

**FOREST GROVE CITY COUNCIL REGULAR MEETING
MARCH 16, 2015 – 7:00 P.M.
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***Minutes are unofficial until approved by Council.
Council approved minutes as presented April 13, 2015.***

1. ROLL CALL:

Mayor Peter Truax called the regular City Council meeting to order at 7:05 p.m. and led the Pledge of Allegiance. **ROLL CALL: COUNCIL PRESENT:** Thomas Johnston, Council President; Richard Kidd; Victoria Lowe; Ronald Thompson; Elena Uhing; Malynda Wenzl; and Mayor Peter Truax. **STAFF PRESENT:** Thomas Gamble, City Manager Pro Tem; Paul Downey, Administrative Services Director; Jon Holan, Community Development Director; James Reitz, Senior Planner; Rob Foster, Public Works Director (in the audience); Dan Riordan, Senior Planner (in the audience); and Anna Ruggles, City Recorder.

Mayor Truax called for a moment of silence in remembrance of Nehalem Mayor Shirley Kalkhoven, Portland City Councilor Gretchen Kafoury, and former University of Oregon President Dave Frohnmayer, who all recently passed away.

1. A. PROCLAMATION:

National Community Development Week

Mayor Truax publicly proclaimed April 6 – April 11, 2015, as “National Community Development Week in Forest Grove”.

1. B. National Arbor Day

Councilor Thompson publicly proclaimed April 24, 2015, as “National Arbor Day” in Forest Grove”. Thompson noted this is the 25th consecutive year the City has received the national “*Tree City USA*” award recognition. Councilor Thompson presented the proclamation to Jen Warren, Community Forestry Commission (CFC) Chair, who reported CFC is sponsoring its “Annual Tree Planting” Event on April 7 and a free “Ask an Arborist” Workshop on April 11, 2015.

2. CITIZEN COMMUNICATIONS:

Dale Feik, Forest Grove, distributed to Council a copy of a resolution adopted by the Democratic Party of Washington County, noting the resolution urges the State to require Intel to use best available abatement technology to ensure the toxic chemical emissions by Intel do not threaten the health and/or lives of residents and employees and to require DEQ to

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live up to their statement for protecting the health and lives of the community.

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 Retreat Meeting Minutes of February 21, 2015.
- B. Approve City Council Executive Session (Real Property) Meeting Minutes of February 23, 2015.
- C. Approve City Council Work Session (CEP) Meeting Minutes of February 23, 2015.
- D. Approve City Council Regular Meeting Minutes of February 23, 2015.
- E. Accept Community Forestry Commission Meeting Minutes of January 14, 2015.
- F. Accept Economic Development Commission Meeting Minutes of October 2, November 6, December 4, 2014, January 8 and February 5, 2015.
- G. **RESOLUTION NO. 2015-20 MAKING APPOINTMENT TO ECONOMIC DEVELOPMENT COMMISSION (Appoint Javier Urenda, Adelante Mujeres, Primary, representing Hispanic Community, and Arturo Villaseñor, Alternate, Term Expiring December 31, 2016).**
- H. Accept Historic Landmarks Board Meeting Minutes of January 27, 2015.
- I. Accept Resignation Historic Landmarks Board (Neil Poulsen, Term Expiring December 31, 2016).
- J. Accept Parks and Recreation Commission Meeting Minutes of January 21, 2015.
- K. Accept Public Arts Commission Meeting Minutes of January 8, 2015.
- L. Accept Public Safety Advisory Commission Meeting Minutes of January 28 and February 25, 2015.
- M. Community Development Department Monthly Building Activity Informational Report for February 2015.
- N. **Endorse New Liquor License Application (Limited On-**

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Premises Sales) for Forest Grove Senior and Community Center, 2037 Douglas Street (Applicant: Raean Johnston).

- O. Endorse Liquor License Renewal Applications for Year 2015:
1. 1910 Main Street ((Full On-Premises and Off-Premises Sales)
 2. Forest Grove Tobacco (Off-Premises Sales)
 3. Tyson's Pub N Grub (Limited On-Premises Sales)
 4. Urban Decanter (Full On-Premises and Off-Premises Sales)
 5. Waltz Brewing (Brewery Public House)

MOTION: Councilor Kidd moved, seconded by Councilor Uhing, to approve the Consent Agenda as presented. MOTION CARRIED 7-0 by voice vote.

