



CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

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**DATE: MAY 25, 2023**

**TO: HONORABLE MAYOR AND COUNCILMEMBERS**

**FROM: KINDON MEIK, CITY MANAGER**

**SUBJECT: ADOPTION OF RESOLUTION NO. 2023-1853, APPOINTMENT AND EMPLOYMENT CONTRACT FOR INTERIM PUBLIC WORKS DIRECTOR/CITY ENGINEER**

**MEETING**

**DATE: MAY 31, 2023**

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**SUMMARY:**

With the recent retirement of the Director of Public Works/City Engineer, the City is seeking an interim Director to manage the Public Works Department while a recruitment for a permanent Director takes place. The City Manager interviewed a pool of candidates and extended an offer to Philip Lanzafame, who has the required background and expertise in City Management having served the City of Glendale in various capacities from 1996 to 2022.

The attached Employment Agreement includes provisions for salary, and other terms and conditions of the temporary employment consistent with state laws and regulations. The Agreement, if approved, becomes effective June 1, 2023, and would terminate by January 1, 2024, unless sooner terminated by the parties or a permanent appointment of a new Director takes place.

**FISCAL IMPACT/SOURCE OF FUNDING:**

The City's current budget contains sufficient payroll appropriations to cover the salary.

**SUMMARY RECOMMENDATION:**

If the City Council desires to approve the agreement for Interim Director of Public Works/City Engineer as outlined above, Resolution No. 2023-1853 should be adopted, appointing Philip Lanzafame and authorize the City Manager to sign the agreement on behalf of the City.

**ATTACHMENT:**

A - Resolution No. 2023-1853

B - Employment Agreement with Philip Lanzafame