- a. Brainstorming for new interventions.
- b. Searching for what other communities with similar problems have done.
- c. Choosing among the alternative interventions.
- d. Outlining a response plan and identifying responsible parties.
- e. Stating the specific objectives for the response plan.
- f. Carrying out the planned activities.

4. Assessment

- a. Determining whether the plan was implemented (a process evaluation).
- b. Collecting pre- and post- response qualitative and quantitative data.
- c. Determining whether broad goals and specific objectives were attained.
- d. Identifying any new strategies needed to augment the original plan.
- e. Conducting ongoing assessment to ensure continued effectiveness.

C. Priority and Project Review

Upon completion of responding to a priority – including the closure of a SARA project -- the involved CRO should discuss with the relevant Neighborhood Council.

V. NEIGHBORHOOD SERVICE COORDINATORSA. General Roles and Responsibilities

Neighborhood Service Coordinators (NSC) are expected to support Neighborhood Crime Prevention Councils (NCPC) and help residents work together, in partnership with the police and other city departments, to address ongoing problems in their neighborhoods.

B. Community Engagement

1. NSCs should conduct outreach, to include:
 - a. Development and distribution of outreach material promoting Neighborhood Council meetings and other events.
 - b. Use of door-to-door and social media communications.
 - c. Distribution of crime prevention information based on crime trends (such as auto burglaries).
2. NSCs should create an outreach strategy with their Neighborhood Council board to include:
 - a. Planning to conduct door-to-door and online outreach.
 - b. Contacting Neighborhood Watch Block Captains and National Night Out hosting and assisting with outreach in their neighborhoods.
 - c. Advising the Neighborhood Council board of allocated NCPC funds to purchase outreach material.
 - d. Working with Neighborhood Council boards to share successes with other Neighborhood Councils.
3. NSCs should use social media to share information.
 - a. NSCs will receive training on social media.
 - b. Social media should be used to promote community successes, especially those involving OPD:
 - 1) NSCs should compose a brief narrative that highlights a successful community event, good news, a closed and/or otherwise completed priority or project. This story should be submitted to the NSC's manager for review and approval. Photos should be included. NSCs will not report out on closed SARA projects.
 - 2) NSCs should work with their Neighborhood Council boards and other members to identify positive stories related to Neighborhood Council activity.
 - c. NSCs should post meetings on social media and in the social media event calendars.
 - d. Two NSCs from BFO 1 and two NSCs from BFO 2 will be designated to post on OPD social media accounts, including Facebook, Instagram, and Twitter. CROs and CRTs should forward stories and photos to the designated NSCs.

BFO Policy 15-01
Community Policing

Effective Date:
DD MMM YY

4. NSCs should coordinate with other City, county and state agencies to resolve problems. These include:
 - a. Community Policing Advisory Board
 - b. Safety and Services Oversight Commission
 - c. Law Enforcement Partners (BART, Alameda County Sheriff, Oakland Unified School District)
 - d. City Administrator's Office (Nuisance Abatement, Homeless Management Team, Special Activity Permits)
 - e. Oakland Fire Department
 - f. Office of the City Attorney (Neighborhood Law Corps Attorneys)
 - g. Nuisance Abatement (City Administrator's Office)
 - h. Alameda County Office of the District Attorney
 - i. Public Works
 - j. Department of Transportation
 - k. Building Services/Code Compliance
 - l. Oakland Housing Authority
 - m. OUSD and other agencies as required.
5. NSCs attend community events.

VI. COMMUNITY RESOURCE OFFICERS

A. General Role

Community Resource Officers (CRO) are responsible for the coordination of problem-solving activities in specific geographic areas, including:

1. Documenting the following:
 - a. Neighborhood Council Priorities
 - b. Community concerns
 - c. Area Command staff priorities
 - d. Crime issues
 - e. Blight concerns
 - f. SARA projects
2. Encouraging active participation of OPD personnel in Neighborhood Council and other community groups.
3. Initiating and completing SARA projects.
4. Attending Neighborhood Council meetings and providing routine updates.
5. Serving as liaisons with City Departments.
6. Providing foot and bicycle patrols.
7. Answering calls for service if needed.
8. Leading targeted enforcement projects.
9. Coordinating enforcement efforts with CRT and other personnel.

BFO Policy 15-01
Community Policing

Effective Date:
DD MMM YY

In addition to the above crime-reduction activities, CROs may assist CRTs in serving as first responders to crowd management events. CROs may also work with CRTs in providing violence or other serious crime suppression.

B. Specific Responsibilities

CROs act as coordinators and liaisons for projects and priorities in their assigned Community Policing Beats. Absent other urgent and specific Department needs, the Department is committed to keeping continuity of CROs assigned to a specific beat.

The CROs utilize the SARA process to solve problems. This process is documented by CROs in the community project database, SARAnet. CROs are expected to:

1. Build community support for OPD through positive customer service;
2. Be visible to and engage with the community;
3. Identify violent crime hot spots on their Community Policing Beat;
4. Assist Neighborhood Councils in establishing appropriate priorities based on crime data;
5. Research and identify the three locations generating the highest calls for service on their Community Policing Beat and, as appropriate, open projects aimed at reducing these calls for service;
6. Identify properties associated with neighborhood problems (calls for service, crime, blight, and nuisance) and institute projects to address these problems;
7. Communicate important information to Patrol officers and coordinate the response activities of these officers in solving projects;
8. Check email and voicemail messages daily and respond within a reasonable time (CROs shall use beat-specific email addresses for all communication related to issues in Community Policing beats);
9. Know and identify formal and informal community leaders (e.g., Neighborhood Watch block captains, school principals, community center staff, religious leaders, etc.); and
10. Coordinate with other City, county and state agencies to resolve problems. These include:
 - a. Oakland Fire Department
 - b. Office of the City Attorney
 - c. Nuisance Abatement (City Administrator's Office)
 - d. Alameda County Office of the District Attorney
 - e. Public Works
 - f. Department of Transportation
 - h. Building Services/Code Compliance
 - i. Oakland Housing Authority
 - j. OUSD and other agencies as required.
11. Create, gather or provide updates, results, and events regarding projects or priorities, responses, and results to NSCs for posting to social media platforms.

C. Use and Auditing of the SARANet Database

CROs should update the SARANet Database on the status of their project responses regularly, at minimum once per month. CROs should maintain contact with other personnel to include updates of coordinated responses to projects in the database.

Open projects should be formally assessed by CROs on a monthly basis.

The SARANet Database will be reviewed or audited by the Area commander no less than on an annual basis to ensure that projects are properly documented.

D. CRO Assignment to Neighborhood Councils

CROs will be responsible for close and continuous coordination with their assigned Neighborhood Council (NC) and NSCs. However, each of the 57 NCs may not have a solely dedicated CRO.

Area Commanders have the flexibility to assign a CRO to a maximum of two NCs, with the exception of Beat 13, where one CRO may be assigned to all three NCs. CROs shall meet with and assist their assigned NCs in accordance with each NC's published meeting schedule. NCs are not the single point of contact for the CRO and attention must also be paid to other community organizations (including faith-based organizations) on their beat.

E. Data Collection and Dissemination

CROs are required to use SARANet to document community-based projects. In addition to using SARANet, CROs should track other activities undertaken (such as crowd management).

CROs should make every effort to disseminate information on community projects and priorities to involved or required Department staff.

F. Professional Development

OPD shall provide annual training to all CROs. Possible courses may include, but are not limited to, the below:

1. CRO-specific training course provided by OPD
2. Problem-oriented or problem-solving using SARA model
3. Search warrant
4. Undercover and crime reduction operations
5. Custom notifications
6. Community relations/customer service
7. Cultural diversity and competency
8. Tactical training and Procedural Justice

BFO Policy 15-01
Community Policing

Effective Date:
DD MMM YY

Additionally, supervisors and commanders of CROs should identify training which will enhance the professional development of CROs. CROs should identify training which will enhance their development or job performance and submit training requests for consideration.

G. Selection

There is no mandatory length of time for CRO members to serve in their role. Transfers into and out of any CRO unit are governed by OPD DGO B-04, *Personnel Assignments, Selection Process, and Transfers*. However, newly appointed members are expected and encouraged to serve a minimum of two years in position.

VII. FOOT PATROL OFFICERS

A. Roles and Responsibilities

Foot Patrol Officers maintain a high-visibility presence in specific geographic areas, such as Downtown Oakland. Foot Patrol Officers also serve as Bicycle Patrol Officers.

B. Professional Development

Foot Patrol should attend all of the below-listed training:

1. Problem solving (SRS school)
2. Bicycle patrol

C. Tenure

There is no mandatory length of time for Foot Patrol Officers to serve in their role. Transfers into and out of any Foot Patrol unit are governed by OPD DGO B-04, *Personnel Assignments, Selection Process, and Transfers*. However, newly appointed members are expected and encouraged to serve a minimum of five years in position.

VIII. CRIME REDUCTION TEAM OFFICERS

A. Roles and Responsibilities

Crime Reduction Teams (CRT) are OPD's primary means of addressing and reducing violent and other serious crime. CRT officers are expected to perform a variety of tasks to achieve these objectives, including:

1. Directed enforcement and operations in line with Department or Area Crime Reduction Plans.
2. Conducting basic to intermediate-level investigations.
3. Service of search and arrest warrants.
4. Location and arrest of suspects.

In addition to the above crime-reduction activities, CRTs generally serve as OPD's first responders to crowd management events.

BFO Policy 15-01
Community Policing

Effective Date:
DD MMM YY

B. Direction

While direction for CRT activities may come from a variety of sources, primary mission direction should come from Area Commanders using the Department's crime-reduction plans.

C. Data Collection

CRT supervisors and commanders are required to provide evidence of their activities through completion of a weekly activity report. This report shall include, at a minimum:

1. Number of arrests made.
2. Number and type of warrants served.
3. Number and type of investigations conducted.
4. General descriptions of any other activities undertaken (such as intelligence-led stops, operations and crowd management incidents).

D. Data Collection Review

Weekly activity reports shall be reviewed by area commanders when evaluating crime reduction plans and results.

E. Professional Development

Newly-assigned CRT officers should attend all of the below-listed training:

1. Undercover operations
2. Basic narcotics enforcement
3. Advanced Procedural Justice
4. Search Warrant
5. Crime reduction field operations

OPD should provide annual on-going training to all CRTs. Possible courses may include, but are not limited to, the below:

1. Undercover operations
2. Basic narcotics enforcement
3. Advanced Procedural Justice
4. Search Warrant
5. Operational planning and supervision for crime reduction strategies

Additionally, supervisors and commanders of CRTs should identify training which will enhance the professional development of CRTs. CRTs should identify training which will enhance their development or job performance and submit training requests for consideration.

BFO Policy 15-01
Community Policing

Effective Date:
DD MMM YY

F. Tenure

There is no mandatory length of time for CRT officers to serve in their role. Transfers into and out of any CRT unit are governed by OPD DGO B-04, *Personnel Assignments, Selection Process, and Transfers*. However, newly appointed members are expected and encouraged to serve a minimum of five years in position.

IX. COMMUNITY MEETINGS

Appropriate personnel attend and document attendance at community meetings and public appearances in accordance with the provisions of DGO B-7, PUBLIC APPEARANCES.

