



City of Arts & Innovation

City Council Memorandum

TO: HONORABLE MAYOR AND CITY COUNCIL DATE: FEBRUARY 7, 2023

FROM: CITY CLERK'S OFFICE WARDS: ALL

SUBJECT: BOARD AND COMMISSION RESIGNATIONS

ISSUES:

File resignations of Cassandra Gonzalez-Kester from the Budget Engagement Commission Resident Ward 5 seat, Kittie Aleman from the Commission on Disabilities Ward 6 seat, and Tanya Humphrey from the Community Police Review Commission Ward 2 seat.

RECOMMENDATIONS:

That the Mayor and City Council:

1. Accept the resignation of Cassandra Gonzalez-Kester from the Budget Engagement Commission Resident Ward 5 seat;
2. Accept the resignation of Kittie Aleman from the Commission on Disabilities Ward 6 seat, effective immediately; and
3. Accept the resignation of Tanya Humphrey from the Community Police Review Commission Ward 2 seat, effective immediately.

BACKGROUND:

On January 9, 2023, the City Clerk's was made aware of Cassandra Gonzalez-Kester's intent to resign after the January 12, 2023, Budget Engagement Commission meeting. Her term expires on March 1, 2023. Ms. Gonzalez-Kester held the Resident Ward 5 seat.

On January 19, 2023, the City Clerk's Office received a resignation from Kittie Aleman. Her term expires on March 1, 2025. Ms. Aleman held the Ward 6 seat on the Commission on Disabilities.

On January 20, 2023, the City Clerk's Office received a resignation from Tanya Humphrey. Her term expires on March 1, 2025. Ms. Humphrey held the Ward 2 seat on the Community Police Review Commission.

The vacancies created by these resignations will be filled with registered voters in compliance with the Charter requirement. Riverside City Charter Section 802 provides that each board and

commission have one representative from each Council Ward.

STRATEGIC PLAN ALIGNMENT:

The Mayor and City Council process for appointing a board/commission member to fill a vacancy on a board or commission contributes to the City Council's Envision 2025 Strategic Plan Priority and Goal:

High Performing Government - Provide world-class public service that is efficient, accessible, and responsive to all, and the following goal:

Goal 5.3 - Enhance communication and collaboration with community members to improve transparency, build public trust, and encourage shared decision-making.

The board/commission appointment process for filling a vacancy aligns with the 5 Cross-Cutting Threads as follows:

1. Community Trust and 2. Equity - Riverside is transparent in providing timely notification when vacancies occur to provide opportunities for residents interested in community engagement and involvement on the City Boards and Commissions.

3. Fiscal Responsibility - Riverside is a prudent steward of public funds and ensures responsible management of the City's financial resources. The City Clerk's Office annual budget includes funding to support and maintain Board and Commission operations administration.

4. Innovation - Board and Commission appointments allow new members to bring innovative ideas to meet the community's changing needs and prepare for the future through collaborative partnerships and adaptive processes.

5. Sustainability & Resiliency - Riverside is committed to meeting the present needs without compromising the needs of the future and ensuring the City's capacity to preserve, adapt and grow during fluctuating times are met. The City is prepared to fill vacancies due to unforeseen resignations by keeping an active pool of applicants.

FISCAL IMPACT:

Recruitment and appointment costs are included annually in the City Clerk's budget.

Prepared by: Donesia Gause, City Clerk
Approved as to form: Phaedra A. Norton, City Attorney