

**FOREST GROVE CITY COUNCIL REGULAR MEETING
JUNE 24, 2013 – 7:00 P.M.
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***Minutes are unofficial until approved by Council.
Council approved minutes as presented July 8, 2013.***

1. ROLL CALL:

Mayor Peter Truax called the regular City Council meeting to order at 7:07 p.m. and led the Pledge of Allegiance. **ROLL CALL: COUNCIL PRESENT:** Thomas Johnston, Council President; Richard Kidd; Victoria Lowe; Camille Miller; Ronald Thompson; Elena Uhing; and Mayor Peter Truax. **STAFF PRESENT:** Michael Sykes, City Manager; Paul Downey, Administrative Services Director; Susan Cole, Administrative Services Assistant Director; Rob Foster, Public Works Director; George Cress, Light and Power Director (in the audience); Michael Kinkade, Fire Chief (in the audience); and Anna Ruggles, City Recorder.

2. CITIZEN COMMUNICATIONS: None.

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 Executive Session (City Manager Evaluation) Meeting Minutes of June 10, 2013.
- B. Approve City Council Regular Meeting Minutes of June 10, 2013.
- C. Accept Library Commission Meeting Minutes of May 21, 2013.
- D. Accept Planning Commission Meeting Minutes of June 3, 2013.
- E. Accept Public Arts Commission Meeting Minutes of May 9, 2013.
- F. Library Department Monthly Circulation Statistics Report for June 2013.

MOTION: Councilor Miller moved, seconded by Councilor Lowe, to

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approve the Consent Agenda as presented. MOTION CARRIED 7-0 by voice vote.

4. ADDITIONS/DELETIONS: None.

5. PRESENTATIONS:

Washington County Road Maintenance Funding Options:

Foster and Cole presented a PowerPoint presentation highlighting Washington County's road maintenance funding options, noting Washington County is proposing to implement, pursuant to House Bill 2001, a vehicle registration fee of a maximum of \$43 per year for all vehicle classes subject to the fee in order to generate revenue to maintain road maintenance county-wide at an acceptable level for the next 20 years. Staff reported Washington County's proposed fee will be used for road system maintenance, excluding other needs, such as bridges, bike lanes, curbs and other infrastructure, noting certain vehicle classes will be exempted from the County fee, including farm vehicles, trucks over 26K lbs., campers/travel trailers, government and school vehicles, antique vehicles, and disabled veterans. Staff indicated the County is proposing to retaining 60 percent of the funds collected and cities will be allocated 40 percent based on population, noting Forest Grove's share is estimated to be approximately \$480,000 per year if the County adopts the fee of \$43 per year. Staff advised the City has identified an annual need for street overlays of approximately \$390,000 per year, with only \$100,000 of funding, noting staff is recommending the City support Washington County's efforts.

Council Discussion:

Mayor Truax opened the floor and roundtable discussion ensued as Council and staff discussed and reviewed Washington County's proposed vehicle registration fee for county-wide road maintenance. Foster and Cole responded to various inquiries, concerns and scenarios Council presented pertaining to the formula used for funding allocations and exemption of various vehicle classes, noting the County is looking to apply the fee to all passenger vehicles at the time of vehicle registration.

Uhing asked if mobile homes on wheels, classified as a residence, would be exempted from the vehicle registration fee, to which Foster indicated

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recreational vehicles are proposed to be exempted so he believes mobile homes would also be exempted. Uhing added that she would also like to see a written strategy defining how the County plans to prioritize the roadwork.

Lowe proposed taxing all users and suggested a “wheel tax”, i.e., motorcycles and bicycles paying a lower fee, so the fee is spread equitably among everyone who uses the roadways regardless of mode of transportation, to which Foster noted bicycles in particular are difficult to register.

Council President Johnston advised he would like to see a 50-50 split between the County and cities rather than 60-40 split, noting most residents live within city limits.

In conclusion of the above-noted discussion, Council collectively voiced support of the County’s proposed vehicle registration fee; however, there were concerns as noted above, to which Mayor Truax advised he would take Councilors’ concerns, along with the City’s overall support, to the next Washington County Coordinating Committee’s meeting.

