

**FOREST GROVE CITY COUNCIL REGULAR MEETING
APRIL 27, 2015 – 7:00 P.M.
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***Minutes are unofficial until approved by Council.
Council approved minutes as presented May 11, 2015.***

1. ROLL CALL:

Mayor Peter Truax called the regular City Council meeting to order at 7:00 p.m. and led the Pledge of Allegiance. **ROLL CALL: COUNCIL PRESENT:** Thomas Johnston, Council President; Victoria Lowe; Ronald Thompson; Elena Uhing; Malynda Wenzl; and Mayor Peter Truax. **COUNCIL ABSENT:** Richard Kidd, excused. **STAFF PRESENT:** Thomas Gamble, City Manager Pro Tem; Paul Elsner, City Attorney; Paul Downey, Administrative Services Director; Rob Foster, Public Works Director; J. F. Schutz, Police Chief; Mike Hall, Police Sergeant; Colleen Winters, Library Director; Jeff King, Economic Development Manager; James Reitz, Senior Planner; George Cress, Light and Power Director (in the audience); and Anna Ruggles, City Recorder.

1. A. IF I WERE MAYOR AWARD PRESENTATIONS:

Mayor Truax announced the 2015 “If I Were Mayor Contest” winners: Poster (grades 4-6): 1st Place, Hanna Hepburn; 2nd Place, Noelle Robison; and 3rd Place, Anna Hansen. Essay (middle school): 1st Place, Tara Kroft; 2nd Place, Aubryanna Corona; and 3rd Place, Morgan VanFleet. Mayor Truax presented 1st Place winners with a \$50 cash prize on behalf of the City, noting 1st Place entries will be submitted to the state level competition for a chance to win an iPad and winners will be announced at the Oregon Mayors Association Conference in August, 2015.

1. B. EMPLOYEE RECOGNITION:

Mayor Truax presented a Certificate of Appreciation honoring Ann Dondero, Youth Services Librarian, for 35 years of dedicated service to the City, noting Dondero volunteered at the library for 10 years prior to a becoming a City employee in 1980.

2. CITIZEN COMMUNICATIONS:

Forest Grove Community School students addressed Council asking for support of their school project “Take a Bite – Out of Hunger”, stating City Code prohibits putting raised garden boxes in the public right-of-way (planter strip), because only plants and trees can be in the public right-of-way and raised beds are an obstruction, so they came up with six

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alternatives to use instead of putting in raised garden boxes and are now seeking Council support of their alternative policies, i.e., planting fruit trees in the public right-of-way; allowing garden boxes in side strips or in front lawns on private property; raise money to donate to people who want a food box; make food boxes portable; and put bricks under the soil to prevent people from stealing or wheeling the food boxes away. In response to the above-noted testimony, Mayor Truax pointed out the City's Community Garden, noting he would provide a written response to testimony heard. Lowe voiced her support of the school project, noting a presentation was made to the Sustainability Commission.

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 (Medical Marijuana Dispensaries) Meeting Minutes of April 13, 2015.
 - B. Approve City Council Work Session (GIS Needs Assessment) Meeting Minutes of April 13, 2015.
 - C. Approve City Council Regular Meeting Minutes of April 13, 2015.
 - D. Accept Community Forestry Commission Meeting Minutes of February 18, 2015.
 - E. Accept Library Commission Meeting Minutes of March 18, 2015.
 - F. Accept Public Arts Commission Meeting Minutes of February 12 and March 12, 2015.
 - G. Accept Planning Commission Meeting Minutes of March 23, 2015.
 - H. Accept Resignation on Parks and Recreation Commission (Mike Olson, At-Large, Term Expiring December 31, 2017).
 - I. Endorse Liquor License Renewal Applications for Year 2015:
 - 1. Stecchino Bistro (Full On-Premises Sales)

Council President Johnston referenced Item 3. H. and acknowledged the admirable service that Mike Olson provided to the Parks and Recreation Commission.

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

4. ADDITIONS/DELETIONS:

Agenda Item 10. A., Resolution No. 2015-31, was added to the agenda after the Executive Session (refer below).

