



## PBIA Advisory Board

### Draft 2020 Budget

**Agenda Date:** 11/6/2019  
**Agenda Item Number:** 6.B  
**File Number:** 19-0891

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**Type:** decision **Version:** 2 **Status:** Passed

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#### Title

Draft 2020 Budget

#### Report

##### Issue:

Finalize Draft 2020 Budget and forward to City Council

#### Staff Contact:

Max DeJarnatt, Senior Program Specialist, Community Planning & Development, 360.570.3723

#### Presenter(s):

Amy Buckler, Strategic Programs Manager  
Danielle Ruse, Chair  
Jeff Barrett, Vice Chair

#### 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 assessment averages about \$115,000/year. The City's Finance Director reports that uncollected assessments have been close to \$15,000 in recent years. Therefore, staff is recommending setting the budget at \$100,000 for 2020.

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.

During its October meeting, the PBIA reviewed a draft budget. The Board agreed on allocating \$96,600 of its \$100,000 estimated revenue. During its November meeting the Board shall allocate the remaining \$3,400 and vote on its recommended budget and forward to City Council.

**Neighborhood/Community Interests (if known):**

PBIA Ratepayers

**Options:**

1. Amend budget to include additional \$3,400 and forward to City Council
2. Forward to budget as-is to City Council, with \$3,400 folding into Contingency by default.

**Financial Impact:**

PBIA's anticipated 2020 budget is \$100,000

**Attachments:**

Proposed 2020 Budget