



## Cover Memorandum/Staff Report

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**File #:** 20-122

**Agenda Date:** 3/3/2020

**Item #:** 7.H.

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**TO:** Mayor and Commissioners  
**FROM:** Katterri Johnson, City Clerk  
**THROUGH:** George Gretsas, City Manager  
**DATE:** March 3, 2020

### NOMINATION FOR APPOINTMENT TO THE BOARD OF ADJUSTMENT

**Recommended Action:**

Motion to approve nomination for appointment of one (1) alternate member to serve an unexpired term ending August 31, 2021.

**Background:**

There is a vacancy on the Board of Adjustments due to Danielle Schwabe resigning her position. Recommendation for an appointment is needed for one (1) alternate member to serve an unexpired term ending August 31, 2021.

The Board of Adjustment shall consist of five (5) regular members and two (2) alternate members. To qualify for appointment, a person shall be, either a resident of or own property in the City, and/or own a business within the City.

The following individuals have applied and would like to be nominated for an appointment.

(See Exhibit "A" attached)

A check for code violations and/or municipal liens was conducted. None were found. A voter registration verification was completed and all applicants are registered.

Based on the rotation system, the nomination for appointment will be made by Commissioner Boylston (Seat #3) for one (1) alternate member to serve an unexpired term ending August 31, 2021.