



City of Independence

Regular Meeting Agenda

City Council

Tuesday, October 14, 2025 @ 6:30 PM

Civic Center - Council Chambers

(see agenda footer for meeting attendance information)

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1. **Call to Order-Immediately following the Urban Renewal Agency meeting**
 2. **Roll Call**
 3. **Minutes**
 - 3.1. Regular Meeting 09/23/2025
 4. **Visitors/Public Comment**
 5. **Reports/Presentations**
 - 5.1. Mayor
 - 5.2. Council Liaison Reports
 - 5.2.1. MINET Board: Councilor Sorce
 - 5.2.2. Parks Board: Councilor Roden
 - 5.2.3. Independence Days Commission: Councilor Boisvert
 - 5.3. City Manager
 - 5.4. Staff Report: Irvine-Grants Report
 6. **Unfinished Business**
 7. **New Business**
 - 7.1. Independence Days Ad Hoc Board Recommendation (Irvine)
 - 7.2. Independence Days MOU (Irvine)
 - 7.3. Q4 Board/Committee/Commission Appointment (West)
 - 7.4. 2025 City Manager Review (Christensen)
 8. **Council Announcements**
 9. **General Information**
 - 9.1. Management Team Notes
 - 9.1.1. 09-24-2025
 - 9.2. Miscellaneous Correspondence. Any communications received after publication of the agenda packet, but before 3:00 pm the date of the meeting, will be

provided to Council at the meeting and will become a part of the official record

9.2.1. Correspondence: Anne Scheck, Trammart News

9.3. Pending Agenda Calendar

9.3.1. 09/24/2025

10. Adjournment

Meeting Attendance Information:

The City Council will hold this meeting in-person in City Hall Council Chambers, via video conference (Zoom) or by phone. Meetings are also live-streamed on the City's YouTube channel at: <https://www.youtube.com/c/CityofIndependenceOR>.

- To attend in person, the City Hall address is 555 S. Main St.
- For Zoom login
visit: <https://us06web.zoom.us/j/89810249422?pwd=cXPCy8eVNOwm0eb5fb1gUKyba4M30q.1>
- To participate in the meeting **by phone**, dial **US: +1-253-215-8782** and enter **Webinar ID: 898 1024 9422** and **Passcode: 690871**

Written comments are also welcome and may be delivered to City Hall or emailed to CouncilComments@ci.independence.or.us no later than 4:00 pm the day of the meeting.

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 72 hours in advance of the meeting to Myra Russell, City Recorder, 503-838-1212/TTY: 800-735-2900.



City of Independence Minutes

City Council Meeting
Tuesday, September 23, 2025

1. **Call to Order.** Mayor Schwarzler called the meeting to order at 6:30 PM

2. **Roll Call.** Mayor Schwarzler present.

Present: Councilor Evan Sorce
Councilor Dawn Roden
Councilor Bill Boisvert
Councilor/Council President Kathy Martin-Willis
Councilor Marilyn Morton
Councilor Shannon Corr

Absent:

City Staff Present: Kenna West, City Manager
Myra Russell, City Recorder
Fred Evander, City Planner
Shawn Irvine, Assistant City Manager
Juventino Banuelos, Police Chief

3. **Minutes.**

3.1. **Regular Meeting 08/26/2025.**

Action:

Councilor/Council President Martin-Willis moved to approve minutes as submitted; Councilor Corr seconded.

Roll call vote. Motion 6-0-0

Ayes: Evan Sorce, Dawn Roden, Bill Boisvert, Kathy Martin-Willis, Marilyn Morton, Shannon Corr

Nays: None

Abstentions: None

4. **Visitors/Public Comment.** 1. Anne Scheck, Trammart News: US Constitution week. Questions to communication director have not been answered.

2. Vickie McCubbin, Independence, OR: Has been working on The Wall that Heals event. Thanked Staff and Council for support during the event

3. John Bruning, Independence, OR: Made comments regarding levy not passing and thanked Council for working through hard issues.

5. **Reports/Presentations.**

5.1. **Mayor.**

- Wall that Heals was an honor for the community. It was a gift to our veterans and really brought the community together.
- Thanked Downtown Association for the Hop & Heritage festival this weekend. It highlighted our heritage and agricultural roots.
- Thanked the Fugeman's for donating another bench to our community.

5.2. **Council Liaison Reports.**

5.2.1. **Traffic Safety Commission: Councilor Roden.**

- Had meeting in June. Discussed potentially putting speed monitor signs back out.
- Discussion of discretion police have in pulling over people.

5.2.2. **Historic Preservation Commission: Councilor Morton.**

- The Historic Preservation Commission meetings are well attended by members of that body.
- City Planner Fred Evander provides useful information accompanied by comprehensive maps and timely videos. His guided walks around the city to point out different architectural styles have been very enlightening.
- Mr. Evander does an excellent job of comparing and contrasting past building and construction standards with present neighborhood designs. This information will support future decisions that may need to be made by the Commission.
- The makeup of the Commission itself is well-balanced, bringing both career and homeownership perspectives that are valuable to discussion.

5.2.3. **Planning Commission: Councilor Martin-Willis.**

- Planning has been working on two ongoing projects:
 - Single room occupancy—recent changes in State law. Planner Evander going through and explaining to the commission as they work through it.
 - Mobile vending locations—Pad vs. Pod locations are permitted by the property owner. Commission received community input sharing concerns about food trucks competing with brick-and-mortar restaurants.

5.3. **City Manager.**

- Answered questions from council
 - IT infrastructure issue. Failure of external hard drive. New servers are not within our budgets at this time. Moving some things to the cloud.

- What can we do about Stonehenge? The city does not own it. Met with new owners to share details about zoning, development options, economic development resources and encourage them to move forward.
- What are we doing to do about unhoused individuals at City Hall and Library? We are following the law and leaving them on City property. The police Department has tried to connect them with services and housing, but options are limited.
- Dead trees between 4th and 5th St. on Monmouth St. Privately owned trees, responsibility of the property owner.
- What are savings to the general fund being closed on Fridays. Don't have numbers until we have 1–2-year cycle, but less wear and tear on facilities. Savings in utilities and deferred maintenance.
- Councilor Roden asked how long new owners have owned Stonehenge. Irvine said property sale closed in March or April of this year.

6. Unfinished Business.

- 7. New Business.** Councilor Roden wanted to add 3 items to the agenda. Council rules state anything added to the agenda needs to be run by the Mayor and City Manager before being added, and this wasn't done beforehand. The mayor and City Manager offered to meet with Councilor Roden to add these items to the next meeting.

7.1. Set Public Hearing Date for AX 2025-03, Annexation of Future Surface Water Treatment Plant Property (Evander).

Planner Evander presented the staff report as submitted in the agenda packet. This is a resolution required to schedule a public hearing for annexation of the land for the surface water treatment plant. There was some confusion as to why a resolution was needed to set the date for the public hearing. Evander explained that it was the recommended process by the City Attorney.

Action:

Councilor Corr moved to approve Resolution 25-1639, an initiation to start the annexation and rezone of city-owned land, set a date for a public hearing on the matter for November 25, 2025, and direct staff to provide proper notice for the hearing; Councilor Morton seconded. Discussion: None

Roll call vote. Motion 6-0-0

Ayes: Evan Sorce, Dawn Roden, Bill Boisvert, Kathy Martin-Willis, Marilyn Morton, Shannon Corr

Nays: None

Abstentions: None

7.2. Resolution to apply for technical assistance (Irvine).

Assistant City Manager Irvine presented staff report as submitted in agenda packet. This is a grant to help the city update the economic opportunity analysis for the city which is almost 20 years old. This helps with planning and

recruiting industry to our area. DLCD has technical assistance grant for this that does not require city match of funds. Discussion of cost to city. No cost. The money may not even come to the city, if DLCD consultant does work, they will just be paid by grant.

Action:

Councilor/Council President Martin-Willis moved that the council adopt Resolution 25-1638 authorizing an application for a grant from the Department of Land Conservation and Development; Councilor Sorce seconded.

Discussion: None

Roll call vote. Motion 6-0-0

Ayes: Evan Sorce, Dawn Roden, Bill Boisvert, Kathy Martin-Willis, Marilyn Morton, Shannon Corr

Nays: None

Abstentions: None

7.3. **Independence-Monmouth Trolley IGA (West).**

CM West presented the staff report as submitted in the agenda packet. Introduced CM Roaden from Monmouth to provide more information as Monmouth is the financial fiduciary partner and lead agency for this cooperative project. This is the first step in a 2-part process. Will return with the Public Hearing and Ordinance at a later date. Discussion of who would be on the board. The City gets 3 positions on the Advisory Board and could fill them with council members or community members. City Manager will serve on the operating board. Discussion of one non-voting youth member on the Advisory Board. This is a process between Independence, Monmouth and WOU. Hoping to have everything in place by the beginning of the year. Discussion of joint meeting with both councils and WOU.

Action:

Councilor Morton moved that the Council authorize Mayor Schwarzler and City Manager West to execute the Monmouth-Independence Trolley Intergovernmental Agreement; Councilor Sorce seconded. Discussion: None
Roll call vote. Motion 6-0-0

Ayes: Evan Sorce, Dawn Roden, Bill Boisvert, Kathy Martin-Willis, Marilyn Morton, Shannon Corr

Nays: None

Abstentions: None

7.4. **Memorial Plaque – Gun Club and Hoffman Road Improvements (West).**

CM West presented information as submitted in the agenda packet. This is a request for a memorial plaque for Jamie Boe for his encouragement to complete the Safe Routes to School zone on Hoffman Road and Gun Club Rd. Discussion of funding for this plaque. Public Works has funds for this type of plaque. There is an opportunity to donate towards this as well.

Action:

Councilor Corr moved that the Council authorize city staff to locate and place a memorial plaque in honor of Jamie Boe within the Gun Club and Hoffman Road project area; Councilor/Council President Martin-Willis seconded. Discussion:

None

Roll call vote. Motion 6-0-0

Ayes: Evan Sorce, Dawn Roden, Bill Boisvert, Kathy Martin-Willis, Marilyn Morton, Shannon Corr

Nays: None

Abstentions: None

7.5. **Public Meeting Grievance Process Authority (West).**

CM West presented the staff report as submitted in the agenda packet. State legislature gave a mandate allowing individuals to file public meeting grievances against public agencies. That statute states that the public body must respond within 21 days of receiving the grievance. These grievances are based on fact and law. Bringing it to council each time puts the public body at risk of missing the 21-day response time. Discussion of other options. These grievances must be resolved expeditiously. They go to the ethics commission. They need to be taken very seriously.

Action:

Councilor Sorce moved that the Council authorize the city manager or their designee to respond to public meetings grievances on behalf of the public body; Councilor/Council President Martin-Willis seconded. Discussion: Council asked the motion to be "their" designee instead of "her" designee.

Roll call vote. Motion 6-0-0

Ayes: Evan Sorce, Dawn Roden, Bill Boisvert, Kathy Martin-Willis, Marilyn Morton, Shannon Corr

Nays: None

Abstentions: None

8. **Council Announcements.**

- Councilor Sorce: Rosh Hashanah, Jewish new year. A time of reflection and repentance. Has been reflecting on violence over the last year, specifically recently. Strive to work hard to see humanity in each other and never accept violence as a response.
- Councilor Roden: Healthy debate, no place for violence in the community. Question about adding items to agenda. Meeting set with Mayor and CM West immediately following this meeting.
- Councilor Martin-Willis: The Wall that Heals, proud of community volunteers.
- Councilor Morton: The Hop Festival was very well attended and peaceful. An 81 year old volunteer held up a sign for the Wall that Heals for 5 hours without a break.

9. **General Information.** Items submitted here in the packet are for information only; no action was required by city council.

9.1. **Management Team Notes.**

9.2. **Miscellaneous Correspondence.** Any communications received after publication of the agenda packet, but before 3:00 pm the date of the meeting, will be provided to Council at the meeting and will become a part of the official record.

9.3. **Pending Agenda Calendar.**

10. **Adjournment.** Mayor Schwarzler adjourned the meeting at 7:35 pm.

MAYOR KATE SCHWARZLER

ATTEST:

Myra Russell, City Recorder

GRANT ACTIVITY REPORT

Grant Applications Awaiting Notification

2025

- Rural and Tribal (RTA)
 - Purpose: Central Talmadge Project Roadway Design
 - Award Request: \$2,480,000
 - Status: Awaiting Notice
- 2025 Oregon Museum Grant
 - Purpose: Museum activities to preserve, interpret, and share artifacts from the Irvine family.
 - Award Request: \$6,000
 - Status: Awaiting Notice
- Reser Foundation - IDA Community Fund (Rnd 2)
 - Purpose: Contract coordinator for the Independence Downtown Association (IDA) to assist with marketing, volunteer engagement, and event promotion.
 - Award Request: \$60,000 and Technical Assistance
 - Status: Awaiting Notice (target: end of September 2025)
- Monmouth Independence Community Foundation
 - Purpose: Museum activities to create digital and pop-up exhibit of the Community Fiesta
 - Award Request: \$2,500.00
 - Status: Awaiting Notice, to be considered in the next fiscal cycle.
- Oregon Community Foundation
 - Purpose: Library/Museum Mobile Outreach Program
 - Award Request: \$27,300.00
 - Status: Awaiting Notice
- Oregon State Capital Foundation
 - Purpose: Civics Education Pop-Up Exhibit, Civic Engagement Workshops, Digital Lessons to meet OR Civics Requirement SB 513
 - Award Request: \$17,000.00
 - Status: Awaiting Notice

- DLCD Technical Assistance Grant
 - Purpose: Create an Economic Opportunity Analysis and Local Wetland Inventory
 - Award Request: State provided consultants
 - Status: Awaiting Notice

Grant Applications Awarded

2025

- DLCD - 2025-2027 Housing Planning Assistance
 - Purpose: Implement Limited Land Use Decision standards
 - Award: State Provided Consultants
 - Status: Ongoing, scoping project prior to kickoff.
- State Housing Infrastructure Support Fund
 - Purpose: Design work on the Ash Creek Lift Station
 - Award: \$100,000
 - Status: Ongoing
- CLG Grant
 - Purpose: Fund staff time to support Historic Preservation Activities
 - Award: \$16,000
 - Status: Ongoing
- Historic Transportation Marker Grant Program - Pomeroy Foundation
 - Purpose: MI Railroad Historic Marker
 - Award: \$2,478.29
 - Status: Ongoing, entering procurement
- Braemar Charitable Trust (Museum Vet corner)
 - Purpose: Veterans Corner Improvements & Military Collection Preservation
 - Award: \$8,000
 - Status: Ongoing
- Thriving Communities Sub-Award Grant
 - Purpose: NEPA compliance for Central Talmadge projects
 - Award: \$90,000
 - Status: Complete, final report, closed out

2024

- EDA - Disaster Supplemental for Drinking Water Plant Design
 - Purpose: Fund design of new WTP
 - Award: \$440,318
 - Status: Ongoing
 - Activities of note: Quarterly reporting, bi-monthly meetings, coordination between feds and engineering/PW.
- CDBG - COVID - CAPACES - Childcare training and business development
 - Purpose: Training and Licensure program for new in-home childcare providers
 - Award: \$136,000
 - Status: Ongoing - two cohorts complete
 - Activities of note: Processing reimbursement requests
- Ford Family Technical Assistance Grant
 - Purpose: Complete a Community Center Concept Plan
 - Award: \$5,000
 - Status: Complete, final report and closed out
- Pacific Power Foundation - Community Enhancement
 - Purpose: Purchase a Library Book Bike
 - Award: \$5,000
 - Status: Complete, final report and closed out
- Spirit Mountain 2024Q2
 - Purpose: Purchase Laptops for Coding League/Library
 - Award: \$7,500
 - Status: Complete, final report and closed out
- AARP - Flagship Grant
 - Purpose: Fund the Sunset Meadows Park Project
 - Award: \$18,000
 - Status: Complete, final report and closed out
- Tmobile Hometown Grant
 - Purpose: Fund the Sunset Meadows Park Project
 - Award: \$50,000
 - Status: Complete, final report and closed out

- Sewer infrastructure for Polk Community Development Corporation on Gun Club Road
 - Purpose: Sewer infrastructure for Polk Community Development Corporation on Gun Club Road.
 - Award: \$500,000
 - Status: Ongoing, project extension granted, Polk CDC currently seeking additional funding
- Capital Funding Request – Industrial Lands (Oregon)
 - Purpose: Improve Polk and Main Intersection
 - Award: \$2,000,000
 - Status: Ongoing

2023

- EDA - FY 2023 EDA Disaster Supplemental
 - Purpose: Construction of Wastewater Treatment Plant Upgrade
 - Award: \$4,001,920.00
 - Status: Ongoing - dredging complete, final design underway
 - Activities of note: Quarterly reports, weekly (now monthly) meetings, coordination between feds and engineering/PW
- Business Oregon General Application - EDA/WW Project Match
 - Purpose: Construction of Wastewater Treatment Plant Upgrade
 - Award: \$500,000 Grant, \$500,000 Loan @ 0%
 - Status: Ongoing - see above
- Rural and Tribal Assistance Pilot Program - RTA
 - Purpose: Design of Chestnut Street Bridge
 - Award: \$320,000
 - Status: Ongoing
 - Activities of note: Significant coordination with federal staff and ODOT
- OR DLCD - Housing Planning Assistance - Housing Production Strategy
 - Purpose: Create a Housing Production Strategy document.
 - Award: Provided Consultants
 - Status: Complete

- COPS Hiring Program (CHP) Grant - 2023
 - Purpose: Fund a portion of a new police officer position
 - Award: \$125,000
 - Status: Ongoing, reporting, preparing implementation

- Oregon Main Street 2023
 - Purpose: Funds private developer for renovation of Opera House 2nd floor apts.
 - Award: \$200,000
 - Status: Ongoing, grants funds expended, ~65% complete.
 - Activities of note: Quarterly reports and reimbursement requests.

