



Office of the Town Clerk

Debra E. Eastman, MMC
Town Clerk

MEMORANDUM

To: Honorable Mayor and Town Council

From: Debra E. Eastman, MMC

Date: November 15, 2017

Re: To appoint new member to fill vacancy on Education Advisory Committee

REQUEST

A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA, APPOINTING A MEMBER TO THE EDUCATION ADVISORY COMMITTEE; AND PROVIDING FOR AN EFFECTIVE DATE.

BACKGROUND AND ANALYSIS

Council Member Coriat's appointment to the Education Advisory Committee tendered her resignation resulting in a vacant position. Council Member Coriat has provided a committee appointment to fill the vacant position to the Town Clerk for inclusion in the November 15, 2017 Town Council agenda. The list of committee members is attached to the Resolution as "Exhibit A".

RECOMMENDATION

It is recommended that the Town Council adopt the Resolution appointing Kerri Medina as a Committee Member to fill the vacant position in the Education Advisory Committee.

