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# MEMORANDUM

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Date: February 1, 2016

To: The Honorable Chair and Members  
Pima County Board of Supervisors

From: C.H. Huckelberry  
County Administrator 

Re: **Facilities Management Director Michael Kirk**

Our Facilities Management Director, Michael Kirk, has submitted his resignation. His last day of Pima County employment will be February 10, 2016.

I have appointed Deputy Director Lisa Josker as Interim Facilities Management Director until the position is filled with a permanent director. Ms. Josker provided these services during our search for Mr. Kirk and performed admirably. I have full confidence she will do the same during this recruitment process.

We appreciate Mr. Kirk's service to Pima County, and we wish him well in the future.

CHH/mjk

c: Tom Burke, Deputy County Administrator for Administration  
Michael Kirk, Director, Facilities Management  
Lisa Josker, Deputy Director, Facilities Management