

City Clerk

The City Clerk's department makes every effort to provide quality administrative support to the City's elected officials and staff, and to serve the public by providing a liaison between the community and government through the dissemination of information. The City Clerk is appointed by and serves at the pleasure of the City Council.

The Clerk's department maintains all official records of the City of Adak, covering areas including, but not limited to City-owned property, ordinances, resolutions, and minutes. While not all of these records are available online, the City Clerk's Office is more than happy to assist in the research of any records administered by the office. The Clerk's Department prepares and posts public notices and agendas, prepares information for packets for City Council meetings, and records minutes of the meetings. Additionally, the Clerk's Department is responsible for maintaining official records, administering oaths of office, records retention, administration of elections, issuance of business licenses, and telephone and mail support for City Hall.

Elections Information

[Archived Documents \(Minutes, Meeting Agendas, Resolutions, Ordinances\)](#)

[Municipal Code of Ordinances](#)