



**AM No. 12-36: CONFIRMING THE CITY CLERK'S APPOINTMENT OF A DEPUTY CITY CLERK.**

**Agenda of:** August 27, 2012

**Date:** August 16, 2012

**Originator:** Kristie Smithers, MMC, City Clerk

Route to:	Department	Signature	Date
X	Human Resource Generalist	<i>Donna Fazio</i>	8.16.12
X	Finance Director	<i>W. Smithers</i>	8.16.12
X	Interim Deputy Administrator	<i>[Signature]</i>	8/20/12
X	City Clerk	<i>K. Smithers</i>	8/16/12

**REVIEWED BY MAYOR VERNE E. RUPRIGHT:** *[Signature]*

**FISCAL IMPACT:**  yes or  no      Funds Available     Yes or  No

**Account name/number/amount:** 001-4110-411-10-10

**SUMMARY STATEMENT:** Current Deputy City Clerk, Amanda E. Charles, will vacate her position with the City of Wasilla on August 31, 2012.

On August 16, 2012, the City Clerk conducted an interview for the position of Deputy City Clerk along with an interview panel that consisted of Deputy Mayor Holler and Archie Giddings, Public Works Director.

The position of Deputy City Clerk has been offered to Sarah Whiteley and she has accepted; pursuant to WMC 2.20.020.B, the appointment must be confirmed by the City Council. Therefore, the City Council is respectfully requested to confirm this appointment.

**Council Action:** Confirmation of the City Clerk's appointment of Sarah Whiteley as the Deputy City Clerk.

<b>Date:</b> 12-36 8/27/12	<b>Approved:</b> <input checked="" type="checkbox"/>	<b>Denied:</b> <input type="checkbox"/>	<b>Initials:</b> <i>KS</i>	<b>Comments:</b>	Page 1 of 1
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