

TO: MAYOR AND CITY COUNCIL
FROM: LANELL ENDRES, FINANCE DIRECTOR/ASST CITY ADMIN
SUBJECT: DEPUTY REGISTRAR APPOINTMENT -CASSIE ZIMMER
MEETING DATE: JANUARY 7, 2020

BACKGROUND

The City of Cannon Falls operates a deputy registrar office and is required to appoint a local Deputy Registrar to oversee the operations and responsibilities of the motor vehicle office as required by Minnesota Administrative Rule 7406.0500. I am currently appointed as the Deputy Registrar and with my upcoming departure, the City Council will need to appoint a new Deputy. This is the first step in transferring the appointment and staff will work with Goodhue County and State officials to complete the process.

STAFF RECOMMENDATION

Staff recommends the appointment of Cassie Zimmer as the new Deputy Registrar for the City of Cannon Falls effective January 8, 2020.

REQUESTED COUNCIL ACTION

Staff respectfully requests a motion to approve the appointment of Cassie Zimmer as the Deputy Registrar for the City of Cannon Falls effective January 8, 2020.