

# Budget Engagement Commission

City of Arts & Innovation

TO: HONORABLE COMMISSIONERS DATE: FEBRUARY 28, 2019

FROM: FINANCE DEPARTMENT WARDS: ALL

SUBJECT: BUDGET ENGAGEMENT COMMISSION RULES FOR THE TRANSACTION OF

BUSINESS AND THE CONDUCT OF MEETINGS, RMC CHAPTER 2.90 - BUDGET ENGAGEMENT COMMISSION AND OTHER COMMISSION MEETING

**MATTERS** 

# **ISSUE**:

Consider Budget Engagement Commission Rules for the Transaction of Business and the Conduct of Meetings, RMC Chapter 2.90 – Budget Engagement Commission and other commission meeting matters.

# **RECOMMENDATIONS:**

That the Budget Engagement Commission:

- Review, discuss, and (if applicable) recommend changes to the existing meeting rules of the BEC (Attachment 1);
- 2. Review, discuss, and (if applicable) recommend changes to Chapter 2.90 Budget Engagement Commission of the Riverside Municipal Code (Attachment 2); and
- 3. Discuss and design formal protocol for the communication of BEC recommendations to the City Council.

# **BACKGROUND**:

On November 8, 2016, the City Council approved the recommendations of the Mayor's Nominating and Screening Committee to introduce an ordinance forming the BEC. The BEC's purpose and function as stated in the ordinance is as follows:

It is the purpose of the Budget Engagement Commission to advise the City Council on spending and policy priorities based on the information received through quarterly financial and performance reports, including revenues from transaction and use tax, to work with City staff to maximize public engagement on municipal budgetary issues and to provide input on performance measures and reporting programs. The Commission's advice shall in no way conflict with or supersede the powers of the Council or the budgetary and advisory powers of the City Charter created Boards and Commissions.

The BEC held its first meeting on February 23, 2017 and has met a total of 18 times since its inception to advise City staff and provide recommendations to City Council on Measure Z spending priorities, development of the FY 2018-2020 Two-Year Budget, and other financial and performance matters brought before the Commission.

On February 22, 2018, the BEC approved an amendment of the BEC meeting rules to elect the Chair and Vice-Chair at the first meeting of May of every year (Attachment 1).

# **DISCUSSION:**

On November 29, 2018, the BEC requested that staff agendize a discussion on Budget Engagement Commission Rules for the Transaction of Business and the Conduct of Meetings, RMC Chapter 2.90 – Budget Engagement Commission and other commission meeting matters to provide the Commissioners an opportunity to discuss the BEC's purpose, meeting frequency, method of communication of the BEC recommendations to the City Council, and other matters pertinent to the purpose of the BEC, as necessary.

### **FISCAL IMPACT:**

There is no fiscal impact associated with this report.

Prepared by: Kristie Thomas, Budget & Revenue Manager

Approved as to

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

Approved by: Lea Deesing, Assistant City Manager

#### Attachments:

- 1. BEC Meeting Rules
- 2. Riverside Municipal Code Chapter 2.90 Budget Engagement Commission