

**FOREST GROVE CITY COUNCIL REGULAR MEETING  
NOVEMBER 25, 2013 – 7:00 P.M.  
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***Minutes are unofficial until approved by Council.  
Council approved minutes as presented December 9, 2013.***

1. **ROLL CALL:**  
Mayor Peter Truax called the regular City Council meeting to order at 7:04 p.m. and led the Pledge of Allegiance. **ROLL CALL: COUNCIL PRESENT:** Thomas Johnston, Council President; Richard Kidd; Camille Miller; Ronald Thompson; Elena Uhing; and Mayor Peter Truax. **COUNCIL ABSENT:** Victoria Lowe, excused. **STAFF PRESENT:** Michael Sykes, City Manager; Paul Downey, Administrative Services Director; Michael Kinkade, Fire Chief; Janie Schutz, Police Chief; Rob Foster, Public Works Director (in the audience); George Cress, Light and Power Director (in the audience); Jon Holan, Community Development Director (in the audience); and Anna Ruggles, City Recorder.
  
1. A. **SWEARING-IN CEREMONY:**  
Fire Chief Kinkade administered the Oath of Office to Tony Carter, who was recently promoted to Fire Captain, and Will Murphy, who was recently promoted to Fire Lieutenant.
  
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 Executive Session (Real Property) Meeting Minutes of October 28, 2013.
  - B. Approve City Council Work Session (B&C) Meeting Minutes of October 28, 2013.
  - C. Approve City Council Work Session (Sustainability Action Plan) Meeting Minutes of October 28, 2013.
  - D. Approve City Council Regular Meeting Minutes of October 28, 2013.
  - E. Accept Committee for Citizen Involvement Meeting Minutes of October 17, 2013.

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- F. Accept Historic Landmarks Board Meeting Minutes of September 24, 2013.
- G. Accept Library Commission Meeting Minutes of September 10, 2013.
- H. Accept Parks and Recreation Commission Meeting Minutes of October 16, 2013.
- I. Accept Planning Commission Meeting Minutes of August 19, 2013.
- J. Accept Resignation on Committee for Citizen Involvement (Brenda Somes, Term December 31, 2015).
- K. Accept Resignation on Planning Commission (Luann Arnott, Term Expiring December 31, 2013).
- L. Accept Recommendation from Committee for Citizen Involvement (CCI) to deem a seat vacant on CCI due to a lack of attendance (Marissa Salgado, Term Expiring December 31, 2015).
- M. Community Development Department Monthly Building Activity Report for October 2013.
- N. Endorse New Liquor License Application (Full-On Premises) (Change of Ownership) for Stecchino Bistro, 2014 Main Street, (Applicant Randall Reeder).

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

**4. ADDITIONS/DELETIONS:** None.

**5. PRESENTATIONS:**

- 5. A.** Bob Terry, Washington County Commissioner District 4, provided an update on various County-related budgetary matters and transportation projects, i.e., David Hill Road and Quince Street/Hwy 8 intersection. Terry reported he is working on a proposal for synchronizing county traffic lights and a county-wide food waste disposal concept plan. In conclusion of the above-noted update, Terry addressed various Council inquiries, noting he supports Forest Grove/Hillsboro light rail and extending Evergreen Parkway.

Mayor Truax referenced a letter from Denny Doyle, Beaverton Mayor,

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addressed to State Representative Greg Walden, which has received support from Washington County Mayors, noting the letter is urging support of House Republication Bill 15, Immigration Reform, legislation.

**5. B. Washington County Interagency Gang Enforcement Team (IGET)**

Police Chief Schutz introduced Stacy Jepson, Hillsboro Police Sergeant, who introduced the Washington County Interagency Gang Enforcement Team (IGET) present in the audience, noting the gang intelligence team is comprised of law enforcement from Hillsboro, Forest Grove, Beaverton, and Washington County. Jepson presented a PowerPoint presentation outlining the IGET's mission and objectives, 2013 IGET highlights, including number and types of gang-related crimes and identified dominant gangs in Washington County, noting there are 1,510 documented gang members in Washington County, 332 (approximately 22 percent) residing in Forest Grove/Cornelius. In addition, Jepson highlighted various high-profile cases, including gang-related murders, attempted murders, assaults, and robberies that have occurred in Forest Grove. In conclusion of the above-noted presentation, Jepson addressed various Council inquiries, noting most agencies have their internal methods for documenting gang-related activity, such as graffiti.

**5. C. Quarterly Financial Report for Period Ending September 30, 2013**

Downey presented a PowerPoint presentation outlining the quarterly financial report ending September 30, 2013, noting this is the first quarter of the City's fiscal year ending June 30, 2014. Downey explained the first part of the report is a graphical representation of the quarterly status of the City's major operating departments and funds; the second part of the report contains comments on other funds where material events have or are projected to occur; and the third part of the report is the line item detail, noting the actual revenues received or expenditures disbursed through the end of the quarter are compared to the quarterly budget allotment and expressed in the detail report as both a dollar variance and percent variance. In conclusion of the above-noted presentation, Downey highlighted graphs pertaining to the General Fund, Building Services Fund, Information Systems Fund, Light Fund, Street Fund, Sewer Fund, Water Fund, Surface Water Management Fund, Equipment Fund and other funds, noting the General Fund is off to a good start for the first quarter of the fiscal year and overall, revenues are above the quarterly allocation for the first quarter.

