

February 14, 2012

ITEM#: 6.B.

RE: DISCUSSION AND RECOMMENDATION OF 2012/2013 BUDGET
MEETING SCHEDULE.

PROJECT AREA: All

PREPARED BY: D.J. Baxter

ANALYSIS & ISSUES: The February meeting is the start of the annual budget process. Below is the schedule for review and discussion of the 2012-2013 RDA Budget. The schedule covers budget items RAC and Board will review each month as the budget is assembled. All of the meetings except the "Possible Interview of Applicants" are regular RAC and Board meetings.

Staff has arranged for Room 326 on Wednesday, April 4, for the interview meeting. The interview meeting typically starts at 4:00 p.m. and has lasted as late as 10:00 p.m., depending on the number of applicants.

For the last several years, the RAC and Board have held a joint meeting to interview the funding applicants. We can complete the evaluations and have the books ready to be distributed by March 23. This will provide RAC and Board members sufficient time to review the funding applications and evaluations by March 28 or April 4. RAC members typically determine during the regular March meeting whether or not the additional meeting is necessary. If it is deemed unnecessary, we will conduct interviews and rank the requests at the regular April RAC meeting on April 4.

<u>REDEVELOPMENT ADVISORY COMMITTEE</u>	<u>BOARD OF DIRECTORS</u>
January 18, 2012: Funding applications available.	
February 1, 2012: Review budget schedule	February 14, 2012: Review budget schedule
February 21, 2012: Funding applications due.	
March 7, 2012: Review 10-year budget projections.	March 20, 2012: Review 10-year budget projections.
March 23, 2012: Distribute funding proposals.	March 23, 2012: Distribute funding proposals.
March 28, 2012: Possible Funding Proposal Interviews	March 28, 2012: Possible Funding Proposal Interviews
April 4, 2012: Funding proposal Interviews, rank projects and review administrative budget.	April 4, 2012: Funding proposal Interviews. (Joint meeting with RAC)
	April 10, 2012: Rank projects and review administrative budget.
May 2, 2012: Review draft budget with staffing document, reallocation worksheets.	May 8, 2012: Review draft budget with staffing document, reallocation worksheets.
June 6, 2012: Review and recommend final budget.	June 19, 2012: Hold budget hearing and approve final budget.