

June 17, 2016

TO: City Arts Section Program Directors

FROM: Jeff Aguiar, Arts & Events Superintendent

SUBJECT: Annual Budget Review

As we enter the budget review cycle, I have noted and am encouraged by efficiency growth within the budget report. It is clear consideration has been made around the clarity of program goals, operational needs and strategies for growth. Moving through the budget review process, the transparency of the relationship between appropriations and these concepts is pivotal to provide us with accurate information illustrating our section priorities and alignments with departmental vision.

Please refer to the timeline below in planning your participation in this process:

- Schedule one-on-one/team meetings (Complete by 1/15/17)
- Identify cost-savings strategies for 3rd & 4th quarter (Complete ASAP)
- Develop and assess program budgets (Complete by 1/31/17)
- Preliminary budget proposal meeting (2/15/17)
- Strategic Planning Retreat (TBD March)

The budget review process serves to highlight organizational functions around program goals with an eye toward balanced operational budgets. Your continued commitment to streamlining program processes and identifying opportunities to maximize impact is as pivotal as the results of our meetings.

If you have any questions or need further information, I am available for consultation. As always, we work for the citizens of Greensboro and they can only benefit through our collaboration and cooperation.

JBA

Attachments

Section budget

Unit budgets

Supplemental materials