



AGENDA NO: 3a

MEETING DATE: April 21, 2026

Staff Report

TO: CFAC Chair and Committee Members

DATE: April 14, 2026

FROM: John Craig, City Manager
Emily Conrad, Finance Director

SUBJECT: Review 2026 Workplan:
• Subcommittee Update – Revenue Policy
• Subcommittee Update – Measure Q/E Accounting and Reporting

RECOMMENDED ACTION

Staff recommends the City Council and Citizens Oversight/Finance Advisory Committee (CFAC):

1. Receive and file review of City Council-assigned 2026 Workplan;
2. Discuss potential additional assignments.

BACKGROUND

Consistent with the Advisory Body Handbook, CFAC's purpose is to provide citizen input to the City Council regarding specified financial policy issues such as City budgets or other items designated by City Council. Additionally, the Committee's role is to help promote citizen participation with, and understanding of, governmental financial information and process. The CFAC's duties include special financial projects, as directed by the City Council, City Manager, or City Treasurer.

On October 21, 2025, a joint City Council-CFAC meeting was held in lieu of the regular CFAC meeting. At this meeting, potential special assignments for the committee were discussed. Based on that discussion, CFAC's 2026 Workplan was determined.

DISCUSSION

Following a thorough discussion, City Council, CFAC, and staff agreed on two special assignments for 2026:

- Revenue Policy Review and Revision
- Measure Q/E Accounting and Reporting

At the regular meeting on February 17, 2026, CFAC established two subcommittees, one for each of the special assignments.

Members Branin and Beckman were appointed to the subcommittee to review the revenue policy and make recommendations to City Council. The initial task was identified as meeting with City Council members to identify the scope of the issue and then develop and bring a work program and timeline back to the next available meeting for CFAC review and adoption.

Chair Peck and Member Johnson were appointed to the subcommittee to review and make

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Dept Review: EC

City Manager Review: JC

City Attorney Review: _____

recommendations to simplify Measure Q/E accounting and reporting. The initial task was identified as meeting with City staff to develop deliverables and timeline.

ATTACHMENT(S)

1. Subcommittee Workplan for Review of Measure Q/E Accounting & Reporting