



## OFFICIAL PUBLIC NOTICE

### MEETING OF THE TREE BOARD

MONDAY, APRIL 29, 2024 AT 5:00 PM

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CONFERENCE ROOM AT THE MUNICIPAL BUILDING, 450 S. MAIN STREET, RICHLAND CENTER, WI 53581

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#### CITY FORESTER CANDIDATES

**On Monday April 29, 2024 at 5PM in the Municipal Building, the Tree Board will convene for the purpose of considering candidates for the role of City Forester.**

**Selection:** To be considered for the role, qualified individuals are asked to attend this meeting. If unable to attend, a cover letter and resume may be submitted to [ashley.oliphant@richlandcenterwi.gov](mailto:ashley.oliphant@richlandcenterwi.gov). All materials submitted will be reviewed by the Tree Board on April 29<sup>th</sup>. The Tree Board will select a candidate for appointment subject to Common Council confirmation on May 7, 2024.

**Qualifications:** Some advanced education and/or training in forestry, urban forestry, horticulture, or a closely related field; several years of experience in urban forestry or related field; excellent communication and interpersonal skills; and possession of a valid driver's license.

**Duties:** Detailed information about the duties and responsibilities of a City Forester are outlined in [Wis. Stat. §27.09](#) and [Chapter 301](#) of the City of Richland Center's Code of Ordinances.

*\* This is a volunteer, uncompensated, and appointed position \**

#### AGENDA

1. **CALL TO ORDER** - Roll Call, determine whether a quorum is present, and if proper notice was provided.
2. **OPEN FORUM WITH CITY FORESTER CANDIDATES** - Candidates will be provided with the opportunity to share their vision, qualifications, and answer questions.
3. **APPOINTMENT OF CITY FORESTER** (to be confirmed by the Common Council)
4. **REPORTS, REQUESTS, FUTURE AGENDA ITEMS**
5. **SET NEXT MEETING DATE**
6. **ADJOURNMENT**

Posted this 25th day of April, 2024 by 4:30 PM.  
Copy to the official newspaper the Richland Observer.

PLEASE NOTE: That upon reasonable notice, a minimum of 24 hours in advance, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service contact Ashley Oliphant, City Administrator at 450 S. Main St., Richland Center, WI. 53581 or call 608-647-3466. Notice is hereby given that the council members who are not members of this committee may attend this meeting so as to constitute a quorum of the city council. Any such council member attendance will be for information gathering, discussion, and/or related purposes and will not result in the direct decision making by the city council at the committee meeting. The City of Richland Center is an equal opportunity employer, provider, and lender.