

Letter of Resignation

*Francesca M. Basil
209 Fairway St.
Weirton, WV 26062*

October 11, 2019

City of Weirton
200 Municipal Plaza
Weirton, WV 26062

Dear Mayor Harold Miller, Interim City Manager DeeAnn Pulliam and Interim Planning and Development Director Jessica Gumm,

I am writing to inform you of my intention to resign from my position as part-time secretary/GIS Coordinator at the City of Weirton, effective Friday, October 18, 2019

I have accepted a position in Pittsburgh, Pennsylvania where I will be granted the opportunity to broaden my skills and experience. I will greatly miss working within the Planning and Development Department and contributing to the growth of Weirton; however, I will always be willing to help where needed and volunteer time to serve my community, which shaped me into the person I am today. Thank you for allowing me this opportunity to learn and grow while I progressed through my medical difficulties. I am grateful for your patience with my schedule over the past year of working. I learned so much from my fellow co-workers, department heads and the team of City leaders.

Please know that you may reach out to me at any time if I can be of service to any of you or our community, as I am always willing to help. Wishing continued growth and success to the City of Weirton and all of its employees.

Sincerely,

Francesca M. Basil