



CITY OF KIRKLAND
Department of Finance and Administration
123 Fifth Avenue, Kirkland, WA 98033 425.587.3100
www.kirklandwa.gov

MEMORANDUM

To: Kurt Triplett, City Manager

From: Kathi Anderson, City Clerk
Tracey Dunlap, Director, Finance and Administration

Date: May 27, 2011

Subject: Park Board Member Resignation

RECOMMENDATION:

Council acknowledge receipt of the resignation from Park Board member John Smiley effective April 13, 2011, and authorize the attached correspondence thanking him for his service.

BACKGROUND DISCUSSION:

Mr. Smiley was appointed to the Park Board for a four year term which will expire March 31, 2013. The City Clerk's Office has begun a recruitment to fill the remainder of his unexpired term ending March 31, 2013.

From: John Smiley
Sent: Friday, May 20, 2011 11:05 AM
To: City Council; Kathi Anderson
Cc: Cheryl Harmon; Jennifer Schroder
Subject: Resignation from Parks and Community Services Board

Mayor McBride and Kirkland City Council members -

This is to advise you I have come to difficult conclusion I must resign my commission from the Parks and Community Services Board. Since being appointed, my travel schedule has changed in such a manner which prevents me from attending meetings on a consistent basis. It is unfair to the citizens of Kirkland and fellow Board members to have a board member who is unable to attend a majority of meetings. Accordingly, please regard this as my official letter of resignation.

My last meeting was April 13, 2011.

I have enjoyed my experience on the board and look forward to a time when my schedule will allow me to serve again in the future.

In closing, I would like to express my sincere appreciation to my fellow board members, as well as the many fine employees of the Parks and Community Services department. I have truly enjoyed working with all of you, and am grateful for the learning and growth opportunities I was given.

I wish all of Kirkland and especially the Parks and Community Services department continued success.

With kind personal regards -

John Smiley

D R A F T

June 8, 2011

John Smiley
515 Lake Street S. #303
Kirkland, WA 98033

Dear Mr. Smiley,

We have regretfully received your letter of resignation from the Park Board.

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

Best wishes in your current and future endeavors.

Sincerely,
KIRKLAND CITY COUNCIL

By Joan McBride
Mayor