



## CITY OF BANNING STAFF REPORT

**TO:** CITY COUNCIL

**FROM:** Douglas Schulze, City Manager

**PREPARED BY:** Doug Schulze, City Manager  
Doug Schulze, City Manager

**MEETING DATE:** April 23, 2024

**SUBJECT:** Consider Resolution 2024-58, Adopting a Budget and Finance Committee Policy

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### **RECOMMENDATION:**

Adopt Resolution 2024-58.

### **BACKGROUND:**

At the January 10, 2023 regular City Council meeting, the City Council directed the City Manager to develop policies for the standing committees of the City Council. During the April 25, 2023 regular City Council meeting, a request for policies specific to the Budget and Finance Committee was submitted by then Mayor Pro Tem Wallace. The City Council considered Resolution 2023-81 at the May 9, 2023 regular City Council meeting, which would have approved policies for all Council Standing Committees. The City Council approved a motion to add the topic to the Council's June 17, 2023 retreat meeting agenda and continue the item to a later date. Unfortunately, the Council's retreat meeting agenda was modified due to scheduling conflicts for a majority of the Councilmembers, and the City Council was not able to discuss the proposed standing committee policies. However, Councilmember Wallace requested a future meeting agenda item to consider policies for the Budget and Finance Committee.

The City of Banning has not traditionally used policy committees very extensively. However, the Budget and Finance Committee has been consistently active. The role of the Budget and Finance Committee has frequently been questioned and operates without policy direction from the full City Council.

### **JUSTIFICATION:**

Policy direction will provide staff and members of the Budget and Finance Committee with clear understanding of the Committee's role, authority, and relationship to the City Council. Staff workloads related to the support of the Budget and Finance Committee have noticeably increased in the past 18 months.

### **FISCAL IMPACT:**

Not applicable.

### **ALTERNATIVES:**

1. Adopt Resolution 2024-58, as presented.
2. Adopt Resolution 2024-58, with modifications.
3. Do not adopt Resolution 2024-58 and provide direction to the City Manager to modify the proposed Budget and Finance Committee Policy.

**ATTACHMENTS:**

1. [Resolution 2024-58, Budget and Finance Committee Policy.docx](#)
2. [Exhibit A - Budget and Finance Committee Policy.pdf](#)