

CITY COUNCIL MONTHLY MEETING CALENDAR

September-11

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 EDC Noon	2	3
4	CITY OFFICES CLOSED HOLIDAY	5 Planning Comm 7pm Fire Bd 7pm	6 Water Providers-EC 5:30pm	7 PAC 5pm	8	9
		<i>Truax out Sept 9-Sept 21</i>				
11	CITY COUNCIL 5:30 PM - EXECUTIVE SESSION (Labor) 6:00 pm - WORK SESS (Projections FY 2013-18) 7:00 PM - REGULAR MEETING COMMUNITY AUDITORIUM	12 Library 6:30pm	13	14 Fernhill Wetlands 5pm	15	16
		<i>Truax out Sept 9-Sept 21</i>				
18	CITY COUNCIL & PLANNING COMM JT WORK SESSION (Transit-Oriented Dev) 7:00 PM - COMMUNITY AUDITORIUM Senior Ctr Bd 6:30pm	19 CCI 5:30pm	20 P&R 7am CFC 5:15pm	21 B&C Ethics Training 6:30 pm - Comm Aud	22	23
		<i>Truax returns Sept 21</i>				
25	CITY COUNCIL 7:00 PM - REGULAR MEETING COMMUNITY AUDITORIUM	26 HLB 6pm	27	28 PSAC 7:30am	29	30
		<i>LOC Conference (Riverhouse Bend) September 29 - October 1</i>				

October-11

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1 Sister Cities Cooking Class Neil Armstrong 11 am - 1:30 pm <i>LOC Conference</i>
2		3 Fire Bd 7pm	4 Water Providers-CB 5:30pm	5 EDC Noon	6	7
9	CITY COUNCIL 7:00 PM - REGULAR MEETING COMMUNITY AUDITORIUM	10 Library 6:30pm	11	12 PAC 5pm	13 JWC Noon	14
16		17 Senior Ctr Bd 6:30pm Planning Comm 7pm	18 <i>Lunch served by Council</i> Employee Healthy Benefits Fire Training Room 10am-11:30am & 1:30pm-2:30pm CCI 5:30pm	19 P&R 7am CFC 5:15pm	20 Fernhill Wetlands 5pm	21
23	CITY COUNCIL 7:00 PM - REGULAR MEETING COMMUNITY AUDITORIUM	24 HLB 6pm	25	26 PSAC 7:30am	27	28
30		<i>Delegation Visit - Arrive Oct 29 - Nov 2</i>				
						29 <i>Nyuzen Student</i>

November-11

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 Fire Bd 7pm	2	3 EDC Noon	4	5
		<i>Nyuzen Student Delegation - Depart Nov 2</i>			10	11
6	CITY COUNCIL 7:00 PM - REGULAR MEETING COMMUNITY AUDITORIUM	7 Library 6:30pm	8	9 Stakeholders Levy Poll Presentation 7:00 pm - Comm Aud	10 CITY OFFICES CLOSED HOLIDAY	12
13		14 CCI 5:30pm	15	16 P&R 7am CFC 5:15pm	17 Fernhill Wetlands 5pm	18
20	CITY COUNCIL 7:00 PM - REGULAR MEETING COMMUNITY AUDITORIUM	21 Senior Ctr Bd 6:30pm Planning Comm 7pm	22	23 PSAC 7:30am	24 CITY OFFICES CLOSED HOLIDAY	25
27		28 HLB 6pm	29	30		



FOREST GROVE CITY COUNCIL

Monday, September 26, 2011

7:00 PM – Regular Meeting

Community Auditorium
1915 Main Street
Forest Grove, OR 97116

Forest Grove City Council Meetings are broadcast by Tualatin Valley Community Television (TVCTV) Government Access Programming. To obtain the monthly programming schedule, please contact TVCTV at 503.629.8534 or call the City Recorder at 503.992.3235.

PETER B. TRUAX, MAYOR

Thomas BeLusko, Jr.
Thomas L. Johnston, Council President
Victoria J. Lowe

Camille Miller
Ronald C. Thompson
Elena Uhing

All meetings of the City Council are open to the public and all persons are permitted to attend any meeting except as otherwise provided by ORS 192. The public may address the Council as follows:

→ Public Hearings – Public hearings are held on each matter required by state law or City policy. Anyone wishing to testify should sign in for any Public Hearing prior to the meeting. The presiding officer will review the complete hearing instructions prior to testimony. The presiding officer will call the individual or group by the name given on the sign in form. When addressing the Council, please use the witness table (center front of the room). Each person should speak clearly into the microphone and must state his or her name and give an address for the record. All testimony is electronically recorded. In the interest of time, Public Hearing testimony is limited to three minutes unless the presiding officer grants an extension. Written or oral testimony is heard prior to any Council action.

→ Citizen Communications – Anyone wishing to address the Council on an issue not on the agenda should sign in for Citizen Communications prior to the meeting. The presiding officer will call the individual or group by the name given on the sign in form. When addressing the Council, please use the witness table (center front of the room). Each person should speak clearly into the microphone and must state his or her name and give an address for the record. All testimony is electronically recorded. In the interest of time, Citizen Communications is limited to two minutes unless the presiding officer grants an extension.

The public may not address items on the agenda unless the item is a public hearing. Routinely, members of the public speak during Citizen Communications and Public Hearings. If you have questions about the agenda or have an issue that you would like to address to the Council, please contact the City Recorder at 503-992-3235.

City Council meetings are handicap accessible. Assistive Listening Devices (ALD) or qualified sign language interpreters are available for persons with impaired hearing or speech. For any special accommodations, please contact the City Recorder at 503-992-3235, at least 48 hours prior to the meeting.

A G E N D A

- 7:00 1. **REGULAR MEETING:** Roll Call and Pledge of Allegiance
1. A. **AWARD PRESENTATION:**
- *Jeffrey Robert Hoggins, Jr., Eagle Scout*

2. **CITIZEN COMMUNICATIONS:** Anyone wishing to speak to Council on an item not on the agenda may be heard at this time. *Please sign-in before the meeting on the Citizen Communications form posted in the foyer.* In the interest of time, please limit comments to two minutes. Thank you.

3. **CONSENT AGENDA:** See Page 3

4. **ADDITIONS/DELETIONS:**

5. **PRESENTATIONS:**

7:05 5. A. • *Forest Grove Severe Weather Shelter, Victoria Eaton, Co-Lead*

Colleen Winters
Library Director

7:20 6. **RESOLUTION NO. 2011-75 APPROVING AMENDMENT TO PUBLIC ARTS COMMISSION'S ART COLLECTION MANAGEMENT POLICY AND REPEALING RESOLUTION NO. 2008-62**

Jeff King
Economic Development
Coordinator

7:30 7. **RESOLUTION NO. 2011-76 APPROVING THE SUBMISSION OF AN APPLICATION FOR COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDING FOR 2012-13 PROGRAM PERIOD (FOREST GROVE SENIOR AND COMMUNITY CENTER REHABILITATION IMPROVEMENT PROJECT)**

Paul Downey
Administrative Services Director

Michael Sykes
City Manager

7:45 8. **CITY MANAGER'S REPORT:**

8:00 9. **COUNCIL COMMUNICATIONS:**

8:15 10. **ADJOURNMENT**

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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.
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CERTIFICATE OF APPRECIATION

Awarded to

Jeffrey Robert Hoggins, Jr.

Boy Scouts of America Troop 213

In recognition of Exceptional Civic Service

The Forest Grove City Council sincerely thanks you for your exceptional civic volunteer service. You are to be commended for achieving your Eagle Scout Award. Your coordination, planning, and participation of various community volunteer projects have greatly benefited the Forest Grove Community.



city of
forest
grove

Peter B. Truax, Mayor
Forest Grove City Council
September 26, 2011

**FOREST GROVE CITY COUNCIL WORK SESSION
(FINANCIAL PROJECTIONS FY 2013-18)
SEPTEMBER 12, 2011 – 5:45 P.M.
COMMUNITY AUDITORIUM
PAGE 1**

Minutes are unofficial until approved by Council.

1. ROLL CALL:

Council President Thomas Johnston called the Work Session to order at 5:45 p.m. **ROLL CALL: COUNCIL PRESENT:** Thomas BeLusko, Jr., Victoria Lowe, Camille Miller, Ronald Thompson, Elena Uhing, and Council President Thomas Johnston, Presiding. **COUNCIL ABSENT:** Mayor Peter Truax, excused. **STAFF PRESENT:** Michael Sykes, City Manager; Paul Downey, Administrative Services Director; Susan Cole, Assistant Administrative Services Director; John Holan, Community Development Director (in the audience); Michael Kinkade, Fire Chief (in the audience); Colleen Winters, Library Director (in the audience); Jessica Struyk, Economic Development Coordinator Intern (in the audience); and Anna Ruggles, City Recorder.

2. WORK SESSION: FINANCIAL PROJECTIONS FOR FY 2013-18

Downey, Cole, and Sykes facilitated the work session, noting the purpose of the work session was to review and discuss the General Fund Financial Plan Projections for FY 2013-18 and review levy amount options to be proposed in the voters' levy survey. Sykes advised the City has hired a consultant to provide a voters' levy survey, noting the survey will assess voters' support of a potential local option levy. Sykes noted the goal of the voters' survey is to provide the City with information it needs to make an informed decision regarding whether or not to place a local option levy on the ballot at the May 15, 2012, primary election. Cole and Downey distributed a handout titled "General Fund Projections", noting the spreadsheet outlines the City's financial forecast based on levy revenues at \$1.35 for FY 2013-18. Cole explained the financial forecast based on \$1.35 shows a decline in revenue over expenditure of \$1,466,028 by FY 2017-18. In conclusion, Cole and Downey distributed an additional handout titled "Local Option Levy Options", noting the spreadsheet is projected over a five-year financial forecast based on levy revenue options of \$2.25, \$1.85, and \$1.35 per \$1,000 assessed value and/or a levy failing.

