



*Town of Yountville*

*"The Heart of the Napa Valley"*

# PROCLAMATION

## Celebrating the 52<sup>nd</sup> Annual Professional Municipal Clerks Week May 2 - 8, 2021

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**WHEREAS**, the office of the Municipal Clerk is a vital part of local government that exists throughout the world and provides the professional link between the citizens, local governing bodies and agencies of government at other levels; and

**WHEREAS**, Municipal Clerks have pledged to perform their duties with integrity, neutrality and impartiality. They remain current with the affairs of the office through educational programs, such as New Law Workshops and City Clerk's Association annual meetings of their state, county and international professional organizations; and

**WHEREAS**, Municipal Clerks strive constantly to improve the administration of the affairs of the office consistent with applicable laws and through sound management practices to fulfill responsibilities to the community and others; and

**WHEREAS**, the Municipal Clerk for the Town of Yountville serves as the Town's Election Official, Records Manager, Political Reform Act Filing Officer, prepares and distributes Town Council agendas in accordance with the Brown Act, maintains the legislative record of Council proceedings, oversees Board and Commission appointments, provides support to the Town Council and Town Manager, and acts as the custodian of the Town Seal; and

**WHEREAS**, Michelle Dahme has served as the Town of Yountville Town Clerk since July of 2006 and has worked in municipal government since 1997. Michelle is also a member of the International Institute of Municipal Clerks (IIMC) and the City Clerks Association of California (CCAC), and has been a member of the Municipal Management Association of Northern California (MMANC).

**NOW, THEREFORE BE IT RESOLVED THAT**, I, John F. Dunbar, Mayor of the Town of Yountville, do recognize the week of May 2 through 8, 2021, as Municipal Clerks Week and extend appreciation to Michelle Dahme and all Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.

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John F. Dunbar, Mayor