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OFFICE OF THE CITY CLERK
OAKLAND

2019 APR 11 PM 5:40

AGENDA REPORT

TO: Sabrina B. Landreth
City Administrator

FROM: Katano Kasaine
Director of Finance

SUBJECT: Budget Outlook Message
& Calendar

DATE: April 5, 2019

City Administrator Approval

Date:

4/11/19

RECOMMENDATION

Staff Recommends That The City Council Receive An Informational Report On The City Administrator's Budget Outlook Message And Calendar Pursuant To The Consolidated Fiscal Policy (Ordinance No. 13487 C.M.S.).

EXECUTIVE SUMMARY

The City Administrator is required to bring a Budget Outlook Message and Calendar report to the City Council on or before April 15, 2019 pursuant to the Consolidated Fiscal Policy (Ordinance No. 13487 C.M.S.). This report is intended to provide a list of all dates for key budget events including the release of the Mayor's Proposed Budget, Community Budget Forums, and City Council meetings.

Attachment A reflects the budget timeline that was presented to the City Council at the February 25th Special Workshop on the Fiscal Year 2019-21 Budget. **Attachment B** includes key dates and times for the Mayor's Town Hall Meeting held in April. **Attachment C** includes the dates and times for the City Council Community Budget Forums.

FISCAL IMPACT

This item is for informational purposes only and does not have a direct fiscal impact or cost.

PUBLIC OUTREACH / INTEREST

This item did not require additional public outreach, other than posting on the City's website.

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COORDINATION

This report was prepared by the Finance Department.

SUSTAINABLE OPPORTUNITIES

Economic: There are no economic opportunities associated with this item.

Environmental: There are no environmental opportunities associated with this item.

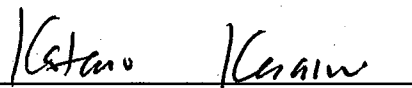
Social Equity: There are no social equity opportunities associated with this item.

ACTION REQUESTED OF THE CITY COUNCIL

Staff Recommends That The City Council Receive An Informational Report On The City Administrator's Budget Outlook Message And Calendar Pursuant To The Consolidated Fiscal Policy (Ordinance No. 13487 C.M.S.).

For questions regarding this report, please contact Adam Benson, Budget Administrator, at (510) 238-2026.

Respectfully submitted,



Katano Kasaine
Director of Finance, Finance Department

Attachments (3):

Attachment A: FY 2019-21 Budget Timeline

Attachment B: Budget Basics & Mayor's Town Hall Meetings

Attachment C: City Council Community Forums

Item: _____
City Council
April 16, 2019



FY 2019-21 Biennial Budget

Draft Timeline – Subject to Change

Attachment A

Date	Milestone
February 25, 2019 (Monday)	City Council Briefing (Council Priorities, Public Poll, CIP, Budget Overview/Process)
March 15, 2019 (Friday)	City Councilmember Individual Priorities Due
March 19, 2019 (Tuesday)	Five-Year Financial Forecast Delivered to the Finance & Management Committee
May 1, 2019 (Wednesday)	Release of the Mayor's Proposed Budget
May 7, 2019 (Tuesday)	Presentation of the Mayor's Proposed Budget to City Council (<i>Staff Proposed Date of May 7; Deadline May 15</i>)
May 5 – May 18, 2019 (Dates TBD)	Community Budget Forums (7 total)
May 20, 2019 (Monday)	Budget Proposal Costing Template Sent to Councilmembers for Amendments to Mayor's Proposed Budget (<i>Staff Proposed Date</i>)
May 21, June 4, and June 18, 2019 (Regular City Council Meetings)	City Council Hearings on LLAD, Local Measures, Appropriations Limit, and Master Fee Schedule (must be heard at Regular Meeting)
May 28, 2019 (Tuesday)	FY 2018-19 3 rd Quarter Revenue & Expenditure Report Delivered to the Finance & Management Committee
June 3, 2019 (Monday)	Councilmember Costing Requests Due to Budget Bureau (<i>Staff Proposed Date</i>)
June 10, 2019 (Monday)	Council President's Proposed Amendments Presented at Special Session (<i>Staff Proposed Date</i>)
June 17, 2019 (Monday)	Deadline for Submission of Council President's Budget
June 18, 2019 (Tuesday)	Target Date for City Council Budget Adoption
June 24, 2019 (Monday)	Final Date for Budget Approval (If Needed)

