

Budget and Fiscal Affairs Advisory Committee Minutes
City Hall Room Sister Cities Conference Room #1101
February 24, 2016

Present: Jean Sun Kim, Ben Klein, Patrice Linehan, Skip Maginniss, Laurie MacNamara, Len Rubenstein, Robert Shea, Mike Wenk.
City Staff: Morgan Routt, Alex Braden, Whitney Harris.

- 1. Minutes.** The minutes the meeting of January 29, 2016 were adopted as corrected.
- 2. OMS report.** Morgan Routt, budget director, provide an overview of the budget process to date and answered questions from committee members.
- 3. Work session calendar.** A work session calendar was distributed, but the schedule is subject to change because of scheduling conflicts. The up-to-date calendar will be on the City's web site.
- 4. Subcommittees formed.** Three sub-committees were formed: Revenue and economic development, chaired by Laurie MacNamara; Operations, chaired by Len Rubenstein; Capital improvement, chaired by Skip Maginniss. Tentative sub-committee assignments were made and will be confirmed in the next week.
- 5. Report and meeting schedule.** In the next two/three weeks, the subcommittees will meet and propose topics, which will be considered by BFAAC on Thursday, Marcy 17. Additional meetings will be on March 29 to discuss the committees' proposed outline and recommendations; April 6 to review the first draft of the report; and April 12 for final adoption. The work session BFAAC will have with Council is scheduled for April 19. Ben Klein will take responsibility for putting together the final report.
- 6. The meeting adjourned at 9:10 pm.**