

## **FINANCE COMMISSION WORKPLAN**

### **Future Agenda Items Work Plan (Approved September 26, 2016)**

These agenda items will be reviewed and updated by the Finance Commission at each meeting:

January 2017

- Review audit reports FY 2016

February 2017

- Sales tax annual oversight report (including auditor's report) FY 2016 Utilities tax annual oversight report (including auditor's report) FY 2016
- Landscape and Lighting Districts FY 2018
- Quarterly review 2Q FY 2017 (completed in February 2017)

March 2017

- Review Financial Policies approved by City Council

April 2017

- Expenditures Budget Plan FY 2018

May 2017

- Quarterly review 3Q FY 2017
- Budget FY 2018
- Capital budget FY 2018-22
- Measure A & O

June 2017

- Diagnostic Tool
- Budget FY 2018
- Capital budget FY 2018-22

July 2017

- None

August 2017

- None

September 2017

- None

October 2017

- Long Term Financial Forecast

November 2017

- Quarterly review 1Q FY 2018
- Presentation from Parks & Recreation Director
- Presentation on updated Long Term Finance Forecast.

December 2017

- None

January 2018

- Election of Chair and Vice Chair
- Appointment of Measure O and Measure B Sub-Committee
- Parks and Recreation Sub-committee update( each month until completed)

February 2018

- Cost Allocation Presentation
- Mid-Year Review
- Review and Completed CAFR
- Measure B&C Report by Sub-Committee.

March 2018

- Review of updated Long Term Financial Plan

**Work Plan Items Need to Schedule (approved September 26, 2016)**

- Municipal financial health diagnostic tool
- Cost allocation plan
- Website
- Auditor FY 2018 RFP
- Budget software
- Financial reports

**Future Agenda Items Not on Work Plan – need staff to add items discussed 1.12.17**

- Finance Department staffing (agenda 1.12.17)
- Format Quarterly Reports (agenda 1.12.17)