

Office of the City Manager

City of Richland Hills, Texas

## Memorandum

To: Honorable Mayor Bill Agan and members of the Richland Hills City Council  
From: Eric Strong, City Manager  
Date: July 1, 2014  
Subject: City Secretary

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### **Council Action Requested:**

Consider evaluation, duties, employment or appointment of City Secretary

### **Background Information:**

Linda Cantu has announced her retirement and the City Council is searching for her replacement.

**Board/Citizen Input:** N/A

**Financial Impact:** N/A

**Staff Contacts:** Eric Strong  
City Manager  
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**Attachments:** N/A