



	Approved	Denied
Date Action Taken:	8/13/07	
Other:	Amended	
Verified by:	[Signature]	

**WASILLA CITY COUNCIL ACTION MEMORANDUM**

**AM No. 07-48**

**TITLE: ACCEPTING THE RESIGNATION OF COUNCIL MEMBER GREG KOSKELA BY DECLARING SEAT A VACANT, AND ESTABLISHING AN APPOINTMENT PROCESS.**

Agenda of: August 13, 2007  
 Originator: Jamie Newman, Deputy Clerk

Date: August 6, 2007

Route to:	Department	Signature/Date
X	Deputy Administrator Planning, Economic Development, Human Resources	[Signature]
X	City Clerk	[Signature]

**REVIEWED BY MAYOR DIANNE M. KELLER:** [Signature for the Mayor]

**FISCAL IMPACT:**  yes\$ \_\_\_\_\_ or  no Funds Available  yes  no  
 Account name/number:

Attachments: Letter of resignation from Council Member Koskela; sample notice of vacancy; sample application for appointment

**SUMMARY STATEMENT:** On July 24, 2007, Council Member Koskela submitted a letter of resignation from Wasilla City Council, Seat A, effective August 1, 2007. Pursuant to WMC 2.04.040.A.3, the Council shall declare a council seat vacant when the person elected resigns and the resignation is accepted by the Council. Per code, upon acceptance of a resignation, the Council has 30 calendar days to appoint a qualified person to fill the vacancy. The person appointed to fill the vacated seat serves until the next regular election, when a successor shall be elected to serve the balance of the term. Since the filing period has already closed for the upcoming regular city election of October 2, 2007, the person appointed to this seat will serve until October 2008.

Presuming the Council accepts the resignation of Council Member Koskela and declares Seat A vacant on August 13, the Council has until September 12, 2007, to fill the vacancy.

There are two scheduled Council meetings before September 12; August 27 and September 10. However, Council Member Metiva will be absent from the September 10 meeting.

The Council may consider scheduling the interviews and appointment on August 27 during the regular meeting. The application filing period could be open from August 14 from 9 a.m. through August 24 at Noon. Although this deadline would miss the packet deadline, the Noon filing deadline would give the Clerk's Office time to copy the applications and forward them to Council by the end of the day on Friday, so they may be reviewed over the weekend. Or, a special meeting could be scheduled for August 28, 29, 30 or 31, which are all dates before Council Member Metiva will be unavailable.

**Sample Process:**

The Clerk's Office will solicit applications for qualified persons for appointment. Each interested person will complete an appointment application, and write a letter of intent to the Council. A sample notice of vacancy and application are attached for your information.

Once the application and letter of intent are filed, the Clerk's Office will confirm the eligibility of each applicant to ensure the requirements of office are met and forward them to the City Council.

The topic will be placed under New Business at the August 27 Council meeting. During the meeting each qualified applicant will have a maximum of five minutes to make a statement and answer questions from the Council.

After all applicants have had an opportunity to address the Council, the Council would make a motion to appoint the new Council Member.

The new Council Member would be sworn in at the beginning of the next Council meeting as the first order of business.

**ACTION: To accept the resignation of Council Member Greg Koskela effective August 13, 2007 and declare Seat A vacant; direct the city clerk to solicit qualified applicants with the filing period to be August 14 at 9 a.m. through August 24 at Noon; to conduct interviews on August 27 during the regular City Council meeting; fill the vacancy of Seat A by motion of the Council with four affirmative votes; and swear in the new Council Member on September 10, 2007.**

**Amendments:**

**That each Council Member will be afforded an opportunity to ask one question per candidate; and**

**If no decision is made at the August 27, 2007, Regular Council Meeting, the subject will be continued at the September 10, 2007, Regular Council Meeting.**

July 24<sup>th</sup>, 2007  
Letter of Resignation  
Wasilla City Council Seat 'A'

**RECEIVED**

JUL 24 2007

**OFFICE OF THE CITY CLERK  
CITY OF WASILLA**

Mayor and Members of the Council:

Since 2001, I have been involved in serving at the City of Wasilla, Most of that time on the planning commission, the past year on the Council. I have enjoyed serving the City, but it has come at a great cost to my family. The more involved I get serving at the city, the more I neglect my family, and it has taken a toll on them. We were a closer knit family until I started in to public service.

It is time I start listening to my heart, and my family, and do what's right for my family. I have been selfish and have not thought about what this would do to our family. I used to say that God and family are first, but over the past few years I have failed to live by that rule.

So effective August 1st, I do hereby resign my seat on the City Council. It has been an honor to serve along side all of you, and I wish you all the best of luck in the future.

Sincerely



Greg Koskela



## CITY OF WASILLA NOTICE OF VACANCY IN OFFICE

The Wasilla City Council will be appointing a qualified candidate to the following Wasilla City Council Seat:

**Wasilla Council Seat A**, through October 2008, when a successor shall be elected to serve the balance of the term for Seat A, expiring in 2009. Seat A was vacated by the resignation of Council Member Greg Kosleka and declared vacant by the City Council on August 13, 2007.

### **Qualifications**

A person is eligible for city office if the person is a qualified city voter and has been a city resident or a resident of territory annexed to the city for one-year immediately prior to appointment. Candidates shall provide proof that they are eligible, or shall be eligible by the date of appointment, to be considered as a candidate. An Alaska Public Offices Commission Public Officials Financial Disclosure Statement must be completed within 30-days of appointment. In addition, another Financial Disclosure Statement must be filed within 90-days of leaving office.

### **Letter of Interest**

Interested persons may submit a letter of interest along with an application for appointment to the Office of the City Clerk, 290 East Herning Avenue, Wasilla, Alaska **no later than noon on Friday, August 24, 2007**, to be considered for appointment.

### **Selection**

Applicants will be interviewed during the Regular Council Meeting to be held Monday, August 27, 2007. Each applicant will be asked to give a statement to the Council during the interview.

For additional information regarding the council seat appointment process, please contact the Office of the City Clerk at (907) 373-9090.

### **Publish dates:**

Anchorage Daily News: August 15, 17, 22, and 24

Frontiersman August 19, 21, and 23