- Sustainable Infrastructure Planning Projects (Drinking Water State Revolving Fund)
 - Purpose: Preliminary Engineering of new Water Treatment Facility
 - Award: \$20,000
 - Status: Ongoing, requesting project extension

- Earmarks – Office of Representative Andrea Salinas FY2024 Appropriations. Funding processed through a 2024 EPA Community Grant
 - Purpose: Complete Corvallis Rd Water Line Project (First Step in the Regional Water Treatment Plant Project)
 - Award: \$880,000
 - Status: Ongoing - design complete, bidding this winter
 - Activities of note: Completing grant paperwork, biannual reports, coordination between feds and engineering/PW

- Earmarks - Office of Representative Andrea Salinas (OR-06) FY2024 Appropriations. Funding being processed through FDOT in coordination with ODOT.
 - Purpose: Chestnut Street Bridge
 - Award: \$500,000
 - Status: Ongoing

- Capital Funding Request (Oregon)
 - Purpose: Construct Chestnut Street Bridge
 - Award: \$2,000,000
 - Status: Ongoing

2022

- Capital Funding Request (Oregon)
 - Purpose: Upgrade the 9th Street Lift Station
 - Award: \$2,000,000
 - Status: Phase 1 complete, bidding Phase 2
 - Activities of note: Annual reports, coordination with DAS
- Pacific Power and Light - Technical Assistance
 - Purpose: Complete Energy Storage Site Evaluation Report re Feasibility of Adding Generation/ EnergyStorage to Civic Center
 - Award: Provided consultants to conduct Evaluation Report
 - Status: Complete
- Pacific Power and Light - Community Resiliency: Energy Storage
 - Purpose: Fund energy storage project
 - Award: \$95,500
 - Status: Complete. Based on the evaluation report and costs at the time, opted not to proceed with the energy storage project.
- Safe Routes To Schools (SRTS) - Construction Grant
 - Purpose: Fund a pedestrian refuge island along OR-51 to serve Independence Elementary School
 - Award: \$1,004,902.40
 - Status: Ongoing - adjusting project scope
 - Activities of note: Quarterly reports, coordination with ODOT and engineering/PW
- LGGP - Small 2022
 - Purpose: Fund the Sunset Meadows Park Project
 - Award: \$75,000
 - Status: Complete, final report, reimbursement, project closed out
- Main Street Revitalization Grant
 - Purpose: Funds private developer for renovation of Parallel 45/Old City Hall, expanded commercial space.
 - Award: \$155,700.00
 - Status: Complete, final report, closed out.
 - Activities of note: periodic reports and reimbursement requests

- Pacific Power Trees
 - Purpose: Donated tree vouchers to the Sunset Meadows Park Project,
 - Award: \$2,000 (voucher)
 - Status: Complete
- LGGP - Large (Assisted City of Monmouth)
 - Purpose: Fund the Monmouth Skate Park Project
 - Award: \$467,550.00 to Monmouth, OR
 - Status: Complete - Monmouth managed the grant and project.

Grant Applications Not Awarded

2024

- SPIRE Grant – Police Fuel Trailer, est \$15-20K
- Capitol History Gateway Exhibit Sponsorship, \$7,150
- Nike Community Impact Fund Program, \$25,000
- Oregon Parks Foundation Fund, \$5,000
- Paul Bruhn Historic Revitalization Grant, \$200,000
- OPRD 2024 Museum Grant Program, \$8,000
- Safe Streets and Roads for All (SS4A) Grant Program - Implementation and Supplemental Planning - Central Talmadge, \$11,394,600
- 2025-27 Statewide Transportation Improvement Fund (STIF) Discretionary/Statewide Transit Network - Trolley, \$748,800
- STIF Formula Trolley, \$813,266.98
- 2024 - Meyer Memorial Trust, \$50,000.00

2023

- Polk County Business Development Grant (P45 HVAC), \$30,000
- Museum - Ford Family Small - StoryCorps and Recording Booth
- Oregon Electric mobility grant/E-Bike Grant (IND Police), \$77,694
- Museum - OCRF Grant, \$50,000
- Museum - Inspire Grant, \$49,229
- Trust Management Services - Braemar Charitable Trust (Museum Curriculum Development), \$15,000.00
- Museum - Spirit Mountain Community Fund: General Purpose Grants, \$18,025.00
- LOI - OCF For Library
- National Trust Preservation Fund - Museum Digital Archive Project, \$5,000

Related Grant and Project Activities

- Managing contracting processes such as:
 - EDA FY2023 Disaster NOFO - Revisions Request
 - Various Business Oregon Loans/Grants
- STIF 5310 Trolley, \$200,000. Funds received but utilizing a separate process.
- BizOR/SPWF LOAN (2.9% interest) - WTP Design 2025. Although not a grant, this incredibly low interest loan application required similar work to that of a grant application, including an in-person presentation to the SPWF Board by the City Manager and Assistant City Manager.
 - Purpose: Drinking Water Treatment Plant Design
 - Award: \$7,100,000
 - Status: Awarded
- 2025 – Coordination with and assistance to Michael Skipper, CFP/Earmarks



CITY OF INDEPENDENCE MEMORANDUM

TO: Mayor and City Council
FROM: Kenna West, City Manager
MEETING DATE: October 14, 2025
SUBJECT: Indy Days Ad Hoc Committee Recommendation

☐ Information Only

☒ Action Requested

Statement of Issue:

The Independence Days Ad Hoc Commission has completed its work and has a recommendation for how the Council should transition the event away from City operation.

Background:

The Independence Days Ad Hoc Committee was formed to review the Independence Days event and identify how it can be managed with less of a burden on City resources. The review process provided an opportunity for community input and actively sought comments from residents about how the event could be sustained with less City involvement. The Committee met five times between June and September, interviewing City staff responsible for event operations as well as community members interested in seeing the event continue independent of the City. Staff participation included Courtney Williams, City of Independence Coordinator for Independence Days, Aaron Wimer Public Works liaison to the event Lieutenant Lyle Gilbert from Independence Police Department and the Deputy Chief from Polk County Fire District No.1.

Discussion:

The Ad Hoc Committee explored several alternatives, including keeping the event City-run but scaling it down to one day, transferring the event to an existing non-profit organization, and transferring the event to a new organization created by community members.

After thoroughly exploring all viable alternatives, the Committee's recommendation is to transfer the Independence Days event to a new community-led 501(c)3 non-profit organization. Several community members have come together and are working to form a new "Friends of Community Parks" organization which would have an initial focus of running Independence Days, and a longer-term focus of supporting parks and recreational development within the community. In addition to the required board of directors, the new non-profit would create a subcommittee, similar to the Independence Days Commission, that is responsible for running the event. The new organization would also be able to take ownership of event-related equipment, contract for insurance, and manage any staffing needs to ensure a successful event. The Ad Hoc Committee further recommends that the Council use a Memorandum of Understanding to codify the event transfer, identify shared goals, clarify any continuing relationship with regard to the event, and account for the transfer of assets.

Recommendation/Suggested Motion:

Staff recommends Council accept the recommendation of the Independence Days Ad Hoc Commission

Suggested motion: "I move that the Council accept the Independence Days Ad Hoc Commission's recommendation to transfer the Independence Days to a new community non profit, and that the City use a Memorandum of Understanding to codify the details of the transfer."

*Memo prepared by: Shawn Irvine, Assistant City Manager
Reviewed by: Kenna West, City Manager*



CITY OF INDEPENDENCE MEMORANDUM

TO: Mayor and City Council
FROM: Kenna West, City Manager
MEETING DATE: October 14, 2025
SUBJECT: Indy Days Transfer Memorandum of Understanding

☐ Information Only

☒ Action Requested

Statement of Issue:

Staff is requesting Council give the City Manager or designee authority to sign a Memorandum of Understanding with a community non-profit to formalize the transfer of Independence Days.

Background:

The Independence Days Ad Hoc Committee was formed to review the Independence Days event and identify how it can be managed with less of a burden on City resources. After several months of review, the committee recommended transferring the event to a new, community-led non-profit organization and that the transfer be memorialized through a Memorandum of Understanding (MOU). Recognizing the importance of timely action to ensure a successful 2026 event, as the Committee was nearing this decision City staff began discussing details of a potential MOU with representatives of the planned new non-profit organization.

Discussion:

A draft of the proposed MOU is attached to this staff report. The overall goal is to ensure that the event is fully separated from the City. The City would remain an active supporter of Independence Days but would interact with the new entity in a manner similar to other events that take place in Riverview Park. A component of the MOU will be an inventory of equipment, banners and other items that belong to the Independence Days event and will be transferred to the new owner. The inventory list is being finalized and will likely be presented to Council at the day of the meeting. Staff are still negotiating final details of the MOU with representatives from the recipient organization, so the final agreement may differ in minor ways, but the draft enclosed with this staff memo will be substantially similar to the final agreement.

Recommendation/Suggested Motion:

Staff recommends Council authorize the City Manager to sign a Memorandum of Understanding transitioning the Independence Days event to a community non-profit organization.

Suggested motion: "I move that the Council authorize the City Manager to sign a Memorandum of Understanding transferring the Independence Days event to a new community non profit organization."

Attachment: Draft MOU – Friends of Community Parks

*Memo prepared by: Shawn Irvine, Assistant City Manager
Reviewed by: Kenna West, City Manager*

THE CITY OF INDEPENDENCE, OREGON
AND
FRIENDS OF COMMUNITY PARKS

THIS MEMORANDUM OF UNDERSTANDING (the “MOU”) is entered into by and between the City of Independence, Oregon (hereinafter referred to as “City”) and the Friends of Community Parks (hereinafter referred to as “Friends” or the “Organization”), collectively they are referred to as the “Parties”.

RECITALS

WHEREAS, the City of Independence is a municipality in the State of Oregon; and

WHEREAS, the Friends of Community Parks is an Oregon non-profit corporation organized for the express purpose of supporting and enhancing the public parks and recreational areas of Independence Oregon, ensuring they remain vibrant, accessible, and well-maintained spaces for the health, wellness, and enjoyment of all community members; and

WHEREAS, Friends is in the process of applying for tax exempt status from the Internal Revenue Service under Section 501(c)(3) of the United States Internal Revenue Code; and

WHEREAS, the City and Friends want to formalize the relationship between the City and Friends by setting forth a series of mutual expectations; and

NOW THEREFORE, in consideration of the mutual covenants, promises and commitments herein, and Parties agree as follows:

PURPOSE

The purpose of this Memorandum of Understanding is to establish a general framework for cooperation and collaboration between the City and Friends. This MOU is non-binding. It will assist in defining the relationship between the Parties in order to ensure that the goals of each are accomplished in a mutually supportive way.

GUIDING PRINCIPLES

The guiding principles and assumptions for this agreement are as follows:

- Friends exists to support the public parks and recreational areas of Independence and Monmouth by fundraising and encouraging volunteerism and community engagement.
- Friends, although organized by its purpose to collaborate with the City of Independence, is a completely independent corporate entity.
- To fulfill its mission, Friends is both a fundraising and a grantmaking organization.
- To create private donor and volunteer bases for public parks and recreational areas, Friends creates connections between and among the Organization, private funders, businesses, community members, other nonprofit organizations, and Federal, State, City and County Agencies.
- Friends is committed to promoting equity through parks and programming, cognizant of geographic, socioeconomic, demographic, cultural, physical ability and population density realities.
- The Parties agree to maintain open communication and transparency regarding financial matters related to joint initiatives or collaborative efforts, recognizing that mutual understanding of available resources and commitments supports effective partnership and trust.
- The Parties may jointly develop plans that assign clear responsibility and accountability, which avoid duplication of effort, and which avoid competition for the same dollars, in the interest of maximizing available funding opportunities.
- The Parties acknowledge that Friends will serve as an additive funder for City parks and recreational spaces, rather than supplanting existing City funding obligations.

RELATIONSHIP BETWEEN THE CITY AND FRIENDS

- By executing this MOU, the Parties are fully divesting the City of any legal responsibilities for Friends sponsored events, including events approved on City property and/or under City control.
- The City may, at its discretion, designate one ex officio non-voting member to serve on the Friends Board of Directors.
- The City will respect the independent status of Friends while promoting constructive collaboration on shared community and park related goals.
- Funds or gifts to Friends shall be owned solely by Friends.

- Friends agrees in the exercise of all its functions and activities to act consistently with all pertinent City Code requirements, including obtaining permits and approvals.
- The City and Friends agree that, as separate entities, each is responsible for any liabilities and costs arising from its own action(s) and/or inaction(s), and for procuring its own insurance(s) for such liabilities and costs in policy amounts as each deems prudent.
- This MOU will remain in effect for three years from the date signing this agreement. It shall extend for additional three-year terms if approved by the Friends Board and City Council, in writing.
- While Friends is an independent entity, the City may recommend governance practices—such as bylaws language affirming the voluntary nature of service—to ensure alignment with public policy and to mitigate employment-related risks.
- City employees may not perform services for Friends events that are outside the scope of their regular City job duties or unrelated to the City’s public service functions while on paid City time and must receive approved leave if needed to volunteer for Friends events.
- City employees who choose to volunteer with Friends must do so outside the scope of their employment and without compensation and may be required to sign a City-issued volunteer agreement affirming their voluntary status and acknowledging that they are not entitled to wages, benefits, or employment protections.

FUNDRAISING ISSUES

- Friends agrees, before accepting gifts with any restrictive terms or conditions or gifts of real estate or equipment, to confer with the designated City representative of Notice, and Friends and City both agree to advise donors that a restricted gift for the benefit of the City may not be accepted without City and Friends approvals.

FUNDING AND PROPERTY USE EXPECTATIONS

- While there is an understanding that Friends exists to partner with the City in supporting the public parks and recreational areas of Independence, the City does not exercise the authority to obligate the projects that Friends chooses to fund, as Friends is an independent corporation.
- The Parties agree that Friends events conducted on City property require standard City approvals and licensure procedures applicable to third-party events on City property.

- The Parties acknowledge the general understanding that Friends plans to fund, plan and execute projects that are not in conflict with the Parks Master Plan of the City.
- The City will return to Friends any property originally purchased by Western Days or Independence Days prior to the City assuming operational responsibility for those events (see Appendix 1). Upon transfer, Friends shall be solely responsible for the storage, maintenance, and management of that property. Other items listed in Appendix 1 may be made available for Friends use at the discretion of the City.
- Friends shall not require any payment or staff assistance from City for any Friends activity, improvement, programming, or event.
- Friends agrees to receive sign-off from the City Department of Public Works prior to applying for or accepting funds intended to be used toward physical improvements of City-owned property.
- Friends agrees to receive sign-off from the City Department of Public Works prior to applying for or accepting funds intended to be used toward gatherings that are likely to involve 25 people or more.
- The Parties agree that there does not exist any obligation for the City to provide financial support to Friends.
- The Parties agree that Friends may apply for a loan under the City's Economic Development Loan Fund which the Parties will not consider as City financial support of Friends under this agreement.
- The Parties agree that in-kind support may be provided by the City for use by Friends during community events such as:
 - Use of Property owned by City listed in Appendix 1
 - Electricity and water
- The City is not obligated to provide any support, financial or otherwise, to Friends beyond the terms of this agreement, but may choose to, in its sole discretion.

