July (Beginning of Fiscal Year)

•Begin implementation of approved commission work program (WP) for the current fiscal year (FY).

April - June

Commissions develop WP based on Council WP items.
Commission WP brought for Council's approval as a consent item

March

Council WP proposed at a study session.
Council WP adopted by Council.

December-January

• Ideas for upcoming FY's commission WP due to Departments (Depts.).

Any additional ideas that come up throughout the year should be accumulated for submission in the following Dec/Jan.

February

Depts. evaluate commission WP ideas and propose them as Council WP ideas as appropriate.
Council prioritizes Council WP ideas

- Note:
 - If ideas for work program items come up throughout the year, they should be suggested in the following year's WP process in Dec/Jan.
 - Smaller items that do not require significant staff time or budget may be worked on by the commission without being formally placed on the commission's WP.