

**CITY COUNCIL MONTHLY MEETING CALENDAR**

**August-12**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			Rural Fire Bd 8pm	EDC Noon (Cancelled)		
5	Planning Comm 7pm	National Night Out	MPAC	PAC 5pm		
12	<b>CITY COUNCIL</b> 5:30 PM - EXECUTIVE SESS (Labor) 5:45 PM - WORK SESS (B&C) 6:00 PM - WORK SESS (Urban Renewal) 7:00 PM - REGULAR MEETING COMMUNITY AUDITORIUM	Library 6:30pm	Municipal Court  P&R 7am CFC 5:15pm CWAC 5:30pm	Fernhill Wetlands 5pm		Rep. Brewer 9am - BJ's Coffee
19	Chamber Luncheon - TBA Senior Ctr Bd 6:30pm Planning Comm 7pm	CCI 5:30pm	MPAC (Cancelled) PSAC 7:30am	Sustainability 5:30pm	Red Cross Blood Drive 1:30pm - 6:30pm Comm Aud	
26	<b>NO CITY COUNCIL MEETING SCHEDULED</b>	<b>LAST DAY TO FILE CANDIDACY PETITION</b> 70-DAYS BEFORE ELECTION 5PM - CITY RECORDER'S OFFICE HLB 6pm	Municipal Court	Ford Leadership 4pm - Comm Aud	Last Day to Withdraw Candidacy 5pm	

**September-12**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
2	<b>CITY OFFICES CLOSED HOLIDAY</b>	Planning Comm 7pm	Water Providers 5:30pm Rural Fire Bd 8pm	Last Day City Recorder Files Notice of Candidates EDC Noon Moved to 13th Friends of Fernhill 7pm		
9	<b>CITY COUNCIL</b> 7:00 PM - REGULAR MEETING COMMUNITY AUDITORIUM Last Day Voters' Pamphlet Filing	Library 6:30pm	Municipal Court  MPAC	EDC Noon PAC 5pm		Rep. Brewer 9am - BJ's Coffee
16	Chamber Luncheon - Noon Senior Ctr Bd 6:30pm Planning Comm 7pm	CCI 5:30pm	P&R 7am CFC 5:15pm CWAC 5:30pm MPAC <b>LOC City Hall Week</b> 6 pm - Hillsboro Civic Center	Fernhill Wetlands 5pm		
<i>Mayor Truax out Sept 17th - Sept 23rd</i>						
23	<b>CITY COUNCIL</b> 7:00 PM - REGULAR MEETING COMMUNITY AUDITORIUM	Flu Shot & Wellness Clinic 7:30am-9:30am Comm Aud HLB 6pm	Municipal Court  PSAC 7:30am			
30					<b>LOC Annual Conference - Salem</b>	

**October-12**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	Planning Comm 7pm		Water Providers CB 7:00pm Rural Fire Bd 8pm	EDC Noon		
7	<b>CITY COUNCIL</b> 7:00 PM - REGULAR MEETING COMMUNITY AUDITORIUM	Library 6:30pm	Municipal Court  MPAC	PAC 5pm	JWC Noon	
14	Chamber Luncheon - Noon Senior Ctr Bd 6:30pm Planning Comm 7pm	CCI 5:30pm	P&R 7am CFC 5:15pm CWAC 5:30pm	Fernhill Wetlands 5pm		Rep. Brewer 9am - BJ's Coffee
21	<b>CITY COUNCIL</b> 7:00 PM - REGULAR MEETING COMMUNITY AUDITORIUM	HLB 6pm	Municipal Court  PSAC 7:30am MPAC			
28						



# FOREST GROVE CITY COUNCIL

## Monday, August 13, 2012

### Meeting Agenda

5:30 PM – Executive Session (Labor Negotiations)  
5:45 PM – Work Session (B&C Interview)  
6:00 PM – Work Session (Urban Renewal)  
7:00 PM – Regular Meeting

Community Auditorium  
1915 Main Street  
Forest Grove, OR 97116

Forest Grove City Council Meetings are televised live by Tualatin Valley Community Television (TVCTV) Government Access Programming, Ch 30. To obtain the programming schedule, please contact TVCTV at 503.629.8534 or visit <http://www.tvctv.org/government-programming/government-meetings/forest-grove>.

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.

**FOREST GROVE CITY COUNCIL AGENDA  
AUGUST 13, 2012  
PAGE 2**

Brenda Camilli, Human Resources Manager

**5:30**

**EXECUTIVE SESSIONS ARE CLOSED TO THE PUBLIC.**

Representatives of the news media and designated staff may attend Executive Sessions. Representatives of the news media are specifically directed not to report on any of the deliberations during the Executive Session, except to state the general subject of the session as previously announced. No Executive Session may be held for the purpose of taking final action or making any final decision.