4. **ADDITIONS/DELETIONS:** None.
5. **PRESENTATIONS:** None.
6. **RESOLUTION NO. 2015-21 AUTHORIZING THE RELEASE OF A PUBLIC EASEMENT OVER KNOX RIDGE NO. 4 TRACT F AND AUTHORIZING THE CITY MANAGER PRO TEM TO EXECUTE THE RELEASE ON BEHALF OF THE CITY OF FOREST GROVE**

Staff Report:

Holan and Reitz presented the above-noted resolution authorizing the City to release a 100.00' wide public slope and grading easement over Knox Ridge No. 4 Tract F (Recorded Document No. 99120405), noting the easement was approved as part of Pacific Crossing Planned Residential Development in 2005. Reitz reported the owner of Knox Ridge No. 4 Tract F has requested the City release the easement in order to facilitate extension of Strasburg Drive through Tract F and into Pacific Crossing, noting the City has determined the easement is not needed for public slope or grading purposes and does not otherwise provide a public benefit. In conclusion of the above-noted staff report, Reitz advised staff is recommending Council adopt the proposed resolution releasing the easement, noting there are no monies being offered to release the easement and the owner will pay recordation fee.

Before proceeding with Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2015-21.

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Gamble read Resolution No. 2015-21 by title.

MOTION: Councilor Uhing moved, seconded by Councilor Kidd, to adopt Resolution No. 2015-21 Authorizing the Release of a Public Easement over Knox Ridge No. 4 Tract F and Authorizing the City Manager Pro Tem to Execute the Release of the Easement on behalf of the City of Forest Grove.

Council Discussion:

Hearing no discussion from the Council, Mayor Truax asked for a voice vote on the above-noted motion.

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

7. RESOLUTION NO. 2015-22 ADOPTING CITY COUNCIL GOALS FOR FISCAL YEAR 2015-16

Staff Report:

Gamble and Mayor Truax presented the above-proposed resolution for Council consideration, noting at the Council Retreat, held on February 21, 2015, Council proposed no changes and collectively concurred to keep the following three key goals for Fiscal Year 2015-16:

- GOAL 1 PROMOTE SAFE, LIVABLE, AND SUSTAINABLE NEIGHBORHOODS AND A PROSPEROUS DYNAMIC, GREEN CITY**

- GOAL 2 PROMOTE A PRUDENT FINANCIAL PLAN TO MAINTAIN EFFECTIVE SERVICE LEVELS OF A FULL-SERVICE CITY**

- GOAL 3 PROMOTE THE INTERESTS AND NEEDS OF FOREST GROVE IN LOCAL, STATE, AND NATIONAL AFFAIRS**

Before proceeding with Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2015-22.

Gamble read Resolution No. 2015-22 by title.

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MOTION: Councilor Uhing moved, seconded by Councilor Kidd, to approve Resolution No. 2015-22 Adopting City Council Key Goals for Fiscal Year 2015-16.

Council Discussion:

Uhing commended staff and Gamble for expediting Council's goal-setting process this year.

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

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

8. RESOLUTION NO. 2015-23 ADOPTING CITY COUNCIL GOAL OBJECTIVES FOR FISCAL YEAR 2015-16

Staff Report:

Gamble and Mayor Truax presented the above-proposed resolution for Council consideration, noting at the Council Retreat, held on February 21, 2015, Council identified 10 new objectives as having priority and carried over 18 identified as ongoing and/or long-term as outlined in Exhibit A of the resolution. Gamble noted each of the new Council goals/objectives have been grouped within one of the three Council key goals and will be assigned to the pertinent City department so staff can focus their activities and prioritize resources during budget preparations for the upcoming fiscal year. In conclusion of the above-noted staff report, Gamble advised he has scheduled Department Work Plan presentations for the Council meetings of April 13 and April 27, 2015, noting the work plans will contain Action Plans for the newly-adopted Council Goals/Objectives.

Before proceeding with Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2015-23.

Gamble read Resolution No. 2015-23 by title.

MOTION: Councilor Kidd moved, seconded by Councilor Uhing, to approve Resolution No. 2015-23 Adopting City Council Goal

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Objectives for Fiscal Year 2015-16 (Exhibit A).

