



## PBIA Advisory Board

### Draft 2021 Budget

**Agenda Date:** 9/2/2020  
**Agenda Item Number:** 6.A  
**File Number:**20-0669

---

**Type:** decision **Version:** 1 **Status:** Passed

---

#### Title

Draft 2021 Budget

#### Report

##### Issue:

Finalize Draft 2021 Budget

#### Staff Contact:

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

#### 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.

At its August 5<sup>th</sup> meeting the board voted to approve \$99,450 as its 2021 budget and will consider any changes to its programming needs within the overall budget.

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

**Options:**

1. Finalize draft budget and forward to City Council
2. Do not forward to City Council at this time

**Financial Impact:**

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

**Attachments:**

2020 Budget vs Actual