

DRAFT

Financial Commission 2020/2021 Work Plan

Goal	Projects	Description	Frequency	Target Date(s)	Status
Recurring Goals					
#1	Investment Performance	Review investment performance	Quarterly	Q2 – February 2021 Q3 – May 2021 Q4 – August 2021 Q1– November 20	Last reviewed Q1 on 11/16/20
#2	Operating Budget	Quarterly budget review	Quarterly	Q2 – Jan 2021 Q3 – April 2021 Q4 – Aug 2021 Q1– Oct 2021	Last reviewed 6/22/20
#3	Financial Communication	Review new financial system and financial dashboard. Finance staff to provide Commission with status update and software demonstration. To analyze and create financial dashboard for the City to provide additional oversight on financial resources.	Quarterly	Q2 – Jan 2021 Q3 – April 2021 Q4 – Aug 2021 Q1– Oct 2021	Last reviewed 11/16/20
#5	Comprehensive Annual Financial Report	Review draft CAFR	Annually	January 2021	Last reviewed 2/27/2020
#6	Financial Communication	Review PAFR	Annually	February 2021	Last reviewed 11/15/2018
#7	Unfunded Liability (PERs, pre-payment Community Center Loan, etc.)	Evaluate all unfunded liability and recommend and determine annual payment amount for unfunded liability.	Annually	March 2021	Subcommittee last reviewed June 2019
#8	Capital Improvement Budget	Review 5-Year CIP budget	Annually	May 2021	Last reviewed 5/15/2019
#9	5 Year Projection and Analysis	Review long-term fiscal projection of City's financials.	Annually	September 2021	Last reviewed 4/20/20
#10	Financial Policies	Review/update City's financial policies.	Annually	June/July 2021	Last reviewed 4/24/2019 Last updated 1/20/2015
#11	Investment Policy	Review/update City's Investment Policy.	Annually	May 2021	Last updated 4/15/2019

#12	Cross Commission Collaboration	Finance Commission responds to requests from other commissions.	Ad hoc	As needed	N/A
Non-recurring Goals					
#13	Park in Lieu Financing	Analyzing Park in Lieu funds policy, definition, and provide Council with recommendations on use of funds on infrastructure.	Non-recurring	Feb/March 2021	