

OAK★PARK

May 28, 2025

Susanne Tam
City of Sacramento
Finance Department
915 I Street, 5th Floor
Sacramento, CA 95814

Dear Ms. Tam:

Attached you will find the FY 2025/26 Annual Report for the Oak Park Property and Business Improvement District (OPPBID). This report outlines our Budget, Service Plan and Assessment Recommendations for the coming Fiscal Year 2024/25.

I have included a budget summary for the district as outlined in the Management District Plan (MDP), which was adopted in 2016. The first assessments were distributed to the district in 2017. The Board of Directors increased the assessment four years ago, but have not elected to increase the assessment since that time. A summary table of the assessment calculation and estimated revenues (for the duration of the new district) is included in this report.

The projects and programs in the new MDP are consistent with those outlined in the previous plan, with some minor adjustments to the allocations. The OPPBID will continue to actively manage safety programs, as well as maintenance, streetscape and economic development efforts. A detailed annual budget is reviewed at two consecutive Board meetings and it was unanimously approved by the Board of Directors on November 13, 2024.

We look forward to sharing successes in the coming year. Thank you for your continued support and guidance.

Sincerely,

A handwritten signature in black ink, appearing to read 'Seann Rooney', with a stylized flourish at the end.

Seann Rooney
Executive Director

Attachments

**PROPERTY BUSINESS IMPROVEMENT
DISTRICT ANNUAL REPORT CHECKLIST**

FY 2025/26

PBID NAME: Oak Park Property and Business Improvement District

CONTRACT # _____

AUTHORITY (CS&H Code Section)	REQUIREMENT	PAGE FOUND
36650(b)	Specify PBID name	
-Does the PBID name exactly match the previous year's PBID name? (Check one) YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>		
36650(b)	Specify fiscal year to which report applies	1
36650(b)(1)	Any proposed changes in the boundaries	n/a
36650(b)(1)	Any proposed changes in any benefit zones	n/a
-Do the boundaries and benefit zones exactly match the previous year? (Check one) YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> (If not, describe change(s) in the NOTES section)		
36650(b)(2)	The improvements and activities for that fiscal year	
-Are the improvements and activities in line with the Original MDP? (Check one) YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>		
36650(b)(3)	An estimate of the cost of providing the improvements and activities for that fiscal year	3
- How does the overall budget compare to last year? (Check one) HIGHER <input type="checkbox"/> SAME <input checked="" type="checkbox"/> LOWER <input type="checkbox"/> - What is the greatest change (by percentage) between line items from last year to this year _____		
36650(b)(4)	The method of levying the assessment in sufficient detail to allow each real property owner to estimate the amount of the assessment to be levied against his or her property for that fiscal year	Yes (per the MDP)
36650(b)(4)	The basis of levying the assessment in sufficient detail to allow each real property owner to estimate the amount of the assessment to be levied against his or her property for that fiscal year	Yes (per the MDP)
-Does the Method and Basis match the MDP? (Check one) YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> -Is there a CPI increase for this year? (Check one) YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> - If so: What is the rate? _____		
36650(b)(5)	The amount of any surplus revenues to be carried over from a previous fiscal year	\$400,000
-Is the surplus identified for use in specific categories? (Check one) YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> if yes, What category(ies) <u>Streetscape, Maintenance and District Renewal (2026)</u>		
36650(b)(5)	The amount of any deficit revenues to be carried over from a previous fiscal year	n/a
36650(b)(6)	The amount of any contributions to be made from sources other than assessments levied pursuant to this part	\$61,000
-Are the contributions identified for use in a specific category? (Check one) YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>		
-Did an authorized representative of the nonprofit Board sign the report? (Check one) YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>		
-Does the report state the date the Board approved the Report/Budget? (Check one) YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>		

NOTES:

Oak Park PBID Budget for FY25/26

Revenues	
Surplus Revenues (previous years)	\$450,000.00
Grants	\$61,000.00 (half of a \$122,000 grant that will be used to support program partners)
Projected FY25/26 Assessments	\$326,895.16
Total Revenues (see footnotes below)	\$387,895.16

Expenses		
Service Category	Percent of Total Budget	Budget Total
1. Maintenance, Streetscape and Safety	66%	\$224,400.00
<ul style="list-style-type: none"> • Safety Programs • Community Partnerships 		\$135,000.00 \$17,500.00
2. Image Enhancement	9%	\$30,600.00
<ul style="list-style-type: none"> • Grant Programs • Events 		\$10,000.00 \$12,000.00
3. Advocacy and Administration	25%	\$85,000.00
<ul style="list-style-type: none"> • Administrative Expenses and Office Rent • Social Media & Website • Events 		\$40,000.00 \$15,000.00 \$30,000.00
4. Total Projected Expenses**		\$340,000.00
<p>*Grant revenues listed above for information purposes. Associated services and expenses are not shown on the bottom of the table (Note: nearly all grant funds received by OPBA will be used to support partner organizations).</p> <p>**Budget expense totals will exceed collected assessment revenues. Category totals also include contingency funds. Total expenses above the \$326,895.16 assessment total will be funded by reserves (board approved).</p>		

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Fiscal Year 2025/26

ANNUAL REPORT AND BUDGET ESTIMATES

The Oak Park Property and Business Improvement District (OPPBID) renewed for an additional 10-year term in the Summer 2016 (January 2027 start date). At the conclusion of the renewal process the organization made some administrative changes, but the Board continues to focus Image Enhancement, Safety, Security, Maintenance and Special Events.