Council Discussion:

Mayor Truax explained the purpose of Council's goal and objective to increase travel/training budget is so youth members, who serve on various City advisory boards, have the ability to participate in attending conferences, such as the National League of Cities Conference in Washington, D.C., noting it is also part of Council's goals and objectives for youth representation and succession planning.

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

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

9. ADOPTING CITY COUNCIL TEAM AGREEMENT FOR 2015 AS AMENDED

Mayor Truax presented a copy of the Council Team Agreement, noting Council reviewed its Team Agreement at the Council Retreat, held on February 21, 2015, and a made minor amendment addressing the use of personal electronic devices during Council meetings.

Before proceeding with Council discussion, Mayor Truax asked for a motion to adopt the Council Team Agreement for 2015 as amended.

MOTION: Councilor Lowe moved, seconded by Councilor Kidd, to adopt the Council Team Agreement for 2015 as amended.

Council Discussion:

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

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

10. CITY MANAGER PRO TEM'S REPORT:

Gamble reported on various upcoming activities and meetings as noted in

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the Council calendar. Gamble added to the calendar the Informational Budget Committee Meeting, Thursday, April 16; First Budget Committee Meeting, Thursday, May 21; Second Budget Committee Meeting, Thursday, May 28; and, if necessary, Third Budget Committee, Thursday, June 4, 2015. Gamble reported Metro staff is reviewing the proposed Community Enhancement Program (CEP) Intergovernmental Agreement, noting staff is working on procedures for the CEP process for next fiscal year. Gamble added staff is preparing draft Code amendments regarding medical marijuana dispensaries, which will be presented for Council consideration at the next regular Council meeting. In addition, Gamble 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.

11. COUNCIL COMMUNICATIONS:

Council President Johnston reported on Chamber of Commerce-related events. Johnston reported on his attendance at National League of Congressional Cities Conference in Washington, D.C. Johnston noted the Gales Creek Fire Station is in need of volunteers. In addition, Johnston reported on other matters of interest, upcoming community-related events and upcoming meetings he was planning to attend.

Kidd reported attending Public Arts Commission goal-setting retreat. Kidd reported attending Historic Landmarks Board meeting, noting HLB approved several grant applications. In addition, Kidd reported on other matters of interest, upcoming community-related events and upcoming meetings he was planning to attend.

Lowe reported attending Regional Water Providers Consortium meeting. Lowe reported participating, on behalf of the Mayor, in a presentation at Harvey Clarke Elementary School. Lowe advised when the time comes to consider medical marijuana dispensaries, she would like the Council to consider the number of Oregon Liquor Control Commission liquor license applications that are approved by Council without any public comment under the Consent Agenda. In addition, Lowe reported on other matters of interest, upcoming community-related events and upcoming meetings she was planning to attend.

Thompson reported Community Forestry Commission (CFC) has its Urban Forestry Management Plan survey in this month's utility bill insert as well as online, noting the survey ends May 1, 2015. Thompson

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reported attending Public Safety Advisory Commission meeting. Thompson reported on his attendance at National League of Congressional Cities Conference in Washington, D.C. In addition, Thompson reported on other matters of interest, upcoming community-related events and upcoming meetings he was planning to attend.

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

Wenzl reported attending Committee for Citizen Involvement (CCI) meeting, noting CCI posted its Annual Town Meeting slideshow on the website. Wenzl indicated she also gave CCI an update on Council's goals/objectives. Wenzl noted she is working on recruiting students to serve on the City's advisory boards. In addition, Wenzl reported on other matters of interest, upcoming community-related events 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 distributed a copy of his Mayor's March Gallimaufry, noting he attended the National League of Congressional Cities Conference in Washington, DC, and a number of meetings with other mayors in the metro area throughout the month of March. Mayor Truax recapped major discussion topics heard in Salem during City Hall Day, noting the League of Oregon Cities (LOC) sponsors the annual event. Mayor Truax's written report highlighted other local, regional, Metro, LOC regional workshops, and Washington County meetings and community-related events he attending during the month of March.

12. ADJOURNMENT:

Mayor Truax adjourned the meeting at 8:35 p.m.

Respectfully submitted,



Anna D. Ruggles, CMC, City Recorder