Board of Commissioners – Annual Budgetary Planning Retreat (FY20-22)
March 25, 2019 from 3:00 p.m. to 9:00 p.m.
Town Hall Annex Meeting Room – 105 E. Corbin Street

1. Open, Introductions, & Ground Rules

2. Strategy Map Review - Include environmental scan in a SWOT format to determine how external/internal variables will affect the town board's decision-making over the next five years.

3. Board's FY20-22 Budget/Finance Strategy & Principles

    a. Questions/discussion from manager's FY20-22 overview on March 11
    b. What's our focus (core services and/or what other priorities)?
    c. Financial strategy issues: fund balance, rates, credit worthiness
    d. Balancing investment priorities (e.g., capital facilities v. equipment/tools v. personnel)
    e. Future expenses: how to use funds freed up by FY23-24 park/facility debt retirements, how/when to phase in capital and FTE needs?

BREAK

4. FY20-22 Continuation Budgets

    a. What current services can we reduce or stop providing?
    b. Questions, concerns, additional information desired regarding current operations and services?

5. Unfunded requests: discuss and provide direction on draft implementation concept

    a. New positions
    b. $15 minimum wage implementation
    c. Capital and facilities

DINNER - 6:00 to 6:30

6. Rates discussions and direction

7. How to limit adding mid-year priorities/tasks to minimize distractions and diversions, so staff can focus on top priorities? Adherence to the "1-hour rule" or some variant used in local government is an option (i.e., any board request for information and/or participation in new initiative that will take more than one hour of staff time requires full board direction.

8. Succession Planning

9. Other & **BREAK**

10. Financial Integrity and Credibility (time permitting)

    a. Documentary & discussion of board's role as financial watchdog
    b. New LGC rules have created significantly increased workload on all departments
    c. Staffing levels and redundancy in accounting

11. Review of the Day / Adjourn