

Date..... September 8, 2008

CITY COUNCIL APPOINTMENT OF LAURA BAUMGARTNER AS CHIEF DEPUTY CITY CLERK

WHEREAS, Section 2-324 of the Des Moines Municipal Code establishes the position of a Chief Deputy City Clerk who acts for and is subject to the duties assigned by the City Clerk; and

WHEREAS, the Chief Deputy City Clerk is a position appointed by the Des Moines City Council; and

WHEREAS, City Clerk Diane Rauh recommends that effective September 8, 2008, Laura Baumgartner be appointed to the position of Chief Deputy City Clerk to fill the vacancy created by the retirement of the current Chief Deputy City Clerk.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Des Moines, Iowa:

That the appointment of Laura Baumgartner to the position of Chief Deputy City Clerk is hereby approved effective September 8, 2008.

Moved by _____ to adopt.

Approved as to Form:



Carol J. Moser, Assistant City Attorney

COUNCIL ACTION	YEAS	NAYS	PASS	ABSENT
COWNIE				
COLEMAN				
HENSLEY				
KIERNAN				
MAHAFFEY				
MEYER				
VLASSIS				
TOTAL				

MOTION CARRIED APPROVED

.....
Mayor

CERTIFICATE

I, DIANE RAUH, City Clerk of said City hereby certify that at a meeting of the City Council of said City of Des Moines, held on the above date, among other proceedings the above was adopted.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my seal the day and year first above written.

City Clerk

Date _____

Agenda Item 410

Roll Call # _____

September 4, 2008

The Honorable Mayor
and
Members of the City Council



DIANE RAUH
CITY CLERK
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(515) 283-4209
FAX (515) 237-1645
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2003

Pursuant to Section 2-324 of the Municipal Code, it is necessary for the City Council to appoint a Chief Deputy City Clerk, to serve as the City Clerk in his/her absence and to be able to certify and sign city documents. The position will be vacant effective October 1, 2008 due to the retirement of Jody Witmer. I would like to recommend Laura Baumgartner to fill the vacancy.

Laura began her City career in the Permit and Development Center in 1995. She transferred to the Clerk's Office in October, 2000 as a License Clerk, and was promoted to Senior License Clerk in March, 2003. Laura is an expert on the Tidemark Business Licensing software, and has experience in all divisions of the Clerk's Office. She is always professional, helpful and goes the extra mile, no matter what the assignment or task.

The resolution is presented for your consideration.

Sincerely,

A handwritten signature in cursive script that reads 'Diane Rauh'.

Diane Rauh
City Clerk