

BAC meeting #2: Tuesday, December 5, 4-5:30 p.m.

Attending

- Eric Engstrom, BPS Deputy Director
- Harmonee Dashiell, BPS Interim Equity Manager
- Julie Ocken, BPS Strategic Projects
- Anthony Locke, City Budget Office
- Kevin Block, BPS CPPW member
- Brandon Spencer-Hartle, BPS Protec17 member
- Nicole Kosina, BPS DCTU member
- Megan Horst, PCEF Committee
- Calvin Hoff, CIC member
- Juan Muro, Digital Inclusion Network
- Vivian Satterfield, BPS Chief Sustainability Officer
- Patricia Diefenderfer, BPS Chief Planner
- Eben Polk, Waste & Sustainable Materials Program Manager
- Andria Jacob, Climate Program Manger

BAC members not in attendance

- Mary-Rain O'Meara, Planning Commission Chair

Welcome, Recap of Meeting #1

Eric: We shared information about the basic cycle of the budget and process; the funding streams and how that relates to programs; the calendar for the BAC.

We typically get budget instructions in December (parameters and the numbers to consider; Council goals). We got the first memo that has just laid out the process, but we are still awaiting details about numbers. We'll share that and some of the choices we're facing at the third BAC meeting on December 18.

This year's twist is that at the end of the budget process, we will be asked to arrange budgets into the new Service Areas as part of the new City structure. We don't yet know if this will include BAC workshopping or if this will be something bureaus coordinate on among themselves. We'll share more as we know more.

Overview of BPS's programs

Equity & Engagement

Harmonee Dashiell, Interim Equity Manager

[Presentation](#)

Internal Services & Community Technology

Eric Engstrom, Deputy Director

[Presentation](#)

Nicole: Can you say more about the CODE Coalition?

- Juan: This was a group that started as part of the Digital Action Plan to create a community of shared resources and support digital equity within the County. Collect data from community directly in various settings to learn about gaps and inform how the coalition could be community-centered and be led by community. When the grant opportunity came up, we received it with the goal to transform from Digital Inclusion Network to a Coalition of coalitions. The goal is to reach folks across the state, particularly those who don't yet have infrastructure as they are developing. We are changing and adapting from what we learn quickly to help reach folks through coalition building and getting people involved to bridge the digital equity gaps.

Kevin: MHCRC money – is this a separate source from General Fund?

Juan: What does the \$80M represent?

- Eric: The City is contracting with the Commission to provide services. Staffing is cost-shared with the Commission, but it is a separate fund. The \$80M is the entire money from non-TV franchises (the fee they pay to use the Right-of-Way; this goes into the City General Fund).

Climate & Energy

Vivian Satterfield, Chief Sustainability Officer

Andria Jacob, Climate Program Manger

[Presentation](#)

Waste

Eben Polk, Waste & Sustainable Materials Program Manager

[Presentation](#)

Planning

Patricia Diefenderfer, Chief Planner

[Presentation](#)

Dark Skies: We received a small amount of money to continue the project to have lighting standards that reduce light pollution. This is being done in phases, so this current phase is to draft potential code amendments, which won't take us through to adoption of the regulations, but then we'll look to a next phase for that.

Juan: How much time do program managers spend through the budget development process to determine FTE needs?

- Eric: We brainstorm strategic issues for the year (problems we may be trying to solve with the budget), then we ensure program managers have the information they need (costs for staff, number of FTE, etc) as the go-between in Finance and Program Managers.

Brandon: At the last meeting, we talked about the color of money that comes into the bureau; what about the funds that go out? What kinds of different money do we have?

- Eric: There are many buckets, but generally: Personnel; Internal Materials & Services; External Materials & Services.

Eric: Today we didn't have a presentation about PCEF because they have a separate budget and decision-making process. Their growth does affect some of the funds to a degree, which we can talk about next meeting.

Next Steps

The next BAC meeting will be on Monday, December 18, 4-5:30 p.m. We will share the budget details we (should have) received in the next weeks and will start discussions about options BPS may have for Decision Packages and other program budgeting.