



## CITY OF WASILLA

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### COUNCIL MEMORANDUM

NO. 93-97

FROM: Erling P. Nelson  
DATE: October 20, 1993  
RE: Reorganization of Office Space

With the Mayor's blessing the Finance Department and Municipal Services Department are planning a reorganization of office space. The primary goal is to consolidate Finance on the ground floor and Municipal Services on the second floor. The main counter would become the finance counter. Efforts will be made to direct traffic to other City departments directly.

The idea was put on hold until the 1994 election was over so we knew whether we had more, less, or the same staff to accommodate. The election is now over we will plan for current staff and wish to proceed with the project.

The preliminary plan calls for use of the Council workroom for Finance Office space. We are requesting Council permission to allow us use of this space. Otherwise we will plan our reorganization without this space. Details will be available along with a required budget.

Erling P. Nelson, CMC  
City Clerk/Finance Director