



**CITY of CALABASAS**

**CITY COUNCIL AGENDA REPORT**

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**DATE: DECEMBER 30, 2020**

**TO: HONORABLE MAYOR AND COUNCILMEMBERS**

**FROM: SCOTT H. HOWARD, CONTRACT CITY ATTORNEY  
MATTHEW T. SUMMERS, ASSISTANT CITY ATTORNEY  
COLANTUONO HIGHSMITH & WHATLEY, PC**

**SUBJECT: ADOPTION OF RESOLUTION NO. 2021-1712, APPOINTING KINDON  
MEIK AS CITY MANAGER AND APPROVING PROPOSED EMPLOYMENT  
CONTRACT**

**MEETING  
DATE: JANUARY 13, 2021**

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**SUMMARY:**

The City Council has been recruiting for a new City Manager since May 18, 2019. After a nationwide search, the Council gave direction to the Mayor, in consultation with the City's Executive Recruitment Consultant, Heather Renshler of Ralph Anderson & Associates, to negotiate a contract to retain the services of Kindon Meik as the new City Manager for the City of Calabasas. The Mayor has completed negotiations and a contract has been drafted, executed by Mr. Meik, and is now presented for consideration by the City Council.

In summary, the terms of the employment agreement are substantially similar to the terms of the previous City Manager's employment agreement, as amended. Among other provisions, the agreement entitles Mr. Meik to a specified salary, benefits and reimbursement of expenses. Periodic performance evaluations are required. A severance package is included and triggered only if the agreement is terminated without cause as more specifically outlined in the agreement.

**FISCAL IMPACT/SOURCE OF FUNDING:**

The City's current budget contains sufficient appropriations to cover the salary, benefits, and other financial obligations.

**SUMMARY RECOMMENDATION:**

If the Council desires to approve the employment agreement for the new City Manager as outlined above, you should adopt the proposed Resolution appointing Kindon Meik as City Manager approving the employment agreement and authorizing the Mayor to sign it on behalf of the City. If approved by the Council, the agreement will be effective March 15, 2021, or such earlier date as may be agreed by the Mayor and Mr. Meik.

**ATTACHMENTS:**

A: Resolution No. 2021-1713

B: Employment Agreement between Kindon Meik and the City of Calabasas.