A. Attendance at Community Meetings

BFO personnel attending a community meeting or public appearance shall complete and forward a Public Appearance Report (PAR, TF-3225) as follows:

1. Personnel receiving an appearance request shall complete Part I (Request Information) of the PAR and forward the PAR to the appropriate commander.
2. Immediately upon completing the public appearance, the NSC (for NCPC meetings) or in his/her absence, the primary OPD speaker/attendee, shall complete and forward the PAR to the BFO Administrative Unit through the chain-of-command of the person completing the PAR.
3. When there is more than one attendee, multiple PARs may be completed and forwarded. However, multiple attendees may be listed in Part III of the PAR.

B. Records Maintenance

The PARs shall be maintained by the BFO Administration Unit Command in accordance with DGO B-7. The BFO Administrative Unit shall be responsible for the following:

1. Assigning control numbers to completed PARs.
2. Maintaining an electronic database/log of all completed PARs.
3. Monitoring the community meeting? attendance and the completion of PARs.
4. The commander of the BFO Administrative Unit Shall provide BFO Deputy Chiefs and Area commanders a monthly summary report of public appearances attended by Department personnel which shall include data on adherence to the 60-day attendance rule noted in Part II.B of DGO B-7.

C. Presentations at Community Meetings

Depending on assignment and/or classification, staff members may be required to make presentations at community meetings. CROs and NSCs are expected to make

BFO Policy 15-01
Community Policing

Effective Date:
DD MMM YY

presentations on a regular basis. When presenting a community meeting, the assigned NSC should do the following in order to ensure City-wide consistency:

1. Send an Outlook calendar invite (specific to a single meeting – not a recurring appointment) to the:
 - a. BFO Deputy Chief
 - b. BFO Neighborhood Services Manager
 - c. Area Captain
 - d. Area Special Resource Lieutenant
 - e. Area CRO Sergeant
 - f. Area CRT Sergeant
 - g. Assigned CRO

The calendar invite should include beat priorities and NSC contact information.

2. Provide an agenda that minimally includes:
 - a. Contact information.
 - b. Current beat priority and project updates (Status of priority or project, responses since last meeting, status of assessment or evaluation).
 - c. Identification of new priorities or projects (if needed).
 - d. Community Beat crime trends and crime rates.
 - e. Misc. Agenda Items (Other announcements, other presentations, etc.).
 - f. Summary of key activities related to these items.
3. Introduce yourself at the beginning of the meeting.
4. Explain the role of CROs and CRTs. If needed, required, or requested.
5. CROs are required to provide:
 - a. Crime statistics for the Area and Beat.
 - b. Updates on priorities and projects, including:
 - 1) Defined priority and project problem and goal.
 - 2) Status of each active priority or project or for each priority or project closed since the last meeting or update.
 - 3) Responses completed or logged by all priority or project partners since last meeting or update.

OPD staff should consider hosting community meetings and other events in different areas in the beat.

BFO Policy 15-01
Community Policing

Effective Date:
DD MMM YY

6. CRO and NSC Interaction
 - a. CROs and NSCs should collaborate prior to every Neighborhood Council meeting to review and discuss beat information, crime statistics, crime trends, priorities, and projects. Identification of current neighborhood concerns including problem properties and hot spots should be included.
 - b. CROs should provide NSCs with the CRO's report prior to the meeting.

D. Living Room Meetings

Living room meetings are a specific type of community meeting. Like all community meetings, the goal of a living room meeting is to improve police-community relations. Living room meetings employ specific criteria, such as the following:

1. Intimate setting (such as an actual residential living room) OR Local facility recommended by the assigned NSC (such as a library or recreation center)
2. Small group size (no more than 20 participants)

Living room meetings are generally attended by Area command staff, supervisors, and officers. NSCs should attend when possible.

Approved by

Roland Holmgren
Acting Deputy Chief
Bureau of Field Operations 1

LeRonne Armstrong
Deputy Chief
Bureau of Field Operations 2

CITY OF OAKLAND
COMMUNITY POLICE REVIEW AGENCY
Cases Associated with Public Demonstrations 5/29/20 – 6/1/20 (41 Cases Total)

Case #	Incident Date	Assigned Staff	180-day Goal	1-year Goal	Type* (604(f)(1) or Other)	Allegation(s)
20-0638	5/29/2020	N/A	11/25/2020	5/28/2021	Use of Force, 1st Amendment Assembly	Use of Force, Performance of Duty, Unintentional/Improper Search Seizure Arrest
20-0639	5/30/2020	N/A	11/26/2020	5/29/2021	Use of Force, 1st Amendment Assembly	Use of Force
20-0640	5/30/2020	N/A	11/26/2020	5/29/2021	1st Amendment Assembly	Performance of Duty, Service Related
20-0641	5/31/2020	N/A	11/27/2020	5/30/2021	1st Amendment Assembly	Performance of Duty, Service Related
20-0642	5/30/2020	N/A	11/26/2020	5/29/2021	Use of Force, 1st Amendment Assembly	Use of Force, Crowd Control
20-0643	5/30/2020	N/A	11/26/2020	5/29/2021	Use of Force, 1st Amendment Assembly	Use of Force
20-0644	5/30/2020	N/A	11/26/2020	5/29/2021	Use of Force, 1st Amendment Assembly	Use of Force, Crowd Control
20-0645	5/31/2020	N/A	11/27/2020	5/30/2021	Use of Force, 1st Amendment Assembly	Use of Force, Harassment and Discrimination, Care of Property, Unintentional/Improper Search Seizure Arrest
20-0646	6/1/2020	ED	11/28/2020	5/31/2021	Use of Force, 1st Amendment Assembly	Use of Force, Failure to Provide Serial Number, Performance of Duty
20-0647	5/31/2020	N/A	11/27/2020	5/30/2021	Use of Force, 1st Amendment Assembly	Use of Force, Failure to Provide Name and Serial Number
20-0648	6/1/2020	N/A	11/28/2020	5/31/2021	Use of Force, 1st Amendment Assembly	Use of Force, Care of Property, Department Property and Equipment
20-0652	5/30/2020	N/A	11/26/2020	5/29/2021	1st Amendment Assembly	Crowd Control, Performance of Duty
20-0658	6/1/2020	N/A	11/28/2020	5/31/2021	Use of Force, 1st Amendment Assembly	Unintentional/Improper Search Seizure Arrest, Use of Force, Performance of Duty, Failure to Provide Name and Serial Number
20-0659	6/1/2020	N/A	11/28/2020	5/31/2021	1st Amendment Assembly	Crowd Control, Service Related
20-0660	6/1/2020	N/A	11/28/2020	5/31/2021	1st Amendment Assembly	Conduct Toward Others, Demeanor
20-0661	6/1/2020	N/A	11/28/2020	5/31/2021	Use of Force, 1st Amendment Assembly	Use of Force, Unintentional/Improper Search Seizure Arrest, Performance of Duty

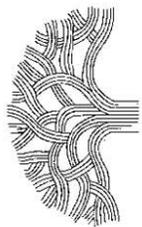
CITY OF OAKLAND
COMMUNITY POLICE REVIEW AGENCY
Cases Associated with Public Demonstrations 5/29/20 – 6/1/20 (41 Cases Total)

Case #	Incident Date	Assigned Staff	180-day Goal	1-year Goal	Type* (604(f)(1) or Other)	Allegation(s)
20-0662	6/1/2020	N/A	11/28/2020	5/31/2021	1st Amendment Assembly	Unintentional/Improper Search Seizure Arrest, Conduct Toward Others, Performance of Duty
20-0666	6/1/2020	N/A	11/28/2020	5/31/2021	1st Amendment Assembly	Unintentional/Improper Search Seizure Arrest, Care of Property, Harassment and Discrimination, Demeanor
20-0667	6/1/2020	N/A	11/28/2020	5/31/2021	Use of Force, 1st Amendment Assembly	Use of Force, Crowd Control, Demeanor
20-0668	6/1/2020	N/A	11/28/2020	5/31/2021	1st Amendment Assembly	Demeanor
20-0669	6/1/2020	N/A	11/28/2020	5/31/2021	1st Amendment Assembly	Conduct Toward Others, Demeanor
20-0670	5/20/2020	N/A	11/16/2020	5/19/2021	1st Amendment Assembly	Service Related
20-0675	6/3/2020	N/A	11/30/2020	6/2/2021	1st Amendment Assembly of Duty	Performance of Duty, Service Related
20-0677	6/2/2020	N/A	11/29/2020	6/1/2021	1st Amendment Assembly	Crowd Control, Service Related
20-0682	5/30/2020	N/A	11/26/2020	5/29/2021	1st Amendment Assembly	Service Related, Failure to Act
20-0683	5/30/2020	N/A	11/26/2020	5/29/2021	1st Amendment Assembly	Performance of Duty, Service Related
20-0685	6/1/2020	N/A	11/28/2020	5/31/2021	Use of Force, 1st Amendment Assembly	Use of Force, Crowd Control, Unintentional/Improper Search Seizure Arrest, Care of Property
20-0686	6/7/2020	N/A	12/4/2020	6/6/2021	1st Amendment Assembly	Care of Property, Obedience to Laws, Performance of Duty
20-0705	5/29/2020	N/A	11/25/2020	5/28/2021	Use of Force, 1st Amendment Assembly	Use of Force
20-0711	5/29/2020	N/A	11/25/2020	5/28/2021	Use of Force, 1st Amendment Assembly	Use of Force
20-0853	5/29/2020	N/A	11/25/2020	5/28/2021	Use of Force, 1st Amendment Assembly	Use of Force
20-0871	5/29/2020	N/A	11/25/2020	5/28/2021	Use of Force, 1st Amendment Assembly	Use of Force
20-0938	5/29/2020	JW	11/25/2020	5/28/2021	Use of Force, 1st Amendment Assembly	Use of Force, Performance of Duty, Service Related

CITY OF OAKLAND
COMMUNITY POLICE REVIEW AGENCY
Cases Associated with Public Demonstrations 5/29/20 – 6/1/20 (41 Cases Total)

Case #	Incident Date	Assigned Staff	180-day Goal	1-year Goal	Type* (604(f)(1) or Other)	Allegation(s)
20-0957	6/1/2020	N/A	11/28/2020	5/29/2021	Use of Force, 1 st Amendment Assembly	Use of Force, Crowd Control
20-0958	6/1/2020	N/A	11/28/2020	5/29/2021	Use of Force, 1 st Amendment Assembly	Use of Force
20-0959	6/1/2020	N/A	11/28/2020	5/29/2021	Use of Force, 1 st Amendment Assembly	Use of Force
20-0960	6/1/2020	N/A	11/28/2020	5/29/2021	Use of Force, 1 st Amendment Assembly	Use of Force, Performance of Duty, Unintentional/ Improper Search Seizure Arrest
20-0961	6/1/2020	N/A	11/28/2020	5/29/2021	1 st Amendment Assembly	Unintentional/Improper Search Seizure Arrest
20-0962	6/1/2020	N/A	11/28/2020	5/29/2021	Use of Force, 1 st Amendment Assembly	Use of Force, Performance of Duty
20-0988	6/1/2020	N/A	11/28/2020	5/29/2021	Use of Force, 1 st Amendment Assembly	Use of Force
20-1099	5/30/2020	N/A	11/25/2020	6/9/2021	Use of Force, 1 st Amendment Assembly	Use of Force
20-1178	5/29/2020	N/A	5/24/2020	5/29/2021	Use of Force, 1 st Amendment Assembly	Use of Force, Performance of Duty, Unintentional/ Improper Search Seizure Arrest

* The Type (604(f) or Other) column addresses whether the investigation contains allegations for which a full investigation is mandated under Oakland City Charter Section 604 (Measure LL). The allegation types listed in this column are: DUI, Profiling, Use of Force, In Custody Death, 1st Amendment Assembly or Other.

