

2004 CLIC Schedule For the 2005 - 2009 Capital Budget Process

Working Group	Subject	Agenda/Topic(s) of Discussion	Date / Time	Location
CLIC Main Body & Staff	1st CLIC Mtg	Welcome & Direction from Mayor Rybak & Council President Ostrow CLIC Bylaws, Organizational Changes for 2005 - 2009 Description of New Capital Process for 2005 - 2009 Discussion of Capital Resources Introduction to 2004 CLIC Guidelines * Please bring binders back from last year	March 30th Noon to 1:30 p.m.	220 City Hall
CLIC Main Body & Staff	2nd CLIC Mtg	Establish Mini-Task Forces for Group Ratings/Comments Detailed discussion of CLIC Guidelines & Rating System Case Study Training on how to rate an actual capital request Prepare for presentations - questions you should ask presenters * Please bring binders back from last year	April 5th Noon to 1:30 p.m. Note: Monday mtg in honor of Passover on April 6th	220 City Hall
Capital Budget Preparers	Capital Requests Due	Turn in 2 hard copies of capital submittals - no more changes in database	April 9th at Noon	325M
CLIC Main Body & Staff	3rd CLIC Mtg	Receive binder of completed capital submittals Questions about ratings, presentations, process Break into mini-task forces, discuss group rating process Prepare for presentations, select secretary for written comments Homework Assignment - Read proposals prior to presentations	April 20th Noon to 1:30 p.m.	220 City Hall
CLIC Main Body & Staff	4th CLIC Mtg	First All Day Presentation Session	April 27th 8:15 a.m. - 5:00 p.m.	Currie Maint Facility
CLIC Main Body & Staff	5th CLIC Mtg	Second All Day Presentation Session	May 8th 8:15 a.m. - 5:00 p.m.	Currie Maint Facility
CLIC Main Body & Staff	6th CLIC Mtg	Reach consensus on Group Ratings as presented by mini-task forces Answer questions about ratings, presentations, process	May 11th 8:15 a.m. - 11:30 a.m.	220 City Hall
CLIC Main Body & Staff	7th CLIC Mtg	Third Half Day Presentation & Work Session Group ratings must be completed on this day's presentations Work on individual and group comments - time permitting	May 18th Noon - 5:00 p.m.	Currie Maint Facility

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CLIC Task Force Members CLIC Task Force Staff	8th CLIC Mtg	Task forces work on individual comments and group comments	May 25th Noon to 1:30 p.m.	220 City Hall
All CLIC Members	Submit Ratings	Ratings submitted to Executive Secretary and CLIC Staff - June 2 or earlier	June 2nd	E-mail
CLIC Task Force Members CLIC Task Force Staff	9th CLIC Mtg Ratings Done	Task forces finalize individual & group comments - discuss with group Final Summarized Ratings provided to CLIC members & discussed	June 8th Noon to 1:30 p.m.	220 City Hall
CLIC Executive Committee & Executive Secretary (Optional for other members)	Joint Public Hearing	CLIC & Planning Commission - Joint Public Hearing on 2005 Capital Plan	June 10th 5:05 p.m.	220 City Hall
CLIC Task Force Chairs	Submit Comments	Final Comments provided to Executive Secretary	June 11th - Noon	E-mail
CLIC Main Body & Executive Secretary	10th CLIC Mtg Comments Done	Work on CLIC NDB Recommendation - review funding plan prioritized by Ratings Review Sewer & Water Rates for preliminary recommendations	June 15th Noon to 1:30 p.m.	220 City Hall
CLIC Main Body & Executive Secretary	11th CLIC Mtg	Continue Work on CLIC NDB Recommendation Finalize CLIC's Sewer & Water Recommendation for CLIC Report	June 22nd Noon to 1:30 p.m.	220 City Hall
CLIC Main Body & Executive Secretary	12th CLIC Mtg	Finalize CLIC Recommendation	June 29th Noon to 1:30 p.m.	220 City Hall
CLIC Executive Committee & Executive Secretary	Mtg w/ Mayor	Discuss presentation strategy - review draft CLIC Report sections to be used in discussion with Mayor Executive Committee presents the 2005 - 2009 CLIC Recommendation to the Mayor	July 13th Noon to 1:00 p.m. 1:00 to 2:00 p.m.	325M - Conf A Mayor's Conf Room
Executive Secretary	CLIC Report Done	Distribute CLIC Report to CLIC Members, Mayor & City Council members	July 26th - 28th	
Executive Secretary & CLIC Executive Committee	Council Overview on Capital	Mayor / CLIC Capital Overview presentation to W&M Committee with full City Council present	October 21st	Council Chambers