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City Council

Recommendation on 2018 PBIA Work Plan

Agenda Date: 1/11/2018
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Title

Recommendation on 2018 PBIA Work Plan

Recommended Action

Move to recommend the 2018 PBIA work plan to City Council

Report

Issue:

Discussion and vote on the 2018 PBIA work plan to be approved by City Council

Staff Contact:

Amy Buckler, Senior Planner, Community Planning & Development, 360.570.5847

Presenter(s):

Amy Buckler

Background and Analysis:

A primary responsibility of the PBIA Advisory Board is to form a recommended annual work plan with specific projects and budget, which the City Council reviews and adopts.

During the last quarter of 2017, the PBIA board developed a 2018 budget and related work plan. The budget was approved by City Council in November. The work plan will be reviewed by Council's General Government Committee early this year prior to City Council approval. PBIA's recommended work plan is due in February.

The draft work plan is **attached**, and is in the format requested by City Council. The work plan is broader in scope than the budget, also including board initiatives that do not necessarily involve PBIA funding (e.g., communications efforts, updating the PBIA bylaws, or informational briefings to be provided by staff.) The work plan comprises how PBIA meeting time will be used, the role and commitment of PBIA board members, the deliverable/outcome, 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.

Tonight, staff will ask the Board for additional input about the types of informational briefings they are interested in receiving from City staff or outside agencies this year.

Neighborhood/Community Interests (if known):

N/A

Options:

Review the draft work plan, and provide input regarding what type of informational briefings you would like to receive in 2018. Move to forward a recommended 2018 PBIA work plan to City Council.

Financial Impact:

None - Included in base budget

Attachments:

Draft work plan

Adopted budget