6. PUBLIC HEARING AND RESOLUTION NO. 2013-42 OF THE CITY OF FOREST GROVE APPROVING THE ISSUANCE OF TAX-EXEMPT REVENUE BONDS IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED \$120,000,000 TO FINANCE AND REFINANCE PROJECTS FOR PACIFIC UNIVERSITY

Staff Report:

Downey presented the above-proposed resolution for Council consideration, noting Pacific University is requesting an additional \$50,000,000 in new bonds to refinance prior bonds issued by the City and to finance new capital projects at Pacific University Campus in Forest Grove. Downey reported the Council previously adopted an ordinance authorizing the issuance of the bonds, not to exceed \$120,000,000, to refinance prior bonds and finance new capital projects, noting the new projects to be financed with the proceeds of the bonds include: 1) construction of an approximately 400-bed student residence hall to be located on Forest Grove’s campus, northeast of Washburne Hall (referred to as the University Center); 2) the remodel and approximately 40,000’

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expansion of the University's Center building, located at 2163 College Way; 3) the demolition of an existing 50-year old student residence hall known as Clark Hall, located at 2140 University Avenue; and 4) other capital improvements, including landscaping, traffic flow improvements, and pedestrian paths located on or adjacent to the University's campus, located at 2043 College Way. As part of the process, the Council is required to holding a Public Hearing to allow public comment regarding the issuance of the bonds and the uses and purposes of the proceeds of the bonds. In conclusion of the above-noted staff report, Downey advised the City of Hillsboro held its hearing on June 8, 2013, to approve the issuance of the bonds, since some of the projects being refinanced (College of Health Professions) are located in Hillsboro, noting construction of the new student housing is scheduled to be completed in time for the start of classes in August, 2014.

Before proceeding with the Public Hearing and Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2013-42.

Sykes read Resolution No. 2013-42 by title.

MOTION: Councilor Kidd moved, seconded by Councilor Uhing, to adopt Resolution No. 2013-42 of the City of Forest Grove Approving the Issuance of Tax-Exempt Revenue Bonds in an Aggregate Principal Amount not to exceed \$120,000,000 to Finance and Refinance Projects for Pacific University.

Public Hearing Opened:

Mayor Truax opened the Public Hearing.

Written Testimony Received:

No written testimony was received prior to the published deadline of June 24, 2013, 7:00 p.m.

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:

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

ROLL CALL VOTE: AYES: Councilors Johnston, Kidd, Lowe, Miller, Thompson, Uhing, and Mayor Truax. NOES: None. MOTION CARRIED 7-0.

7. A. PUBLIC HEARING AND RESOLUTION NO. 2013-42 ADOPTING BUDGET FOR FISCAL YEAR COMMENCING JULY 1, 2013, AND ENDING JUNE 30, 2014

Staff Report:

Downey and Cole presented the above-proposed resolution for Council consideration, noting the Budget Committee approved at its May 30, 2013, meeting a proposed budget of \$82,847,697 for Fiscal Year commencing July 1, 2013, and ending June 30, 2014. Downey reported the proposed budget includes the increased Local Option Levy of \$1.60 per \$1,000 assessed value that was passed by the voters in May 2012, and is effective July 1, 2013. There are limited staff increases proposed as follows: a vacant 0.50 FTE Community Service Officer is proposed to increase to 1.00 FTE with a primary focus on code enforcement; a 0.50 FTE utility worker in the Parks and Recreation Department is proposed to be added; a 1.00 FTE Building Inspector in the Building Permits Fund is proposed to be added; an apprentice lineman position in the Light and Power Department will be added back due to the departure of the Temporary Systems Engineer; and minor reclassifications of FTE in some departments. In addition, Downey advised staff is submitting an amendment to Agenda Item 7. B., Resolution No. 2013-44, Making Appropriations for Fiscal Year 2013-14, noting staff is proposing an \$85,000 increase in the Water Fund so staff can complete the City's refinance of its 2003 Full Faith and Credit Obligations in the Water Fund. Downey reference two options for refinancing the bonds as noted in the