FRIENDS PARKS COMPLIANCE AND REPORTING

- Friends will file all reports and other documents required by law in a timely and comprehensive manner, including but not limited to filings with the Secretary of State and Department of Justice with the State of Oregon, the U.S. Internal Revenue Service, Polk County and the City of Independence.
- Friends agrees to provide a list of Friends governing board, officers, and advisors to the City, upon request or at any time there is a change in management, the Board of Directors or Committee Chairs that could impact communications with the City.

CONFIDENTIALITY

- Neither Friends nor the City shall disclose or use any private or confidential donor or employee information provided from one to the other except as required in and by the terms of this MOU, or as otherwise required by Oregon's Public Records Law.

COMPLIANCE WITH APPLICABLE LAW AND NON-DISCRIMINATION

- Friends further agrees not to discriminate in any manner on the basis of race, religion, color, national origin, gender, disability, age, sexual orientation or preference, or marital, parental, or veteran's status in its programs and activities, and to comply with all non-discriminatory laws and policies that the City and the State of Oregon promulgates and to which the City is subject.

NOTICES

- Any notice to either party hereunder must be in writing signed by the party giving it, either via U.S. Postal Service or electronic communication, and shall be deemed given when mailed postage prepaid by the U.S. Postal Service first class or emailed under the provisions of ORS 84.043, when addressed as follows:
 - To City:
 - USPS: City of Independence, Attn: City Manager, 555 S Main St, Independence, OR 97351
 - Email: records@ci.independence.or.us
 - To Friends:
 - USPS: Friends of Community Parks, 169 Broad St. S, Box #22, Monmouth, OR, United States, 97361
 - EMAIL: friendsofcommunityparks@gmail.com
- Other addressee(s) may also be hereafter designated by written notice. All such notices shall be effective only when received by the addressee.

AMENDMENT AND TERMINATION

- This MOU may be amended only in writing signed by an authorized representative of both Parties.
- This MOU shall terminate immediately in the event that:
 - Friends dissolves.
 - The City Council withdraws recognition of Friends.
 - Friends ceases to be a non-profit corporation.

- In the event Friends ceases to exist, all monies and items of value received by or held by Friends for the benefit of the City shall immediately be transferred to the City consistent with federal and state laws and any restrictions as may have been imposed by the donors.

SIGNATURES

IN WITNESS WHEREOF, the City of Independence and the authorized representative of the Friends of Community Parks have executed this MOU on this _____ day of October, 2025, the effective date of this MOU. Unless extended per the terms of this MOU, this MOU will expire three years from the date of signing.

CITY OF INDEPENDENCE

FRIENDS OF COMMUNITY PARKS

By: _____
Kenna West, City Manager

By: _____
Susan K. Graham, President

(Printed Name)

(Printed Name)



CITY OF INDEPENDENCE MEMORANDUM

TO: Mayor and City Council
FROM: City Manager Kenna West
MEETING DATE: October 14, 2025
SUBJECT: Board/Committee/Commission Appointment

☐ Information Only

☒ Action Requested

Statement of Issue:

Appointment of members to City of Independence Boards, Committees, and Commissions and the MINET Board.

Background:

Pursuant to Section 20 of the Independence Charter, the Mayor is authorized to make appointments to City committees and all appointments shall be approved by vote of the Council.

In collaboration with Mayor Schwarzler, staff developed an updated Committee Appointment Application and appointment process. This revised process was presented to the Council as an Informational Staff Report at the January 14, 2025 City Council meeting. It was subsequently implemented, and the third-quarter appointments are now due.

Discussion

In response to the Council's goal of enhancing transparency and clarity in filling vacancies, the Committee Appointment Application and application process was updated to:

- Align Council Vacancy and Committee Appointment applications for ease of use by community members.
- Provide more detailed information for Council review.
- Ensure a consistent and efficient process for filling vacancies.

Based on that new process, applications have been accepted and collected for all open positions and redacted copies are attached to this staff report. Below is a summary of the openings, members requesting reappointment, and new applications for each board/committee/commission with openings. Any board/committee/commission that has openings but not applicants has not been listed.

MINET

The MINET IGA provides that each city shall be entitled to one MINET director selected from "the general public using the city's board and commission appointment process". The general public

position, held by Michael Hicks, ended on June 30, 2025. The term to be filled is July 1, 2025 through June 30, 2028.

The four applicants include:

- Michael Hicks – Applying for reappointment
- David Gewirtz – New Applicant
- Bradley Karkanen – New Applicant
- Mike Rhodes – New Applicant

Heritage Museum Board

Residency Requirement: A majority of members must reside in city limits. The applicant meets this requirement.

The Heritage Museum Board has one opening as follows:

- Position 3 – Expiration Date: December 31, 2026

The applicants include:

- Victor Ochoa – New Applicant

Independence Library Board

Residency Requirement: Must be an Independence resident or in the county with an Independence post office address. The applicant meets this requirement.

The Independence Library Board has two openings as follows:

- Position 3 – Expiration Date: June 30, 2029
- Position 7 – Expiration Date: June 30, 2027

The applicants include:

- Tristin Thomas – New Applicant

Mr. Thomas may be appointed to either open position at the discretion of the Mayor.

This updated process reflects the Council's commitment to transparency, efficiency, and effective communication in filling positions.

Attachments: Redacted Applications and Resumes (if submitted)

Prepared by Kenna West, JD, City Manager



CITY OF INDEPENDENCE COMMITTEE APPOINTMENT APPLICATION

The City of Independence solicits applications from individuals who have an interest in public service for appointment to periodic vacancies in City Boards, Commissions and Committees. If you have such an interest, please provide the following information:

NAME: Michael Hicks DATE: 8/20/25
ADDRESS: [REDACTED]
PHONE / E [REDACTED]

I am interested in appointment to (feel free to indicate interest in more than one):

- | | |
|---|---|
| ☐ Budget Committee | ☐ Historic Preservation Commission * |
| ☐ Independence Days Commission | ☐ Library Board |
| ☐ Museum Advisory Board | ☐ Parks & Recreation Board |
| ☐ Planning Commission * | ☐ Traffic Safety Commission |
| ☒ Other: (please specify)
<u>MINET Board</u> | |

Please complete the questionnaire attached with this document and return this application, the completed questionnaire and a resume or CV to the Office of the City Recorder, Independence City Hall, 555 S. Main Street, PO Box 7, Independence, OR 97351.

[REDACTED]
Applicant Signature

Volunteer service on commissions, committees and boards does require effort and time from members. Your interest and participation can help your community and is greatly appreciated. Appointments made to boards, commissions and committees are made by the Mayor, with the confirmation of the City Council.

***Attendance at city-funded training is required for appointees to the Planning Commission and Historic Preservation Commission.**

Please answer the following questions, attaching additional sheets as needed may be necessary.

1. Experience serving on an elected board:

I served on the Independence City Council from 2016-2020

2. Experience volunteering with the City of Independence:

I served as Council Liason for Independence Days and MINET while serving on Council. After leaving Council, I served as the resident representative on MINET's Board. 2021-Current.

I am currently seeking to donate a park bench to the city in memory of my daughter.

3. Describe your community involvement experience:

I served on the Salem Area Sports Commission from about 2018-2021. I was on the comission during the push to get the Iron Man event in the area.

I regularly donate or try to find ways to help Monmouth Monterssori School which my kids both attended and loved.

4. Describe your vision for the future of Independence:

Independence is a wonderful and unique place that I've decided to raise my family. I think the future of Independence lies in protecting what makes the city special, our fantastic internet, unique communities like the airpark, and our historical architecture and agricultural connections. But also in supporting our talented, entrepreneurial, and enthusiastic residents. I don't know what the future looks like in their eyes, but that is what makes it exciting.

5. If applying for the Budget Committee, please describe your experience with budgeting and public

finance: N/A

6. Describe the time commitment you are able to make to your chosen Committee/Commission/Board:

I work remotely from home and am usually in town. I can commit to any time needed on the board.

7. Your reason(s) for applying for the Committee/Commission/Board:

I attended school at WOU prior to the establishment of MINET. I remember the talks about what it would take to get readily available high speed internet into the area. We have something that is rare to see in small towns and something worth protecting. I've seen first hand how work conditions have shifted post-COVID and can only imagine how things would be if we didn't have reliable high speed internet.

I have also served on MINET board when things weren't as great. Dealing with issues like outages because we didn't have upstream redundancies that are now in place, the separation of internet and cable service and how to approach that, and upgrading aging infrastructure. I would like the opportunity to see that the improvements made will continue into the future.

MICHAEL HICKS

Admitted to Oregon State Bar (membership currently inactive)

EDUCATION

Willamette University College of Law, J.D.

May 2014

- Law and Government Certificate Recipient
- *Willamette Law Review*, Articles Editor

Salem, OR

University of Houston, M.A. in Philosophy

May 2009

- Specialization in Ethics and Free Will

Houston, TX

Western Oregon University, B.S in Philosophy and Anthropology

June 2004

- Honors: Outstanding Graduating Senior in Philosophy
- Distinguished Service for the Department of Philosophy (2003, 2004)

Monmouth, OR

EXPERIENCE

Department of Corrections, Salem Oregon

March 2022 – Present

Classification and Compensation Analyst, Human Resource Analyst 2

- Advising, consulting and processing proposed compensation actions.
- Evaluating position descriptions and analyzing job duties to determine proper classification placement of employees at the agency.
- Serve as a subject matter expert for employees regarding pay practices.
- Conducting pay equity analyses for all new agency hires and position changes in accordance with Oregon's pay equity law.
- Completing classification related audits, projects, and tracking.

Oregon Health Authority, Salem, Oregon

July 2021 - March 2022

Human Resource Analyst 1

- Designing and implementing pay equity practices in line with the requirements set in HB 2005 (2017 session).
- Receiving, cataloging and tracking all new hire requests from the six divisions at the Oregon Health Authority.
- Determining the relevant job experience for the candidate and comparable employees in order to assist in equitable job offers.

MINET, Monmouth, Oregon

January 2018-Present

Seat on the Board of Directors

- Serving as one member of a six member board.
- Responsible for guiding MINET decisions regarding, financial, expansion, personnel, and other substantive decisions.
- MINET is an Internet Service Provider created by the cities of Monmouth and Independence through an Intergovernmental Agreement.
- Experience making decisions for an entity that operates in a unique position with both private and public interests to consider.
- Dealing with issues regarding public disclosure interests and laws and balancing them against the business interests in keeping trade secrets and business plans from becoming public knowledge.

Oregon Health Authority, Salem, Oregon

November 2017 - May 2018

Pay Equity Specialist (Administrative Specialist 2)

- Designing and implementing pay equity practices in line with the requirements set in HB 2005 (2017 session).
- Receiving, cataloging and tracking all new hire requests from the six divisions at the Oregon Health Authority.
- Determining the relevant job experience for the candidate and comparable employees in order to assist in equitable job offers.

Independence City Council, Independence, Oregon

January 2017 - January 2021

City Councilor Seat #3

- Acting in a legislative capacity by passing city ordinances, rules and approving projects.
- Serving as a quasi-judicial body by making final decisions on how specific situations apply to current rules and policies
- Serving on the Budget Committee by assessing, modifying and approving a city budget in excess of \$28 million.
- Serving on the Urban Renewal Agency, making business development decisions within the Urban Renewal District, including the Independence Landing Redevelopment Project.
- Appointing commission and committee members.
- Serving as Council Liaison for the Independence Days committee.

Oregon Legislature, Salem, Oregon

January 2015-July 2015

Policy Advisor, Rep. Sherrie Sprenger

- Reading and researching current legislation before the Oregon House
- Researching legislation from other states as model legislation for Oregon
- Researching case precedent that may be relevant to upcoming bills
- Responding to constituents, both electronically and over the phone
- Creating and maintaining databases

Oregon Legislature, Salem, Oregon

April 2013-July 2013, Feb. 2014-March 2014

Legislative Intern, Rep. Wally Hicks

- Reviewed proposed legislation heard before the House Committee on Rules

- Researched background of each bill by talking with key stakeholders such as lobbyists and caucus staff
- Analyzed and summarized bill information with recommendations to Rep. Hicks
- Communicated with constituents; responded to emails

Willamette University College of Law Human Rights Clinic, Salem Oregon Jan. 2013-May 2013

Student Intern

- Interviewed potential asylum clients
- Researched country conditions for asylum clients
- Researched human trafficking among Native American communities and conducted in person and phone interviews with stakeholders (police, DHS, various tribal services, etc.) for a trafficking report
- Wrote early drafts of Oregon law and recent legislation sections of the report:
- <http://willamette.edu/law/pdf/hrc/human-trafficking-native-peoples.pdf>

Houston Community College, Houston, Texas

Sept. 2010 – May 2011

Adjunct Professor

- Created and taught 1000 and 2000 level courses such as Introduction to Philosophy and Ethics
- Designed an evaluation system that adhered to HCC guidelines and graded students based upon the system
- Interacted with school administration on issues regarding student attendance, grades and class curriculum.

Houston Swim Club, Houston, Texas

Sept. 2008 – May 2011

Office Staff

- Provided customer service to parents and students taking lessons
- Interacted with students and teachers to resolve issues and facilitate time efficient classes
- Used complex custom software for scheduling classes and accounting purposes

Aston English School, Jinan, China

Sept. 2005 – Dec. 2006

ESL Teacher

- Taught English classes for 20-25 hours each week
- Wrote and executed individual lesson plans for students and adults of all ages and abilities
- Trained in areas of classroom management, teaching listening, correction techniques and pronunciation

ADDITIONAL INFORMATION

Experience using OLIS

Proficient in MS Suite, including Word, Excel, and PowerPoint

Interests: Reading, international travel, and sports



CITY OF INDEPENDENCE COMMITTEE APPOINTMENT APPLICATION

The City of Independence solicits applications from individuals who have an interest in public service for appointment to periodic vacancies in City Boards, Commissions and Committees. If you have such an interest, please provide the following information:

NAME: David Gewirtz DATE: 8/20/25

I am interested in appointment to (feel free to indicate interest in more than one):

- | | |
|---|---|
| ☐ Budget Committee | ☐ Historic Preservation Commission * |
| ☐ Independence Days Commission | ☐ Library Board |
| ☐ Museum Advisory Board | ☐ Parks & Recreation Board |
| ☐ Planning Commission * | ☐ Traffic Safety Commission |
| ☒ Other: (please specify)
<u>MINET Board</u> | |

Please complete the questionnaire attached with this document and return this application, the completed questionnaire and a resume or CV to the Office of the City Recorder, Independence City Hall, 555 S. Main Street, PO Box 7, Independence, OR 97

Appli

Volunteer service on commissions, committees and boards does require effort and time from members. Your interest and participation can help your community and is greatly appreciated. Appointments made to boards, commissions and committees are made by the Mayor, with the confirmation of the City Council.

***Attendance at city-funded training is required for appointees to the Planning Commission and Historic Preservation Commission.**

Please answer the following questions, attaching additional sheets as needed may be necessary.

1. Experience serving on an elected board:

I served as Commissioner on the Palm Bay, FL Enterprise Zone Development Agency, guiding economic growth and community priorities. In Silicon Valley, I was on the board of the Software Entrepreneurs Forum, supporting innovation and entrepreneurship. At UC Berkeley, I contributed over a decade as advisory board member for multiple technical certificate programs, shaping curricula in programming, information systems, and communications. These roles reflect my longstanding leadership in technology, community service, and strategic decision-making.

2. Experience volunteering with the City of Independence:

As a leading technology reviewer, I gain access to advanced equipment which I have redirected to benefit Independence. Since 2018, I have donated about 20 3D printers, along with a laser cutter, servers, drones, and other tools, to the CSC Stream Lab makerspace. Some of these have also found their way to our neighborhood schools. These contributions expand educational and creative opportunities, enabling residents to engage with modern technology and develop new skills, and help strengthen community innovation and problem-solving capacity.

