



FY-2010/11
Strategic Planning and Budget Development Process
January through June 2010

January 2010

Transportation and Infrastructure

Purpose: Review and Update FY-2009/10 Infrastructure & Transportation Integrated Work Plan; update and develop Long Range Funding Plan for 2010/15

Date	Who	Outcome
January 25	Joint Committee	Provide input in support of updating the Infrastructure & Transportation Integrated Work Plan 2010/11 and Long Range Funding Plan 2010/15
February 15	Project Partners & Community Workshop	Provide input in support of updating the Integrated Work Plan and Long Range Funding Plan
February 22	Joint Committee	Review initial Draft Revision and provide further input in support of updating Integrated Work Plan and Long Range Funding Plan
March 3	Board of Directors	Status Report/Board discussion and input on updating the Integrated Work Plan and Long Range Funding Plan
March 29	Joint Committee	Develop recommendation for Board of Directors on update of the Infrastructure & Transportation Integrated Work Plan and Long Range Funding Plan
April 7	Board of Directors	Discussion and Possible Action to Approve Updated Infrastructure & Transportation Integrated Work Plan and Long Range Funding Plan

Purpose: Develop preliminary Integrated Infrastructure and Transportation Project and Program Budget for FY-2010/2011 and Revised Long Range Funding Plan for 2010/2015

Date	Who	Outcome
April 26	Joint Committee	Provide input and direction to staff related to the Infrastructure & Transportation Budget Development for FY-2010/2011

Marketing

Purpose: Continue ongoing commitment to soliciting member, partner and community input and review of marketing directions during planning and budget development cycle, including at least one community workshop and a joint workshop of the Marketing and Chamber of Commerce Advisory Committee. Build on direction established in the spring of 2009 in developing strategies and budget for FY-2010/11. Continue/accelerate efforts to secure participation by the Town of Truckee in the North Lake Tahoe Marketing Cooperative.

Date	Who	Outcome
January 26	Marketing Committee	Provide input on proposed schedule of meetings and workshops to solicit input on development of marketing direction and budget for FY-2010/2011
February 23	Marketing Committee	Receive presentation on anticipated budget resources available and provide initial input on FY - 2010/2011 marketing direction and budget; review planned schedule of meetings and workshops to solicit input regarding development of marketing direction and budget for FY-2010/2011
March 3	Board of Directors	Review Information on anticipated budget resources available and planned schedule of meetings and workshops to solicit input regarding development of marketing direction and budget for FY-2010/2011
Mid-March	Marketing Committee and Chamber of Commerce Advisory Committee (Joint Workshop)	Joint Workshop - Review existing roles and responsibilities with regard to marketing programs; discuss and provide direction to staff regarding need and opportunities to improve coordination; receive presentation on anticipated budget resources for FY-2010/2011
March 30	Marketing Committee (Community Workshop)	Presentation - NLTRA Marketing Plan and Programs, Accomplishments and Return on Investment; solicit input on development of Marketing direction, plans, programs and budget for FY-2010/2011

April 7	Board of Directors	Status Report/Board discussion, input and further direction to staff regarding outcomes of Marketing meetings and workshops and proposed marketing directions and budget development for FY-2010/2011
April 27	Marketing Committee	Review input, discussion and further direction to staff regarding development of marketing direction, plans and budget for FY-2010/2011
May 5	Board of Directors	Review and discussion, with direction to staff, regarding development of NLTRA budgets for FY-2010/2011, including budgets for Marketing, Transportation and Infrastructure; Discussion and Possible Action to Approve Proposed FY-2010/2011 TOT Budget for Submittal to Placer County
May 25	Marketing Committee	Develop recommendation for Board of Directors for NLTRA Marketing Budget, including Budget for North Lake Tahoe Marketing Cooperative for FY-2010/2011

North Lake Tahoe Chamber of Commerce

Purpose: Review and update the North Lake Tahoe Chamber of Commerce Business Plan for FY-2010/2011