5. PRESENTATIONS:

2014 Watershed Timber Harvest Update & 2015 Watershed Timber Harvest Plan

Foster introduced Scott Ferguson, watershed consultant, who presented a PowerPoint presentation highlighting the 2014 Watershed Timber Harvest-related activities, noting the 2014 timber harvest resulted in 1424 MBF and total net revenue of \$627,715. Ferguson reported no Spotted Owl was found and one Barred Owl was identified and no rare plants were found, noting more surveys will be conducted this year. Ferguson highlighted the 2015 timber harvest plan, noting 2015 timber harvest consists of thinning 70 acres, patch cutting 16 acres, 54 of 86 total acres will require cable logging, and planting 500 Alder trees on Clear Creek, and other projects include weed control, wildlife surveys, rare plant surveys and improving 3,700' and decommissioning 2,800' of Deep Creek Road, noting the area is high risk and not necessary for road management. In conclusion of the above-noted presentation, Foster and Ferguson addressed various Council inquiries pertaining to weed control, fire protection, road systems, culvert replacement costs and setting monies aside for purchasing adjacent land, i.e., 160 acres near Roaring Creek, noting they will consider contacting SOLV for weed project and follow-up on how many roads have been decommissioned.

6. CONTINUE PUBLIC HEARING FROM APRIL 13, 2015: SECOND READING OF ORDINANCE NO. 2015-02 THE CITY OF FOREST GROVE ADOPTION OF AMENDMENTS TO DEVELOPMENT CODE, ARTICLES 3, 8 AND 12, TO ESTABLISH PLACEMENT AND REQUIREMENTS FOR MEDICAL MARIJUANA DISPENSARIES. APPLICANT: CITY OF FOREST GROVE. FILE NO. ZA-15-00267

The first reading of Ordinance No. 2015-02 by title occurred at the Council meeting of April 13, 2015.

Staff Report:

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Police Chief Schutz and Police Sergeant Mike Hall presented the above-proposed ordinance for second reading, noting staff has submitted an updated staff report addressing inquiries from the Council meeting of April 13, 2015. Chief Schutz reported staff has confirmed the Forest Grove School District's Transition House, located on the corner of 22nd Avenue and Cedar Street, meets State qualifications as a school, noting staff has updated the 1000' school buffer map to reflect the facility as a qualified area. Chief Schutz reported Council President Johnston, Councilor Lowe, Holan and two Police Sergeants attended the tour and visited a medical marijuana dispensary in Portland. Chief Schutz and Sergeant Hall highlighted important aspects of the visit, noting the dispensary they visited was the first dispensary to open in the Portland, has operated for 4-1/2 years, and handles about 80 transactions per day on average. Chief Schutz advised staff also spent almost two hours with the officials from the Oregon Health Authority, pointing out the Oregon Health Authority regulates medical marijuana facilities, not the Oregon Liquor Control Commission (OLCC). In conclusion of the above-noted staff report, Chief Schutz referenced the attached ordinance, noting based on discussions with the State Health Authority, that marijuana can be rendered impotent after immersion in water or rubbing alcohol, staff is recommending amending Development Code Section 10.8.1100 to read: "A medical marijuana dispensary must provide secure disposal or render impotent for marijuana remnants or by-products, including any item with marijuana residue".

Public Hearing Continued:

Mayor Truax continued the Public Hearing from the meeting of April 13, 2015, and explained hearing procedures.

Written Testimony Received:

No written testimony was received prior to the deadline of April 27, 2015, 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.

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Public Hearing Closed:

Mayor Truax closed the Public Hearing

Council Discussion:

Staff responded to various concerns, inquiries and scenarios Council presented pertaining to the tour, security and safety, design standards, school buffer areas, areas where facilities will be permitted, registration and compliance with Oregon Health Authority Rules, hours of operation, cash sales at facilities, law enforcement regulations, and differences between medical marijuana dispensaries versus non-medical marijuana businesses.

MOTION TO AMEND: Councilor Lowe moved, seconded by Councilor Wenzl, to amend Ordinance No. 2015-02, Development Code Section 10.8.1100 to read: “A medical marijuana dispensary must provide secure disposal or render impotent for marijuana remnants or by-products, including any item with marijuana residue.”

Mayor Truax asked for a roll call vote on the above-noted motion to amend.

ROLL CALL VOTE MOTION TO AMEND: AYES: Councilors Johnston, Lowe, Thompson, Uhing, Wenzl, and Mayor Truax. NOES: None. ABSENT: Councilor Kidd. MOTION CARRIED 6-0.

City Attorney Elsner read Ordinance No. 2015-02 by title for second reading as amended.

Mayor Truax asked for a roll call vote on the motion made at the meeting of April 13, 2015, and as amended.

