CITY OF OAKLAND
Office of the City Auditor

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Budget Advisory Commission

Commissioner Vacancy Announcement

The City Auditor is accepting applications to fill one Commissioner position effective immediately. This position will remain open until it is filled.

Background

The Budget Advisory Commission (BAC) is a fifteen-member board of volunteers that advises the City's elected officials on expenditures, revenues, and financial policies. The BAC's advice generally takes the form of informational reports submitted to the Finance & Management Committee of City Council. Generally, the BAC:

- researches topics deemed important to the fiscal health of the City,
- encourages public participation and input into the City's fiscal decision-making, and
- improves the transparency and accountability of City fiscal information and decision-making.

Commission Members

Commissioners serve three-year terms and no more than two consecutive three-year terms. All Commissioners must be Oakland residents. All 15 Commissioners are appointed by the Mayor and confirmed by the Council in accordance with Section 601 of the City Charter.

- Each City Councilmember respectively selects a Commissioner.
- The Mayor selects three Commissioners.
- The City Council's Finance Committee selects two commissioners.
- The Chair of the Economic and Workforce Development Committee selects one Commissioner.
- The City Auditor selects one Commissioner

Once appointed, a Commissioner is expected to participate in monthly meetings and occasional subcommittee meetings to produce relevant reports for the City Council.

Desired Skills & Abilities

Commissioners should represent a variety of backgrounds and professions, so the Commission provides a well-rounded perspective on Oakland City government, community building and engagement, leadership, program administration, and policies related to municipal finance, ethics, and transparency. Specifically, a Commissioner should be able to do the following:

- Read, analyze, and understand written information and make decisions based on the information.
- Listen to public input, assess community needs, and make decisions about how to best accomplish the Commission's goals.
- Understand the context in which the Commission operates within City government and the broader community.
- Communicate orally during a public televised meeting.
- Collaborate effectively with other Commissioners, the public, City officials, and staff.
- Serve with fairness, openness, honesty, and integrity.
- Identify personal conflicts of interest or other factors that could lead to actual or perceived improper influence.
- Adhere to all Commission-related laws and policies, including but not limited to the Oakland City Charter, Oakland Government Ethics Act, and Oakland Sunshine Ordinance.

In addition, ***all Commissioners are required to complete a Form 700 – Statement of Economic Interests*** annually, disclosing information such as one's financial interests in investments, property, income, and gifts (to view a copy of a Form 700, contact Commission staff or visit www.fppc.ca.gov)

More BAC Information

For more information about the Budget Advisory Commission or this appointment, please visit their webpage at: https://www.oaklandca.gov/boards-commissions/budget-advisory-commission.

To Apply

If you're interested in serving on the Commission as the City Auditor's representative, please **1)** email an updated resume to CityAuditor@oaklandca.gov and include in the subject line, Budget Advisory Commission, and **2)** complete an application on the City's online application platform, Granicus: https://oakland.granicus.com/boards/w/8552f8c4c0e15460/boards/.

To facilitate a timely nomination and appointment process, we are asking that prospective Commissioners apply soon!

For more information about the application process, or if you have any questions, please contact **Dena Shupe** at dshupe@oaklandca.gov.