



# CITY OF LODI

## COUNCIL COMMUNICATION

AGENDA TITLE: Presentation of Certificate of Recognition to Jane Buchan, Finance Department Volunteer Coordinator

MEETING DATE: November 4, 1998

PREPARED BY: Finance Director

RECOMMENDED ACTION: That the City Council recognize Jane Buchan for her service as a volunteer and volunteer coordinator for the Finance Department of the City of Lodi. Mayor Sieglock will present the certificate of recognition.

BACKGROUND INFORMATION: In the fall of 1996, following the example of other successful volunteer programs within the city, the Finance Department implemented a volunteer program. The goal of the program is to introduce volunteers to an office environment and to provide training while at the same time to supplement staff in areas not otherwise provided for.

Jane Buchan: For her dedication and service to the City of Lodi as a volunteer and volunteer coordinator in the Finance Department.

Funding: None required

*Ruby R. Faight for*  
Vicky McAthie, Finance Director

Prepared by Maxine Cadwallader, Revenue Manager

APPROVED: \_\_\_\_\_

*H. Dixon Flynn*  
H. Dixon Flynn -- City Manager