Council Discussion:

Council President Johnston opened the floor and roundtable discussion ensued pertaining to the City's five-year financial forecast using levy revenue options of \$2.25, \$1.85, and \$1.35 per \$1,000 assessed value and/or levy failing for FY 2013-18 and discussed the methodology of the voters' levy survey. In response to Council inquiries and concerns, Cole, Downey, and Sykes addressed various budgetary impact scenarios using the above-noted levy revenue options, noting

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if the levy fails, the City would need to drastically reduce staffing levels and cut various level of services and approximately \$2.4 million in reserves would be remaining by FY 2017-18, equaling to about 60 days worth of operating expenses. Sykes noted management staff believes the City has reached the point where it is important to give the voters a choice – face additional service reductions or approve a local option levy at a higher amount than \$1.35 per assessed value. Sykes explained the City's consultant will use a telephone survey methodology using voter registration lists, which will allow reaching the widest range of voters. The survey will look at two different levy amount options; for example, a local option levy with a levy amount that would enable the City to maintain current level of services versus one that will enable the City to improve level of services. Roundtable discussion ensued as Council reviewed and discussed which levy amount to propose when conducting the voters' survey. Sykes advised management staff is looking at \$1.85 per \$1,000 assessed value; however, Sykes noted this levy revenue amount would only maintain current staffing levels and current levels of service. Miller stressed the importance of asking for \$2.25, noting the voters need to know realistically what funding is necessary to continue maintaining a full-service city. In addition, Miller stressed the importance of educating the public, i.e., if City proposes \$1.85, the City needs to state the levy amount is a \$0.50 increase or approximately \$125 more per year than the current levy. Thompson also stressed the importance of educating the public, i.e., using similar outreach tools that Washington County used during its levy proposal. Lowe stressed the importance of asking for what the City needs in order to continue providing a full-service city, noting she supported up to a \$1.60 during the previous levy proposal but she was outvoted. Lowe indicated she has heard from citizens, i.e., Annual Town Meetings, noting the citizens have stated that they want a full-service city and do not want service levels cut. Council President Johnston voiced concern the levy message in 2002 (\$0.99 levy) promised additional public safety personnel; however, a police officer and a firefighter positions have been cut, noting these positions still have not been reinstated. Sykes noted personnel positions have been cut across the board. Council President Johnston also stressed the importance of reaching out to a cross-section of voters when conducting the survey. Sykes concurred, noting using voter registration lists will reach a range of voters. Uhing voiced concern of asking for \$2.25 due to economic turndown and limited incomes. Uhing added that she would rather see a set levy amount instead of proposing levy amount ranges when conducting the voters' survey. Uhing also stressed the importance of explaining to voters what service levels the levy amount would provide. BeLusko voiced concern that in 2010 three sizeable levies or bond measures were passed in Washington County

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(Washington County Cooperative Library Services, Washington County Public Safety and Forest Grove School District) and the overall percentage of increase from the previous levy or measure was 0%, noting taking to the public, even in the form of an initial survey question, a potential levy rate increase of 67% was a waste of a question in such a survey.

In conclusion of the above-noted discussion, Council collectively supported (excluding BeLusko who opposed) that one group of voters be asked if they would support \$1.35 or \$1.85 and the second group of voters be asked if they would support \$1.85 or \$2.25. Sykes advised once the voters' survey is completed a stakeholders presentation will be held to review and discuss the survey results.

Council took no formal action nor made any formal decisions during the work session.

3. ADJOURNMENT

Council President Johnston adjourned the work session at 6:46 p.m.

Respectfully submitted,

Anna D. Ruggles, CMC, City Recorder

**FOREST GROVE CITY COUNCIL REGULAR MEETING
SEPTEMBER 12, 2011 – 7:00 P.M.
COMMUNITY AUDITORIUM
PAGE 1**

Minutes are unofficial until approved by Council.

1. ROLL CALL:

Council President Thomas Johnston called the regular City Council meeting to order at 7:00 p.m. and led the Pledge of Allegiance. **ROLL CALL: COUNCIL PRESENT:** Thomas BeLusko, Jr., Victoria Lowe, Camille Miller, Ronald Thompson, Elena Uhing, and Council President Thomas Johnston, Presiding. **COUNCIL ABSENT:** Mayor Peter Truax, excused. **STAFF PRESENT:** Michael Sykes, City Manager; Paul Downey, Administrative Services Director; Jon Holan, Community Development Director; Richard Matzke, Interim Light and Power Director; Kerry Aleshire, Police Chief (in the audience); Michael Kinkade, Fire Chief (in the audience); and Anna Ruggles, City Recorder.

1. A. EMPLOYEE RECOGNITION:

Council President Johnston read the commendation and presented a Certificate of Appreciation to Kent Jansen, Light and Power Working Foreman, who was recognized for 32 years of service with the City.

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 (Labor Negotiations) Meeting Minutes of August 8, 2011.
- B. Approve City Council Executive Session (Litigation and Exempt Records) Meeting Minutes of August 8, 2011.
- C. Approve City Council Work Session (B&C Interview) Meeting Minutes of August 8, 2011.
- D. Approve City Council Regular Meeting Minutes of August 8, 2011.
- E. Approve City Council Executive Session (Litigation and Exempt Records) Meeting Minutes of August 22, 2011.

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- F. Accept Committee for Citizen Involvement Meeting Minutes of July 19, 2011.
- G. Accept Historic Landmarks Board Meeting of July 26, 2011.
- H. Accept Library Commission Meeting Minutes of February 8, April 12, May 10, and June 8, 2011.
- I. Accept Public Arts Commission Meeting Minutes of July 14, 2011.
- J. Community Development Department Monthly Building Activity Informational Report for July 2011.
- K. Endorse Temporary Liquor License Application (Full-On Premises Sales) for St. Anthony's Catholic Church, 1660 Elm Street, Forest Grove.
- L. Endorse New Liquor License Application (Wholesale Malt Beverage and Wine Distributor) for Taste Exports, LLC., 4124 24th Avenue, Forest Grove.

Council Discussion:

Prior to making a motion to approve the Consent Agenda items, Lowe expressed concern of not receiving Library Commission (Item 3.H.) meeting minutes in a timely manner, to which Sykes advised that he would remind department liaisons of the importance of submitting minutes in a timely manner.

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

4. ADDITIONS/DELETIONS:

Sykes removed from the agenda the 5:30 p.m. Executive Session in accordance with: **ORS 192.660(2)(D)** to conduct deliberations with person designated by the governing body to carry on labor negotiations.

5. PRESENTATIONS:

5. A. Urban Reserves Update

Holan presented a PowerPoint presentation outlining the outcome of the Land Conservation and Development Commission (LCDC) Urban Reserves hearing, noting the focus of LCDC's hearing held August 18 and 19, 2011, was to review items that LCDC remanded back October 10, 2010. Holan reported after a day of testimony, LCDC voted to accept the

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Reserves Program as submitted by Metro and three counties, noting based on LCDC's action, three Urban Reserves areas around Forest Grove were included, totaling 814 acres as shown on Map 1 (attached to staff report):

- Extension of the David Hill area – 317 total acres
- Area south of Elm Street – 38 total acres
- Purdin Road west of Highway 47 and Council Creek – 459 total acres

In addition, Holan referenced Map 2 (attached to staff report), noting Metro is currently proceeding with the Urban Growth Boundary (UGB) decision, which includes the 115-acre site located in the Purdin Road Urban Reserves area as shown on Map 3 (attached to staff report).

5. B. Urban Renewal Update

Holan presented a PowerPoint presentation outlining the Urban Renewal Initial Study Area and referenced Map 4 (attached to staff report), noting the map shows the boundary for a potential Urban Renewal District. Holan reported Metro approved the City's grant for a feasibility study; however, the reliability of funding is pending court case concerning Metro's use of Construction Excise Tax (CET) funds, noting Metro and the City have agreed shared responsibility in case an adverse decision is rendered. In addition, Holan reported an in-house committee consisting of the City Manager, various department directors, and staff has been formed to assist on the project, noting the feasibility study is scheduled to begin in early October, 2011, with completion of the study for Council consideration by January, 2012. Holan advised depending on the outcome of the feasibility study, an Urban Renewal District Plan could be completed by June, 2012. In conclusion, Holan addressed Council inquiries and comments pertaining to Urban Renewal Districts.

6. PUBLIC HEARING AND RESOLUTION NO. 2011-73 ADOPTING NEW LIGHT AND POWER ELECTRIC RATE SCHEDULES AND DEFINITIONS AND DESCRIPTIONS, EFFECTIVE OCTOBER 1, 2011, AND REPEALING RESOLUTION NO. 2011-55

Staff Report:

Matzke and Downey presented the above-proposed resolution requesting to increase Light and Power (L&P) electric rates by 5.25 percent (5.25%)

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for all customer classes, effective October 1, 2011. Matzke reported the Bonneville Power Administration (BPA) increased its wholesale rate by 10.1 percent (10.1%), effective October 1, 2011. Matzke advised the City's budgetary impact to wholesale power costs is 8.93 percent (8.93%), noting the City is able to absorb the difference in the BPA rate increase. In conclusion, Matzke referenced Exhibit 1 (attached to resolution) outlining the proposed L&P rate schedules, excluding Green Power Rate.

