

CITY OF KIRKLAND

123 FIFTH AVENUE • KIRKLAND, WASHINGTON 98033-6189 • (425) 587-3000

**DEPARTMENT OF FINANCE AND ADMINISTRATION
MEMORANDUM**

To: David Ramsay, City Manager

From: Kathi Anderson, City Clerk
Gwen Chapman, Acting Director, Finance and Administration

Date: July 11, 2006

Subject: Design Review Board Member Resignation and Appointment

RECOMMENDATION:

That Council acknowledge receipt of Paul Duffy's resignation from the Design Review Board, approve the attached draft response, and approve a motion to appoint Jeffrey Bates as the new member to the remainder of the unexpired term, which ends March 31, 2007.

POLICY IMPLICATIONS:

None.

BACKGROUND DISCUSSION:

Mr. Duffy has resigned due to an impending move which will render him ineligible to complete his term as a member of the Design Review Board. Council interviewed and selected Mr. Bates as the alternate appointee for any future unanticipated vacancy within the following six-month timeframe at their special meeting in March 2006.

From: Paul Duffy [mailto:p.duffy@comcast.net]
Sent: Monday, June 05, 2006 11:05 PM
To: James Lauinger
Cc: Jeremy McMahan
Subject: Design Review Resignation

Mayor Lauinger,

I have thoroughly enjoyed my service on the Design Review Board these past three years. However, since I plan to move to Bellevue I am sorry to inform you that I will need to step down from the board after the July 10th DRB meeting. My time with the board has been an education and an honor. The DRB team assembled by the council has been doing a terrific job for the neighborhoods, the city & the development community. I am confident this will continue in the future.

Please accept my resignation. Thank you.

Paul Duffy
12822 NE 61st St.
Kirkland, WA 98033
425-417-5802
fax 425-827-5789

DRAFT

July 18, 2006

Paul Duffy
12822 NE 61st Street
Kirkland, Washington 98033

Dear Mr. Duffy:

We have regretfully received your letter of resignation from the Kirkland Design Review Board. 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

James L. Lauinger
Mayor