

**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:** February 27, 2007

**Subject:** Parking Advisory Board Resignation

RECOMMENDATION:

That Council acknowledge the receipt of a resignation letter from Parking Advisory Board member Joie Goodwin and authorize the attached correspondence thanking her for her service.

BACKGROUND DISCUSSION:

Ms. Goodwin cites a refocus on other volunteer service opportunities as the reason for her resignation. Interviews to fill this vacancy are scheduled for March 8, 2007.

Feb. 15, 2007

To Whom It May Concern,

The purpose of this letter is to notify you that I would like to resign from serving on the Parking Advisory Board.

I have enjoyed my term of service plus meeting new and interesting people. Currently I have decided that I can serve the City better in another capacity.

Since this is the time that applications are taken for positions on City Boards I decided it would be a good time for me to move on so that someone else can join. Hopefully it will be a very involved, spirited, dedicated businessperson who works in the downtown area.

Please accept my resignation from the Parking Advisory Board.

Sincerely,

Joie Goodwin  
215 7<sup>th</sup> Ave. West  
Kirkland, Washington  
98033  
Phone 425-829-7720

**DRAFT**

March 6, 2007

Joie Goodwin  
215 7<sup>th</sup> Avenue West  
Kirkland, WA 98033

Dear Ms. Goodwin:

We have regretfully received your letter of resignation from the Kirkland Parking Advisory Board. The City Council appreciates your contributions to the board, and we thank you for volunteering your time and talent to serve our community.

As a charter member of the Parking Advisory Board, I understand that you provided valuable stability as the board worked through its first years. Because you have a substantial history in Kirkland and have been involved in a number of different activities here, your insight into parking issues was particularly helpful.

Best wishes in your current and future endeavors.

Sincerely,  
KIRKLAND CITY COUNCIL

James L. Lauinger  
Mayor