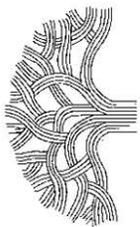


CITY OF OAKLAND
COMMUNITY POLICE REVIEW AGENCY
 Pending Cases (Sorted by 1-Year Goal)

12/2/2020
 Page 1 of 2
 (Total Pending = 96)

Case #	Incident Date	Rcv'd CPRA	Rcv'd IAD	Intake or Investigator	Assigned Staff	180-day Goal	1-year Goal	Type (604(f) or Other)	Class	Subject Officers	Allegation Count	Allegation(s)
20-0044	1/10/20	1/15/20	1/14/20	Investigator	JS	7/13/20	1/8/21	Other	1	3	3	Conduct towards others
20-0051	11/20/19	1/6/20	1/14/20	Investigator	JS	7/14/20	1/11/21	Other	1	1	1	Inaccurate report
20-0171	2/12/20	2/18/20	2/13/20	Investigator	MM	8/16/20	2/11/21	Use of Force	1	2	4	UOF: Improper Search or Seizure
20-0218	10/28/18	2/25/20	2/25/20	Investigator	JA	8/23/20	2/24/21	Other	1	2	2	Harassment and Discrimination/Race, Failure to Investigate
20-0258	3/2/20	3/4/20	3/8/20	Intake	RM	8/31/20	3/9/21	Other	2	2	8	Performance of Duty/Unlawful Search
20-0274	3/4/20	3/4/20	3/5/20	Investigator	JS	8/29/20	3/4/21	Other	1	1	2	Bias, Performance of Duty
20-0423	3/14/20	4/17/20	4/16/20	Investigator	JS	10/14/20	3/13/21	Use of Force	1	3	8	Use of Force; Racism; Custody of Prisoners; Failure to accept a complaint.
20-0313	3/14/20	3/17/20	3/15/20	Investigator	AN	9/13/20	3/15/21	Use of Force	1	4	10	Use of Force, False Arrest, Care of Property
20-0322	3/17/20	3/17/20	3/17/20	Investigator	MM	9/13/20	3/18/21	Use of Force	1	2	6	Unlawful Search or Seizure, Use of Force, Reports & Bookings, Performance of Duty, Demanor
20-0385	3/29/20	3/30/20	3/30/20	Investigator	MM	9/28/20	3/29/21	Use of Force	1	1	1	Use of Force
20-0379	3/11/20	3/31/20	3/31/20	Investigator	AN	9/28/20	4/1/21	Other	1	5	22	Performance of Duty, Truthfulness
20-0391	4/3/20	4/7/20	4/3/20	Intake	RM	10/4/20	4/22/21	Use of Force	1	3	3	Use of Force
20-0426	2/16/19	4/14/20	4/14/20	Intake	RM	10/11/20	4/13/21	Other	2	1	1	Performance of Duty
20-0438	4/16/20	4/16/20	4/16/20	Investigator	AN	10/13/20	4/15/21	Use of Force	1	17	17	Use of Force (Level 1, Level 4), Performance of Duty
20-0455	4/21/20	4/23/20	4/21/20	Intake	RM	10/20/20	4/20/21	Profiling/Discrimination	1	2	2	Discrimination
20-0466	4/24/20	4/25/20	4/24/20	Investigator	ED	10/28/20	4/23/21	Use of Force, Profiling	1	7	33	Use of Force, profiling/discrimination, improper detention and arrest, performance of duty
20-0471	4/26/20	4/29/20	4/26/20	Intake	RM	10/28/20	4/25/21	Profiling/Discrimination	1	1	2	Conduct towards other/Performance of Duty/Harassment and Discrimination
20-0482	4/28/20	4/28/20	4/28/20	Investigator	AL	10/25/20	4/28/21	Other	2	6	12	Performance of Duty
20-0480	4/28/20	4/29/20	4/28/20	Intake	RM	10/28/20	4/28/21	Other	2	1	2	Performance of Duty
20-0488	5/1/20	5/6/20	5/1/20	Intake	RM	11/2/20	4/30/21	Profiling/Discrimination	1	1	2	Conduct Towards Others; Performance of Duty, Harassment and Discrimination
20-0501	5/1/20	5/6/20	5/2/20	Intake	ED	11/2/20	5/2/21	Use of Force	1	5	5	Use of Force, unlawful arrest, demanor
20-0507	5/4/20	5/7/20	5/4/20	Intake	JS	11/1/20	5/3/21	Other	2	1	3	Conduct towards others/bias/failure to take a report
20-0522	5/6/20	5/8/20	5/6/20	Intake	ED	11/4/20	5/5/21	Profiling / Harassment	1	1	2	Profiling / Harassment, demanor
20-0538	5/9/20	5/13/20	5/9/20	Intake	AN	11/9/20	5/8/21	Use of Force	1	2	2	Use of Force
20-0539	5/9/20	5/13/20	5/9/20	Intake	RM	11/9/20	5/8/21	Felony/Serious Misdemeanor	1	1	1	Obedience to laws
20-0547	5/11/20	5/13/20	5/11/20	Intake	AL	11/9/20	5/10/21	Use of Force	2	3	6	Use of Force; Performance of Duty
20-0548	5/11/20	5/13/20	5/11/20	Intake	ED	11/9/20	5/11/21	Use of Force	1	2	2	Use of Force
20-0556	5/5/20	5/13/20	5/11/20	Investigator	AL	11/9/20	5/12/21	Use of Force	2	2	6	Use of Force, Performance of Duty
20-0570	5/15/20	5/15/20	5/15/20	Intake	JS	11/10/20	5/12/21	Other	2	2	6	Conduct Towards Other/Performance of Duty
20-0589	5/19/20	5/21/20	5/19/20	Intake	RM	11/17/20	5/18/21	Profiling/Discrimination	1	1	1	Conduct towards others
20-0603	5/20/20	5/22/20	5/21/20	Investigator	AN	11/17/20	5/18/21	Other	1	1	1	Conduct towards others; Harassment and Discrimination
20-0635	5/19/20	6/1/20	5/28/20	Investigator	AL	11/29/20	5/21/21	Racial Profiling/Discrimination	2	12	23	Performance of Duty
20-0644	5/30/20	5/31/20	5/31/20	Intake	MB	11/27/20	5/30/21	Use of Force	1	2	5	Performance of Duty, Conduct Towards Others
20-0648	5/20/20	6/2/20	6/2/20	Investigator	ED	11/29/20	5/31/21	Use of Force	1	1	2	Use of Force, Performance of Duty
20-0658	5/20/20	6/2/20	5/20/20	Investigator	AN	11/29/20	6/2/21	Other	1	1	2	Use of Force, failure to provide name and serial number
20-0648	6/1/20	6/2/20	6/1/20	Intake	MB	11/29/20	6/2/21	Use of Force	1	1	2	Obedience to Laws
20-0721	6/13/20	6/17/20	6/13/20	Intake	AN	12/14/20	6/12/21	Use of Force	1	2	2	Use of Force
20-0727	6/9/20	6/16/20	6/16/20	Intake	AL	12/14/20	6/15/21	Profiling/Discrimination	1	2	2	Conduct towards others; Performance of Duty
20-0728	6/9/20	6/24/20	6/16/21	Intake	MM	12/21/20	6/16/21	Use of Force	1	6	6	Use of Force; Performance of Duty;
20-0805	6/26/20	7/1/20	6/26/20	Intake	AN	12/28/20	6/25/21	Other	1	2	2	Conduct towards others
20-0800	6/27/20	7/1/20	6/28/20	Intake	ED	12/28/20	6/27/21	Use of Force	1	4	4	Use of Force
20-0799	6/28/20	7/1/20	6/28/20	Intake	JS	12/28/20	6/27/21	Other	1	1	2	Conduct towards others
20-0879	7/11/20	7/15/20	7/11/20	Investigator	MM	11/1/21	7/10/21	Use of Force	1	2	3	Performance of Duty, Use of Force, Improper/Unlawful Search & Seizure
20-0877	7/12/20	7/15/20	7/12/20	Intake	AL	11/1/21	7/11/21	Use of Force	1	1	1	Use of Force
20-0882	7/13/20	7/15/20	7/13/20	Intake	JS	11/1/21	7/12/21	Use of Force	1	1	1	Use of Force
20-0916	7/17/20	7/22/20	7/17/20	Intake	RM	11/8/21	7/16/21	Profiling/Discrimination	1	1	1	Conduct towards others; Harassment and Discrimination
20-0916	7/17/20	7/22/20	7/19/20	Intake	AL	11/8/21	7/18/21	Profiling/Discrimination; Use of Force	1	4	12	Performance of Duty, Conduct Towards Others; Harassment and Discrimination; UOF
20-0986	7/31/20	8/5/20	7/31/20	Intake	FC	2/1/21	7/20/21	Profiling/Discrimination	1	2	2	Conduct Towards Others
20-0941	7/28/20	7/23/20	7/23/20	Intake	FC	1/24/21	7/22/21	Profiling/Discrimination	1	2	4	Conduct Towards Others, Performance of Duty
20-0971	7/29/20	8/30/20	7/29/20	Intake	FC	2/26/21	7/23/21	Use of Force, Profiling/Discrimination	1	4	8	Conduct Towards Others, Use of Physical Force
20-0978	7/30/20	8/5/20	7/30/20	Investigator	MM	1/26/21	7/30/21	Profiling/Discrimination	1	2	6	Profiling/Discrimination, Performance of Duty, Unlawful Search & Seizure
20-1000	8/4/20	8/6/20	8/4/20	Intake	FC	2/22/21	8/3/21	Use of Force	1	2	2	Use of Force
20-1005	8/9/20	8/10/20	8/9/20	Investigator	JS	2/10/21	8/4/21	Racial Profiling	1	2	1	Racial Profiling
20-1005	8/9/20	8/7/20	8/5/20	Intake	JS	1/30/21	8/4/21	Racial Profiling	1	2	1	Racism
20-1039	8/11/20	8/13/20	8/11/20	Intake	FC	2/9/21	8/11/21	Discrimination/Unlawful detention	1	2	2	Discrimination and Unlawful Detention
20-1043	4/27/20	8/14/20	8/12/20	Intake	FC	2/10/21	8/11/21	Other	2	3	3	Use of Force
20-1058	8/15/20	8/19/20	8/15/20	Intake	FC	2/15/21	8/14/21	Use of Force	1	5	5	Performance of Duty, Service Complaint, No MORE Violation
20-1071	4/28/20	8/26/20	8/19/20	Investigator	AL	2/17/21	8/18/21	Profiling/Discrimination	1	2	6	Profiling/Discrimination, Perf. of Duty
20-1076	8/19/20	8/21/20	8/20/20	Intake	FC	2/17/21	8/19/21	Profiling/Discrimination	1	4	8	Conduct Towards Others, Performance of Duty
20-1083	8/20/20	8/26/20	8/20/20	Intake	FC	2/22/21	8/19/21	Use of Force	1	1	2	Use of Force, Conduct Towards Others
20-1085	8/20/20	8/26/20	8/20/20	Investigator	ED	2/16/21	8/20/21	Profiling/Discrimination	1	2	6	Profiling/discrimination; unlawful Search; false arrest
20-1092	8/21/20	8/26/20	8/21/20	Investigator	MM	2/22/21	8/20/21	Use of Force	1	1	1	Use of Force
20-1106	8/25/20	8/27/20	8/26/20	Intake	FC	2/23/21	8/25/21	Use of Force	1	1	4	Use of Force, Performance of Duty

* The Type (604(f) or Other) column addresses whether the investigation contains allegations for which a full investigation is mandated under Oakland City Charter Section 604 (Measure LL). The allegation types listed in this column are: DUI, Profiling, Use of Force, In Custody Death, 1st Amendment Assembly or Other.

