

April 2, 2003

City Council Meeting  
April 8, 2003

Mayor and Members  
of the City Council

**VACANCIES - BOARDS AND COMMISSIONS – UNEXPIRED TERM -  
PUBLIC WORKS COMMISSION – SCHEDULE INTERVIEWS**

**Recommendation:**

It is recommended that the City Council schedule a meeting at a time certain prior to the regular meeting of Tuesday, April 22, 2003 for the purpose of interviewing applicants (for the unexpired term ending October 31, 2004) with appointment to be made that evening at the regular meeting.

**Background:**

An unscheduled vacancy arose on the Public Works Commission in February for a term ending October 31, 2004. At its meeting of February 25, the City Council directed the City Clerk to advertise the unscheduled vacancy with newspaper publications and normal posting procedures, with interviews and appointment to take place in April. A special vacancy notice was posted at City Hall, the Library and in the Clerk's office on February 27, and was published in the Easy Reader on March 6 and 13, with an April 2 deadline for submitting applications.

Five applications are attached (two were already on file from the previous recruitment and three were submitted during this recruitment). The applicants are:

Richard Applebaum  
David Bates  
David Cohn  
Dan Inskip  
Matt Raymond

Since the interviews and appointments will not take place until the next meeting (April 22), if the Council desires to extend the applications filing date, it is recommended that the extended filing deadline be set for 6 p.m. Wednesday, April 16, to allow adequate time for the preparation of the required staff report and the inclusion of all applications in the April 22 Council agenda packets, which will go out on Thursday, April 17.

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Elaine Doerfling, City Clerk

Noted:

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Stephen R. Burrell, City Manager