

Citizen Advisory Body of Work Calendar

January

- Review and Recommendation of Measure T and Measure N Audits.
 - Committee receives a Measure T independent audit presentation from Finance and committee reviews, comments, and recommends items to Council
 - Subcommittee attends the Measure N independent audit meeting and reviews, comments, and recommends items to Council.

February

- Subcommittee reports on Measure N meeting outcomes/recommendations
- Council Presentation of Citizen Advisory Committee Body of Work

March

- Review Upcoming CAC Committee Terms and Possible Vacancies
- ADA Presentation from Engineering and Transit (Tentative)

April

- Review and Recommendation of CDBG and HOME funds Action Plan
 - Committee receives presentation from Finance and committee reviews, comments, and makes recommendations to the City Council.

May

- Review and Recommendation of Rates and Fees
 - Committee receives presentation from Finance and committee reviews, comments, and makes recommendations to the City Council.
- Conduct interviews, as needed, for new member application to start July 1

June

- Begin next fiscal year CAC Body of Work Calendar
- Staff Report and recommendation to Council of new members, as needed, starting July

July

- Adopt CAC Body of work for next Calendar Year
- Public Works Presentation

August

- Forming of Subcommittees for various CAC business for the fiscal year
- Transit updates (including ADA updates)

September

- Review and Recommendation of Consolidated Annual Performance and Evaluation Report (CAPER)
 - Committee receives presentation from Finance and committee reviews, comments, and makes recommendations to the City Council. This report is associated with CDBG and HOME funds.

October

- Non – Profit Youth Grants Subcommittee presentation and scheduling of dates for public workshops
- Public Workshops held late October and early November, if needed.

November

- Non-Profit Grant Program
 - Committee reviews, grades, and discusses small grants to Non-Profit entities.
 - Hope Team updates

December

- Non-Profit Grant Program
 - Committee recommends awards to Council regarding small grants to Non-Profit entities.

General (within Calendar Year)

- Receive miscellaneous reports as requested by committee members including but not limited to: Law updates, conservation, and miscellaneous items such as Redistricting.
- Making general agenda recommendations or taking those same recommendations from the public
- Requests for reports from miscellaneous departments throughout the year.