

**City of Palmer
Action Memorandum No. 16-063**

Subject: Approving Board Member John Lee's Resignation from the Board of Economic Development

Agenda of: September 13, 2016

Council Action: APPROVED

Originator Information:

Originator: Mayor Johnson – via City Clerk
Date: August 25, 2016 **Requested agenda date:** September 13, 2016

Department Information √:

Route to:	Department Director:	Signature:	Date:
_____	Community Development	_____	_____
_____	Finance	_____	_____
_____	Fire Department	_____	_____
_____	Police Department	_____	_____
_____	Public Works	_____	_____

Approved for presentation by:

	Signature:	Remarks:
City Manager	<u></u>	_____
City Attorney	<u></u>	_____
City Clerk	<u></u>	_____

Certification of Funds:

Total amount of funds listed in this legislation: \$ 0

This legislation (√):

Has no fiscal impact Creates a positive impact in the amount of: \$ _____
 Creates a negative impact in the amount of: \$ _____

Funds are (√):

Budgeted Line item(s): _____
 Not budgeted Affected line item(s): _____

General fund unassigned balance (after requested budget modification): \$ _____

Enterprise unrestricted net position (after requested budget modification): \$ _____

Director of Finance Signature: 

Summary Statement: Palmer Charter Chapter II Section 2.9 requires the council to approve resignations by members of the Board of Economic Development.

John Lee has submitted his resignation effective August 25, 2016.

The Clerk has begun the advertising process to fill the vacancy created by the resignation and will forward applications to the Mayor for nomination and to the council for confirmation.

Administration Recommendation: Authorize Action Memorandum No. 16-063.