



City Council Meeting Notice

Governing Body: City Council of Boone, Iowa

Date of Meeting: July 08, 2016

Time of Meeting: 5:00 P.M.

Place of Meeting: City Council Chambers
(923 8th Street, Second Floor)

1. ROLL CALL
2. APPROVAL OF AGENDA
3. PRESENTATION OF PETITIONS AND OTHER COMMUNICATIONS
 - A. Consider Resignation Letter from City Administrator and Discuss Process for New City Administrator Search.
4. MOTION TO ADJOURN



Luke Nelson
City Administrator

July 6, 2016

Mayor and City Council
City of Boone

RE: Letter of Resignation

Honorable Mayor and City Council,

It is with a heavy heart that I submit my resignation as the City Administrator for the city of Boone. My last day of employment will be August 12, 2016.

I have received an offer to serve as the City Manager for the city of Norwalk, Iowa. After careful consideration I realize this opportunity is one that best fits my skills both as a city manager as well as my background in urban planning.

It has been a pleasure working with the Boone Team. You have provided consistent guidance and perspective that has helped improve this Community and me as an employee. Fellow staff has been critical in the accomplishments of establishing Boone as a financially healthy community. Both staff and elected officials have made this job enjoyable even during the most stressful of times.

I plan to move my projects and duties to various staff members in an effort to keep your transition to a new City Administrator as smooth as possible.

Thank you again for everything you have done for me.

Sincerely,

A handwritten signature in black ink, appearing to read "Luke Nelson", written over a horizontal line that extends across the page.

Luke Nelson
City Administrator