



AGENDA ITEM SUMMARY FORM

MEETING DATE: 08/24/26

PREPARED BY: Melissa Marsh, City Manager

AGENDA ITEM CONTENT: Confirmation of City Clerk Appointment

AGENDA ITEM SECTION: Reports

BUDGETED AMOUNT: \$0

FUNDS REQUESTED: \$

FUND: 101-216

EXECUTIVE SUMMARY:

See attached.

RECOMMENDATION:

Consistent with the Charter, I am recommending that City Council confirm the appointment of Mary Daley as City Clerk at the August 24, 2026 Regular City Council Meeting. I believe this appointment provides the City with an experienced candidate who can assume the responsibilities of the position with a limited learning curve while also supporting the City's longer-term succession planning for the City Clerk and Elections Office.