

Date: February 15, 2002

To: Offices of Elected Officials

From: Greg Nelson, General Manager, Department of Neighborhood Empowerment

Re: City Budget 101

On Wednesday, February 20, from 6:30 to 8:30 p.m., there will be a special training session in what we're calling "City Budget 101" for the leaders of the newly-certified neighborhood councils.

We'll be in Room 1010 of City Hall. To ensure that this message is received by each City Council office, I'll send it not just to the contact people in each office, but to the Chiefs of Staff as well.

All elected officials are invited to drop in at any time during this process, and say a few words.

So far we expect 40 people representing the six different certified neighborhood councils (four from the Harbor Area, Glassell Park, and West Hills), and from the two neighborhood councils that the staff is recommending be certified at the Board of Commissioners meeting that will be held the night before.

At the training session, the neighborhood council leaders will be taught about the city budget, and the process through which it is developed. Bill Koenig from the CAO's office will take the neighborhood councils through the session. Special emphasis will be placed on the current budget crises. They will be invited to bring with them a list of specific needs for their neighborhoods, and we'll show them how to get their requests into the system.

If the session is successful, we'll be prepared to very quickly conduct similar sessions for the developing neighborhood councils if they are interested. Mainly, we'll be trying to determine an optimum size for each class, how much time will be needed to answer the questions, and how helpful the information is.

If you need to call me, my cell phone number is 213.216.7462.