

**City of Palmer
Action Memorandum No. 15-030**

Subject: Approve Board of Economic Development Member Kim Griffis' Resignation from the Board of Economic Development

Agenda of: April 14, 2015

Council Action: Approved

Originator Information:

Originator: City Clerk
Date: March 23, 2015 **Requested agenda date:** April 14, 2015

Department Information √:

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

Approved for presentation by:

	Signature:	Remarks:
City Manager	<u><i>Joseph A. Harner</i></u>	_____
City Attorney	<u><i>[Signature]</i></u>	_____
City Clerk	<u><i>[Signature]</i></u>	_____

Certification of Funds:

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

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 assigned balance (after requested budget modification): \$ _____

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

Director of Finance Signature: *[Signature]*

Summary statement: Palmer Municipal Code 2.30.140 requires the council to approve resignations by members of the Board of Economic Development

Kim Griffis has submitted her resignation effective March 2, 2015.

The Clerk has begun the advertising process to fill the vacancy created by Board of Economic Development Member Griffis and will forward applications to the Mayor for appointment and to the council for confirmation.

Administration recommendation: Authorize action memorandum 15-030.