3. Describe your community involvement experience:

In addition to the board service and technology donations noted earlier, I contribute locally, nationally, and globally. I built free and open-source fundraising software that enabled over \$40 million in nonprofit donations worldwide. As a long-standing member of InfraGard, a partnership between the FBI and private sector, I advise on cybersecurity, AI, and protecting critical infrastructure. I was also recently elected a Fellow of the Royal Society for Public Health. Earlier in life, I was a Boy Scouts district commissioner and Eagle Scout.

4. Describe your vision for the future of Independence:

Independence's charm lies in its welcoming small-town character, but its future rests on the visionary infrastructure that sustains it. MINET's world-class connectivity was mission-critical in my decision to make Independence my home, and it remains the foundation for attracting remote workers, entrepreneurs, and families. Combined with the community airport, advanced agricultural innovation, and our makerspace, Independence is positioned as the ideal small town of the future: inviting and cozy, yet globally connected and economically resilient.

5. If applying for the Budget Committee, please describe your experience with budgeting and public finance:

Instead of describing my budget and finance experience, I'll summarize my technology and business expertise, which is more appropriate for the MINET board. For decades I have been recognized as a leading voice in technology, publishing thousands of articles, authoring books, and speaking worldwide. I have taught at major universities, advised government and industry, and built technologies adopted globally. This background equips me to support MINET's sustainability, investment decisions, and growth as a vital community resource.

6. Describe the time commitment you are able to make to your chosen Committee/Commission/Board:

While I maintain a very active professional schedule, MINET is mission-critical both to me personally and to the future of Independence. Reliable, world-class connectivity is key to sustaining our community's growth and resilience. I am committed to making the time necessary to contribute meaningfully, ensuring MINET continues to strengthen Independence as both a welcoming small town and a connected, forward-looking community.

7. Your reason(s) for applying for the Committee/Commission/Board:

My wife and I became homeowners in Independence in 2018 and have grown to deeply appreciate this community. I want to continue giving back in meaningful ways. With my background in technology, strategy, and innovation, I bring expertise well suited to MINET's mission. I would be honored to help strengthen this vital resource that underpins Independence's welcoming character and future growth.

LinkedIn: <https://www.linkedin.com/in/davidgewirtz/>

YouTube: <https://www.youtube.com/user/DavidGewirtzTV>

Instagram: @DavidGewirtz

Wikipedia page: https://en.wikipedia.org/wiki/David_Gewirtz

Personal bio: DavidGewirtz.com

David Gewirtz

Educator / Author / Advisor / Journalist / Thought Leader
Competitive Strategy / National Security / Technology

LinkedIn: @DavidGewirtz

YouTube: DavidGewirtzTV

Instagram: @DavidGewirtz

Wikipedia page: David_Gewirtz

Personal site: DavidGewirtz.com

David makes complex topics understandable, difficult issues compelling, and challenging concerns solvable.

Weaving a tapestry of business, policy, security, and technology, David brings a unique and powerful perspective to all his audiences.

Known for their clarity and insight, his articles, lectures, social media, radio, video, and TV appearances, reach more than **a million people worldwide** each month.

TEACHING EXPERIENCE

Distinguished Lecturer

CBS Interactive/Red Ventures, 2011–present

Briefing papers, webcasts, and lectures presented in partnership with Microsoft, Google, HP, Dell, IBM, Intel, Oracle, SAP, Salesforce, Symantec, Verizon, AT&T, Citrix, VMware, and more.

Advisory Board Member and Instructor

UC Berkeley Extension, 2007–present

Advisory Board member for Certificate in Programming and Software Development (2014–) and Technical Communications and Management (2007–2013). Instructor for C# Programming (2012–2017).

Guest Lecturer

University of New Hampshire School of Law, 2013

Understanding Cybercrime

Guest Lecturer

National Defense University, 2011

Technology Policy Challenges Faced by the U.S. Federal Government

Assistant Professor

Mercer County Community College, 1994–1996

C Programming and Multimedia Production

BOOKS AND PUBLICATIONS

How to Save Jobs: Reinventing Business, Reinvigorating Work, and Reawakening the American Dream

The Flexible Enterprise: How to Reinvent Your Company, Unlock Your Strengths, and Prosper in a Changing World

Where Have All the Emails Gone? National security implications of White House email

Lotus Notes 3 Revealed! IBM's Lotus Notes

David has published thousands of articles on behalf of CBS, The Economist, CNN, CNET, ZDNet, Nieman Foundation of Journalism, ZATZ Publishing, and more

Member of the National Press Club and the Internet Press Guild

AWARDS

Sigma Xi Research Award in Engineering

Best Strategy, New Jersey Venture Council

Kappa Delta Pi, International Honor Society in Education

Example of Excellence, Western Governors University Teacher's College

Eagle Scout with Bronze, Gold, and Silver Palms

EDUCATION

Master of Education, Learning & Technology

Western Governors University, 2015

BS Computer Science with Honors

Worcester Polytechnic Institute, 1982

OTHER EXPERIENCE

Columnist and Blogger

ZDNet and CNET (CBS Interactive/Red Ventures), 2010–present

Commissioner, Enterprise Zone Development Agency

City of Palm Bay, Florida, 2017-2018

Executive Director

US Strategic Perspective Institute (nonprofit), 2009-present

Cyberwarfare Advisor

International Association of Counterterrorism and Security Professionals, 2008-present

Digital Defense Columnist

Counterterrorism Magazine, 2008-present

Cybersecurity Advisor and Curator

The Economist and the Economist Intelligence Unit, 2011-2012

Founder, CEO and Editor-in-Chief

ZATZ Publishing (now ZATZ Labs), 1998-present

Founder and CEO

Component Software, 1992-1998

Founder and CEO

Hyperpress Publishing, 1987-1992

“Godfather”

Apple, 1988-1991

Director of Product Marketing

Symantec, 1987

Manager of Strategic Marketing & Business Development

Pyramid Technology Corporation, 1983-1987

Product Manager

Unisoft Systems, 1993

OTHER EDITORIAL ROLES

Editor-in-Chief: Various IDG and Ziff-Davis publications

Editor: IBM Notes Enthusiast

Technical Reviewer: Osborne/McGraw-Hill

Software Editor: Microsystems Magazine

Contributing Editor: Creative Computing Magazine

TECHNOLOGY INNOVATIONS

Developer of Seamless Donations, an open source donations module that provides millions of dollars of support to nonprofits each year

Creator of ZENPRESS, a breakthrough technology for Internet magazine production that has fed billions of Web pages to readers

Designer of the AI Editor, an experimental artificial intelligence engine for parsing, classifying, and identifying news stories

Lead developer of the MySQL and SQLite database extensions for the open-source Frontier Kernel project

Author of 40 iPhone pinpoint-productivity applications

Developer of FileFlex, once the most popular commercial PC database designed for multimedia applications

OTHER BOARDS & AFFILIATIONS

Judge, American Society of Business Publication Editors Awards

IT Advisor, Florida Public Health Association

Judge, IBM Lotus Awards

Member, FBI's InfraGard program

Member, U.S. Naval Institute

Member, National Defense Industrial Association

DAVID IN THE MEDIA

“Leading presidential scholar” – CNN

“One of America’s foremost cyber-security experts, and is a top expert on saving and creating jobs” – CNN

“Cyberterrorism advisor and expert” – Fox News

“A nationally recognized expert on email and other IT matters” – Mother Jones

“Part mad scientist, part celebrity author, and part government advisor” – CBS

David Gewirtz

Educator / Author / Advisor / Journalist / Thought Leader
Competitive Strategy / National Security / Technology

LinkedIn: @DavidGewirtz
YouTube: DavidGewirtzTV
Instagram: @DavidGewirtz

Wikipedia page: David_Gewirtz

Personal site: DavidGewirtz.com



DETAILED PERSONAL BIO

David Gewirtz is a journalist, U.S. policy advisor, and computer scientist. He is featured in The History Channel special *The President's Book of Secrets*, and, according to CNN, "is one of America's foremost cyber-security experts, and is a top expert on saving and creating jobs."

In 1998, David founded ZATZ Publishing, one of the first technology magazine publishers on the Internet. Over the course of 16 years, ZATZ reached millions of readers with news and articles focusing on collaboration, email and online safety, digital lifestyle, and photography.

After 16 years leading ZATZ, David found a new calling in teaching and advising, which became the focus for his encore career. David now coordinates with teams, rather than managing them. He has students rather than employees. He has evolved from founder to advisor, publisher to columnist, and manager to professor.

David is dedicated to providing adults with continuing education, helping them grow or transition their careers and digital lifestyles in these challenging times. He has a very active social media presence and has used resources like YouTube, Facebook, and Instagram to create ad-hoc educational opportunities for tens of thousands of knowledge-seekers worldwide.

David holds the titles of Distinguished Lecturer and Scholar in Residence for ZDNET, a Ziff Davis company (formerly CBS Interactive and Red Ventures), and is currently the host of the ZDNET DIY-IT blog where he warps space/time with neat hacks, cool do-it-yourself projects, business survival tips, and commentary that peels paint. He is also the host of the ZDNET Government blog, ZDNET's politics and policy coffeehouse, where civics lessons meet technology, nothing is sacred, and everything is fair game.

His work on hands-on projects has led to another form of outreach: facilitating donations of 3D printers to schools and community maker spaces. In partnership with desktop fabrication vendors worldwide, David has arranged for the donation of more than twenty 3D printers to community learning facilities in Florida and Oregon. He has also arranged for the donation of other technology resources, including centralized network storage and desktop computers.

In early 2015, tens of thousands of nonprofits worldwide were faced with losing their funding due to the impending shutdown of Seamless Donations. In an effort to save the good works produced by these nonprofits, David adopted the free and open source software project, and has continually enhanced its fund-raising capabilities and security features. In the time since David initially took on the curation of Seamless Donations, it has enabled more than ten thousand nonprofits to raise more than \$40 million dollars for their causes.

Described by CBS as "part mad scientist, part celebrity author, and part shadowy government advisor," David is a frequent guest on TV and radio stations across America and can usually be heard or seen on-the-air regularly. He has been interviewed by Fox News, CNN, various ABC and NBC affiliates, and Canada's Global TV. He has been a featured guest on National Public Radio and has been a regular guest featured on the BBC, as well as Voice of America, Radio Free Europe, and Radio Liberty where his commentaries on technology, industry, and emerging nations have been broadcast into 46 countries (all in their own unique translations).

David has been introduced on CNN's *Anderson Cooper 360* as "a leading Presidential scholar" and is known for his non-partisan national security analysis of the Bush White House email controversy. He is the author of the book *Where Have All The Emails Gone? How Something as Seemingly Benign as White House Email Can Have Freaky National Security Consequences*, which explores the controversy from a technical perspective and, according to *The Intelligence Daily*, is "the definitive account about the circumstances that led to the loss of administration emails."

He is the author of *How To Save Jobs: Reinventing Business, Reinvigorating Work, and Reawakening the American Dream*, which was excerpted on CNN.com weekly from 2009 through 2010. David is also the author of *The Flexible Enterprise*, the classic book that served as a foundation for today's agile business movement.

David, who *Mother Jones* describes as "a nationally recognized expert on email and other IT matters," has published thousands of articles about technology, competitiveness, and national security policy. David has also been a guest commentator for the *Nieman Watchdog* of the Nieman Foundation for Journalism at Harvard University and is a full member of the National Press Club in Washington, DC.

He is the Cyberwarfare Advisor for the International Association for Counterterrorism and Security Professionals, the digital defense columnist for *The Journal of Counterterrorism and Homeland Security*, and has been a special contributor to *Frontline Security Magazine* and Cybersecurity Advisor and Curator for *The Economist*. David is a member of the FBI's InfraGard program, the security partnership between the FBI and industry, where he helps protect media and cybersecurity critical infrastructure.

He is also a member of the U.S. Naval Institute and the National Defense Industrial Association, the leading defense industry association promoting national security.

David has lectured on cybersecurity to American military and policy leaders at the National Defense University. He has also lectured on cybercrime prevention to the University of New Hampshire School of Law. He is regularly called on for cyberwarfare advice by CBS News, 60 Minutes, and the BBC. In 2012, he led a team that included senior White House officials in a nationwide cyberattack simulation. David is also a former CNN contributor. You can read more of his work on his CNN *Anderson Cooper 360* blog.

While in Florida, he was also the IT Advisor for the Florida Public Health Association. David is currently an elected Fellow of the Royal Society for Public Health, honored by the Royal Patronage of His Majesty King Charles III.

Many of David's lectures and webcasts are available online and have been sponsored by HP, Google, Dell, Intel, IBM, Oracle, and SAP, among others. On behalf of CBS Interactive (now Ziff Davis), its readers, and its partners, David produces and delivers webcasts, lectures, briefing papers, advisory statements, opinion pieces, and detailed analysis on topics including IT infrastructure, cloud computing, cloud security, cybersecurity, mobile technology, big data, along with enterprise and SMB strategies.

For more than a decade, David taught object-oriented programming as a member of the faculty of the University of California, Berkeley extension and is currently an advisory board member for the school's continuing education program. David was an assistant professor of computer science at Mercer County Community College, has given guest lectures at Princeton, Berkeley, UCLA, and Stanford, and has been awarded the prestigious Sigma Xi Research Award in Engineering.

Earlier in his career, he was an executive at Symantec Corporation. More than a decade before YouTube, in partnership with Apple (where he was given the title "Godfather"), David developed the first commercial live video authoring tool. He also served on the board of the Software Entrepreneurs Forum (now SDForum) in Santa Clara County, California. He was also an executive at large-scale computing pioneer Pyramid Technology, where he created a special program known as "PRISM".

David is the creator of ZENPRESS, one of the first content management systems for Internet magazine production. He was also the lead developer of the MySQL and SQLite database extensions for the open-source Frontier Kernel project and has designed embedded database technology that was used by more than 2,000 companies, universities, and government agencies.

David is an entertaining and electrifying speaker. Whether offering insight into technology trends, helping small and large businesses remain competitive in a wildly changing world, providing a broader perspective on policy matters, or helping leaders understand the big technology and security challenges facing citizens throughout the world, David makes complex topics understandable, difficult issues compelling, and challenging concerns actionable and solvable.

Weaving a tapestry of industry, politics, security, and technology, he brings a unique and powerful perspective to all his audiences. Known for their clarity and insight, his articles, lectures, radio, and TV, and online interviews and shows reach millions of people worldwide.

David holds a B.S. Computer Science honors degree from Worcester Polytechnic Institute and an M.Ed. with a specialty in Learning and Technology from Western Governors University. He is a member of Kappa Delta Pi, the International Honor Society in Education.



CITY OF INDEPENDENCE COMMITTEE APPOINTMENT APPLICATION

The City of Independence solicits applications from individuals who have an interest in public service for appointment to periodic vacancies in City Boards, Commissions and Committees. If you have such an interest, please provide the following information:

NAME: Bradley Karkanen DATE: 8/29/20

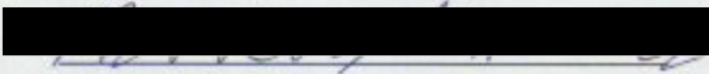
ADDRESS:

PHONE / EMAIL:

I am interested in appointment to (feel free to indicate interest in more than one):

- | | |
|---|---|
| ☐ Budget Committee | ☐ Historic Preservation Commission * |
| ☐ Independence Days Commission | ☐ Library Board |
| ☐ Museum Advisory Board | ☐ Parks & Recreation Board |
| ☐ Planning Commission * | ☐ Traffic Safety Commission |
| ☒ Other: (please specify)
<u>MINET</u> | |

Please complete the questionnaire attached with this document and return this application, the completed questionnaire and a resume or CV to the Office of the City Recorder, Independence City Hall, 555 S. Main Street, PO Box 7, Independence, OR 97351.


Applicant Signature

Volunteer service on commissions, committees and boards does require effort and time from members. Your interest and participation can help your community and is greatly appreciated. Appointments made to boards, commissions and committees are made by the Mayor, with the confirmation of the City Council.

***Attendance at city-funded training is required for
appointees to the Planning Commission and
Historic Preservation Commission.**

Please answer the following questions, attaching additional sheets as needed may be necessary.

1. Experience serving on an elected board:

I currently serve as the Chairperson of the Friends of the Independence Public Library. Prior to this I served as Vice Chairperson. In both roles I have worked to establish an online presence for the Friends. As well as establishing digital records keeping ensuring better information transfer in the future.

2. Experience volunteering with the City of Independence:

As mentioned above I am a board member of the Friends. I am also a member of the Library Board, and the Budget committee

3. Describe your community involvement experience:

I was involved in the PAC to support the levy to save our library, museum, and parks.