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staff report, noting staff is looking at Option 1, which is a bank-qualified loan at the advice of the City's financial advisor. Downey explained if the City uses a bank-qualified loan, the City would need to pay upfront closing costs of approximately \$52,000 in accrued interest and \$33,000 in issuance costs in order for the Water Bond refunding to be deemed a bank-qualified loan. Downey further explained the reason the City has to pay the upfront closing costs is because the City can only issue less than \$10 million in bonds per calendar year, noting Pacific University's bonds issuance (refer to Agenda Item 6) counts against the City's \$10 million per calendar year limit even though the City is not receiving any of the proceeds. Downey advised paying the upfront closing costs does not change the overall savings, since the City would not be financing the upfront closing costs over the ten-year loan term. In conclusion of the above-noted staff report, Downey advised staff is recommending approval of the proposed budget of \$82,847,697 and increasing the Water Fund Appropriated amount by \$85,000 for Fiscal Year 2013-14.

Before proceeding with Public Hearing and Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2013-43.

Sykes read Resolution No. 2013-43 by title.

MOTION: Councilor Kidd moved, seconded by Council Miller, to approve Resolution No. 2013-43 Adopting Budget for Fiscal Year Commencing July 1, 2013, and Ending June 30, 2014.

Public Hearing Opened:

Mayor Truax opened the Public Hearing.

Written Testimony Received:

No written testimony was received prior to the published deadline of June 24, 2013, 7:00 p.m.

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:

Low voiced concern of hearing for the first time that there is an impact to the City by issuing bonds on Pacific University's behalf. In response to Lowe's concern pertaining to if the City could use the monies the City will collect from Pacific University for their bond issuance to help offset the appropriations in the Water Fund, Downey advised the fees collected from Pacific University would go into the General Fund.

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

ROLL CALL VOTE: AYES: Councilors Johnston, Kidd, Lowe, Miller, Thompson, Uhing, and Mayor Truax. NOES: None. MOTION CARRIED 7-0.

7. B. RESOLUTION NO. 2013-44 MAKING APPROPRIATIONS FOR THE CITY OF FOREST GROVE, WASHINGTON COUNTY, OREGON, FOR THE FISCAL YEAR COMMENCING JULY 1, 2013, AND ENDING JUNE 30, 2014

Staff Report:

Downey and Cole presented the above-proposed amended resolution making the necessary appropriations for Fiscal Year commencing July 1, 2013, and ending June 30, 2014, as outlined in the staff report and as proposed in the amended resolution. Downey referenced Agenda Item 7. A., noting staff is submitting an amendment to increase the Water Fund by \$85,000 so staff can complete the City's refinance of its 2003 Full Faith and Credit Obligations in the Water Fund.

Before proceeding with Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2013-44 as amended.

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Sykes read Resolution No. 2013-44 by title.

MOTION: Council President Johnston moved, seconded by Councilor Kidd, to adopt amended Resolution No. 2013-44 Making Appropriations for the City of Forest Grove, Washington County, Oregon, for the Fiscal Year Commencing July 1, 2013, and Ending June 30, 2014.

Council Discussion:

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

ROLL CALL VOTE: AYES: Councilors Johnston, Kidd, Lowe, Miller, Thompson, Uhing, and Mayor Truax. NOES: None. MOTION CARRIED 7-0.

7. C. RESOLUTION NO. 2013-45 LEVYING AND CATEGORIZING TAXES FOR FISCAL YEAR COMMENCING JULY 1, 2013, AND ENDING JUNE 30, 2014

Staff Report:

Downey and Cole presented the above-proposed resolution levying and categorizing taxes imposed at the rate of \$5.554 per \$1,000 of assessed value for Fiscal Year commencing July 1, 2013, and ending June 30, 2014 as outlined in the staff report and as proposed in the resolution. In conclusion of the above-noted staff report, Downey advised the proposed resolution includes three taxes the City levies as follows: 1) The General Fund – Permanent Rate of \$3.9554; 2) The first year of the City's five-Year Local Option Levy of \$1.6000; and 3) The City's property tax levy of \$515,124 to pay the debt service on its General Obligation Debt.

Before proceeding with Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2013-45.

Sykes read Resolution No. 2013-45 by title.

MOTION: Councilor Miller moved, seconded by Councilor Thompson, to adopt amended Resolution No. 2013-45 Levying and

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Categorizing Taxes for Fiscal Year Commencing July 1, 2013, and Ending June 30, 2014.

