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For Immediate Release:

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City of Ventura announces appointment of City Clerk

Ventura City Manager Mark Watkins is pleased to announce the appointment of Antoinette Mann to the position of City Clerk.

Ms. Mann brings over 20 years of experience to the City Clerk profession. Most recently, she has served as a Deputy City Clerk for the City of Thousand Oaks, where she has experience in an array of City Clerk services, including preparation of the City's public agenda process, Brown Act compliance, municipal election administration, records management, and Public Records Act administration. Ms. Mann has also served as a Records Manager consultant to other local government organizations and is an expert in the field.

Ms. Mann has a bachelor's degree in Business Administration from California State Northridge, and holds professional certificates as Master Municipal Clerk, Certified Municipal Clerk, and Certificated Records Manager. She is a member of the International Institute of Municipal Clerks, the California City Clerks Association, the Association of Records Managers and Administrators, and the International Institute of Certified Records Managers.

"The City is looking forward to Antoinette being a leader in our continuing efforts to meet the City Council Goal of enhancing public trust. She brings the qualities and experience that we were looking for to carry the City Clerk Office into the future and we look forward to her joining our management team," said City Manager Mark Watkins.

In her role as the City Clerk, Ms. Mann will oversee the council meeting agendas and minutes process, manage recruitment for appointments on city boards and committees, coordinate regular municipal and special elections, serve as the custodian of official records and oversee the citywide records management program including preparing and maintaining records of council legislative actions, along with a host of other responsibilities of the Office.

Mann was selected through an open, competitive recruitment process and will assume the position on June 20, 2016.

The release is available on the City of Ventura website www.cityofventura.net. -- ###--

