

COUNTY OF RIVERSIDE, CALIFORNIA
BOARD OF SUPERVISORS POLICY

<u>Subject:</u>	<u>Policy Number</u>	<u>Page</u>
ADMINISTRATIVE ASSISTANCE TO DISTRESSED CITIES	A-54	1 of 1

Policy:

It is the policy of the Board of Supervisors to offer administrative assistance to distressed cities within the County of Riverside upon a request by the mayor, city council, city manager or financial manager. A distressed city is defined to be a city in which at least one of the following has or will have occurred:

- a. Its general fund is in a deficit position;
- b. It is in default on one or more bond issues;
- c. It is unable to adopt a balanced budget.

Upon receipt of such a request, the County Executive Office will assign the Municipal Response Team, composed of designated county personnel, to provide administrative assistance. The Municipal Response Team will initially meet with the appropriate city representative, assess the critical issues, and draft a Memorandum of Understanding to be adopted by both the city council and the Board of Supervisors. No further action will take place without a unanimous vote of both governing bodies.

The Municipal Response Team will act as advisor and consultant to the city and provide recommendations regarding the management of the city and/or city departments. The mayor and city council members would accept the assistance of the county with the understanding that the city council shall maintain its position as policy maker in a council/manager form of government.

The county will not charge distressed cities for these services provided that the services do not exceed six months. Any county department may be called upon to participate in the activities of the Municipal Response Team and the costs associated with this service, typically, will be absorbed within departmental budgets.

Reference:

- Minute Order 3.5 of 08/29/2000
- Minute Order 3.7 of 11/07/2006