Date	Who	Outcome
February 24	Chamber of Commerce Advisory Committee	Review and provide initial input in support of updating the Chamber of Commerce Business Plan
March 30	Chamber of Commerce Advisory Committee and Marketing Committee	Joint Workshop - Review existing responsibilities with regard to marketing programs; discuss and provide direction to staff regarding need and opportunities to improve coordination; receive presentation on anticipated budget resources for FY-2010/2011
March 31	Chamber of Commerce Advisory Committee	Review initial Draft and provide further input in support of updating the Chamber of Commerce Business Plan for FY-2010/2011
April 7	Board of Directors	Status Report/Board discussion and input in support of updating the Chamber of Commerce Business Plan for FY-2010/2011
April 28	Chamber of Commerce Advisory Committee	Develop recommendation for Board of Directors on updated Chamber of Commerce Business Plan for FY-2010/2011
May 5	Board of Directors	Discussion and Possible Action to Approve the updated Chamber of Commerce Business Plan for FY-2010/2011

Purpose: Develop preliminary Chamber Budget for FY-2010/2011; forward recommendation to the NLTRA regarding Final proposed Chamber Budget for FY-2010/2011

Date	Who	Outcome
April 28	Chamber of Commerce Advisory Committee	Review information; provide direction to staff related to Chamber Budget development for FY-2010/2011
May 26	Chamber of Commerce Advisory Committee	Develop recommendation for NLTRA Board of Directors regarding proposed Final Chamber Budget for FY- 2010/2011

Finance

FY-2009/2010 Budget Tracking/FY-2010/2011 Budget development

Purpose: Track Implementation of FY-2009/2010 Budget; provide direction to staff regarding adjustments, as may be necessary.

Date	Who	Outcome
March 1	Finance Committee	Discussion and Possible Action to Recommend NLTRA Board Approval of a FY-2010/2011 Budget Revision to Include \$150,000 from FY-2008/09 (carryover) allocated to Marketing
May 3	Finance Committee	Receive and review, with direction to staff, the 9 month actual/3 month forecast for FY-2009/2010

Purpose: Provide input and direction to staff regarding development of the NLTRA's Placer County TOT Budget request for FY-2010/2011 and forward recommendation to the NLTRA Board of Directors.

Date	Who	Outcome
April 5	Finance Committee	Review draft; develop and forward recommendation to NLTRA Board regarding proposed Placer County TOT Budget request for FY-2010/2011
May 5	Board of Directors	Discussion and Possible Action to Approve Proposed FY-2010/2011 Placer County TOT Budget Request and Submit to Placer County

Purpose: Provide input and direction to staff regarding development of the Preliminary NLTRA Budget for FY-2010/2011; develop and forward recommendation to the NLTRA Board of Directors regarding approval of the final NLTRA Budget for FY-2010/2011.

Date	Who	Outcome
Mid-May TBD	Finance Committee	Review draft and provide direction to staff regarding proposed Preliminary NLTRA Budget for FY-2010/2011
June TBD	Finance Committee	Review Final Draft of FY-2010/2011 NLTRA Budget; develop and forward recommendation to NLTRA Board
June TBD or July 7 Board Meeting	Board of Directors	Discussion and Possible Action to Approve NLTRA Budget for FY-2010/2011

Board of Directors Meeting Schedule Strategic Planning and Budget Development Timeline

Note: These will not be the only agenda items for the Board meetings on the dates shown, just those related to strategic planning and budget development for FY-2010/2011.

January 20	<p>Elect Board Officers; consider and approve Board and Lay Member Committee appointments for 2010</p> <p>Review draft and provide direction to staff regarding FY-2010/2011 Strategic Planning and Budget Development Process (January through June 2010)</p>
February 3	<p>Discussion and Possible Action to Approve Final FY-2010/2011 Strategic Planning and Budget Development Process (January 13, 2010 through June 2010)</p>
March 3	<p>Status Report/Board discussion and input on updating the Infrastructure & Transportation Integrated Work Plan for FY-2010/2011 and Long Range Funding Plan for 2010/2015</p> <p>Review information on anticipated budget resources available for marketing and planned schedule of meetings and workshops to solicit input regarding development of marketing direction and budget for FY-2010/2011</p>
Mid March-TBD	<p>Board Workshop</p>
April 7	<p>Discussion and Possible Action to Approve Updated Infrastructure & Transportation Integrated Work Plan Long Range Funding Plan</p> <p>Status Report/Board discussion, input and further direction to staff regarding outcomes of Marketing meetings and workshops and proposed marketing directions and budget development for FY-2010/2011</p> <p>Status Report/Board discussion and input in support of updating the Chamber of Commerce Business Plan for FY-2010/2011</p>
May 5	<p>Review and discussion, with further direction to staff, regarding development of NLTRA budgets for FY-2010/2011, including budgets for Marketing, Transportation and Infrastructure</p>

