



City of Arts & Innovation

City Council Memorandum

.....

TO: HONORABLE MAYOR AND CITY COUNCIL DATE: JULY 14, 2026

FROM: CITY MANAGER'S OFFICE WARDS: ALL

SUBJECT: APPOINTMENT OF CITY MANAGER PRO TEMPORE

ISSUE:

Appoint the Assistant City Managers to serve as City Manager Pro Tempore during temporary absences or disabilities of the City Manager.

RECOMMENDATIONS:

That the City Council:

1. Confirm the appointment of Assistant City Manager, Edward Enriquez, as City Manager Pro Tempore;
2. Confirm the appointment of Assistant City Manager, Kris Martinez, as City Manager Pro Tempore; and
3. Confirm the appointment of Assistant City Manager, Gil Hernandez, as City Manager Pro Tempore.

BACKGROUND:

Section 603 of the City Charter states, "The City Manager shall appoint, subject to the approval of the City Charter, one of the other officers or department heads of the City to serve as manager pro tempore during any temporary absence or disability of the City Manager."

DISCUSSION:

It is being requested that the City Council confirm the appointments of Assistant City Manager Edward Enriquez, Assistant City Manager Kris Martinez, and Assistant City Manager Gil Hernandez to serve as City Manager Pro Tempore. If approved, the City Manager may then appoint one of these individuals to act in his place if he is temporarily absent or disabled and they may assume all of the responsibilities of the City Manager under the City Charter.

FISCAL IMPACT:

There is no fiscal impact associated with this report.

Approved by: Edward Enriquez, Acting City Manager

Approved as to form: Rebecca McKee-Reibold, Interim City Attorney