MANAGEMENT COMMITTEE 2013 WORK PLAN

Management Committee Charter:

The <u>purpose</u> of the Management Committee is to provide accountability for financial and other resources.

The Management Committee ensures accountability for use of financial and other resources and addresses issues regarding budget review, financial monitoring, personnel policy, labor agreements, bond authority and insurance.

Administrative
Management Committee Workplan
Resolutions Setting Council & Comm Mtg Dates and Auth Closed Mtgs
- Bus Item 2013-xxx - Council & Comm Meeting Dates, Auth Closed Mtgs
Admistrative Policy Revisions
·
<u>Budget</u>
Carryforward and Quarterly Operating and Capital Budget Amendments
- Bus Item 2013-40 - Unified Operating Budget Amendment - Carryforward
- Bus Item 2013-43 - Captial Budget Amendment - Carryforward
- Bus Item 2013-79 - Unified Operating Budget Amendment - 1st Qtr
- Bus Item 2013-34/80 - Captial Budget Amendment - 1st Qtr
- Bus Item 2013-156 - Unified Operating Budget Amendment - 2nd Qtr
- Bus Item 2013-157 - Captial Budget Amendment - 2nd Qtr
- Bus Item 2013-xxx - Unified Operating Budget Amendment - 3rd Qtr
- Bus Item 2013-xxx - Captial Budget Amendment - 3rd Qtr
- Bus Item 2013-xxx - Unified Operating Budget Amendment - 4th Qtr
- Bus Item 2013-xxx - Captial Budget Amendment - 4th Qtr
2014 Preliminary Operating Budget, Capital Plan, & Levies
- 2014 Operating Budget Development - Regional Administration
 Council Adopts Preliminary Budget & Levies (maximum)
- Council Adopts Public Hearing Draft
- Council Adopts Final Budget

State Forecast Briefing (February and November Forecast)
State Budget Briefing (End of Session - Judd Schnetnan)

Tentative Plan Schedule 1st Qtr 2nd Qtr 3rd Qtr 4th Qtr J J F F M M A A M M J J J A A S S O O N N D D ХХ

Tentative Plan Schedule

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	1st Qtr					2nd Qtr						3rd Qtr					4th Qtr				
	J	J	F F	М	М	Α	Α	М	М	J J	١.	J	J A	Α	S	S	0	0	N I	N D	D
Finance - Investments - Debt																					
Quarterly Financial Reports - Operating Funds					Χ			١.													
Investment Review Committee Report			X						Χ												
GO Bond Parameters Resolution and Results of Sale																					
- Bus Item 2013-127 - PFA Loan Authorization								Χ													
GANS Parameters Resolution and Results of Sale																					
Central Corridor Light Rail - Cash Flow Update			X						Χ												
MAP 21 Impact (Mark Fuhrmann)									Χ												
Annual Affirm of Transaction Based Financial Contracts - Bus Item 2013-xxx																					
Authorized Financial Institutions - Annual review - Bus Item 2013-xxx																					
Human Resources - Labor Relations																					
Update: Labor Strategy & Parameters										>	(
Quartery Self-Insurance Report										Χ											
<u>Labor Agreements:</u>																					
Labor Agreement - AFSCME (exp. 12/31/13) - Bus Item 2013-xxx																					
Labor Agreement - ATU (exp. 7/31/12) - Bus Item 2013-010	X																				
Labor Agreement - Electricians (exp. 4/30/13) - Bus Item 2013-xxx																					
Labor Agreement - Machinists (exp. 12/31/13) - Bus Item 2013-xxx																					
Labor Agreement - MANA (exp. 12/31/12) - Bus Item 2013-071			X																		
Labor Agreement - Oper Engineers (exp. 12/31/12) - Bus Item 2013-xxx										>	(
Labor Agreement - Pipefitters (exp. 4/30/13) - Bus Item 2013-170										X											
Labor Agreement - Police FT-Teamsters (exp. 12/31/12) - Bus Item 2013-072			X																		
Labor Agreement - Police PT (exp. 12/31/2012) - Bus Item 2013-xxx																					
Labor Agreement - Police Admin/Supv (exp. 12/31/14) - Bus Item 2014-xxx																					
Labor Agreement - TMSA (exp. 12/31/13) - Bus Item 2013-xxx																					
Non-Rep Plan changes - Bus Items 2013-032			Χ																		
MSRS Unclassified Retirement Plan Resolution - Bus Item 2013-xxx																					
Annual Workforce Statistics/Planning/Outcomes										>	(
RA and General Counsel Salary Increases - Bus Item 2013-30		Χ																			
Pay Equity Implemenation Report - Bus Item 2013-31		Χ																			
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Status as of 6/26/2013

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Tentative Plan Schedule

1st Qtr 2nd Qtr 3rd Qtr 4th Qtr J J F F M M A A M M J J J J A A S S O O N N D D Legal Legal Agreements/Strategy/Business Items Χ Update: Contracts with Outside Legal Counsel **Procurement Quarterly Procurement Report** Χ Χ Annual Sole Source Hardware/Software Maint Services - Bus Item 2013-xxx **Procurement Contracts** -- Bus Item 2012 xxx - Award Grants Management System Contract - Bus Item 2013-55 - HR - Award 360 Degree Feedback Contract - Bus Item 2013-112 - Risk - Amend Value of Work Comp Legal Contract Χ - Bus Item 2013-147 - HR -Amend TASC Retiree Billing Contract - Bus Item 2013-158 - Finance - Wells Fargo Banking Services Agreement - Bus Item 2013-158 - Finance - Resolution Designating Auth Signators **DBE Goal Results** Risk Renew Council Railroad Rolling Stock Insurance - Bus Item 2013-003 Renew Council Property Insurance - Bus Item 2013-xxx Other Insurance Renewal Annual Risk Management Claims/Liability Statistics **COOP** - Continuity of Operations Quarterly Update Χ Χ

Information

Action

Council