4. Describe your vision for the future of Independence:

My vision for Independence is a growing diverse community with robust community services.

5. If applying for the Budget Committee, please describe your experience with budgeting and public finance:

N/A

6. Describe the time commitment you are able to make to your chosen Committee/Commission/Board:

Despite having a full time job I am fully able to commit to the monthly meetings of the board.

7. Your reason(s) for applying for the Committee/Commission/Board:

I am applying for the MINET board because as a customer I see first hand how wonderful of a resource MINET is to our community. I also believe my experience in my IT career would be of use in a board member.

Bradley Karkanen

Skills

Microsoft Defender Vulnerability Management	Cybersecurity
Microsoft 365 Defender	Microsoft Windows Server
PowerShell	Linux
System Center Configuration Manager	Active Directory
MDM Solutions (Intune and Jamf Pro)	Entra ID (Azure AD)
Office 365	Azure
WSUS	Twingate
Ubiquiti Unifi	

Work history

IT Solutions Engineer

*Appen, Remote, Independence
Oregon*

July 2020 - Current

- Serves as a member of the IT Leadership team at the peer level with Senior Directors, Directors, and Managers discussing team needs as a whole and ensuring communication between teams
- Led deployment of Twingate to replace obsolete SSL based VPNs
- Led migration of CrowdStrike Falcon to the Microsoft Defender platform
- Managed patch management with PatchMyPC, Intune, and SCCM for the Windows client and server fleets
- Managed patch management with Jamf Pro App Installers and the open source Installinator script
- Led migration from LogRhythm SIEM to Microsoft Sentinel
- Planned and deployed SCCM for Windows Server management in a hybrid AD environment
- Led migration from Nessus Tenable to MS Defender vulnerability management
- Deployed Microsoft 365 E5 Defender features for Exchange Online
- Day to day management of Active Directory
- Maintaining the WorkDay integration in a hybrid Active Directory environment
- Conducted process improvement meetings to solicit, clarify, and document business technical requirements
- Created and prepared recommendation reports to improve hardware and software standards
- Performed standard IT functions by analyzing, evaluating, and debugging system programs
- Planned and deployed Jamf Pro for Mac management

- Deployed Jamf Connect for Mac Single Sign On
- Designed cloud infrastructure in Azure
- Planned and performed migration of IT resources to Azure from On-Prem and AWS
- Assisted planning and deployment of Duo MFA
- Managed global networking with Palo Alto Panorama, Sophos UTM/XG, and Ubiquiti Unifi
- Supported IT Service Desk and Technical Support's transition to new processes for computer deployment
- Trained IT Infrastructure Operations, IT Service Desk, and Technical Support on day-to-day operations of Microsoft Intune and Jamf Pro
- Designed new global network architecture
- Supported challenging client projects involving uploading terabytes of data a day from multiple locations around the world
- Designed new global network architecture based around Ubiquiti Unifi
- Managed tickets around a Business Solutions Request process. This involved booking meetings with requesters to discuss requirements and investigating existing solutions or seeking out new solutions. After the research portion I would handle the design and implementation of the chosen solution.
- Designed and implemented IT solutions for various clients, ensuring optimal system performance and security
- Collaborated with cross-functional teams to identify and resolve complex technical issues, resulting in increased efficiency and productivity
- Managed and maintained multiple client projects simultaneously, ensuring timely delivery and high levels of customer satisfaction

Desktop Support Technician, System Administrator

*Western Oregon University,
Monmouth Oregon*

November 2016 - July 2020

- Provided in person, phone, and remote support to end users for both Windows and Mac systems
- Deployed System Center Configuration Manager Current Branch
- Utilized SCCM to deploy Windows 10 (including in-place upgrades) to 1,600 PCs
- Managed Windows Updates (WSUS) for 1,600 clients
- Managed Office and in-place upgrades to Office 365
- Deployed and maintained Microsoft Advanced Threat Analytics
- Researched and presented the benefits of migrating to Azure AD hybrid to senior management
- Deployed Azure AD hybrid and Intune
- Supported the Faculty/Staff wide roll out of Duo MFA
- Managed automated removal of legacy on-prem Sophos and deployment and configuration of modern Sophos Cloud post ransomware incident
- Managed Apple devices with Jamf Pro
- Built and captured all Windows 10 images for new machine deployments
- Conducted regular system audits to identify vulnerabilities and implement necessary patches and updates



CITY OF INDEPENDENCE
COMMITTEE APPOINTMENT APPLICATION

RECEIVED

AUG 25 2025

CITY OF
INDEPENDENCE

The City of Independence solicits applications from individuals who have an interest in public service for appointment to periodic vacancies in City Boards, Commissions and Committees. If you have such an interest, please provide the following information:

NAME: Mike Rhodes DATE: 8-18-25

ADDRESS:

PHONE / EMAIL

I am interested in appointment to (feel free to indicate interest in more than one):

- | | |
|--|---|
| ☐ Budget Committee | ☐ Historic Preservation Commission * |
| ☐ Independence Days Commission | ☐ Library Board |
| ☐ Museum Advisory Board | ☐ Parks & Recreation Board |
| ☐ Planning Commission * | ☐ Traffic Safety Commission |
| ☒ Other: (please specify)
<u>MMET BOARD</u> | |

Please complete the questionnaire attached with this document and return this application, the completed questionnaire and a resume or CV to the Office of the City Recorder, Independence City Hall, 555 S. Main Street, PO Box 7, Independence, OR 97351.

Applicant Signature

Volunteer service on commissions, committees and boards does require effort and time from members. Your interest and participation can help your community and is greatly appreciated. Appointments made to boards, commissions and committees are made by the Mayor, with the confirmation of the City Council.

*Attendance at city-funded training is required for appointees to the Planning Commission and Historic Preservation Commission.

Please answer the following questions, attaching additional sheets as needed may be necessary.

1. Experience serving on an elected board:

- Member-At-Large BOD EAA Chapter 902 - Mulino, OR
- Member-At-Large BOD Dry Creek Airport HOA - Prineville, OR
- Treasurer - Independence Airport HOA

2. Experience volunteering with the City of Independence:

- EAA 292 Independence volunteer pilot giving free airplane rides to our community children ages 6-17 y.o.
- Instructor / Mentor for EAA 292 "Teen Aviation" workshops

3. Describe your community involvement experience:

See #2

4. Describe your vision for the future of Independence:

Ensure MINET is managed such that it remains a viable consumer platform technically and financially.

5. If applying for the Budget Committee, please describe your experience with budgeting and public

finance: n/a

6. Describe the time commitment you are able to make to your chosen Committee/Commission/Board:

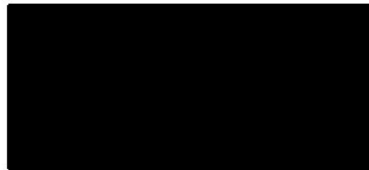
Retired so lots of time

7. Your reason(s) for applying for the Committee/Commission/Board:

My professional history would bring a unique and well rounded addition to the MINET leadership team, which no one else on the Board has.

- I have decades of professional career experience in design, construction, licensing, cost & schedule, operations and maintenance of large commercial endeavors.
 - I've been a licensed professional engineer in multiple disciplines. Licensed by the Nuclear Regulatory Agency to supervise the operation of commercial nuclear power plants, responsible for normal and emergency response. Licensed & certified to practice Radiation Therapy and design radiation treatment plans (Dosimetry).
 - My entire professional careers involved working closely with multi-discipline groups and supervising teams.
 - I bring a diversity of work experiences to leadership teams which are essential to avoid "group think" and leads to optimized outcomes.
 - I started & operated a titanium custom anodizing company (Ti Specialties LLC) for 28 yrs, which gave me experience in all aspects of business operations.
-

Mike A Rhodes



I have worked extensively in multi-disciplined teams at all levels in complex and small organizations. I am detail oriented, self-directed, decisive and a dedicated team player.

Education:

Oregon Health & Science University
• BS. Radiation Therapy (GPA 3.83) Graduated 2005
Portland Community College (1yr) 2002-2003
• Medical Diagnostic Radiography (GPA 3.9)
Oregon State University Graduated 1976
• BS. Nuclear Engineering Technology

Professional Experience:

May 2019 to Nov 1 2022 Retired Prineville, OR
Medical Dosimetrist MDCB - CMD #1478490
MDCB Certification current through 2025
On-Call / Locum Dosimetry on Pinnacle or RayStation treatment planning platforms.

Aug 2011 to May 2019 Providence Health & Services Portland, OR
Medical Dosimetrist MDCB - CMD #1478490
Supervisor: Albert Yan (MSc Medical Physics)
• Perform Irreg & 3DC, IMRT, VMAT, SBRT, SRS treatment plans using Pinnacle V9.8 and RayStation V8A for implementation on Elekta treatment machines. Perform CT-MRI-PET image fusions. Implementation of treatment plans using Mosaic R&V system.

Jun 2010 to Aug 2011 Meridian Park Radiation Oncology Tualatin, OR
Medical Dosimetrist/Radiation Therapist MDCB - CMD #1478490
Supervisor: Robert Miller (MSc Medical Physics)
• Perform Irreg & 3D conformal treatment plans using Pinnacle and Varis R&V. Perform IMRT Tomotherapy treatment planning.

Sept. 2005 to Jun 2010 Meridian Park Radiation Oncology Tualatin, OR
Radiation Therapist RT(T) AART #396648
Supervisor: Chrissie Fletcher RT (R)(T)
• Radiation therapy clinical experience includes operation of:
○ Varian LINAC 2100CX, 80 leaf MLC's
○ Tomotherapy
○ Elekta simulator,
○ Electronic Imaging Portal Vision
○ Varis Record & Verify software,

Experience Cont.

2003 to Aug. 2005 **Oregon Health & Science University** Portland, OR

Radiation Therapy BS Degree Program

- Radiation therapy clinical experience (approximately 2000 hrs), includes operation of:
 - Varian 2100EX, C/D & 2300EX, C/D CLINAC's with 120 leaf MLC's
 - Elekta SL-18 & 25 LINAC with and without MLC's,
 - Varian Ximatron and Elekta simulators,
 - I-View, Portal Vision & Kodak CR digital imaging systems,
 - IMPAC software,
 - Pinnacle treatment planning software.
- Observed HDR and Novalis SRS treatments.
- Clinical rotations in nursing aspects of patient care.

2002 to 2003 **Portland Community College** Portland, OR

Kaiser Permanente – Sunnyside Hospital Radiography

- Completed 1 year of the PCC Diagnostic Radiography Program.
- Radiography clinical experience (approximately 500 hours) at Sunnyside Hospital, with rotations to Mt. Talbert and Interstate clinics. Accomplished all required radiography competencies as scheduled by the program.

1980 to 2002 **Pacific Gas & Electric Co.** Avila Beach, CA

Diablo Canyon Nuclear Pwr Plant(DCPP) Supv: Paul Roller; 805/545-6000

Operations Shift Foreman / Work Week Manager USNRC SRO# 4562 (Ret)

- Supervised 15-20 bargaining unit nuclear operators in the direct operation of the power plant.
- Perform daily risk evaluations and work order approvals within the facility in accordance with NRC maintenance rule requirements and 10 CFR 50.56.
- Responsible for implementing on-crew training, company policy implementation and enforcement of company and facility expectations.
- Responsible for daily decisions regarding the power plant operating parameters and equipment conditions in accordance with facility licensing requirements and safe operating practices.
- Supervise and coordinate emergency response and facility recovery during facility transients.

1978 to 1980 **JA Jones Construction Co.** Hanford, WA

Field Project Engineer

- Responsible for cost estimating, scheduling, procurement, engineering support for field construction and acceptance testing of Department of Energy radwaste storage and plutonium reprocessing systems.
- US Dept. of Energy "Q" Secret level clearance.

1974 to 1978 **Bechtel Power Corp.**

Field Scheduling Engineer (1977-1978)

Hanford, WA

- Responsible for field construction scheduling of various piping systems at the DOE Fast Flux Test Facility (FFTF).

Engineer (1976-1977)

San Francisco, CA

- Involved with license document preparation, and design scheduling of Mechanical / Nuclear systems for Susquehanna Nuclear Project.

Asst. Engineer (1974-1975) Engineering Internship

San Francisco, CA

- Involved with design and procurement specifications for Radwaste systems on the Skagit Nuclear Power Plant, Sedro Woolley, WA

Professional**Accomplishments:**

- MDCB - CMD #1478490
- ARRT Certified RT(T) (#396648) - Retired
- State of Oregon Radiation Therapy License (206130) - Retired
- State of Washington Radiation Therapy License (RT7415) - Retired
- Phlebotomy Certification (ASCP - Pbt-025116)
- NRC Senior Reactor Operator License (SRO-4265) - Retired
- CA Nuclear Professional Engineering License (NU2265) - Retired
- CA Mechanical Professional Engineering License (M20272) - Retired

Personal**Accomplishments:**

- Private Pilot w/ Instrument Rating - 55 yrs
- Built 2 aircraft from plans / Restored 2 aircraft
- Open Water SCUBA Certification - PADI
- Owner: Ti Specialties LLC - Custom Titanium anodizing
- Owner: PNW Drone Solutions LLC - Real Estate photography
- Member-At-Large BOD & Newsletter Editor EAA Chapter 902
- Member-At-Large BOD Dry Creek Airpark HOA - Prineville, OR
- Treasurer - Independence Airpark HOA - Independence, OR



CITY OF INDEPENDENCE COMMITTEE APPOINTMENT APPLICATION

The City of Independence solicits applications from individuals who have an interest in public service for appointment to periodic vacancies in City Boards, Commissions and Committees. If you have such an interest, please provide the following information:

NAME: Victor Ochoa

DATE: 9/26/20

ADDRESS:

PHONE / EMAIL:

I am interested in appointment to (feel free to indicate interest in more than one):

- | | |
|---|---|
| ☐ Budget Committee | ☐ Historic Preservation Commission * |
| ☐ Independence Days Commission | ☐ Library Board |
| ☒ Museum Advisory Board | ☐ Parks & Recreation Board |
| ☐ Planning Commission * | ☐ Traffic Safety Commission |
| ☐ Other: (please specify) | |

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Applicant Signature

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Please answer the following questions, attaching additional sheets as needed may be necessary.

1. Experience serving on an elected board:

I have yet to serve on an elected board, however, I have been in advisory roles with organizations on various public history projects.

2. Experience volunteering with the City of Independence:

This will be the first time in a while that I will be volunteering in my hometown. As a alumni of Central High, I volunteered during Independence Days back in the summer of 2018.

3. Describe your community involvement experience:

I am a 2nd year social studies teacher at Central High School. I have coached track and tutored at the high school from 2019-2020. Additionally, I've been deeply involved with the community during my graduate research on the Mexican history of Independence. I also have deep familial ties to Independence as my family was part of constructing our vibrant Mexican community in the 1960s.

4. Describe your vision for the future of Independence:

My family was able to cultivate strong roots in this town because of the openness to those seeking to make Independence a more complete community. This ability to create strong bonds with those walking different paths is what I will continue on for the town. Above all else, my goal is to create a place where all residents can proudly call Independence home.

5. If applying for the Budget Committee, please describe your experience with budgeting and public finance:

N/A

6. Describe the time commitment you are able to make to your chosen Committee/Commission/Board:

I will be able to make monthly meetings and I will be invested in pursuing progress for the museum with respect to my contractual duties as an educator.

7. Your reason(s) for applying for the Committee/Commission/Board:

As stated previously, my strong historical ties to Independence, along with my educational background and experience, will be a vital asset in driving the museum forward. The museum is a vital societal asset that I wish to continue to see flourish as it has been for the last few years.



CITY OF INDEPENDENCE COMMITTEE APPOINTMENT APPLICATION

The City of Independence solicits applications from individuals who have an interest in public service for appointment to periodic vacancies in City Boards, Commissions and Committees. If you have such an interest, please provide the following information:

NAME: Tristin Thomas DATE: 8/29/25

ADDRESS:

PHONE / EMAIL:

I am interested in appointment to (feel free to indicate interest in more than one):

- | | |
|---|---|
| ☐ Budget Committee | ☐ Historic Preservation Commission * |
| ☐ Independence Days Commission | ☒ Library Board |
| ☐ Museum Advisory Board | ☐ Parks & Recreation Board |
| ☐ Planning Commission * | ☐ Traffic Safety Commission |
| ☐ Other: (please specify) | |

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Applicant Signature

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***Attendance at city-funded training is required for appointees to the Planning Commission and Historic Preservation Commission.**

Please answer the following questions, attaching additional sheets as needed may be necessary.

