

September 11, 2013

To All Board Members, and City of Rawlins Staff

I previously mailed out a letter for a board training that is scheduled to be held at Council Chambers at City Hall on November 7<sup>th</sup>, at 5:30pm.

Due to the increased interest in this training we will continue to have training at 5:30pm-7:30pm, Nov. 7th but will now be held at the Depot (400 W. Front St). We are also going to offer a second time which will be held at the Depot from 11am-1pm on November 7, 2013.

The City of Rawlins will be providing refreshments but please feel free to bring a sack lunch or dinner to the meeting. If interested please contact me with a time that works best for you. If you have any questions please feel free to contact me at any time.

Thank you,

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