Before proceeding with the Public Hearing and Council discussion, Council President Johnston asked for a motion to adopt Resolution No. 2011-73.

Sykes read Resolution No. 2011-73 by title.

MOTION: Councilor Uhing moved, seconded by Councilor Thompson, to adopt Resolution No. 2011-73 Adopting New Light and Power Electric Rate Schedules and Definitions and Descriptions, Effective October 1, 2011, and Repealing Resolution No. 2011-55.

Public Hearing Opened:

Council President Johnston opened the Public Hearing.

Proponents:

No one testified and no other written comments were received.

Opponents:

No one testified and no other written comments were received.

Others:

No one testified and no other written comments were received.

Public Hearing Closed:

Council President Johnston closed the Public Hearing.

Council Discussion:

In response to Johnston's inquiry pertaining to the City's Energy Assistance Program (CAPE), Downey advised the City increased funding during the budget process, noting staff is currently reviewing the program needs and qualification criteria.

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In response to Uhing's request regarding notification to other entities, such as Community Action, Downey advised he would keep entities informed if policy changes are made to the CAPE program.

In response to Johnston's inquiry pertaining to L&P replacement equipment program, Downey and Matzke advised L&P is planning to conduct a System Master Plan, noting the plan will be similar to the Water Master Plan and will identify long-range planning and equipment replacement needs.

In response to Thompson's concern pertaining to using reserves to offset BPA's rate increase, Downey advised L&P is able to absorb the difference in the BPA rate increase without using reserves.

In response to Council comments, Sykes advised he would ensure information disseminated to the public via utility billing insert or website indicate that the City absorbed some of BPA's increase.

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

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

7. **RESOLUTION NO. 2011-74 AUTHORIZING CITY MANAGER TO PROVIDE NOTIFICATION TO BONNEVILLE POWER ADMINISTRATION (BPA) OF THE CITY OF FOREST GROVE'S INTENT TO SERVE A PORTION OF ABOVE HIGH WATER MARK LOAD WITH NON-FEDERAL RESOURCES FOR PURCHASE PERIOD 2015-2019 AND AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND ENTER INTO A LOAD COMMITMENT AGREEMENT WITH NORTHWEST INTERGOVERNMENTAL ENERGY SERVICES (NIES)**

Staff Report:

Matzke presented the above-proposed resolution authorizing the City Manager to notify Bonneville Power Administration (BPA) of the City's intent to serve a portion of the City's Above High Water Mark Load (AHWML) with non-federal resources for Fiscal Year 2015-2019 rate

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period, noting under this agreement, the City has the flexibility to pursue joining the Northwest Intergovernmental Energy Services (NIES) and coordinate with similar utilities to find long-term resources to serve load growth in the future. Matzke pointed out an amendment to Section 1 of the resolution, noting the Table should show 1 aMW increments across the board for 2015-2019. In addition, Matzke advised by joining NIES, the City would purchase the maximum amount of 1 aMW increments from NIES for the year indicated and any AHWML exceeding 1 aMW will be served by BPA at the Short-Term Tier II Rate. In conclusion, Matzke referenced Figure 1 (attached to staff report), noting the City does not anticipate having AHWML during 2012-2013 rate period, noting if the City's load growth conforms to the current forecast, the City will not have AHWML for rate period 2015-2019.

Before proceeding with Council discussion, Council President Johnston asked for a motion to adopt Resolution No. 2011-74.

Sykes read Resolution No. 2011-74 by title.

MOTION: Councilor BeLusko, Jr., moved, seconded by Councilor Uhing, to adopt Resolution No. 2011-74 Authorizing City Manager to Provide Notification to Bonneville Power Administration (BPA) of the City of Forest Grove's Intent to Serve a Portion of Above High Water Mark Load with Non-Federal Resources for Purchase Period 2015-2019 and Authorizing the City Manager to Negotiate and Enter into a Load Commitment Agreement with Northwest Intergovernmental Energy Services (NIES).

Council Discussion:

In response to Johnston's inquiry pertaining to projected rates, Matzke and Sykes explained the City does not know at this time how the BPA Short-Term Tier II Rate will be priced for loads exceeding 1 aMW for rate period 2015-2019.

In response to Lowe's inquiry pertaining to AHWML, Matzke referenced Figure 2 (attached to staff report) outlining costs using the 2013 rates for several AHWML purchase scenarios to show comparisons, noting if the City had as much as 5 aMW in 2019, the difference in cost using 2013 rate between BPA and NIES would be 2.2 percent of annual power costs.

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In response to Uhing's inquiry pertaining to sell back, Matzke advised the power goes back to BPA if the City does not reach AHWML.

Thompson noted the cost to join NIES in his opinion is reasonable compared to paying consultant costs.

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

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

8. 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 the City is in the final stages of hiring a Light and Power Director with a potential hire date of October 3, 2011. Sykes commended Richard Matzke, Interim Light and Power Director, noting Matzke has done a good job serving as interim director. Sykes reported the City is also in the final stages of hiring a new Police Community Service Officer and Police Support Services Unit Supervisor. In addition, Sykes introduced Jessica Struyk, who was present in the audience, noting Struyk is a student at Portland State University, Master Public Administration, and is doing an internship with Jeff King, Economic Development Coordinator. 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.

9. COUNCIL COMMUNICATIONS:

BeLusko reported on Public Arts Commission (PAC)-related activities and thanked the Main Course Committee for its work and donation to the PAC. BeLusko reported on Economic Development Commission (EDC)-related activities and meeting, noting Jessica Struyk, Economic Development Coordinator Intern, attended the EDC meeting and was introduced to the Commission. BeLusko reported he attended the Watershed Tour and thanked staff for coordinating the tour. BeLusko pointed out the recently installed tourist-oriented kiosk at the corner of Pacific Avenue and Main

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Street, noting the kiosk looks very nice. BeLusko thanked Fire and Police personnel for providing medical standby and security at Pacific University's games. In addition, BeLusko reported on various upcoming community-related events of interest and meetings he was planning to attend.

Lowe reported on Parks and Recreation Commission-related activities and Fernhill Wetlands-related activities. Lowe reported she attended the Watershed Tour and thanked staff for coordinating the tour. In addition, Lowe reported on various upcoming community-related events of interest and meetings she was planning to attend.

Miller reported on Pacific University's New Student Orientation Day, noting she volunteered, along with Chamber Director, distributing informational packets to students about City-related information and volunteer opportunities. In addition, Miller highlighted the Main Course Event, noting proceeds totaling \$1,000 were donated to the PAC. Miller commended the volunteers who coordinate the Main Course Event each year. In conclusion, Miller reported on various upcoming community-related events of interest and meetings she was planning to attend.

Thompson reported on Ride Connection-related activities and reported on Forest Grove Senior and Community Center-related activities. In addition, Thompson reported he attended the Watershed Tour and thanked staff for coordinating the tour. In conclusion, Thompson reported on various upcoming community-related events of interest and meetings he was planning to attend.

Uhing reported on Historic Landmarks Board-related activities and meeting, noting HLB participated in a Legal Training Session, which was conducted by the City Attorney and will be offered to other B&C at a later date. Uhing thanked Ruggles for coordinating the training session. In addition, Uhing reported HLB is looking at coordinating a weatherization and conservation training class with Community Action. In conclusion, Uhing reported on other topics of interest and upcoming meetings she was planning to attend.

Mayor Truax was absent.

Johnston thanked police and fire personnel for coordinating the 10-year

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memorial anniversary of 9-11, noting he was very proud to be a part of the service. Johnston reminded Council of the upcoming Joint Work Session with Planning Commission, Monday, September 19th, and upcoming Ethics Training for B&C, September 21, 2011. In addition, Johnston reported on various upcoming community-related events of interest and meetings he was planning to attend.

10. ADJOURNMENT:

Council President Johnston adjourned the meeting at 8:37 p.m.

Respectfully submitted,

Anna D. Ruggles, CMC, City Recorder



APPROVED

**RECREATION COMMISSION
MINUTES**

Wednesday, July 20, 2011
7:00 a.m. – Park Shop

1) **ROLL CALL:**

- a) **Commissioners** – Quinn Johnson, Dick Kover, Anna Lund, Mike Olson, Brian Seitz, Susan Taylor, Glenn VanBlarcom and Paul Waterstreet.
- b) **Staff** – Tom Gamble and Steve Huffman
- c) **Council Liaison** – Victoria Lowe

2) **CITIZEN COMMUNICATIONS:** None

3) **APPROVAL OF MINUTES:** The minutes of the May 18, 2011 meeting were approved.

