

A Resolution

NO. _____

APPOINTING RON GONZALES AS ACTING CITY SECRETARY EFFECTIVE JULY 1, 2021

WHEREAS, Mary J. Kayser was appointed by the City Council on January 10, 2012 to serve as the City Secretary for Fort Worth per Chapter III, Section 7 of the City Charter; and

WHEREAS, Mary J. Kayser has informed the City Council that she will retire from her position as City Secretary for the City of Fort Worth on Wednesday, June 30, 2021; and

WHEREAS, Chapter 2, Section 2-33 of the City Code provides, in part, that whenever a vacancy in the office of City Secretary shall occur for any reason, the assistant secretary or assistant to the city secretary shall act as City Secretary and possess all the rights and powers of the City Secretary and perform all the duties under the official title of assistant city secretary until an appointment is made by the city council to fill the vacancy; and

WHEREAS, the City intends to undertake a national competitive process to select the most highly qualified candidate to serve as City Secretary and that process is expected to last a number of weeks; and

WHEREAS, it is recommended that an individual be formally designated to serve as City Secretary on an interim basis until the selection and appointing process is completed in order to ensure continuity and a smooth transition during the interim period; and

WHEREAS, Ron Gonzales has been the Assistant City Secretary for Fort Worth since January 31, 2009, and has the requisite training, certification, and experience to serve in the role of Acting City Secretary; and

WHEREAS, the City Council hereby designates assistant city secretary Ron Gonzales as Acting City Secretary to perform all the duties and have all the rights and powers of the City Secretary under this title and be compensated for the position of Acting City Secretary as determined by the City Manager in accordance with Section 2.8.6 of the Personnel Rules and Regulations until a new City Secretary is appointed by the City Council

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FORT WORTH, TEXAS, THAT:

Ron Gonzales be designated as Acting City Secretary effective July 1, 2021, with all the duties and powers of the City Secretary until a new City Secretary is appointed by the City Council.

Adopted this _____ day of _____ 2021.

ATTEST:

By: _____
Mary Kayser, City Secretary