



AGENDA ITEM SUMMARY FORM

MEETING DATE: 06/12/23

PREPARED BY: Melissa Marsh, City Manager

AGENDA ITEM CONTENT: Confirmation of Deputy City Manager & appointment as Acting in City Manager's absence

AGENDA ITEM SECTION: Reports

BUDGETED AMOUNT: \$0

FUNDS REQUESTED: \$0

FUND:

EXECUTIVE SUMMARY:

Confirmaton of Deputy City Manager and appointment as Acting City Manager in City Manager's absence as required by City Charter Section 3.9. See attached report.

RECOMMENDATION:

To confirm the appointment of Cheryl Rottmann as Deputy City Manager/City Clerk and appoint her as Acting City Manager during any temporary absence of the City Manager from the City.