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

- 7. CONTINUE PUBLIC HEARING FROM APRIL 13, 2015: SECOND READING OF ORDINANCE NO. 2015-03 AMENDING CITY CODE CHAPTER 7 BY ADDING NEW CODE SECTION 7.850 THROUGH 7.865**

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**ESTABLISHING OPERATION OF MEDICAL MARIJUANA
DISPENSARIES**

The first reading of Ordinance No. 2015-03 by title occurred at the Council meeting of April 13, 2015.

Staff Report:

Police Chief Schutz and Police Sergeant Mike Hall presented the above-proposed ordinance for second reading, noting staff is also recommending amending City Code Section 7.860(E) to read: “A medical marijuana dispensary must provide secure disposal or render impotent for marijuana remnants or by-products, including any item with marijuana residue.”

Public Hearing Continued:

Mayor Truax continued the Public Hearing from the meeting of April 13, 2015, and explained hearing procedures.

Written Testimony Received:

No written testimony was received prior to the deadline of April 27, 2015, 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:

Thompson called for a motion to amend as noted below, citing the results of the voters’ approval on medical marijuana versus non-medical marijuana and establishing the same hours of operation as the Forest Grove Liquor Store, which is open Monday through Friday, 10:00 a.m. to 7:00 p.m., and closed Sunday, same as most pharmacies, and to ensure adequate law enforcement is in place to regulate the code, noting the additional four hours has an impact on law enforcement, i.e., medical

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marijuana dispensaries are cash only businesses.

MOTION TO AMEND: Councilor Thompson moved, seconded by Council President Johnston, to amend Ordinance No. 2015-03, City Code Section 7.860(C) to read: “A medical marijuana dispensary may not be open to the public between the hours of ~~10:00~~ 7:00 p.m. and ~~8:00~~ 10:00 a.m., closed Sunday.”

ROLL CALL VOTE MOTION TO AMEND: AYES: Councilor Thompson. NOES: Councilors Johnston, Lowe, Uhing, Wenzl, and Mayor Truax. ABSENT: Councilor Kidd. MOTION FAILED 1-5.

MOTION TO AMEND: Councilor Lowe moved, seconded by Councilor Wenzl, to amend Ordinance No. 2015-03, City Code Section 7.860(E) to read: “A medical marijuana dispensary must provide secure disposal or render impotent for marijuana remnants or by-products, including any item with marijuana residue.”

ROLL CALL VOTE MOTION TO AMEND: AYES: Councilors Johnston, Lowe, Thompson, Uhing, Wenzl, and Mayor Truax. NOES: None. ABSENT: Councilor Kidd. MOTION CARRIED 6-0.

City Attorney Elsner read Ordinance No. 2015-03 by title for second reading as amended.

Mayor Truax asked for a roll call vote on the motion made at the meeting of April 13, 2015, as amended.

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

In conclusion, Mayor Truax advised this is a starting point, noting the City may need to revisit its ordinances and make adjustments if necessary.

City Attorney Elsner was dismissed at around 8:45 p.m.

8. PUBLIC HEARING AND FIRST READING OF ORDINANCE NO. 2015-04 ADOPTION OF AMENDMENTS TO DEVELOPMENT CODE, ARTICLES 2, 5, 8 AND 12, TO ADOPT HISTORIC DISTRICT AND

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**HISTORIC LANDMARKS DESIGN GUIDELINES AND STANDARDS.
APPLICANT: CITY OF FOREST GROVE. FILE NO. ZNC-15-00084**

Staff Report:

Reitz presented the above-proposed ordinance for first reading, noting staff is recommending amending Development Code Article 2, Land Use Reviews, Article 5, Historic Landmarks, Article 8, General Development Standards, and Article 12, Definitions, to adopt clear and objective design standards for exterior alteration projects and new construction in the Clark, Painter's Wood and Walker-Naylor Historic Districts, and for specific historic landmarks located outside of those districts, and to adopt new Section V, Historic District Design Guidelines, to provide an alternative, discretionary review process for applications. Reitz reported the proposed design guidelines and design standards would apply to new development in a historic district and alterations, remodels, renovations or relocations of historic landmarks or historic contributing buildings, noting proposed projects would be examined for compliance with sections on Building and Addition Placement and Orientation, Spacing and Setbacks, Building Height and Width, etc., to ensure the scale of the additions remain compatible with the neighborhood. Reitz recapped the Planning Commission meeting, noting the Planning Commission recommended adoption of the Historic Design Guidelines and Standards as outlined in Exhibit A. In conclusion of the above-noted staff report, Reitz introduced the Historic Landmarks Board (HLB) members present in the audience and the City's consultant, noting the HLB met jointly with the Planning Commission and City Council in work session on February 9, 2015, to review the amendments to the Development Code and is recommending adoption of Ordinance No. 2015-04 as outlined in Exhibit A.

