

**FOREST GROVE CITY COUNCIL REGULAR MEETING
OCTOBER 10, 2011 – 7:00 P.M.
COMMUNITY AUDITORIUM
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***Minutes are unofficial until approved by Council.
Council approved minutes as presented October 24, 2011.***

1. ROLL CALL:

Mayor Peter Truax called the regular City Council meeting to order at 7:02 p.m. and led the Pledge of Allegiance. **ROLL CALL: COUNCIL PRESENT:** Thomas BeLusko, Jr., Victoria Lowe, Camille Miller, Ronald Thompson, Elena Uhing, and Mayor Peter Truax. **COUNCIL ABSENT:** Thomas Johnston, Council President, excused. **STAFF PRESENT:** Michael Sykes, City Manager; Paul Downey, Administrative Services Director; Susan Cole, Administrative Services Assistant Director; Kerry Aleshire, Police Chief; Aaron Ashbaugh, Police Captain; Mike Herb, Police Captain; Rob Foster, Public Works Director; Jon Holan, Community Development Director; Tom Gamble, Parks and Recreation Director; Kari Middleton, Volunteer Coordinator; Brenda Camilli, Human Resources Manager (in the audience); George Cress, Light and Power Director (in the audience); Michael Kinkade, Fire Chief (in the audience); Richard Matzke (in the audience); and Anna Ruggles, City Recorder.

1. A. AWARD PRESENTATION:

Mayor Truax read the commendation and presented the *2011 Governor's Fitness Leadership Award* to the wife and family of Jeff "Bass" Basinski who was posthumously honored for his 35-year teaching career as the athletic director at Forest Grove High School, as well as publicly recognized for his numerous civic service achievements during his lifetime in the Forest Grove community.

1. B. POLICE RESERVE OFFICERS SWEARING-IN:

Ruggles administered the Oath of Office to Patrick Dehl, Amy Erickson, and James Kimsey who were sworn-in as Police Reserve Officers. Police Chief Aleshire, Captain Ashbaugh, and Captain Herb read the biographies and introduced, welcomed and presented each officer their official Police Reserve badge.

1. C. NEW STAFF INTRODUCTIONS:

Police Chief Aleshire, Police Captain Ashbaugh, and Police Captain Herb read the biographies and introduced and welcomed Lisa Cannon, Police Support Unit Supervisor; Debbie Andrews, Community Safety

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Officer; and Cindy Downey, Domestic Violence Outreach Volunteer Assistant.

1. D. PROCLAMATION:

Mayor Truax publicly proclaimed October 16 – 22, 2011, as “14th Annual National Hands & Words Are Not For Hurting Week”. Mayor Truax presented the proclamation to Cindy Downey, Domestic Violence Outreach Volunteer Assistant, who accepted the proclamation on behalf of the Police Department. In addition, Downey administered the Oath of “I will not use my hands or my words for hurting myself or others” to Council and participating audience.

1. E. CITY CLUB DONATION PRESENTATION:

Dawn Houser, City Club, Forest Grove Uncorked Project Manager, presented a check to Police Chief Aleshire, Police Captain Ashbaugh, and Police Captain Herb, who accepted the check on behalf of the Police Department. Houser reported one of the City Club’s goals is to give back to the community by sponsoring community-wide fundraising events, noting the proceeds of this year’s FG Uncorked Event went to support public safety.

2. CITIZEN COMMUNICATIONS:

Douglas Lund, Advanced Injection Molding, 3900 24th Avenue #4, Forest Grove, addressed Council regarding concerns he had about the “anti-business climate” continuing in Forest Grove, referring to the recent court ruling against the City regarding David Hill Development, LLC. Lund asked what disciplinary or corrective actions the Council would be taking as a result of City administrators’ “use of power” and “abuse of power” court ruling.

Aldie Howard, 1930 16th Avenue, Forest Grove, submitted and read his written testimony pertaining to the actions taken by City staff in delaying the Parks Subdivision application, stating, “the citizens have the right to know what really took place”. Howard told Council the City Manager and Public Works Director should be terminated immediately, referring to the recent court ruling against the City regarding David Hill Development, LLC. In addition, Howard asked Council “to examine their responsibilities to the citizens who elected them to ensure that members of City staff are in fact public servants”.

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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).
- A. Approve City Council Work Session (Financial Projections Fiscal Year 2013-2018.
 - B. Approve City Council Regular Meeting Minutes of September 12, 2011.
 - C. Accept Parks and Recreation Commission Meeting Minutes of July 20, 2011.
 - D. Accept Planning Commission Meeting Minutes of July 5 and July 18, 2011.
 - E. Accept Public Arts Commission Meeting Minutes of August 11, 2011.
 - F. Accept Community Development Department Monthly Building Activity Informational Report for August 2011.

MOTION: Councilor Lowe moved, seconded by Councilor Thompson, to approve the Consent Agenda as presented. ABSENT: Council President Johnston. MOTION CARRIED 6-0 by voice vote.

