



Budget Engagement Commission

Meeting Minutes

June 8, 2017 – 5:00 pm,
Mayor Ceremonial Room

Commission Chairperson Calls Meeting to Order

Commission Chairperson Mendez called to order the special meeting of the Budget Engagement Commission Meeting at 5:05 pm on June 8, 2017 at the Mayor Ceremonial Room located on the seventh floor of Riverside City Hall.

Pledge of Allegiance to the Flag led by Commission Chairperson Mendez

Commission Secretary Calls Roll – Commissioners Delgado, Segura, Persinger, and Tavagione were not present during roll call. All other commissioners were present.

Public Comment

1. Public Comment

Chairperson Mendez called for public comments. Phyllis Purcell expressed support for spending on the homeless and an Eastside Library.

Discussion Calendar

2. Implementation of Performance Measurement and Reporting Program: Recommended Changes to the City's Strategic Goals (Riverside 2.0), and Proposed New Measures to Assess Progress in Meeting Goals.

Marianna Marysheva, Assistant City Manager, introduced the item by providing background information and an overview of the Performance Measurement and Reporting Program as well as its benefits. Cheryl Johannes, City Internal Audit Manager, gave a presentation about the Performance and Reporting Program as well as changes to the City's Strategic Goals.

The Commissioners discussed the item and asked questions. A presentation regarding Homeless programs and spending will be on the August 2017 BEC Agenda. Chairperson Mendez called for public comment. Phyllis Purcell, a member of the community, made comments in support of Performance Measures.

The following some questions and comments were presented during the presentation.

- Commissioner Wright – When the performance measures were developed, are consistent measures taken into consideration so that performance can be measures against an outside source such as another city of similar size? Can the funding for the various performance measure also be track, Measure Z and Homeless related spending? (Marianna Marysheva, Assistant City Manager and Cheryl Johannes, City Internal Audit Manager) *Initially, benchmarking against external sources cannot be completed. More data collection relating to performance must be completed before the City can be compared to other communities. The International City/County Management Association (ICMA) has a robust benchmarking program that allowed cities and counties to develop measures that could be compared to other similar communities. The program was discontinued so the City had to rely on knowledge of measures from other communities to develop performance measures so that benchmarking can be completed in the future. To assist with tracking of performance measures funded by Measure Z, the City staff will develop an action plan that will report progress to the City Council and the BEC on a quarterly basis.*
- Commissioner Arballo – Are all strategic goals measurable? It will be a challenge to translate the information to the public in a way that can be easily understood. (Marianna Marysheva, Assistant City Manager and Cheryl Johannes, City Internal Audit Manager) *Some goals have related performance measure(s), some do not. It can be challenge since goals must have an element that can be measured and some are difficult to measure. The current performance measures relate to the strategic goals overall. The city will present the progress towards meeting performance measures is a simple, easy to use format.*
- Chairperson Mendez – What is the cost of the implementation of the program? How will it be funded? What is the estimated savings? (Cheryl Johannes, City Internal Audit Manager) *The savings will not be identifiable until they is historical data, at least one year after the program begins. The cost of the program is for staff that collect information. No additional cost expected, personnel is already working in departments. If there are additional costs, it will be related to the purchase of software.*
- Chairperson Badger – What precipitated the implementation of this program? (Cheryl Johannes, City Internal Audit Manager) *The desire to measure the success of a program and measure the success.*
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3. FY 16/17 Third Quarter Financial And FY 17/18 Mid-Cycle Update

Chairperson Mendez called for a vote to allow the distribution of a handout (139 pages – included City Council Staff Report dated June 20, 2017 and titled “Fiscal Year 2016-2017 Third Quarter Financial Report including One-time Cost Neutral Budget Adjustment; Mid-Cycle Budget Update, including a City Council Resolution Amending Fiscal Year 2017-2018 Budget, Personnel Detail and Capital Improvement Plan” with all attachments except attachments F and G) that was not available when the BEC agenda was posted. Commissioner Wright moved the handout be approved, Commissioner Mathis seconded the motion. The motion was approved by 13 Commissioners. Commissioners Segura, Delgado, Tavaglione, Scarano, and Persinger were not present for the vote.

After a short break, Adam Raymond, City Assistant Chief Financial Officer provided a FY 16/17 Third Quarter Financial and FY 17/18 Mid-Cycle update.

The Commissioners discussed the updates and asked questions. Commissioner Wright requested that the City's sales tax consultant give the BEC a presentation over the next year. Chairperson Mendez requested more information about the Transient Occupancy Tax revenue and its revenue trends. Chairperson Mendez called for public comment. Phyllis Purcell a member of the community, made comments regarding the item and expressed support for the homeless.

Approval of Minutes

4. Commissioner Hart moved that the May 4 and May 25, 2017 minutes be approved as submitted, Commissioner Mackenroth seconded the motion. The motion was approved by 12 commissioners. Commissioners Segura, Delgado, Plascencia, Mayes, Tavaglione, and Persinger were not present for the vote.

Miscellaneous Budget Engagement Commission Items

5. Items for Future Agendas and Updates from City Staff
 - Commissioner Wright requested that some time during the next 12-18 months that a comprehensive discussion of CalPERS and future liabilities compared to future growth. Adam Raymond offered to send

the information provided to the Finance Committee to the BEC and will provide more information with the updated CalPERS actuarial report that is expected to be available in 2-3 months.

- Chairperson Mendez reported that he had been asked to give a presentation at the Residents for Responsible Representation (RRR) meeting on June 12, 2017 at 7pm. The organization represents Wards 6 and 7 so Chairperson Mendez invited the Commissioners from those wards to join him.

6. Approve absence of Commissioners Bader, Wright, and Vice Chairperson Lee from the May 25, 2017 Budget Engagement Commission Meeting.

Commissioner Arballo moved that the absences be approved, Commissioner Scarano seconded the motion. After some discussion, the motion was amended to approve the absence of Vice Chairperson Lee from the May 4, 2017 meeting and Commissioners Bader, Wright, and Vice Chairperson Lee from the May 25, 2017 meeting. The motion was approved by 12 Commissioners. Commissioners Segura, Delgado, Plascencia, Mayes, Tavaglione, and Persinger were not present for the vote.

Adjournment

Chairperson Mendez adjourned the meeting at 7:59 pm and announced the next regular meeting date, August 31, 2017.

Respectfully Submitted,



Karen Johnson
Principal Management Analyst – City of Riverside