

**City of Palmer
Action Memorandum No. 19-041**

Subject: Confirming the Mayor's Nomination of Casey Peterson to the Planning and Zoning Commission with a Term Ending October 31, 2021

Agenda of: April 9, 2019

Council Action: **Approved** **Amended:** _____
 Defeated




Originator Information:

Originator: Mayor DeVries via City Clerk

Department Review:

Route to:	Department Director:	Signature:	Date:
_____	Community Development	_____	_____
X	Finance		4-5-19
_____	Fire	_____	_____
_____	Police	_____	_____
_____	Public Works	_____	_____

Approved for Presentation By:

	Signature:	Remarks:
City Manager		_____
City Attorney		_____
City Clerk		_____

Certification of Funds:


Total amount of funds listed in this legislation: \$ **600.00**

This legislation (√):

- Creates revenue in the amount of: \$ _____
- Creates expenditure in the amount of: \$ 600.00/year
- Creates a saving in the amount of: \$ _____
- Has no fiscal impact

Funds are (√):

- Budgeted Line item(s): 01-01-12-6059
- Not budgeted

Director of Finance Signature: 

Attachment(s):

- None

Summary Statement/Background:

The Planning and Zoning Commission (PZC) is a seven-member board. PZC Member David Petty resigned, which was accepted by the City Council with approval of AM No. 19-013 on March 12, 2019.

Upon acceptance of Mr. Petty's resignation, the City Clerk's Office began the recruitment process. Public notice of this recruitment was posted on the City's website; published in *The Frontiersman* on 3/17, 3/22, 3/24; posted on the City Hall bulletin board; posted on the City of Palmer Facebook page; and advertised in the Chamber's weekly e-newsletter.

As noted below, two applications were received, which were received prior to the final deadline of 4:30 p.m., Wednesday, March 27, 2019. As advertised, the Mayor reserved the right to extend deadlines and accept late applications.

Applicants were:

1. Casey Peterson
2. Lee Henrickson

The applicants met code requirements and were considered. After review, Casey Peterson was nominated to fill the seat.

Original applications are retained in the City Clerk's Office. Please call (907) 761-1301 to request a copy.

Mayor's Recommendation:

To approve Action Memorandum No. 19-041.