



## **PUBLIC NOTICE**

Informational Session for City Council Candidates

**Tuesday, September 2, 2014**

**5:00 pm**

701 Laurel Street, Menlo Park, CA 94025

1<sup>st</sup> floor Council Conference Room

**This meeting is open to the public**

- I. Introductions
- II. Overview of City Council Procedures Manual
- III. Overview of City Council Assignments – Regional appointments, liaison assignments to the City Advisory Bodies, City Council subcommittees and additional obligations as a City Council member
- IV. Role of Commissions/Committees

Overview of the following:

- City Manager's Office
- City Clerk
- Economic Development
- Information Technology

Schedule of Future Sessions:

Tuesday, September 9<sup>th</sup> at 4:00pm – Community Development Department

Tuesday, September 16<sup>th</sup> at 4:00pm – Community Services Department

Tuesday, September 23<sup>rd</sup> at 4:00pm – Police Department

Tuesday, October 7<sup>th</sup> at 4:00pm – Library Services, Finance, Human Resources Depts.

Tuesday, October 14, 2014 at 4:00pm – Public Works Department

\*This meeting may constitute a Special Meeting of the Menlo Park City Council/Commissions if a majority of City Council Members/Commissioners attend the presentation. The purpose of the City Council Members'/Commissioners' attendance is to hear the presentation by City staff. The City Council members will not take any action, make any decisions or engage in any deliberations as the City Council/Commission at this meeting. This notice is provided in accordance with the Brown Act in the event that a majority of City Council members are in attendance.