1. Experience serving on an elected board:

None

2. Experience volunteering with the City of Independence:

None

3. Describe your community involvement experience:

I was involved in the Save Our Indy Services PAC during Spring and Summer of 2024 to support the levy for our parks, library, and museum.

4. Describe your vision for the future of Independence:

My vision for Independence is to have a diverse, vibrant, and involved community committed to supporting and improving local events, business, and government.

5. If applying for the Budget Committee, please describe your experience with budgeting and public finance:

N/A

6. Describe the time commitment you are able to make to your chosen Committee/Commission/Board:

I am able to make the required monthly commitment to the meetings, and additional time on my own to review materials as relevant.

7. Your reason(s) for applying for the Committee/Commission/Board:

I am applying to the library board to take a more active role in supporting my community. I believe the library is a strong step in support of my vision for the city, as the library is a welcome space to allow learning, exposure, and engagement in order to build a healthy civic culture.

Tristin Thomas

Education

B.A. in Music and Theatre Arts

Western Oregon University - Monmouth, OR
2020

Associate in Engineering and Music

Umpqua Community College - Roseburg, OR
January 2014 to June 2017

Work Experience

Support Tech II

Open Dental Software - Salem, OR
September 2022 to present

Duties include general phone and remote connection support, which lead to technical troubleshooting, bug testing and documenting, SQL database setups and migrations, usage advice, customer training, as well as taking payments and scheduling customer appointments.

Technical troubleshooting involves analyzing log files, event viewer, referencing and updating documentation for repair processes, and documenting and submitting new bugs to our engineering team.

Support calls involving on-spot instructions of the program, troubleshooting, and setting up printers, scanners, and x-ray imaging devices, setting up program bridges, and analyzing and delivering MySQL queries that meet the customer's reporting needs.

School Bus Driver

Mid Columbia Bus Company - Dallas, OR
July 2021 to September 2022

Duties included daily inspection of school bus, operation of bus in accordance with state and federal guidelines, observing and encouraging proper student conduct, and reporting of both mechanical issues and student behavioral issues to supervisors.

Additional duties included bus washing, minor bus maintenance, assisting with processing of bus maintenance documentation

Cook/Cashier/Manager

Hawaiian Time - Salem, OR
October 2019 to April 2021

Duties included running grills, quality control, prep and restocking, and handling card and cash transactions.

Manager duties included directing and training crew members, handling customer complaints, pre-shift health screenings, and placing orders for product shipment.

Cook/Delivery Driver/Alcohol Server/Misc

Wooden Nickel Catering - Silverton,
OR June 2017 to December 2018

Duties included food prep, cooking multi-course caters both in facility and at clients' location, serving alcohol at events, and general clean-up. In addition, loading, transport, and set-up of portable kitchen equipment and bar, delivery driving in the Salem/Silverton area, and basic cleaning/maintenance on company vehicles.

Skills

Microsoft Windows Server
MacOS
Linux/Ubuntu
Active Directory
Powershell
Microsoft Office
Hyper-V
Proxmox

Ubiquiti Unifi
MySQL
Wordpress
.Net Application
Troubleshooting
Computer hardware
troubleshooting and
repair

Cubase 10.5
Ardour
Audio system/PA
operation
and troubleshooting



CITY OF INDEPENDENCE MEMORANDUM

TO: Mayor and City Council
MEETING DATE: October 14, 2025
SUBJECT: 2025 City Manager Review

☐ Information Only

☒ Action Requested

Statement of the Issue

Presentation of the 2025 City Manager employee survey results, per contract and Council request, for full transparency and public engagement. This process reflects our commitment to open governance and invites community awareness of internal leadership evaluation.

Background

Pursuant to the City Manager's contract, best practices, and the request of the Mayor, I conducted a performance review of the City Manager using an anonymous staff survey. This year marks the first time the City Manager's review is being held in open Council session—an important step to increase transparency and highlight the value of employee voice in organizational leadership.

As Human Resources Director, I want to emphasize the professionalism of this process. With over a decade of experience in organizational development and employee engagement, I have worked to implement best practices in performance evaluations. I want to further emphasize that the employee survey was 100% anonymous, allowing all respondents to give candid, honest feedback without fear of repercussions—an essential feature in evaluating senior leadership in a meaningful and ethical way. Every question provided a 5-point Likert scale (from Strongly Disagree to Strongly Agree), and staff could also contribute written comments.

Discussion

The 2025 staff survey evaluated the City Manager's performance across six key areas:

<u>Evaluation Area</u>	<u>Strongly Agree</u>	<u>Agree</u>	<u>Total Positive Responses</u>
Leadership & Decision-Making	10	0	100%
Communication with Staff	7	3	100%
Support for Staff Development	10	0	100%
Positive Workplace Culture	8	2	100%
Vision & Direction	9	1	100%

<u>Evaluation Area</u>	<u>Strongly Agree</u>	<u>Agree</u>	<u>Total Positive Responses</u>
Overall Effectiveness	9	1	100%

Key Takeaway: Every single respondent selected either “Agree” or “Strongly Agree” in all categories. This kind of unanimous, positive result is exceptionally rare in professional evaluations—especially among direct reports. According to industry benchmarks, most leadership surveys typically reflect at least 10–25% of responses falling into the neutral or negative range. The fact that every department head rated the City Manager at the top two tiers is a strong indicator of exceptional performance and organizational trust and is a clear reflection of staff’s confidence in the City Manager’s leadership.

In addition to completing the survey, staff provided thoughtful written feedback that consistently reinforced the following themes:

- Supportive Leadership: The City Manager is seen as a mentor and advocate who avoids micromanagement and encourages professional development.
- Strong Communication and Respect: Staff feel listened to, valued, and treated with dignity.
- Integrity Under Pressure: The City Manager demonstrates ethical, professional leadership even when confronted by external political or personal attacks.
- Commitment to the Community: Staff admire her visible engagement in regional and statewide organizations that benefit Independence.
- Positive Organizational Culture: Staff view the workplace environment as inclusive, motivated, and well-led.

One employee summarized it best:

“Strong leadership isn’t about control, it’s about guidance, trust, and integrity. Our City Manager embodies all of that.”

These insights speak to a leader who brings both competence and character to the organization, and who has earned the respect of her team through consistent, ethical, and inclusive leadership.

In regard to compensation, the City Manager is not treated as a regular employee under the City’s step-based salary system. However, her contract is structured to reflect the City’s 7-step compensation matrix, which includes 5% increases between steps.

Per her employment agreement, a 5% raise is provided if no formal performance review is conducted by December. In years when a review is held, the Council may still consider a performance-based increase.

In considering an increase it should be noted that only 15% of any increase is allocated to the financially challenged General Fund, with the remainder charged to other fund sources such as water, sewer, and other enterprise functions. For context, if the Council were to approve a 5% salary increase, the Annual General Fund impact would be approximately \$1,343.16, a modest amount relative to the overall budget, especially given the consistently high performance reflected in the staff survey.

The survey results reflect an exceptional level of staff confidence in the City Manager's leadership. Unanimous positive staff responses are unprecedented, the consistency of top-tier ratings, and the authenticity of written feedback indicate a high-functioning, respectful, and effective organization—one that is thriving under current leadership.

The process of holding this review in public further emphasizes the City's commitment to transparency and provides an opportunity to affirm the culture of integrity, trust, and performance that staff experience daily.

Recommendation

Staff recommend that the City Council:

1. Accept the 2025 City Manager employee survey results as presented, affirming the effectiveness and integrity of the City Manager's leadership.
2. Authorize a 5% performance-based salary increase effective October 22, 2025, consistent with the City Manager's contract and past practice.
3. Acknowledge the limited General Fund impact, with only 15% of the increase charged to that fund.

Recommended Motion

Staff recommend the following motion:

"I move that the City Council accept the 2025 City Manager employee survey report as presented and authorize a 5% performance-based salary increase for the City Manager, effective October 22, 2025."

Attachment: Summary of Survey Results

Prepared by Amanda Christensen, HR Director

City Manager Review - 2025 Summary

This summary presents the results of the 2025 City Manager performance evaluation survey, completed by department heads (direct reports). The survey assessed leadership, communication, organizational culture, and overall executive effectiveness under the direction of City Manager Kenna West.

The review process was conducted using a standardized five-point Likert scale (Strongly Agree to Strongly Disagree), and all responses were submitted anonymously to encourage candid and unfiltered feedback. The review also included open-ended comment opportunities, which provided valuable qualitative insights.

Quantitative Survey Results

All respondents rated the City Manager in the top two tiers (Strongly Agree or Agree) across all evaluation categories:

Evaluation Area	Strongly Agree	Agree	Positive Response Rate
Demonstrates strong leadership and decision-making skills	10	0	100%
Communicates clearly and effectively with staff	7	3	100%
Supports staff development and professional growth	10	0	100%
Fosters a positive, respectful, and inclusive workplace culture	8	2	100%
Provides clear vision and direction for the City organization	9	1	100%
Overall effectiveness in leading the organization	9	1	100%

Key Insight:

These scores are statistically remarkable. In most professional evaluations, even highly effective leaders receive a range of responses including neutral ratings. The absence of any neutral or negative feedback, especially across all direct reports, underscores the exceptional confidence staff have in the City Manager's leadership and professional conduct.

Qualitative Themes from Staff Feedback

Eight detailed comments were provided reinforcing the positive quantitative data. Themes from that feedback include:

- Supportive and Empowering Leadership: Staff describe a culture where they are trusted to lead their departments, encouraged to pursue training, and supported in their professional goals.
- Clear, Respectful Communication: Respondents consistently noted the City Manager's openness to listening, her clarity in communication, and her respectful treatment of all staff.
- Integrity and Ethical Judgment: Several comments highlighted the City Manager's unwavering professionalism and commitment to legal and ethical standards, even when faced with external pressures or personal criticism.
- Commitment to the Broader Community: Her engagement in statewide and regional organizations was repeatedly recognized as a strength that enhances the City's reputation and long-term fiscal health.
- Organizational Culture: The City Manager was praised for building a respectful, inclusive, and collaborative workplace that motivates employees and contributes to high morale.

Staff Comments

Director One:

"I want to highlight how supportive City Manager West has been of the role I play at the City. She has consistently encouraged me to pursue training and educational opportunities that will help me succeed and grow in this position. She is also a strong communicator who listens to and values the perspectives of all staff. I am very thankful to have her leadership and guidance as our City Manager."

Director Two:

“Member of several outside organizations and groups that promote the City of Independence. Cares about the community she serves. Has been unfairly targeted by a couple of local individuals but still gives 100% to the City. The community and Council are lucky to have her representing them and protecting their long-term fiscal interests.”

Director Three:

“I’ve really appreciated working with City Manager West. She’s effective and approachable, listens to department heads, and trusts us to handle our own issues while offering support when needed. She treats everyone on the team with respect and creates an environment where people feel valued and motivated to work together. We’ve also seen her handle difficult situations with the community, dealing with disrespect from those who don’t have the city’s best interests at heart, while maintaining professionalism and focus. In my interactions with City Manager West, she has given me the impression that she feels both genuine warmth for the team, while facing hard decisions clearly and competently.”

Director Four:

“Our City Manager has empowered her staff with the independence to lead their teams while providing guidance when needed.”

Director Five:

“Strong leadership isn’t about control, it’s about guidance, trust, and integrity. Our City Manager embodies all of that. She helps employees grow by setting clear expectations while also listening and supporting staff in a way that makes them feel valued and respected. With a deep understanding of how the city operates, she empowers her directors to run their departments without micromanaging, which builds both confidence and accountability. What truly sets her apart is her integrity. She consistently stands by what is legally and ethically right, even when outside individuals challenge those decisions unfairly. That kind of pressure could cause anyone to falter, but she leads with professionalism and respect. It’s evident she genuinely cares about her employees and remains focused on doing what’s best for the city as a whole.”

Director Six:

“The City Manager allows department heads to lead within their respective areas of expertise and when asked - will provide direction or assistance with making critical decisions.”

Director Seven:

“Working under City Manager West is the greatest professional endeavor I have undergone thus far in my career. Her empowering leadership, supportive attitude, and ever-present humility are just a few of the traits that make her management style so effective. Independence is a better organization, workplace, and city to live in because of her work.”

Director Eight:

“Kenna is a good communicator - you know where you stand with her and where you need to go. She is direct without being mean and clear about the big picture goals we're trying to achieve. She's also a supportive and empowering leader, allowing staff to do their job in ways that are best suited to their abilities. It can be challenging to manage the different personalities in the office but Kenna is consistently supportive of the staff as individuals, explaining the value they bring to the team and the City, and mediating any conflicts that arise. I've also been impressed at the thought that she puts into crafting situations and interactions that push people (gently) outside their comfort zones, which helps them grow and makes our team more effective. Overall I'm very happy with the way she works internally and represents the City externally. I think she's doing a great job in very difficult times.”

Summary for Council and Public Record

- Unanimous positive staff feedback reflects exceptional trust in City Manager West’s leadership, ethical standards, and effectiveness.
- Strongest themes: Empowering leadership, professional integrity, and a commitment to both staff development and community representation.

Conclusion

The 2025 City Manager Review confirms that City Manager West is regarded internally as an effective, principled, and deeply respected leader. Her ability to foster a culture of trust, stability, and shared purpose is evident in both survey results and employee commentary. These findings support the continuation of a leadership approach that aligns with the City’s values and strategic direction.

October 3, 2025

To: Kenna West,
City Manager, Independence
PO Box 7
Independence, OR 97351

Hello City Manager West,

I understand that your annual evaluation will be conducted in open session during the next Independence City Council meeting. I cannot be at that meeting due to a prior Oregon Main Street obligation.

Please accept this letter as my evaluation of your work as Independence City Manager. I further request that this letter be made available to other councilors and becomes a part of the public record relative to your evaluation during the October 8 meeting.

My experience serving on the Independence City Council spans through you and three former city managers. Of the four, I am pleased to declare, emphatically, that *you are the most professional, most law-aware and law-abiding, and the most clearly dedicated to each member of the staff of the City of Independence.*

You are always responsive to me as a member of City Council, being available to meet whenever I feel the need. You share your time to thoroughly discuss issues. Your decisions, advice, council, and helpful thoughts are always clear and practical.

I believe that as a City Manager you have endured more publicly based challenges than your predecessors. Despite the often difficult or obstructive nature of these challenges, you *continue* to be professional, law-aware, and law-abiding, and dedicated to your staff.

When I have occasions to interact with your staff members, they freely share a clear respect for you and are your strong supporters. That respect and support speak loudly to me about the quality of relationship and work-place standards with which you honor and guide the staff who serve with you.

You have many admirable qualities, and one that I particularly admire is your ability to listen. I appreciate knowing that when we communicate, I am fully heard. That is rare, especially in public communication. Thank you for being such a consistent practitioner of excellent communication skills.

I am grateful the City Council elected to offer you the position of City Manager of Independence, and even more grateful that you accepted it. You have had and will continue to have my full support.

Sincerely,

Marilyn Morton

City Council Member, Independence, Oregon

Kenna said she followed Dawn out to the lobby and Dawn left the building out the front doors. Kenna said Chief Banuelos came out to the lobby and also looked for Dawn outside but could not find her.

After getting Kenna's statement I told her that it was the conclusion of my investigation. I told Kenna that there was nothing criminal that occurred based off of my investigation. Although she made contact with Dawn it was not in a way to harass or annoy, but rather to comfort / communicate with Dawn.

In conclusion of my investigation there was no supporting evidence on how Dawn got the bruise. There was also no physical altercation whatsoever on or near the stairs near the exit of the building as Dawn claimed.

On 09/10/2025, Dawn emailed me wanting an update on the case, which I provided to her.

This case should be closed at this time due to there being no probable cause for any crimes.