4) **ADDITION/DELETIONS:** None

5) **OLD BUSINESS:**

a) **Ball Field Lighting/High School**

- i) Construction has begun with the ball fields first.
- ii) The City will draw up a memorandum of understanding with the school district that covers the financial input for the lighting.
- iii) It is a cost savings to do the conduit now during the construction phase.
- iv) Our budget for this is \$52,000.
- v) The process will be monitored to make sure locaters are put in place.
- vi) The conditional use permit order has been placed in the process.
- vii) When the time gets closer the Community Develop process will begin and will include neighbors input on lighting.

b) **Volunteer Recognition Report (Sub-Committee)**

- i) The City doesn't currently have a volunteer appreciation program so the committee put down ideas, condensed them and presented their ideas to the Recreation Commission.
- ii) Some things that need to be decided:
 - (1) Who can nominate people?
 - (2) Will there be certain times of the year for nominations?
 - (3) Should the form be on the website?
 - (4) Who should sign the certificates – the whole board, mayor, council representatives?
- iii) An 11" x 18" plaque costs about \$80 or \$90 dollars.
- iv) The Rec. Commission will look over the ideas and discuss them at the next meeting.

c) **Adopt-A-Park Report**

- i) Kari reported that we have had about 60 volunteers out in the parks, logging 149 volunteer hours (and this doesn't include our Eagle Scout projects).
- ii) We have begun to tailor plans for each site, including the involvement level needed, what can the volunteers do safely in the time they have and what the expectations are for the City and the volunteers.
- iii) A press release was sent out and the sites are listed on the website.
- iv) On-going volunteers:
 - (1) Fern Hill Wetlands – Kiwanas
 - (2) Rueter Farms – Roth family
 - (3) Forest Gale Heights entrance – Erkins family
 - (4) Willow Villa – Pacific University

6) NEW BUSINESS

a) **Talisman Park Master Plan**

- i) Bob Browning gave a little history of Talisman Park.
 - (1) In the late 60's the Goff Farms became part of Talisman Hills.
 - (2) At that time sidewalks were not required.
 - (3) Plans were drawn up in 1992 and in 1996 – 1997 the City decided to develop the park.
 - (4) Sprinklers, playground, some benches and plantings were done by volunteers.
 - (5) Three women were instrumental in the process: Linda Krumm, Mrs. Hanson and Judy Browning. Two of them have passed away and Bob would like to see the park completed to honor them.
- ii) Finishing the park would require:
 - (1) Continuing the walkway around the entire park.
 - (2) Drainage pipes under the pathways, as it is a low lying area.
 - (3) Adding sidewalks with handicap access.
 - (4) Adding street parking.
 - (5) More plantings and maintenance (perhaps through the adopt-a-park program).
- iii) The sewage easement will eventually become a developed pathway from Gales Creek road to the park.
- iv) This project is in the Master Plan, but it is a matter of money and prioritizing of all our projects.
- v) Bob is asking for community support for this particular project.
- vi) The enhancement process starts next spring. Enhancement requests are usually made by groups.
- vii) Money for the project would have to come from the following sources:
 - (1) Trails maintenance funds
 - (2) State Highway fund
 - (3) Parks SDC's

b) **Field Request Policy/Procedures**

- i) For allocation of field space do we need a request process? For now we will just take requests as they come in and honor groups' timeslots from previous years.

7) **COMMISSIONER'S RE0PORTS:**

a) **Quinn**

- i) Josh Johnson will be wrestling in the Nationals in Fargo, ND in Greco roman wrestling. He placed 6th in All American competition.

b) **Susan**

- i) The Rotary will be honoring Bob McIntosh at Thatcher Park on August 2 at 7:15 a.m.

8) **STAFF REPORTS:**

a) **Tom**

- i) The budget process is complete and things are remaining status quo.
- ii) The basketball court at Forest Glen is being resurfaced.
- iii) The pool will be closed for fall maintenance from August 27 to September 11. The pools will be repainted, the spa retiled, stucco repaired and part of the building reroofed.
- iv) The State is revamping the Recreational Immunity law. We will have new signs in place to address the changes.

b) **Steve**

- i) We have closed the practice field for the time being because of condition of the field.
- ii) The Eagle Scout project at Thatcher Parks is almost completed. Most of the small dog agility features have been installed. The large dog area will be another project, hopefully before the summer ends.

c) **S.D.C. Capitol Projects**

- i) New sidewalk at Joseph Gale is being paid for with money from the Trail Maintanance Fund.

9) **ANNOUNCEMENT OF NEXT MEETING:** The next meeting will be Wednesday, August 24 at 7:00 a.m.

10) **ADJOURNMENT:** The meeting was adjourned at 8:42 a.m.

**PLANNING COMMISSION MEETING MINUTES
FOREST GROVE COMMUNITY AUDITORIUM**

July 5, 2011 –7:00 P.M.

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APPROVED

1. CALL TO ORDER:

Chairman Beck called the meeting to order at 7:02 p.m. and welcomed the new Planning Commissioner, Richard Kidd.

Planning Commission Present: Tom Beck, Al Miller, Lisa Nakajima, Luann Arnott Charles Kingston, Richard Kidd.

Absent: Carolyn Hymes

Staff Present: Jon Holan, Community Development Director; James Reitz, Senior Planner; Derek Robbins, City Engineer; Marcia Phillips, Assistant Recorder.

2. PUBLIC MEETING:

2.1 PUBLIC COMMENT PERIOD FOR NON-AGENDA ITEMS: None.

2.2 PUBLIC HEARING:

A. Site plan approval and design review SPA-11-00166 for a proposed 24-unit apartment complex at 2718 Juniper Street (Washington County Tax Lots 1N 31AC-3202 and 3450).

Chairman Beck opened the public hearing, read the hearing procedures, and asked if there were any conflicts of interest, ex-parte contacts, bias or abstentions. There were none, and no challenges from the audience. Beck called for the staff report.

Mr. Holan stated that this was the first time the Planning Commission would be dealing with design review. He asked the Commissioners to voice any ideas of where changes could be made to improve the process.

Mr. Reitz explained that the Development Code and the Design Guidelines do not always mesh, and this is something that the Commission may want to look at in the future. Reitz showed the site plan for the proposed 24-unit apartment complex. He explained that the Planned Residential Development named Karen's Glenn has gone away, and Bienestar has picked up the site. Reitz stated that right-of-ways have been dedicated. Reitz said the applicant is proposing to build six apartment buildings and one community building with parking on the east side of the property. Reitz said the trees proposed to be saved are worth saving. He said a gravel 20-foot wide fire lane will be installed at the south end of the property to 26th Avenue as a secondary access for emergency vehicles.

Chairman Beck asked if the Commission could propose a paved 5-foot ADA access walkway along the fire lane.

Mr. Reitz said the Commission could do so, and it could be temporary or permanent for when that area develops. He explained that this is the same applicant as the Arciga project, to give an idea of quality. Reitz said the applicant has made

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an effort not to reproduce the same building six times. He said staff proposed one modification that the paint colors be mixed up with a different color palette for some of the buildings to avoid the look of a complex. Reitz said the west property line is of importance as it backs up to individual houses, and the applicant proposes a fence and landscaping.

Chairman Beck stated that Douglas Fir can get very big, so there would be problems with planting this kind of tree in a 15-foot wide area along the west side of the property.

Mr. Reitz said that was a good point, and a different conifer may be in order. Reitz explained that this project needs to tie into public improvements on the Casey Meadows project, which is almost completed, but has not been inspected by the City's Engineering Department. He said the water meter will be located on the southeast corner of the property to facilitate water circulation for now, and when Phase 2 is done will connect to 26th Avenue to create a loop. Reitz said the storm and sanitary sewer lines for this phase will be built south to tie into Casey Meadows.

Commissioner Miller raised a point that if Phase 2 does not happen, the City ends up with a dead end water line, which happened with another project out there.

Mr. Reitz said that is a concern.

Commissioner Nakajima proposed swapping the proposed play area with the garden planting area to keep the play area within the development and away from the property line and adjacent homes.

Mr. Reitz said the apartments will have solid fiberglass front doors with no glazing, and asked the Commissioners whether or not the lack of glazing was an issue. Reitz said the specifications for porches are different in the Development Code than in the Design Guidelines, so the applicant has proposed something between the two.

The Commissioners did not have an issue with no glazing in the doors.

Commissioner Kidd asked how Waste Management will be able to pickup garbage from inside the refuse buildings. He said the refuse building to the north looks difficult for the Waste Management truck to use a mechanical arm.

Commissioner Kingston said the buildings to the west have a 5-foot sidewalk access, and asked how people will be able to move furniture into the apartments.

Mr. Reitz said some apartment complexes put in 10-foot wide accesses with removable bollards for access only when moving in. Reitz pointed out that two of the buildings are mirror images of each other, so windows and patios face one

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another across a distance of only 20-feet. He said the Commission may want to discuss the possible privacy issue.

Commissioner Miller asked about signs.

Mr. Reitz said the applicant has proposed two signs, but only one sign is allowed. Reitz went through the Conditions of Approval with the Commissioners. He said Condition # 5 - even though this is not a subdivision; it only seemed fair that the applicant should pay the \$350 per unit for street repair that the subdivisions out there must pay.

Chairman Beck said Condition # 14 needs to be written differently, because some trees (i.e. the Ash trees) cannot meet that requirement. He said the Douglas Firs along the west property line need to be replaced with columnar type trees that will better fit the 15-foot width between the property line and the buildings.

Chairman Beck said Condition # 15 seems unnecessary. He said there should be a condition stating that no sidewalk needs to be installed on the north side of Osburn St., otherwise the applicant must meet city standards. Beck suggested on Condition # 17 adding the buildings facing the street should have different color pallets.

APPLICANT:

Karen Shawcross, Bienestar, 220 SE 12th Suite A-100, Hillsboro, OR, 97123.

