

Finance & Operations 2021-2022 Workplan

Quarter 1		
<i>October</i>	<i>November</i>	<i>December</i>
N/A	Discuss & Review FOC FY20/21 Workplan Discuss & Consider renewal of credit line at MNB Discuss & Consider health plan (employee premium contributions)	Discuss & Review STR registration implementation w/current system

Quarter 2		
<i>January</i>	<i>February</i>	<i>March</i>
Receive & Review FY2021 financial statements Discuss & Review FY2022 financial projections Discuss & Review Park Board STR software resource needs	Receive & Review FY2020/21 draft financial audit Discuss and review results of IT security assessment Discuss & Consider STR software upgrade RFP	Discuss & Consider Capital Asset Policy Discuss & Review Investment Polciy Discuss & Review Investment Portfolio Options

Quarter 3		
<i>April</i>	<i>May</i>	<i>June</i>
Discuss & Review FY2022 financial projections Discuss & Consider STR software upgrade vendor contract	Discuss & Recommend compensation changes	Discuss & Recommend FY2021/22 HOT values

Quarter 4		
<i>July</i>	<i>August</i>	<i>September</i>
Discuss & Review 2022/23 draft park budgets Discuss & Review 2023-2026 Capital Improvement Plans Discuss & Review FY2022 financial projections Discuss & Consider renewal of emergency credit line at MNB	Discuss & Recommend merit increase Discuss & Review 2022/23 draft gov. fund budgets	Discuss & Consider 2021/22 consolidated budgets

On-going agenda items:

- Receive and review monthly financial statements
- Receive and review quarterly financial reports
- New Concessionaire Agreements