Case Status: Closed

REPORTING PARTY-1

REPORTING PARTY-1 (PERSON)		DOB / ESTIMATED AGE RANGE
R-1 RODEN, DAWN MARIE		
SEX	RACE / ETHNICITY	PHONE NUMBER
Female	White / Not Hispanic Or Latino	
HOME ADDRESS		
REPORTING PARTY SIGNATURE		

OFFENSE-1

OFFENSE CODE			
HARASSMENT - PHYSICAL 166.065(A)			
OFFENSE START DATE	OFFENSE END DATE	OFFENSE COMPLETION	SUSPECTED HATE CRIME
Aug 26, 2025 18:00	Aug 26, 2025 19:00	☒ COMPLETED ☐ ATTEMPTED	☐ YES ☒ NO
SUSPECTED COMPUTER/ HANDHELD DEVICE USE	SUSPECTED ALCOHOL CONSUMPTION	SUSPECTED DRUG USE	DOMESTIC VIOLENCE
☐ YES ☒ NO	☐ YES ☒ NO	☐ YES ☒ NO	☐ YES ☒ NO
WEAPON / FORCE INVOLVED		GANG INFORMATION	
Personal Weapons (Hands / Feet)		None/Unknown	

OFFENSE LOCATION

LOCATION NAME / STREET ADDRESS/LOCATION NAME / APT, UNIT, STE / DESCRIPTION			
555 S MAIN ST			
CITY	STATE	ZIP	COUNTRY CODE
INDEPENDENCE	OR	97351	US
LOCATION CATEGORY	DISTRICT / ZONE / SUBDIVISION 4 / SUBDIVISION 5		PUBLIC / PRIVATE
Government/ Public Building	DAS04 East of 99W - South of 22W		Public

VICTIMS-1

VICTIMS-1 NAME (LAST, FIRST MIDDLE)		DOB / ESTIMATED AGE RANGE
V-1 RODEN, DAWN MARIE		
SEX	RACE / ETHNICITY	PHONE NUMBER
Female	White / Not Hispanic Or Latino	
REPORTING OFFICER SIGNATURE / DATE		SUPERVISOR SIGNATURE / DATE
MICHAEL LAUDERBACK #P009 Sep 18, 2025 04:52 (e-signature)		TODD FENK #P008 Sep 18, 2025 10:49 (e-signature)
PRINT NAME		PRINT NAME
MICHAEL LAUDERBACK #P009		TODD FENK #P008



Polk County Sheriff's Office
850 MAIN ST | DALLAS, OR 97338

Incident # DAS25010891 - Offense/Incident Report

REPORT DATE / TIME Aug 29, 2025 19:29	DISTRICT / ZONE / SUBDIVISION 4 / SUBDIVISION 5 DAS04 East of 99W - South of 22W	EVENT START DATE / TIME - EVENT END DATE / TIME Aug 29, 2025 18:44 - 18:56
PRIMARY REPORTER MICHAEL LAUDERBACK #P009		
REPORT TAKEN LOCATION 555 S MAIN ST, INDEPENDENCE, OR 97351		

NARRATIVE

Mentioned:

Lt. Dustin Newman

Polk County Sheriff's Office

Chief Juventino Banuelos

Independence Police Department

Jason Kistler

City of Independence I.T Employee

It is intended that all portions of this report that are contained within quotation marks represent as close of an approximation to a direct quote as possible. All statements not within quotations should be considered summaries of conversations and statements, and not verbatim quotes.

On August 29th, 2025, I was contacted by Lt. Newman requesting I investigate an incident which took place at the Independence City Hall located at 555 S Main Street in Independence, Polk County, Oregon. Lt. Newman told me that there was an incident between the city manager and a city council member. Lt. Newman said the Polk County Sheriff's Office was going to look into the matter so it would not involve the Independence Police Department to prevent any conflict of interest.

I later learned that the city manager was Kenna West and the city council member was Dawn Roden.

Lt. Newman told me to touch base with Chief Juventino Banuelos as he had additional information for me. I contacted Chief Banuelos and learned he was somewhat of a witness to part of the incident. Chief Banuelos provided me with contact information that I requested for Dawn so I could get an understanding of what occurred. Due to Chief Banuelos being somewhat of a witness to the incident I told him I would contact him back at a later time to get a statement from him.

Later that evening I was able to get in contact with Dawn. Dawn was busy at a family event, but she stated she would call me back later that night when she was driving back from the event. Dawn said she was familiar with the reason I was contacting her. Dawn did contact me hours later and I asked her if I could get a statement of what occurred at the Independence City Hall. During my telephone conversation with Dawn I recorded the conversation on my Axon body camera. All video was later submitted into evidence.

Dawn told me that on August 26th, 2025, at about 6:30 PM there was a city council meeting that evening which had become somewhat heated. Dawn said that she got up from the meeting to leave because of how the meeting was going. Dawn also said the meeting was essentially over anyway besides councilor comments. Dawn said she got up from the meeting and she started to walk out of the room.

REPORTING OFFICER SIGNATURE / DATE MICHAEL LAUDERBACK #P009 Sep 18, 2025 04:52 (e-signature)	SUPERVISOR SIGNATURE / DATE TODD FENK #P008 Sep 18, 2025 10:49 (e-signature)
PRINT NAME MICHAEL LAUDERBACK #P009	PRINT NAME TODD FENK #P008

Dawn said she was not aware of Kenna grabbing her initially until she saw the video of the council meeting later. Dawn told me that Kenna told her she needed to stay there. Dawn told me she continued walking out of the room and then towards the front of the city hall / police department building (civic center).

Dawn said that Kenna followed her down the hallway and towards the front doors. Dawn said that as she started to go down the steps to exit the civic center that was when Kenna grabbed her hard. Dawn said Kenna pulled on her arm and said something to the effect of she couldn't leave and that she was making the situation worse by leaving. Dawn said that she accused Kenna of orchestrating the meeting (censure).

Dawn told me that was when Kenna pinched and pulled her arm and that she was not letting her go. Dawn said she did not touch Kenna or push her or anything. Dawn said she was able to pull away from her and leave. Dawn said where the incident occurred there should be surveillance video. Dawn said that she had a bruise from the incident. Dawn said she took a photo of the bruise. I later requested she send me the photo for evidence. I told Dawn that I wanted to get my own photo/s as well and we planned to meet up later that night /morning when she was back in town.

Dawn said that she wasn't sure if Kenna poked her or what, but that was the reason of the bruise. Dawn stated that everyone in the meeting would have seen Kenna touch her initially in the "chambers" where the meetings were held, but that there were no witnesses of when she was poked or subjected to physical contact which created the bruise as she left the civic center. I asked Dawn if Kenna had reached out to her to speak with her about the incident and she told me Kenna had not.

Dawn and I agreed to meet up later in my shift so I could take photos of her bruise. At about 2:58 AM, I went to Dawn's residence located at [REDACTED] Dawn said she wanted to clarify why she may not have initially felt Kenna touch her in the chambers and that was because she had M.S and that she didn't feel very well on the left side of her body.

Dawn was wearing a tank top when I was speaking to her and I could see some faint bruising on her upper chest right where her shoulder meets her left arm. The bruised area was approximately the size of a quarter or maybe a bit larger. I took photos of the bruise and later submitted them into evidence. It should be noted that I accidentally took the photos in the phone's camera application rather than the Axon Capture application that I typically used. Nonetheless the photo's still got uploaded into Axon's evidence.com. I provided Dawn with a business card and again requested she email me a photo that she originally took. Dawn later emailed me the photo she took and I submitted it into evidence. I spoke to Dawn for a few minutes about what I observed on the city council meeting which was posted on YouTube and then left her residence.

It should be noted that I reviewed the YouTube video of the city council meeting and saw Dawn get up and leave. The video and audio was kind of mixed together because of the automated camera system. I could hear a female voice say, she attacked me, and then another female voice say, I did not. I could then see Kenna following Dawn out of the chambers. I could see Kenna's hand placed behind Dawn as they walked out as if Kenna was escorting Dawn out, even though that was not the case because I knew Dawn intentionally left the meeting. It should be noted that in the YouTube video I did not observe anything that would constitute a crime.

On September 4th, 2025, I called Chief Banuelos to get a statement from him to see what, if anything he witnessed. Chief Banuelos told me that he was sitting in the council meeting and he observed Dawn get up from the meeting and walk towards the center of the court room / chambers. Chief Banuelos said that Kenna approached Dawn and placed her hand on her arm/elbow. Chief Banuelos said that Dawn and Kenna walked out of the court room and from his vantage point it appeared they walked out together.

Chief Banuelos said he got up and followed essentially to make sure they were okay. Chief Banuelos said that Dawn and Kenna continued through the lobby and towards the stairway which led out the building. Chief Banuelos said he saw Kenna at the top of the stairs and Dawn was at the bottom of the stairs. Chief Banuelos said he had a limited angle, but did not see any further contact between them. Chief Banuelos said he went to check on both of them and by time he got to where Kenna was at, Dawn had already left the building.

Chief Banuelos said he asked Kenna what happened and Kenna told him that she just wanted to make sure Dawn was okay. Chief Banuelos told me that Kenna said she was trying to tell Dawn that she was making things worse by leaving and wanted her to come back. Chief Banuelos said he stepped outside to look for Dawn, but did not locate her.

REPORTING OFFICER SIGNATURE / DATE

MICHAEL LAUDERBACK #P009 Sep 18, 2025 04:52 (e-signature)

PRINT NAME

MICHAEL LAUDERBACK #P009

SUPERVISOR SIGNATURE / DATE

TODD FENK #P008 Sep 18, 2025 10:49 (e-signature)

PRINT NAME

TODD FENK #P008

I asked Chief Banuelos how I would get video surveillance and he provided me with contact information for Jason Kistler who worked for the City of Independence I.T Department. I emailed Jason and on 09/05/2025, I received all video surveillance of the incident. The video was later submitted into evidence.

I reviewed the video surveillance. On the video I saw Dawn and Kenna walk out of the court room and when I observed the Youtube video initially I believed Kenna's hand was placed on Dawn's back, but after seeing the video surveillance provided by Jason, it was clear that Kenna placed her hand on Dawn's left elbow/arm. On the video it did not appear as if Kenna grabbed onto her fully, as in latched on, but rather placed her hand on her in a gentle manner. On the video I saw Dawn pull her left arm away in a quick manner away from Kenna.

During that physical contact Kenna's hand never went near Dawn's body (upper chest / armpit area) where the bruising was when I followed up with her. They continued to walk out of the courtroom and headed to the exit where the stairs were at. There was constant video surveillance and at no time was there somewhere where they walked out of camera view. I saw Kenna and Dawn exchange some words as Kenna was at the top of the stairs and Dawn was a couple of steps down. Dawn then walked out the front doors.

There was no physical contact near the stairs as Dawn reported. The only physical contact was the contact listed above as they walked out of the court room. After reviewing the video it was determined that Dawn's bruise could not have come from this incident because she was never touched anywhere near that area of her body by Kenna. The hand touch of Dawn's arm/elbow by Kenna was not criminal based off of my observations on the video.

Although I had determined nothing criminal had occurred and that Dawn's recollection of the events were not accurate, I wanted to follow up and get Kenna's statement in regards to the incident.

On 09/12/2025 I contacted Kenna West via telephone to get her statement on what occurred. Kenna told me she knew why I was contacting her. I told Kenna I was going to use my body camera for the audio recording as we spoke on the phone that way I did not have to take notes and I could speak easier. My Axon body camera video was later submitted into evidence.

I told Kenna that Dawn alleged that Kenna wasn't letting her leave the meeting and that there were a couple instances where she had physical contact with her and that she had a mark on her body.

Kenna gave me a background of what she does at the City of Independence (City Manager). Kenna also gave me some background of what occurred to where Dawn ended up walking out of the city council meeting which was the incident I was speaking to her about. Kenna explained that there was an addition added to the council meeting about Dawn on a previous matter and Dawn was verbally censured on the night of the incident I was investigating.

Kenna said that Dawn was very upset because of that. Kenna said Dawn verbally attacked / accosted a community member which was a violation of council rules. Kenna said Dawn was angry and upset and that she yelled at someone in the audience. Kenna said she was at her table and got up and went straight to Kenna. Kenna said she didn't want Dawn driving because she was so upset. Kenna said she also wanted to tell Dawn that she was setting herself up for another censure. Kenna explained that she leads by compassion.

Kenna said that as Dawn was walking out, Dawn turned and was angling towards the person she had yelled at in the audience and started to yell at them again. Kenna said that was when she and Dawn kind of collided. Kenna said that she told Dawn to stop with her actions because it would be harder on her or something along those lines. Kenna said she wanted to make sure it was clear with Dawn that if she left she could be censured again for leaving because it was against the rules.

Kenna said she tried to get Dawn's attention but Dawn was very upset. Kenna said she did not know if Dawn heard her, but she did disengage from the audience member and turn towards the door. Kenna said she tried again telling Dawn that if she left she could not help her. Kenna told me that she went over the incident over and over again and she does not recall every touching Dawn. Kenna said if she did she was sorry, but that she did not remember it.

REPORTING OFFICER SIGNATURE / DATE

MICHAEL LAUDERBACK #P009 Sep 18, 2025 04:52 (e-signature)

PRINT NAME

MICHAEL LAUDERBACK #P009

SUPERVISOR SIGNATURE / DATE

TODD FENK #P008 Sep 18, 2025 10:49 (e-signature)

PRINT NAME

TODD FENK #P008

HOME ADDRESS

VICTIM IS OFFICER

☐ YES ☒ NO

SUSPECTS-1

SUSPECTS-1 NAME (LAST, FIRST MIDDLE)S-1 WEST, KENNA L

DOB / ESTIMATED AGE RANGE

SEXFemale

RACE / ETHNICITYWHITE / Unknown

PHONE NUMBER

HOME ADDRESS

VEHICLE / PROPERTY & ITEMS SUMMARY

DESCRIPTION / MAKE / MODEL / COLOR	STATUS / DATE / REASON FOR CUSTODY	VIN # / SERIAL #	QTY.	TOTAL (\$) VALUE
P009 BODY CAMERA	Evidence/Seized / Aug 29, 2025 / Evidence		2	UNKNOWN
PHOTOS P009 TOOK	Evidence/Seized / Aug 29, 2025 / Evidence		4	UNKNOWN
PHOTO THAT DAWN TOOK	Evidence/Seized / Aug 29, 2025 / Evidence		1	UNKNOWN
VIDEO SURVEILLANCE	Evidence/Seized / Aug 29, 2025 / Evidence		1	UNKNOWN

MEDICAL ADDENDUM

INCIDENT #DAS25010891

INJURED PERSON-1 NAME (LAST, FIRST MIDDLE)DAWN MARIE RODEN

DOB / ESTIMATED AGE RANGE

WHERE INJURED-1Shoulder, Left

INJURY TYPEApparent Minor Injury

DESCRIPTION OF INJURYFAINT BRUISING WHERE LEFT ARM AND CHECK MEET ON SHOULDER AREA

RELATIONSHIPS ADDENDUM

NAME	RELATIONSHIP	SUBJECT
DAWN MARIE RODEN	COWORKER OF	KENNA L WEST

PROPERTY & ITEMS ADDENDUM

DAS25010891-1 OTHER ITEM - P009 BODY CAMERA

ITEM CATEGORYRecordings - Audio / Visual (Phonograph records, compact disks, tape recordings, cassettes, game software for gaming consoles, etc.)

BIOHAZARD

☐ YES ☒ NO

DESCRIPTIONP009 BODY CAMERA

STATUSEvidence/Seized

STATUS DATEAug 29, 2025

TOTAL (\$) VALUEUNKNOWN

QUANTITY2

IN POLICE CUSTODYYes

REASON FOR POLICE CUSTODYEvidence

RECOVERING OFFICER / ID # / PERSONMICHAEL LAUDERBACK #P009

STORAGE LOCATION / PERSON / DESTINATION / INTAKE PERSONTemporary Locker > AXON

RECOVERED LOCATION

REPORTING OFFICER SIGNATURE / DATEMICHAEL LAUDERBACK #P009 Sep 18, 2025 04:52 (e-signature)

SUPERVISOR SIGNATURE / DATETODD FENK #P008 Sep 18, 2025 10:49 (e-signature)

PRINT NAMEMICHAEL LAUDERBACK #P009

PRINT NAMETODD FENK #P008

Polk County Sheriff's Office
850 MAIN ST | DALLAS, OR 97338
Mark43 RMS Form v2.0 generated by A. Shultz #P107 on Sep 29, 2025 15:07.