Ms. Shawcross said Bienestar has provided affordable housing for working families for years with support from Washington County's Home Fund and grant funds. She said Bienestar has a good track record in providing and managing housing. Shawcross explained that the County's Home Funds are HUD dollars, which have restrictions. She said one of these restrictions is that they must break ground within one year of receiving these funds. Shawcross said the funds were received last September, so there is a sense of urgency.

Sid Scott, Scott/Edwards Architecture., 2525 E. Burnside, Portland, OR

97214. Mr. Scott said the applicant is in concurrence with staff recommendations. He added that having to get public utilities approval when the adjacent property is owned by a bank is causing complications.

Lisa McClellan, Scott/Edwards Architecture, 2525 E. Burnside, Portland, OR.

Ms. McClellan said the applicant is agreeable to the fence along the east property line as a condition of approval. She said the applicant is in negotiations with the Home Federal Bank that owns Casey Meadows to access utility stubs and get the public improvements approved by the City Engineer. She showed a map of the utilities, and stated that the applicant is working with the bank to get an easement for utilities and to plant the Water Quality Facility to Clean Water Services standards. McClellan said the applicant wants two play areas. She said the toddler

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play area is located next to the laundry area, and the play area for older kids is located near the center of the project. She said this play area is an open field with some landscape buffering. McClellan explained that the mirrored buildings are 28-foot apart with privacy walls between adjacent patios. She said the area between the two buildings was left as open space. She said the applicant has talked to Waste Management about the refuse buildings to make sure they meet requirements. McClellan stated that there are no sidewalks on 26th Ave., so in Phase 1 the applicant is not proposing a pedestrian walkway to the south. She explained that in Phase 2 there will be pathways with street improvements to 26th Ave.

Mr. Scott said the biggest issue is the timing. He said the applicant is requesting help. He asked if these conditions could be completed before occupancy to keep on track and so Bienestar can keep their funding. Scott said the bank has agreed to have a third party review the matter.

Mr. Robbins said the City must have an easement agreement for utilities before construction begins.

Mr. Holan explained that the easement is the only condition required before construction begins. He said the other requirements must be met before the Certificate of Occupancy can be issued.

Chairman Beck said the Commission would be willing to work with the applicant, and asked for staff's recommendation.

Ms. McClellan said even an extra month would help.

Commissioner Kidd asked if there was anything the Commission could do to help the applicant meet HUD requirements so they could keep their funding.

Ms. Shawcross said the requirement is that the applicant begin some kind of site work. She said Washington County has agreed that removing trees designated for removal and obtaining approved building permits for the project by September would meet the requirements.

Chairman Beck stated that if the Commission decides to make a change, it needs to be worded to show that this is a unique situation so it does not set a precedent.

Mr. Scott said the applicant would like to see the bond for Casey Meadows used to get City approval for the utilities.

Ms. Shawcross said regarding widening the 5-foot sidewalks, keep in mind that these people have very little furniture to move in.

Mr. Scott said people driving on walkways is a serious liability.

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PROPOSERS: None.

OPPOSERS: None.

OTHER:

Mickey Wagner, 2941 Boyd Ln., Forest Grove, OR. Mr. Wagner said he owns the property northwest of this site. He said he has a well on his property, and had a concern about when construction begins.

Chairman Beck explained that there is always recourse when someone damages property, but it may not be a swift process.

Mr. Wagner asked when the fence on the west side of the property will be built, because he has a dog, and how close to the north property line it will go.

Mr. Reitz said the Commission can stipulate the fence go clear to the north property line (28th Place).

Patricia Pang, 2741 Juniper St., Forest Grove, OR. Ms. Pang said she was pleased to hear how well the applicant is taking care of the adjacent property owners. She said she was pleased there will be a fence along the east property line to prevent people from using her private drive. Pang said even a split rail fence would work, just so there will be no access.

REBUTTAL: None.

COMMISSION DISCUSSION:

Chairman Beck said it was clear the fence along the east property line is needed, so Condition # 15 should be left as written. Beck asked the Commission what they want Condition # 7 to say.

Mr. Holan said the choice would have to be either prior to building permit or prior to occupancy.

Chairman Beck suggested changing Condition # 7 to say prior to Certificate of Occupancy.

Mr. Robbins said he talked to the City's attorney, and it was a question whether further delays could possibly cause liabilities to the City.

Chairman Beck said this puts the applicant at risk if they cannot meet requirements, since it is an either/or situation. He said this is something they have no control over

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– something someone else was to finish.

Mr. Reitz suggested the Commission could require proof of easement within 180 days of issuance of building permits, and if this does not happen, the applicant must appear before the Commission for update and extension.

Mr. Scott said the applicant likes this timed requirement.

Chairman Beck stated that he had no problem with the 180 days.

Mr. Holan said it would be advisable to put a note on the approved decision stating this is a public housing project with funding deadlines. He stated it is really in the bank's best interest to agree to the easements, because it increases the property value of Casey Meadows.

Commissioner Kingston asked staff to explain about the bond.

Mr. Holan said the bond is held by the City until all public improvements have been completed. He explained the Public Works Director decides whether the City should use the bond to complete the public utilities.

Chairman Beck instructed staff to change the language in Condition # 7 to say, “. . . prior to connection of any off-site utilities and within 180 days after permit issuance for the apartment structures. If not completed within 180 days, the permit shall be reviewed by the Planning Commission.” He explained that this will give the Commission authority. Beck asked staff to review all of the changes to the Conditions of Approval.

Mr. Holan said the changes included:

- Condition # 7 – proof of easement 180 days after building permit
- Condition # 14 – replace Douglas Fir trees along east property line with columnar trees
- Condition # 17 – at least two apartment buildings facing the street shall have different color pallets
- Condition # 18 – a curb and no sidewalk required on the north side of Osburn St.
- Add Condition # 19 – on the east property line the fence shall extend north to 28th Place.

Chairman Beck instructed staff to rewrite Condition # 14 so the Ash trees would be allowed enough room to reach full growth.

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Commissioner Nakajima made a motion to approve the site approval and design review for SPA-11-00166 for the proposed 24-unit apartment complex at 2718 Juniper St. with changes to Conditions of Approval as noted.

Commissioner Arnott seconded. Motion passed 6-0.

2.3 ACTION ITEMS: None scheduled.

2.4 WORK SESSION ITEMS: None scheduled.

3.0 BUSINESS MEETING:

3.1 APPROVAL OF MINUTES: Commissioner Kingston made a motion to approve the minutes from the June 20th meeting. Commissioner Miller seconded. Motion passed 6-0 with a voice vote.

3.2 REPORTS FROM COMMISSIONERS/SUBCOMMITTEES: None.

3.3 DIRECTOR'S REPORT:

Mr. Holan said at the next meeting Dan Riordan will present the last two parts of the Periodic Review. He said the Commission will have a few weeks off, and then there will be a joint work session with the City Council on September 19th.

Chairman Beck said he will be gone for the first meeting in August.

3.4 ANNOUNCEMENT OF NEXT MEETING: The next meeting will be held on July 18, 2011.

3.5 ADJOURNMENT: The meeting was adjourned at 9:42 p.m.

Respectfully submitted by:
Marcia Phillips
Assistant Recorder

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APPROVED

1. CALL TO ORDER:

Chairman Beck called the meeting to order at 7:01 p.m. Commissioner Arnott arrived at 7:02 p.m.

Planning Commission Present: Tom Beck, Carolyn Hymes, Al Miller, Luann Arnott, Charles Kingston and Richard Kidd.

Absent: Lisa Nakajima

Staff Present: Dan Riordan, Senior Planner; Marcia Phillips, Assistant Recorder.

2. PUBLIC MEETING:

2.1 PUBLIC COMMENT PERIOD FOR NON-AGENDA ITEMS: None.

2.2 PUBLIC HEARING: None scheduled.

2.3 ACTION ITEMS: None scheduled

2.4 WORK SESSION ITEMS:

A. Periodic Review – Public Facilities & Services and Urbanization.

Mr. Riordan: The City's goal for periodic review is to write a whole revision of the Comprehensive Plan (C.P.) rather than an update of select elements. I have heard the C.P. described as the Constitution for the City. Staff will do land use scenarios, and then will package everything together and bring it to the Planning Commission with recommendations. The City has until the end of 2012 to complete periodic revision. The State of Oregon issues the schedule for cities to do Periodic Review – usually every seven years. Lately, due to budget constraints, the State has not been as aggressive about this.

Mr. Riordan: The first item on the agenda is *Public Facilities and Services* – State Goal # 11. This goal serves as a framework for urban development. There are four major public facilities; water, sanitary sewer, storm water and transportation. Other public services include: solid waste, police protection, fire and rescue, library services, energy, communications, health services, schools and government services.

Commissioner Kidd: Is the Council Creek trunk line on the C.P. map?

Mr. Riordan: No, but it is on the sewer map, which is part of the C.P. That is something the Planning Commission may want to do. This would be similar to showing planned transportation improvements.

Commissioner Kingston: What about Metro's Solid Waste Plan?

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Mr. Riordan: The City's C.P. just references Metro's Plan, so if Metro's Plan changes it does not affect our C.P. It is important to acknowledge that Metro has responsibility for preparing and implementing the regional Solid Waste Plan since solid waste is a regional concern.

Chairman Beck: So we write this great C.P. and put it on a shelf – how does that affect, for instance, health care?

Mr. Riordan: The C.P. is to make sure land is available for health care facilities to meet local needs.

Commissioner Kidd: When Tuality Hospital wanted to close their facility, the C.P. was used as a lever, because it requires those facilities be available.

