



# FOREST GROVE CITY COUNCIL

## Monday, January 13, 2014

### Meeting Agenda

5:30 PM – Executive Session (Litigation)

6:00 PM – Work Session (Emergency Mgmt Training & Tour)

6:30 PM – Work Session (Backyard Burning)

7:00 PM – Regular Meeting

Community Auditorium

1915 Main Street

Forest Grove, OR 97116

Forest Grove City Council Meetings are televised live by Tualatin Valley Community Television (TVCTV) Government Access Programming, Ch 30. To obtain the programming schedule, please contact TVCTV at 503.629.8534 or visit <http://www.tvctv.org/government-programming/government-meetings/forest-grove>.

PETER B. TRUAX, MAYOR

Thomas L. Johnston, Council President  
Richard G. Kidd III  
Victoria J. Lowe

Camille Miller  
Ronald C. Thompson  
Elena Uhing

All meetings of the City Council are open to the public and all persons are permitted to attend any meeting except as otherwise provided by ORS 192. The public may address the Council as follows:

➔ Public Hearings – Public hearings are held on each matter required by state law or City policy. Anyone wishing to testify should sign in for any Public Hearing prior to the meeting. The presiding officer will review the complete hearing instructions prior to testimony. The presiding officer will call the individual or group by the name given on the sign in form. When addressing the Council, please use the witness table (center front of the room). Each person should speak clearly into the microphone and must state his or her name and give an address for the record. All testimony is electronically recorded. In the interest of time, Public Hearing testimony is limited to three minutes unless the presiding officer grants an extension. Written or oral testimony is heard prior to any Council action.

➔ Citizen Communications – Anyone wishing to address the Council on an issue not on the agenda should sign in for Citizen Communications prior to the meeting. The presiding officer will call the individual or group by the name given on the sign in form. When addressing the Council, please use the witness table (center front of the room). Each person should speak clearly into the microphone and must state his or her name and give an address for the record. All testimony is electronically recorded. In the interest of time, Citizen Communications is limited to two minutes unless the presiding officer grants an extension.

The public may not address items on the agenda unless the item is a public hearing. Routinely, members of the public speak during Citizen Communications and Public Hearings. If you have questions about the agenda or have an issue that you would like to address to the Council, please contact the City Recorder at 503-992-3235.

City Council meetings are handicap accessible. Assistive Listening Devices (ALD) or qualified sign language interpreters are available for persons with impaired hearing or speech. For any special accommodations, please contact the City Recorder at 503-992-3235, at least 48 hours prior to the meeting.



**FOREST GROVE CITY COUNCIL AGENDA**  
**JANUARY 13, 2014**  
**PAGE 2**

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Michael Sykes, City Manager	<b>5:30</b>	<p><b><u>EXECUTIVE SESSIONS ARE CLOSED TO THE PUBLIC.</u></b> Representatives of the news media and designated staff may attend Executive Sessions. Representatives of the news media are specifically directed not to report on any of the deliberations during the Executive Session, except to state the general subject of the session as previously announced. No Executive Session may be held for the purpose of taking final action or making any final decision.</p> <p><i>The City Council will convene in the Community Auditorium – Conference Room to hold the following executive session(s):</i></p> <p><u>ORS 192.660(2)(h)</u> to discuss Council's legal rights and duties with regard to current litigation or litigation likely to be filed.</p>
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Michael Kinkade, Fire Chief Michael Sykes, City Manager	<b>6:00</b>	<p><b><u>WORK SESSION: TOUR OF FIRE DEPARTMENT EMERGENCY OPERATIONS CENTER (EOC) AND QUARTERLY EMERGENCY MANAGEMENT TRAINING</u></b></p> <p>The City Council will convene in the Fire Department – Conference Room to conduct the above work session(s) and take an offsite tour at the Fire Department. The public is invited to attend and observe the work session(s); however, no public comment will be taken. The Council will take no formal action during the work session(s).</p>
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Michael Kinkade, Fire Chief Michael Sykes, City Manager	<b>6:30</b>	<p><b><u>WORK SESSION: BACKYARD BURNING</u></b></p> <p>The City Council will convene in the Community Auditorium – Conference Room to conduct the above work session(s). The public is invited to attend and observe the work session(s); however, no public comment will be taken. The Council will take no formal action during the work session(s).</p>
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Janie Schutz, Police Chief	<b>7:00</b>	<p>1. <b><u>REGULAR MEETING:</u></b> Roll Call and Pledge of Allegiance</p> <p>1. A. <b><u>SWEARING-IN CEREMONY:</u></b></p> <ul style="list-style-type: none"><li>• <i>Shane Rogers, Police Officer</i></li></ul> <p>1. B. <b><u>NEW EMPLOYEE INTRODUCTION:</u></b></p> <ul style="list-style-type: none"><li>• <i>Brandi Walstead, Community Service/Code Enforcement Officer</i></li></ul> <p>1. C. <b><u>EMPLOYEE RECOGNITION:</u></b></p> <ul style="list-style-type: none"><li>• <i>Thomas Gamble, Parks and Recreation Director, 25 Years of Service</i></li><li>• <i>Nicholas Kelsay, Project Engineer, 25 Years of Service</i></li></ul>

