

Memo

To: Honorable Mayor and City Council
From: Joe Kohlmann, City Administrator
Date: January 8, 2013
Re: Letter of Resignation and Council Vacancy

Staff has received the *attached letter of resignation* from Councilmember Holscher. In her letter, she states her resignation is effective immediately.

Councilmember Holscher has provided service to the City for two years.

Council Action Requested:

Motion to adopt the *attached Resolution* Accepting Resignation from Councilmember Loretta Holscher and declaring a vacancy in the office of Councilmember.

Subject: Resignation

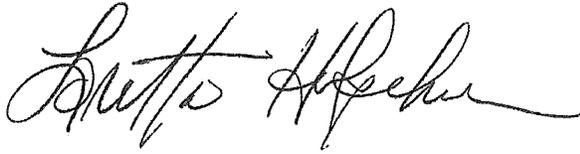
Date: 1/2/2013

To: Gerry Delavega Mayor of Tonka Bay

From: Loretta Holscher Councilmember

This is to inform you that I am resigning from the Tonka Bay City Council effective immediately. It has been my great pleasure to serve the City.

Sincerely,

A handwritten signature in cursive script, appearing to read "Loretta Holscher". The signature is written in black ink and is positioned above the printed name.

Loretta Holscher

140 West Point Circle

Tonka Bay, MN 55331

RESOLUTION NO. 13-

**A RESOLUTION ACCEPTING RESIGNATION FROM
COUNCILMEMBER LORETTA HOLSCHER
AND DECLARING A VACANCY
IN THE OFFICE OF COUNCILMEMBER**

WHEREAS, Councilmember Loretta Holscher has submitted a letter of resignation effective immediately; and

WHEREAS, this creates a vacancy for a Councilmember for a 2-year period.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Tonka Bay, Hennepin County, Minnesota hereby accepts Councilmember Holscher's resignation with deep regret and declares that there exists a vacancy for the position of Councilmember of the City of Tonka Bay effective January 2, 2013.

PASSED at a regular meeting of the Tonka Bay City Council this 8th day of January, 2013.

Motion introduced by _____ and seconded by _____.

Roll Call Vote: Ayes –
Nays –
Absent –

Gerry De La Vega, Mayor

ATTEST:

Joseph Kohlmann, Clerk/Administrator