Before proceeding with the Public Hearing and Council discussion, Mayor Truax asked for a motion to adopt Ordinance No. 2015-04 for first reading.

Gamble read Ordinance No. 2015-04 by title for first reading.

MOTION: Councilor Uhing moved, seconded by Councilor Lowe, to approve Ordinance No. 2015-04 Adoption of Amendments to Development Code, Articles 2, 5, 8 and 12, to Adopt Historic District and Historic Landmarks Design Guidelines and Standards. Applicant: City Of Forest Grove. File No. ZNC-15-00084.

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Public Hearing Opened:

Mayor Truax opened the Public Hearing and explained hearing procedures.

Written Testimony Received:

No written testimony was received prior to the deadline of April 27, 2015, 7:00 p.m.

Proponents:

Neil Poulsen, Forest Grove, former Historic Landmarks Board Chairperson, testified in support of the proposed Historic Landmarks Design Guidelines and Standards, noting adoption of the code amendments will help protect the City's historic neighborhoods, especially infill, which Poulsen pointed out poses the greatest risk to historic districts. In addition, Poulsen noted historic districts are easily identified by street signage.

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.

Council Discussion:

In response to Wenzl's inquiry pertaining to property owners who do not comply with guidelines and standards, Reitz explained the procedure for review of applications, code violations, and issuance of citations, noting an applicant can also apply for a variance and can appeal to Council.

In response to Council President Johnston's inquiry pertaining to new structures, Reitz explained new construction would need to comply with the design standards, i.e., maintaining setbacks to ensure it fits into the existing streetscape. In response to Council President Johnston's inquiry pertaining to grandfathering property that is purchased prior to adoption of the new code requirements, Reitz advised as with any new code amendments, new applications submitted prior to implementation comply with existing code requirements and new applications submitted after implementation comply with new code requirements.

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In response to Lowe's inquiry pertaining to a registry for potential homebuyers, Reitz affirmed the City's Register of Historic and Cultural Landmarks is listed on the City's website.

Uhing advised the proposed amendments are not opposing infill but instead allow better control as to what type of infill comes into a historic district, pointing out the City has other areas that require design review, i.e., 1910 Main Street underwent a design review.

Public Hearing Recessed:

Mayor Truax recessed the Public Hearing until the next Council meeting of Monday, May 11, 2015.

9. PUBLIC HEARING AND RESOLUTION NO. 2015-29 SETTING FEES AND CHARGES FOR AQUATIC CENTER, EFFECTIVE JULY 1, 2015, AND REPEALING RESOLUTION NO. 2014-37

Staff Report:

Downey presented the above-proposed resolution for Council consideration, noting the proposed resolution would increase Aquatic Center fees and charges by three percent (3.0%), rounded to the nearest increment, effective July 1, 2015. For in-City (18-64) public and fitness swim, the fee would increase from \$4.90 to \$5.00. For in-City (2-17 years); Senior and Disabled Veteran, the fee would increase from \$3.35 to \$3.50. For outside-City (2-17 years); Senior and Disabled Veteran, the fee would increase from \$4.40 to \$4.50. In conclusion of the above-noted staff report, Downey advised the fee request at this time is to allow the Aquatic Center the ability to post the new fee schedule in its summer brochure.

Before proceeding with the Public Hearing and Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2015-29.

Gamble read Resolution No. 2015-29 by title.

MOTION: Councilor Uhing moved, seconded by Councilor Lowe, to adopt Resolution No. 2015-29 Setting Fees and Charges for Aquatic Center, Effective July 1 2015, and Repealing Resolution No. 2014-37.

Public Hearing Opened:

Mayor Truax opened the Public Hearing.

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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.

Others:

No one testified and no written comments were received.

Public Hearing Closed:

Mayor Truax closed the Public Hearing.

Council Discussion:

Uhing noted the service the pool provides to citizens and new improvements warrant the fee increase.

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

VOICE VOTE: AYES: Councilors Johnston, Lowe, Thompson, Uhing, Wenzl, and Mayor Truax. NOES: None. ABSENT: Councilor Kidd. MOTION CARRIED 6-0.

