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Meeting Minutes Futures Committee Meeting

Date of Minutes: 8-16-2011

Date of Meeting: 8-10-11

Date of Next Meeting: 8-24-11, 4:00PM-5:30PM

Location of Next Meeting: CMO Conference Room

TO: Wade Troxell, Chair
Gerry Horak, City Council,
Lisa Poppaw, City Council
Darin Atteberry, City Manager
ELT
Lawrence Pollack, Budget and Finance

FM: Bruce Hendee, Assistant to the City Manager

Attendees:

Wade Troxell, Chair
Lisa Poppaw
Gerry Horak
Darin Atteberry
Lawrence Pollack
Bruce Hendee

Organization

1. The meeting convened at 4:15PM.
2. The meeting minutes from the July 27th meeting were approved.

BFO Process discussion

3. The primary focus of the meeting was oriented to the upcoming BFO process and the approach to Outcomes and Requests for Results.
4. Lawrence presented a PowerPoint presentation depicting the history of the process and some of the key considerations.
 - Started in 2005
 - Efficient and effective but time consuming
 - Recommendations
 - Alignment with Strategic Plan

- Increased citizen input
- Increased transparency
- Increased effectiveness through a holistic look at capital and horizontal offer prioritization across all outcomes
- Internal and administrative offers ranked among themselves
- Offers broken into quartiles
- Focus on value added performance measures, aligned with RFRs
- Complete Citizen Survey earlier
- Align with Performance Excellence Program
- The Community Scorecard seems to be a focal point of the current measurement state. There is little overlap and alignment between performance measurements.
- Future measurement should be aligned with BFO with significantly more overlap between performance and measurement reporting
- Performance measurement should be aligned with PEAT.

5. A key Council request was to increase citizen participation. It was decided that for the next budget cycle the Results Teams should have one member only from the public, preferably someone with experience in the area they are evaluating. Darin indicated he would like to appoint these members. There may be more public members in the future.

6. The Committee also would like to see the Results Teams open to the public. The intent would not be to have all results teams be open but to have key milestone meetings open.

7. The committee would like to see an Open House to explain the BFO process.

8. All offers will be available for review by all others that make offers with the intent being that all proposals are raised by knowing the best approaches.

9. There was some concern about the openness of the Drilling platforms and that some people may be able to see that their positions may be eliminated. Bruce will follow up with Human Resources at the appropriate time.

10. The desire would be that round one and two of the offer process would be open to the public.

11. The desire of the committee would be that the proposals not be too detailed such as a part time FTE.

12. There was discussion about the ability to compare various offers. For example Police Services would dwarf many of the other proposals in amount. The challenge will be in depicting smaller offers in a manner which does not appear to be insignificant.

13. Budgeting should be available on the web with more openness for Council and the public., allowing Council members to drill down on their own without having to ask for explanations.

14. Offers need to be linked to Outcome metrics.

15. During the Council Budget Retreat the budget will be reviewed and prioritized, with early feedback being given to applicants on areas in need of adjustment.

16. Capital projects should be brought into a separate discussion.

18. There should be a separate internal and external discussion??

19. Proposals will be weighted according to priority.

20. There should also be increased attention given to value-added proposals. Specifically proposals should show how you will “move the needle.”
21. Mike Becksted the new CFO will bring a potential cultural shift. He has experience in doing BFO budgeting.
23. The Futures Committee will begin scheduling meetings with service areas to happen in September and October to discuss priorities and get a snapshot understanding of Council issues. This should help the teams avoid unnecessary effort going in the wrong direction. Six sessions (Utilities, Police Services, PDT, Internal Services, PFA) at Primrose were discussed. This will be brought up at the next ELT meeting. Should be focused and hard hitting.
24. Council should be invited.
25. Departments should be given two to three weeks advance notice.

End of Minutes