

RESOLUTION NO. 2007-26

A Resolution Honoring City Clerk Sandra M. Ingram

WHEREAS, Sandra M. Ingram has completed twenty years of employment with the City of Cedarburg in the City Clerk's Office, seven years as City Clerk and thirteen years as Deputy Clerk; and

WHEREAS, during these twenty years, Sandra M. Ingram has conscientiously and capably served the City of Cedarburg and its citizens and has been dedicated to the highest principles of community service; and

WHEREAS, Sandra M. Ingram has served under six Mayors and numerous Common Councils during her tenure, and in the absence of the City Clerk and City Administrator she put forth an extraordinary work effort to assure the continued efficiency of those offices; and

WHEREAS, Sandra M. Ingram was instrumental in the completion of significant projects including streamlining the City's liquor licensing procedures, creating a film permit procedure, developing a policy for Certificate of Insurance requirements, scanning the Municipal Code to provide greater accessibility, developing an in-house recodification process for the City's Municipal Code, conducting extensive research related to permit fees, implementing a rental program for photocopier equipment through the State of Wisconsin, researching and developing a tracking procedure for Council actions, developing an orientation program for new Council members and new employees in the Clerk's Office, participating in the 1990 Census and supervising the redistricting of aldermanic districts following the 2000 Census, administering the implementation of the "Help America Vote Act" and new touch-screen voting equipment, and developing and managing the City's Website since 1997; and

WHEREAS, in addition, Sandra M. Ingram demonstrated outstanding leadership, a cost-saving approach to budget management, and an exceptional talent for composing ordinances, resolutions and proclamations; and

WHEREAS, Sandra M. Ingram has promoted the Clerk's role in government by serving as a District V Co-Director as well as serving on the Special Projects and Professional Education Committees for the Wisconsin Municipal Clerks Association, and achieving her Master Municipal Clerk designation from the International Institute of Municipal Clerks Association; and

WHEREAS, the City of Cedarburg, as well as Sandra's co-workers and peers have greatly benefited from her professional skills, and courteous and positive attitude during her years of service to the community.

NOW, THEREFORE, BE IT RESOLVED that the Common Council of the City of Cedarburg hereby joins the citizens of the City and her colleagues in expressing their sincere appreciation to Sandra M. Ingram for her many accomplishments, and extend their best wishes to her for a well deserved and enjoyable retirement.

Passed and adopted this 14<sup>th</sup> day of May, 2007.

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Gregory P. Myers, Mayor

Attest:

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Amy D. Kletzien, Deputy City Clerk