Pg 5 of 6

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DAS25010891-2 OTHER ITEM - PHOTOS P009 TOOK			
ITEM CATEGORY		BIOHAZARD	
35mm, poloroids, photo cds		☐ YES ☒ NO	
DESCRIPTION			
PHOTOS P009 TOOK			
STATUS		STATUS DATE	TOTAL (\$) VALUE
Evidence/Seized		Aug 29, 2025	UNKNOWN
QUANTITY			
4			
IN POLICE CUSTODY	REASON FOR POLICE CUSTODY		
Yes	Evidence		
RECOVERING OFFICER / ID # / PERSON			
MICHAEL LAUDERBACK #P009			
STORAGE LOCATION / PERSON / DESTINATION / INTAKE PERSON			
Temporary Locker > AXON			
RECOVERED LOCATION			

DAS25010891-3 OTHER ITEM - PHOTO THAT DAWN TOOK			
ITEM CATEGORY		BIOHAZARD	
35mm, poloroids, photo cds		☐ YES ☒ NO	
DESCRIPTION			
PHOTO THAT DAWN TOOK			
STATUS		STATUS DATE	TOTAL (\$) VALUE
Evidence/Seized		Aug 29, 2025	UNKNOWN
QUANTITY			
1			
IN POLICE CUSTODY	REASON FOR POLICE CUSTODY		
Yes	Evidence		
RECOVERING OFFICER / ID # / PERSON			
MICHAEL LAUDERBACK #P009			
STORAGE LOCATION / PERSON / DESTINATION / INTAKE PERSON			
Temporary Locker > AXON			
RECOVERED LOCATION			
555 S MAIN ST, INDEPENDENCE, OR 97351			

DAS25010891-4 OTHER ITEM - VIDEO SURVEILLANCE			
ITEM CATEGORY		BIOHAZARD	
Recordings - Audio / Visual (Phonograph records, compact disks, tape recordings, cassettes, game software for gaming consoles, etc.)		☐ YES ☒ NO	
DESCRIPTION			
VIDEO SURVEILLANCE			
STATUS		STATUS DATE	TOTAL (\$) VALUE
Evidence/Seized		Aug 29, 2025	UNKNOWN
QUANTITY			
1			
IN POLICE CUSTODY	REASON FOR POLICE CUSTODY		
Yes	Evidence		
RECOVERING OFFICER / ID # / PERSON			
MICHAEL LAUDERBACK #P009			
STORAGE LOCATION / PERSON / DESTINATION / INTAKE PERSON			
Temporary Locker > AXON			
RECOVERED LOCATION			
555 S MAIN ST, INDEPENDENCE, OR 97351			

REPORTING OFFICER SIGNATURE / DATE	SUPERVISOR SIGNATURE / DATE
MICHAEL LAUDERBACK #P009 Sep 18, 2025 04:52 (e-signature)	TODD FENK #P008 Sep 18, 2025 10:49 (e-signature)
PRINT NAME	PRINT NAME
MICHAEL LAUDERBACK #P009	TODD FENK #P008

Incident # DAS25010891 - Custodial Property Summary Report

VEHICLE / PROPERTY & ITEMS SUMMARY

DESCRIPTION / MAKE / MODEL / COLOR	STATUS / DATE / REASON FOR CUSTODY	VIN # / SERIAL #	QTY.	TOTAL (\$) VALUE
P009 BODY CAMERA	Evidence/Seized / Aug 29, 2025 / Evidence		2	UNKNOWN
PHOTOS P009 TOOK	Evidence/Seized / Aug 29, 2025 / Evidence		4	UNKNOWN
PHOTO THAT DAWN TOOK	Evidence/Seized / Aug 29, 2025 / Evidence		1	UNKNOWN
VIDEO SURVEILLANCE	Evidence/Seized / Aug 29, 2025 / Evidence		1	UNKNOWN

PROPERTY & ITEMS ADDENDUM

DAS25010891-1 OTHER ITEM - P009 BODY CAMERA

ITEM CATEGORY

Recordings - Audio / Visual (Phonograph records, compact disks, tape recordings, cassettes, game software for gaming consoles, etc.)

DESCRIPTION

P009 BODY CAMERA

STATUS

Evidence/Seized

STATUS DATE

Aug 29, 2025

TOTAL (\$) VALUE

UNKNOWN

QUANTITY

2

IN POLICE CUSTODY

Yes

REASON FOR POLICE CUSTODY

Evidence

RECOVERING OFFICER / ID # / PERSON

MICHAEL LAUDERBACK #P009

STORAGE LOCATION / PERSON / DESTINATION / INTAKE PERSON

Temporary Locker > AXON

RECOVERED LOCATION

DAS25010891-2 OTHER ITEM - PHOTOS P009 TOOK

ITEM CATEGORY

35mm, poloroids, photo cds

DESCRIPTION

PHOTOS P009 TOOK

STATUS

Evidence/Seized

STATUS DATE

Aug 29, 2025

TOTAL (\$) VALUE

UNKNOWN

QUANTITY

4

IN POLICE CUSTODY

Yes

REASON FOR POLICE CUSTODY

Evidence

RECOVERING OFFICER / ID # / PERSON

MICHAEL LAUDERBACK #P009

STORAGE LOCATION / PERSON / DESTINATION / INTAKE PERSON

Temporary Locker > AXON

RECOVERED LOCATION

DAS25010891-3 OTHER ITEM - PHOTO THAT DAWN TOOK

ITEM CATEGORY

35mm, poloroids, photo cds

DESCRIPTION

PHOTO THAT DAWN TOOK

STATUS		STATUS DATE	TOTAL (\$) VALUE	QUANTITY
Evidence/Seized		Aug 29, 2025	UNKNOWN	1
IN POLICE CUSTODY	REASON FOR POLICE CUSTODY			
Yes	Evidence			
RECOVERING OFFICER / ID # / PERSON				
MICHAEL LAUDERBACK #P009				
STORAGE LOCATION / PERSON / DESTINATION / INTAKE PERSON				
Temporary Locker > AXON				
RECOVERED LOCATION				
555 S MAIN ST, INDEPENDENCE, OR 97351				
DAS25010891-4 OTHER ITEM - VIDEO SURVEILLANCE				
ITEM CATEGORY		BIOHAZARD		
Recordings - Audio / Visual (Phonograph records, compact disks, tape recordings, cassettes, game software for gaming consoles, etc.)		☐ YES ☒ NO		
DESCRIPTION				
VIDEO SURVEILLANCE				
STATUS		STATUS DATE	TOTAL (\$) VALUE	QUANTITY
Evidence/Seized		Aug 29, 2025	UNKNOWN	1
IN POLICE CUSTODY	REASON FOR POLICE CUSTODY			
Yes	Evidence			
RECOVERING OFFICER / ID # / PERSON				
MICHAEL LAUDERBACK #P009				
STORAGE LOCATION / PERSON / DESTINATION / INTAKE PERSON				
Temporary Locker > AXON				
RECOVERED LOCATION				
555 S MAIN ST, INDEPENDENCE, OR 97351				

Management Team Notes
Wednesday, September 24, 2025

Present: Amy, Fred, Patrick, Tino, Jason, Kenna, Rob, Shawn, Amanda, Kenna

- Pending agenda review.

Tino:

- Staffing Update - 1 applicant to psychological testing, 1 in backgrounds
- Recent conviction on an old sex abuse case
- National Coffee with a Cop Day next week, unsure if we'll be able to staff it.

Fred:

- Planning Commission – Preparing for Planning Commission meeting on October 6. The meeting will include a continued Public Hearing on revisions to mobile vending/food truck standards, a continued consideration of code amendments related to Single Room Occupancies (to address recent changes to state law), and a discussion of potential concepts for the infill code.
- Historic Preservation Commission – Had Historic Preservation Commission meeting on September 15. The Commission approved the removal of three trees in Pioneer Park as part of the meeting.
- Infill Housing Project – Continuing outreach for the Infill Housing Project. Preparing frameworks to think about options for code revisions.
- Other Work – Working to digitize an inventory of properties outside of the Historic District.
- Reviewing various developments and addressing other day-to-day planning concerns.
- Out Thursday (September 25) for jury duty and out Friday (September 26) to attend a cross-country meet.

Amanda:

- Public Works Director Recruitment – Launching this year's search process.
- Employee Onboarding – Coordinating integration of new hires.
- NWWLA Training – Attending scheduled sessions over the next few weeks.
- City Manager Review – Organizing and refining notes for the review process.
- Personnel Manual Updates – Revising and updating policies

Amy:

- The museum is gearing up for the Ghost Walk. There will be an accompanying "spook alley" in the museum during the Ghost Walk events.
- Last week was a busy and successful week for the museum. Events included the Wall That Heals, Creating Opportunities workshop, filming the latest Curator's Corner on Valsetz with Ron Rose, Hop and Heritage, and the Hill/Morgan family reunion was held in the museum on Sunday.
- New information panels on the Hills, Esther Morgan and The Women's Christian Temperance Union are up in the conference room.
- Two new information panels on our hop history are ready to go on display in the Civic Center in the coming weeks.

Patrick:

- The library has been listed as a victim on a case currently at the County Courts for the damages at the Storywalk this summer.
- Patrick attended the ARSL Annual Conference in Albuquerque last week. Key highlights from that conference include meeting with the Everylibrary Advocacy team, sitting on a panel with staff from the Office for Intellectual Freedom at the American Library Association, and learning about a new potential Coding program that the library can run.
- The Kids Coding program at the library will begin on Wednesday, October 1.

- Patrick is starting work with researchers from the University of Montana to create trainings for rural libraries and Centers for Independent Living on library functions and partnerships.
- The library will be passing out books to kids at the Downtown Halloween event.

Myra:

- Canceled registration to OAMR conference this week due to council meeting, multiple records requests and other meetings.
- 8 Public Records Requests from one person that will take time for multiple staff plus 1 extensive property PRR which is taking time for Fred and Jeff. These are all level 3 records request. In addition, working with CM and contract attorney to respond to a public meetings grievance by the same person.
- ORMS webinar next week to get started with that program to manage our public records.

Rob:

- Working on content for presentation as part of upcoming leadership academy
- Preparing for the upcoming Strategic Finance Roundtable.
- Will be working with new Finance Director when she comes on board to reinstitute a grants administration process

Jason:

- Working on migrating our finance/ERP (Enterprise Resource Planning) software to the cloud.
- Lots of public records requests taking up a lot of time.
- Windows 11 project is progressing along – on target for completion before deadline.
- Office shuffles for new finance and IT staff complete.
- I believe we have a work around for the issues that we've had with live streaming and the new agenda management software.

Shawn:

- Initial invites are out for leadership program - keep ideas for people coming. Will probably do an open call in a week or so depending on response.
- Realtors are officially on board. Should get properties listed in a couple weeks.
- Had a large manufacturer in town last week looking at a site. Exciting but not getting hopes up.
- Attended Business Oregon workshop looking to re-work their incentive programs. Hope to move away from property tax-based incentives.
- Working several grants with Marshall
- Courtney is working on wrap-up. Writing up processes, contacts, etc. She's also working with Gizell to re-do our park reservation form.
- Working with SEDCOR on scope for a recruitment contract.
- Met with a guy looking to organize a half marathon in town next June.
- Kenna and I are presenting to IFA board next week to secure SPWF loan for water treatment plant design costs.

Myra Russell

From: scheck2oregon@aol.com
Sent: Thursday, October 9, 2025 4:44 AM
To: Myra Russell
Subject: For inclusion in agenda packet - do you need as attachment?

To: The city council of Independence.

Re: Follow-up to last city council meeting; City manager apology and pledge.

October 9, 2025

One over-arching intent, dating back to when I founded *Trammart News* nine years ago, has been to tell residents where their tax dollars are spent. When city leaders – the city manager, the mayor – employ tactics aimed at diminishing appropriate and accurate reporting, they threaten a time-honored journalism practice that seeks only to inform the public.

Over the past few months, the city manager has claimed that the sum of \$459,000 to purchase 12 acres for a water treatment plant is confidential.

It is not.

Over the past few months, the mayor has claimed city officials have a right to be free of questions from the local press.

They do not.

A legal basis for Trammart News' press coverage -- written by Oregon attorneys -- was submitted to the city by letter.

And, at a previous city council meeting, I reminded city councilors that the city manager has barred the tax-paid communications director from speaking with me -- he hasn't answered questions or responded to Trammart News for at least 18 months.

This contradicts a promise by the city manager to work with Trammart News -- following the city manager's thwarted attempt to have me removed from contributing to the county newspaper.

Her pledge and apology are below:

From: Kenna West <kwest@ci.independence.or.us>

To: scheck2oregon@aol.com <scheck2oregon@aol.com> Sent: Thu, May 18, 2023 3:09 pm

Anne,

Thank you for your email. I want to clarify a couple of things from today.

First, I owe you an apology. I rarely lose my temper and I try to always remain professional. Today I lost my temper, raised my voice, and in all honesty disappointed myself. I hope that you will accept my apology for losing my temper and raising my voice. It was inappropriate behavior.

Second, you will most likely not receive emails directly from me or other staff because we are funneling all media requests (yours and everyone else's) through Emmanuel as part of his position as Communications Coordinator. He will respond as appropriate.

Best,

Kenna

Kenna West, JD

City Manager

555 S Main St, Independence, OR 97351

Office 503.837.1171 | Cell 503-932-5458 | Fax 503.606.3282 www.ci.independence.or.us

Note: At all times, including recent editorials, Trammart News has made it clear in emails to city officials what coverage is planned and how much I value differing viewpoints, even when critical of actions. I have continually asked for responses from the mayor, city councilors and the city manager so that their views can be included in my writing, publishing and reporting. I will continue to do so.

Thank you,

Anne Scheck

Trammart News & Publishing

PENDING CITY COUNCIL AGENDA ITEMS:

9/24/2025

OCT 14, 2025 - 6:30 PM	OCT 28, 2025 - 6:30 PM
Agenda items due: Noon, 10/08/2025 » URA Meeting: URA Properties (Irvine/West) 6:30 » <i>Council Meeting immediately following URA Meeting</i> » Ad Hoc Board recommendation (West) » Indy Days MOU (West) » Quarterly Grant report (Irvine) » Board Appts. (West) » CM Review (Christensen, West) » Liaison Reports: MINET, Parks Board, and Independence Days Commission » Minutes/Misc Corresp/Notes/PAC	Agenda items due: Noon, 10/22/2025 » Fee Schedule Worksession (Moody) » » » » » » » »
+ Urban Renewal Agency Meeting, if needed	+ Urban Renewal Agency Meeting, if needed
NOV 11, 2025 - 6:30 PM	NOV 25 2025 - 6:30 PM
Agenda items due: Noon, » Veterans Day-No Meeting » » » » » » » » Liaison Reports: Library Board, Museum Board and Continuum of Care » Minutes/Misc Corresp/Notes/PAC	Agenda items due: Noon, 11/18/2025 » Public Hearing: Mobile vending (Evander) » Council Bill: Mobile Vending (Evander) » Public Hearing: Annexation surface water treatment plant property (Eva » Council Bill: WTP Property annexation » Q1 Financials 2025 (Moody) » Fee Schedule Update (Moody) » SDC Revision (Fisher) » » » »
+ Urban Renewal Agency Meeting, if needed	+ Urban Renewal Agency Meeting, if needed
DEC 9, 2025 - 6:30 PM	DEC 23, 2025 - 6:30 PM
Agenda items due: Noon, 12/03/2025 » » Resolution: pub records request update (West) » » » » » » » Liaison Reports: Traffic Safety, Historic Preservation, and Planning Commission » Minutes/Misc Corresp/Notes/PAC	Agenda items due: Noon, 12-17-2025 » » » » » » » » » » » »
+ Urban Renewal Agency Meeting, NEEDED	+ Urban Renewal Agency Meeting, if needed

Future Items:

Update Fee Schedule (Events fees - parks)
 Franchise Agreements (updates ongoing)
 Resolution: Purchasing Authority (West)
 Code Change-HB3395 (Evander)
 Work Session-Dusk to Dawn
 Work Session-Council Procedure-Council Bills, Public Hearing (West)
 Dec Financial audit Pres

CDBG Fair Housing Resolution (Irvine)

Future Council Work Sessions:

URA Followup (Moody)

Future PW Agenda Items:

Code and Utility Billing

City Council Liaisons:

Historic Preservation Commission: Councilor Morton
 Planning Commission: Councilor Martin-Willis
 Independence Days Commission: Councilor Boisvert
 Library Board: Councilor Boisvert
 Museum Advisory Board: Councilor Morton
 Parks Board: Councilor Roden
 MINET: Councilor Sorce
 Traffic Safety Commission: Councilor Roden
 Continuum of Care: Councilor Corr