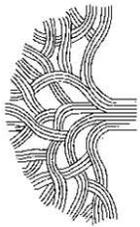


CITY OF OAKLAND
COMMUNITY POLICE REVIEW AGENCY
Pending Cases (Sorted by 1-Year Goal)

12/2/2020
 Page 2 of 2
 (Total Pending = 96)

Case #	Incident Date	Rcv'd CPRA	Rcv'd IAD	Intake or Investigator	Assigned Staff	180-day Goal	1-year Goal	Type (604(f) or Other)	Class	Subject Officers	Allegation Count	Allegation(s)
20-1107	8/28/20	8/27/20	8/28/20	Intake	FC	2/23/21	8/25/21	Use of Force	1	2	2	Use of Force
20-1113	8/28/20	9/2/20	8/28/20	Intake	DC	3/1/21	8/27/21	Use of Force	1	1	1	Use of Force
20-1116	8/29/20	9/2/20	8/29/20	Intake	DC	3/1/21	8/29/21	Use of Force	1	1	1	Use of Force
20-1124	8/30/20	9/2/20	8/30/20	Intake	DC	3/1/21	8/29/21	Unintentional/Improper Search, Use of Force	2	4	4	Unintentional/Improper Search, Use of Force
20-1129	9/1/20	9/2/20	9/1/20	Intake	DC	3/1/21	8/31/21	Other, Unintentional/Improper Search, Use of Force, Failure to F	2	5	5	Other, Unintentional/Improper Search, Use of Force, Failure to Accept
20-1158	8/29/20	9/5/20	9/5/20	Investigator	MM	3/4/21	9/4/21	Use of Force, Care of Property	2	2	2	Use of Force, Care of Property
20-1147	9/6/20	9/9/20	9/6/20	Intake	DC	3/6/21	9/5/21	Use of Force	1	1	1	Use of Force
20-1164	9/6/20	9/16/20	9/10/20	Intake	DC	3/15/21	9/8/21	Use of Force	1	1	1	Use of Force
20-1213	9/10/20	9/23/20	9/12/20	Intake	DC	3/22/21	9/8/21	Racial Profiling	1	2	2	Profiling/Discrimination
20-1176	9/12/20	9/16/20	9/12/20	Intake	DC	3/15/21	9/11/21	Conduct toward others, Biased	1	1	2	Conduct toward others, Biased
20-1170	9/13/20	10/7/20	9/13/20	Intake	AN	3/12/21	9/13/21	Other	2	2	6	Performance of Duty
20-1182	9/15/20	9/17/20	9/15/20	Intake	DC	3/16/21	9/14/21	Use of Force	1	2	2	Use of Force
20-1198	9/16/20	9/23/20	9/16/20	Intake	DC	3/22/21	9/15/21	Use of Force, Unintentional/Improper Search	2	3	3	Use of Force, Unintentional/Improper Search
20-1198	9/16/20	9/23/20	9/16/20	Intake	RM	3/22/21	9/15/21	Use of Force	1	1	3	Use of Force, Unintentional/Improper Search
20-1212	9/21/20	9/23/20	9/22/20	Intake	DC	3/30/21	9/20/21	Use of Force	1	1	1	Use of Force
20-1252	9/25/20	10/1/20	9/30/20	Intake	RM	3/31/21	9/29/21	Profiling/Discrimination	1	1	3	Profiling/Discrimination, Performance of Duty
20-1259	9/30/20	10/2/20	9/30/20	Intake	RM	3/31/21	9/29/21	Profiling/Discrimination	1	6	6	Profiling/Discrimination
20-1270	10/4/20	10/8/20	10/4/20	Intake	CD	4/6/21	10/3/21	Gender Discrimination/	1	2	4	Conduct Toward Other/Performance of Duty
20-1277	10/4/20	10/8/20	10/5/20	Intake	CD	4/6/20/21	10/4/21	Racial Profiling/Discrimination	1	2	2	Conduct Towards Other; Performance of Duty
20-1283	10/6/20	10/8/20	10/6/20	Intake	CD	4/6/21	10/5/21	Racial Discrimination/Demeanor	1	3	6	Conduct Toward Others
20-1282	9/28/20	10/8/20	10/6/20	Intake	RM	4/6/21	10/5/21	Other	2	1	5	Demeanor, Unintentional/Improper Search
20-1299	10/6/20	10/14/20	10/9/20	Intake	CD	4/12/21	10/8/21	Use of Force / Unintentional /Improper search, seizure, or arres	1	1	2	Use of force; Perfomace of Duty;
20-1298	10/8/20	10/14/20	10/10/20	Intake	CD	4/26/21	10/9/21	Discrimination	0	6	6	Discrimination
20-1327	10/14/20	10/28/20	10/16/20	Intake	CD	4/14/21	10/14/21	Use of Force/Conduct towards others	1	1	2	Use of Force/Demeanor
20-1367	10/23/20	10/28/20	10/15/20	Intake	CD	4/14/21	10/14/21	Use of Force/Conduct towards others	1	4	4	Use of Force; Demeanor; Miranda Violation
20-1379	10/31/20	11/6/20	10/32/20	Intake	CD	5/5/21	10/22/21	Performance of Duty	1	1	1	Conduct toward others, Harrsment and Discrimination/Race
20-1406	11/3/20	11/3/20	10/31/20	Investigator	AN	5/2/21	11/3/21	Performance of Duty	1	1	1	Use of Force
20-1483	11/20/20	11/25/20	11/20/20	Intake	CD	5/24/21	11/19/21	Unintentional/Improper Search, Seizure, or Arrest	2	1	1	Performance of Duty
20-0045	1/29/19	2/8/19	1/29/19	Investigator	AN	8/7/19	Tolled	Other	1	1	5	Performance of Duty, Truthfulness
19-1169	10/17/19	10/22/19	10/17/19	Investigator	ED	4/19/20	Tolled	Use of Force, Profiling/Discrimination	1	2	7	Blurcated - use of force, false arrest, discrimination

* The Type (604(f) or Other) column addresses whether the investigation contains allegations for which a full investigation is mandated under Oakland City Charter Section 604 (Measure LL). The allegation types listed in this column are: DUI, Profiling, Use of Force, In Custody Death, 1st Amendment Assembly or Other.

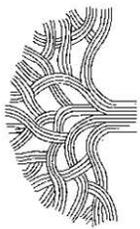


CITY OF OAKLAND
COMMUNITY POLICE REVIEW AGENCY
Pending Cases (Sorted by Assigned Staff)

12/2/2020
 Page 1 of 2
 (Total Pending = 96)

