

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
Tracey Dunlap, Director, Finance and Administration

Date: September 12, 2006

Subject: Human Services Advisory Committee Youth Member Resignation

RECOMMENDATION:

That Council acknowledge the receipt of a resignation letter from Human Services Advisory Committee youth member Sethrina Dunlap and authorize the attached correspondence thanking her for her service.

BACKGROUND DISCUSSION:

Ms. Dunlap is resigning as she begins college this fall. Recruitment to fill this vacancy is underway.

-----Original Message-----

From: Sethrina Dunlap [mailto:sethrinad@hotmail.com]

Sent: Sunday, August 27, 2006 9:32 AM

To: Sharon Anderson

Subject: Resignation for HSC

Dear Kirkland City Council and Human Services Advisory Board,

For the past three years I have had the opportunity to be the Youth Advisory for the Human Services committee the experiences I have gained over the past three years are priceless and precious to me. Thus it is difficult for me to resign from the board due to a new and exciting experience: college.

The Human Services Committee has taught me to work better with others, yearn to help others in diverse and difficult situations and enjoy the generosity of our committee members, applicants and, of course, council.

Thank you Council for allowing me to grow and gain more compassion for others while serving on the committee. I will truly miss my committee members and the great work and friendship that they provide. Thank you again for your time and kindness.

Sincerely,

Sethrina Dunlap

Youth Advisory for the Human Services Committee

DRAFT

September 7, 2006

Sethrina Dunlap
12843 NE 95th
Kirkland, Washington 98033

Dear Ms. Dunlap:

We have regretfully received your letter of resignation as youth member on the Human Services Advisory Committee. The City Council appreciates your contributions to the Committee, and we thank you for volunteering your time and talents to serve our community

Your voice has been invaluable and we hope you have gained from your experience as much as you have given.

Best wishes in your current and future endeavors.

Sincerely,
Kirkland City Council

James L. Lauinger
Mayor