**6. REPORT ON FINDINGS AND FACTS ON WASTE MANAGEMENT'S REQUEST TO INCREASE SOLID WASTE AND RECYCLING RATES AND SCHEDULE PUBLIC HEARING DATE ON THE PROPOSED RATE INCREASES**

**Staff Report:**

Downey presented the above-noted Findings and Facts Report, pursuant to the franchise agreement, on Waste Management's request to increase solid waste and recycling rates by 7.7 percent across the board for all classes of services; however, City staff is recommending a four (4%) percent increase, based on the City's Findings and Facts. Downey referenced a graph in the report, noting WM's revenue increased by 2.4 percent from 2011 to 2012 and has averaged 4.4 percent per year for the last three years. Downey advised the growth of housing and the City's island annexation has increased the number of service accounts in WM's franchise area, which will increase WM's revenue. Downey referenced attachments to the staff report, which outlined various cities current residential, commercial, and drop-box rates as well as the proposed rate increase requested by WM in comparison to the City's proposed rate increase. In conclusion of the above-noted report, Downey advised that staff is requesting Council schedule a Public Hearing, to be held on Monday, December 9, 2013, in order to recommend a four (4%) rate increase across the board for all classes of services, effective January 1, 2014.

**Council Discussion:**

Mayor Truax advised Council to withhold any in-depth discussion and/or questions on WM's proposed rate increase until the Public Hearing.

Council President Johnston emphasized sustainability issues surrounding the costs of bringing garbage to Forest Grove's Transfer Station, as opposed to other cities, noting he would like to know who controls costs, Metro or Waste Management.

Thompson voiced concern Washington County's requirement for food recycling could also affect Forest Grove's costs in the near future, to which Downey advised Washington County approached the City earlier this year to conduct a pilot program for residential food and yard debris recycling in the rural parts of the City; however, the City politely declined due to potential rate increases.

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Hearing no further discussion from the Council, Mayor Truax asked and received Council consensus to schedule the Public Hearing for Monday, December 9, 2013, at which time, staff will recommend that Council consider a four (4%) increase in the current WM rates. In conclusion, Mayor Truax invited WM representatives, who were present in the audience, to attend the above-noted Public Hearing.

**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 as noted in the City Manager's Report. Sykes announced the Five-Cities Joint Legislative Session is scheduled Thursday, January 23; Boards, Committees and Commission Annual Reception, Thursday, January 30; Annual Town Meeting, Saturday, February 1; Mayor's State of the City Address, Monday, February 24, Chamber Luncheon; and Council's Goal-Setting Retreat is scheduled Saturday, March 1, 2014. Sykes indicated Forest Grove is the sixth fastest growing city in Oregon, according to new estimates released by Population Research Center at Portland State University, noting Forest Grove is experiencing aggressive growth, bringing the City's estimated population to 22,340, including approximately 260 residents annexed into the City. Sykes advised city staff is in pre-application stage for Gales Creek Terrace proposed development (150 new lots). In conclusion of the above-noted report, 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.

**8. COUNCIL COMMUNICATIONS:**

Council President Johnston reported on matters of interest and upcoming meetings he was planning to attend.

Kidd reported on his attendance at National League of Cities Conference, noting the conference was held in Seattle, November 13-16, 2013. In addition, Kidd reported on matters of interest and upcoming meetings he was planning to attend.

Lowe was absent.

Miller reported on matters of interest and upcoming community-related events and meetings she was planning to attend.

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Thompson reported Community Forestry Commission has completed its Tree Planting brochure. Thompson provided an update on the Ride Connection's Community Transit Service, noting some of route start/end times have changed slightly. In addition, Thompson reported on other matters of interest and meetings he was planning to attend.

Uhing dismissed herself at approximately 8:30 p.m.

Mayor Truax announced dates of various upcoming activities and meetings as noted in the Council Calendar. Mayor Truax reported on his attendance at National League of Cities Conference, noting the conference was held in Seattle, November 13-16, 2013. Mayor Truax referenced a letter from Denny Doyle, Beaverton Mayor, addressed to State Representative Greg Walden, which has received support from Washington County Mayors, noting the letter is urging support of House Republication Bill 15, Immigration Reform, legislation. Mayor Truax also referenced written correspondence from Adelante Mujeres' Executive Director, noting the letter is urging Council to consider adopting a tobacco and smoke-free outdoor policy for city properties and downtown areas. Mayor Truax advised he has had conversations with Adelante Mujeres about their desire to provide a tobacco and smoke-free Farmers' Market experience for patrons and an atmosphere free of secondhand smoking, noting Council is unable to taken action this evening; however, plans are underway to discuss this topic in a Council work session in the near future. Additionally, Mayor Truax asked and received Council consensus to schedule a special Council meeting to hold the annual recruitment boards, committees, and commissions' interviews, noting this would allow Council adequate time to interview potential applicants as well as applicants for the new Sustainability Commission. 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.

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**9. ADJOURNMENT:**

Mayor Truax adjourned the meeting at 9:05 p.m.

Respectfully submitted,



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Anna D. Ruggles, CMC, City Recorder