

CITY COUNCIL Agenda

222 NE 2nd Avenue, Canby, OR, 97013 | Ph: (503) 266-4021 | www.canbyoregon.gov

JANUARY 10, 2024

This City Council meeting may be attended in person in the Council Chambers at 222 NE 2nd Avenue, Canby, OR 97013

The public can register to attend the meeting virtually at: https://us06web.zoom.us/webinar/register/WN bSCulvUyQdqEycCpGfCUYQ

The meetings can be viewed on YouTube at: https://www.youtube.com/channel/UCn8dRr3QzZYXoPUEF4OTP-A

For questions regarding programming, please contact: Willamette Falls Studio (503) 650-0275; media@wfmcstudios.org

Work Session - 6:00 PM

- 1. CALL TO ORDER
- 2. INTERVIEWS FOR CITY COUNCILOR VACANCY

Pg 1

3. ADJOURN

Regular Session - 7:30 PM

- **1. POTENTIAL DECISION:** The City Council may decide to select a City Councilor. Alternatively, the City Council may choose to defer a decision to a future public meeting.
- 2. ADJOURN

Executive Session - 7:45 PM

Will begin after the Work Session and/or the potential Regular Session but not prior to 7:45 PM.

EXECUTIVE SESSIONS ARE CLOSED TO THE PUBLIC. Representatives of the news media and designated staff may attend Executive Sessions. Representatives of the news media are specifically directed not to report on any of the deliberations during the Executive Session, except to state the general subject of the session as previously announced. No Executive Session may be held for the purpose of taking final action or making any final decision.

- 1. CALL TO ORDER
- 2. **EXECUTIVE SESSION:** Pursuant to ORS 192.660(2)(i) Performance Evaluation of Public Officer.
- 3. ADJOURN

^{*}The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to Christopher Lason at 503-266-0637. A copy of this Agenda can be found on the City's web page at www.canbyoregon.gov.



CITY COUNCIL Staff Report Work Session

Meeting Date: 1/10/2024

To: The Honorable Mayor Hodson & City Council

Thru: Eileen Stein, City Administrator

From: Maya Benham, Administrative Director/ City Recorder

Agenda: Interviews for City Councilor Vacancy

Summary

Former City Councilor Christopher Bangs resigned on November 1, 2023. This created a council vacancy with a term ending December 31, 2024. The City advertised for the open vacancy and the deadline for applications was December 29, 2023. Four applications were received.

Interviews for the council vacancy were scheduled for January 10, 2024.

Attachments

- David Tate Application
- Eric Van Zandt Application
- Jason Andersen Application
- Scott Sasse Application

Options

- 1. The City Council may decide to move to Regular Session and select a City Councilor.
- 2. Alternatively, the City Council may choose to defer a decision to a future public meeting.



EMPLOYMENT APPLICATION

CITY OF CANBY 222 NE 2nd Ave Canby, Oregon 97013 503-266-4021

http://www.canbvoregon.gov

Tate, David VOL-0723 APPOINTED CITY COUNCILOR

Received: 11/	28/23 9:39
For Official Us OUAL:	se Only:
DNQ:	_
□ Experience	
□Training	
Other:	

	PERSONAL INFORMATION
POSITION TITLE: APPOINTED CITY COUNCILOR	EXAM ID#: VOL-0723
NAME: (Last, First, Middle) Tate, David	SOCIAL SECURITY NUMBER: N/A
ADDRESS: (Street, City, State/Province, Zip/Postal Code) Canby, Oregon 97013	EMAIL ADDRESS:
HOME PHONE:	NOTIFICATION PREFERENCE: Email
	PREFERENCES
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	Skills
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ADD	ITIONALINFORMATION
Nothir	g Entered For This Section
	REFERENCES
Nothir	g Entered For This Section

1. If employed, who is your employer and what is your position?

I am the Executive Director of the Northwest Osteopathic Medical Foundation. I will be retiring on December 31, 2023. I have over 35 years of experience in not-for-profit leadership, including Executive Director, Chief Financial Officer, and Development Director.

2. What are your community interests (committees, organizations, special activities)?

I am a Community Emergency Response Team (CERT) member with the Canby Fire Department. I've been a member of Rotary International for over 25 years, past club President, and Paul Harris Fellow. Life member of the National Eagle Scout Association. Past President of Portland Honor Flight. Distinguished Toastmaster and past club President.

