

CLERK'S OFFICE

APPROVED

Date: 8-20-02

Submitted by: Assembly Chair TRAINI

Prepared by: Department of Assembly

For reading: August 20, 2002

ANCHORAGE, ALASKA

AR NO. 2002- 279

A RESOLUTION OF THE ANCHORAGE MUNICIPAL ASSEMBLY APPOINTING FRANCES DUNN
AS LICENSING CLERK WITHIN THE MUNICIPAL CLERK'S OFFICE.

WHEREAS, given the recent opening of the Licensing Clerk position within the Municipal Clerk's Office, the Municipal Clerk has recommended the following executive appointment:

Frances Dunn as the new Licensing Clerk

WHEREAS, Frances Dunn has been a staff member of the Municipal Clerk's Office for approximately 27 years, serving in the same position (Documents Clerk) and in the same pay grade for all of these years; and

WHEREAS, for the past two months, Frances has been Acting Licensing Clerk and she has learned the position responsibilities quickly and has maintained the workstation in an effective manner; and

WHEREAS, in 2000, Frances earned a Bachelors degree in Business Administration from Wayland Baptist University, and she is more than ready and willing to take on a new challenge.

NOW, THEREFORE, the Anchorage Assembly resolves

Section 1: That the Assembly appoints Frances Dunn as Licensing Clerk

Section 2: That the Assembly recognizes Frances Dunn for her many years of service and wishes her well in her new position.

Section 3: That this resolution is effective upon passage and approval

PASSED AND APPROVED by the Anchorage Municipal Assembly this 20th day of August, 2002.

Dick
Chair

ATTEST

[Signature]
Municipal Clerk

**Municipality of Anchorage
MUNICIPAL CLERK'S OFFICE
AGENDA DOCUMENT CONTROL SHEET**

Agenda 279

1	SUBJECT OF AGENDA DOCUMENT	DATE PREPARED <i>8/14/02</i>
	<i>Appointment of Frances Dunn as Licensing Clerk</i>	INDICATE DOCUMENTS ATTACHED
		<i>AR</i>
2	DEPARTMENT NAME Assembly	DIRECTOR'S NAME Dick Traini <i>G. Moyer</i>
3	THE PERSON THE DOCUMENT WAS ACTUALLY PREPARED BY	HIS/HER PHONE NUMBER
4	COORDINATED WITH AND REVIEWED BY	INITIALS DATE
	Mayor	
	Heritage Land Bank	
	Merrill Field Airport	
	Municipal Light & Power	
	Port of Anchorage	
	Solid Waste Services	
	Water & Wastewater Utility	
	Municipal Manager	
	Cultural & Recreational Services	
	Employee Relations	
	Finance, Chief Fiscal Officer	
	Fire	
	Health & Human Services	
	Office of Management and Budget	
	Management Information Services	
	Police	
	Planning, Development & Public Works	
	Development Services	
	Facility Management	
	Planning	
	Project Management & Engineering	
	Street Maintenance	
	Traffic	
	Public Transportation Department	
	Purchasing	
	Municipal Attorney	
	Municipal Clerk	
	Other	
5	SPECIAL INSTRUCTIONS/COMMENTS	
	<i>For Action</i>	
6	ASSEMBLY MEETING DATE <i>8-20-02</i>	7 PUBLIC HEARING DATE REQUESTED

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