



*City of Arts & Innovation*

# City Council Memorandum

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**TO: HONORABLE MAYOR AND CITY COUNCIL DATE: MAY 10, 2022**

**FROM: CITY CLERK'S OFFICE WARDS: ALL**

**SUBJECT: BOARD AND COMMISSION APPOINTMENT**

**ISSUES:**

Appoint Jaye Steinbrick to the Board of Library Trustees Ward 3 seat and accept resignation of Cassandra Gonzalez-Kester from the Budget Engagement Commission Business Ward 5 seat and appoint her to the Budget Engagement Commission Resident Ward 5 seat.

**RECOMMENDATIONS:**

That the Mayor and City Council:

1. Appoint Jaye Steinbrick to the Ward 3 seat on the Board of Library Trustees for a term through March 1, 2025;
2. Accept the resignation of Cassandra Gonzalez-Kester from the Budget Engagement Commission Business Ward 5 seat, effective immediately; and
3. Appoint Cassandra Gonzalez-Kester to the Resident Ward 5 seat on the Budget Engagement Commission for a term through March 1, 2023.

**BACKGROUND:**

Councilmember Fierro recommends the City Council appoint Jaye Steinbrick to the Board of Library Trustees, Ward 3 seat for a term ending March 1, 2025.

On April 28, 2022, the City Clerk's Office received a resignation from Cassandra Gonzalez-Kester, effective immediately. Her term expires on March 1, 2025. Ms. Gonzalez-Kester held the Business Ward 5 seat.

Councilmember Plascencia recommends the City Council appoint Cassandra Gonzalez-Kester to the Resident Ward 5 seat for a term ending March 1, 2023.

Riverside City Charter Section 802 provides that each board and commission must have one representative from each Council Ward. The vacancies created will be filled with registered voters in compliance with the Charter requirement.

### **STRATEGIC PLAN ALIGNMENT:**

The Mayor and City Council appointing a board/commission member to initiate the process of filling a vacancy 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 acceptance of resignations 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.

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Approved as to form: Phaedra A. Norton, City Attorney