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|  |             |              | <p>2. <b><u>CITIZEN COMMUNICATIONS:</u></b> Anyone wishing to speak to Council on an item <u>not on the agenda</u> may be heard at this time. <i>Please sign-in before the meeting on the Citizen Communications form posted in the foyer.</i> In the interest of time, please limit comments to two minutes. Thank you.</p>                                |
|  |             |              | <p>3. <b><u>CONSENT AGENDA:</u></b> See Page 6</p>  |
|  |             |              | <p>4. <b><u>ADDITIONS/DELETIONS:</u></b></p>  |
|  |             |              | <p>5. <b><u>PRESENTATIONS:</u></b></p>  |
| <p>George Cress<br/>Light and Power Director</p>   | <p>7:10</p> | <p>5. A.</p> | <ul style="list-style-type: none"> <li>• <i>Northwest Requirement Utilities (NRU) Update, John Saven</i></li> </ul>   |
| <p>Paul Downey<br/>Administrative Services Director<br/>Michael Sykes, City Manager</p>  | <p>7.20</p> | <p>6.</p>    | <p><b><u>RESOLUTION NO. 2014-12 EXTENDING THE TERM OF THE CABLE TELEVISION SERVICES AGREEMENT WITH COMCAST OF OREGON II, INC., TO ENABLE THE METROPOLITAN AREA COMMUNICATIONS COMMISSION (MACC) TO COMPLETE THE FORMAL RENEWAL PROCESS</u></b></p>  |
| <p>Paul Downey<br/>Administrative Services Director<br/>Sue Hudson-Rau<br/>Municipal Court Coordinator<br/>Michael Sykes, City Manager</p> | <p>7:30</p> | <p>7.</p>    | <p><b><u>CONTINUE PUBLIC HEARING FROM DECEMBER 9, 2013: SECOND READING OF ORDINANCE NO. 2013-13 REPEALING AND REENACTING CHAPTER 6 OF THE FOREST GROVE CODE, ENTITLED "VEHICLES AND TRAFFIC", AND AMENDING CODE SECTIONS 3.210, 5.060, AND 9.620</u></b></p>  |
| <p>Paul Downey<br/>Administrative Services Director<br/>Sue Hudson-Rau<br/>Municipal Court Coordinator<br/>Michael Sykes, City Manager</p> | <p>7:35</p> | <p>8.</p>    | <p><b><u>PUBLIC HEARING AND RESOLUTION NO. 2014-13 REESTABLISHING PARKING FINES AND REPEALING RESOLUTION NO. 2005-12</u></b></p>  |
| <p>Jon Holan Community<br/>Development Director<br/>Dan Riordan, Senior Planner<br/>Michael Sykes, City Manager</p>                        | <p>7:40</p> | <p>9.</p>    | <p><b><u>APPROVING ORDER NO. 2014-01 ASSIGNING A CITY OF FOREST GROVE ZONING DESIGNATION, CONSISTENT WITH THE FOREST GROVE COMPREHENSIVE PLAN MAP AS REQUIRED BY FOREST GROVE DEVELOPMENT CODE SECTION 10.2.160 AND 10.2.750, TO CERTAIN PROPERTIES ANNEXED BY THE CITY OF FOREST GROVE. FILE NO. ZNC-13-00253; AND REPEALING ORDER NO. 2013-02</u></b></p> |

