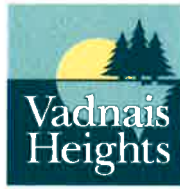


Kevin Watson
City Administrator

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Kevin.watson@cityvadnaisheights.com



The City of Vadnais Heights
800 East County Road E
Vadnais Heights, MN 55127

Memorandum:

TO: Mayor Fletcher and City Council Members

FROM: Kevin P. Watson, City Administrator

DATE: July 17, 2018

SUBJECT: Accept Retirement of City Engineer/Public Service Director Mark Graham effective July 27, 2018

Recommended Council Action

Accept the retirement notification from City Engineer/Public Service Director Mark Graham, effective July 27, 2018 and authorize staff to assess the needs and follow personnel policies to advertise for this position.

Background

Mark Graham has been employed with the City since June of 2007. He has had many accomplishments in his career with the City including the construction of the North Service Center, completion of the City Center Drive connection, beautification of County E street lights, a number of street improvement projects, playground improvements, and a variety of utility projects.

Mark is always willing to help out a fellow employee, greet and assist a resident, and comes in with a smile on his face every morning! Mark's dedication to the community and the team is a testament to his passion for the City and the operation. Mark's personality will be hard to replace and it will be a little quieter around City Hall in the coming months.

We thank Mark for the dedication and talents he brought to the City and wish him well in the next phase of his life.

We will coordinate a time this Fall for Mark to return to a council meeting and be recognized for his service to the community.

TK

FROM THE DESK OF
MARK GRAHAM



July 2, 2018

Mr. Kevin Watson
City Administrator
Vadnais Heights, Minnesota

Dear Kevin,

I have greatly enjoyed working at the City of Vadnais Heights for the past eleven years. After 32 years of work as a municipal engineer in both the private and public sectors, I have decided to retire. My last day at the City of Vadnais Heights will be Friday, July 27, 2018.

Sincerely yours,

Mark Graham, P.E.