# **City Work Program Flow Chart**

## July (Beginning of Fiscal Year)

•Begin implementation of approved City Work Program (WP) and commission WPs for the current fiscal year (FY).

### April - June

Commissions develop their WPs based on approved City WP items.
Commission WPs brought for Council's approval as consent items.

#### March

- Depts. present proposed City WP to Council at a study session.
- •Feedback from the study session is incorporated and the final City WP is brought for Council approval.

#### **December-January**

Ideas from staff and commissions for upcoming FY's City WP due to Departments (Depts.).
Depts. update Council on current City WP.

February

- Council prioritizes City goals at Priority Setting Session.
- •With City goals in mind, Depts. evaluate City WP ideas and develop a proposed City WP for the Council's consideration.

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

#### • 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. If the idea/item requires earlier consideration, Council approval would be required.
- Smaller items that do not require staff time or budget may be added to the Commission Work Program even if they are not part of the larger City WP.