



Budget Engagement Commission

City of Arts & Innovation

TO: HONORABLE COMMISSIONERS **DATE: MAY 20, 2019**
FROM: FINANCE DEPARTMENT **WARDS: ALL**
**SUBJECT: AMEND BUDGET ENGAGEMENT MEETING RULES REGARDING MEETING
FREQUENCY AND OTHER MATTERS**

ISSUE:

Amend the Budget Engagement Commission meeting rules regarding meeting frequency and other matters.

RECOMMENDATION:

That the Budget Engagement Commission adopt the amended Budget Engagement Commission meeting rules.

BACKGROUND:

On February 28, 2019, the Budget Engagement Commission (BEC) discussed BEC meeting rules and other matters, and requested updates to the existing BEC Meeting Rules.

DISCUSSION:

The attached amended BEC Meeting Rules (Attachment 1) includes the following amendments:

- Article I – Meetings: Change the BEC meeting frequency from quarterly to monthly to comply with Riverside City Charter Article VIII Section 804, and set the monthly meeting date to the third Thursday of each month (Attachment 2).
- Article III – Special Meetings: Clarifies the time requirement of cited Riverside Municipal Code section 4.05.060 as applicable to agenda publication, rather than the setting of special meetings.
- Article VI – Officers and Staff Secretary: Changes the election month to March to comply with Riverside City Charter Article VIII Section 804.
- Article XI – Attendance Guidelines: Clarified that “excusal” of absences refers to BEC excusal; updated section to be consistent with Council meeting rules.
- Article XIII – Members Addressing City Council: Removes the “private citizen” phrase of the section.

FISCAL IMPACT:

There is no fiscal impact associated with this report.

Prepared by: Kristie Thomas, Budget and Revenue Manager
Approved as to
Availability of funds: Edward Enriquez, Chief Financial Officer/Treasurer
Approved by: Carlie Myers, Deputy City Manager

Attachments:

1. Amended Meeting Rules (Proposed)
2. BEC Monthly Meeting Dates (Proposed)