



City Council Staff Report

Subject: Acting City Clerk Appointment

Date: August 8, 2023

Submitted By: Aly Zimmermann, City Manager

Department: City Manager's Office

Recommendation:

Adopt a Resolution of the City Council of the City of Rocklin, Appointing Haley Reid, Management Analyst as Acting City Clerk.

Background:

The former City Clerk separated from City employment on July 28, 2023. In order to maintain continuity in the immediate term, staff recommends appointing Haley Reid, Management Analyst to serve as acting City Clerk.

Staff anticipates this appointment to be for approximately 2-3 months, during which time an active recruitment to select a City Clerk will be underway. Following the selection of a new City Clerk, the City Council will appoint that person to permanently serve the City of Rocklin as City Clerk.

Fiscal Impact:

Mrs. Reid will receive a pay increase of 15% solely for the hours when she is serving as the Acting City Clerk. It is anticipated that she will be serving in this capacity for approximately 10 hours per week.

ATTACHMENTS:

[1. Resolution](#)