4. **ADDITIONS/DELETIONS:**
Sykes added Agenda Item 1. E. to the agenda as noted above.

5. **PRESENTATIONS:**
2011 Watershed Timber Harvest Update
Foster, Cole, and Downey introduced Scott Ferguson, Watershed Consultant, who presented a PowerPoint presentation outlining the 2011 Watershed Timber Harvest results, noting the 2011 timber harvest is 95 percent completed and is estimated to produce a final net revenue of \$460,000. Ferguson reported the 2011 timber harvest included 105 acres of ground thinning, 42 acres of cable thinning and 7,770' of temporary road building, and 15 culverts were replaced and four new culverts were installed. Ferguson explained the various methods that were used to market the 2011 timber harvest, noting Table I below outlines the mix of products and shows the harvest volume to date and Table II below outlines the 2011 timber harvest expenses to date.

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Table 1			
Revenues to Date - 2011 Timber Harvest			
Mill/ Species	Volume, Board Feet	Unit Price, per 1,000	Gross Revenue
Olympic / D. fir	477,900	\$524.05	\$250,442.50
Columbia Vista/ D. fir	188,130	\$602.13	\$113,278.50
RSG/ Grand fir	82,170	\$508.91	\$41,816.75
Gram/ Red Cedar	131,210	\$974.98	\$127,722.40
PWPO/ short poles	24,570	\$819.78	\$20,142.00
McCormick/ long poles	16,930	\$936.56	\$15,856.00
Misc.	17,460	\$753.16	\$13,150.25
Totals (to date)	938,370	\$620.66	\$582,408.40
Table II			
Expenses - 2011 Timber Harvest			
Method/ Item		Expense	
Logging/ Hauling		\$254,675.92	
Forester		\$42,875.35	
Total		\$297,551.27	
NET (to date)		\$284,857.13	

In conclusion, Ferguson, Foster, and Cole addressed various Council inquiries pertaining to the overall 2011 timber harvest results and timber market. Lowe commended Ferguson’s environmental practices, noting Ferguson’s work has proven to be beneficial to the City. Thompson thanked Ferguson for providing a tour of the recent watershed timber harvest, noting the operation was well managed and very professional.

5. B. Volunteer Program Update

Middleton presented an update pertaining to the City’s Volunteer Program, noting in 2010, the City hired a Volunteer Coordinator to work on developing and implementing new City volunteer programs as well as maintaining and overseeing existing programs. Middleton reported the Library had 91 volunteers for Fiscal Year 2010-11, totaling 5,935 hours and estimated dollar value of \$109,619. Middleton highlighted the various tasks that were completed by volunteers at the Library. Middleton

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reported the Parks and Recreation had 60 volunteers, totaling 149.5 hours, noting these figures do not include Eagle Scout or Pacific University's 2010 Spruce Up The Grove volunteer programs. Middleton highlighted the various projects that were completed by volunteers for Parks and Recreation, noting this summer, the City implemented Adopt-A-Park Program. Middleton reported in spring of 2011, the Police Department hired a Domestic Violence Outreach volunteer who is assisting the police in building a safer, healthier community by educating community members about domestic violence and providing resources to victims. In conclusion, Middleton addressed Council inquiries pertaining to the various City volunteer programs. Mayor Truax highlighted the importance of having City volunteer programs, noting most grants are awarded based on volunteer hours. Thompson pointed out the success of one business that has thrived due to the assistance of Pacific University volunteer students. Uhing suggested having exit interviews for volunteers, similar to regular employees, to which Middleton concurred.

5. C. Urban Renewal (Development 101) Update

Holan presented a PowerPoint presentation outlining the requirements of an Urban Renewal District, noting the City received a grant from Metro to conduct a feasibility analysis for an Urban Renewal District Plan for Forest Grove, noting the feasibility analysis will determine a 20-year period, set forth a Tax Increment Financing (TIF) strategy; identify specific goals and objectives of the Plan; and provide a list of projects within the proposed District. Holan advised the Urban Renewal District could not exceed 25 percent of the City's total land area or 25 percent of assessed value within the City. Holan referenced a Table showing an example of TIF, noting the assessed value above the frozen tax base are used to pay for the improvements within the District. In conclusion, Holan addressed various Council inquiries pertaining to rules, regulations, and examples of other Urban Renewal Districts, noting staff will report back to Council once the feasibility study is completed.

**6. RESOLUTION NO. 2011-77 AUTHORIZING THE CITY MANAGER TO
ENDORSE AN AMENDMENT TO INTERGOVERNMENTAL
AGREEMENT BETWEEN CITY OF FOREST GROVE AND
WASHINGTON COUNTY FOR THE PROVISION OF LAND
DEVELOPMENT AND BUILDING INSPECTION SERVICES**

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Staff Report:

Holan presented the above-proposed resolution requesting to approve the amendment to the Intergovernmental Agreement (IGA) between the City and Washington County for commercial plumbing and plan review inspection services. Holan reported the new IGA modifies the reimbursement-billing rate for inspection services from \$55 per hour to \$105 per hour, noting new rates would be set annually in accordance to the annual County Fee Schedule. In conclusion, Holan referenced a list of pending School District construction projects, noting City staff anticipates the School District projects will cost the City an additional \$500 if inspections require County assistance.