Case #	Incident Date	Rcv'd CPRA	Rcv'd IAD	Intake or Investigator	Assigned Staff	180-day Goal	1-year Goal	Type (604(f) or Other)	Class	Subject Officers	Allegation Count	Allegation(s)
20-00492	4/28/20	4/28/20	4/28/20	Investigator	AL	10/28/20	4/28/21	Other	2	6	12	Performance of Duty
20-00494	5/6/20	5/13/20	5/13/20	Investigator	AL	11/9/20	5/12/21	Use of Force	1	2	6	Use of Force, Performance of Duty
20-00835	5/19/20	6/1/20	5/28/20	Investigator	AL	11/28/20	5/29/21	Use of Force	1	2	5	Use of Force, Performance of Duty
20-1071	4/28/20	8/26/20	8/19/20	Investigator	AL	2/17/21	8/18/21	Profiling/Discrimination	1	2	6	Profiling/Discrimination, Per. of Duty
20-00445	1/29/19	2/8/19	1/29/19	Investigator	AN	8/7/19	Tolled	Other	1	1	5	Performance of Duty, Truthfulness
20-00313	3/14/20	3/17/20	3/15/20	Investigator	AN	9/13/20	3/15/21	Use of Force	1	4	10	Use of Force, False Arrest, Care of Property
20-00379	3/11/20	3/31/20	3/31/20	Investigator	AN	8/28/20	4/1/21	Other	1	5	22	Performance of Duty, Truthfulness
20-00438	4/16/20	4/16/20	4/16/20	Investigator	AN	10/13/20	4/15/21	Use of Force	1	17	17	Use of Force (Level 1, Level 4), Performance of Duty
20-00598	5/20/20	6/2/20	5/20/20	Investigator	AN	11/29/20	6/2/21	Other	1	1	1	Obedience to Laws
20-00693	5/20/20	5/22/20	5/21/20	Investigator	AN	1/17/20	5/21/21	Other	2	12	23	Performance of Duty
20-1406	11/3/20	11/3/20	11/3/20	Investigator	AN	5/2/21	11/3/21	Use of Force	1	1	1	Performance of Duty
19-1169	10/17/19	10/22/19	10/17/19	Investigator	ED	4/19/20	Tolled	Use of Force, Profiling/Discrimination	1	2	7	Bifurcated - use of force, false arrest, discrimination
20-00466	4/24/20	4/25/20	4/24/20	Investigator	ED	10/28/20	4/23/21	Use of Force, Profiling	1	7	33	Use of Force, profiling/discrimination, improper detention and arrest, performance of duty
20-00446	5/31/20	6/2/20	6/1/20	Investigator	ED	11/29/20	5/31/21	Use of Force	1	1	2	Use of Force, failure to provide name and serial number
20-1085	8/26/20	8/26/20	8/26/20	Investigator	ED	2/16/21	8/20/21	Profiling/Discrimination	1	2	6	Profiling/discrimination; unlawful Search; false arrest
20-0218	10/28/18	2/25/20	2/25/20	Investigator	JA	8/23/20	2/24/21	Other	1	2	2	Harassment and Discrimination/Race, Failure to Investigate
20-0044	1/10/20	1/15/20	1/10/20	Investigator	JS	7/13/20	1/8/21	Other	1	3	3	Conduct towards others
20-0051	11/20/19	1/6/20	1/14/20	Investigator	JS	7/14/20	1/11/21	Other	1	1	1	Inaccurate report
20-00274	3/4/20	3/4/20	3/5/20	Investigator	JS	8/29/20	3/4/21	Other	1	1	2	Bias; Performance of Duty
20-0423	3/14/20	4/17/20	4/16/20	Investigator	JS	10/14/20	3/13/21	Use of Force	1	3	8	Use of Force; Racism; Custody of Prisoners; Failure to accept a complaint.
20-1005	8/5/20	8/10/20	8/5/20	Investigator	JS	2/10/21	8/4/21	Racial Profiling	1	2	1	Racial Profiling
20-0171	2/12/20	2/18/20	2/13/20	Investigator	MM	8/16/20	2/11/21	Use of Force	1	2	4	UOF; Improper Search or Seizure
20-0322	3/11/20	3/17/20	3/17/20	Investigator	MM	9/13/20	3/18/21	Use of Force	1	2	6	Unlawful Search or Seizure, Use of Force, Reports & Bookings, Performance of Duty; Demanor
20-0385	3/29/20	3/30/20	3/30/20	Investigator	MM	9/26/20	3/29/21	Use of Force	1	1	1	Use of Force
20-0879	7/11/20	7/15/20	7/11/20	Investigator	MM	1/11/21	7/10/21	Use of Force	1	2	3	Performance of Duty, Use of Force; Improper/Unlawful Search & Seizure
20-0978	7/30/20	8/5/20	7/30/20	Investigator	MM	1/26/21	7/30/21	Profiling/Discrimination	1	2	6	Profiling/Discrimination, Performance of Duty, Unlawful Search & Seizure
20-1092	8/26/20	8/26/20	8/26/20	Investigator	MM	2/22/21	8/20/21	Use of Force	1	1	1	Use of Force
20-1158	8/29/20	9/5/20	9/5/20	Investigator	MM	3/4/21	9/4/21	Use of Force, Care of Property	2	2	2	Use of Force, Care of Property
20-0547	5/11/20	5/11/20	5/11/20	Intake	AL	11/9/20	5/10/21	Use of Force	2	3	6	Use of Force; Performance of Duty
20-0727	6/3/20	6/16/20	6/16/20	Intake	AL	12/14/20	6/15/21	Profiling/Discrimination	1	2	2	Conduct towards others; Performance of Duty
20-0877	7/12/20	7/12/20	7/12/20	Intake	AL	1/11/21	7/11/21	Use of Force	1	1	1	Use of Force
20-0916	7/19/20	7/22/20	7/19/20	Intake	AL	1/18/21	7/18/21	Profiling/Discrimination, Use of Force	1	4	12	Performance of Duty; Conduct Towards Others; Harassment and Discrimination; UOF
20-0038	5/9/20	5/13/20	5/9/20	Intake	AN	11/9/20	5/8/21	Use of Force	1	2	2	Use of Force
20-0731	6/13/20	6/17/20	6/13/20	Intake	AN	12/14/20	6/12/21	Use of Force	1	2	2	Use of Force
20-0905	6/26/20	7/1/20	6/26/20	Intake	AN	12/28/20	6/25/21	Other	1	2	2	Conduct towards others
20-1170	9/13/20	10/7/20	9/13/20	Intake	AN	3/12/21	9/13/21	Other	2	2	6	Performance of Duty
20-1270	10/4/20	10/8/20	10/4/20	Intake	CD	4/6/21	10/3/21	Gender Discrimination	1	2	4	Conduct Towards Other/Performance of Duty
20-1277	10/4/20	10/8/20	10/5/20	Intake	CD	4/6/20/21	10/4/21	Racial Profiling/Discrimination	1	2	2	Conduct Towards Other; Performance of Duty
20-1283	10/6/20	10/8/20	10/6/20	Intake	CD	4/6/21	10/5/21	Racial Discrimination/Demeanor	0	3	6	Conduct Towards Others
20-1298	10/8/20	10/23/20	10/10/20	Intake	CD	4/26/21	10/9/21	Discrimination	1	6	6	Discrimination
20-1299	10/14/20	10/14/20	10/9/20	Intake	CD	4/12/21	10/8/21	Use of Force / Unintentional/Improper search, seizure, or arrest	1	1	2	Use of force; Performance of Duty;
20-1327	10/14/20	10/15/20	10/15/20	Intake	CD	4/14/21	10/14/21	Use of Force/Conduct towards others	1	1	2	Use of Force; Demeanor
20-1367	10/23/20	10/23/20	10/23/20	Intake	CD	4/26/21	10/22/21	Use of Force/Conduct towards others/Performance of Duty/Sex	1	4	4	Use of Force; Demeanor; Miranda Violation
20-1379	10/31/20	11/6/20	10/31/20	Intake	CD	5/5/21	10/30/21	Performance of Duty	2	4	1	Performance of Duty
20-1483	11/20/20	11/25/20	11/20/20	Intake	CD	5/24/21	11/19/21	Unintentional/Improper Search, Seizure or Arrest	2	1	1	Conduct towards others, Harassment, and Discrimination/Race
20-1113	8/28/20	9/2/20	8/28/20	Intake	DC	3/1/21	8/27/21	Use of Force	1	1	1	Performance of Duty
20-1116	8/29/20	9/2/20	8/29/20	Intake	DC	3/1/21	8/28/21	Use of Force	1	1	1	Use of Force
20-1124	8/30/20	9/2/20	8/30/20	Intake	DC	3/1/21	8/29/21	Unintentional/Improper Search, Use of Force	2	4	4	Unintentional/Improper Search, Use of Force
20-1129	9/1/20	9/1/20	9/1/20	Intake	DC	3/1/21	8/31/21	Other/Unintentional/Improper Search, Use of Force, Failure to f	2	5	5	Other/Unintentional/Improper Search, Use of Force, Failure to Accept
20-1147	9/6/20	9/9/20	9/6/20	Intake	DC	3/8/21	9/5/21	Use of Force	1	1	1	Use of Force
20-1164	9/6/20	9/16/20	9/10/20	Intake	DC	3/15/21	9/8/21	Use of Force	1	1	2	Use of Force
20-1176	9/12/20	9/16/20	9/12/20	Intake	DC	3/15/21	9/11/21	Conduct towards others, Biased	1	2	2	Conduct towards others, Biased
20-1182	9/15/20	9/17/20	9/15/20	Intake	DC	3/16/21	9/14/21	Use of Force	2	2	2	Use of Force
20-1198	9/16/20	9/23/20	9/16/20	Intake	DC	3/22/21	9/15/21	Use of Force, Unintentional/Improper Search	2	3	3	Use of Force, Unintentional/Improper Search
20-1212	9/21/20	9/23/20	9/22/20	Intake	DC	3/22/21	9/20/21	Use of Force	1	1	1	Use of Force
20-1213	9/10/20	9/23/20	9/21/20	Intake	DC	3/22/21	9/8/21	Racial Profiling	1	2	2	Profiling/Discrimination
20-0501	5/1/20	5/6/20	5/2/20	Intake	ED	1/12/20	5/2/21	Use of Force	1	5	5	Use of Force, unlawful arrest, demeanor
20-0522	5/6/20	5/8/20	5/6/20	Intake	ED	1/14/20	5/2/21	Profiling / Harassment	1	2	2	Profiling / Harassment, demeanor
20-0548	5/11/20	5/13/20	5/11/20	Intake	ED	1/19/20	5/11/21	Use of Force	1	2	2	Use of Force
20-0600	6/27/20	7/1/20	6/28/20	Intake	ED	12/28/20	6/27/21	Use of Force	1	4	4	Use of Force
20-0941	7/20/20	7/29/20	7/23/20	Intake	FC	1/24/21	7/22/21	Profiling/Discrimination	1	2	4	Conduct Towards Others, Performance of Duty
20-0971	7/29/20	8/30/20	7/29/20	Intake	FC	2/26/21	7/28/21	Use of Force, Profiling/Discrimination	1	4	8	Conduct Towards Others, Use of Physical Force
20-0986	7/31/20	8/5/20	7/31/20	Intake	FC	2/1/21	7/30/21	Profiling/Discrimination	1	2	2	Conduct Towards Others
20-1000	8/4/20	8/6/20	8/4/20	Intake	FC	2/2/21	8/3/21	Use of Force	1	2	2	Use of Force

* The Type (604(f) or Other) column addresses whether the investigation contains allegations for which a full investigation is mandated under Oakland City Charter Section 604 (Measure LL). The allegation types listed in this column are: DUI, Profiling, Use of Force, In Custody Death, 1st Amendment Assembly or Other.

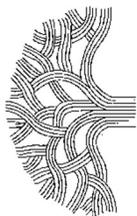


CITY OF OAKLAND
COMMUNITY POLICE REVIEW AGENCY
Pending Cases (Sorted by Assigned Staff)

12/2/2020
 Page 2 of 2
 (Total Pending = 96)

Case #	Incident Date	Rcv'd CPRA	Rcv'd IAD	Intake or Investigator	Assigned Staff	180-day Goal	1-year Goal	Type (604(f) or Other)	Class	Subject Officers	Allegation Count	Allegation(s)
20-1039	8/11/20	8/13/20	8/11/20	Intake	FC	2/9/21	8/11/21	Use of Force	1	2	3	Use of Force
20-1043	4/27/20	8/14/20	8/12/20	Intake	FC	2/10/21	8/11/21	Other	2	3	7	Performance of Duty, Service Complaint, No MORE Violation
20-1058	8/15/20	8/19/20	8/15/20	Intake	FC	2/15/21	8/14/21	Use of Force	1	3	5	Use of Force, Service Complaint
20-1076	8/19/20	8/21/20	8/20/20	Intake	FC	2/17/21	8/19/21	Profiling/Discrimination	1	4	8	Conduct Towards Others, Performance of Duty
20-1083	8/20/20	8/26/20	8/20/20	Intake	FC	2/22/21	8/19/21	Use of Force	1	1	2	Use of Force, Conduct Toward Others
20-1106	8/25/20	8/27/20	8/26/20	Intake	FC	2/23/21	8/25/21	Use of Force	1	1	4	Use of Force, Performance of Duty
20-1107	8/26/20	8/27/20	8/26/20	Intake	FC	2/23/21	8/25/21	Use of Force	1	2	2	Use of Force
20-0307	5/4/20	5/7/20	5/4/20	Intake	JS	1/11/20	5/3/21	Other	2	1	3	Conduct towards others/bias/failure to take a report
20-0570	5/15/20	5/15/20	5/15/20	Intake	JS	1/11/20	5/14/21	Other	1	1	1	Conduct towards others
20-0799	6/28/20	7/1/20	6/28/20	Intake	JS	1/23/20	6/27/21	Other	1	1	2	Conduct towards others
20-0882	7/13/20	7/15/20	7/13/20	Intake	JS	1/11/21	7/12/21	Use of Force	1	1	1	Use of Force
20-1005	8/5/20	8/10/20	8/5/20	Intake	JS	2/5/21	8/4/21	Racial Profiling	1	2	1	Racism
20-0644	5/30/20	5/31/20	5/31/20	Intake	JS	1/30/21	8/4/21	Discrimination/Unlawful detention	1	2	2	Discrimination and Unlawful Detention
20-0648	6/1/20	6/2/20	6/1/20	Intake	MB	1/12/20	5/30/21	Use of Force	1	2	2	Use of Force
20-0556	5/12/20	5/14/20	5/13/20	Intake	MB	1/12/20	6/2/21	Use of Force	1	1	2	Use of Force
20-0728	6/9/20	6/24/20	6/16/21	Intake	MM	1/10/20	5/12/21	Other	2	2	6	Conduct Toward Other/Performance of Duty
20-0258	3/2/20	3/4/20	3/3/20	Intake	MM	1/21/20	6/16/21	Use of Force	1	1	6	Use of Force; Performance of Duty;
20-0391	4/3/20	4/7/20	4/3/20	Intake	RM	8/31/20	3/2/21	Other	2	2	8	Performance of Duty/Unlawful Search
20-0426	2/16/19	4/14/20	4/14/20	Intake	RM	10/4/20	4/2/21	Use of Force	1	3	3	Use of Force
20-0455	4/21/20	4/23/20	4/21/20	Intake	RM	10/11/20	4/13/21	Other	2	1	1	Performance of Duty
20-0471	4/26/20	4/29/20	4/26/20	Intake	RM	10/20/20	4/20/21	Profiling/Discrimination	1	2	2	Discrimination
20-0480	4/28/20	4/29/20	4/28/20	Intake	RM	10/28/20	4/25/21	Profiling/Discrimination	1	1	2	Conduct towards other/Performance of Duty/Harassment and Discrimination
20-0498	5/1/20	5/6/20	5/1/20	Intake	RM	11/2/20	4/28/21	Other	2	1	2	Performance of Duty
20-0539	5/9/20	5/13/20	5/9/20	Intake	RM	11/9/20	4/30/21	Profiling/Discrimination	1	1	2	Conduct Towards Others; Performance of Duty, Harassment and Discrimination
20-0689	5/19/20	5/21/20	5/19/20	Intake	RM	11/8/20	5/8/21	Felony/Serious Misdemeanor	1	1	1	Obedience to laws
20-0607	5/20/20	5/27/20	5/21/20	Intake	RM	11/17/20	5/18/21	Profiling/Discrimination	1	1	1	Conduct towards others, Harassment and Discrimination
20-0918	7/17/20	7/22/20	7/17/20	Intake	RM	11/23/20	5/21/21	Racial Profiling/Discrimination	1	2	3	Performance of Duty, Conduct Towards Others
20-1198	9/16/20	9/23/20	9/16/20	Intake	RM	1/18/21	7/16/21	Racial Profiling/Discrimination	1	1	1	Conduct towards others, Harassment and Discrimination
20-1252	9/25/20	10/1/20	9/25/20	Intake	RM	3/22/21	9/15/21	Use of Force	1	1	3	Use of Force, Unintentional/Improper Search
20-1259	9/30/20	10/2/20	9/30/20	Intake	RM	3/30/21	9/24/21	Profiling/Discrimination	1	1	3	Profiling/Discrimination, Performance of Duty
20-1282	9/28/20	10/8/20	10/6/20	Intake	RM	3/31/21	9/29/21	Profiling/Discrimination	1	6	6	Profiling/Discrimination
						4/6/21	10/5/21	Other	2	1	5	Demeanor, Unintentional/Improper Search

