



**CITY OF KIRKLAND**  
Department of Finance and Administration  
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[www.ci.kirkland.wa.us](http://www.ci.kirkland.wa.us)

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## MEMORANDUM

**To:** Kurt Triplett, City Manager  
**From:** Kathi Anderson, City Clerk  
**Date:** February 3, 2011  
**Subject:** Parking Advisory Board Resignation

### RECOMMENDATION:

That Council acknowledge the resignation from Parking Advisory Board member Jennifer Lindsay and authorize the attached correspondence thanking her for her service.

### BACKGROUND DISCUSSION:

Ms. Lindsay's resignation notes that she is no longer able to participate on the Board due to time commitment issues. A recruitment to fill this vacancy has begun.

**From:** Jennifer Lindsay  
**Sent:** Wednesday, January 26, 2011 4:59 PM  
**To:** Kathi Anderson  
**Subject:** resignation from Parking Advisory Board

Due to other commitments I will be unable to continue on the Kirkland Parking Advisory board. I appreciate the opportunity and wish you well in your future work.

Best Regards,

Jennifer Lindsay

**DRAFT**

February 16, 2011

Ms. Jennifer Lindsay  
1921 NE 21st St  
Renton, WA 98056

Dear Ms. Lindsay,

We have regretfully received your letter of resignation from the Parking Advisory Board. You have brought much insight to this board with your parking background, experiences and recommendations. The Board members and staff will miss having you there.

The City Council appreciates your contributions to the Board, and we thank you for volunteering your time and talent to serve our community.

Best wishes in your current and future endeavors.

Sincerely  
Kirkland City Council

by Joan McBride, Mayor