



## CITY OF SOLANA BEACH

### CITIZEN INTEREST FORM ADDENDUM

# **BUDGET AND FINANCE** **COMMISSION**

Municipal Code Chapter 2.60 & 2.84  
Resolution 2007-160  
Established May 17, 1993



635 S Highway 101, Solana Beach, CA 92075 • Phone: 858.720.2400 • [www.cityofsolanabeach.org](http://www.cityofsolanabeach.org)

### **MEETINGS**

Regular meetings are typically held on the third Thursday of each month at 6:30 p.m. at City Hall. The Solana Beach staff liaison is Marie Berkuti, [mberkuti@cosb.org](mailto:mberkuti@cosb.org) (858) 720-2463. It is recommended that new applicants attend a Commission meeting prior to being considered for an appointment.

### **MEMBERS**

The Commission consists of five members (must be at least 18 years old, a resident, and property owner within the City of Solana Beach). Members serve at the pleasure of the appointing City Councilmember. Each position is a two-year term.

For additional city-wide commission member requirements refer to Solana Beach Municipal Code 2.60. and Resolution 2007-160.

### **DUTIES**

The Budget and Finance Commission shall have the power, and it shall be the duty of the Commission, to make recommendations to the City Council and to advise the Council and City Manager on the following matters:

- Review a draft of the Preliminary Budget prepared by the City Manager. The Commission will, within two weeks of receipt; provide staff with a memorandum detailing its comments regarding the proposed Preliminary Budget.
- Prepare a written report to the City Council two weeks prior to the first public hearing on the Budget.
- Attend City Council workshops pertaining to the Budget.
- Review the financial feasibility of the City Council Goals and Objectives when received prior to the Preliminary Budget. Investigate, review, recommend and report to the City Council on cost saving measures.
- Suggest areas in which the City Council may wish to establish specific policies pertaining to either revenues or expenditures.
- Assess budget concerns expressed by the City Council, Commission members or the public.
- Review monthly the status of revenues and expenditures.
- Suggest means of improving the format of the Budget and its terminology in order that it can be easily read and understood.
- Review proposed charges, salaries and benefits and recommend cost savings.
- Assist in the preparation of a multi-year Budget plan for consideration by the City Council.