The assessment methodology is based on parcel size, type and benefit zone.

	Rate	
Parcel Type	Zone 1	Zone 2
Standard	\$0.149375	\$0.050181
Public Housing	\$0.072100	\$0.072100
Private Tax-Exempt	\$0.038213	\$0.012226

The prospective assessment schedule (pending board action to increase annual assessments), as outlined in the Management District Plan (MDP), was as follows:

Year	Maintenance, Security & Infrastructure	Contingency, Advocacy & Administration	Image Enhancement	Total Budget
2017	\$211,130.77	\$79,973.78	\$28,790.56	\$319,895.10
2018	\$217,464.69	\$82,372.99	\$29,654.28	\$329,491.95
2019	\$223,988.63	\$84,844.18	\$30,543.90	\$339,376.71
2020	\$230,708.29	\$87,389.50	\$31,460.22	\$349,558.01
2021	\$237,629.54	\$90,011.19	\$32,404.03	\$360,044.75
2022	\$244,758.42	\$92,711.52	\$33,376.15	\$370,846.10
2023	\$252,101.18	\$95,492.87	\$34,377.43	\$381,971.48
2024	\$259,664.21	\$98,357.66	\$35,408.76	\$393,430.62
2025	\$267,454.14	\$101,308.39	\$36,471.02	\$405,233.54
2026	\$275,477.76	\$104,347.64	\$37,565.15	\$417,390.55

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The property owners in the OPPBID have approved the following budget for FY 2025/26 (detailed worksheets used by the Board of Directors to outline program allocations are not shown in this report):

Service	Percentage	Zone 1	Zone 2
Maintenance, Security & Infrastructure	66%	\$142,395.53	\$73,355.27
Contingency, Advocacy & Admin	25%	\$53,937.70	\$27,786.09
<u>Image Enhancement</u>	<u>9%</u>	<u>\$19,417.58</u>	<u>\$10,002.99</u>
Sub-Total (Zone)	100%	\$215,750.81	\$111,144.35
Total Annual Budget			\$326,895.11

Note: totals have been rounded in calculation

GENERAL OVERVIEW OF SERVICES

Maintenance and Security

The Maintenance and Security programs are the two largest efforts in the business district. We have contracted for maintenance services since the inception of the district. Services include ongoing trash pickup (this includes the servicing of our district trash cans), graffiti abatement and addressing other issues in the district (e.g. illegal dumping). Security patrols and dispatch services are no longer provided in the district (we did not renew the service contract in 2024), but we have developed new programs to address safety, including vandalism relief grants, camera and alarm stipends and increased communications with the police department.

Advocacy and Administration

Although we maintain a modest advocacy program, activities include coordination with public agencies, promotional efforts (events, etc.) and regular communications on projects and items related to the vibrancy of the district. The district contracts with a part-time staff member for administrative services and program management.

Image Enhancement

Although the Image Enhancement program receives the smallest contribution of PBID funds, the program has had a tremendous impact in the community, through the engagement of Board Members and the coordination of in-kind contributions from other community partners. Funding is dedicated to community events, programs that

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focus on the positive promotion of the district, and to enhanced communications with the public, businesses and property owners. We also maintain a banner program with 120 locations, service three dozen trash cans and sponsor a number of community programs including the Oak Park Farmers Market.

Total Assessment (Calculated by APN)

APN	AMOUNT
0100251020000	\$2,294.40
01002520190000	\$1,732.74
01002520200000	\$1,912.00
01002520210000	\$4,932.36
01002540200000	\$3,340.76
01002550010000	\$1,041.14
01002550020000	\$954.50
01002550030000	\$954.50
01002550160000	\$4,003.24
01003010090000	\$1,350.44
01003010140000	\$1,078.48
01003030030000	\$691.90
01003030040000	\$1,723.48
01003030050000	\$967.94
01003040020000	\$862.64
01003040030000	\$1,729.00
01003040090000	\$1,344.36
01003040110000	\$2,307.84
01003060080000	\$586.94
01003060090000	\$249.68
01003060110000	\$2,078.44
01003060140000	\$978.24
01003070010000	\$187.80
01003080010000	\$890.26
01003080040000	\$429.30
01003080050000	\$303.22
01003080060000	\$707.44
01003080140000	\$18.66
01003080150000	\$856.50
01003080160000	\$1,405.46
01003120010000	\$2,084.08

