



To: MAYOR & COUNCIL

Agenda Item #: VIII. H. Revised

From: Debra Mangen
City Clerk

Action

Discussion

Date: December 18, 2012

Information

Subject: Select Dates For Interview Of Advisory Board & Commission Applicants

Action Requested:

Set interview dates.

Information / Background:

Staff is in the process of soliciting reapplication responses from current members of the City's Advisory Board and Commission members with terms expiring in 2013. I will bring this slate of members for reappointment to you at your regular meeting on January 8th. At that time we will also bring in a list of openings left by members who have declined reappointment, were term limited or did not meet the attendance requirements. In preparation of receiving applications I am requesting the Council select three dates in February to conduct interviews of new applicants.

Following are three dates that covers different days of the week and three different weeks of the month. It is my hope that this will allow most applicants to find a day that works for them.

Interviews could be held on: Thursday, February 7, Monday, February 11 and Wednesday February 20. The interviews would begin at 5:30 and the last one would be scheduled at 7:30. Each interview would be ten minutes in length. This would allow thirteen interviews to be conducted each night. Staff will invite the chairs of our boards and commissions to attend.

If the Council desires different nights to be set they can direct staff which nights would work for them.