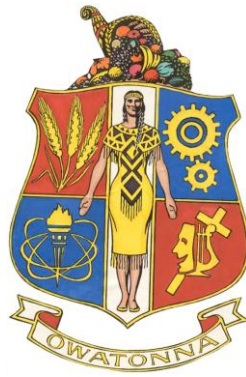


# THE CITY OF

Office of City Administrator  
Kris M. Busse



# OWATONNA

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To: Mayor and Councilmembers  
From: Kris M. Busse, City Administrator  
Re: Resolution 68-21  
Date: May 28, 2021

**Purpose:**

Approval of Resolution 68-21 declaring a vacancy in the office of Council Member at Large.

**Background:**

Councilmember at Large Jeff Okerberg passed away on Sunday May 23, 2021. As a result, City Council will need to take action necessary to fulfill the remainder of Jeff's current term which expires December 31<sup>st</sup>, 2022. The City is required to pass a resolution declaring a vacancy as the necessary first step in this process.

The process to fill the declared vacancy will be discussed later during this meeting.

**Budget impact**

None

**Staff recommendation**

Staff recommends approval of Resolution 68-21.

RESOLUTION NO. 68-21

A RESOLUTION DECLARING THE EXISTENCE OF A VACANCY  
IN THE OFFICE OF THE COUNCIL MEMBER AT LARGE

WHEREAS, the City of Owatonna received word Jeff Okerberg, Council Member at Large for the City of Owatonna passed away on Sunday, May 23, 2021; and

WHEREAS, in the event of the death of an elected official, a vacancy exists as of the date of death; and

WHEREAS, the city shall declare a vacancy of office exists as soon as possible when the vacancy exists.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Owatonna, as follows:

1. A vacancy is declared to exist in the office of the Council Member at Large for the City of Owatonna.
2. Pursuant to the provisions of Section 2.8, Chapter II, of the Amended Charter of the City of Owatonna, the Council shall, by a vote of a majority of its members remaining in office, fill the vacancy until the next regular city election.
3. The Mayor, City Administrator, and staff are authorized to do such acts and execute any documents as are necessary and expedient to implement this Resolution.

Passed and adopted this \_\_\_\_ day of \_\_\_\_, 2021, with the following vote:

Aye \_\_\_\_; No \_\_\_\_; Absent \_\_\_\_

Approved and signed this \_\_\_\_ day of \_\_\_\_, 2021.

\_\_\_\_\_  
Thomas A. Kuntz, Mayor

ATTEST:

\_\_\_\_\_  
Kris M. Busse, City Administrator/City Clerk