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PBIA Advisory Board

Draft 2021 Budget

Agenda Date: 8/5/2020
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File Number: 20-0596

Type: discussion **Version:** 1 **Status:** Filed

Title

Draft 2021 Budget

Report

Issue:

Review Draft 2021 Budget

Staff Contact:

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Presenter(s):

Max DeJarnatt, PBIA Staff Liaison

Background and Analysis:

A primary responsibility of the PBIA Advisory Board is to form a recommended annual work plan and budget. The City Council has a role to review and adopt both. The Board develops a recommended budget first, followed by a work plan that may include additional items not associated with the budget such as informational briefings.

PBIA funds are based on the total assessment of ratepayers and are limited. The total 2020 assessment was \$117,000. The City's Finance Director reported that uncollected assessments is close to \$34,000. This is in some part due to the assessment deferral program begun in March to address hardship due to the COVID-19 pandemic, as delinquency notices have not yet been mailed. However, Finance is estimating a 15% reduction in assessments because of closures. Therefore, staff is recommending setting the budget at \$99,450 for 2021.

The recommended work plan is due in February. The work plan is informed by the budget but is broader in scope. It comprises how PBIA meeting time will be used, the role and commitment of PBIA board members, the deliverable, timing and budget implications. Having a work plan helps to ensure focus, transparency and proactive consideration of the needed resources to carry out each initiative.

Neighborhood/Community Interests (if known):

PBIA Ratepayers

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Financial Impact:

PBIA's anticipated 2020 budget is \$99,450

Attachments:

2020 Budget vs Actual