



OFFICE OF THE MAYOR

Sumbul Siddiqui
Mayor

To: Cambridge City Council
From: Sumbul Siddiqui, Mayor
Date: January 22, 2026
Subject: Announcement of Clerk search process

To the Honorable, the City Council

I write to formally outline the recent history of the City Clerk search process and the path forward.

In the spring of 2025, Diane LeBlanc notified the City of her intent to retire from her position as City Clerk. In response, on March 31 2025, the City issued [Policy Order 2025 #42](#) appointing Paula M. Crane as Interim City Clerk, effective June 1, 2025.

Subsequently, on June 30, 2025, the Council passed [Policy Order 2025 #102](#), which initiated the formal search process for a permanent City Clerk through the establishment of a screening committee. The City Council is the appointing authority for the position of City Clerk. The purpose of the screening committee is to review and evaluate applicants for the position and report back to the full City Council for the public interviewing of recommended finalists.

A screening committee was convened between September 9 and October 10, 2025, during which time applicants were reviewed and narrowed. However, the process was later halted due to various circumstances.

Most recently, on December 8, 2025, Ms. Crane's interim appointment [was extended for an additional six months](#), ensuring continuity in the Clerk's office and the completion of an equitable, thoughtful, and transparent hiring process for a permanent City Clerk.

For this reason, I have submitted an order for today's agenda that would move this process forward, starting with the appointment of members to the reconvened City Clerk Preliminary Screening Committee. I look forward to being in touch with updates.

Sincerely,

Sumbul Siddiqui