

**A COMMITTEE MEETING** of the Affordable Housing & Infrastructure Bond (I-Bond) Public Oversight Committee (the “I-Bond Committee”) was held on May 16, 2018, in Hearing Room 4, One Frank Ogawa Plaza, Oakland, California.

- Committee Members  
**Present:**
- Ellen Wu, Chairperson
  - Daniel Swafford, Vice Chairperson
  - Lauren Westreich, Member
  - Ken Lupoff, Member
  - Michael Pyatok, Member
  - Gary Jimenez, Member
  - Gloria Bailey-Ray, Member

- Committee Members  
**Absent:**
- Carroll Fife, Member
  - Fernando Campos, Member

- Additional Attendees:
- Katano Kasaine, Director of Finance/Treasurer
  - Celso Ortiz, Deputy City Attorney
  - David Jones, Treasury Administrator
  - Dawn Hort, Principal Financial Analyst

The meeting was called to order at 5:06 pm.

**I. Approval Of The Draft Minutes From The I-Bond Committee Meeting Of May 16, 2018**

Chairperson Wu moved to accept the minutes, Member Swafford seconded the motion and it passed by consensus.

**II. Staff Overview Of Informational Report To City Council On Status Of Projects And The Affordable Housing & Infrastructure Bond (I-Bond) Public Oversight Committee (April 24, 2018)**

Katano Kasaine, Director of Finance/Treasurer gave an overview of the informational agenda report that was requested by Councilmember Larry Reid. The main purpose of the report was to provide information regarding the status of the I-Bond Oversight Committee and the spending of the money for the I-Bond. The report was accepted and filed.

### III. Project Status Presentation

#### IIIa. Department of Transportation (DOT)

Wlad Wlassowsky, Assistant Director of OakDOT gave a short introductory and background since the passage of the bond measure (November 2016). Early 2017, DOT and PWA started putting together strategies for how to spend the money using the guidance of bond documents and the categories permitted by the I-Bond Measure. It is important to understand that projects take a long time to develop (from concept to planning to design to bidding and finally construction). OakDOT and OPW jointly decided to look at all projects on the books that are underfunded, that has previously competed for grants and were not successful or conversely where grants were gotten and try to leverage those grants and bring in Measure KK funds to advance those projects. DOT looks to finish up their existing 5-year paving program which has been approved by City Council a couple years earlier and provide opportunity to fully fund it and accelerate it. Same thing with sidewalks and curb ramps, has ongoing programs to do repair Citywide. Likewise, had been successful in getting grants but not as successful in coming up with matching fund required, so committing bond funds to complete those projects. These are the overview strategies for the last year and half.

#### IIIb. Public Works Department (OPW)

Matt Lee, Project Division Manager of OPW presented the overview of Capital Improvement Program (CIP) Prioritization Process Improvement. The City has a new prioritization process. This is an OPW and OakDOT led effort, they establish the CIP working group which included internal stakeholders (CIP Advisory Committee (CIPAC)). The CIPAC realized there is a need for community inputs so further included an outreach component to the process in developing the prioritization. As for timeline, the main milestone is to meet the September 2018 Council meeting to adopt new CIP Prioritization Process. There are many steps in developing the Prioritization Process, currently are in the outreach component. They will be reaching out to the community in mid to late June to solicit feedbacks on prioritizing projects and take those inputs and make sure it feeds into the process. The Prioritization Process is based on Oakland's values in order to develop a process on the project selections for CIP. They used those shared values to come up with the Citywide Capital Prioritization Factors (9 components). Now they are ready to reach out to the public to solicit feedbacks in term of how they value and where the money should be spent for capital improvements. Once that is done, they will add assets specific sub-factors and performance metrics to further define how to go through in the prioritization process. They have reached out to other cities around to county to see how they are doing their process (City of San Diego, City of Minneapolis, City of Berkeley). Equity component is a large focus of the City. Instead of using the "community of concerns", they use data from the census data track and remap to do analysis base on different categories of how to look at equity. It is not finalized yet, but is on the Oakland webpage.