* The Type (604(f) or Other) column addresses whether the investigation contains allegations for which a full investigation is mandated under Oakland City Charter Section 604 (Measure LL). The allegation types listed in this column are: DUI, Profiling, Use of Force, In Custody Death, 1st Amendment Assembly or Other.

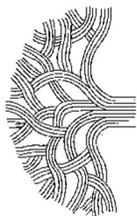


CITY OF OAKLAND
COMMUNITY POLICE REVIEW AGENCY

Recently Completed Investigations
(Allegations in bold were discovered by CPRA investigators)

12/4/20
Page 1 of 7
 (Total Completed = 12)

Assigned Inv.	Case #	Incident Date	Completion Date	1-year goal	Officer	Allegation	Finding
AL	19-1398	12/15/19	11/13/20	12/14/20	Subject Officer 1	Use of Force (Level 3)	<i>Unfounded</i>
					Subject Officer 2	Use of Force (Level 3)	<i>Unfounded</i>
AL	19-1440	12/24/19	11/19/20	12/23/20	Subject Officer 1	Use of Force (Level 2)	<i>Unfounded</i>
						Use of Force (Level 2)	<i>Unfounded</i>
						Use of Force (Level 2)	<i>Exonerated</i>
ED	20-0106	1/29/20	11/10/20	1/28/21	Subject Officer 1	Use of Force (Level 3)	<i>Exonerated</i>
						Use of Force (Level 2)	<i>Unfounded</i>
					Subject Officer 2	Use of Force (Level 2)	<i>Unfounded</i>
MM	19-1328	5/31/19	11/3/20	11/26/20	Subject Officer 1	Performance of Duty – General	<i>Sustained</i>
						Reports and Bookings	<i>Not Sustained</i>
						Truthfulness	<i>Not Sustained</i>
						Conduct Toward Others – Harassment and Discrimination	<i>Unfounded</i>
						Performance of Duty Unintentional/ Improper Search Seizure or Arrest	<i>Exonerated</i>



CITY OF OAKLAND
COMMUNITY POLICE REVIEW AGENCY

Recently Completed Investigations

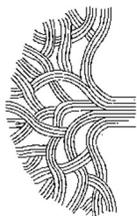
(Allegations in bold were discovered by CPRA investigators)

12/4/20

Page 2 of 7

(Total Completed = 12)

Assigned Inv.	Case #	Incident Date	Completion Date	1-year goal	Officer	Allegation	Finding
					Subject Officer 2	Performance of Duty Unintentional/ Improper Search Seizure or Arrest	<i>Exonerated</i>
					Subject Officer 3	Performance of Duty Unintentional/ Improper Search Seizure or Arrest	<i>Exonerated</i>
					Subject Officer 4	Performance of Duty Unintentional/ Improper Search Seizure or Arrest	<i>Exonerated</i>
					Subject Officer 5	Performance of Duty Unintentional/ Improper Search Seizure or Arrest	<i>Exonerated</i>
					Subject Officer 6	Performance of Duty Unintentional/ Improper Search Seizure or Arrest	<i>Exonerated</i>
JS	19-1391	12/13/19	12/4/20	12/12/20	Subject Officer 1	Conduct Toward Others - Demeanor	<i>Sustained</i>
						Performance of Duty	<i>Sustained</i>
						Use of Force	<i>Not Sustained</i>
						Use of Force	<i>Unfounded</i>
						Use of Force	<i>Exonerated</i>
						Use of Force	<i>Unfounded</i>
						Performance of Duty – PDRD	<i>Unfounded</i>
					Subject Officer 2	Performance of Duty	<i>Sustained</i>



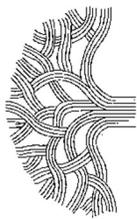
CITY OF OAKLAND
COMMUNITY POLICE REVIEW AGENCY

Recently Completed Investigations
(Allegations in bold were discovered by CPRA investigators)

12/4/20

Page 3 of 7
 (Total Completed = 12)

Assigned Inv.	Case #	Incident Date	Completion Date	1-year goal	Officer	Allegation	Finding
						Performance of Duty – PDRD	<i>Sustained</i>
						Conduct Toward Others – Demeanor	<i>Sustained</i>
						Use of Force	<i>Not Sustained</i>
						Performance of Duty	<i>Unfounded</i>
JS	20-0603	5/21/20	11/17/20	5/20/21	Subject Officer 1	Use of Force	<i>Exonerated</i>
DC	20-1118	8/31/20	11/20/20	8/30/21	Unknown Officer	Performance of Duty – Unintentional/ Improper Search Seizure or Arrest	<i>No Jurisdiction</i>
						Performance of Duty – Unintentional/ Improper Search Seizure or Arrest	<i>No Jurisdiction</i>
						Performance of Duty – General	<i>No Jurisdiction</i>
						Use of Force	<i>No Jurisdiction</i>
						Use of Force	<i>No Jurisdiction</i>
JS	20-0528	5/7/20	11/17/20	5/6/21	Subject Officer 1	Conduct Toward Others – Harassment and Discrimination/Race	<i>Unfounded</i>
						Performance of Duty – Unintentional/ Improper Search Seizure or Arrest	<i>Exonerated</i>
						Use of Force	<i>Unfounded</i>

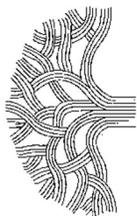


CITY OF OAKLAND
COMMUNITY POLICE REVIEW AGENCY

Recently Completed Investigations
(Allegations in bold were discovered by CPRA investigators)

12/4/20
Page 4 of 7
 (Total Completed = 12)

Assigned Inv.	Case #	Incident Date	Completion Date	1-year goal	Officer	Allegation	Finding
					Subject Officer 2	Conduct Toward Others – Harassment and Discrimination/Race	<i>Unfounded</i>
						Performance of Duty – Unintentional/Improper Search Seizure or Arrest	<i>Exonerated</i>
					Subject Officer 3	Conduct Toward Others – Harassment and Discrimination/Race	<i>Unfounded</i>
						Performance of Duty – Unintentional/Improper Search Seizure or Arrest	<i>Exonerated</i>
					Subject Officer 4	Conduct Toward Others – Harassment and Discrimination/Race	<i>Unfounded</i>
						Performance of Duty – Unintentional/Improper Search Seizure or Arrest	<i>Exonerated</i>
MM	20-0416	4/10/20	11/16/20	4/09/21	Subject Officer 1	Conduct Toward Others – Demeanor	<i>Not Sustained</i>
FC	20-0956	Multiple Dates	11/10/20	N/A	Unknown Officer	Conduct Toward Others – Harassment and Discrimination/ Race	<i>Not Sustained</i>
					Subject Officer 1	Use of Force	<i>3304 Statute</i>
FC	20-1082	8/20/20	11/9/20	8/19/21	Subject Officer 1	Use of Force	<i>Unfounded</i>
ED	20-0581	5/17/20	11/5/20	5/16/21	Subject Officer 1	Conduct Toward Others – Harassment and Discrimination/ Race	<i>Unfounded</i>
						Performance of Duty – General	<i>Unfounded</i>

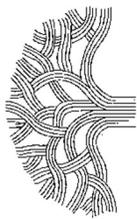


**CITY OF OAKLAND
COMMUNITY POLICE REVIEW AGENCY**

*Recently Completed Investigations
(Allegations in bold were discovered by CPRA investigators)*

12/4/20
Page 5 of 7
(Total Completed = 12)

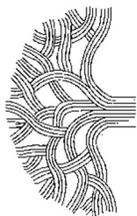
Assigned Inv.	Case #	Incident Date	Completion Date	1-year goal	Officer	Allegation	Finding
					Subject Officer 2	Performance of Duty – General	<i>Unfounded</i>
						Conduct Toward Others – Harassment and Discrimination/ Race	<i>Unfounded</i>
						Performance of Duty – General	<i>Unfounded</i>
						Performance of Duty – General	<i>Unfounded</i>



CITY OF OAKLAND
COMMUNITY POLICE REVIEW AGENCY
Recently Completed Investigations
(Allegations in bold were discovered by CPRA investigators)

12/4/20
Page 6 of 7
 (Total Completed = 12)

CPRA Made the following Policy Recommendations with Respect to Investigations in this Report	
Policy Recommendation(s)	<p>CPRA recommends a review of the RWM S-01 policy to determine whether the policy should be changed to require that the police report contain a verbatim account of a statement when an officer uses PDRD to memorialize said statement. In cases where an officer is translating from another language, the officer should be required to translate the statement verbatim as well. This practice would uphold the integrity of the witness statement process, especially as it relates to show-up identifications.</p> <p>The CPRA recommends that officers be required to review witness identification statements captured via PDRD prior to finalizing their reports where practicable.</p> <p>The CPRA recommends that the Department consider a policy restricting the use of a vehicle to pursue, block or cut off a bicyclist except in life or death exigent circumstances. Department General Order K-4 states that when a vehicle intentionally strikes a suspect it should be reported and investigated as a deadly use of force. However, as written, the DGO requires evidentiary proof that there was a strike, that the act by the officers was intentional, and that actual contact was made. This is an extremely high standard and precludes such investigation and reporting in most cases.</p>
CPRA Made the following Training Recommendations with Respect to Investigations in this Report	
Training Recommendation(s)	<p>The CPRA recommends that officers receive additional training on the Department's PDRD policy surrounding witness statements.</p> <p>The CPRA recommends that officers be reassessed regarding their certification as translators to determine whether continued certification is appropriate.</p> <p>The CPRA recommends that officers receive additional training on their <i>Brady</i> responsibilities as they relate to witness identification statements and report writing.</p>



CITY OF OAKLAND
COMMUNITY POLICE REVIEW AGENCY
Recently Completed Investigations
(Allegations in bold were discovered by CPRA investigators)

12/4/20
Page 7 of 7
(Total Completed = 12)



OAKLAND POLICE COMMISSION

MEETING MINUTES - DRAFT

November 12, 2020
6:30 PM

I. Call to Order

Chair Regina Jackson

The meeting began at 6:31 pm.

