



Budget Engagement Commission

City of Arts & Innovation

TO: HONORABLE COMMISSIONERS **DATE: APRIL 15, 2021**
FROM: FINANCE DEPARTMENT **WARDS: ALL**
SUBJECT: CONSIDER WHETHER COMMISSIONER'S ABSENCE FROM MARCH 31, 2021, SPECIAL MEETING SHOULD BE RECORDED AS AN EXCUSED OR UNEXCUSED ABSENCE - GONZALEZ-KESTER

ISSUE:

Determine whether the absence of Commissioner Cassandra Gonzalez-Kester on March 31, 2021, should be recorded as an excused or unexcused absence.

RECOMMENDATIONS:

That the Budget Engagement Commission determine the absence of Commissioner Cassandra Gonzalez-Kester from the Budget Engagement Commission meeting on March 31, 2021 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:

Commissioner Gonzalez-Kester was not present at the Commission meeting on March 31, 2021. Staff did not receive advance notification from Commissioner Gonzalez-Kester regarding her 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:	Moises Lopez, Deputy City Manager