Mr. Riordan: The City is working with Tuality on a Master Plan.

Chairman Beck: Does anyone put out data about a town of 20,000 population and how many doctors, dentists, etc. are needed?

Mr. Riordan: The State has data for health care needs.

Chairman Beck: With the big HMOs like Kaiser Permanente you go to the Sunset Clinic or the clinic in Beaverton – not Forest Grove. In the future those types of health care will probably continue to grow.

Commissioner Arnott: Tuality has the best geriatric care in the state. Twenty-one out of twenty-three beds in the state are here in Forest Grove.

Commissioner Kidd: The Dialysis Unit is excellent also.

Mr. Riordan: Water - The City just updated the Water System Master Plan. It was found there is no need for further water supply during this planning period.

Chairman Beck: We need more specific wording for these Master Plans regarding the length of their planning period - 20, 30, 40 years.

Mr. Riordan: That is a good point. The important thing in the C.P. is to adequately assess if we have adequate supply. Developer expectation policies would be good to include in the C.P. For instance if the water line did not extend far enough, would the developer be required to extend it? This is the type of policy direction that is often addressed in a C.P.

Mr. Riordan: Sanitary Sewer – Clean Water Services (CWS) is responsible for treatment of sewage. The City owns and operates collection lines within the City.

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Chairman Beck: If “collection lines” has a definition, we should put it in the C.P.

Commissioner Kingston: I do not think we need the specifics about CWS’s history.

Chairman Beck: We want verbiage that effluence will go to the CWS treatment plant until 2030 (to the end of planning period).

Mr. Riordan: Storm Sewer – Storm water is also the responsibility of CWS. The City requires a CWS provider letter before issuance of development permits.

Chairman Beck: I think we should write this in terms of what we expect CWS to do, and not what they do. For instance, promote low impact design.

Commissioner Kingston: Should we also require annexation before a property owner can hook up to storm water?

Mr. Riordan: That is a good point. This is something that is addressed in the urbanization element of the C.P.

Mr. Riordan: Transportation – We will be updating the Transportation System Plan (TSP) to reflect policies in the C.P. update. The TSP will also be updated to conform to policies contained in Metro’s Regional Transportation Plan update.

Mr. Riordan: Solid Waste – The C.P. needs to state Metro’s responsibility for solid waste management. Policies we want may include a goal regarding recycling efforts.

Chairman Beck: I think we need policies to allow expansion of the facility with population growth. Maybe we want the expansion to be out of town, so we need policies to state what we want.

Mr. Riordan: Police – We need to address police and fire protection with some general policy direction. We probably want to remove the detailed standards mentioned in the old C.P., but the rest of the general statements are good.

Commissioner Miller: I agree that where fire and police are concerned, we need general policies.

Chairman Beck: The type of statement we want in the C.P. is “equal to or better than the national average.”

Mr. Riordan: Fire & Rescue – We have a lot of information on the Emergency Operation Plan for the City that was adopted in 2010. The C.P. now needs to be updated accordingly to include relevant policies that have been adopted.

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Chairman Beck: Again, we need meaningful, and not too specific policies.

Mr. Riordan: Library – We just need to recognize that the library is one of the services provided by the City. There is probably too much detail in the current C.P. regarding the library.

Chairman Beck: We could reference the Library's policy, if they have one.

Mr. Riordan: Utilities – is the next item.

Chairman Beck: We need a policy regarding cost competitiveness for electrical service.

Commissioner Kidd: We also need a policy about modern technology and reliability.

Chairman Beck: Reliability is a big deal as we depend more and more on electricity.

Mr. Riordan: Communications – This is an area that has changed significantly. In the C.P. we just need to identify who is providing what and that it is being provided privately not publicly.

Chairman Beck: We should state what service is being provided – not who is providing it, because that could change

Mr. Riordan: Health Services – We just need to acknowledge access to health services and sufficient land to provide for this.

Commissioner Arnott: Expanding densities in residential areas for assisted living facilities would help boost the City's ability to meet Metro's desired density requirements.

Mr. Riordan: Schools – We want to acknowledge that schools are provided by the school district and Pacific University. Also discussed was the required effort on determining school capacities.

Mr. Riordan: Governmental Services – We may want to reinforce Forest Grove's goals in regional affairs.

Mr. Riordan: The second item on the agenda is **Urbanization** – State Planning Goal # 14. This goal provides for an orderly and efficient transition from rural to urban land use to ensure adequate land supply, which includes vacant and re-developable land. The Urban Planning Area Agreement between Forest Grove and Washington County addresses planning for unincorporated areas within the Forest Grove area of the Urban Growth Boundary. State Goal # 14 deals with annexation program

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policies for annexation that should be in the C.P. Such policies could include an urban renewal program, to promote the efficient use of land which could reduce the need for urban expansion. Other policies could relate to the urban reserves.

Mr. Riordan: The C.P. update should make more sense when staff gets this all packaged and presents it to the Commission.

3.0 BUSINESS MEETING:

3.1 APPROVAL OF MINUTES: None.

3.2 REPORTS FROM COMMISSIONERS/SUBCOMMITTEES: None.

3.3 DIRECTOR'S REPORT:

Chairman Beck asked if the Commission has any upcoming meetings.

Mr. Riordan said a meeting on the island annexation zone changes was tentatively scheduled in August, but that has been postponed. In September there will be a joint work session with the City Council on the TOD project. The (probably) last meeting of the Transit Oriented Development Committee will take place on July 21st.

3.4 ANNOUNCEMENT OF NEXT MEETING: To be determined.

3.5 ADJOURNMENT: The meeting was adjourned at 9:10 p.m.

Respectfully submitted by:
Marcia Phillips
Assistant Recorder

APPROVED

3E

Minutes approved by the PAC on September 8, 2011.

- 1) **CALL TO ORDER:** Kathleen Leatham called the meeting to order at 5:05 p.m.
PRESENT: Linda Taylor, Dana Zurcher, Jim Flory, Victoria Pich, Kathleen Leatham, Liam Cooper and Council Liaison Tom Belusko, Jr. ABSENT: Kathy Broom, Ruth Anne McCullough, Pat Truax, and Philip Thias. Staff Present: Colleen Winters, Bev Maughan.
- 2) **CITIZEN COMMUNICATIONS:** None
- 3) **APPROVAL OF PAC MEETING MINUTES OF JULY 14, 2011:** Jim Flory moved, seconded by Linda Taylor, to approve minutes as presented. There was a unanimous vote in favor.
- 4) **ADDITIONS/DELETIONS:** Item 5B. Main Course Event was tabled until further updated information has been received. Item 5C. Art Acquisition Planning was tabled until more commissioners were in attendance to discuss.
- 5) **BUSINESS:**
 - a) **Mini-Grant Request:**
Sidewalk Chalk Art Festival Entertainment – a \$500 request for music for the Chalk Art Festival was reviewed. Linda said it meets our criteria, and we are committed to supporting the Chalk Art Festival as a Forest Grove tradition. Vicki Pich moved, seconded by Jim Flory, that we approve the request for \$500 to come from the CEP grant funds. There was a unanimous vote in favor. Colleen noted that ACE Hardware can no longer display the Chalk Art sign because of the City's new sign code.
 - b) **Discussion Items:**
 - i) Main Course Event – tabled until further updated information has been received.
 - ii) RACC 2011 Project Grants -- a grant request was submitted to RACC (many thanks to Pat Truax and Philip Thias for their hard work!). A total of \$3900 was requested. Originally the request had pointed toward Chalk Art, but this was corrected to say the PAC had submitted it. The original request was \$6900 but it was reduced to \$3900 and submitted today. The money will pay for three artists chosen to create artwork on Chalk Art day, under the auspices of Art Acquisition. It should cover framing as well as the art work itself.
 - iii) Art Summit Pre-Planning – Kathleen, Colleen and Bev met with Donna House to brainstorm. They decided we should do it in the spring, so that we have more time to prepare it. They also discussed who to invite (invitation only?). Colleen ran into Sandra St. John at the library and questioned her about what it would take to get her to come to such an event. She replied she would be glad for an opportunity to meet and network with other artists. Colleen would like commission members to talk with their artist friends and find out what would lure them. Kathleen suggested we do the event like an Artist Dinner, as a fundraiser, and charge a nominal amount for entry. Colleen stressed that we need artist feedback. Linda suggested a focus group.

She spoke with the people at Needles in the Grove, and they seem interested in a focus group. Kathleen reminded us that textile artists should indeed be included under the title "artist". After a discussion of whether or not to charge admission, Councilor BeLusko suggested we mix it up, have the beginning free, then charge for wine tasting. We discussed various venues, including the auditorium, and we could have tables with facilitators. This way, the artists might come up with a shared vision. Linda suggested distributing fake money for the participants to spend according to their priority for how to utilize art resources. (It was also mentioned that we should invite potential benefactors and have them mix with the artists). Jim had the idea of a raffle of an artists work to raise money, and hoped that we don't have a keynote speaker. To wrap up, we agreed that we will talk to artists, ask them if they would like an opportunity to give PAC input on how to enhance and revitalize our community. We should ask them whom we should approach. This is not really an art summit, so much as a focus group or gathering.

As an aside, the topic of keeping track of patrons came up. Councilor BeLusko thought we need to do a better job of this. Vicki will ask her mom, who has a lot of experience in this area since she runs an opera company, about programs for this purpose. We need to decide what data to enter. Kathleen asked if we can find out how Chamber of Commerce tracked the brick sales. We could send letters to donors of bricks and ask them what they would like to see happen in public art, since they actually paid for the benches. We will continue this discussion at the next meeting.

