



# Budget Engagement Commission

*City of Arts & Innovation*

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**TO: HONORABLE COMMISSIONERS** **DATE: JANUARY 12, 2022**  
**FROM: CITY CLERK'S OFFICE** **WARDS: ALL**  
**SUBJECT: CONSIDER WHETHER ABSENCES OF CHAIR LYELL, VICE CHAIR SANCHEZ JR., AND COMMISSIONERS GONZALEZ-KESTER AND GARCIA FROM DECEMBER 8, 2022, MEETING SHOULD BE RECORDED AS EXCUSED OR UNEXCUSED ABSENCE**

## **ISSUE:**

Determine whether the absences of Chair Lyell, Vice Chair Sanchez Jr., and Commissioners Gonzalez-Kester and Garcia, from December 8, 2022, should be recorded as excused or unexcused absence.

## **RECOMMENDATION:**

That the Budget Engagement Commission determine the absences of Chair Lyell, Vice Chair Sanchez Jr., and Commissioners Gonzalez-Kester and Garcia from the Budget Engagement Commission meeting on December 8, 2022, be excused.

## **BACKGROUND:**

Pursuant to the Board/Commission Attendance Policy Resolution No. 23618, Board Members shall make every effort to notify the administrative staff 24 hours prior to any regular meeting of his/her intent not to attend said meeting. The Board is required to express in its official minutes if the absence of the Board Member is excused or unexcused.

Pursuant to City Charter Section 805, if a member of a Board or Commission is absent from three consecutive regular meetings unless by permission of the Board or Commission expressed in its official minutes, the City Council can declare the office vacant.

## **DISCUSSION:**

Chair Lyell, Vice Chair Sanchez Jr., and Commissioners Gonzalez-Kester and Garcia were not present at the Commission meeting on December 8, 2022. Staff received advanced notification from Chair Lyell and Vice Chair Sanchez Jr. regarding their absence as personal. Staff was informed the day of the meeting by Commissioner Gonzalez-Kester regarding her absence as illness. Staff did not received notice from Commissioner Garcia regarding his absence.

**FISCAL IMPACT:**

There is no fiscal impact associated with this report.

Prepared by: Diana Alegria, Deputy City Clerk

Approved as to

availability of funds: Edward Enriquez, Chief Financial Officer/City Treasurer

Approved by: Edward Enriquez, Interim Assistant City Manager

Approved as to form: Phaedra A. Norton, City Attorney

**Attachments:**

1. Guidelines Governing Attendance of the Budget Engagement Commissioners
2. Attendance Report