City Clerk's Office

City Council Meeting
May 2, 2023

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THE MISSION

To enhance **community trust** and promote **equitable public services** by providing accessible and efficient legislative support, digital services and city records to residents, city council, city staff, and business partners. We prioritize **fiscal responsibility** and adapt **innovative solutions** to meet the ever-changing needs of the community in order to support the city's **sustainability** and **resiliency**.

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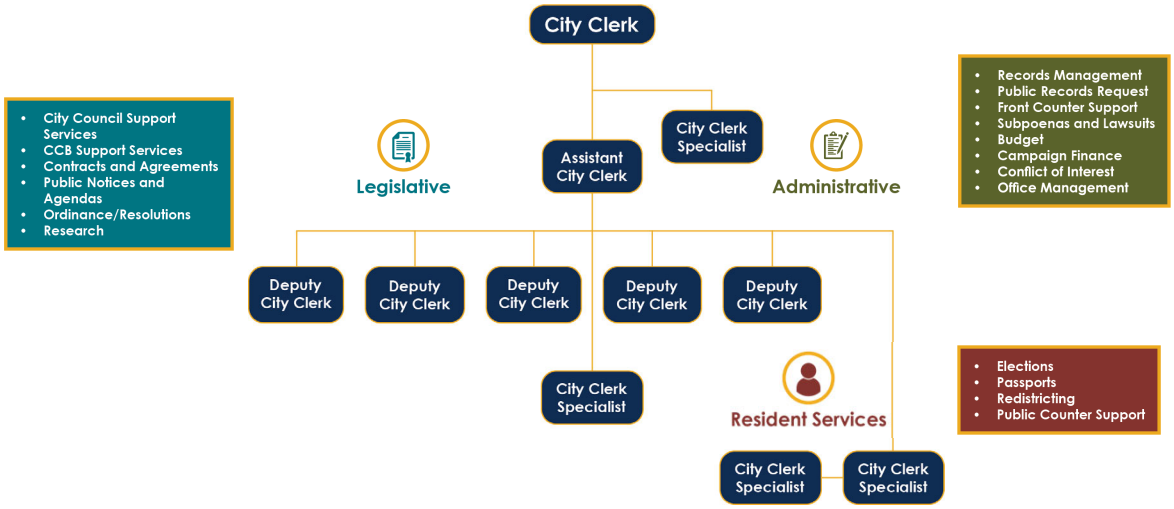
CCO ORGANIZATION CHART



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SERVICE INDICATORS

6,800 passports/5,055 photos

1,132 contracts

1,627 public records requests

less than 3-day average response time to records requests

578 Statements of Economic Interest filers

126 electronic applications received for boards and commissions and 38 applicants appointed

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CCO Project Highlights

- Code of Ethics and Conduct revision
- Reshape Riverside

  - Boards and Commission training and reception
- Passport Acceptance Facility Audit

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EMPLOYEE OF THE YEAR

TO BE ANNOUNCED AT THE MEETING

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STRATEGIC PLAN ALIGNMENT

Strategic Priority No. 5 – *High Performing Government*

Goal No. 5.3 - Enhance communication and collaboration with community members to improve transparency, build public trust, and encourage shared decision-making.

Cross-Cutting Threads

- Community Trust
- Equity
- Innovation
- Fiscal Responsibility
- Sustainability and Resiliency

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