

Council Business Meeting

January 5, 2021

Agenda Item	Discussion on Budget Committee Appointment Process	
From	Adam Hanks	Interim City Manager
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SUMMARY

Two current members of the Ashland Citizens' Budget Committee were elected to the City Council, leaving two vacancies on the Committee. Per State Law, ORS 294.414, the City must have a budget committee comprised of the City Council and an equal number of appointed electors. In preparation for the budget process commencing with the budget committee in late March, the City Council must determine the process for appointing and subsequently select the new members. This is also an opportunity to evaluate the structure of the Municipal Audit Commission, also experiencing recurring vacancies.

POLICIES, PLANS & GOALS SUPPORTED

Administrative/Governance goal:

"To ensure on-going fiscal ability to provide desired and required services at an acceptable level"

PREVIOUS COUNCIL ACTION

City Council solicited applications for and received eight applications for the Budget Committee in September 2020 to fill the two vacancies at that time. One of those individuals, Paula Hyatt, has subsequently been elected to City Council. The other vacancy has been created with the election of Shaun Moran to the City Council, a six year member of the Budget Committee.

BACKGROUND AND ADDITIONAL INFORMATION

The vacated Budget Committee terms expire on 6/30/24 and 6/30/23 respectively. The Council can select from the applications remaining from the October appointment period, solicit new applications, or some combination of the two approaches.

The Municipal Audit Commission, as established and managed according to ordinance, is comprised of the Mayor or a Councilor, one Budget Committee member, and two citizens at large as well as the City Recorder as an ex-officio non-voting member. The Audit Commission has had some challenges in recruiting and retaining members and met to review the Fiscal Year (FY) 2020 Comprehensive Annual Financial Report with only one citizen appointee. It has been suggested that perhaps the Municipal Audit Commission might be reconstructed as a sub-committee of the Budget Committee to capitalize on and strengthen the accounting or auditing experience, background, or expertise of both groups. It is recommended that there continue to be representation from both citizen and Council on the Audit Commission. This can be accomplished with two readings of an amended ordinance.

FISCAL IMPACTS

None

STAFF RECOMMENDATION

Staff recommends Council select a recruitment process for the Citizens' Budget Committee and direct staff to pursue such as well as prepare an amended Municipal Audit Commission ordinance for City Council's consideration at a future meeting.

ACTIONS, OPTIONS & POTENTIAL MOTIONS

I move to *consider existing applications for or solicit applications* for the Citizens' Budget Committee and to direct staff to prepare an amended Municipal Audit Commission ordinance for first reading at the February 2, 2021 City Council meeting.

REFERENCES & ATTACHMENTS

None