

**Tracking Form - FY16
Planning and Strategy Committee**

	Submitted to Committee by (name):	Date sent to Committee	Description of Topic	1st Discussion	Date Due to Board	Extensions	Date sent to CA Board	Recommendation of Committee	Board Action
1	Staff		Membership Rate & Fee Structure: Based on the consultant study and management's input/recommendations, review and make recommendations on CA's rates and fees	Consultant presentation 5/28/2015; 2nd consultant presentation 9/10/15; Mgmt status update 12/10/15.		Anticipated March 2016 presentation to the Board: finalized membership (package) names; recommended prices, policies & procedures; transition plan			
2	Staff	7/31/2015	Strategic Plan: Review Annual Progress Report	FY 15 Progress Report sent to Board 7/31/15; Follow-up discussion 11/12/15.			11/12/2015	Reactivate the Board's Strategy Making Process in early 2016 - see item 3	
3	BOC	1/4/2016	Reactivate the Board's Strategy Making Process / Develop Board Work Plan for Calendar Year 2016	1/14/16 idea generation; 2/25/16 anticipated prioritization of FY17 items.					
4	Staff		Review and recommend board approval of the FY 17/18 budget process & schedule.	6/25/2015	6/25/2015		6/25/2015	Approve	Approved
5	Staff		Capital and Operating Parameters: Review and make recommendation on FY 17/18 Capital and Operating Parameters.	7/9/2015	7/23/2015		7/9/2015	Approve	Approved
6	Staff		Annual Charge Rate and Cap: Review and make recommendation on FY 17/18 annual charge rate and cap	7/9/2015	7/23/2015		7/9/2015	Approve	Approved

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7	Board		Conduct the FY 17-18 budget process and make recommendation to Board.	Anticipated 9/15 - 2/16		Pre-Budget Public Input 9/3/15; PSC work sessions 10/8/15, 10/15/15	10/22/2015	Recommended approval of new capital and operating initiatives	Approved
8	Board		Employee Benefits: Based on the consultant study and management's input / recommendations, make recommendations regarding CA's employee benefits	Included in FY17 proposed operating initiatives					
9	Staff		New Town Zoning: Ensure that CA is a key stakeholder in the county's New Town zoning update and that any proposed changes are in alignment with CA's "Guiding Principles for the 21st Century Planned Community of Columbia, MD"	Staff keeping in contact with county. No county process announced at this time.					
10	Staff		Host presentation by staff on village community association and CA roles and financial overview.	Anticipated 2/25/16					