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**To:** Mayor Nelson and Members of the City Council

**From:** Daniel R. Buchholtz, MMC, Administrator, Clerk/Treasurer

**Date:** January 13, 2021

**Subject:** Retirement Letter – Officer Bonesteel

Included with this memorandum is a letter the City received from Officer Mark Bonesteel announcing his retirement from the City of Spring Lake Park, effective October 29, 2021.

Officer Bonesteel has served the citizens of Spring Lake Park with integrity for over 25 years. He is a valuable member of our Police Department and he will be missed.

Staff recommends acceptance of the Officer Bonesteel's notice. Staff recommends authorizing staff to begin a search process for a Patrol Officer

If you have any questions, please don't hesitate to contact me at 763-784-6491.