



Gaithersburg
A CHARACTER COUNTS! CITY

July 8, 2016

Mr. Chris Kirtz
102 Center Street
Washington Grove, MD 20880

Dear Chair Kirtz:

Your term on the Historic District Commission will be expiring on September 30, 2016. On behalf of the entire community, I would like to express appreciation for your commitment to serving our City in this capacity. Our Boards, Commissions, and Committees perform vital functions in a variety of areas, and we recognize and value your contribution very much.

Our appointment policy requires that all volunteer positions be advertised to provide the public with an opportunity to apply. In the future, we will be evaluating the requests to fill the vacancies on the HDC, and appointments will be made by the Mayor and City Council soon thereafter.

If you would like to be considered for reappointment or if you no longer wish to serve on the HDC please indicate by signing below and returning this letter by Monday, August 1, 2016.

Again thank you for your commitment to the City of Gaithersburg. If you have any questions, please feel free to contact me at 301-258-6330 or cberger@gaithersburgmd.gov.

Sincerely,

Chris Berger, Planner II
Committee Liaison
Historic District Commission

Please check box:

I would / I would not like to be reappointed to the Historic District Commission.

Name

Date

07/27/16

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