



Budget Engagement Commission

City of Arts & Innovation

TO: HONORABLE COMMISSIONERS **DATE: NOVEMBER 18, 2021**
FROM: CITY CLERK'S OFFICE **WARDS: ALL**
SUBJECT: CONSIDER WHETHER COMMISSIONER'S ABSENCE FROM
OCTOBER 14, 2021, MEETING SHOULD BE RECORDED AS AN EXCUSED OR
UNEXCUSED ABSENCE – FINE

ISSUE:

Determine whether the absence of Commissioner Fine on October 14, 2021, should be recorded as an excused or unexcused absence.

RECOMMENDATION:

That the Budget Engagement Commission determine the absence of Commissioner Fine from the Budget Engagement Commission meeting on October 14, 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 Fine was not present at the Commission meeting on October 14, 2021. Staff received advance notification from Commissioner Fine reporting his absence as work-related.

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: Kris Martinez, Interim Assistant City Manager