10. RESOLUTION NO. 2015-30 ADOPTING FOREST GROVE SOLID WASTE COMMUNITY ENHANCEMENT PROGRAM ADVISORY COMMITTEE BYLAW

Staff Report:

Downey presented the above-proposed resolution requesting to adopt the proposed Forest Grove Solid Waste Community Enhancement Program Advisory Committee (CEPC) Bylaws, noting the Council established the CEPC pursuant to Resolution No. 2015-27. Downey reported the Bylaws govern the conduct and business of the CEPC as outlined in Exhibit A of the resolution, noting the Bylaws identify the Council and Metro Councilor District 4 as the Committee and designates the Mayor as Chair and Metro Councilor District 4 as Co-Chair of the CEPC. In conclusion of the above-noted staff report, Downey advised the CEPC approved the Bylaws at its meeting on April 13, 2015, and is recommending Council adopt the CEPC

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Bylaws as outlined in Exhibit A.

Before proceeding with Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2015-30.

Gamble read Resolution No. 2015-30 by title.

MOTION: Councilor Wenzl moved, seconded by Council President Johnston, to approve Resolution No. 2015-30 Adopting Forest Grove Solid Waste Community Enhancement Program Advisory Committee Bylaw.

Council Discussion:

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

VOICE VOTE: AYES: Councilors Johnston, Lowe, Thompson, Uhing, Wenzl, and Mayor Truax. NOES: None. ABSENT: Councilor Kidd. MOTION CARRIED 6-0.

Council collectively concurred extending adjournment past 9:30 p.m.

Mayor Truax recessed the regular Council meeting at 9:22 p.m. and announced Council was going into Executive Session, pursuant to ORS 192.660(2)(E) to deliberate with persons designated by the governing body to negotiate in real property transactions, and intended to come out of Executive Session and reconvene the regular Council meeting.

Mayor Truax reconvened the regular Council meeting at 9:56 p.m.

- 10. A. RESOLUTION NO. 2015-31 AUTHORIZING APPROVAL OF AN EXCLUSIVE NEGOTIATING AGREEMENT WITH TOKOLA PROPERTIES, INC., FOR THE PROPERTY KNOWN AS TIMES LITHO PROPERTY AND AUTHORIZING THE CITY MANAGER PRO TEM TO EXECUTE THE AGREEMENT ON BEHALF OF THE CITY OF FOREST GROVE**

Staff Report:

Downey and King presented the above-proposed resolution authorizing

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the City Manager Pro Tem to endorse an Exclusive Negotiating Agreement between the City and Tokola Properties, Inc., for property known as the Times Litho Property, located at Pacific Avenue, between A Street and B Street, as outlined in Exhibit A. Downey reported staff met with Council in Executive Session earlier to discuss the terms and conditions of the agreement, noting Tokola Properties of Gresham is proposing a redevelopment with mixed-use development at the northeast corner of Pacific Avenue and A Street where the Times Litho currently stands. Downey advised during the term of the agreement, which is 180 days, the City cannot work with any other developers on proposals for the site. Downey reported the pre-development proposal includes plans for three phases of development: Phase I is upscale apartments with retail space on the ground floor; Phase II is a hotel; and Phase III is for-sale townhouses, and the project would like include a public plaza. In conclusion of the above-noted staff report, Downey advised the City has agreed to pay half of the pre-development costs in Phase I, estimated at \$75,000 and Phase II, estimated at \$55,000, and will pay up to \$26,000 in costs associated with surveying and running environmental and geo-technical reports on the site and for demolition of the existing structures at the property, noting the City would incur these costs regardless.

Before proceeding with Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2015-31.

Gamble read Resolution No. 2015-31 by title.

MOTION: Council President Johnston moved, seconded by Councilor Thompson, to adopt Resolution No. 2015-31 Authorizing Approval of an Exclusive Negotiating Agreement with Tokola Properties, Inc., for the Property Known as Times Litho Property and Authorizing the City Manager Pro Tem to Execute the Agreement on Behalf of the City of Forest Grove.

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, Thompson, Uhing, Wenzl, and Mayor Truax. NOES: Councilor Lowe. ABSENT: Councilor Kidd. MOTION CARRIED 5-1.

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11. DEPARTMENT WORK PLANS FOR FY 2015-16:

Due to the hour/time, Council collectively concurred carrying over the above-noted agenda item to the next regular Council meeting.

12. CITY MANAGER PRO TEM'S REPORT:

Due to the hour/time, Council collectively concurred carrying over the above-noted agenda item to the next regular Council meeting.

13. COUNCIL COMMUNICATIONS:

Due to the hour/time, Council collectively concurred carrying over the above-noted agenda item to the next regular Council meeting.

16. ADJOURNMENT:

Mayor Truax adjourned the regular meeting at 10:05 p.m.

Respectfully submitted,



Anna D. Ruggles, CMC, City Recorder