

# CITY OF OAKLAND

## BUDGET ADVISORY COMMITTEE

February 27, 2006

### Meeting Minutes

#### Committee Members Present:

Dinah Benson, Thomas Doctor, Jeffrey Fearn, Ted Frey, Marcie Hodge, O. Fabomi Ojuoloa, Mike Petouhoff, Barry Pilger, Jessica Pitt, Donald White, Gene Zahas

#### Committee Members Absent:

Maeve Elise Brown (excused), Courtney Ruby (excused), Benjamin Scott (Chair) (excused), Derrick Yoon

#### City Representatives Present:

Sydney Oam, *Budget Office*

Michael Kilian, *Budget Office*

Vice Mayor Jean Quan, *Finance and Management Committee Chair*

The meeting was called to order at 6:10 pm. A quorum was established at 6:30 pm.

#### I. Administrative Items

Sydney Oam introduced his replacement Michael Kilian, as the City's representative from the CAO Budget Office. Welcome was extended to newly appointed Committee Member Barry Pilger, representing District 1, and the appointment of Courtney Ruby, representing District 4 was announced.

#### II. Approval of the Minutes

The minutes from the January 23rd meeting were approved subject to an amendment to reflect that the absences for Committee members O. Fabomi Ojuoloa and Jessica Pitt were excused.

#### III. Landscaping and Lighting Assessment District (LLAD) Overview and Discussion

Council member Jean Quan provided an update on LLAD and discussed a variety of issues pertaining to LLAD as follows:

- The first step in the initiation and confirmation process for LLAD was taken with the approval of the Preliminary Engineer's Report in the Finance and Management Committee on February 14, 2006.
- The final LLAD resolution would include provisions for the establishment of an advisory committee, the setting of performance standards by the advisory committee and the requirement to have an annual audit.

- A comparison was provided between the performance standards used by the Public Works Agency of San Francisco to a set of performance standards that used staffing ratios.
- A key difference this year with LLAD was that all property owners would have to be assessed, but that schools, churches and hospitals might be granted a subsidy.
- The costs (rates) found in the preliminary engineer's report were based upon usage.
- The assessment would be subject to appeal

Vice Mayor Jean Quan also discussed infrastructure issues and her proposal that half of the real estate transfer taxes received by the City be put into an infrastructure fund to address the infrastructure issues that the City had long ignored, such as those associated with storm drain repairs.

LLAD

#### **IV. Proposed Future topics for the Budget Advisory Committee**

The need to inform the public about the budget process was discussed, with an emphasis on providing "Budget Facts" to the public. Particular emphasis was placed on the question of what should be the role of the Budget Advisory Committee with respect to the midyear cycle budget process and the need to look at the quarterly revenue and expenditures reports prepared by the Budget Office by way of adding structure to it via a synopsis approach. Mike Petouhoff proposed that the quarterly revenue and expenditure reports should be reviewed on a quarterly basis, even if that meant that this would be done a month after issuance. Jessica Pitt agreed to prepare a timeline associated with the midyear budget cycle process and to prepare a report looking at the budget process over the last two years.

The BAC extended an invitation for Raul Godinez II, Director of Public Works, to speak at the next meeting on the issue of infrastructure and capital projects, definition and prioritization.

#### **IV.V. Next Meeting - April 17, 2006**

#### **V.VI. Open Forum**

Donald White indicated that he would be leaving the BAC.

#### **VII. Adjournment**

The meeting was adjourned at 7:45 pm.

Respectfully submitted,

Michael Kilian  
CAO Budget Office