

CITY OF RIVERBANK

RESOLUTION NO. 2010-079

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RIVERBANK FORMING THE BUDGET ADVISORY COMMITTEE AND APPOINTING A COUNCILMEMBER AND AN ALTERNATE TO THE COMMITTEE

WHEREAS, The City Council seeks to formally organize the Budget Advisory Committee, and appoint a Councilmember and an alternate as a non-voting member to the Committee; and,

WHEREAS, The Committee will represent the communities interests and make recommendation to the City Council regarding budgetary matters.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Riverbank hereby approve the formation of the Budget Advisory Committee to operate as following:

- The Committee will discuss and make recommendations in an advisory role to the City Council on any projects, programs and policies related to the City's operating budget that the City Council deems appropriate, including, but not limited to, the Preliminary and Final Operating Budgets, Mid-Year Budgets, and Annual Audits.
- The Committee will be comprised of seven (7) voting members, one (1) non-voting Councilmember, and one (1) non-voting Councilmember alternate. The Councilmember and alternate shall be appointed by the Mayor and approved by the City Council, while the other Committee members shall be appointed by a majority vote of the City Council. Prospective Committee members must reside within the Riverbank city limits and should possess a basic knowledge of accounting procedures and protocols.
- The Budget Advisory Committee membership Selection Committee will consist of the Committee appointed Councilmember or alternate, City Manager, the Director of Finance, and the Chair or Vice Chair of the Committee to review applications. The selection committee will then recommend applicants to the City Council for their appointment. This selection process will occur anytime there is a Committee vacancy, whether by resignation, removal, or expired term.
- Applications submitted to the selection committee will be valid for up to one year from its submission. Public solicitation for applications to fill seats that will have expiring members will occur in the month prior to the term's expiration, or at any time the selection committee pool of applications is deemed insufficient.

- Successful applicants will be alphabetically assigned a numbered seat. Odd numbered seat members will be appointed to a two year term. Even numbered seat members will be appointed to a one year term initially, and thereafter the seats will be for two year terms. Members with expiring terms are eligible to reapply for consideration by the selection committee, and serve up to a maximum of two terms.
- The Committee will appoint a Chair and a Vice-Chair by a majority vote of the Committee, both of which will be voting members. The appointments of Chair and Vice-Chair shall expire on the annual anniversary of their appointments, and either position is subject to change pending a majority vote of the Committee.
- The Committee may also appoint Committee members to head up sub-committees to study and report back on specific issues. The appointed Committee member will serve as Chair of the sub-committee and may enlist support from the public to assist.
- A quorum of four voting Committee members must be met to formalize actions, although general discussions may still be held.
- In the event a Committee member is absent, without being excused, for two consecutive meetings, or their attendance is less than 50% since their appointment, that member may be recommended to the City Council for removal from the Committee by majority vote of the Committee, that will then require a majority vote by the City Council to be effective. Minutes of meetings will reflect if an absence is not excused as determined by the Committee Chair.
- Committee meetings are anticipated to occur monthly and will be posted for public notification and attendance.

PASSED AND ADOPTED by the City Council of the City of Riverbank at a regular meeting held on the 28th day of June, 2010, by the following vote of 4-0:

AYES: Councilmembers Benitez, Fielder, J. J. White, and Mayor Madueño.
NAYS: None.
ABSENT: Councilmember D. White.
ABSTAIN: None.

ATTEST:


 Linda Abid-Cummings, MMC
 City Clerk

APPROVED:


 Virginia Madueño
 Mayor