Council Discussion:

Mayor Truax advised it may seem that Council will be rushing through the budget adoption process, but noted prior to this evening's Council meeting, there were a series of joint meetings with the Budget Committee, which held its Public Hearing as required by law.

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

ROLL CALL VOTE: AYES: Councilors Johnston, Kidd, Lowe, Miller, Thompson, Uhing, and Mayor Truax. NOES: None. MOTION CARRIED 7-0.

8. RESOLUTION NO. 2013-46 ADOPTING THE FISCAL YEAR 2013-18 CAPITAL IMPROVEMENTS PROGRAM

Staff Report:

Downey and Cole presented the above-proposed resolution adopting the Fiscal Year 2013-18 Capital Improvements Program (CIP), noting the CIP forms the basis for planning capital projects over a five-year period and aids in setting system development charges (SDC) for the City. Downey reported staff added two new projects to the CIP approved by the Budget Committee as follows: 1) a project to the Water Fund to plan for the purchase of land in the watershed drainage area with the long-term objective of the City owning all of the land in the watershed drainage area as identified in the adopted 2013 Watershed Stewardship Management Plan Update, and 2) a project to the Parks Department due to securing grant funds to make playground improvements at Bard Park and Talisman Park. In conclusion of the above-noted staff report, Downey advised the projects to be accomplished for Fiscal Year 2013-14 are identified in the appropriate funds in the adopted budget, noting projects funded by SDC must be listed in the CIP in order for SDC funds to be expended on those projects.

Before proceeding with Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2013-46.

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Sykes read Resolution No. 2013-46 by title.

MOTION: Councilor Lowe moved, seconded by Councilor Kidd, to approve Resolution No. 2013-46 Adopting Fiscal Year 2013-18 Capital Improvements Program.

Council Discussion:

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

ROLL CALL VOTE: AYES: Councilors Johnston, Kidd, Lowe, Miller, Thompson, Uhing, and Mayor Truax. NOES: None. MOTION CARRIED 7-0.

9. A. PUBLIC HEARING AND RESOLUTION NO. 2013-47 DECLARING CITY'S ELECTION TO RECEIVE STATE REVENUES

Staff Report:

Downey and Cole presented the above-proposed resolution declaring the City's intent to receive State Revenue Sharing for Fiscal Year 2013-14 as outlined in the staff report and as proposed in the resolution. In conclusion of the above-noted staff report, Downey advised the City is projected to receive \$285,000 in Alcohol Tax Revenue; \$28,380 in Cigarette Tax Revenue; and \$199,500 in State Revenue Sharing, noting for budgetary purposes, Alcohol Tax is allocated to the Police Department; Cigarette Tax is allocated to the Fire Department; and State Shared Revenue goes into the General Fund Discretionary Revenue.

Before proceeding with the Public Hearing and Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2013-47.

Sykes read Resolution No. 2013-47 by title.

MOTION: Councilor Kidd moved, seconded by Councilor Lowe, to adopt Resolution No. 2013-47 Declaring City's Election to Receive State Revenues.

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Public Hearing Opened:

Mayor Truax opened the Public Hearing.

Written Testimony Received:

No written testimony was received prior to the published deadline of June 24, 2013, 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.

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 above motion.

ROLL CALL VOTE: AYES: Councilors Johnston, Kidd, Lowe, Miller, Thompson, Uhing, and Mayor Truax. NOES: None. MOTION CARRIED 7-0.

9. B. PUBLIC HEARING AND RESOLUTION NO. 2013-48 CERTIFYING SERVICES PROVIDED BY THE CITY OF FOREST GROVE

Staff Report:

Downey and Cole presented the above-proposed resolution certifying services provided by the City for Fiscal Year 2013-14 as outlined in the staff report and as proposed in the resolution. In conclusion of the above-staff report, Downey advised the City is required to certify the services provided by the City in order to receive State Shared Revenue.

Before proceeding with the Public Hearing and Council discussion, Mayor

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Truax asked for a motion to adopt Resolution No. 2013-48.

Sykes read Resolution No. 2013-48 by title.

MOTION: Councilor Lowe moved, seconded by Councilor Thompson, to adopt Resolution No. 2013-48 Certifying Services Provided by the City of Forest Grove.