Bruce Williams presented the progress report on the projects for OakDOT, beginning of May 2018. The table show funds that has been spent to date and fund that are committed, encumbered in contracts, about \$9 million in paving cost. 7<sup>th</sup> Street Streetscape Phase 2 construction contract approved by Council last night so \$775,086 will go into the committed fund and construction will start soon. Several other projects are getting started including all the Highway Safety Improvement Program/Projects (HSIP 8). OakDOT have committed a total \$9 million and spent so far \$1.8 million.

Matt Lee provided the progress report on the projects for OPW, has about approximately 18 projects, committed approximately \$773,117 and spent \$228,777 as March 31, 2018. To end the presentation, Matt indicated the City will host four public information meeting in June, East Oakland, West Oakland, Central/Downtown and Central/East Oakland area as part of the community outreach for the prioritization process.

A copy of the presentation "City of Oakland Capital Improvement Program Prioritization Process Improvement Overview" is attached as Appendix A, herein.

#### **IV. Establishing By-Laws**

Chairperson Wu presented the revised bylaws. Vice Chairperson Swafford brought up the revision of bylaws by simple majority, what is the process for future revision of the by-laws? Member Lupoff does not think there needs to be explicit language or clause in the bylaws. The language agreed upon "These bylaws shall become effective immediately on final adoption if it receives affirmative votes by a majority of members present".

Member Westreich brought up "remove for cause after hearing" and is everyone okay with having it be a majority. Chairperson Wu got language from handbook. Member Westreich brought up the question "What happens in this Committee in case of a tie?". Chairperson Wu doesn't think the bylaws has to say it, unless there is an exception to that rule. Member Jimenez suggested a poll be sent out to members within 24 hours. Vice Chairperson Swafford indicated that the City does not allow members to vote by proxy, but can put back on the agenda for next meeting. Member Bailey-Ray suggest let's keep it "simple". By consensus, the no language is needed.

Katano Kasaine indicated that these bylaws are for this Committee and does not need to be in City Council format, can take all references off.

Chairperson Wu asked for comments on section 4 (b). Chairperson Swafford suggested committee members determine what the threshold within this committee when that recommendation would occur, so the committee could vote by majority or supermajority to

recommend to the Mayor removal of a member. Member Westreich agrees and also suggested including language for when a member wants to voluntarily resign. By consensus, no language is needed for voluntary resigning and the following change to section 4 (b): Committee member(s) may be recommended to the Mayor for removal upon receiving affirmative vote by the majority of the full Committee.

Katano Kasaine commented on section 2 (a) on "regularly" and "fiscal health of the City". Member Lupoff suggested striking the word "regularly" and Member Westreich clarify that it's for the oversight responsibilities of the committee (infrastructure bonds).

Member Westreich clarified that these bylaws will be revised and voted on next time.

**V. Discussion Of Next Steps**

Chairperson Wu was confirming the next meeting for those of you weren't here, attempted to set regular meeting, 2<sup>nd</sup> Monday quarterly except for June. Next special meeting is Monday, June 4<sup>th</sup> at 5:00-7:00 PM.

**VI. Identify Future Agenda Items**

Chairperson Wu would like to invite the community organizations that is for affordable housing to the June meeting since the Housing Department will be presenting. Member Westreich agreed with Katano Kasaine on having separate session. Member Kupoff suggested to have the Housing Department in June and the community organizations in all areas in September. Member Jimenez will let people know of the meeting and they can come to listen to the Housing Department's presentation. Then follow up with them to see if they would want to come and present at a later date. Member Westreich suggested having Race & Equity to present since equity is a big deal.

Staff will schedule Race & Equity and the Housing Department to the June meeting, invite OPW and OakDOT back in September after they take their report to Council and hear from community organizations in early October.

Member Westreich would like to schedule a discussion for setting Priorities and Goals for this Committee on the agenda for the June 4, 2018 meeting.

**VII. ADJOURNMENT**

The meeting adjourned at 7:10 pm.



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DAVID JONES, COMMITTEE SECRETARY

9/24/18

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DATE