



Memo

To: City Council
From: Diane Rinks, City Administrator
Date: May 10, 2007
Re: Appointment of **Pre-Tem** Elections Official Agenda Item # 11 (1)

Since the Assistant to the City Administrator, by job description, is the City's Election Official and she is currently on maternity leave, I recommend that the council appoint me as the Elections Official Pro-Tem until she is scheduled to return.

Actions Needed:

1. Motion to appoint the City Administrator as Elections Official Pro-Tem until June 4th, 2007.
2. Second.
3. Discussion.
4. Vote