



City of Arts & Innovation

City Council Memorandum

TO: HONORABLE MAYOR AND CITY COUNCIL DATE: APRIL 9, 2024

FROM: CITY CLERK'S OFFICE WARDS: ALL

SUBJECT: BOARD AND COMMISSION APPOINTMENT AND RESIGNATION

ISSUES:

Appoint Benjamin W. Stewart to Planning Commission Ward 2 seat and file resignation of Brian C. Smith from the Budget Engagement Commission Ward 5 Resident seat.

RECOMMENDATIONS:

That the Mayor and City Council:

1. Appoint Benjamin W. Stewart to the Planning Commission, Ward 2 seat for a term through March 1, 2027; and
2. File the resignation of Brian C. Smith from the Budget Engagement Commission Ward 5 Resident seat.

BACKGROUND:

Riverside City Charter Section 802 provides that each board and commission have one representative from each Council Ward.

Pursuant to Resolution 24076, Section XIV (A), Councilmember Cervantes recommends that the City Council appoint Benjamin W. Stewart to the Planning Commission Ward 2 seat for a term through March 1, 2027.

On Wednesday, March 13, 2024, the City Clerk's Office received a resignation from Brian C Smith. Mr. Smith held the Ward 5 Resident seat on the Budget Engagement Commission. His term expires on March 1, 2027.

STRATEGIC PLAN ALIGNMENT:

The Mayor and City Council process for filing a board/commission member 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 board/commission resignation and appointment process for filling a vacancy 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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