



# Budget Advisory Board

## FY 2017 Work Plan

Date	Topic of Discussion	Department/ Vendor
Wednesday, October 19, 2016	<ul style="list-style-type: none"> <li>• Selection of Chair and Vice Chair</li> <li>• Return on Investment (continuation)</li> <li>• Fire Assessment Methodology</li> </ul>	Budget Division Fire-Rescue
Wednesday, November 16, 2016	<ul style="list-style-type: none"> <li>• Establish budget calendar and set priorities for budget cycle</li> <li>• Introduction and Plan for Operating Departments</li> <li>• Parks and Recreation System Master Plan Discussion</li> </ul>	Budget Division  Assistant City Manager Parks & Rec staff
Wednesday, December 21, 2016	<b>MEETING CANCELLED</b>	
Tuesday, January 17, 2017 (Moved from Jan 18, 2017)	<ul style="list-style-type: none"> <li>• Discussion of Joint City Commission/Pension Board Workshop</li> <li>• Update on Budget Advisory Board Prior Year Recommendations Matrix</li> </ul>	City Auditor  Budget Division
Wednesday, February 15, 2017	<ul style="list-style-type: none"> <li>• Revenue Estimating Conference Committee Discussion and Official Appointment</li> <li>• FY 2018 Sample Departmental Preliminary Budget Packet</li> <li>• Department of Sustainable Development Building Permits Update</li> <li>• Sanitation Rate Study</li> <li>• Infrastructure Presentation Commission Workshop</li> <li>• <b>Begin Joint City Commission Workshop Preparation</b></li> </ul>	Sustainable Development  Stantec Consulting
Wednesday, March 15, 2017	<ul style="list-style-type: none"> <li>• Stormwater Rate Structure Follow-up</li> <li>• Performance Management Process Update</li> <li>• FY 2018 Departmental Budget Review Meetings</li> <li>• <b>Finalize Joint City Commission Workshop Preparation and Agenda</b></li> </ul>	Stantec Consulting  Structural Innovation Division
Thursday, April 13, 2017	<b>JOINT CITY COMMISSION WORKSHOP CANCELLED</b>	
Tuesday, April 18, 2017 (Moved from April 19, 2017)	<ul style="list-style-type: none"> <li>• <b>Canal Dredging Special Assessment</b></li> <li>• Pension Review and Actuarial Reports Discussion</li> <li>• Vision Zero Update</li> <li>• FY 2017 Funding Implementation Status Review</li> </ul>	Stantec Consulting Finance Transportation & Mobility

Date	Topic of Discussion	Department/ Vendor
Wednesdays, May 17, 24, & 31, 2017	<ul style="list-style-type: none"> <li>FY 2018 Departmental Budget Review Sessions</li> <li></li> </ul>	All Departments
Wednesday, June 21, 2017	<ul style="list-style-type: none"> <li>Canal Dredging Update</li> <li>Stormwater Rate Methodology Change Update</li> <li>Infrastructure Task Force Update</li> <li><b>Review of FY 2018 Preliminary Budget*</b></li> <li>Updated Budget Advisory Board Recommendation Matrix</li> <li>City Commission Compensation</li> <li><b>Joint City Commission Workshop Preparation</b></li> </ul>	Budget Division  City Manager
Thursday, June 29, 2017	<ul style="list-style-type: none"> <li><b>Joint City Commission Workshop</b></li> <li>FY 2019 Departmental Budget Review Format</li> </ul>	Budget Division
Wednesday, July 19, 2017	<ul style="list-style-type: none"> <li><b>Staff presents the FY 2018 Proposed Budget and Community Investment Plan to Budget Advisory Board*</b></li> <li>Review of Financial Sustainability Forecast</li> <li>Infrastructure Task Force Presentation – Funding Sources</li> </ul>	Budget Division  Stantec Consulting
Wednesday, August 16, 2017	<ul style="list-style-type: none"> <li>Transportation and Mobility FY 2018 Budget Request Outcomes/Performance Tracking</li> <li><b>Review of FY 2018 Proposed Budget &amp; Community Investment Plan*</b></li> <li><b>Community Investment Plan Review and Prioritization</b></li> <li>FY 2018 Budget Advisory Board Top Five Budget Modification Priorities</li> <li><b>Joint City Commission Workshop Preparation</b></li> </ul>	City Manager
Tuesday, August 29, 2017	<ul style="list-style-type: none"> <li><b>Joint City Commission Workshop</b></li> </ul>	
Wednesday, September 21, 2017	<ul style="list-style-type: none"> <li>FY 2018 Work Plan Discussion</li> <li>Pros and Cons of FY 2018 Department Budget Packets and Meeting format - Identification of changes for FY 2019</li> </ul>	Budget Division

As the following additional departmental studies and plans are completed, they will be scheduled to be presented during Fiscal Year 2017:

- Airport Master Plan
- Water and Sewer Master Plan
- Stormwater Master Plan
- Fleet Composition – right vehicle for right person
- NCIP/BCIP Maintenance Follow up

**Note:**

**\*The Budget Advisory Board (BAB) will be asked to make recommendations on these items.**