

**TO: MAYOR AND CITY COUNCIL**  
**FROM: NEIL JENSEN, City Administrator**  
**SUBJECT: Public Works Director Position**  
**MEETING DATE: January 19, 2021**

**BACKGROUND:**

The Public Works Commission met on Thursday, January 14<sup>th</sup> to discuss the Public Works Director position. The discussion was on how to proceed since the position was vacated recently after only a 3-day employment from the previous Public Works Director. The Commission discussed redoing the search with David Drown and Associates which would cost the city the cost of the advertising only. Gary Weirs suggested to wait until early summer to bring the position back for advertising.

The other discussion was to bring in two interested individuals for interviews and select one if acceptable. Public Works Commission decided and recommends to City Council that the two individuals interested in the position be interviewed.

The interview committee was suggested to be John Althoff, Mary Jill Bringgold, Derek Lundell, Jeromy Mouw and Neil Jensen. The interviews will be held in the next 2-3 weeks and a recommendation will be brought forward on next steps to the City Council.

**STAFF RECOMMENDATION**

Please approve the interview committee and move forward with the interviews with the interested applicants and bring back a recommendation to the full City Council.

**REQUESTED COUNCIL ACTION**

Please make a motion to approve the interviewing committee to interview the two interested individuals for Public Works Director and bring back a recommendation to the City Council.