Before proceeding with Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2011-77.

Sykes read Resolution No. 2011-77 by title.

MOTION: Councilor BeLusko, Jr. , moved, seconded by Councilor Uhing, to adopt Resolution No. 2011-77 Authorizing the City Manager to Endorse an Amendment to Intergovernmental Agreement between City of Forest Grove and Washington County for the Provision of Land Development and Building Inspection Services.

Council Discussion:

In response to Lowe's inquiry pertaining to staff certification, Holan indicated that since the original inception of the County IGA, staff has been able to obtain limited A-Level plumbing certification, noting this certification allows staff to perform on-site inspections outside of buildings. Holan added there is staff who is interested in pursuing new on-line certification, which would allow staff to perform inspections within buildings if waterlines are 2" or less in diameter.

In response to Uhing's inquiry pertaining to inspection services, Holan advised the City would only use the County for large commercial projects that staff is uncertified to inspect.

Hearing no further discussion from the Council, Mayor Truax asked for a

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roll call vote on the above motion.

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

7. CITY MANAGER'S REPORT:

Sykes reported on upcoming events as noted in the Council calendar and reported on other various upcoming local meetings and community-wide events. Sykes reported staff held the first Sustainability Institute on Saturday, October 8th, with about 16 participants in attendance, noting the next meeting will be a SWOT on Sustainability, which is scheduled for Saturday, October 22nd. Sykes provided an update on the Ford Foundation Leadership Institute Program, noting the City is seeking 20-30 individuals with leadership experience to participate in the training. Sykes reported the City received one bid for Request for Proposal (RFP) for the Watershed Management Plan Update, noting staff plans to award the bid to Trout Mountain Forestry, Scott Ferguson, the City's current consultant. Sykes noted after the 2012 timber harvest and Watershed Plan Update are completed, the City plans to advertise for a Forester to manage the watershed according to the updated Plan. In conclusion, Sykes distributed a copy of his written report, which outlined various meetings he attended and provided updates on various City department-related activities, projects, and upcoming city/community-wide events.

8. COUNCIL COMMUNICATIONS:

BeLusko reported on Economic Development Commission (EDC)-related activities, noting EDC passed a motion to submit to Council a proposal that would allow the City to finance Transportation Development Taxes, similar to System Development Charges. In addition, BeLusko reported on various upcoming community-related events of interest and meetings he was planning to attend.

Council President Johnston was absent.

Lowe reported on Water Providers and Joint Water Commission-related activities. Lowe reported on Parks and Recreation Commission-related activities, noting the newly appointed student advisor has found the meetings to be very informative. Lowe reported she attended the Sustainability Institute on Saturday, October 8th, noting she would like staff

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to distribute a copy of the presentation to Councilmembers who were unable to attend, to which Sykes concurred. Lowe reported she also attended the Congressional Forum on Sunday, October 9th. In addition, Lowe reported on upcoming meetings she was planning to attend.

Miller reported the Community for Citizen Involvement meeting was cancelled. In addition, Miller reported on various community-related events of interest and upcoming meetings she was planning to attend.

Thompson reported the Forest Grove Senior and Community Center successfully submitted its Community Development Block Grant application, along with letters of support. In addition, Thompson reported on various upcoming community-related events of interest and meetings he was planning to attend.

Uhing reported for the record that the EDC met with Advanced Injection Molding (refer to Citizen Communications) and tried to provide assistance to the business, noting to hear complaints that the City is anti-business is a bit disturbing. Uhing invited the public to attend the upcoming Community Action Energy Fair, which will be held October 22, 2011, 9:30 am to 2:00 pm in Hillsboro. In addition, Uhing reported on various upcoming meetings she was planning to attend.

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. Mayor Truax reported he attended the Congressional Forum on Sunday, October 9th and provided dates for other upcoming forums. Mayor Truax reminded Councilmembers that they are scheduled to serve lunch to employees at the Healthy Benefit Luncheon, Tuesday, October 18th, between 11:30 am and 12:30 pm at Community Auditorium. In addition, Mayor Truax invited everyone to attend the upcoming Mayor's Auction and Dinner, Saturday, October 22nd, 6:00 pm at Forest Grove Senior and Community Center. In conclusion, Mayor Truax reported on various upcoming community-related events of interest and meetings he was planning to attend.

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9. **ADJOURNMENT:**

Mayor Truax adjourned the meeting at 9:25 p.m.

Respectfully submitted,



Anna D. Ruggles, CMC, City Recorder