



# AGENDA REPORT

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

**FROM:** Erin Roseman  
Finance Director

**SUBJECT:** Budget Advisory Commission (BAC)  
FY2023-25 Budget Process  
Recommendations

**DATE:** October 16, 2023

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City Administrator Approval

Date: Oct 29, 2023

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## RECOMMENDATION

**Staff Recommends That The City Council Receive A Report From The Budget Advisory Commission (BAC) Evaluating The City Of Oakland's Biennial 2023-25 Budget Process For Continual Improvement.**

## EXECUTIVE SUMMARY

This report contains the Budget Advisory Commission (BAC) comments and recommendations related to the evaluation of the Biennial 2023-25 Budget Cycle against the criteria established in the City's Consolidated Fiscal Policy (CFP). Staff recommends that the City Council thoughtfully consider the BAC's feedback from the prior budget cycle and note any items of particular interest for further analysis. No further action is requested of the Council by staff.

## BACKGROUND / LEGISLATIVE HISTORY

Section 3, Item 12 of the City's CFP Ordinance [13487 C.M.S.](#) requires the Budget Advisory Commission to submit a report on process feedback and continual improvement of the City's budget process to the Finance & Management Committee and City Council. That report is included as **Attachment A**, with a presentation included as **Attachment B**.

## ANALYSIS AND POLICY ALTERNATIVES

The BAC recommendations are presented in the formal budget process evaluation report, included as **Attachment A**, with their presentation included as **Attachment B**.

Receiving this report will advance the City's goal of **Responsive, Trustworthy Government**. The BAC's duty as established in the City's CFP Ordinance [13487 C.M.S.](#), Section 3, Item 12 requires that the Commission evaluate the biennial budget process and provide

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recommendations across ten (10) guiding principles on improving the budget process to ensure that resident's interests are heard and actively considered as part of budget deliberations.

### **FISCAL IMPACT**

There are no direct fiscal impacts in the acceptance of this report. There are no substantial fiscal impacts to the City of adopting those measures which can be implemented administratively, such as publication of additional materials or providing materials to the BAC at specific points in the process. Providing additional language and accessibility accommodations at town halls held during the budget process may include a fiscal impact, which would be based upon the specific needs requested in each City Council district.

### **PUBLIC OUTREACH / INTEREST**

No public outreach was necessary in the preparation of this staff report. The Budget Advisory Commission discussed their comments and recommendations to the Biennial Fiscal Year 2023-25 Budget Cycle at public and noticed meetings of that body prior to adoption.

### **COORDINATION**

An ad hoc working group of the Oakland Budget Advisory Commission coordinated with the full Oakland Budget Advisory Commission, the Department of Finance's Budget Bureau, and the City Administrator's Office to produce this report and agenda item.

### **SUSTAINABLE OPPORTUNITIES**

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

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

***Race & Equity:*** The implementation of these recommendations should improve the accessibility of budget information and decision making to disadvantaged groups and the general public.

**ACTION REQUESTED OF THE CITY COUNCIL**

Staff recommends that the City Council receive a report from the BAC on comments and recommendations on the Biennial 2023-25 Budget Cycle for continual improvement of the budget process.

For questions regarding this report, please contact Nathan Bassett, Principal Budget & Management Analyst, at 510-238-2092.

Respectfully submitted,



Erin Roseman (Oct 27, 2023 10:34 PDT)

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ERIN ROSEMAN

Director of Finance, Finance Department

Reviewed by:

Bradley Johnson, Budget Administrator

Prepared by:

Nathan Bassett, Principal Budget &  
Management Analyst

Finance Department, Budget Bureau

Attachments (2):

(A) Budget Advisory Commission (BAC): Report on the Biennial 2023-25 Budget Cycle

(B) Budget Advisory Commission (BAC): Presentation on Recommendations From the  
FY2023-25 Budget Cycle