

The Office of the City Clerk

To uphold constitutional government and the laws of the community;

To so conduct public and private life as to be an example to fellow citizens;

To impart to the profession those standards of quality and integrity that the conduct of the affairs of the office shall be above reproach and to merit public confidence in the community;

To be ever mindful of neutrality and impartiality, rendering equal service to all and to extend the same treatment one would wish to receive themselves;

To record that which is true and preserve that which is entrusted to this office as if it were our own; and,

To strive constantly to improve the administration of the affairs of the office consistent with applicable laws and through sound management practices to produce continued progress and so fulfill the responsibilities to the community and others.