



## Staff Report

---

File #: REPORT 20-0649, Version: 1

---

Honorable Mayor and Members of the Hermosa Beach City Council  
Regular Meeting of October 13, 2020

**VACANCIES-BOARDS AND COMMISSIONS**  
**PUBLIC WORKS COMMISSION TERM EXPIRATIONS**  
**SCHEDULE APPLICANT INTERVIEWS**  
(City Clerk Eduardo Sarmiento)

**Recommended Action:**

Staff recommends City Council schedule interviews for Tuesday, November 10, 2020 at 4:15 p.m., for the purpose of interviewing Public Works Commission applicants for the three terms due to expire October 31, 2020.

**Executive Summary**

Three Public Works Commissioner terms are due to expire October 31, 2020. Council directed staff to advertise and request applications from interested parties, which resulted in three applicants. Staff recommends City Council schedule interviews for Tuesday, November 10, 2020 at 4:15 p.m., for the purpose of interviewing Public Works Commission applicants.

**Background:**

At its meeting of July 28, 2020, the City Council directed the City Clerk to advertise and request applications from interested parties for three Public Works Commission terms due to expire October 31, 2020. Following established procedure, notice was posted at the usual Civic Center locations, placed on the City's website, and published twice in the Easy Reader, with an application filing deadline of 6 p.m., Thursday, September 24th. Three applications (attached) were received; applicants are alphabetically listed below:

Janice Brittain

David Grethen

Scott Hayes

It is recommended that applicant interviews take place at 4:15 p.m., prior to the regular meeting of Tuesday, November 10, 2020, with appointments (four-year terms that will expire October 31, 2024) made later that evening at the Regular City Council meeting. The Public Works Commission's next meeting is scheduled for Wednesday, November 18, 2020.

**Fiscal Impact:**

There are no fiscal impacts associated with this recommendation.

**Attachments:**

1. Janice Brittain Application
2. David Grethen Application
3. Scott Hayes Application

**Submitted by:** Eduardo Sarmiento, City Clerk

**Noted:** Suja Lowenthal, City Manager