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01003120150000	\$10,410.84
01003130010000	\$185.36
01003150010000	\$478.00
01003150020000	\$1,314.50
01003150110000	\$896.24
01003150120000	\$896.24
01003150160000	\$896.24
01003150170000	\$896.24
01003150180000	\$896.24
01003220170000	\$896.24
01003220180000	\$896.24
01003220190000	\$896.24
01003220210000	\$836.50
01003220250000	\$1,519.28
01003730020000	\$298.74
01003730030000	\$883.24
01003730040000	\$896.24
01003730080000	\$722.96
01003730170000	\$1,831.00
01003730180000	\$1,434.00
01003740020000	\$120.74
01003740080000	\$650.66
01003740090000	\$1,106.10
01003740150000	\$455.44
01003740170000	\$1,604.94
01003750050000	\$910.88
01003750060000	\$896.24
01003750090000	\$476.64
01003750100000	\$420.78
01003760010000	\$780.78
01003760020000	\$548.04
01003760050000	\$582.10
01003770010000	\$842.88
01003770020000	\$896.24
01003770030000	\$896.24
01003770110000	\$896.24
01003770140000	\$896.24
01003770170000	\$1,794.44
01003770180000	\$3,492.08
01003810010000	\$1,366.48
01003810070000	\$229.26
01003810080000	\$242.60

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01003810110000	\$233.02
01003810190000	\$859.26
01003820010000	\$672.92
01003820020000	\$588.22
01003820030000	\$754.64
01003820040000	\$973.76
01003820050000	\$715.80
01003820060000	\$381.34
01003830030000	\$761.20
01003830120000	\$1,853.28
01003830130000	\$1,523.62
01003830140000	\$1,232.78
01003850050000	\$910.88
01003850120000	\$896.24
01003850140000	\$1,309.86
01003850150000	\$1,073.24
01004200060000	\$1,478.66
01004200070000	\$880.26
01004200150000	\$663.66
01004200170000	\$302.62
01004200180000	\$339.22
01004200190000	\$197.92
01004200200000	\$185.82
01004200210000	\$161.46
01004200220000	\$161.32
01301330200000	\$196.70
01301330210000	\$131.16
01301330220000	\$109.28
01301330250000	\$3,563.00
01301360010000	\$175.62
01301360050000	\$87.40
01301360150000	\$10,579.66
01301410040000	\$961.96
01301410050000	\$841.72
01301410060000	\$1,055.62
01301410070000	\$455.44
01301410080000	\$520.56
01301410090000	\$910.88
01301410100000	\$826.04
01301410130000	\$696.20
01301410140000	\$558.62
01301420110000	\$219.82

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01301420120000	\$648.90
01301420130000	\$677.44
01301420260000	\$458.88
01301420370000	\$4,773.80
01301420380000	\$1,344.36
01301420390000	\$792.04
01301420400000	\$490.26
01301420410000	\$383.92
01301430040000	\$418.24
01301430080000	\$896.24
01301430300000	\$125.58
01301430310000	\$1,792.50
01301430320000	\$896.24
01301430380000	\$8,165.74
01301430390000	\$229.30
01301510030000	\$373.28
01301510040000	\$455.44
01301510050000	\$1,805.94
01301520010000	\$1,540.92
01301520060000	\$1,431.46
01301520070000	\$1,172.88
01301530010000	\$478.00
01301530130000	\$337.60
01301530140000	\$467.90
01301530170000	\$56.54
01301530180000	\$520.56
01301530410000	\$345.28
01301530450000	\$455.44
01301530480000	\$2,868.00
01301530490000	\$394.94
01301530500000	\$1,561.56
01301540310000	\$983.92
01301540330000	\$4,388.32
01302430430000	\$9,399.30
01302440270000	\$9,202.58
01302510010000	\$33,225.44
01302510020000	\$1,366.48
01302510050000	\$183.10
01302510090000	\$183.42
01302510100000	\$715.80
01302510110000	\$715.80
01302510270000	\$550.26

