

RESOLUTION NO. 15-3

RESOLUTION DESIGNATING COUNCIL SECRETARY

WHEREAS, it is necessary for the Coon Rapids City Council to annually designate a secretary to take minutes at Council meetings and work sessions.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Coon Rapids, Minnesota that the Coon Rapids City Council does hereby designate TimeSaver Off Site Secretarial, Inc. (TOSS) as the recording secretary for the City Council for 2015.

BE IT FURTHER RESOLVED the Mayor and City Manager are authorized to execute the Addendum to Recording Secretary Service Agreement with TOSS for service year 2015.

Adopted this 5th day of January, 2015, by the Coon Rapids City Council.

Jerry Koch, Mayor

ATTEST:

Joan Lenzmeier, City Clerk