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MEMO

To: Mayor and City Council
From: Steven L. Schainker, City Manager
Date: July 26, 2022
Subject: Confirmation of City Clerk Appointment

On August 1, Diane Voss is retiring as City Clerk, a role which she has held since 1998. After conducting a national search for her successor, I am pleased to inform you that Deputy City Clerk Renee Hall has been appointed to the position of City Clerk, effective August 2, 2022.

Section 2.26 of *Municipal Code* indicates that the City Clerk is appointed by the City Manager, effective only with the confirmation of the appointment by the City Council. Therefore, I am requesting the Council's confirmation of Renee's appointment to this critical customer service and leadership role in the organization.