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01302510280000	\$736.70
01302830480000	\$2,317.04
01302910300000	\$1,874.10
01302920030000	\$322.10
01303010130000	\$581.06
01303540060000	\$845.90
01303540070000	\$845.90
01303540080000	\$875.78
01303540090000	\$659.92
01303540100000	\$743.58
01303540110000	\$98.34
01303540120000	\$249.80
01303540130000	\$249.80
01303540140000	\$249.80
01303540150000	\$87.40
01303540160000	\$126.44
01303550070000	\$478.92
01303550080000	\$109.28
01303550090000	\$291.90
01401310240000	\$443.26
01401310270000	\$1,490.76
01401310310000	\$845.90
01401320010000	\$29,280.48
01401320160000	\$520.56
01401320170000	\$550.58
01401410510000	\$611.02
01401410520000	\$1,292.88
01401710140000	\$484.86
01401710240000	\$1,264.30
01401710270000	\$2,667.50
01401720010000	\$252.34
01401720280000	\$806.62
01401720290000	\$537.74
01401720300000	\$612.40
01401720310000	\$1,163.62
01401730010000	\$909.98
01401730180000	\$695.62
01401740160000	\$652.76
01401740170000	\$780.78
01402020020000	\$437.16
01402020030000	\$6,164.18
01402020160000	\$1,158.52

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01402020170000	\$306.00
01402020180000	\$174.88
01402020190000	\$677.64
01402020200000	\$590.16
01402020210000	\$502.76
01402020220000	\$918.06
01402020230000	\$568.34
01402020240000	\$708.20
01402020250000	\$507.78
01402020260000	\$359.78
01402020270000	\$196.70
01402020280000	\$197.90
01402020290000	\$413.24
01402020300000	\$284.16
01402020310000	\$349.76
01402020320000	\$344.74
01402020330000	\$284.16
01402020340000	\$240.86
01402020350000	\$240.86
01402020360000	\$331.18
01402020370000	\$284.16
01402020380000	\$218.58
01402020390000	\$240.46
01402310430000	\$6,426.46
01402310460000	\$12,612.54
<u>01402310490000</u>	<u>\$321.50</u>
Total	\$326,895.16

2025 OPBA Budget (Approved November 2024)

Row Ref #	Acct Code	Revenues	Budgeted Amount	Notes
		Assessment Revenues*	\$340,000.00	This estimated total reflects the city admin fee (\$3,500) AND estimated delinquencies
		Expenses (Budgeted and Actual)	Budgeted Amount	
Row Ref #	MS	Program - Maintenance, Streetscape and Safety *** (up to 66% of Budget - Total Net Revenue)	\$224,400.00	
	MSProg	Programs (Service contracts)	\$122,500.00	
1		Maintenance Services	\$60,000.00	58,800 maintenance + 1200 for additional support
2		Safety and Security Program (new)	\$45,000.00	NEW PROGRAM - NEEDS TO BE APPROVED
3		Community Partnerships (safety)	\$12,500.00	5k CASH + 5k Events + 2.5k Misc
4		Safety and Security Image (events)	\$5,000.00	\$5k for FF
5	MSProj	M&S Projects (e.g. Equipment, Dumpster, Trashcans)	\$30,000.00	Dumpster 7.5k/yr+Supplies 1k+
		New Trash Cans	\$20,000.00	Part of a larger purchase with reserve funds
		General equipment and supplies and trash dumpster rental	\$10,000.00	
6	MSAdmin	Portion of Program Funds towards Administrative Expenses	\$70,000.00	
7	MSCont	MSS Program Contingency	\$1,900.00	
	AA	Program - Advocacy and Admin (up to 25% of Budget)***	\$85,000.00	
	AAEvents	Events	\$32,500.00	
8		First Friday (partial)	\$10,000.00	
9		Peoples Event, Juneteenth and Celebrate OP	\$10,000.00	\$2.5k-\$5k-\$2.5k
10		Other Community Events (all)	\$2,500.00	Esthers Park, Back-to-School Events, Underground/Brickhouse Programs, BBF, Etc
11		Farmers Market	\$10,000.00	
12	AAWeb	Web Updates and Social Media	\$10,000.00	Major update \$5k + social media team (monthly) \$350
13	AAProject	Oak Park History Project	\$0.00	OPHP Fund (previous years' budgets) in OPBA reserves
14	AAAdmin	Portion of Program Funds towards Administrative Expenses	\$38,000.00	
15	AAABoard	General Board Expenses (board lunches, mixers, etc.)	\$3,000.00	
16	AACont	A&A Program Contingency	\$1,500.00	
	IE	Image Enhancement (up to 9% of Budget)***	\$30,600.00	
	IEEvents	Events	\$12,000.00	
17		First Friday (partial)	\$5,000.00	
18		3rd Avenue (event space) Expenses	\$2,500.00	
19		Black Film Festival (Guild Theater)	\$5,000.00	
20	IEProject	Small Emerging Business Grant - for 2025 Award	\$5,000.00	Round three (with 2024 funds it totals \$10,000 in program funds)
21	IEOther	General Projects/Programs/Events	\$1,500.00	
22	IEAdmin	Portion of Program Funds towards Administrative Expenses	\$5,400.00	
23	IESpecEvents	Holiday Program and Business Promos (December)	\$5,000.00	
24	IECont	IE Program Contingency	\$1,700.00	
Total (budget remaining)			\$0	