Jon Holan, Community Development Director Dan Riordan, Senior Planner Michael Sykes, City Manager	7:45	10. <u>PUBLIC HEARING AND FIRST READING OF ORDINANCE NO. 2014-01 ADOPTING WORK PRODUCTS RELATED TO THE UPDATE OF THE CITY OF FOREST GROVE COMPREHENSIVE PLAN REQUIRED UNDER OREGON DEPARTMENT OF LAND CONSERVATION AND DEVELOPMENT PERIODIC REVIEW ORDER 001786 AS AMENDED AND REPEALING ORDINANCE NO. 1980-14 AND SUBSEQUENT CONFLICTING ORDINANCES AND AMENDING MUNICIPAL CODE SECTION 9.700(1) COMPREHENSIVE PLAN. FILE NO. CPA-13-01369</u>
Jon Holan, Community Development Director Dan Riordan, Senior Planner Michael Sykes, City Manager	8:00	11. <u>PUBLIC HEARING AND FIRST READING OF ORDINANCE NO. 2014-02 ADOPTING POST-ACKNOWLEDGMENT PLAN AMENDMENT WORK PRODUCTS RELATED TO THE UPDATE OF THE CITY OF FOREST GROVE COMPREHENSIVE PLAN. FILE NO. CPA-13-01369</u>
Tom Gamble Parks and Recreation Director Michael Sykes, City Manager	8:05	12. <u>RESOLUTION NO. 2014-14 ADOPTING THE CITY OF FOREST GROVE PARKS AND RECREATION DEPARTMENT FIELD USE POLICY AND REGULATIONS</u>
Paul Downey Administrative Services Director Michael Sykes, City Manager	8:10	13. <u>RESOLUTION NO. 2014-15 APPOINTING THE DIRECTOR OF ADMINISTRATIVE SERVICES AS THE PLAN COORDINATOR FOR THE CITY'S ICMA-RC SECTION 457 DEFERRED COMPENSATION PLAN</u>
Paul Downey Administrative Services Director Michael Sykes, City Manager	8:15	14. <u>RESOLUTION NO. 2014-16 ADOPTING SUPPLEMENTAL BUDGET AND INCREASING MUNICIPAL COURT AND POLICE DEPARTMENT APPROPRIATIONS WITHIN THE GENERAL FUND FOR FISCAL YEAR 2013-14</u>
Paul Downey Administrative Services Director Michael Sykes, City Manager	8:20	15. <u>RESOLUTION NO. 2014-17 AUTHORIZING THE EXPENDITURE OF WASHINGTON COUNTY STRATEGIC FRAMEWORK STATE INCENTIVE GRANT FUNDS IN THE POLICE DEPARTMENT AND INCREASING APPROPRIATIONS FOR THE GENERAL FUND FOR FISCAL YEAR 2013-14</u>



FOREST GROVE CITY COUNCIL AGENDA  
JANUARY 13, 2014  
PAGE 5

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| Paul Downey<br>Administrative Services<br>Director<br>Michael Sykes, City Manager | 8:25 | 16. <u>RESOLUTION NO. 2014-18 CREATING AN INFORMATION TECHNOLOGY MANAGER POSITION WITHIN THE GENERAL FUND FOR FISCAL YEAR 2013-14 AND ADOPTING THE SALARY RANGE FOR THE POSITION OF INFORMATION TECHNOLOGY MANAGER</u> |
| Michael Sykes, City Manager   | 8:30 | 17. <u>CITY MANAGER'S REPORT:</u>  |
|   | 8:45 | 18. <u>COUNCIL COMMUNICATIONS:</u>   |
|   | 9:00 | 19. <u>ADJOURNMENT</u>   |

