

AGENDA ITEM SUMMARY

City Council



STAFF

Rupa Venkatesh, Assistant City Manager

SUBJECT

Resolution 2024-007 Approving the Appointment of Heather Walls as Interim City Clerk Effective February 4, 2024.

EXECUTIVE SUMMARY

The purpose of this item is to appoint Heather Walls as Interim City Clerk.

STAFF RECOMMENDATION

Staff recommends adoption of the Resolution.

BACKGROUND / DISCUSSION

City Clerk Anissa Hollingshead separated from the organization on January 18, 2024. The recruitment and selection process to hire a City Clerk is expected to take several months, and the appointment of an Interim City Clerk is necessary to carry on the responsibilities of the City Clerk.

Following an internal recruitment to identify a qualified Interim City Clerk, City Manager Kelly DiMartino has appointed Heather Walls, effective February 4, 2024. Pursuant to Article II, Section 12 of the City Charter, such appointment requires the approval of Council.

CITY FINANCIAL IMPACTS

None.

BOARD / COMMISSION / COMMITTEE RECOMMENDATION

None.

PUBLIC OUTREACH

None.

ATTACHMENTS

1. Resolution for Consideration