

OTHER MATTERS:

In executive session, Mr. Heckle read a letter from Mr. Jerrold A. Moore, Director of Planning, and a letter from Mr. Thomas E. Wellman, Secretary regarding Mr. Wellman's resignation from the Board as Secretary.

Mr. Jerrold A. Moore's letter is as follows:

April 28, 1964

"To: Thomas E. Wellman  
Direct of Current Planning

Subject: Resignation as Secretary to City  
and County Boards of Adjustment

The extremely heavy workload in the Current Planning Division makes it necessary for me to request that you resign as Secretary to the City and County Boards of Adjustment. It is with a great deal of regret that I must ask you to do this, because your work with both Boards has been outstanding and productive.

(May 14, 1964)

The backlog of special studies, the need for closer supervision of zoning and subdivision activities, and the transfer of Neil Smith, Senior Planner, to the Advance Planning Division present us with an administrative problem which can be solved only by shifting some of your present workload to another person.

Fred Davis, Director of Administration, has agreed to serve as Secretary to the Boards of Adjustment. I have recommended his appointment to the appropriate City and County Officials.

Please make your resignations effective as of May 31, 1964, so that you and the new Secretary can have a full month of overlap. This will make the transition as smooth as possible.

Jerrold A. Moore  
Director of Planning

JAM/leh

cc: Mayor William B. Ingram, Jr.  
Squire Charles W. Baker  
Commissioner J. W. Ramsay  
Charles Heckle, Chairman, County Board of Adjustment  
John Palmer, Chairman, City Board of Adjustment  
Max B. Ostner, Chairman, Planning Commission"

The following is Mr. Wellman's letter of resignation as Secretary of the County Board of Adjustment:

April 30, 1964

"Mr. Charles Heckle, Chairman  
Shelby County Board of Adjustment  
Memphis Hardwood Flooring Co  
1591 Thomas Street  
Memphis, Tennessee

RE: Resignation as Secretary to County  
Board of Adjustment

Dear Mr. Heckle:

It is with regret that I tender herewith my resignation as Secretary to the County Board of Adjustment. Mr. Jerrold A. Moore, Director of Planning, has requested that I do this in order to meet the increase in workload of the Current Planning Division where I serve as Director of Current Planning. I would like for my resignation to become effective on May 31, 1964. This will provide a month in which a new Secretary can be appointed and work with me to make the transition as smooth as possible.

I have sincerely enjoyed working with the Board and I hope my contribution has been beneficial.

Yours respectfully,

Thomas E. Wellman,  
Secretary

TEW/b

CC: Squire Charles W. Baker  
Commissioner J. W. Ramsay  
Max B. Ostner, Chairman, Planning Commission."

MOTION TO EXCEPT RESIGNATION WITH REGRETS:

FOR MOTION: Messrs. Heckle, Zinn, Wilson and Simmons....4  
AGAINST MOTION: None.....0  
ABSENT: Messrs. Baker, Ramsay and Bond.....3

Mr. Zinn then made a motion to appoint Mr. Fred W. Davis as Secretary of the Board to become effective June 1, 1964. Mr. Simmons seconded the motion.