II. Roll Call and Determination of Quorum

Chair Regina Jackson

Commissioners Present: José Dorado, Henry Gage, III, Sergio Garcia, Brenda Harbin-Forte, Regina Jackson, Tyfahra Singleton, and Thomas Lloyd Smith. Quorum was met.

Alternate Commissioners Absent: David Jordan

Counsel for this meeting: Conor Kennedy

III. Welcome, Purpose, and Open Forum

Comments were provided by the following public speakers:

Larry White
Kevin Cantu
Rashidah Grinage
Assata Olugbala

IV. Update from Interim Police Chief

OPD Interim Chief Manheimer provided an update on Department activities including crime statistics.

Comments were provided by the following public speakers:

Cathy Leonard
Tonya Love
Assata Olugbala
Michele Lazaneo
Kevin Cantu

No action was taken on this item.

V. Violent Extremists and Hate Groups in the Bay Area

Mike Sena, Director of the Northern California Regional Intelligence Center, delivered a presentation on the threat level to Oakland from violent extremists and hate groups in the Bay Area.

Comments were provided by the following public speakers:

Jennifer Tu
Speaker did not identify themselves
Anne Janks
Assata Olugbala
Kevin Cantu
Reisa Jaffe
Cathy Leonard

No action was taken on this item.

VI. Chief of Police Candidates (*this item was tabled to a future agenda*)

Comments were provided by the following public speakers:

Assata Olugbala
Jennifer Tu
Rachel Beck
Reisa Jaffe
Kevin Cantu

VII. CPRA/Inspector General Reorganization

The Commission discussed, and voted to approve, a resolution memorializing a reorganization of positions at CPRA and the Inspector General's Office.

Comments were provided by the following public speakers:

Rashidah Grinage
Assata Olugbala

A motion was made by Brenda Harbin-Forte, seconded by José Dorado, to approve a resolution memorializing a reorganization of positions at CPRA and the Inspector General's Office. The motion carried by the following vote:

Aye: Dorado, Gage, Garcia, Harbin-Forte, Jackson, Singleton, and Smith
No: 0

VIII. Report on and Review of CPRA Pending Cases, Completed Investigations, Staffing, and Recent Activities

Executive Director John Alden reported on the Agency's pending cases, completed investigations, staffing, and recent activities.

Comments were provided by the following public speakers:

Assata Olugbala

No action was taken on this item.

IX. Public Comment on Closed Session Items

Comments were provided by the following public speakers:

Assata Olugbala
Megan Steffen

The Commission adjourned to closed session. The open session section of the meeting commenced at 9:06 pm.

X. Closed Session

PUBLIC EMPLOYEE APPOINTMENT (2)

Titles: Chief of Police, Interim Chief of Police

XI. Report out of Closed Session

A motion was made by Brenda Harbin-Forte, seconded by Sergio Garcia, to extend Interim Chief Manheimer's employment agreement to February 8, 2021. The motion carried by the following vote:

Aye: Dorado, Gage, Garcia, Harbin-Forte, Jackson, Singleton, and Smith

No: 0

XII. Meeting Minutes Approval

The Commission voted to approve minutes from October 22, 2020.

Comments were provided by the following public speakers:

Assata Olugbala

A motion was made by Henry Gage, III, seconded by José Dorado, to approve the minutes from October 22, 2020. The motion carried by the following vote:

Aye: Dorado, Gage, Garcia, Harbin-Forte, Jackson, Singleton, and Smith

No: 0

XIII. Vote to Cancel Meeting Scheduled for November 26, 2020 (Thanksgiving)

The Commission voted to cancel the second meeting of the month on November 26th as it is Thanksgiving Day.

Comments were provided by the following public speakers:

Kevin Cantu

A motion was made by Sergio Garcia, seconded by Tyfahra Singleton, to cancel the second meeting of the month on November 26th. The motion carried by the following vote:

Aye: Dorado, Gage, Garcia, Harbin-Forte, Jackson, Singleton, and Smith

No: 0

XIV. Agenda Setting and Prioritization of Upcoming Agenda Items

The Commission engaged in a working session to discuss and determine agenda items for

the upcoming Commission meeting: establishing ad hoc committees for policies which need approval by February 21, 2020; the Commission's retreat; an update on the Reimagining Public Safety Task Force; and a review of OPD Policy 15-01 Community Resource Officer Deployment.

Comments were provided by the following public speakers:

Kevin Cantu
Rashidah Grinage
Megan Steffen
Jennifer Tu
Assata Olugbala

No action was taken on this item.

XV. Adjournment

A motion was made by José Dorado, seconded by Tyfahra Singleton, to adjourn the meeting at 9:24 pm. The motion carried by the following vote:

Aye: Dorado, Gage, Garcia, Harbin-Forte, Jackson, Singleton, and Smith

No: 0

Police Commission Pending Agenda Matters List

	A	B	C	D	E	F	G	H
1	Pending Agenda Matter	Date Placed on List	Duties/Deliverables	Additional Information/Details	Priority Level	Timeline/Deadline	Scheduled	Lead Commissioner(s), if any
2	Commissioner Trainings	1/1/2018	<p>Complete trainings mandated by City Charter section 604 (c)(9) and Enabling Ordinance section 2.45.190</p> <p>Some trainings have deadlines for when they should be completed (within 3 months, 6 months, etc.)</p> <p>Several trainings were delivered in open session and have been recorded for future use</p>	<p>The following trainings must be done in Open Session:</p> <ol style="list-style-type: none"> 1. California's Meyers Milias Brown Act (MMBA) and Public Employment Relations Board's Administration of MMBA (done 3.12.20) 2. Civil Service Board and Other Relevant City Personnel Policies and Procedures (done 2.27.20) 3. Memoranda of Understanding with Oakland Police Officers Association and Other Represented Employees (rescheduled due to COVID-19 health emergency - maybe reschedule for February 2021) 4. Police Officers Bill of Rights (done 12.12.19) 	High	Ongoing		

Police Commission Pending Agenda Matters List

	A	B	C	D	E	F	G	H
1	Pending Agenda Matter	Date Placed on List	Duties/Deliverables	Additional Information/Details	Priority Level	Timeline/Deadline	Scheduled	Lead Commissioner(s), if any
3	Confirming the Process to Hire Staff for the Office of Inspector General	5/17/2019	Per the Enabling Ordinance: The City shall allocate a sufficient budget for the OIG to perform its functions and duties as set forth in section 2.45.120, including budgeting one (1) full-time staff position comparable to the position of Police Program and Audit Supervisor. Within thirty (30) days after the first Inspector General is hired, the Policy Analyst position and funding then budgeted to the Agency shall be reallocated to the OIG. All OIG staff, including the Inspector General, shall be civil service employees in accordance with Article IX of the City Charter.	This will require information presented from the City Administrator's Office.	High			
4	Finalize Bylaws and Rules	1/24/2019			High			Gage
5	Hire Inspector General (IG)	1/14/2019	Hire IG once the job is officially posted	Pending Measure LL revisions to be included in the November 2020 ballot. Recruitment and job posting in process.	High			Personnel Committee

Police Commission Pending Agenda Matters List

	A	B	C	D	E	F	G	H
1	Pending Agenda Matter	Date Placed on List	Duties/Deliverables	Additional Information/Details	Priority Level	Timeline/Deadline	Scheduled	Lead Commissioner(s), if any
6	Notification of OPD Chief Regarding Requirements of Annual Report	1/1/2018	Commission must notify the Chief regarding what information will be required in the Chief's annual report	<p>The Chief's report shall include, at a minimum, the following:</p> <ol style="list-style-type: none"> 1. The number of complaints submitted to the Department's Internal Affairs Division (IAD) together with a brief description of the nature of the complaints; 2. The number of pending investigations in IAD, and the types of Misconduct that are being investigated; 3. The number of investigations completed by IAD, and the results of the investigations; 4. The number of training sessions provided to Department sworn employees, and the subject matter of the training sessions; 5. Revisions made to Department policies; 6. The number and location of Department sworn employee-involved shootings; 7. The number of Executive Force Review Board or Force Review Board hearings and the results; 8. A summary of the Department's monthly Use of Force Reports; 9. The number of Department sworn employees disciplined and the level of discipline imposed; and 10. The number of closed investigations which did not result in discipline of the Subject Officer. <p>The Chief's annual report shall not disclose any information in violation of State and local law regarding the confidentiality of personnel records, including but not limited to California Penal Code section 832.7</p>	High	June 14, 2018 and June 14 of each subsequent year		Dorado
7	OPD to Provide a 30 Day Snapshot on the Effectiveness of SO 9202	2/27/2020		On 2.27.20, at the request of OPD the Commission considered and approved SO 9202 which amends the section in SO 9196 regarding Type 32 reportable force	High			

Police Commission Pending Agenda Matters List

	A	B	C	D	E	F	G	H
1	Pending Agenda Matter	Date Placed on List	Duties/Deliverables	Additional Information/Details	Priority Level	Timeline/Deadline	Scheduled	Lead Commissioner(s), if any
8	Performance Reviews of CPRA Director and OPD Chief	1/1/2018	Conduct performance reviews of the Agency Director and the Chief	The Commission must determine the performance criteria for evaluating the Chief and the Agency Director, and communicate those criteria to the Chief and the Agency Director one full year before conducting the evaluation. The Commission may, in its discretion decide to solicit and consider, as part of its evaluation, comments and observations from the City Administrator and other City staff who are familiar with the Agency Director's or the Chiefs job performance. Responses to the Commission's requests for comments and observations shall be strictly voluntary.	High	Annually; Criteria for evaluation due 1 year prior to review		
9	Recommendations for Increasing Communication Between CPRA and IAD	10/6/2018		Review of existing communication practices and information sharing protocols between departments, need recommendations from stakeholders about whether a policy is needed. Ensure prompt forwarding of complaints from IAD to CPRA and prompt data sharing.	High			
10	Reports from OPD	10/6/2018	Commission to decide on what reports are needed prior to receiving them.	Receive reports from OPD on issues such as: response times; murder case closure rates; hiring and discipline status report (general number for public hearing); any comp stat data they are using; privacy issues; human trafficking work; use of force stats; homelessness issues; towing cars of people who sleep in their vehicles	High	Ongoing as appropriate		