Discussion and Possible Action to Approve Proposed FY-2010/2011 TOT Budget for Submittal to Placer County

Discussion and Possible Action to Approve Updated Chamber of Commerce Business Plan for FY-2010/2011

June-TBD
or July 7

Discussion and Possible Action to Approve NLTRA Budget for FY-2010/2011

Committee Meeting Schedule
Agenda Items in Support of Strategic Planning and Budget Development

Note: These will not be the only agenda items for Committee meetings on the dates shown, just those related to strategic planning and budget development for FY-2010/2011.

Infrastructure and Transportation Joint Committee

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| January 25 | Provide input in support of updating the Infrastructure & Transportation Integrated Work Plan for FY-2010/2011 and Long Range Funding Plan for 2010/2015 |
| February 15 | Project partners and community provide input in support of updating the Integrated Work Plan and Long Range Funding Plan |
| February 22 | Review initial Draft Revision and provide further input in support of updating the Integrated Work Plan and Long Range Funding Plan |
| March 29 | Develop recommendation for Board of Directors on update of the Integrated Work Plan and Long Range Funding Plan |
| April 26 | Provide input and direction to staff related to Infrastructure and Transportation Budget development for FY-2010/2011 |

Marketing Committee

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| January 26 | Provide input on proposed schedule of meetings and workshops to solicit input for development of marketing direction and budget for FY-2010/2011 |
| February 23 | Receive presentation on anticipated budget resources available and provide initial input on FY-2010/2011 marketing direction and budget; review planned schedule of meetings and workshops to solicit input regarding development of marketing direction and budget for FY-2010/2011 |
| Mid-March
TBD | Joint Workshops with Chamber of Commerce Advisory Committee. Review existing roles and responsibilities with regard to marketing programs; discuss and provide direction to staff regarding need and opportunities to improve coordination; receive presentation on anticipated budget resources for FY-2010/2011 |

- March 30 Marketing Committee/Community Workshop. Presentation - NLTRA Marketing Plan and Programs, Accomplishments and Return on Investment; solicit input regarding development of marketing direction and budget for FY-2010/2011
- April 27 Review input; discussion and further direction to staff regarding development of marketing direction, plans and budget for FY-2010/2011
- May 25 Develop recommendation for Board of Directors regarding NLTRA Marketing Budget, including Budget for the North Lake Tahoe Marketing Cooperative

Chamber of Commerce Advisory Committee

- February 24 Review and provide initial input in support of updating the Chamber of Commerce Business Plan for FY-2010/2011
- March 30 Joint Workshop with Marketing Committee. Review existing roles and responsibilities with regard to marketing programs; discuss and provide direction to staff regarding the need and opportunities to improve coordination; receive presentation on anticipated budget resources for FY-2010/2011
- March 31 Review initial Draft and provide further input in support of updating the Chamber of Commerce Business Plan for FY-2010/2011
- April 28 Develop recommendation for NLTRA Board of Directors on updated Chamber of Commerce Business Plan for FY-2010/2011
- Review information; provide direction to staff to Chamber Budget development for FY-2010/2011
- May 26 Develop recommendation for NLTRA Board of Directors regarding proposed Final Chamber Budget for FY-2010/2011

Finance Committee

- March 1 Discussion and Possible Action to Recommend NLTRA Board Approval of a FY-2009/2010 Budget Revision to include \$150,000 from FY-2008/09 (carryover) allocated to Marketing
- April 5 Review draft; develop and forward recommendation to the NLTRA Board of Directors regarding proposed Placer County TOT Budget Request for FY-2010/2011

Mid-May TBD	Receive and review, with direction to staff, the 9 month actual/3 month forecast for FY-2009/2010
	Review draft and provide direction to staff regarding proposed Preliminary NLTRA Budget for FY-2010/2011
June TBD	Review Final Draft NLTRA Budget; develop and forward Budget recommendation to NLTRA Board of Directors