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**City Council Work Session Meeting Minutes
City Council Candidate Interviews**

**Monday, April 13, 2019
4:15 p.m., Webex Community Auditorium**

***Minutes are unofficial until approved by Council.
Council approved minutes as presented April 27, 2020.***

1. CALLED TO ORDER AND ROLL CALL:

Mayor Peter Truax called the Work Session to order at 4:15 p.m. via Webex Video Conference.

COVID-19: Due to the emergency declaration resulting from COVID-19 (Coronavirus disease) and protocols, the City Council limited in-person contact and social distancing. **The City Council conducted the work session remotely by video conferencing.** The work session was video conferenced by Fire Chief Kinkade and City Recorder Ruggles and televised from the projector screen at the Community Auditorium by Tualatin Valley Community Television (TVCTV) Government Access Programming LIVE Channel 30 and Live Streamed on MACC TVCTV YouTube Channel 30. The public was allowed to attend and observe in the Community Auditorium as space allowed (no more than 10 persons total at one time). The Council encouraged the public to observe the work session through technology rather than in person.

ROLL CALL: COUNCIL PRESENT ATTENDED BY WEBEX REMOTELY: Timothy Rippe; Elena Uhing; Mariana Valenzuela; Adolph “Val” Valfre; Malynda Wenzl, Council President; and Mayor Peter Truax. **COUNCIL VACANCY:** 1.

STAFF PRESENT ATTENDED BY WEBEX REMOTELY: Jesse VanderZanden, City Manager (via Webex remotely); Michael Kinkade, Fire Chief (in the Community Auditorium); Colleen Winters (in the audience at the Community Auditorium); and Anna Ruggles, City Recorder (in the Community Auditorium).

2. WORK SESSION: CITY COUNCIL CANDIDATE INTERVIEWS

The purpose of the work session was to conduct the City Council Candidate Oral Interviews. The Council vacancy was created by the death of Ronald Thompson on February 12, 2020. Pursuant to City Charter, Section 32 and City Code, Section 2.075, Council must fill a vacancy by appointment by a majority of the remaining Councilmembers. The appointee holds office until the term of the office expires November, 2022. Ruggles reported at the close of business day, 5:00 p.m., March 27,

2020, six candidate application packets were received for the City Council position vacancy. Five Letters of Intent and Interest were certified by the City Recorder as meeting eligibility and residency requirement. One candidate application packet was rejected (date/time-stamped late). A copy of the “City Council Candidate Interview Questions” was provided in advance to each candidate. The Candidates had the option to attend in person or by video conference, which no candidates attended in person. In the interest of fairness, candidates were asked to wait to login five minutes before their interview time slot. Once their interview was conducted, candidates were invited to remain on video conferencing muted or logout and observe the remaining interviews televised LIVE.

Candidate Interviews:

Mayor Truax welcomed each candidate and explained the interview process at the start of each interview. The candidates were given 20 minutes to provide an opening statement and answer one question from each Councilor for a total of six questions. Rippe asked Question 1; Valenzuela asked Question 2; Uhing asked Question 3; Valfre asked Question 4; Council President Wenzl asked Question 5 and Mayor Truax asked Question 6.

The Council conducted the following four oral Candidate interviews. One candidate withdrew as noted below.

Time:	Actual Start	Candidate Name:
4:20 pm	4:25 pm	Christobal Mejia Jr.
4:40 pm	4:46 pm	Hugo Rojas Hernandez
5:00 pm		Wolanda K. Groombridge, withdrew 04/13/20, 12:04 p.m.
5:20 pm	5:13 pm	Dawn O'Donnell-Hummel
5:40 pm	5:38 pm	Kristy Kottkey

In conclusion of each interview, Mayor Truax reported the Council would deliberate on the slate of candidates and decide on the appointment either this evening or at the April 27, 2020, Council meeting.

Council took no formal action nor made any formal decisions during the above-noted work session.

3. **ADJOURNMENT:**

Mayor Truax adjourned the work session at 6:05 p.m.

Respectfully submitted,



Anna D. Ruggles, CMC, City Recorder