Police Commission Pending Agenda Matters List

	A	B	C	D	E	F	G	H
1	Pending Agenda Matter	Date Placed on List	Duties/Deliverables	Additional Information/Details	Priority Level	Timeline/Deadline	Scheduled	Lead Commissioner(s), if any
11	Request City Attorney Reports	1/1/2018	Request the City Attorney submit semi-annual reports to the Commission and the City Council	Request the City Attorney submit semi-annual reports to the Commission and City Council which shall include a listing and summary of: 1. To the extent permitted by applicable law, the discipline decisions that were appealed to arbitration; 2. Arbitration decisions or other related results; 3. The ways in which it has supported the police discipline process; and 4. Significant recent developments in police discipline. The City Attorney's semi-annual reports shall not disclose any information in violation of State and local law regarding the confidentiality of personnel records, including but not limited to California Penal Code 832.7	High	Semi-annually First one done 10.22.20 Next one should be April, 2021		Smith
12	Community Policing Task Force/Summit	1/24/2019			Medium			Dorado
13	CPAB Report			Receive any and all reports prepared by the Community Policing Advisory Board (hereinafter referred to as "CPAB") and consider acting upon any of the CPAB's recommendations for promoting community policing efforts and developing solutions for promoting and sustaining a relationship of trust and cooperation between the Department and the community.	Medium			
14	Determine Outstanding Issues in Meet and Confer and the Status of M&C on Disciplinary Reports	10/6/2018		Need report from police chief and city attorney. Also need status report about collective bargaining process that is expected to begin soon.	Medium			

Police Commission Pending Agenda Matters List

	A	B	C	D	E	F	G	H
1	Pending Agenda Matter	Date Placed on List	Duties/Deliverables	Additional Information/Details	Priority Level	Timeline/Deadline	Scheduled	Lead Commissioner(s), if any
15	Develop Plan for Quarterly Reports in Relation to Annual Report that is Due April 17th of Each Year	12/6/2019		The Commission is required to submit an annual report each year to the Mayor, City Council and the public. Preparing quarterly reports will help with the coordination and preparation of an annual report.	Medium			
16	Free Gun Trace Service	1/27/2020		This service was mentioned at a meeting in 2019.	Medium			Dorado
17	Modify Code of Conduct from Public Ethics Commission for Police Commission	10/2/2018		On code of conduct for Commissioners there is currently a code that was developed by the Public Ethics Commission.	Medium			
18	Offsite Meetings	1/1/2018	Meet in locations other than City Hall	The offsite meetings must include an agenda item titled "Community Roundtable" or something similar, and the Commission must consider inviting individuals and groups familiar with the issues involved in building and maintaining trust between the community and the Department.	Medium	Annually; at least twice each year		Dorado, Harris, Jackson
19	OPD Supervision Policies	10/2/2018		Review existing policy (if any) and take testimony/evidence from experts and community about best practices for supervisory accountability. Draft policy changes as needed. In addition, IG should conduct study of supervisor discipline practices. In other words, how often are supervisors held accountable for the misconduct of their subordinates.	Medium			
20	Receive a Report from the Ad Hoc Committee on CPRA Appellate Process	6/13/2019	Once the Commission has an outside counsel, work with them on determining an appellate process	When a draft process is determined, bring to the Commission for a vote.	Medium			Brown, Gage, Prather
21	Report from OPD Regarding Found/Confiscated Items	7/12/2019	OPD will report on the Department's policy for disposition of found/confiscated items.	This came about through a question from Nino Parker. The Chief offered to present a report at a future meeting.	Medium			

Police Commission Pending Agenda Matters List

	A	B	C	D	E	F	G	H
1	Pending Agenda Matter	Date Placed on List	Duties/Deliverables	Additional Information/Details	Priority Level	Timeline/Deadline	Scheduled	Lead Commissioner(s), if any
22	Report Regarding OPD Chief's Report	1/1/2018	Submit a report to the Mayor, City Council and the public regarding the Chief's report in addition to other matters relevant to the functions and duties of the Commission.	The Chief's report needs to be completed first.	Medium	Annually; once per year		
23	Review Budget and Resources of IAD	10/10/2018		In Discipline Training it was noted that many "lower level" investigations are outsourced to direct supervisors and sergeants. Leaders in IAD have agreed that it would be helpful to double investigators and stop outsourcing to Supervisors/Sgts. Commissioners have also wondered about an increase civilian investigators. Does the Commission have jurisdiction over this?	Medium			
24	Review Commission's Agenda Setting Policy	4/25/2019			Medium			
25	Review Commission's Code of Conduct Policy	4/25/2019			Medium			Prather
26	Review Commission's Outreach Policy	4/25/2019			Medium			Dorado
27	Revise Contracts with CPRA and Commission Legal Counsels	10/10/2018		The contract posted on the Commission's website does not comport with the specifications of the Ordinance. As it stands, the Commission counsel reports directly to the City Attorney's Office, not the Commission. The Commission has yet to see the CPRA attorney's contract, but it, too, may be problematic.	Medium			
28	Taser Policy (incorporate into Use of Force)	10/10/2018		This is part of Use of Force Policy; Review use of tasers in light of what happened to Marcellus Toney - In the report the Commission was given, it mentioned that officers have choice as to where to deploy a taser.	Medium			

Police Commission Pending Agenda Matters List

	A	B	C	D	E	F	G	H
1	Pending Agenda Matter	Date Placed on List	Duties/Deliverables	Additional Information/Details	Priority Level	Timeline/Deadline	Scheduled	Lead Commissioner(s), if any
29	Amendment of DGO C-1 (Grooming & Appearance Policy)	10/10/2018		DGO C-1 is an OPD policy that outlines standards for personal appearance. This policy should be amended to use more inclusive language, and to avoid promoting appearance requirements that are merely aesthetic concerns, rather than defensible business needs of the police department.	Low			
30	Annual Report	1/1/2018	Submit an annual report each year to the Mayor, City Council and the public		Low	Spring, 2021		Prather, Smith
31	Assessing Responsiveness Capabilities	10/6/2018		Review OPD policies or training regarding how to assess if an individual whom police encounter may have a disability that impairs the ability to respond to their commands.	Low			
32	CPRA Report on App Usage	10/10/2018		Report from staff on usage of app.	Low			
33	Creation of Form Regarding Inspector General's Job Performance	1/1/2018	Create a form for Commissioners to use in providing annual comments, observations and assessments to the City Administrator regarding the Inspector General's job performance. Each Commissioner shall complete the form individually and submit his or her completed form to the City Administrator confidentially.	To be done once Inspector General position is filled.	Low			

Police Commission Pending Agenda Matters List

	A	B	C	D	E	F	G	H
1	Pending Agenda Matter	Date Placed on List	Duties/Deliverables	Additional Information/Details	Priority Level	Timeline/Deadline	Scheduled	Lead Commissioner(s), if any
34	Discipline: Based on Review of MOU	10/6/2018		<p>How often is Civil Service used v. arbitration? How long does each process take? What are the contributing factors for the length of the process? How often are timelines not met at every level? How often is conflict resolution process used? How long is it taking to get through it? Is there a permanent arbitration list? What is contemplated if there's no permanent list? How often are settlement discussions held at step 5? How many cases settle? Is there a panel for Immediate dispute resolution? How many Caloca appeals? How many are granted? What happened to the recommendations in the Second Swanson report?</p>	Low			
35	Discipline: Second Swanson Report Recommendations – Have These Been Implemented?	10/6/2018		<p>Supervisor discipline Process for recommending improvements to policies, procedures and training, and to track and implement recommendations Tracking officer training and the content of training Comparable discipline imposed – database of discipline imposed, demonstrate following guidelines IAD civilian oversight for continuity in IAD Improved discovery processes Permanent arbitration panel implemented from MOU OPD internal counsel Two attorneys in OCA that support OPD disciplines and arbitration Reports on how OCA is supporting OPD in discipline matters and reports on arbitration Public report on police discipline from Mayor's office OIG audit includes key metrics on standards of discipline</p>	Low			

Police Commission Pending Agenda Matters List

	A	B	C	D	E	F	G	H
1	Pending Agenda Matter	Date Placed on List	Duties/Deliverables	Additional Information/Details	Priority Level	Timeline/Deadline	Scheduled	Lead Commissioner(s), if any
36	Feedback from Youth on CPRA App	10/10/2018		Get some feedback from youth as to what ideas, concerns, questions they have about its usability.	Low			
37	OPD Data and Reporting			Review and comment on the Department's police and/or practice of publishing Department data sets and reports regarding various Department activities, submit its comments to the Chief, and request the Chief to consider its recommendations and respond to the comments in writing.	Low			
38	Outreach Committee: Work with Mayor's Office and City Admin to Publicize CPRA App	10/10/2018			Low			
39	Overtime Usage by OPD - Cost and Impact on Personal Health; Moonlighting for AC Transit	1/1/2018		Request Office of Inspector General conduct study of overtime usage and "moonlighting" practices.	Low			
40	Process to Review Allegations of Misconduct by a Commissioner	10/2/2018		Maureen Benson named concerns/allegations about a sitting Commissioner early in 2018, but no process exists which allows for transparency or a way to have those concerns reviewed. It was suggested to hold a hearing where anyone making allegations presents evidence, the person named has an opportunity to respond and then the Commission decides if there's sanctions or not. *Suggestion from Regina Jackson: we should design a form...check box for the allegation...provide narrative to explain..hearing within 4 weeks?	Low			Jackson

Police Commission Pending Agenda Matters List

	A	B	C	D	E	F	G	H
1	Pending Agenda Matter	Date Placed on List	Duties/Deliverables	Additional Information/Details	Priority Level	Timeline/Deadline	Scheduled	Lead Commissioner(s), if any
41	Proposed Budget re: OPD Training and Education for Sworn Employees on Management of Job-Related Stress	1/1/2018	Prepare for submission to the Mayor a proposed budget regarding training and education for Department sworn employees regarding management of job-related stress. (See Trauma Informed Policing Plan)	Review and comment on the education and training the Department provides its sworn employees regarding the management of job-related stress, and regarding the signs and symptoms of posttraumatic stress disorder, drug and alcohol abuse, and other job-related mental and emotional health issues. The Commission shall provide any recommendations for more or different education and training to the Chief who shall respond in writing consistent with section 604(b)(6) of the Oakland City Charter. Prepare and deliver to the Mayor, the City Administrator and the Chief by April 15 of each year, or such other date as set by the Mayor, a proposed budget for providing the education and training identified in subsection (C) above.	Low	4/15/2021		
42	Public Hearing on OPD Budget	1/1/2018	Conduct at least one public hearing on the Police Department's budget	Tentative release date of Mayor's proposed budget is May 1st of each year.	Low	Spring, 2021		
43	Public Hearings on OPD Policies, Rules, Practices, Customs, General Orders	1/1/2018	Conduct public hearings on Department policies, rules, practices, customs, and General Orders; CPRA suggests reviewing Body Camera Policy		Low	Annually; at least once per year		Dorado
44	Revisit Standing and Ad Hoc Committee Assignments	10/29/2019			Low			
45	Social Media Communication Responsibilities, Coordination, and Policy	7/30/2019		Decide on social media guidelines regarding responsibilities and coordination.	Low			