

# FINANCE COMMISSION WORKPLAN PROGRESS

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	AGENDA TOPICS	CONSENT ITEMS	CONSENT ITEMS
<b>FEBRUARY 2021</b>	Received Staff Report for Review of Mid-Year Budget Options and Five-Year Forecast Scenarios		
<b>MARCH 2021</b>	Received Staff Report for CIP Review & Funding Received Bartel Actuarial Presentation	Received 2nd Qtr Investment Report	Received prior year State Controller Financial Transactions Report (FTR)
<b>APRIL 19, 2021</b>	Received FY 2021/22 Initial Proposed Operating and Capital Budgets	Received Performance & Account Summary Reports for CERBT and CEPPT Received Town Council ARPA Report	Received Pension/OPEB Oversight Committee Report CalPERS ADPs
<b>APRIL 26, 2021</b>	Continued Proposed Operating and Capital Budgets Discussion		

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<p><b>MAY 3, 2021</b></p>	<p>Received CIP Presentation</p> <p>Continued Proposed Operating and Capital Budgets Discussion</p> <p>Received Staff Presentation on Revenue/Expense Budget Assumptions and Scenarios</p> <p>Received Staff Responses to Commission Budget Questions</p> <p>Received Staff Report on Measure G Funding Allocation Recommendations</p>		
<p><b>MAY 10, 2021</b></p>	<p>Concluded Proposed Operating and Capital Budgets Discussion and Council Recommendations</p>		
<p><b>JUNE 14, 2021</b></p>	<p>Created Sub-Committee on Financial Practices and Processes</p>	<p>Received 3<sup>rd</sup> Qtr Investment Report</p>	

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	<p>Received Report Out on Council Budget Actions</p> <p>Received Staff Report Regarding Preliminary ARPA "General Revenue" Calculation</p> <p>Discussed 2015 Analysis of Police Services</p> <p>Discussed FY 2021/22 Auditor's Engagement Letters</p> <p>Initiated Discussions for the Identification and Development of Key Performance Indicators</p>		
<p><b>JUNE 30, 2021 INITIAL FINANCE COMMISSION SUB- COMMITTEE MEETING</b></p>	<p>Discussed Goals and Objectives for the Sub-Committee</p>		
<p><b>JULY 12, 2021</b></p>	<p>Received Information and Discussed Town Cost Recovery Fees</p>		

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	<p>Received Staff Report and Discussed the Town Council “Explore New Revenue Opportunities” Strategic Priority</p> <p>Received ARPA Update</p> <p>Received Staff Report and Selected Commissioner to the Auditor Selection Process</p>		
<p><b>JULY 29, 2021</b>  <b>FINANCE COMMISSION</b>  <b>SUB-COMMITTEE</b>  <b>MEETING</b></p>	<p>Received Staff Report on Town Financial Policies, Procedures, and Processes</p> <p>Discussed Current Annual Report Formatting</p>		
<p><b>AUGUST 9, 2021</b></p>	<p>Discussed Annual Audit and Provided Feedback to Town’s Independent Auditor</p> <p>Received an ARPA Update</p> <p>Received Staff Report and Reviewed Town’s Market Fluctuation Reserve</p>	<p>Received Performance &amp; Account Summary Reports for CERBT and CEPPT</p>	<p>Received 4th Qtr Investment Report</p>

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	<p>Received Staff Presentation on Police Costs Relative to Total Expenditures and Revenues</p> <p>Reviewed RFP for Professional Auditing Services</p>		
<b>SEPTEMBER 13, 2021</b>	<p>Received Staff Report and Discussed Vacant Storefront Fee and Tax Assessment Programs</p> <p>Received Staff Report and Discussed Business License Tax Amnesty Programs</p> <p>Received Staff Report and Discussed Business License Tax Modernization</p> <p>Received Staff Report and Continued Discussions of Key Performance Indicators</p>	<p>Received ARPA Update</p> <p>Received Council CIP Funding Update</p>	<p>Received Recommended Changes to the Town's Operating Portfolio Investment Policy</p> <p>Received Recommended Changes to the Town's General Fund Reserve Policy to Address Market Fluctuation Reserve</p>
<b>OCTOBER 11, 2021</b>	<p>Received Presentation Regarding Potentially</p>		

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	<p>Allowing Commercial Cannabis Businesses in Town</p> <p>Received ARPA ACFR Updates</p> <p>Received Draft KPI Dashboard from Staff and Discussed</p> <p>Received Staff Report to Council Regarding PD Staffing and Staff Presentation on Town Bargaining Groups</p> <p>Received Staff Presentation on North 40 Property Tax Projections</p> <p>Received Staff Presentation on Land Use as it Relates to Revenues and Expenses</p> <p>Received Presentation on Audit and Community Survey RFPs</p>		
<p><b>OCTOBER 18, 2021</b> <b>FINANCE COMMISSION</b> <b>SUB-COMMITTEE</b></p>	<p>Commissioner Dell onsite process review</p>		

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<p><b>OCTOBER 20, 2021</b>  <b>FINANCE COMMISSION</b>  <b>SUB-COMMITTEE</b></p>	<p>Commissioner Huddleston onsite process review</p>		
<p><b>NOVEMBER 8, 2021</b></p>	<p>Reviewed and Provided Guidance for the FY 2021/22 ACFR Management Discussion &amp; Analysis</p> <p>Received and Discussed Updated Draft KPI Dashboard</p>	<p>Received 1st Qtr Investment Report</p>	
<p><b>DECEMBER 6, 2021</b></p>	<p>Received Information and Discussed the Recommendation of New Town Auditor</p> <p>Continued Review and Discussion of FY 2021/22 ACFR</p>	<p>Received Performance &amp; Account Summary Reports for CERBT and CEPPT</p>	
<p><b>DECEMBER 13, 2021</b></p>	<p>Continued Review and Finalized FY 2021/22 ACFR Recommendations</p>		
<p><b>JANUARY 10, 2022</b></p>	<p>Review Commission Year to Date Measure A Progress and Deliverables</p>		

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	<p>FTR Population Review</p> <p>Receive Information on Actuarial RFP and Selection Process</p>		
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