3. What are your major interests or concerns in the City's programs?

My primary interests in city services would be administration, budgeting/finance, and infrastructure (information technology, parks, public works, sewers, streets, transportation, and wastewater).

4. Why are you interested in this volunteer position?

I've lived in a community of 1,200 people and an apartment building with over 1,500 apartments, but Canby is, and always has been, home. I grew up here, the son of the Police Commissioner/City Council member and the elementary school secretary. I graduated from Canby High School, and my first job was at the Canby Community Pool. I'm an Eagle Scout from Canby's oldest Boy Scout Troop and learned to shoot at the Canby Rod and Gun Club, where my Dad has been a life member for over 60 years. I was raised committed to helping others and have worked in the not-for-profit sector for almost 40 years. As I begin my retirement, I will continue to serve, and my background, experience, and commitment make me an excellent choice for the Canby City Council.

5. Please share your experience and educational background.

My years of professional experience in not-for-profit management give me various experiences in strategic leadership and planning, consensus building, diversity advocacy, staff and volunteer development, and relationship building.

As an Osteopathic Health Policy Fellow, I have leadership experience in forming good public health policy and preparing physicians and medical students to testify on health policy issues at the county and state levels.

I hold a Bachelor of Arts degree in Mathematics from Whitman College in Wallla Walla, WA.

Please list any other City or County positions on which you serve or have served.

I was elected to the Board of the Los Alamos Community Services District, a water, sewer, and parks district in an unincorporated community in Santa Barbara County, CA. The Board elected me to serve as Chair. The Santa Barbara County Supervisors appointed me to serve on the Los Alamos Community Plan Committee, which elected me as Vice Chair.

If you were referred by someone, please list.

Albert Tate, Police Commissioner and Council member, City of Canby; late 1960s - early 1970s. Sandy Tate, secretary at Eccles Elementary School; 1970s - 1990s
Linda Tate, mother of two children in the Canby School district and active community volunteer for over 40 years
A variety of local CUHS alumni, members of local service clubs, churches, community organizations, and small business owners

The following terms were accepted by the applicant upon submitting the online application:

By clicking the Accept & Submit button, I hereby certify that every statement I have made in this application is true and complete to the best of my knowledge.

Additional Information for Employment Applications:

I understand this application does not represent a contract for employment. I understand that an acceptance of an offer for employment does not create a contractual obligation upon the City of Carby to continue to employ me for any period of time in the future. I understand that no representative from the City has any authority to enter into any special agreement with me to promise and/or guarantee my employment for any specific time period or to promise me a promotion or transfer, etc. either prior to commencement of employment or after I have become employed, or to assure me of any benefits or terms and conditions of employment, or to make any agreement contrary to the aforementioned.

I hereby represent that each answer to questions incorporated into this application and all other information otherwise furnished by me shall be true, complete, and correct. I understand that incorrect, incomplete, false or misleading statement/answer/information furnished by me either verbally, or in writing will subject my application to disqualification from further consideration and/or if already employed by the City, when the aforementioned is detected, I will be subject to discipline up to and including discharge, for falsifying a City record/document, regardless of how much time has elapsed since the date I was employed. In the event that I am employed by the City, I agree to comply with all its orders, rules, regulations, safety policies, and performance standards. Upon hire, I will provide proof as required on the US Government, I-9 form that I am legally eligible for employment in the United States. If I cannot provide such proof in accordance with Federal Law, I understand that my employment will be terminated.

I have read and understand all of the provisions of this acknowledgement. By signing this application, I hold the City of Canby harmless for any result of the City questioning the references provided in this application. If I am selected for further consideration, I hereby authorize and release from liability all former employers, landlords, educational institutions, law enforcement agencies, and/or other government agencies to provide/release information regarding my employment, education, criminal conviction record, credit history, driver's license violations and motor vehicle records, which may be in their possession to the City of Canby and/or its agents. I understand that I will not receive and am not entitled to know the contents of confidential reports received, and I further understand that these reports may be privileged. An offer of employment is conditional upon a background investigation, and if relevant, a pre-employment medical exam and drug screen test (safety sensitive positions).