Public Hearing Opened:

Mayor Truax opened the Public Hearing.

Written Testimony Received:

No written testimony was received prior to the published deadline of June 24, 2013, 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.

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 above motion.

ROLL CALL VOTE: AYES: Councilors Johnston, Kidd, Lowe, Miller, Thompson, Uhing, and Mayor Truax. NOES: None. MOTION CARRIED 7-0.

10. **PUBLIC HEARING AND RESOLUTION NO. 2013-49 ADOPTING CAPITAL IMPROVEMENTS PROGRAM EXCISE TAX AND REPEALING RESOLUTION NO. 2012-44**

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Staff Report:

Downey and Cole presented the above-proposed resolution imposing the Capital Improvements Program (CIP) Excise Tax for the purpose of funding public safety and general government programs within the CIP for Fiscal Year 2013-14. Downey reported the City expects to collect approximately \$215,000 in revenue from the CIP Excise Tax in Fiscal Year 2013-14. Downey advised based on Council work session and Budget Committee meetings, staff is proposing increasing the monthly fees on each electric meter in Fiscal Year 2013-14 as follows: 1) Residential from \$2.00 to \$2.80; 2) Commercial – Single Phase from \$5.00 to \$7.00; and 3) All others from \$10.00 to \$14.00. Downey explained a majority of the fee increase will allow the City to continue accumulating sufficient funds for the purchase of fire apparatus, police vehicles, and other public safety equipment in accordance to the replacement schedules. In conclusion of the above-noted staff report, Downey advised the CIP Excise Tax is accounted for in a separate fund to ensure the tax proceeds are spent as required by the resolution.

Before proceeding with the Public Hearing and Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2013-49.

Sykes read Resolution No. 2013-49 by title.

MOTION: Councilor Miller moved, seconded by Councilor Lowe, to approve Resolution No. 2013-49 Adopting Capital Improvements Program Excise Tax and Repealing Resolution No. 2012-44.

Public Hearing Opened:

Mayor Truax opened the Public Hearing.

Written Testimony Received:

No written testimony was received prior to the published deadline of June 24, 2013, 7:00 p.m.

Proponents:

No one testified and no written comments were received.

Opponents:

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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 above motion.

ROLL CALL VOTE: AYES: Councilors Johnston, Kidd, Lowe, Miller, Thompson, Uhing, and Mayor Truax. NOES: None. MOTION CARRIED 7-0.

11. RESOLUTION NO. 2013-50 ADOPTING SUPPLEMENTAL BUDGET AND AUTHORIZING THE EXPENDITURE OF TRANSPORTATION SERVICES FUNDS

Staff Report:

Downey and Cole presented the above-proposed resolution authorizing the expenditures of transportation services grant funds received from the Department of Human Services for the purpose of Ride Connection's transit services as outlined in the staff report and as proposed in the resolution.

Before proceeding with Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2013-50.

Sykes read Resolution No. 2013-50 by title.

MOTION: Council President Johnston moved, seconded by Councilor Thompson, to approve Resolution No. 2013-50 Adopting Supplemental Budget and Authorizing the Expenditure of Transportation Services Funds.

Council Discussion:

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

ROLL CALL VOTE: AYES: Councilors Johnston, Kidd, Lowe, Miller, Thompson, Uhing, and Mayor Truax. NOES: None. MOTION CARRIED 7-0.

12. PUBLIC HEARING AND RESOLUTION NO. 2013-51 ADOPTING FISCAL YEAR 2012-13 SUPPLEMENTAL BUDGET AND INCREASING APPROPRIATIONS WITHIN SEWER SYSTEM DEVELOPMENT CHARGE FUND

Staff Report:

Downey and Cole presented the above-proposed resolution authorizing supplemental budget and increasing appropriations in the Sewer System Development Charge (SDC) Fund in order to pay Clean Water Services (CWS) for SDC collected on behalf of CWS as outlined in the staff report and as proposed in the resolution.

Before proceeding with the Public Hearing and Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2013-51.

Sykes read Resolution No. 2013-51 by title.

MOTION: Councilor Lowe moved, seconded by Councilor Thompson, to approve Resolution No. 2013-51 Adopting Fiscal Year 2012-13 Supplemental Budget and Increasing Appropriations within the Sewer System Development Charge Fund.

