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MEMO

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TO: Members of the City Council

FROM: Ann H. Campbell, Mayor

DATE: April 10, 2015

SUBJECT: Appointment to Fill Vacancy on Civil Service Commission

Daniel Shaffer, member of the Civil Service Commission, has submitted his resignation from the Commission. Since Dan's term of office does not expire until April 1, 2016, an appointment needs to be made to fill this vacancy.

Therefore, I request that the City Council approve the appointment of Charles Ricketts to fill the unexpired term of office on the Civil Service Commission.

AHC/jlr