



# Budget Engagement Commission

*City of Arts & Innovation*

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**TO: HONORABLE COMMISSIONERS** **DATE: AUGUST 31, 2017**

**FROM: FINANCE DEPARTMENT** **WARD: ALL**

**SUBJECT: MEASURE Z AND BUDGET UPDATE, INCLUDING MEASURE Z  
PERFORMANCE MEASURES, PRELIMINARY 2018-2020 BIENNIAL BUDGET  
DEVELOPMENT SCHEDULE, AND THE ADDITION OF BUDGET  
ENGAGEMENT COMMISSION SPECIAL MEETING DATES**

## **ISSUE:**

Receive an update about Measure Z and the City Budget including Measure Z Performance Measures, preliminary 2018-2020 Biennial Budget development schedule and additional Budget Engagement Commission Special Meeting dates.

## **RECOMMENDATIONS:**

That the Budget Engagement Commission (BEC):

1. Receive an update on the implementation of Measure Z funded initiatives;
2. Discuss and provide feedback regarding the Measure Z performance measures;
3. Review and provide feedback regarding the Preliminary FY 2018-2020 Biennial Budget development schedule;
4. Approve the addition of Special BEC meetings as recommended by City Staff.

## **BACKGROUND:**

Finance is taking proactive steps to provide updates regarding Measure Z funded initiatives. On June 8, 2017, the BEC was presented with information about the essential components of the City's new Performance and Reporting Program. City Staff indicated Measure Z related performance measures would be presented during a future BEC Meeting.

The City Budget Office is preparing for the next budget development cycle and has produced a preliminary budget schedule for the FY 2018-2020 Biennial Budget. The proposed schedule is presented to the BEC for input.

## **DISCUSSION:**

### **Measure Z Update and Performance Measures**

Budget Office staff will provide the BEC and City Council with regular updates on the implementation of Measure Z funded initiatives. Of the 33 Measure Z funding requests that were

approved by City Council on May 16, 2017, 26 can be tracked using performance measures or progress towards the stated target. Attachment 1 provides a summary of proposed tracking measures for the first five fiscal years of the Measure Z spending plan as well as the current implementation status of each funding item.

Preliminary FY 2018-2020 Biennial Budget Development Schedule and Additional BEC Meetings

The Preliminary FY 2018-2020 Biennial Budget Development Schedule (Attachment 2) reflects the budget development timeline as recommended by City Staff.

City Staff recommends that the BEC approve the following meetings:

Meeting Date	Budget Related Topics to Address
<p><b>November 2, 2017</b> (Add Special BEC Meeting)</p>	<p>Receive an update on the City’s homeless programs to be funded by Measure Z revenue. Review Citywide comprehensive strategic planning and performance measures report.</p>
<p><b>January 24 &amp; 25 2018</b> (Add Special BEC Meeting)</p>	<p>Day 1 – Receive presentation on the FY 2018-2020 Biennial Budget baseline and Five-Year Financial Plan. Begin receiving department budget presentations.  Day 2 – Continue department budget presentations.</p>
<p><b>Late January/ Early February 2018</b> (Dates to be Determined)</p>	<p>Send BEC representatives to ward-specific community workshops sponsored by each City Council member.</p>
<p><b>February 22, 2018</b> (Regular BEC Meeting)</p>	<p>Formulate FY 2018-2020 Biennial Budget recommendations for City Council based on above input.</p>

**FISCAL IMPACT:**

There is no fiscal impact associated with this report.

Prepared by: Karen Johnson, Principal Management Analyst  
 Approved as to availability of funds: Adam Raymond, Acting Chief Financial Officer / City Treasurer  
 Approved by: Marianna Marysheva, Assistant City Manager

Attachments:

1. Update on Measure Z Implementation and Recommended Performance Measures and Targets
2. Preliminary FY 2018-2020 Biennial Budget Development Schedule