Public Hearing Opened:

Mayor Truax opened the Public Hearing.

Written Testimony Received:

No written testimony was received prior to the published deadline of June 24, 2013, 7:00 p.m.

Proponents:

No one testified and no written comments were received.

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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 above motion.

ROLL CALL VOTE: AYES: Councilors Johnston, Kidd, Lowe, Miller, Thompson, Uhing, and Mayor Truax. NOES: None. MOTION CARRIED 7-0.

**13. RESOLUTION NO. 2013-52 TRANSFERRING APPROPRIATIONS
WITHIN VARIOUS FUNDS FOR FISCAL YEAR 2012-13**

Staff Report:

Downey and Cole presented the above-proposed resolution transferring various appropriated amounts for Fiscal Year 2012-13 as outlined in the staff report and as proposed in the resolution.

Before proceeding with Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2013-52.

Sykes read Resolution No. 2013-52 by title.

MOTION: Councilor Kidd moved, seconded by Councilor Miller, to adopt Resolution No. 2013-52 Transferring Appropriations within Various Funds for Fiscal Year 2012-13.

Council Discussion:

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

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ROLL CALL VOTE: AYES: Councilors Johnston, Kidd, Lowe, Miller, Thompson, Uhing, and Mayor Truax. NOES: None. MOTION CARRIED 7-0.

14. RESOLUTION NO. 2013-53 AMENDING CITY MANAGER'S COMPENSATION PLAN AND AMENDING CITY MANAGER'S EMPLOYMENT AGREEMENT AND AUTHORIZING COMPENSATION AND SETTING ANNUAL VEHICLE ALLOWANCE FOR THE CITY MANAGER FOR FISCAL YEAR 2013-14, EFFECTIVE JULY 1, 2013, THROUGH JUNE 30, 2014

Staff Report:

Mayor Truax presented the above-proposed resolution authorizing to amend the City Manager's Employment Agreement and setting compensation for the City Manager for Fiscal Year 2013-14, effective July 1, 2013, through June 30, 2014. Mayor Truax reported the City Manager's performance evaluation for period ending June 30, 2013, has been signed by each Councilor. Mayor Truax advised the proposed resolution contains a cost-of-living salary increase for the City Manager of 2.3 percent (2.3%); providing the option of receiving a monthly vehicle allowance (set at \$350) in lieu of using a city-owned vehicle for city business purposes; and amending the City Manager's vacation and sick leave so it accrues at the same rate established for other non-represented management employees (25 days per year). In conclusion of the above-noted report, Mayor Truax advised the proposed resolution is amending Sections 5, 9 and 14 of the City Manager's Employment Agreement to reflect the above-proposed amendments.

Before proceeding with Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2013-53.

Mayor Truax read Resolution No. 2013-53 by title.

MOTION: Councilor Kidd moved, seconded by Councilor Miller, to adopt Resolution No. 2013-53 Amending City Manager's Compensation Plan and Employment Agreement and Authorizing Compensation for the City Manager for Fiscal Year 2013-14.

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Amending Section 5, Compensation, City Manager's salary shall be \$11,129/monthly / \$133,548/annually, Effective July 1, 2013, through June 30, 2014. Amending Section 5, Compensation, setting a monthly vehicle allowance of \$350 in lieu of providing a city-owned vehicle for city business purposes, Effective July 1, 2013, through June 30, 2014. Amending Section 9, Automobile, the amount of the vehicle allowance shall be set annually by the City Council as part of the City Manager's salary resolution. Amending Section 14, Vacation/Sick Leave, Effective July 1, 2013, the City Manager shall accrue vacation and sick leave at the same rate established for non-represented management employees as set by Council resolution.

Council Discussion:

Uhing made note the City Manager's compensation and vehicle allowance is above what has been provided to other employees.

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: Councilor Uhing. MOTION CARRIED 6-1.