EQUAL EMPLOYMENT OPPORTUNITY: We are an Equal Opportunity/Affirmative Action Employer. We are dedicated to a policy of nondiscrimination in employment on the basis of race, color, religion, sex, gender identity, sexual orientation, pregnancy, status as a parent, national origin, age, or mental and/or physical disability.

BACKGROUND: Finalists for City jobs must successfully pass a background investigation and may be required to pass a pre-employment medical exam as a final condition of the job offer. Finalists for safety sensitive positions must also successfully pass a pre-employment drug-screening test.

PROBATIONARY PERIOD: New employees or employees changing job positions will be considered Trial service employees for at least six (6) months before attaining regular status.

IMMIGRATION LAW: In accordance with the Immigration Reform and Control Act of 1986 (IRCA), all newly hired employees will be required to complete and sign an Employment Eligibility Verification Form and present documentation verifying identity and employment eligibility.

This application was submitted by David Tate on 11/28/23 9:39 AM

Signature

Date



EMPLOYMENT APPLICATION

CITY OF CANBY 222 NE 2nd Ave Canby, Oregon 97013

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	503-266-40 http://www.canbyo Van Zandt, E VOL-0723 APPOINTED O	oregon.gov Eric R	QUAL: DNQ: □Experience □Training □Other:
			ONAL INFORMATION
POSITION TITLE: APPOINTED CITY COUNCILOR		EXAM ID#: VOL-0723	
NAME: (Last, First, Middle) Van Zandt, Eric R	st, First, Middle) SOCIAL SECURITY NUMBER:		NUMBER:
ADDRESS: (Street, City, State/Pr	PRESS: (Street, City, State/Province, Zip/Postal Code) EMAIL ADDRESS:		MATERIA CONTRACTOR DE ARRESTA DE CARROLLE MATERIA DE PROCESSO DE CONTRACTOR DE CONTRAC
Canby, Oregon 97013 HOME PHONE: Remail Canby, Oregon 97013 NOTIFICATION PREFERENCE: Email		REFERENCE:	
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If employed, who is your employer and what is your position?

Medically retired

What are your community interests (committees, organizations, special activities)?

Current member of Canby Rod and Gun Club, Current member of Canby Fire Dist., #62 Community Emergency Response Team and Ham Emergency Communications Team. Current member of Mountain Wave Emergency Search and Rescue group.

3. What are your major interests or concerns in the City's programs?

Recognizing that stewardship of the public interest will be my primary concern, I will work for the common good of the people of Canby in all aspect with interest in Financial, Low Income Housing, Safety and Infrastructure Accountability.

4. Why are you interested in this volunteer position?

Born 1971 and moved to Canby 1976 and have lived at my current location in town since 2003 to today. I want Canby small town feel back, while growing Canby evening and family activities Finding growth for business while trying to keep traffic like it was to invite families here in the day.

- 5. Please share your experience and educational background.
 - Canby Union High Class of 1989 and Associate General Studies at Clackamas Comm. College in 2002.
- Please list any other City or County positions on which you serve or have served.

Canby Traffic Safety Committee member

7. If you were referred by someone, please list.

N/A

The following terms were accepted by the applicant upon submitting the online application:

By clicking the Accept & Submit button, I hereby certify that every statement I have made in this application is true and complete to the best of my knowledge.

Additional Information for Employment Applications:

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I hereby represent that each answer to questions incorporated into this application and all other information otherwise furnished by me shall be true, complete, and correct. I understand that incorrect, incomplete, false or misleading statement/answer/information furnished by me either verbally, or in writing will subject my application to disqualification from further consideration and/or if already employed by the City, when the aforementioned is detected, I will be subject to discipline up to and including discharge, for falsifying a City record/document, regardless of how much time has elapsed since the date I was employed. In the event that I am employed by the City, I agree to comply with all its orders, rules, regulations, safety policies, and performance standards. Upon hire, I will provide proof as required on the US Government, I-9 form that I am legally eligible for employment in the United States. If I cannot provide such proof in accordance with Federal Law, I understand that my employment will be terminated.

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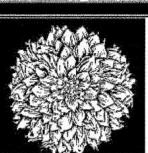
BACKGROUND: Finalists for City jobs must successfully pass a background investigation and may be required to pass a pre-employment medical exam as a final condition of the job offer. Finalists for safety sensitive positions must also successfully pass a pre-employment drug-screening test.

drug-screening test.

