

City Council
Date: 6/19/07
REGULAR
Item: 13
Motion

ITEM: Accept the retirement of Jim McNamara, Building Official, effective August 3, 2007

SUBMITTED BY: Susan Hoyt, City Administrator

SUMMARY AND ACTION REQUESTED: The city council is being asked to accept the resignation of Jim McNamara, the city's building official, who is retiring on August 3, 2007 after 25 years of service to Lake Elmo. The duties of building official will be handled by Karl Horning, who is employed as a building inspector with the city. The position will be evaluated to determine how to best fill it after Jim's departure in August.

SUGGESTED MOTION FOR CONSIDERATION

Move to accept Jim McNamara's retirement as the city's building official effective August 3, 2007 and thank him for his 25 years of service.

SUGGESTED ORDER OF BUSINESS:

- Introduction Susan Hoyt, City Administrator
- Report Jim McNamara, Building Official
- Questions from the council Mayor and Council members
- Questions from the public, if any
(3 minute maximum) Mayor facilitates
- Call for a motion Mayor facilitates
- Discussion Mayor and Council members
- Action City Council

ATTACHMENT:

- 1 Jim McNamara's letter of retirement