



# City of San Antonio

## Agenda Memorandum

**File Number:**  
**{{item.tracking\_number}}**

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**Agenda Item Number:** 8

**Agenda Date:** August 16, 2024

**In Control:** Governance Committee Meeting

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**DEPARTMENT:** Office of Management & Budget

**DEPARTMENT HEAD:** Justina Tate

**COUNCIL DISTRICTS IMPACTED:** Citywide

**SUBJECT:**

Council Consideration Request on Zero-Base Budget

**SUMMARY:**

A Council Consideration Request from Councilmember Marc Whyte requesting consideration of adopting a city ordinance requiring a Zero-Base Budget (ZBB) for Fiscal Year 2027 and then every five years thereafter.

**BACKGROUND INFORMATION:**

On April 11, 2024 Councilmember Marc Whyte issued a Council Consideration Request (CCR) requesting City Council adopt an ordinance requiring a Zero-Base Budget (ZBB) for FY 2027 and then five years thereafter. The ZBB would require that:

1. Each Department will:
  - a. Rank each program by order of importance to their department

- b. Examine current department objectives to be reflective of residents' and City Council priorities; and
- c. Explore alternative methods of executing programs or activities by collaborating with other departments to minimize duplicate efforts

2. Each department will review all programs and provide:

- a. Summary of Analysis: Offer an overview of the program's purpose
- b. Key Performance Indicator: List the program's key performance indicators
- c. Financials: Provide a summary of the program expenditures and budget allocation separated by general funds and grant allocations and the number of personnel positions dedicated.

On May 17, 2024, City staff recommended that Governance submit the CCR to the Office of Management and Budget (OMB) for further research and review. Staff provided a timeline of 90 days for OMB to complete their review and provide recommendations.

#### **ISSUE:**

The City Council Consideration Request seeks to implement a Zero-Based Budgeting (ZBB) to evaluate the organization's programs to consider costs, levels of service, and alternative delivery methods with the goal of optimization and the reduction of ineffective or duplicative efforts.

#### **FISCAL IMPACT:**

This item is for briefing purposes only.

#### **ALTERNATIVES:**

This item is for briefing purposes only.

#### **RECOMMENDATION:**

Staff will provide a recommendation to address this CCR at the August 16 Governance Committee meeting. The presentation will incorporate information on how other jurisdictions have utilized or are utilizing Zero-Based Budget principles and other methodologies to develop their annual budgets or review programs and services.