



**SPECIAL CITY COUNCIL MEETING
RICHFIELD MUNICIPAL CENTER, BABCOCK ROOM
JANUARY 16, 2016
8:30 AM**

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 14, 2016

Council Memorandum No. 6
The Honorable Mayor
and
Members of the City Council
City of Richfield

Subject: Advisory Commission Interview Materials
(Agenda Item No. 1)

Council Members:

Advisory commission interviews are scheduled for Saturday, January 16, 2016 at 8:30 a.m. in the Babcock Conference Room in the Municipal Center. You will need your badge to have access to the room.

The following materials were provided to you on January 12, 2016:

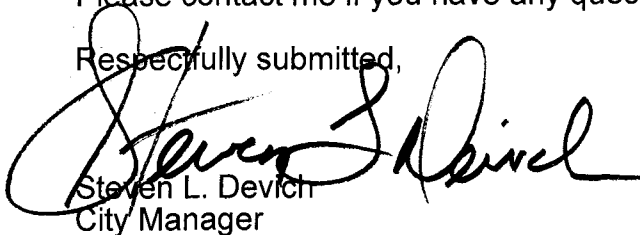
- Interview schedule
NOTE: A conference call has been scheduled for applicants not available to be interviewed in person. The telephone number for the City Council to call will be indicated on the updated interview schedule provided on Saturday.
- Commission applications.
- Applicant list with preference(s) 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 on Saturday. Approval of appointments is scheduled for the January 26, 2016 Council meeting.

The Annual New Commissioner Orientation will be held on Wednesday, February 24 from 6:30 to 8 p.m. in the Bartholomew Room. All commissioners are invited to attend this orientation, which will be conducted by City Attorney, Mary Tietjen.

Please contact me if you have any questions.

Respectfully submitted,



Steven L. Devich
City Manager

SLD:cak
E-mail: Assistant City Manager
Department Directors