



King County

Dow Constantine

King County Executive
401 Fifth Avenue, Suite 800
Seattle, WA 98104-1818

206-263-9600 Fax 206-296-0194

TTY Relay: 711

www.kingcounty.gov

Attachment D

May 8, 2014

Gale Shinozaki
2860 39th Ave W
Seattle, WA 98199


Dear Ms. Shinozaki:

I am pleased to appoint you to the King County Transit Advisory Commission, for a partial term expiring August 31, 2015. Your appointment is subject to confirmation by the King County Council.

Within two weeks of receiving this letter, new appointees must visit the King County boards and commissions website by typing the following web address into your internet browser: <http://www.kingcounty.gov/exec/boards.aspx>. Upon accessing the boards and commissions website click on the "For Board Members Only" tab on the left-hand side of the screen. Here you will find a list of orientation materials on the right-hand side of the screen. Please review the Public Records Act Training material and review the King County Board of Ethics Summary. After reviewing the required material, please print the Public Records Act Training Certification Form and the Ethics Summary Acknowledgement of Receipt Form and return the completed forms to the address on the form. We also accept scanned copies of the signed forms which can be emailed to Rick.Ybarra@kingcounty.gov.

In addition, King County board and commission members are issued a King County email account for the purpose of conducting official board business only. Your board's staff liaison will assign you a King County email account in the very near future. Thank you for agreeing to serve the people of King County as a member of the Transit Advisory Commission.

Sincerely,



Dow Constantine
King County Executive

cc: The Honorable Larry Phillips, King County Councilmember, District 4
DeAnna Martin, Staff Liaison