

December 16, 2019

**RESOLUTION 2019-41**

**A RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF WESTLAKE, FLORIDA, APPOINTING ZOIE P. BURGESS TO SERVE AS CITY CLERK FOR THE CITY OF WESTLAKE, AND PROVIDING AN EFFECTIVE DATE.**

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**WHEREAS**, the function of the City Clerk is to keep and maintain the business records for the City, to provide for authentication and recording in full, the minutes of meetings, and all ordinances and resolutions adopted by the Council, which should be public records; and

**WHEREAS**, the City Manager is hereby designating, Zoie P. Burgess, with the firm of Inframark, Inc, to serve in the capacity of City Clerk, for the City of Westlake, and;

**WHEREAS**, the City of Westlake is in agreement with Zoie P. Burgess being designated as the City Clerk for the City of Westlake.

**NOW THEREFORE**, BE IT RESOLVED BY THE CITY COUNCIL FOR THE CITY OF WESTLAKE, FLORIDA:

- Section 1.** The above recitals are true and correct and are incorporated herein by this reference.
- Section 2.** The City Council for the City of Westlake designates Zoie P. Burgess as the Clerk for the City of Westlake.
- Section 3.** This resolution shall become effective immediately upon its adoption.

**PASSED AND APPROVED BY** the City Council for the City of Westlake, Florida, this 16<sup>th</sup> day of December 2019.

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City of Westlake  
Roger Manning, Mayor

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City Clerk

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Pam E. Booker, City Attorney