PROBATIONARY PERIOD: New employees or employees changing job positions will be considered Trial service employees for at least six (6) months before attaining regular status.

IMMIGRATION LAW: In accordance with the Immigration Reform and Control Act of 1986 (IRCA), all newly hired employees will be required to complete and sign an Employment Eligibility Verification Form and present documentation verifying identity and employment eligibility.

This application was submitted by Eric R Van Zandt on 12/23/23 12:56 AM
Signature
Date



EMPLOYMENT APPLICATION

CITY OF CANBY 222 NE 2nd Ave Canby, Oregon 97013 503-266-4021 http://www.canbyoregon.gov

Andersen, Jason M VOL-0723 APPOINTED CITY COUNCILOR

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	PERSONAL INFORMATION
POSITION TITLE: APPOINTED CITY COUNCILOR	EXAM ID#: VOL-0723
NAME: (Last, First, Middle) Andersen, Jason M	SOCIAL SECURITY NUMBER: N/A
ADDRESS: (Street, City, State/Province, Zip/Postal Code) Canby, Oregon 97013	EMAIL ADDRESS:
HOME PHONE:	NOTIFICATION PREFERENCE: Email
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1. If employed, who is your employer and what is your position?

I have served the City of Portland, Portland Fire & Rescue for 20 years. Currently, I am the Chief Fire/Arson Investigator & K9 Handler. I am the highest sworn supervisory officer responsible for the overall and daily operations of the Arson Unit. We are a dual sworn, fire department based law enforcement unit. Previously serving as an Emergency Operations Lieutenant, Firefighter/Paramedic, and Fire Inspector.

2. What are your community interests (committees, organizations, special activities)?

Prior to Covid, I had served the Canby community as: A baseball coach for Canby Baseball, Assistant Coach for Canby Kids Soccer, Peer-to-Peer Instructor for CHADD (Children and Adults with ADHD).

I have served various communities in the following capacities: Community Emergency Response Team (CERT) Instructor. Volunteer Battalion Chief - Hubbard Fire District, Reserve Police Officer - Aurora Police Department, Reserve Police Officer - Beaverton Police Department, Volunteer Firefighter/Paramedic - Canby Fire District.

3. What are your major interests or concerns in the City's programs?

As an appointed councilor, I would be at the service of the other councilors and the Mayor. If given a choice, my passion has always been with public safety, community program. I know that Mr. Davis is serving as the liaison to the Fire District, but I would like to assist with that as much as possible. I am also focused on the future development of our community and ensuring that the growth of our town wont exceed the existing infrastructure and ability for the community to adapt.

4. Why are you interested in this volunteer position?

My career is one that is very demanding. Raising children with various behavioral diagnosis has kept me extremely busy. As I have managed these demands and they have lessened over time, my ability to dedicate/volunteer my time has drastically improved. Volunteering has been a constant in my life. I have chosen to take the skills that I possess and apply them to positions that will have the greatest overall effect. This is why I have now transitioned to this opportunity.

If I am going to dedicate my spare time, I want to ensure the commitment that I am making is something that will have a greater impact on this community. This particular position will allow me the opportunity to better understand the role of city government at this level and provide me the ability to see first-hand the positive impact we can have on this community. I have lived in Canby for 21 years. I have raised one child in this community, and in the process of raising another. This is my community. However, I am not embedded in the town in a manner that creates unnecessary drama or scrutiny upon myself. As public servants it is imperative that we hold ourselves to a very high standard, have a strong morale compass and maintain an unwavering true north when it comes to conducting the business of this city. I will guarantee that I possess those qualities and have

5. Please share your experience and educational background.

always conducted myself with those traits in mind.

I have completed a total of 130 college credits at the Community College Level with a focus on Fire Suppression and Criminal Justice. I have transitioned to pursuing my Bachelors Degree in Criminal Justice Administration.

In the course of my career path, I have spent the last 4 years focused on organizational leadership. I have completed undergraduate studies through the International Public Safety Leadership and Ethics Institute, the FBI-Law Enforcement Executive Development Association, the Oregon Executive Development Institute, and the Auschwitz Institute.

