

FINANCE COMMISSION 2026 WORKPLAN - September 2026 Update					
Items	Projects	Assignments	Frequency	Finance Commission Target Date(s)	Notes
1	Fiscal Condition Analysis, Fiscal Impact Analysis, and Asset Liability Management Studies	Review the Assumptions and final results of the Fiscal Condition Analysis, Fiscal Impact Analysis, and Asset Liability Management Studies	As Needed	2/9/2026; 4/13/2026, 6/8/2026 , 8/10/2026 and 10/12/2026	Staff is currently working with a Consultant on the studies.
2	Investment Policy	Review current policy and recommend changes		6/8/2026	The Fiscal Condition Analysis, Fiscal Impact Analysis, and the Asset Liability Management studies will inform the recommended policy changes
3	IRS Section 115 Pension Trust and OPEB Trust Investment Policy	Review current policy and recommend changes		10/12/2026	The Fiscal Condition Analysis, Fiscal Impact Analysis, and the Asset Liability Management studies will inform the recommended policy changes
Multiyear Projects					
4	Council Priority Scorecard	Continue the work of the ad hoc committee to discuss framework for a Council scorecard and start developing top level metrics for consideration which can be supported by existing data systems.		9/14/2026 , 10/12/2026 , 11/9/2026	This process will be iterative to be able to frame appropriate measures which can be readily maintained.
5	Five-Year Capital Improvement Program	Establish the structure for a multi-years CIP which will focus on identifying current and future capital needs, determine the funding level required to support those needs, and start moving towards a comprehensive approach to capital planning.		3/9/2026	This will be a multiyear process due to the many pieces that need to be integrated for a comprehensive capital plan.
6	Community Grants Review	Review the Town's current Community Grant Process and provide feed back and recommendations for Town Council	As needed	11/9/2026	
Required by Town Code Section 2.50 or Other Council Policy					
A	Five-Year Forecast	Discuss Assumptions for the Five-Year Forecast	Annually	2/9/2026; 3/9/2026 Report Back on Council Action	
B	Operating and Capital Budget	Review and Make Recommendations on the Proposed Annual Budgets	Annually	4/27/2026; 5/4/2026; 5/11/2026 (Published on 4/20/2026 - No Meeting)	
C	Mid-Year Budget	Review and Make Recommendation on the Mid-Year Report	Annually	2/9/2026	
D	Audit Plan Review	Pre-Audit Meeting	Annually	8/10/2026	
E	Annual Comprehensive Financial Report	Review and Make Recommendations on the Draft Annual Comprehensive Financial Report	Annually	12/7/2026; 12/14/2026	
F	State Controller Financial Transaction Report	Review and Make Recommendations on the Town Draft Financial Transaction Report	Annually	1/12/2026	
G	Measure G Revenue and Expenditure Report	Receive Measure G Revenue and Expenditure Report	Annually	3/9/2026	
H	Single Audit Report	Receive Single Audit Report if applicable	Annually	4/13/2026	

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I	Financial Policies	Review and Make Recommendations on the Investment Policy	Annually	6/8/2026	
J	Financial Policies	Review and Make Recommendation on the General Fund Reserve Policy	As Needed	6/8/2026	
K	Investment Performance	Receive Monthly Financial and Investment Report	Monthly	1/12/2026; 2/9/2026; 3/9/2026; 4/13/2026; 5/11/2026; 6/8/2026; 8/10/2026; 9/14/2026; 10/12/2026; 11/9/2026; 12/14/2026	Consent Item
L	Pension and OPEB Trust Funds Performance	Receive Performance and Account Summary Reports for CERBT and CEPPT	Quarterly	3/9/2026; 6/8/2026; 9/14/2026; 12/14/2026	Consent Item
M	CalPERS Actuarial Reports	Receive CalPERS Annual Actuarial Reports	Annually	10/12/2026	Consent Item
N	OPEB Actuarial Analysis	Receive OPEB Actuarial Analysis	Every Two Years	10/12/2026	
O	CalPERS Performance	Receive CalPERS Public Employees' Retirement Fund (PERF) Preliminary Performance Report	Annually	12/14/2026	Consent Item
P	Monthly Revenue, Expenditure and Vacancy Reporting	Review and forward to Council monthly revenue, expenditure and vacancy reports	Monthly	9/14/2026	