# MANAGEMENT COMMITTEE 2012 WORK PLAN

#### **Management Committee Charter:**

The <u>purpose</u> of the Management Committee is to provide accountability for financial and other resources.

The Management Committee ensures accountability for use of financial and other resources and addresses issues regarding budget review, financial monitoring, personnel policy, labor agreements, bond authority and insurance.

### **Administrative**

Management Committee Workplan

Resolutions Setting Council & Comm Mtg Dates and Auth Closed Mtgs

**Admistrative Policy Revisions** 

- Bus Item 2012-168 Revised Investment Policy
- Bus Item 2012-140 Council Bylaws Amendment

Southwest Project Update

Replacement of the Council Logo - Bus Item 2012-151

# Tentative Plan Schedule 2nd Qtr 3rd Qtr 4th Qtr 1st Qtr J J F F M M A A M M J J J A A S S OONNDD ХХ Χ Χ Χ Χ Χ

## <u>Budget</u>

Carryforward and Quarterly Operating and Capital Budget Amendments

- Bus Item 2012-42/43 Oper/Cap Budget Amendments
- Bus Item 2012-107/108 Oper/Cap Budget Amendments
- Bus Item 2012-156/157/183 Oper/Cap Budget Amendments
- Bus Item 2012-217 Unified Cap Budget Amendment
- Bus Item 2012-223/224 Oper/Cap Budget Amendments

2013 Operating Budget Development - Regional Administration

State Forecast Briefing (February and November Forecasts)

State Budget Briefing (End of Session)

Tentative	Plan	Schedule
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	1	st Qtr	•		21	nd Qtr		3rd	Qtr	4th Qtr
	J J	F F	M N	1 A	A I	M M	J J	J J A	A S	S O O N N D D
Finance - Investments - Debt										
Quarterly Financial Reports - Operating Funds			X						X	
Investment Review Committee Report			Х	(		X			X	
GO Bond Parameters Resolution and Results of Sale - Bus Item 2012-138					Х		X			_
PFA Loan Issuance Resolution - Bus Item 2012-35	X			'						
PFA Loan Refunding	_									
- Bus Item 2012-141 - Authorization to Reduce Interest Costs					Х					
- Bus Item 2012-169 - Auth to issue Taxable Refunding Bonds/Results						X	X			
GANS Parameters Resolution and Results of Sale										
Central Corridor Light Rail - Quarterly Cash Flow		X					X			
Potential GO Bond Refunding										
Policy Revision: 3-1-3: Funding OPEB - Bus Item 2012-34	X									
Other Post Employment Benefits - Results of Actuarial Valuation								X		
Annual Affirmation of Transaction Based Financial Contracts										
Authorized Financial Institutions - Annual review										
<u>Human Resources - Labor Relations</u>										
Update: Labor Strategy & Compensation Plan			X	(						
Update: Health Insurance Strategy & Options										
Labor Agreements:										
Labor Agreement - AFSCME (exp. 12/31/2011) - Bus. Item 2012-209								X		
Labor Agreement - ATU (exp. 7/31/2012)										
Labor Agreement - Machinists (exp. 12/31/2011) - Bus. Item 2012-25	X									
Labor Agreement - MANA - Bus. Item 2012-32	X									
Labor Agreement - Operating Enginieers (exp. 12/31/2012)	_									
Labor Agreement - Painters (exp. 4/30/2012) - Bus. Item 2012-161						X				
Labor Agreement - Police FT (exp. 12/31/2012)										
Labor Agreement - Police PT (exp. 12/31/2012)										
Labor Agreement - Police Admin/Supv (exp. 12/31/2011) - Bus. Item 2012-120				Χ						
Labor Agreement - TMSA (exp. 12/31/2010) - Bus Item 2012-207							X			
Non-Rep Plan changes - Bus. Items 2012-33/208	X						X			
MN State Ret System Program Unclassified Ret Plan - Bus. Item 2012-233								X		
Annual Workforce Statistics				Χ	Χ					
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### Tentative Plan Schedule

	Tentative Plan Schedule																	
			1st Q	tr			2n	d Qtr			3r	d Qtı	tr			4th C	(tr	
	J	J	F F	M	М	Α ,	A M	М	J J	J	J A	А	S	s c	0	N I	N D	D
Legal																		
Legal Agreements/Strategy/Business Items			V															
- Bus Item 2012-39 - Amend Foley Laudner/Landrum Dollins			X					V										
- Bus Item 2012-167 - Amend Foley Laudner								X				,						
- Bus Item 2012-230 - Amend Foley Laudner									V		×							
Litigation Review Special Committee - Bus Item - 2012-206						V			X									
Conflict Waiver - Bloomberg & Podpeskar, LLP - Bus Item 2012-138						X												
Update: Contracts with Outside Legal Counsel																		
Procurement																		
Quarterly Procurement Report			X	(				X			>	(						
Annual Sole Source Procurement for Hardware/Software Maint Services																		
Procurement Contracts - Various																		
- Bus Item 2012-09 - SW Project Office Lease	X																	
- Bus Item 2012-10 - SWPO Office Furniture	X																	
- Bus Item 2012-53 - Cubic Software Support Agreement Exention			X															
- Bus Item 2012-98 - Extention of Health Ptnrs Contract				X														
- Bus Item 2012-139 - 3YR Microsoft License/Support						2	X	١.										
- Bus Item 2012-175 - Phone system Upgrade/Maintenance									X									
- Bus Item 2012-184 - NetApp Storage Equipment									X									
- Bus Item 2012-203 - Occupational Health and Medical Services									X									
- Bus Item 2012-237 - Amend PDI Ninth House Contract									X									
- Bus Item 2012-253 - Contract for Budget Software											>							
- Bus Item 2012-235 - Banking Services - Award Contract											X							
Targeted Group Business (TGB) Plan				X														
Risk								Н										
Renew Council Property Insurance						Χ												
Various Insurance Renewal																		
Annual Risk Management Claims/Liability Statistics																		
COOP - Continuity of Operations Quarterly Update						X			Х									
					Inf	orma	atior	1		-	Actio	n						