6. Please list any other City or County positions on which you serve or have served.

I have not served in any particular governmental paid or volunteer positions with the City of Canby or the County of Clackamas. I was the last service "Acting Chief of Police" for the Aurora Police Department in 2011/2012, serving under the City Council during a period of transition to the Marion County Sheriff's Office.

7. If you were referred by someone, please list.

James X. Davis. While I have not spoken directly to Mr. Davis about my interest in this position, observing him in his capacity as Chief of The Canby Fire District and transitioning to this new role, has motivated me to step up for a new challenge. Mr. Davis has a level of integrity and credibility that I respect tremendously.

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By clicking the Accept & Submit button, I hereby certify that every statement I have made in this application is true and complete to the best of my knowledge.

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national origin, age, or mental and/or physical disability.

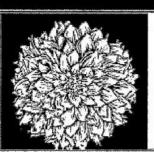
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months before attaining regular status.

IMMIGRATION LAW: In accordance with the Immigration Reform and Control Act of 1986 (IRCA), all newly hired employees will be required to complete and sign an Employment Eligibility Verification Form and present documentation verifying identity and employment eligibility.

This application was submitted by Jason M Andersen on 12/26/23 2:02 PM
Signature
Date





CITY OF CANBY

222 NE 2nd Ave Canby, Oregon 97013 503-266-4021 http://www.canbyoregon.gov

Sasse, Scott
VOL-0723 APPOINTED CITY COUNCILOR

Received: 12/28/23 2:54 For Official Use Only:

QUAL:_ DNQ:

> ■ Experience □Training Other:

	PERSONALINFORMATION	
POSITION TITLE: APPOINTED CITY COUNCILOR	EXAM ID#: VOL-0723	T
NAME: (Last, First, Middle) Sasse, Scott	SOCIAL SECURITY NUMBER: N/A	T
ADDRESS: (Street, City, State/Province, Zip/Postal Code) Canby, Oregon 97013	EMAIL ADDRESS:	T
HOME PHONE:	NOTIFICATION PREFERENCE: Email	

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EDUCATION **Nothing Entered For This Section**

WORK EXPERIENCE **Nothing Entered For This Section**

CERTIFICATES AND LICENSES

Nothing Entered For This Section

Skills

Nothing Entered For This Section

ADDITIONAL INFORMATION

Nothing Entered For This Section

REFERENCES

Nothing Entered For This Section

- 1. If employed, who is your employer and what is your position?
- 2. What are your community interests (committees, organizations, special activities)? Park & rec Board, Budget Comm.
- 3. What are your major interests or concerns in the City's programs? Growth Revenue & Development of our City
- **4.** Why are you interested in this volunteer position? Fill open seat
- 5. Please share your experience and educational background.
 Various Boards, High School Grad, 2 yrs Clack Community College
- 6. Please list any other City or County positions on which you serve or have served. Parks & Rec, Budget Comm.
- 7. If you were referred by someone, please list.
 Mike Ebner/ Ryan Oliver



CITY OF CANBY COMMITTEE, BOARD, & COUNCIL APPOINTMENT APPLICATION

Date: 12-27-23 Position Applying For: Council Seat
Name: SCOTT SASSE Occupation: LANDSCAPER
Home Address:
Employer: SELF Position: OWNER
Daytime Phone: Evening Phone:
E-Mail Address:
What are your community interests (committees, organizations, special activities)?
Park & Rec Board, Budget Comm.
What are your major interests or concerns in the City's programs? <u>Growth</u> Revenue & Development of our City
Reason for your interest in this position: Fill open sect
Experience and educational background: Various Boards High School Grad
24rs Clack Community College
List any other City or County positions on which you serve or have served: Parks: Ric Budget Comm.
Referred by (if applicable): Mike Ebner/Ryan Oliver
Please return to:
City of Canby - Attn: City Recorder PO Box 930, 222 NE 2nd Avenue, Canby, OR 97013
Phone: 503.266.0720 Fax: 503.266.7961 Email: benhamm@canbyoregon.gov
Note: Information on this form may be available to anyone upon a Public Records Request and may be viewable on the City's web page. 12/2021
Date Received: 12/28/23 Date Appointed: Term Expires:
Date Resigned: Destruction Date: