

**FOREST GROVE CITY COUNCIL REGULAR MEETING
JANUARY 24, 2011 – 7:00 P.M.
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***Minutes are unofficial until approved by Council.
Council approved minutes as presented February 14, 2011.***

1. **ROLL CALL:**
Mayor Peter Truax called the regular City Council meeting to order at 7:03 p.m. and led the Pledge of Allegiance. **ROLL CALL: COUNCIL PRESENT:** Thomas BeLusko, Jr., Thomas Johnston, Council President, Victoria Lowe, Camille Miller, Ronald Thompson, and Mayor Peter Truax. **COUNCIL ABSENT:** Elena Uhing, excused. **STAFF PRESENT:** Michael Sykes, City Manager; Paul Elsner, City Attorney; Paul Downey, Administrative Services Director; Susan Cole, Administrative Services Assistant Director; Tom Gamble, Parks and Recreation Director; Jon Holan, Community Development Director; Rob Foster, Public Works Director; Bev Maughan, Executive Assistant to City Manager; David Nemeyer, Division Fire Chief; Richard Matzke, Interim Light and Power Director; Kerry Aleshire, Police Chief (in the audience); and Anna Ruggles, City Recorder.
1. A. **INTRODUCTIONS OF INTERNS:**
Holan introduced the new volunteer interns, who will be working in the Community Development Department on projects relating to the Comprehensive Plan Update, as follows: Nick Stockton and Allison Jones (land use); Zachary Gustafson and Nicole Smith (tree inventory); and Merle Roberts and Ryan Lynch (wetland inventory).
1. B. **AWARD PRESENTATIONS:**
Division Chief Nemeyer read the Citation of Merit honoring Jake Stone and Damian Peters, Volunteer Firefighters, for a recent incident involving a medical assist at Forest Grove High School during a football game when a player suffered a fractured vertebrae. Mayor Truax and Division Chief Nemeyer presented the Forest Grove Fire and Rescue *Unit Citation Award* to Stone and Peters and highly commended them for skillfully handling a difficult situation of conflicting opinions of the injury in a very public setting and respectfully working with team trainers and family members to ensure the best interests of the injured player.
2. **CITIZEN COMMUNICATIONS:** None.
3. **CONSENT AGENDA:** Items under the Consent Agenda are considered

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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).

- A. Approve City Council Work Session (B&C Interviews) Meeting Minutes of January 11, 2011.
- B. Approve City Council Work Session (Retirement Plan) Meeting Minutes of January 11, 2011.
- C. Approve City Council Regular Meeting Minutes of January 11, 2011.
- D. Accept Community Forestry Commission Meeting Minutes of November 17 and December 15, 2010.
- E. Accept Parks and Recreation Commission Meeting Minutes of December 15, 2010.
- F. Accept Public Safety Advisory Commission Meeting Minutes of December 1, 2009.
- G. Endorse New Liquor License Application (Distillery) for Dogwood Distilling, LLC., located at 1835 19th Avenue (Applicant: Matt Hottenroth).
- H. **RESOLUTION NO. 2011-11 MAKING APPOINTMENT TO COMMUNITY FORESTRY COMMISSION (APPOINT SEBASTIAN BANNISTER-LAWLER, TERM EXPIRING DECEMBER 31, 2011).**
- I. **RESOLUTION NO. 2011-12 MAKING APPOINTMENT TO PARKS AND RECREATION COMMISSION (APPOINT GLENN VANBLARCOM, REPRESENTING NNW, TERM EXPIRING DECEMBER 31, 2012).**
- J. **RESOLUTION NO. 2011-16 MAKING APPOINTMENTS TO PLANNING COMMISSION (REAPPOINTING LISA NAKAJIMA AND FRED SMITH, TERMS EXPIRING DECEMBER 31, 2014).** *(Added to Consent Agenda)*

MOTION: Councilor BeLusko, Jr., moved, seconded by Councilor Lowe, to approve the Consent Agenda as amended. **ABSENT:** Councilor Uhing. **MOTION CARRIED 6-0 by voice vote.**

4. ADDITIONS/DELETIONS:

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Ruggles added Consent Agenda Item 3. J. (as noted above).

5. PRESENTATIONS:

5. A. City Website and Social Media Communications Update:

DuValle and Maughan provided a presentation on the City's newly-redesigned website and distributed copies of the City's draft Social Media Communications Plan, noting a staff committee was formed at the direction of the City Manager, pursuant to Council Goal Objectives, to increase public relations and marketing to better communicate City services and accomplishments. DuValle and Maughan showed a live presentation of the newly-redesigned website, highlighting each of the new tabs and pointing out significant changes made to the website, noting staff anticipates rolling out the new website soon. In addition, DuValle and Maughan showed a live presentation of the City's *Facebook* accounts, noting the City has three official *Facebook* pages (City, Fire and Police) and reported the Fire Department has a blog and uses *You Tube* for posting videos and *Twitter* for posting breaking news and urgent public messages. DuValle highlighted the status and statistics of each of the City's *Facebook* accounts, noting *Facebook* provides the City with an additional communications tool to help reach a growing audience. In conclusion, DuValle and Maughan addressed Council inquiries pertaining to the various social media sites, social-networking issues, and internal and external social media policies.

5. B. Pacific University Football Update:

Gamble introduced Ken Schumann, Pacific University Athletic Director, who provided an update on Pacific University's first intercollegiate football season. Gamble reported the purpose of this update was to evaluate the first football season pursuant to the existing terms and conditions set forth in the Lincoln Park Shared-Use Lease Agreement between the City and Pacific University. Gamble reported this is the first presentation update, noting staff plans to present a second update in early 2012 prior to reaching the two-year trial period of the existing shared-use agreement. Gamble and Schumann recapped the first football season, noting that overall the seating plan, security plan, crowd control, drainage issues, as well as parking went fairly well. Schumann noted Pacific University was very pleased with the attendance at the games, noting the stadium holds 3,000, and they added additional seating for 2,400 per game. In addition, Schumann addressed Council concerns pertaining to tailgate parties,

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noting Pacific University had a designated area for tailgate parties and hired private security to try monitoring and limiting activity. Schumann addressed noise concerns pertaining to firing of the cannon, noting that he would prefer limiting the firing of the cannon to one time per game, upon the team entering the stadium, instead of two times, upon entering and half-time. In conclusion, Gamble addressed overflow-parking issues, noting most of the overflow parking occurred during other major events, such as volleyball games, and added that overall the parking plan during football games went well and the Aquatic Center patrons had adequate parking.

6. CONTINUE PUBLIC HEARING FROM JANUARY 11, 2011, AND SECOND READING OF ORDINANCE NO. 2011-01 ADOPTING AMENDMENT TO PACIFIC UNIVERSITY MASTER PLAN TO INCORPORATE SIGNAGE AND LANDSCAPE PROVISIONS

The first reading of Ordinance No. 2011-01 by title and motion to adopt occurred at the meeting of January 11, 2011.

Staff Report:

Holan addressed concerns heard at the Council meeting of January 11, 2011, pertaining to code requirements for temporary signs, noting the current sign code allows temporary signs twice a year per event for up to 30 days and Pacific University is proposing allowing 45 days and no limit on the number of temporary signs allowed. In addition, Holan addressed banner code requirements, noting the banner size Pacific University is proposing is substantially smaller than what is currently allowed by code.

Public Hearing Continued:

Mayor Truax continued the Public Hearing from the meeting of January 11, 2011.

Written Testimony Received:

No written testimony was received.

Proponents:

No one testified and no written comments were received.

Opponents:

No one testified and no written comments were received.

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Others:

No one testified and no written comments were received.

Public Hearing Closed:

Mayor Truax closed the Public Hearing.

Council Discussion:

Lowe reiterated her concern from the meeting of January 11, 2011, noting she is unsupportive of allowing a variance for temporary signs.

Johnston rescinded his parking concerns from the meeting of January 11, 2011, noting he realizes the purpose of this proposal is to incorporate signage and landscape provisions only, which he supports.

Hearing no further discussion from the Council, Mayor Truax asked for a roll call vote on the motion made at the meeting of January 11, 2011.

Elsner read Ordinance No. 2011-01 by title for second reading.

ROLL CALL VOTE: AYES: Councilors BeLusko, Jr., Johnston, Miller, Thompson, and Mayor Truax. NOES: Councilor Lowe. ABSENT: Councilor Uhing. MOTION CARRIED 5-1.

7. **CONTINUE PUBLIC HEARING FROM JANUARY 11, 2011, AND SECOND READING OF ORDINANCE NO. 2011-02 CREATING A PROCESS FOR DEVELOPMENT OF REIMBURSEMENT DISTRICTS AS A FINANCIAL DEVICE FOR PUBLIC IMPROVEMENTS, AMENDING FOREST GROVE CITY CODE BY ADDING NEW CODE CHAPTER 3.10.005 THROUGH 3.10.075 "REIMBURSEMENT DISTRICTS"**

The first reading of Ordinance No. 2011-02 by title and motion to adopt occurred at the meeting of January 11, 2011.

Staff Report:

Foster and Cole had nothing further to report.

Public Hearing Continued:

Mayor Truax continued the Public Hearing from the meeting of January 11, 2011.

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Written Testimony Received:

No written testimony was received.

Proponents:

Richard Kidd, Forest Grove, former Mayor, urged Council to adopt the above-proposed ordinance for the purpose of encouraging business and economic-related opportunities in the community.

No one else testified and no written comments were received.

Opponents:

No one testified and no written comments were received.

Others:

No one testified and no written comments were received.

Public Hearing Closed:

Mayor Truax closed the Public Hearing.

Council Discussion:

Hearing no discussion from the Council, Mayor Truax asked for a roll call vote on the motion made at the meeting of January 11, 2011.

Elsner read Ordinance No. 2011-02 by title for second reading.

ROLL CALL VOTE: AYES: Councilors BeLusko, Jr., Johnston, Lowe, Miller, Thompson, and Mayor Truax. NOES: None. ABSENT: Councilor Uhing. MOTION CARRIED 6-0.

8. **PUBLIC HEARING AND FIRST AND SECOND READING OF ORDINANCE NO. 2011-03 SPECIFYING THE ASSESSMENTS TO BE MADE ON PROPERTIES SPECIALLY BENEFITED BY THE CONSTRUCTION OF CERTAIN SIDEWALK IMPROVEMENTS; SETTING SIXTY (60) MONTH AND ONE HUNDRED TWENTY (120) MONTH PERIODS FOR INSTALLMENT PAYMENTS; SETTING THE INSTALLMENT FINANCING RATE AT FOUR AND ONE-QUARTER PERCENT (4.25%) AND SIX AND ONE-HALF PERCENT (6.50%) RESPECTIVELY; AND DECLARING AN EMERGENCY**

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Staff Report:

Foster and Cole presented the above-proposed ordinance for Council consideration, noting the proposed ordinance is assessing the final costs to property owners (listed in Exhibit A) who voluntarily consented to sidewalk repairs pursuant to the City-Wide Voluntary Sidewalk Local Improvements District Program. Foster and Cole reported the first phase of program began December, 2010, and is expected to continue until April, 2011, noting rather than waiting until all sidewalk repairs are completed in April, staff is submitting for Council consideration the completed projects on a monthly basis so reimbursement costs to the City can be assessed immediately thereafter. Cole outlined the repayment terms, noting property owners who submit installment agreements for payment option 1B, pursuant to Resolution No. 2010-67, the installment period will be 60 months at an interest rate of 4.25% with no pre-payment penalty. For property owners who submit installment agreements for payment option 1C, the installment period will be 120 months at an interest rate of 6.50% with no pre-payment penalty. Property owners whose payment becomes delinquent will be assessed a penalty of \$10 per every 30-day period payments are or remain delinquent. Cole advised the assessments would be listed in the City's lien docket and if unpaid (along with accrued and unpaid interest and penalties), the City could lien pursuant to ORS. In conclusion, Cole advised staff is recommending Council declare the proposed ordinance as an emergency in order for the City Recorder to file the assessment liens in a timely manner.

Before proceeding with Public Hearing and Council discussion, Mayor Truax asked for a motion to adopt Ordinance No. 2011-03 for first and second reading, declaring an emergency pursuant to City Charter.

Elsner read Ordinance No. 2011-03 by title for first and second reading, declaring an emergency pursuant to City Charter.

MOTION: Councilor Lowe, moved, seconded by Councilor Miller, to approve First and Second Reading and adopt Ordinance No. 2011-03 Specifying the Assessments to be made on properties specially benefited by the construction of certain sidewalk improvements; Setting Sixty (60) Month and One Hundred Twenty (120) Month Periods for Installment Payments; Setting the Installment Financing Rate at Four and One-Quarter Percent (4.25%) and Six and One-Half

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Percent (6.50%), respectively; and Declaring an Emergency.

Public Hearing Opened:

Mayor Truax opened the Public Hearing.

Written Objections Received:

No written objections to the assessments were received prior to the published deadline of January 24, 2011, 7:00 p.m.

Proponents:

No one testified and no written comments were received.

Opponents:

No one testified and no written comments were received.

Others:

No one testified and no written comments were received.

Council Discussion:

In response to Lowe's inquiry pertaining to bid proposal for Phase One, Cole explained staff would need to resubmit for new bid proposals for Phase Two, noting staff plans to report back to Council after all projects in Phase One have been completed successfully and then seek Council approval before pursuing Phase Two of the program.

Mayor Truax gave credit to the City of Pendleton for sharing its sidewalk improvement program with Forest Grove, noting Phase One of the City's program thus far seems to be very successful, to which Foster and Cole concurred, adding that the City received positive responses from property owners.

Hearing no further discussion from the Council, Mayor Truax asked for a roll call vote on the above motion.

ROLL CALL VOTE: AYES: Councilors BeLusko, Jr., Johnston, Lowe, Miller, Thompson, and Mayor Truax. NOES: None. ABSENT: Councilor Uhing. MOTION CARRIED 6-0.

9. PUBLIC HEARING AND RESOLUTION 2011-13 ADOPTING

**SUPPLEMENTAL BUDGET AND TRANSFERRING CONTINGENCY TO
INCREASE CAPITAL OUTLAY APPROPRIATIONS WITHIN THE FIRE
EQUIPMENT REPLACEMENT FUND**

Staff Report:

Downey presented the above-proposed resolution for Council consideration, requesting authorization for the expenditure of Fire Equipment Replacement funds to purchase two used off-road fire trucks designed to fight brush and field fires. Downey reported the total cost of both used trucks is \$95,000, with the City and Forest Grove Rural Fire Protection District each paying half of the costs as required by its joint agreement. Downey noted the purchase of the two used off-road fire trucks would delay purchases of new vehicles for several years. In conclusion, Downey advised an appropriation of \$50,000 from Contingency Fund is needed before the City can expend funds, noting a supplemental budget hearing is required pursuant to budget law.

Before proceeding with Public Hearing and Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2011-13.

Elsner read Resolution No. 2011-13 by title.

MOTION: Councilor Lowe, moved, seconded by Councilor Thompson, to approve Resolution No. 2011-13 Adopting Supplemental Budget and Transferring Contingency to Increase Capital Outlay Appropriations within the Fire Equipment Replacement Fund.

Public Hearing Opened:

Mayor Truax opened the Public Hearing.

Proponents:

No one testified and no written comments were received.

Opponents:

No one testified and no written comments were received.

Others:

No one testified and no written comments were received.

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Council Discussion:

In response to BeLusko's inquiry pertaining to Forest Grove Rural Fire Protection District's obligation, Downey affirmed the District has been consulted and has formally agreed to fund 50% of its share for the purchase of the two used off-road fire trucks.

Johnston affirmed the Forest Grove Rural Fire Protection District's purchasing commitment, noting the two used off-road fire trucks will enable Fire and Rescue to access inaccessible terrain areas.

Lowe commented that opportunities such as this, that have huge cost-savings to the City, are the exact reasons why she supports reserving contingency funds.

Hearing no further discussion from the Council, Mayor Truax asked for a roll call vote on the above motion.

ROLL CALL VOTE: AYES: Councilors BeLusko, Jr., Johnston, Lowe, Miller, Thompson, and Mayor Truax. NOES: None. ABSENT: Councilor Uhing. MOTION CARRIED 6-0.

10. RESOLUTION NO. 2011-14 AUTHORIZING THE EXPENDITURE OF HOMELAND SECURITY GRANT FUNDS FOR THE PURCHASE OF COMMUNICATIONS EQUIPMENT FOR THE POLICE AND FIRE DEPARTMENTS IN THE GENERAL FUND AND THE FIRE EQUIPMENT REPLACEMENT FUND

Staff Report:

Downey presented the above-proposed resolution for Council consideration, requesting authorization for the expenditure of Homeland Security Grant funds to purchase mobile data terminals (MDTs) for Police and Fire and portable VHF radios for Fire. Downey noted the City was awarded two grants (one for \$34,065 and one for \$43,900) to purchase the above-noted equipment. In conclusion, Downey advised an appropriation of funds is needed before the City can expend the grant funds, noting a supplemental budget hearing is not required pursuant to budget law.

Before proceeding with Council discussion, Mayor Truax asked for a

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motion to adopt Resolution No. 2011-14.

Elsner read Resolution No. 2011-14 by title.

MOTION: Councilor Lowe moved, seconded by Councilor Miller, to approve Resolution No. 2011-14 Authorizing the Expenditure of Homeland Security Grant Funds for the Purchase of Communications Equipment for the Police and Fire Departments in the General Fund and the Fire Equipment Replacement Fund.

Council Discussion:

In response to Lowe's inquiry pertaining to life expectancy of MDTs, Downey advised the MDTs have approximately a four-year lifecycle, noting the City will set aside funds each year for replacement as the MDTs become obsolete.

Johnston advised that Washington County Consolidated Communications Agency is able to provide technology upgrades and noted the MDTs will allow officers to write reports out in the field.

Hearing no further discussion from the Council, Mayor Truax asked for a roll call vote on the above motion.

ROLL CALL VOTE: AYES: Councilors BeLusko, Jr., Johnston, Lowe, Miller, Thompson, and Mayor Truax. NOES: None. ABSENT: Councilor Uhing. MOTION CARRIED 6-0.

11. RESOLUTION NO. 2011-15 AUTHORIZING THE EXPENDITURES OF FUNDING FROM THE BONNEVILLE POWER ADMINISTRATION FOR INDUSTRIAL CONSERVATION INCENTIVE REIMBURSEMENTS IN THE LIGHT AND POWER FUND

Staff Report:

Downey and Matzke presented the above-proposed resolution for Council consideration, requesting authorization for the expenditure of additional grant funds received from Bonneville Power Administration (BPA) for industrial conservation incentive reimbursements in the Light and Power Fund. Downey noted the City received notice from BPA of additional funding available, noting the City has been working with local companies

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on various projects as part of its Industrial Conservation Incentive Program. In conclusion, Downey advised an appropriation of funds is needed before the City can expend the grant funds, noting a supplemental budget hearing is not required pursuant to budget law.

Before proceeding with Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2011-15.

Elsner read Resolution No. 2011-15 by title.

MOTION: Councilor Johnston moved, seconded by Councilor BeLusko, Jr., to approve Resolution No. 2011-15 Authorizing the Expenditures of Funding from the Bonneville Power Administration for Industrial Conservation Incentive Reimbursements in the Light and Power Fund.

Council Discussion:

In response to Lowe's inquiry pertaining to solar power energy incentives for residential customers, Matzke indicated the City has funded some residential conservation projects; however, residential conservation incentives are funded by the City and not funded by BPA.

In response to Mayor Truax's inquiry pertaining to awarding funds, Matzke indicated the largest incentives have been awarded to commercial and industrial customers for lighting retrofits, noting the energy savings incentives through the City's program have been very successful. Mayor Truax commented that the energy saving incentives could have an impact on the City's High Water Mark calculation, to which Matzke concurred. In addition, Mayor Truax asked staff if they could provide a comparison chart for economic incentives, i.e., a chart comparing the City's existing utility costs and total energy savings costs versus other public utility providers' costs, to which Matzke indicated he would follow-up and report back to Council.

Hearing no further discussion from the Council, Mayor Truax asked for a roll call vote on the above motion.

ROLL CALL VOTE: AYES: Councilors BeLusko, Jr., Johnston, Lowe, Miller, Thompson, and Mayor Truax. NOES: None. ABSENT: Councilor Uhing. MOTION CARRIED 6-0.

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12. CITY MANAGER'S REPORT:

Sykes reported on upcoming events as noted in the Council calendar and reported on other various upcoming local meetings and events. Sykes commended staff for the work they have done revamping the City's website and developing a Public Communications Strategy Plan, noting he was very pleased staff could showcase the new website and *Facebook* accounts with Council this evening. Sykes commended staff for the work they have done implementing the City-Wide Voluntary Sidewalk Local Improvements District Program, noting the program thus far has been very successful. Sykes reported the Light and Power Department plans to install two electric vehicle charging stations; one at College Way and one at the Community Auditorium parking lot. Sykes announced the resignation of Police Captain Jeff Williams and commended Williams for his outstanding reputation with the community, and thanked Williams for his tenure with the City. In addition, Sykes distributed various handouts pertaining to upcoming seminars and events and other information of interest. In conclusion, Sykes reported on various meetings he attended and provided updates on various City department-related activities and projects.

Urban and Rural Reserves Designation Update:

Sykes recapped a meeting held with Washington County Farm Bureau regarding the City's designated Urban and Rural Reserves, noting the Farm Bureau is requesting more farmland north of Forest Grove. Holan referenced a map (City's revised map) showing the area of concern, noting 28 acres of land east of Council Creek were revised from Urban Reserves designation to Undesignated and 96 acres north of Forest Grove will remain designated as Urban Reserves. Holan noted the City's revised map is pending acceptance by LCDC. Holan and Sykes addressed various Council inquiries pertaining to the area of concern and revised designated areas. At the conclusion of the above-noted discussion, Council collectively voiced support of keeping the City's revised map as submitted.

13. COUNCIL COMMUNICATIONS:

BeLusko reported on the Public Arts Commission's Retreat, highlighting on various discussion topics, noting the Board is working on transitioning and rotating various art pieces gifted to the City amongst city departments. In addition, BeLusko reported on various meetings and events he attended

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and other information of interest and reported on various upcoming meetings he was planning to attend.

Johnston reported he was hoping to attend the Community FEAST Workshop on February 12, 2011, at the Forest Grove Senior and Community Center; however, the date conflicts with the Council Goal Setting Retreat. In addition, Johnston commented that he is still pursuing having a Council meeting or work session at Forest Grove High School. In conclusion, Johnston commended and thanked Police Captain Jeff Williams for his dedicated service to the citizens and City.

Lowe inquired about the possibility of scheduling the Council Goal Setting Retreat to another date because she was also hoping to attend and participate in the Community FEAST Workshop, to which Mayor Truax replied he would consider moving the Council retreat to another date. In addition, Lowe reported on Joint Water Commission-related year-end reports and current projects. In conclusion, Lowe reported on various meetings she attended and other information of interest and reported on various upcoming meetings and events she was planning to attend.

Miller inquired about the status of filling student vacancies on various Boards, Committees, and Commissions, to which Ruggles replied she was currently working with the Forest Grove School District and Pacific University to seek student applications. In addition, Miller invited everyone to attend the Annual Town Meeting, Saturday, January 29, 2011, 9:00 a.m. to Noon, Community Auditorium, noting this year's theme is "Small Town, Your Town". In conclusion, Miller reported on various meetings she attended and other information of interest and reported on various upcoming meetings and events she was planning to attend.

Thompson reported on the Forest Grove Senior and Community Center meeting, noting the Center is considering conducting an energy savings audit to determine if it can reduce its energy costs. Thompson reported on the Community Forestry Commission meeting, noting the Board set its 2011 goals. In addition, Thompson reported on Ride Connection-related issues and projects. In conclusion, Thompson commended and thanked Police Captain Jeff Williams for his dedicated service to the citizens and City.

Uhing was absent.

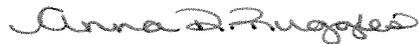
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Mayor Truax reported on various local, regional, Metro, and Washington County meetings he attended and reported on various upcoming meetings and community-related events he was planning to attend. In addition, Mayor Truax invited Council to attend the Chamber of Commerce luncheon, Monday, February 28, 2011, noting he plans to give his *State of the City Address*. In conclusion, Mayor Truax read remembrances honoring William E. "Bill" Preston, prominent citizen of Forest Grove, and James W. "Bill" Young, Forest Grove's first Municipal Judge, who both recently passed away.

14. ADJOURNMENT:

Mayor Truax adjourned the meeting at 9:40 p.m.

Respectfully submitted,



Anna D. Ruggles, CMC, City Recorder