City of Oakland

An Overview of the City Budget Process

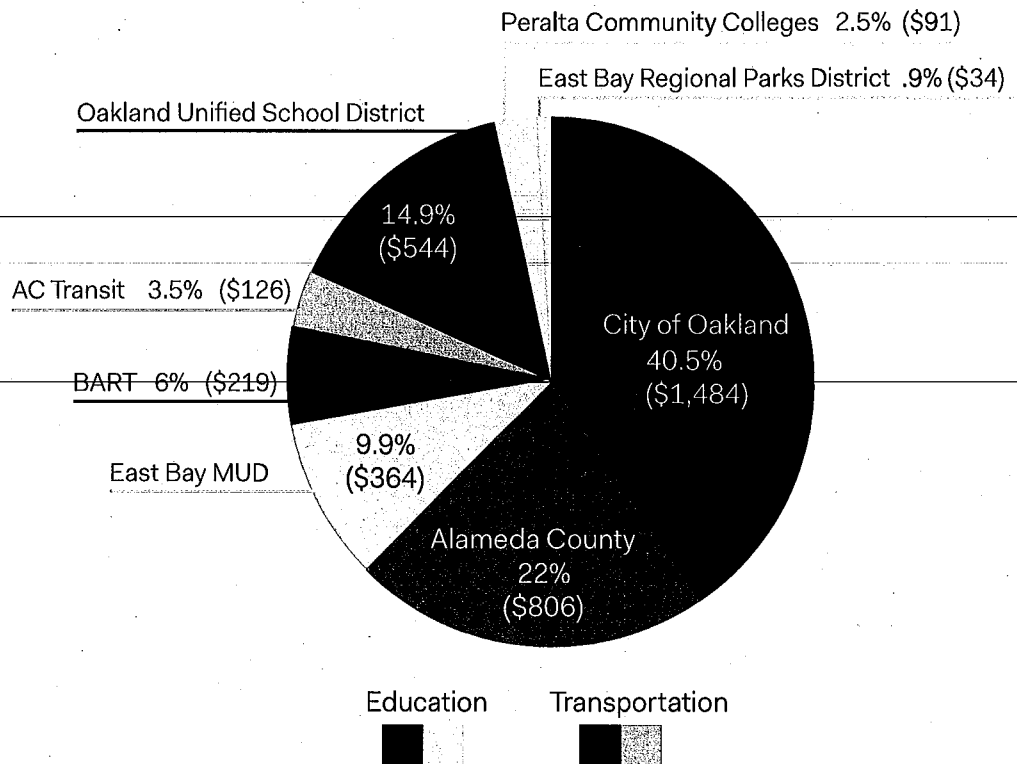
Together with the County, State, and Federal governments, the City of Oakland is one of many government agencies that deliver services every day to make our lives better. From maintaining our roads, sewers, and parks to providing education, transit, and clean water, local government is here to serve the public.

During the city budget cycle, the City estimates its revenues (i.e., income) and expenditures (i.e., expenses) for two years. A budget cycle for the City of Oakland is a two-year period of time that includes an evaluation of the City's fiscal health, budget preparation, approval, and implementation.

While other cities and government agencies have different "cycles," Oakland approves a budget every two fiscal years. A Fiscal Year spans July 1 through June 30.

SUPPORT FOR OAKLAND BY GOV'T. AGENCY

Approximate per capita estimates



Fiscal Year 2019-2021 *In Millions

THE GOAL: A BALANCED BUDGET

From February to June, every other year, City staff, the Mayor, and City Council work together to create a balanced budget by June 30 as required by law. A balanced budget is a plan to ensure that the City's revenues equal our expenses. The creation of a balanced budget plan happens in three phases: development, deliberation, and approval. See reverse side for a timeline by phase.

BUDGET DEVELOPMENT | FEB - APRIL

MARCH 19

Five-Year Forecast presented to City Council's Finance Committee.

APRIL

The Mayor engages the public through town hall meetings and social media to answer budget questions and garner community insights.

GET INVOLVED: TOWN HALL MEETINGS

April 11 Budget Town Hall 5:30pm-7:30pm

Original Pattern Brewing Company
292 4th St

April 15 Virtual Town Hall 12pm - 1 pm

<https://zoom.us/j/869596089>
Call In by Phone: (669) 900-6833
Access Code: 869-596-089

April 17 Budget Town Hall 4pm-5:30pm

Lincoln Square Recreation Center
261 11th St.

BUDGET DELIBERATION | MAY

MAY

The City Council engages the public through town hall meetings, budget hearings, and social media to hear community insights and impacts.

MAY 1

Mayor releases Proposed FY 2019-21 Budget to public

April 23 Budget Town Hall 5pm-7:30pm

Roots Community Health Center,
9925 International Blvd.

April 29 Budget & Brew 5pm - 7:30pm

Old Kan Brewery,
95 Linden Street

* Date/time subject to change. Please check below website for updates.

MAY 7

The Mayor and City Administrator formally present the Proposed Budget to the City Council.

BUDGET APPROVAL | BY JUNE 30

JUNE 30

Budget is adopted as required by the City Charter.

GET INVOLVED: READ AND LEARN MORE

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FACEBOOK

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MEDIUM



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OAKLANDCA.GOV/BUDGET

**City of Oakland
Community Budget Forums
Dates / Time / Location**

District	Date May 6 - May 18	Time	Location
District 1 Councilmember Dan Kalb	Saturday May 18, 2019	10:00 am - 12:00 pm	North Oakland Senior Center 5714 MLK Jr. Way, CA 94609
District 2 Councilmember Nikki Fortunato Bas	Monday May 6, 2019	6:00 pm - 8:00 pm	Lincoln Recreation Center 261 11th St, Oakland, CA 94607
District 3 Councilmember Lynette Gibson McElhaneey	Wednesday, May 15, 2019	6:00 pm - 8:00 pm	West Oakland Senior Center 1724 Adeline St, Oakland, CA 94607
District 4 Councilmember Sheng Thao	Wednesday, May 8, 2019	6:00 pm - 8:00 pm	Redwood Heights Recreation Center 3883 Aliso Ave, Oakland, CA 94619
District 5 Councilmember Noel Gallo	Saturday, May 11, 2019	2:00 pm - 4:00 pm	Fruitvale Senior Center 3301 E. 12th Street, Suite 201, Oakland, CA 94601
District 6 Councilmember Loren Taylor	Saturday, May 11, 2019	10:00 am - 12:00 pm	Rainbow Rec Center 5800 International Blvd, Oakland, CA 94621
District 7 Councilmember Larry Reid	Thursday, May 9, 2019	6:30 pm - 8:30 pm	Oakland Zoo, Zimmerman Auditorium 9777 Golf Links Rd, Oakland, CA 94605