

Hi Everyone,

Hope you all have a restful and enjoyable Thanksgiving weekend. Thanks for attending the meeting on the 16th on budget transparency and our budget principles from last year. We will be meeting with the Mayor to discuss options to improve transparency throughout the budget process, with particular emphasis on getting started earlier with departmental-specific meetings and dialogue.

Regarding the earlier involvement of Departments, the following is a list of recommendations that I believe floated to the top of the recommendation list for the Mayor to consider:

1. **Instruct Departments to hold CBO-specific budget meetings during Jan/Feb.** These meetings should discuss specific funding options, with an emphasis on CBO feedback to departments about service impacts of possible reductions. These meetings should be separate from the regular commission meetings where budget proposals are discussed.
2. **Instruct Departments and Commissions to review budget principles when discussing budget options.**
3. **Ensure Departments have clear, publically posted meeting notices for all budget-related meetings, including regular commission meetings and CBO-specific budget meetings.**
4. **Ask Departments to make their list of potential reductions as specific as possible, to allow for full disclosure and dialogue.**
5. **Ensure Departments provide written (possibly web-based) updates to their budget process – use commission websites/other avenues to post budget-related materials.**

If there are additional items related to Departmental involvement that you'd like me to include in this summary list of recommendations, please shoot me an email with your ideas.

We also started to examine how to refine the budget principles from last year. Over the coming week, if you have written edits/suggestions for how to improve/narrow these principles, please email your edits to Naomi Drexler at [Naomi.drexler@sfgov.org](mailto:Naomi.drexler@sfgov.org). She will be attempting to streamline edits and we will likely send out a revised version of the principles or use part of our meeting on the 9<sup>th</sup> to continue the discussion around the principles.

Finally, as we mentioned on the 16<sup>th</sup>, please hold **December 9<sup>th</sup> at 9am** for our budget instructions meeting. The Mayor will be joining us at this meeting to discuss his ideas moving forward. The meeting will begin promptly at 9am. I will send out an additional reminder for this meeting later next week.

Thanks again for your active participation. I'm looking forward to seeing you all on the 9<sup>th</sup>. In the meantime, please send Naomi any principle edits/ideas and let me know if you have questions.

Best,

Renee

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