

Finance & Operations 2020-2021 Workplan

Quarter 1		
<i>October</i>	<i>November</i>	<i>December</i>
Discuss & Consider FOC FY20/21 Workplan Introduce New Senior Accountant	Discuss & Consider Fleet Management Proposal Discuss & Recommend 2021 Fleet acquisitions	Discuss HOT Collections and Audits Discuss & Recommend Retirement Fund Investment Changes Discuss & Consider renewal of credit line at MNB Discuss estimated outstanding FEMA receivables Discuss and Consider Revised FOC FY20/21 Work Plan
Quarter 2		
<i>January</i>	<i>February</i>	<i>March</i>
Receive & review EOY Financial Statements Discuss & Review Financial Projections Presentation of Maximus cost allocation study	Receive & Review 2019/20 Financial Audit Discuss & Review 2020/21 Concessionaire Financial Policies Discuss & Review Beach Patrol budgets & levels of service	Discuss & Recommend Procurement Policy
Quarter 3		
<i>April</i>	<i>May</i>	<i>June</i>
Conduct Executive Employee Reviews (Chair) Discuss Revenue Sharing w/City - Unrestricted Revenue Discuss & Review Financial Projections	Discuss & Recommend Changes to Executive Compensation Discuss & Recommend Compensation Changes	Discuss & Recommend 2020/21 Capital Improvement Plans Discuss & Recommend 2020/21 HOT values Discuss/Recommend FY 20.21 Tech & System Upgrade
Quarter 4		
<i>July</i>	<i>August</i>	<i>September</i>
Discuss & Review 2021/22 Draft Budgets Discuss Revenue Sharing w/City - Unrestricted Revenue Discuss & Review Financial Projections	Discuss & Recommend Merit Increase Discuss & Review 2021/22 Draft Budgets	Receive & Recommend 2021/22 Consolidated budgets

On-going agenda items:

Receive and review monthly financial statements

Receive and review quarterly financial reports