



**SPECIAL CITY COUNCIL MEETING
RICHFIELD MUNICIPAL CENTER, BABCOCK ROOM
JANUARY 17, 2017
6:30 PM**

Call to order

1. Interviews of persons interested in serving on the City's advisory commissions (Council Memo No. 6)

Adjournment

Auxiliary aids for individuals with disabilities are available upon request. Requests must be made at least 96 hours in advance to the City Clerk at 612-861-9738.

CITY OF RICHFIELD, MINNESOTA
Office of City Manager

January 12, 2017

Council Memorandum No. 6

The Honorable Mayor
and
Members of the City Council

Subject: Advisory Commission Interview Materials

Council Members:

Advisory commission interviews are scheduled for Tuesday, January 17, 2017 from 6:30-7:00 p.m. and Saturday, January 21, 2017 from 8:30 a.m. - 12:00 p.m. in the Babcock Conference Room in the Municipal Center. You will need your badge to have access to the room.

The following materials are included for your review:

-) Interview schedule
 - o **NOTE: A conference call has been scheduled for applicants not available to be interviewed in-person. The telephone number for the City Council to call is indicated on the interview schedule.**
-) Commission applications
-) Applicant list with preference(s) indicated
-) Vacancy list
-) Attendance records for current members

If there are changes to the materials, paper copies will be placed in the conference room for City Council use during the interviews. Approval of appointment is scheduled for the January 24, 2017 Council meeting.

Please contact me if you have any questions.

Respectfully submitted,



Steven L. Devich
City Manager

SLD:jjv
Email: Assistant City Manager
Department Directors