



**CITY OF KIRKLAND**  
**City Manager's Office**  
123 Fifth Avenue, Kirkland, WA 98033 425.587.3001  
[www.ci.kirkland.wa.us](http://www.ci.kirkland.wa.us)

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## **MEMORANDUM**

**To:** Dave Ramsay, City Manager

**From:** Marilynne Beard, Assistant City Manager  
Tracy Burrows, Intergovernmental Relations Manager

**Date:** June 8, 2007

**Subject:** RESPONSE TO ANNEXATION CORRESPONDENCE

### RECOMMENDATION:

City Council approve the attached letter as a general response to selected annexation correspondence.

### BACKGROUND:

The City Council has recently been receiving a number of postcards and emails regarding the potential annexation. Most of the postcards and emails express an opinion about the annexation but do not pose any specific questions. Normally, if an email is addressed to "KirklandCouncil," the response is presented for Council review at a regular meeting under correspondence. In order to provide timely acknowledgement to these emails and postcards, staff is proposing that the attached letter be sent. The letter provides a brief description of the annexation process and lets people know where they can get more information and how they can stay up to date. The letter was reviewed by the Annexation Subcommittee and they suggested that we also attach a copy of the most recent informational brochure with the letter. If we receive correspondence with a specific question or concern, we will draft a letter for Council consideration.

## **Proposed Response from the City Council to Annexation Related E-Mails**

Thank you for your recent e-mail regarding the issue of annexation. As you know, the City of Kirkland is considering annexing the neighborhoods of Kingsgate, Juanita, and Finn Hill. The City Council is engaged in a careful, deliberate process to consider whether annexation of these potential annexation areas (PAAs) is right for the City of Kirkland. There are many key decisions to make and much information needed to help inform the decisions.

Currently, the Council has agreed to move on to Phase 2 of the decision-making process, continuing to explore annexation while involving both Kirkland and PAA residents. At the end of Phase 2, the Council will decide whether or not to initiate Phase 3, which would put annexation on the ballot for residents of the PAA.

The City has posted a great deal of information about the annexation issue on our web-site at:  
[http://www.ci.kirkland.wa.us/depart/CMO/Annexation\\_Information.htm](http://www.ci.kirkland.wa.us/depart/CMO/Annexation_Information.htm)

Over the next few months, the City will be holding public forums on annexation in the annexation area. You can sign up to receive e-mail notices of these meetings and other annexation-related news at the City web-site.

I would encourage you to continue to review new information as it becomes available. Please contact Tracy Burrows, Intergovernmental Relations Manager [tburrows@ci.kirkland.wa.us](mailto:tburrows@ci.kirkland.wa.us), 425-587-3009, if you need any additional information.

James L. Lauinger  
Mayor  
On Behalf of the Kirkland City Council