

**AGENDA
CITY OF VICTOR
SPECIAL CITY COUNCIL MEETING
AUGUST 4, 2022 – 6:00 P.M.**

The Victor City Council encourages and appreciates the community's interest in attending City Council meetings. Members of the public who are called to speak on an agenda item will be limited to a three-minute presentation.

- I. CONVENE REGULAR MEETING
PLEDGE OF ALLEGIANCE
INVOCATION**
- II. ROLL CALL**
- III. NEW BUSINESS**
 - A. APPOINTMENT OF CITY CLERK TO FILL VACANCY CREATED BY CLARK EASTIN'S RESIGNATION. ADMINISTER OATH OF OFFICE. ☒**
- IV. ADJOURNMENT**

Note: Any item on this agenda may be subject to a vote by City Council. Assistance for the hearing, visually, or physically impaired may be provided upon request. Please inquire at the office of the City Clerk, 1-719-689-2284, or to P. O. Box 86, Victor, CO 80860.

For persons with hearing impairments, please call RELAY COLORADO at 711 or 1-800-659-2656 and request "City of Victor at 719-689-2284."

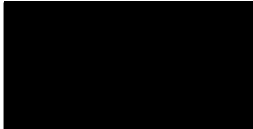
The City of Victor supports efforts to affirmatively further fair housing.

THIS INSTITUTION IS AN EQUAL OPPORTUNITY PROVIDER AND EMPLOYER.

City of Victor

500 Victor Avenue

Melissa Marron



07/20/2022

To Whom It May Concern,

Please accept this letter of my intent to run for the position of City Clerk/Treasurer for the city of Victor. My seven years of service to the State of Colorado in my role as a Court judicial Assistant in Cripple Creek has influenced my interest to apply for this opportunity serving the Victor community as its Clerk. Although I am not entirely familiar with the total structure of city government or all the functions that it holds, I understand the importance of this component of the public sector working efficiently and effectively. I perceive this position as an ideal educational opportunity to expand my understanding of city government and to contribute to Victor's productivity while also being mostly a stay at home parent to my young daughters.

Skills I've gained working in the judicial branch that I believe are applicable to the core competencies pertaining to the City Clerk are as follows; ability to maintain organized work, to communicate carefully and thoughtfully, to ask for clarification, to put forth the mental effort necessary for learning unfamiliar duties, to be solution-oriented, and to interact with citizens with patience, professionalism, and respect. Although several of the responsibilities related to this position would be new to me, I would be eager to learn all that is necessary to perform the tasks with accuracy and care.

I will have been a resident of Victor for two years in October 2022. Currently, I do not have a notary public certification, but I do have experience certifying court documents from my position as a deputy clerk and am willing to obtain necessary certification.

Sincerely,

Melissa Marron

