



# Budget Engagement Commission

*City of Arts & Innovation*

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**TO: HONORABLE COMMISSIONERS** **DATE: JULY 14, 2022**  
**FROM: CITY CLERK'S OFFICE** **WARDS: ALL**  
**SUBJECT: CONSIDER WHETHER THE ABSENCES OF COMMISSIONERS ARBALLO, WILLIAMS, AND GONZALEZ-KESTER FROM THE JUNE 9, 2022, MEETING SHOULD BE RECORDED AS EXCUSED OR UNEXCUSED ABSENCES**

## **ISSUE:**

Determine whether the absences of Commissioners Arballo, Williams, and Gonzalez-Kester on June 9, 2022, should be recorded as excused or unexcused absences.

## **RECOMMENDATION:**

That the Budget Engagement Commission:

1. Determine the absence of Commissioner Arballo from the Budget Engagement Commission meeting on June 9, 2022, be excused;
2. Determine the absence of Commissioner Williams from the Budget Engagement Commission meeting on June 9, 2022, be excused; and
3. Determine the absence of Commissioner Gonzalez-Kester from the Budget Engagement Commission meeting on June 9, 2022, be excused.

## **BACKGROUND:**

Pursuant to the Board/Commission Attendance Policy Resolution No. 23437, 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:**

During the Budget Engagement Commission meeting on June 9, 2022, nine (9) Commissioners were present, and three (3) Commissioners were absent. The Budget Engagement Commission is an eighteen (18) seat member body, and ten (10) members must be present to call the meeting to order. As a result, a quorum was not established, and the meeting was canceled.

Staff was advised the day of the meeting that Commissioners Arballo and Williams would not attend, citing personal reasons and illness, respectively.

Staff did not receive notice about Commissioner Gonzalez-Kester's 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, Interim Assistant City Manager/Chief Financial Officer/Treasurer  
Approved by: Edward Enriquez, Interim Assistant City Manager/Chief Financial Officer/Treasurer  
Approved as to form: Phaedra A. Norton, City Attorney

### Attachments:

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