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**Contact:** Sonia Lee, Public  
Information Officer  
**Phone:** (650) 947-2611  
**Email:** [slee@losaltosca.gov](mailto:slee@losaltosca.gov)

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## **CITY OF LOS ALTOS WELCOMES NEW CITY CLERK**

Los Altos, Calif. – May 11, 2020 – The City of Los Altos welcomes Andrea Chelemengos as its City Clerk, responsible for facilitating the conduct of business by the City Council, and fulfilling legal requirements set forth in the City Code and State law.

Chelemengos joined the City on May 4, 2020, filling a vacancy left open following the departure of former City Clerk, Dennis Hawkins. Deputy City Manager, Jon Maginot, has served as the City Clerk during the transition. A longtime Bay Area resident and government official, Chelemengos started her career in public service in 1989 with the City of Los Altos as the Secretary for the Planning Department and Planning Commission until May 1994.

Chelemengos served the City of Monte Sereno for 26 years as its City Clerk, five of which she concurrently served as the Assistant City Planner. During her time, she received her Master Municipal Clerks Certification. This certification provided her with more complex training and expertise needed to serve the Monte Sereno community and now Los Altos. Outside of her duties as a City Clerk, she coordinated events like the City-wide resident picnic, served as the staff liaison for the Youth Commission, and curated community building activities.

“After all these years, I’m grateful for the opportunity to serve the Los Altos community again,” said Chelemengos. “Having spent my professional career in a *small town*, I intend to preserve the unique level of comradery amongst residents while facilitating transparency though proper maintenance of City records.”

Chelemengos joins the City Manager’s Office, where she will participate in regular City Council meetings by recording official actions and legislation of the Council, documenting the proceedings of meetings, and retaining other legal and historical records. Additionally, her role works closely with City Commissions, providing support and guidance to Commission liaisons, and conducting Commission recruitment.

The City of Los Altos couldn’t be more thrilled to welcome back such an accomplished leader. We look forward to introducing her to the community at the next City Council meeting on Tuesday, May 12, 2020.

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