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3. **CONSENT AGENDA:** Items under the Consent Agenda are considered routine and will be adopted with a single motion, without separate discussion. Council members who wish to remove an item from the Consent Agenda may do so prior to the motion to approve the item(s). Any item(s) removed from the Consent Agenda will be discussed and acted upon following the approval of the Consent Agenda item(s).
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- A. Approve City Council Work Session (IT Assessment Report) Meeting Minutes of December 9, 2013.
- B. Approve City Council Work Session (Comp Plan and TSP Update) Meeting Minutes of December 9, 2013.
- C. Approve City Council Regular Meeting Minutes of December 9, 2013.
- D. Accept Library Commission Meeting Minutes of November 12, 2013.
- E. Accept Planning Commission Meeting Minutes of December 2, 2013.
- F. Accept Public Arts Commission Meeting Minutes of November 14, 2013.
- G. Accept Public Safety Advisory Commission Meeting Minutes of October 23 and November 27, 2013.
- H. Library Department Monthly Circulation Statistics Report for December 2013.
- I. RESOLUTION NO. 2014-01 DESIGNATING CITY OF FOREST GROVE CITY COUNCIL MEETINGS FOR YEAR 2014.
- J. RESOLUTION NO. 2014-02 MAKING REAPPOINTMENTS TO THE BUDGET COMMITTEE (Reappointing Thomas Beck and Chère Sandusky, Terms Expiring December 31, 2016).
- K. RESOLUTION NO. 2014-03 MAKING REAPPOINTMENTS TO COMMITTEE FOR CITIZEN INVOLVEMENT (Reappointing Stephanie Rose, Term Expiring December 31, 2017).
- L. RESOLUTION NO. 2014-04 MAKING REAPPOINTMENTS TO COMMUNITY FORESTRY COMMISSION (Reappointing Mark Nakajima Dale Wiley, and Jen Warren, Terms Expiring December 31, 2016).
- M. RESOLUTION NO. 2014-05 MAKING REAPPOINTMENTS TO ECONOMIC DEVELOPMENT COMMISSION (Reappointing Mark Frandsen, Residential Developer; Don Jones, Financial; Mike Mallery, Primary, Lois Hornberger, Alternate, Higher Education; Bruce Mcvean, Food/Beverage; Howard Sullivan, Chamber; and Brian Wilbur, Small Commercial, Terms Expiring December 31, 2016).
- N. RESOLUTION NO. 2014-06 MAKING REAPPOINTMENTS TO HISTORIC LANDMARKS BOARD (Reappointing George Cushing and Holly Tsur, Terms Expiring December 31, 2017).
- O. RESOLUTION NO. 2014-07 MAKING REAPPOINTMENTS TO LIBRARY COMMISSION (Reappointing Pamela Bailey, Annelle Hicks, Dayla Smoland, and Jon Youngberg, Terms Expiring December 31, 2015).
- P. RESOLUTION NO. 2014-08 MAKING REAPPOINTMENTS TO PARKS AND RECREATION COMMISSION (Reappointing Ralph Brown, Forest Grove School District, and Michael Olson, At-Large, Term Expiring December 31, 2017, and Jonathan Faris, Student Advisor, Term Expiring December 31, 2014).
- Q. RESOLUTION NO. 2014-09 MAKING REAPPOINTMENTS TO PLANNING COMMISSION (Reappointing Carolyn Hymes, Term Expiring December 31, 2017, and Carl "Al" Miller, Interim, Term Expiring December 31, 2017).
- R. RESOLUTION NO. 2014-10 MAKING REAPPOINTMENTS TO PUBLIC ARTS COMMISSION (Reappointing Linda Taylor, At-Large, and Dana Zurcher, Chamber, Terms Expiring December 31, 2016).
- S. RESOLUTION NO. 2014-11 MAKING REAPPOINTMENTS AND NEW APPOINTMENT TO PUBLIC SAFETY ADVISORY COMMISSION (Reappointing Tim Dierickx, Forest Grove Rural Fire Protection District; Drue Garrison, At-Large; Laura Hale, At-Large, John Rinier, At-Large, Nathan Seable, At-Large, Terms Expiring December 31, 2017, and Appointing Martin Goldman, Forest Grove School District, Non-Voting Representative).
- T. Community Development Department Building Monthly Activity Report for December 2013.
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