



# STAFF REPORT

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**Meeting Type:** City Council  
**Meeting Date:** October 7, 2024  
**From:** Jeff Aprati, Deputy City Manager  
**Subject:** Review of Applications for Appointment to Vacant City Council Seat #5

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## DECISION TO BE MADE:

Review applications for appointment to vacant City Council Seat #5; determine which applicants to interview on October 21, 2024.

## BACKGROUND / CONTEXT:

The City Council declared Seat #5 vacant at the [September 3, 2024 meeting](#), and [adopted a process](#) to fill the seat. Pursuant to the City Charter all registered voters who have resided within city limits for at least a year were eligible to apply for the position, which will be filled by majority vote of the City Council.

The vacancy was advertised widely on the City's website, on social media, and in the City's e-newsletter. Five applications were received before the deadline of September 25<sup>th</sup>. Staff have verified that all five applicants meet the eligibility requirements. The applicants are (in alphabetical order):

- Patrick Bernards
- David Brems
- Lindy Hanley
- Michael Thompson
- Brandon Zawaski

## KEY CONSIDERATIONS / ANALYSIS:

Per the adopted process, City Council interviews of selected applicants will take place at the October 21, 2024 council meeting. The Council may choose to advance all five applicants to the interview stage, or the Council may choose to advance only certain applicants.

Application materials from all five individuals are attached for the Council's review. Applicants were asked to answer the following questions:

- INTEREST STATEMENT: Why are you interested in serving on the City Council?
- SKILLS: What skills, interest, or experience do you possess that you believe would bring value to the City Council?

- **EMPLOYMENT:** Please describe your employment history, especially as it may relate to serving in this position.
- **PREVIOUS GOVERNMENT EXPERIENCE:** Please list all previous experience relating to local, regional, or state government advisory boards, committees, or commissions.
- **VISION:** Please describe your vision for Sandy over the next 10, 20, 30 years. What are the most important opportunities our city needs to take advantage of?
- **CHALLENGES:** What are the biggest challenges facing Sandy over the next few decades, and what are some of your ideas on how to address those challenges?
- **COMMITMENT:** Can you commit to attending all regular City Council meetings and special meetings (including Budget Committee) during your appointment (at least 2-3 evening meetings a month) or providing timely notice in the event of an occasional absence?

### Evaluation Criteria

The adopted vacancy process included evaluation criteria for the Council's use in reviewing applications. The evaluation criteria are:

- Amount of prior local government experience/service
- Relevant skills and experience
- Knowledge and understanding of current City projects and initiatives
- Alignment with City needs, goals, and priorities
- Availability and time commitment

A formal point scoring or similar system has not been provided. The Council retains discretion in making this decision, and can apply the evaluation criteria as the Council deems appropriate.

### **RECOMMENDATION:**

Review the application materials per the adopted evaluation criteria, and determine which applicants will be invited to interview before the City Council on October 21<sup>st</sup>.

### **SUGGESTED MOTION LANGUAGE:**

"I move to advance (Applicant 1, Applicant 2, Applicant 3...) to the interview stage of the City Council vacancy process, to take place on October 21, 2024."

### **LIST OF ATTACHMENTS / EXHIBITS:**

- Application materials