



STAFF REPORT TO THE FINANCE COMMISSION

DATE: Regular Meeting of January 21, 2026

TO: Members of the Finance Commission

SUBMITTED BY: Edwin Gato, Director of Finance

SUBJECT: Finance Commission Regular Meeting Dates for 2025 and proposed special meetings for the FY 2025-26 Midyear Budget Update and the development of the FY 2026-27 Annual Budget

RECOMMENDED ACTION:

Finance Commission Regular Meeting Dates in 2025 and consider the proposed special meeting for the FY 2025-26 Midyear Budget Update and the development of the proposed FY 2026-27 Annual Budget.

DISCUSSION:

The Finance Commission functions as an advisory body to the City Council and does not possess the authority to direct staff. Its responsibilities, as outlined by the City Council, include the following:

- a. Quarterly review of City's financial status; review and comment on audit reports, the proposed operating budget as well as the Capital Improvement Program budgets.
- b. Make recommendations to the City Council with respect to budget priorities.
- c. Advise the City Council on matters of policy and public interest related to the management of the City's finances and budget.
- d. Serve as the Oversight Committee for Measure "N" on UUT, including providing an annual report, to continue the 8% local utility tax (Measure C) indefinitely and to ensure funds are spent in accordance with the voter approved measure.
- e. Serve as the Oversight Committee for Measure "B", including providing an annual report, to continue its local 0.5% sales tax (Measure O) indefinitely and ensure that the sales tax revenues approved by Hercules voters are spent in accordance with the voter approved measure.

Given that the Finance Commission convenes only on a quarterly basis, staff propose scheduling a special meeting to ensure timely consideration of the upcoming FY 2025-26 Midyear Budget Update. Additionally, the meetings will facilitate discussions surrounding the development of the proposed FY 2026-27 Annual Budget. A list of proposed dates for this special meeting is included below for your review and consideration.

Date	Activity
2/18/2026	Finance Commission Special Meeting: Discussion on FY 2025-26 Midyear Update and Adjustments
4/15/2025	Finance Commission Special Meeting: Review the preliminary draft of the FY 2026-27 Annual Operating Budget, including the Sewer Enterprise and Internal Service Funds, for the City Council meeting on 4/21/2026.

FISCAL IMPACT OF RECOMMENDATION:

There is no fiscal impact associated with this item.

ATTACHMENTS:

1. 2026 Meeting Calendar – Finance Commission meetings are highlighted in green