Colleen, in an aside, showed us some info on Yamhill's Studio Tour, including a map with a description of the artist. The tour is self-directed. She will bring the brochure to our next meeting.

c) Standing Updates/Reports:

- i) Art:** Chalk Art Panels - They are in the frame shop and cost \$820. Jim and Dana will bring them to the next meeting.
- ii) Art Acquisition #2: Planning:** Tabled until September.
- iii) Public Relations** – Bev presented the documentary on our art acquisition which is posted on the City's website on the PAC webpage. A discussion ensued about posting it on Facebook, maybe with a sentence such as "did you know etc..." to introduce it. Councilor BeLusko will take the documentary to the Rotary Club.
- iv) Meet the Artist** - Linda reported that we made \$580 on the last one. This money is for our discretionary fund, because it was not advertised as being for mini-grants. It was a successful, well-attended event. There are now 6 people who want to do one and Linda suggested we should have a calendar and book the year out. Tom Johnston and Lynn Magner want to do one, and Linda wants to do one next summer, to show the kinetic art piece in her garden. Councilor BeLusko may do one, Kathleen and Bev have offered and the Bouneffs also want to host.
- v) Art Rotation Committee** – Nothing new to report; an update from the Sister City Committee will be brought to the next meeting.
- vi) Finance Report** – Bev noted the questioned transactions noted in the July minutes were changed to the correct funds. Kathleen said that the \$60 check donation

received at the Main Course went through the wash, but it looks like it can still be processed. Councilor BeLusko reported that WSC Insurance made a \$250 donation for acquisition of hard art and this money may be matched.

6) COMMISSIONERS COMMENTS:

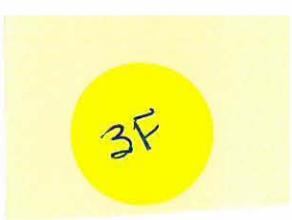
Linda said she is collaborating with Adelante Mujeres and Pacific University to bring a Latino artist to Forest Grove, and she may approach PAC for a grant in the fall (early November). Councilor BeLusko announced that the UGB will be moved to include 115 acres further north (Purdin Road and Thatcher area). He also thanked the Frye's for the dinner. And he thanked Linda for organizing the dinner. He plans to lobby the people who put together the FG tourism brochure to include PAC.

7) STAFF COMMUNICATIONS:

Colleen announced that the library and Pacific University are bringing Oregon's past Poet Laureate Paulann Peterson to speak on October 4. She also noted that the Amendment to the Art Collection Management Policy will go before City Council on September 26. She also reported that the stored art at Public Works has been photographed and decommissioned.

8) ADJOURNMENT: The meeting adjourned at 6:25 p.m. The next meeting will be September 8, 2011, at 5 pm.

Submitted by
Victoria Pich, Acting Secretary



Monthly Building Activity Report

August-11

2011-2012

Category	Period: August-10		Period: August-11	
	# of Permits	Value	# of Permits	Value
Man. Home Setup				
Sing-Family New	1	\$338,823	6	\$1,521,301
SFR Addition & Alt/Repair	5	\$86,097	4	\$72,997
Mult. Fam. New/At				
Group Care Facility				
Commercial New				
Commerical Addition	2	\$135,500		
Commercial Alt/Repair	2	\$11,900	8	\$204,719
Industrial New				
Industrial Addition				
Industrial Alt/Repair				
Gov/Pub/Inst (new/add)			2	\$63,600
Signs	2	\$5,350	1	\$1,700
Grading	1	Drainage holes @ Lincoln Park	2	
Demolitions				
Total	13	\$577,669	23	\$1,864,317

Year-to-Date

2009-2010		2010-2011	
Permits	Value	Permits	Value
27	\$2,940,154	48	\$15,923,146

September 26, 2011

**STAFF REPORT AND RESOLUTION APPROVING AN AMENDMENT
TO THE PUBLIC ARTS COMMISSION'S
ART COLLECTION MANAGEMENT POLICY**

PROJECT TEAM: Colleen Winters, Library Director
Tom Gamble, Director of Parks and Recreation
Bev Maughan, Executive Assistant to the City Manager
Michael Sykes, City Manager

ISSUE STATEMENT: To facilitate the public's access to the City-owned artwork, the Public Arts Commission supports the development of a rotating collection within the City's public art collection. They have developed procedures addressing the issues related to establishing this collection.

DISCUSSION: In 2008, the Public Arts Commission developed an Art Collection Management Policy to address issues related to the acquisition and management of art located in City buildings and belonging to the City of Forest Grove. Its purpose was to establish consistent and clear policy related to the issues of accessioning and deaccessioning public art. This policy was approved by Council on October 13, 2008.

The City's public art collection is comprised of a variety of types of art. It includes statues, paintings, a kite, benches, banners, and numerous gifts from our Sister City, Nyuzen, Toyama, Japan. Some of these items are currently very visible and accessible, i.e. the benches, the kite, and the statues. Others are either displayed in a location that is not frequented by the public or not on display at all.

The Public Arts Commission advocates creating a rotating collection which would enable the movable pieces to be placed and rotated through out city-owned buildings. This would enable visitors to those buildings more opportunities to view and enjoy some very interesting and beautiful artwork.

The Commission identified the various issues related to this new plan and developed procedures to address them. The first step will be to complete the inventory of the City's art collection. The Sister City Committee has agreed to assist with identifying and labeling the items from Nyuzen.

The procedures say that once the collection has been defined, city departments will be contacted about their ability to participate based on the "available, appropriate and safe display areas within their buildings." Once this has been established, the amount of time the item will be displayed will be negotiated, but will not exceed one year

STAFF RECOMMENDATION: Staff is recommending the Council adopt the attached resolution approving the Amendment to the Public Arts Commission's Art Collection Management Policy.



RESOLUTION NO. 2011-75

**RESOLUTION APPROVING AMENDMENT TO
PUBLIC ARTS COMMISSION'S
ART COLLECTION MANAGEMENT POLICY
AND REPEALING RESOLUTION NO. 2008-62**

WHEREAS, in 2008, the City Council adopted an Art Collection Management Policy developed by the Forest Grove Public Arts Commission to address issues related to the acquisition and management of art located in City buildings and belonging to the City; and

WHEREAS, the purpose of the Art Collection Management Policy is to establish consistent and clear policy related to the issues of accessioning and deaccessioning public art; and

WHEREAS, the Public Arts Commission supports establishing a rotating collection so that the community of Forest Grove will have greater access to the City-owned art; and

WHEREAS, at its July 14, 2011, meeting, the Public Arts Commission approved language amendments to the Art Collection Management Policy, attached as Exhibit A, which addresses the procedures relating to the City's art collection and is recommending that the City Council approve this amendment.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF FOREST GROVE AS FOLLOWS:

Section 1: The City Council hereby finds that it is important to have a rotation policy and procedures for its public arts.

Section 2: The City Council approves the Public Arts Commission's amendment to the Art Collection Management Policy, attached as Exhibit A.

Section 3: Resolution No. 2008-62 is hereby repealed in its entirety upon the adoption of this resolution.

Section 4: This resolution is effective immediately upon its enactment by the City Council.

PRESENTED AND PASSED this 26th day of September, 2011.

Anna D. Ruggles, City Recorder

APPROVED by the Mayor this 26th day of September, 2011.

Peter B. Truax, Mayor

Exhibit A

City of Forest Grove's Public Arts Commission Art Collection Management Policy

PURPOSE

To maintain the high quality of art in the Forest Grove area and to provide the community with improved access to City-owned art, the City and its Public Arts Commission establishes the following accession / deaccession / rotation policy.

ACCESSIONS

1. The City may acquire objects through donation, bequest, exchange, purchase or any legal means that conveys title to the City. The Public Arts Commission will make acquisition decisions in consultation with appropriate Boards, Commissions, stakeholders and professionals.
2. Objects will be considered for accession under the following conditions:
 - a. Acquisition of the object furthers the purpose or activities of the City public art collection
 - b. The City can provide adequate storage, care and security, as well as m
aintenance, conservation, and insurance for the object
 - c. The object is not encumbered by express or implied restrictions and the City obtains full and complete ownership with unfettered use options
 - d. The conveyor of the object is the legal owner or authorized agent for the legal owner

Gifts

1. The City will only accept donations that are outright and unconditional gifts that may be used or not used at the sole discretion of the City. The City will not agree that gifts will be exhibited, retained in the collection, or preserved in their current state.
2. Donors must declare in writing that they have full ownership of the objects donated and have complete authority to make the donation to the City.
3. Upon the donation of an object, a receipt and a letter of thanks from the Public Arts Commission will be provided the donor. The receipt and letter will include an adequate description of the object and the conditions of donation.

4. Any objects donated to the City without standard documentation and recognition must be accompanied with as much information as possible regarding the objects for use by the Public Arts Commission.
5. An accession number will be assigned each donated object that will be properly documented. The Public Arts Commission will maintain permanently the records for all objects donated.
6. The City may grant any donor the right of anonymity in public identifications of the object.

Purchases

1. Objects may be purchased for the public art collection through funds made available by the City.
2. Purchases will be coordinated through the Public Arts Commission.
3. An accession number will be assigned each purchased object that will be properly documented. The Public Arts Commission will maintain permanently the records for all objects donated.

