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**From:** Michael Jones  
**Sent:** Wednesday, February 24, 2021 11:13 AM  
**To:** City Council  
**Cc:** Jonathon Sitkin  
**Subject:** Acting Finance Director

Council,

This notice is to advise you that I will be Acting Finance Director during the time frame when we are without a Finance Director. Certain aspects of the RCW and the WAC's, as well as the City's municipal code, refer to the Treasurer or Finance Director thus giving that person certain legal responsibilities. This ensures that we are complying technically, as well as in fact.

Although I will be the Acting Finance Director, I do want to give credit where credit is due and make you aware that Sam Crawford, Kristi Shipp, and Karla Flaming will be taking on many of the necessary tasks, and everyone in the Finance Department will be stepping up to keep things running smoothly. The Finance Department is a qualified and capable team. It will be challenging, but we'll be fine while we recruit and hire a new Finance Director.

Michael Jones  
City Manager

**City of Blaine**  
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Blaine, WA 98230

360-543-9981

*Please note that all emails to and from me are potentially subject to public disclosure under public records act requirements.*