



City of Arts & Innovation

City Council Memorandum

TO: HONORABLE MAYOR AND CITY COUNCIL DATE: JANUARY 17, 2022

FROM: CITY CLERK'S OFFICE WARDS: ALL

SUBJECT: BOARD AND COMMISSION RESIGNATIONS

ISSUE:

File resignations of Bobby S. Hawkins from the Community Police Review Commission Ward 3 seat, John P. Lyell from the Budget Engagement Commission Ward 4 Resident seat, Angel Sanchez, Jr. from the Budget Engagement Commission Citywide Business seat, and Michael Scarano from the Budget Engagement Commission Ward 3 Resident seat.

RECOMMENDATION:

That the Mayor and City Council:

1. File the resignation of Bobby S. Hawkins from the Community Police Review Commission Ward 3 seat;
2. File the resignation of John P. Lyell from the Budget Engagement Commission Ward 4 Resident seat;
3. File the resignation of Angel Sanchez, Jr. from the Budget Engagement Commission Citywide Business seat; and
4. File resignation of Michael Scarano from the Budget Engagement Commission Ward 3 Resident seat.

BACKGROUND:

The Rules of Procedure and Order of Business Resolution 23618, Section 14, Boards, Commissions, and Committees, Subsection G states, "Resignations from City boards and commissions shall be effective immediately upon receipt by the City Clerk, who shall then forward a received resignation to the City Council for filing."

On January 3, 2023, the City Clerk's Office received a resignation from Bobby S. Hawkins. His term expires on March 1, 2024. Mr. Hawkins held the Ward 3 seat on the Community Police Review Commission.

On January 5, 2023, the City Clerk's Office received a resignation from John P. Lyell, Angel Sanchez, Jr. and Michael Scarano. John P. Lyell's and Angel Sanchez, Jr.'s terms expire on March 1, 2024. Michael Scarano's term expires on March 1, 2023. Mr. Lyell held the Ward 4 Resident seat, Angel Sanchez, Jr. held the Citywide Business seat, and Michael Scarano held the Ward 3 Resident seat on the Budget Engagement Commission.

STRATEGIC PLAN ALIGNMENT:

The Mayor and City Council process for filing a board/commission member resignation and preparing 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 filling of a resignation 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 vacancies create opportunities for community members to apply and 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.

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