DEACCESSIONS

1. Deaccessioning is an uncommon practice for the City, and will always be undertaken in a manner that is cautious, deliberate and ethical. Deaccession decisions will be made with great care, taking into consideration the interests of the beneficiaries, the interests of the general public, and any unusual restrictions or considerations that could influence disposition. Deaccessioning will only occur following extensive deliberation by the Public Arts Commission.
2. The City may notify the donor of its intent to dispose of objects within ten years of receipt of the objects. Such notice is a courtesy and does not make donor permission a condition to withdraw the object from the City collection.
3. The City will not make private sales of objects in the City collection to City Councilors, City staff or others with any connection with the City. If there is a public sale of any objects, all persons are eligible to bid on offered items.
4. The City will only consider objects for deaccessioning when one or more of the following conditions exist:
 - a. The object is outside the scope of, or is irrelevant to the mission of, the City and its acquisition policies
 - b. The object lacks physical integrity, is incomplete, broken, or in poor and

unsalvageable condition

- c. The object duplicates other objects of the same type that are sufficient or better suited to City needs
- d. The object has deteriorated to the degree that it cannot be used for exhibit or research purposes
- e. The object has doubtful potential use in the near future
- f. There is a more appropriate repository for the object
- g. The object poses a threat to the health or safety of City staff or visitors
- h. The object is subject to contractual donor restrictions the City is no longer able to meet

Application of Criteria

The Public Arts Commission will form a deaccession committee that is authorized to recommend deaccessioning of objects from the City collections based on the above criteria. The committee may seek advice from outside as appropriate.

Restrictions

1. The City will make reasonable efforts to determine if it has legal authority to deaccess an object before the committee recommends deaccession.
2. Money obtained from the sale of objects will be used solely to support the City collection by purchase of additional objects or for general maintenance of the collection.
3. Objects obtained for the collection because of a sale or exchange of deaccessioned donated objects will be noted as objects acquired through the generosity of the original donor.

Procedure

1. The deaccession committee may recommend the deaccessioning of objects from the City collections if it finds that one or more of the deaccessioning criteria are met. The committee may determine if the object should remain in the City collection.
2. The City will consider placing removed objects, through gift, exchange, or sale, with organizations that follow collection policies comparable to those of the City to further research, education, exhibition or public services.
3. Only if an object is going to be destroyed may it be returned upon the express request of the donor (heirs or assigns).

Disposition:

The City will retain documentation relating to the disposition of all deaccessioned objects. Deaccessioned objects will be disposed of by one of the following methods:

- a. Sold at public auction or sale
- b. Exchanged for objects useful to the City collection
- c. Transferred to a museum, library, archives or public educational institution, with preference to local institutions
- d. Destroyed

Public Disclosure:

- 1. The City will provide reasonable general public notice and special notice to donors and members in advance of any public auction or sale.
- 2. The City will maintain a current list of all deaccessioned objects from the City collection within the past five years and make it available for distribution upon request.

PUBLIC ART ROTATION

The goal of a rotating art collection is to provide the community of Forest Grove with improved access to City-owned art. By establishing a rotating collection, visitors to most city buildings will have more opportunities to view and enjoy a variety of artwork owned by the City of Forest Grove.

Procedure

Upon completion of the inventory of the city's public art, a collection will be defined from the inventory of pieces that could be rotated throughout city-owned buildings. All departments will be contacted to determine their ability to participate by defining the available, appropriate and safe display areas within their building. How long the piece will be displayed in any particular building can be negotiated with the department director. No loan period should exceed one year.

**STAFF REPORT AND RESOLUTION
SUPPORTING FOREST GROVE SENIOR AND COMMUNITY CENTER
APPLICATION FOR COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS**

TO: Mayor Peter Truax and City Councilors

PROJECT TEAM: Jeffrey King, Economic Development Manager
Paul Downey, Director of Administrative Services
Michael Sykes, City Manager

DATE: September 26, 2011

SUBJECT: CDBG APPLICATION FOR SENIOR & COMMUNITY CENTER

BACKGROUND:

The attached resolution would authorize the City of Forest Grove to submit a grant application to the Washington County Office of Community Development for physical improvements to the Senior and Community Center building (attached as Exhibit A) under the Community Development Block Grant (CDBG) Program Funding Cycle 2012-2014.

The Forest Grove Senior and Community Center building was originally constructed in 1973. An expansion to the Center was completed in 2003 using CBDG funds. A second CDBG grant for \$42,000 was used for a kitchen flooring and equipment upgrade.

Use of the Senior Center has grown steadily. Total usage for all programs is over 71,000 annually and includes a range of programs such as Meal on Wheels, Ride Connection, Loaves and Fishes meal center, Impact Northwest (legal advice), veterans services, bingo night, exercise programs, health programs, monthly law day, and a large range of senior social activities and programs. In addition the center has been seeking to rent out space to community programs in order to raise funds for senior programs.

In order to reduce hazards, improve safety and increase the efficient use of the building, the senior center organization is seeking grant funds to make rehabilitation improvements to the building. These include the following:

Compressor Ventilation: Without proper ventilation, the existing compressor is prone to overheating and breakdowns. When this happens it leads to frozen and

refrigerated food spoilage or possibly food borne illnesses and endangers the food service program. Without the compressor, the center is not able to get food served to seniors. Repairs and replacement is costly. In addition, overheating increases the risk of an electrical fire. The grant would pay for a fan and other ventilation improvements that would resolve the problem.

Rear Doors: The Center has a sizable rear grass yard that is fenced for privacy. Senior and others would like to use this for exercise programs, cookouts, picnics and other gatherings. Currently, however there is only a single narrow door, which is not handicapped accessible, leading to this yard. Furthermore, users have to walk through the Senior GAP program offices to get to the rear door. When GAP is not there, the doors are locked, thus eliminating rear access.

Floor Tile Replacement & Concrete Repair: After years of use, the floor tiles are cracking or damaged. In several areas, the concrete underlayment has cracked and risen due to moisture. In addition to reducing usable space and being unsightly, it is also a tripping hazard.

The improvement will also make the building more attractive to potential community groups who may want to rent the facility. This will help the Senior and Community Center raise funds to be used for other senior activities and help the program be more self-sufficient.

The total cost for these improvements is \$52,000. Over 95% of the users of the Senior and Community Center are aged 62 or over. By definition, seniors 62 and over are considered low and moderate income as a group under the federal CDBG program guidelines. As a result the Center is eligible to apply for and receive CDBG funds.

Because the City is the official building owner of record, application for CDBG funds must be made by the City. The project would be managed jointly.

FISCAL IMPACT: There is no budgetary impact to the City. Should bids come in higher than grant funds awarded, the senior organization would need to either reduce the scope of work or provide their own matching funding. The City will provide some project management and administration with existing staff.

STAFF RECOMMENDATION: Staff recommends the City Council consider approving the attached resolution authorizing the City Manager to endorse and submit a grant application to the Washington County Office of Community Development for physical improvements to the Senior and Community Center building (attached as Exhibit A) under the Community Development Block Grant (CDBG) Program Funding Cycle 2012-2014.

RESOLUTION NO. 2011-76



RESOLUTION APPROVING THE SUBMISSION OF AN APPLICATION
FOR COMMUNITY DEVELOPMENT BLOCK GRANT FUNDING
FOR 2012-2013 PROGRAM PERIOD

WHEREAS, It is the City's intent to improve the quality of life in Forest Grove and is supportive of the Forest Grove Senior and Community Center services to citizens; and

WHEREAS, The City owns the facility that the Senior Center is housed in and seeks to operate and maintain its facilities in good working order; and

WHEREAS, The Federal Community Development Block Grant Program (CDBG) provides funding for rehabilitation improvements through the Washington County Office of Community Development (OCD); and

WHEREAS, The OCD has prepared a CDBG Plan for the 2012-2013 program containing program requirements for seeking block grant funding; and

WHEREAS, The City Council recognizes that identified project beneficiaries cannot be directly or indirectly charged by special assessment for any matching financial contribution to funding provided by CDBG sources; and

WHEREAS, The Forest Grove Senior and Community Center through the City Legislative and Executive Department has prepared formal application to receive CDBG funding for the proposed project, in accordance with OCD application requirements (an outline of project is included in the application and attached to this resolution as Exhibit A).

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF FOREST GROVE AS FOLLOWS:

Section 1. That the City of Forest Grove City Council hereby approves and authorizes the City Manager to submit application for qualified projects to OCD, as indicated on the attached Exhibit A, and cooperate with OCD in the review and evaluation process.

Section 2. That the City of Forest Grove has made the Forest Grove Senior and Community Center Rehabilitation Improvement Project as its priority project for 2012-2013.

Section 3. That the City of Forest Grove is prepared to help manage and coordinate the grant application as specified in the grant application for any awarded grants.

Section 4. This resolution is effective immediately upon its enactment by the City Council.

PRESENTED AND PASSED this 26th day of September, 2011.

Anna D. Ruggles, City Recorder

APPROVED by the Mayor this 26th day of September, 2011.

Peter B. Truax, Mayor

EXHIBIT A

Forest Grove Senior and Community Center Rehabilitation Improvement Project

Item	Unit	Estimated Cost
Roof Compressor Ventilation	1	\$4,500
Rear Yard Door Access & Handicap ramp	1 set	\$9,500
Floor Tile Replacement and concrete underlayment repair	8,0000 sf	<u>\$38,000</u>
TOTAL		\$52,000