



City of Arts & Innovation

City Council Memorandum

TO: HONORABLE MAYOR AND CITY COUNCIL DATE: APRIL 11, 2023
FROM: CITY CLERK'S OFFICE WARDS: ALL
SUBJECT: BOARD AND COMMISSION INTERVIEWS

ISSUE:

Interview applicants for the Community Police Review Commission and Planning Commission.

RECOMMENDATION:

That the Mayor and City Council:

1. Conduct interviews and appoint an applicant to the Citywide seat on the Community Police Review Commission for term ending March 1, 2027;
2. Conduct interviews and appoint an applicant to the Ward 3 seat on the Community Police Review Commission for term ending March 1, 2024; and
3. Conduct interviews and appoint an applicant to the Ward 3 seat on the Planning Commission for term ending March 1, 2025.

BACKGROUND/LEGISLATIVE HISTORY:

The City Council Rules of Procedure and Order of Business (Resolution No. 23618) Section XIV(A) provides that the Mayor's Nominating and Screening Committee (MNSC) review applications submitted and identify applicants for an interview with the Mayor and City Council for vacancies on the Community Police Review Commission, Board of Ethics, Planning Commission, and Board of Public Utilities.

On March 7, 2023, the MNSC, with Chair Lock Dawson and Members Cervantes and Perry present and Member Conder absent, considered the applications submitted and referred the following for interviews by the Mayor and City Council:

Community Police Review Commission – Citywide seat through 2027

Violet L. Gutierrez
Adam N. Torres
Bryan C. Thomas
Sharon L. Lazzarini
Cheryl M. Romano
Gregory B. Hutchins

Community Police Review Commission – Ward 3 seat through 2024

Constance B. Whalin

Janice E. Bielman

Planning Commission – Ward 3 seat through 2025

Alan J. Meyer

DISCUSSION:

Applicants selected by the MNSC were notified of the date and time of their interview at which time Constance B. Whalin and Janice E. Bielman advised they were no longer interested in serving on the Community Police Review Commission Ward 3 seat.

On March 15, 2023, Councilmember Fierro referred Rafael Elizalde for interview for the Ward 3 seat on the Planning Commission in accordance with the City Council Rules of Procedure and Order of Business.

STRATEGIC PLAN ALIGNMENT:

The Mayor and City Council conducting interviews for boards and commissions 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 responsible 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 appointment to a board and commission aligns with the Envision 2025 Cross-Cutting Threads as follows:

1. **Community Trust** – Riverside is transparent makes decisions through sound policy, inclusive community engagement, involvement of City Boards and Commissions, and timely and reliable information. The City's involvement with the interview process is transparent and serves the public interest, as these interviews are conducted in a public meeting.
2. **Equity** – Riverside residents are encouraged to apply to all City Boards and Commissions. The City supports racial, ethnic, religious, sexual orientation, identity, geographic, and other diversity attributes and is committed to advancing equity through fair treatment and recognition of rights. The demographics section is removed on the application when selecting applicants for interviews, allowing for an unbiased selection process.
3. **Fiscal Responsibility** – Riverside is a prudent steward of public funds and ensures responsible management of the City's financial resources while providing quality public services to all. Boards and commissions ensure quality services are provided to all with fiscal responsibility as a priority. The City Clerk's Office annual budget includes funding to support and maintain Boards and Commissions processes.

4. **Innovation** – Through collaborative partnerships and adaptive processes, board and commission interviews allow new members to bring innovative ideas to meet the community's changing needs and prepare for the future.
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 persevere, adapt and grow during fluctuating times alike. It is essential to keep boards and commissions active and engaged in maintaining sustainable and resilient programs and services and monitoring and promoting innovation for a more sustainable future.

FISCAL IMPACT:

Recruitment and appointment costs are funded in the City Clerk's Office budget.

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

Concurs with:

A handwritten signature in cursive script that reads "Patricia Lock Dawson".

Mayor Patricia Lock Dawson, Chair
Mayor's Nominating and Screening Committee

Attachments: Interview Schedule
Community Police Review Commission Roster
Community Police Review Commission Applications
Planning Commission Roster
Planning Commission Applications