



October 6, 2020

Mayor and Town Council Members  
Bay Harbor Islands, Florida

Town Council

Stephanie Bruder  
Mayor

Joshua D. Fuller  
Vice Mayor

Jordan W. Leonard  
Council Member

Kelly Reid  
Council Member

Isaac Salver  
Council Member

Elizabeth Tricoche  
Council Member

Robert Yaffe  
Council Member

Town Officials

Maria D. Lasday  
Town Manager

Marlene Marante Siegel  
Town Clerk

Frank C. Simone  
Town Attorney

**RE: Notice of Intent to Retire**

Dear Council Members:

Please accept this letter as my official notice of retirement as Town Clerk for the Town of Bay Harbor Islands, effective February 22, 2021. I wanted to give you ample time to select your next Town Clerk. As you know, I have been training Deputy Town Clerk Alba Chang for the last few years to make the transition smooth, should you choose to appoint her. I have full confidence that Alba would serve the Town well in this capacity and is well qualified to do so. She has 100% of my support.

After 22 years of service in the various roles I have taken on, Assistant to the Manager, Community Services Director, Code Compliance Director, Town Clerk and Interim Town Manager, it is time for me to pursue other interest, tend to my health, family and personal matters. I have enjoyed my time working for the Town and working with Council Members, consultants, professionals and business owners, as well as our entire staff. But what I enjoyed most, was being able to help make a difference in the lives of the Town residents. As I look back, I'm proud to have been a member of the teams that accomplished so much for the Town residents in the past 20 years. I also have the honor of being the longest serving Town Clerk in the history of the Town!

Although I look forward to the next chapter in my life, I have mixed feelings about my departure. I will miss Bay Harbor Islands!

I will remain available before and after my retirement date to ensure a successful transition.

Best wishes to each one of you, our staff and residents of the Town.

Sincerely,

Marlene Marante Siegel, Town Clerk

cc: Maria Lasday, Town Manager  
Frank Simone, Town Attorney  
Alba Chang, Deputy Town Clerk  
Jenice Rosado, Human Resources