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May 2025

Cincinnati Mayor and Council
801 Plum Street
Cincinnati, Ohio 45202

Dear Mayor and Members of Council:

This letter is to inform you that after much consideration, I have decided it is time for me to move on to the next chapter of my life's journey; therefore, I will be retiring from my position as Clerk of Council and will not be seeking reappointment as Clerk of Council at the end of the current Mayor/Council term. **The final date for my retirement is still being worked out and I will let you know as soon as that date is established.**

I am giving you this letter in advance of my actual retirement date in order to give you enough notice since this is an election year and there will be a lot of moving parts happening around the same time Council will be working to choose an appointee to fill the position of Clerk of Council as I am exiting. (Elections, on-boarding, offboarding, office moves, inauguration, Charter amendments on ballot, State notifications, etc.).

I have enjoyed the experience working in the Clerk's Office and appreciate the professional opportunities I have received while meeting so many new people and growing through the challenges during my 31+ year tenure.

I wish each of you nothing but positive blessings in whatever direction life has for you.

Sincerely,



Melissa Autry, CMC
Clerk of Council

C: Clerk of Council's Office Team