

**CITY OF PALMER
ACTION MEMORANDUM NO. 11-043**

Subject: Approve the Resignation of Planning and Zoning Commission Member Rhonda Preslar

Agenda of: August 9, 2011

Council Action: Approved _____

Approved for presentation by:

City Manager	_____
City Attorney	_____
City Clerk	_____

Certification of Funds:

Total amount of funds listed in legislation: \$ 0

This legislation (√):

Has no fiscal impact

Funds are budgeted from this (these) line item(s): ➤

➤

Funds are not budgeted. Budget modification is required. Affected line item(s):

➤

➤

Unrestricted/undesignated fund balance (after budget modification) \$ _____

Director of Finance signature certifying funds: _____

Attachment(s):

- Resignation Letter

Summary statement: Palmer Municipal Code 2.20.321 requires the council to approve resignations by members of the Planning and Zoning Commission.

Rhonda Preslar has submitted her resignation effective June 3, 2011.

The Clerk has begun the advertising process to fill the vacancy created by Planning and Zoning Commission Member Preslar and will forward applications to the Mayor for appointment and to the council for confirmation.

Administration recommendation: Approve action memorandum 11-043.