15. 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 provided an update on various staff trainings, noting recently all supervisors attended a half-day training, sponsored by Local Government Personnel Institute (LGPI), on labor relations. Sykes informed Council the Land Use Board of Appeals (LUBA) has upheld the City's island annexation action, noting the appellants have 21 days (July 5th deadline) to file an appeal with the Court of Appeals. Sykes reported staff met with Washington County officials and there is significant interest and focus on 26th Avenue, Willamina Avenue, Hawthorne Street, Firwood Lane, and Raymond Street as well as bringing Thatcher Road up to standards, noting overall the meeting was positive. Sykes noted staff will schedule a work session with Council to seek feedback on the proposed jurisdictional road transfers. Sykes reported Ride Connection has received over 200

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responses so far on the transit survey, noting the deadline to complete the survey is July 19, 2013. Sykes commended Police and Fire Departments for doing great work on graffiti abatement, noting former Fire Chief Bob Mills is volunteering and assisting the departments with graffiti cleanup. In addition, 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-wide events.

16. COUNCIL COMMUNICATIONS:

Council President Johnston reported attending the Washington County Consolidated Communications Agency meeting. Johnston reported attending a sub-committee meeting regarding Times Litho property, noting he gleaned some good information from the meeting. Johnston announced he has accepted the League of Oregon Cities Executive Director's request to serve on the State Interoperability Committee Board. In addition, Johnston reported on other matters of interest and referenced his scheduled July vacation dates as noted in the Council calendar.

Kidd reported on Historic Landmarks Board (HLB)-related meeting and activities, noting discussion focused on distribution of grant funds and rewriting HLB's grant application form. In addition, Kidd reported on other matters of interest and upcoming meetings he was planning to attend.

Lowe reported on Parks and Recreation Commission (P&R)-related meeting and activities, noting discussions focused on selection of playground equipment and coordinating the P&R annual volunteer recognition program. Lowe noted Howard Sullivan, Chamber Executive Director and P&R member, is exploring the possibility of incorporating the P&R volunteer recognition program as part of the Corn Roast event, to which Miller indicated she serves on the Corn Roast and will see what she can do to assist.

In addition, Lowe reported on other matters of interest and upcoming meetings she was planning to attend.

Miller apologized for missing the last Public Arts Commission meeting, noting she was out of town. Miller announced the Chamber has appointed three new board members: Michelle Gilbertson, Bank of the West-Cornelius, Jill Wilson, Stich-N-Again, and Dennis Poulin, McDonald's. In

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addition, Miller reported on other matters of interest and upcoming meetings she was planning to attend.

Thompson reported the last Community Forestry Commission meeting was cancelled due to lack of a quorum. Thompson provided an update on Forest Grove Senior and Community Center-related activities. Thompson provided an update on Ride Connection's Community Transit Service Questionnaire, noting he has visited individual businesses and most churches and assisted living centers handing out information, and he encouraged everyone to complete the online survey. In addition, Thompson reported on other matters of interest and upcoming meetings he was planning to attend.

Uhing reported on matters of interest and upcoming meetings she was planning to attend.

Mayor Truax announced dates of various upcoming activities and meetings as noted in the Council Calendar. Mayor Truax reported attending at the League of Oregon Cities (LOC) Board meeting. Mayor Truax read a draft letter, addressed to Representative Suzanne Bonamici, which he is submitting as Chair of the Policy Advisory Board of Washington County's Community Development Block Grant (CDBG), noting the letter is expressing a great deal of frustration of the actions of the House of Representatives T-HUD Bill. Mayor Truax advised the House is moving to adopt a budget that contains a \$1.4 billion dollar reduction in CDBG funding and additional cuts in the HOME Program. Mayor Truax asked for Council's support and endorsement of the letter, noting the letter is stating opposition to the proposed CDBG funding cuts. Kidd noted that he served on the CDBG board and expressed his appreciation to Mayor Truax for taking action. Kidd urged Councilmembers to support endorsement of the letter, to which the following motion was made:

MOTION: Council President Johnston moved, seconded by Councilor Kidd, expressing Council's endorsement and opposition to the proposed CDBG funding cuts. MOTION CARRIED 7-0 by voice vote.

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In addition, Mayor Truax reported on various local, regional, Metro, and Washington County meetings he attended and upcoming meetings and community-related events he was planning to attend.

17.

ADJOURNMENT:

Mayor Truax adjourned the meeting at 8:55 p.m.

Respectfully submitted,



Anna D. Ruggles, CMC, City Recorder