



## AGENDA REPORT SUMMARY

**Meeting Date:** May 10, 2022

**Subject** Proclamation for retired City Clerk

**Prepared by:** Jon Maginot, Assistant City Manager

**Approved by:** Gabriel Engeland, City Manager

**Attachment(s):**

1. City Council Proclamation

**Initiated by:**

City Council

**Previous Council Consideration:**

April 26, 2022

**Fiscal Impact:**

None

**Environmental Review:**

Not applicable

**Policy Question(s) for Council Consideration:**

- Council is asked to affirm the proclamation given on April 26, 2022

**Summary:**

- Council issued a proclamation recognizing outgoing City Clerk Andrea Chelemengos for her service to the City on April 26, 2022

**Staff Recommendation:**

Affirm the City Council Proclamation for retired City Clerk Andrea Chelemengos

---

City Manager

GE

**Reviewed By:**

City Attorney

JH

Finance Director

JE

---



**Subject:** Proclamation for retired City Clerk

---

**Purpose**

To affirm a proclamation given on April 26, 2022

**Background**

Per the City Council Norms and Procedures “proclamations are discretionary public announcements directing attention to a local resident, organization, or event. The Mayor, without formal action of the Council, may issue proclamations.”

On April 26, 2022, the City Council, at the request of the Mayor, issued a proclamation for outgoing City Clerk Andrea Chelemengos in recognition of her retirement.

**Discussion/Analysis**

Although the issuance of a proclamation is at the discretion of the Mayor, Mayor Enander felt it appropriate that the entire Council sign the proclamation for Ms. Chelemengos. While the issuance of this proclamation is not a formal action and given the desire to have the proclamation be a surprise to Ms. Chelemengos on April 26, Council is now asked to affirm the proclamation.

**Recommendation**

The staff recommends Council affirm the proclamation previously given.