



DATE: April 17, 2017

TO: Council Budget & Finance Committee

FROM: Director of Finance

SUBJECT Discuss the future review of the Capital Improvement Projects (CIP) Plan and Review the May 20, 2017 Budget Work Session Schedule

RECOMMENDATION

That the Committee discusses the future review of the Capital Improvement Projects (CIP) Plan and reviews the May 20, 2017 Budget Work Session Schedule.

BACKGROUND

The City is in the full throws of the FY 2018 budget development process. Staff is seeking to provide an opportunity for further input and feedback on the process.

DISCUSSION

DISCUSS THE FUTURE REVIEW OF THE CAPITAL IMPROVEMENT PROGRAM (CIP):

A presentation of the FY 2018 Capital Improvement Program (CIP) is scheduled for May 17, 2017 to this Committee. Historically, staff has made CIP presentations to the Budget and Finance Committee to provide the Committee an opportunity to discuss the CIP plan. On February 21, 2017, the Council established the Council Infrastructure Committee to facilitate a more in-depth review of the Capital Improvement Projects (CIP) plan, the unfunded needs, and the eventual development of a policy framework for Council consideration during the budget development process.

The Council Infrastructure Committee will meet on a quarterly basis, with the understanding that additional meetings may be necessary during the fall/spring in preparation for the CIP budget development process for the following fiscal year. The quarterly meeting schedule for the Infrastructure Committee is the 4th Wednesday of the month in January, April, July, and October from 4:00p.m. – 6:00 p.m. every year. The next Council Infrastructure Committee meeting is April 26, 2017.

Staff requests that the Budget and Finance Committee discuss options for the future review of the CIP now that the City Council established the Council Infrastructure Committee and provides staff direction.

Below are options for the Committee's consideration and discussion related to future review of the CIP Plan:

1. Present the CIP Plan to both the Budget and Finance Committee and the Infrastructure Committee separately;
2. Present the CIP Plan at a joint meeting with the Budget and Finance/Infrastructure Committees;
3. Present the CIP Plan to the Council Infrastructure Committee only and no longer take the CIP Plan to the Council Budget and Finance Committee for review; or
4. Any other option the Committee may want to discuss.

REVIEW THE MAY 20, 2017 BUDGET WORK SESSION SCHEDULE:

Attachment II provides the planned schedule for the May 20, 2017 all day Budget work session, which delineates the various department presentation times.

NEXT STEPS

Staff will continue to finalize the budget development processes to ensure a Proposed FY 2018 Budget document is presented at the Council's regularly scheduled public meeting on May 2, 2017.

Prepared and Recommended by: Dustin Claussen, Director of Finance

Approved by:



Kelly McAdoo, City Manager