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To: Members of the City Council

From: Ann H. Campbell, Mayor

Date: November 8, 2013

Subject: Appointment to Fill Vacancy on Building Board of Appeals

Due to David Francis' resignation from the Building Board of Appeals, it will be necessary to appoint an individual to fill this vacancy. I have chosen David Carnes to fill the unexpired term of office.

Therefore, I recommend that the City Council approve the appointment of David Carnes to the Building Board of Appeals.

AHC/jlr