

RESOLUTION NO. 2024-1917

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALABASAS, CALIFORNIA, APPROVING THE APPOINTMENT OF LISA POPE AS CITY CLERK AND RATIFYING TEMPORARY AND DEPUTY APPOINTMENTS

WHEREAS, the California Government Code and Calabasas Municipal Code Section 2.12.010 requires that the City Manager appoints a City Clerk, with City Council approval; and

WHEREAS, the City Council desires to appoint a City Clerk to ensure the efficient operation of the City government; and

WHEREAS, the City Council also desires to ratify the City Manager's temporary appointment of City Clerk deputies to ensure the efficient operation of the City during the vacancy in the office of the City Clerk and to approve the appointment of such persons as deputies as of July 15, 2024.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CALABASAS AS FOLLOWS:

1. Effective July 15, 2024, Lisa Pope is hereby appointed the City Clerk of the City of Calabasas.
2. The City Clerk may appoint such deputies as are deemed necessary and convenient for the efficient operation of the City, subject to the approval, by minute action, of the City Council.
3. The City Clerk may delegate such duties and responsibilities as are deemed appropriate to any deputy appointed thereby, subject to approval, by minute action of the City Council.
4. In the event of the absence or disability of the City Clerk, the City Manager may temporarily appoint deputies as are deemed necessary and convenient for the efficient operation of the City, subject to the approval or ratification where necessary, by minute action, of the City Council.
5. The City Council hereby ratifies the City Manager's temporary appointment of Analuz Mendoza as Interim City Clerk, and the temporary appointment of Annie Krydilyan as a deputy of the City Clerk to ensure the efficient operation of the City during the vacancy in the office of the City Clerk.

6. The City Clerk shall certify to the adoption of this resolution and shall cause the same to be processed in the manner required by law.

PASSED, APPROVED AND ADOPTED this 31st day of July 2024.

Alicia Weintraub, Mayor

ATTEST:

APPROVED AS TO FORM:

Lisa Pope, City Clerk

Matthew T. Summers
Colantuono, Highsmith & Whatley, PC
City Attorney