

Councilmember     introduced the following resolution and moved for its adoption:

**RESOLUTION #**

**Consider a Resolution Accepting the Resignation  
of a Finance Department Clerk Typist**

**WHEREAS**, Ms. Joan Smith works for the City as a part-time, regular Finance Department Clerk Typist, and

**WHEREAS**, Ms. Smith has submitted a letter of resignation effective May 31, 2011; and

**WHEREAS**, due to budget constraints staff is not requesting to fill this position at this time.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF RAMSEY, ANOKA COUNTY, STATE OF MINNESOTA, as follows:**

- 1) That the City Council of the City of Ramsey confirms the recommendation of the Personnel Committee to accept Joan Smith's resignation from her Clerk Typist position in the Finance Department;
- 2) That the effective date of Ms. Smith's resignation is May 31, 2011.

The motion for the adoption of the foregoing resolution was duly seconded by Councilmember     , and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 31<sup>st</sup> day of May 2011.