***The City Council will convene in the Community Auditorium – Conference Room to hold the following executive session(s):***

**In accordance with ORS 192.660(2)(d) to conduct deliberations with person designated by the governing body to carry on labor negotiations.**

Anna Ruggles  
City Recorder

**5:45**

**WORK SESSION: B&C INTERVIEW**

Jon Holan  
Community Development  
Director

**6:00**

**WORK SESSION: URBAN RENEWAL**

The City Council will convene in the Community Auditorium – Conference Room to conduct the above work session(s). The public is invited to attend and observe the work session(s); however, no public comment will be taken. The Council will take no formal action during the work session(s).

**7:00**

**1. REGULAR MEETING:**

Roll Call and Pledge of Allegiance

Rob Foster  
Public Works Director  
Randy Smith, Water Treatment  
Plant Superintendent

**1. A. EMPLOYEE AWARD PRESENTATION:**

- ***Brian Dixon, Water Treatment Plant Operator, North American Championship Tournament of AWWA’s Top Operator Challenge***
- ***Randy Smith, Water Treatment Plant Superintendent, 20 Years of Service***

**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 4**

4. **ADDITIONS/DELETIONS:**

5. **PRESENTATIONS:**

Rob Foster  
Public Works Director  
Derek Robbins  
Civil Engineer

- 7:15 5. A. • ***Oregon Department of Transportation (ODOT) Update, David Kim, ODOT Metro West Area Manager***

Jon Holan  
Community Development  
Director

- 7:30 6. **Continue Public Hearing from Monday, July 9, 2012:**  
**SECOND READING OF ORDINANCE NO. 2012-04**  
**ADOPTION OF AMENDMENTS TO PACIFIC**  
**UNIVERSITY MASTER PLAN TO INCORPORATE**  
**PROVISIONS FOR TWO NEW OPPORTUNITY SITES**  
**(L, SUNSET DRIVE, AND M, CANNERY FIELD) ,**  
**ADDITIONAL USES AND MISCELLANEOUS**  
**AMENDMENTS (AMENDMENT NO. 3)**

Rob Foster  
Public Works Director  
Susan Cole, Administrative  
Services Assistant Director  
Derek Robbins  
Civil Engineer

- 7:45 7. A. **Tabled Council Meeting of Monday, July 9, 2012:**  
**RESOLUTION NO. 2012-54 ACCEPTING THE CITY**  
**ENGINEER'S REPORT ON THE FORMATION OF A**  
**PROPOSED STREET IMPROVEMENT**  
**REIMBURSEMENT DISTRICT, PURSUANT TO CITY**  
**CODE, FOR 26<sup>TH</sup> AVENUE, BETWEEN HAWTHORNE**  
**STREET AND JUNIPER STREET "26<sup>TH</sup> AVENUE**  
**IMPROVEMENT PROJECT REIMBURSEMENT**  
**DISTRICT"**

Rob Foster  
Public Works Director  
Susan Cole, Administrative  
Services Assistant Director  
Derek Robbins  
Civil Engineer

7. B. **Tabled Council Meeting of Monday, July 9, 2012:**  
**RESOLUTION NO. 2012-55 FORMING A STREET**  
**IMPROVEMENT REIMBURSEMENT DISTRICT FOR**  
**26<sup>TH</sup> AVENUE, BETWEEN HAWTHORNE STREET**  
**AND JUNIPER STREET "26<sup>TH</sup> AVENUE**  
**IMPROVEMENT PROJECT REIMBURSEMENT**  
**DISTRICT"**

Michael Sykes  
City Manager

- 8:00 8. **CITY MANAGER'S REPORT:**

- 8:15 9. **COUNCIL COMMUNICATIONS:**

- 8:30 10. **ADJOURNMENT**

---

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 June 25, 2012.
  - B. Approve City Council Work Session (26<sup>th</sup> Avenue Improvements) Meeting Minutes of June 25, 2012.
  - C. Approve City Council Regular Meeting Minutes of June 25, 2012.
  - D. Approve City Council Executive Session (Real Property) Meeting Minutes of July 9, 2012.
  - E. Approve City Council Work Session (Watershed Grant) Meeting Minutes of July 9, 2012.
  - F. Approve City Council Work Session (Climate Smart Communities) Meeting Minutes of July 9, 2012.
  - G. Approve City Council Regular Meeting Minutes of July 9, 2012.
  - H. Accept Historic Landmarks Board Meeting Minutes of June 26, 2012.
  - I. Accept Public Arts Commission Meeting Minutes of June 21, 2012.
  - J. Accept Resignations on Public Safety Advisory Commission (Chère Sandusky, At-Large, Term Expiring December 31, 2013, and Matthew Pool, Forest Grove Chamber of Commerce Non-Voting Representative).
  - K. Community Development Department Monthly Building Activity Informational Report for June and July 2012.
  - L. Library Department Monthly Circulation Statistics Report for July 2012.
  - M. **ENDORSE CHANGE OF OWNERSHIP LIQUOR LICENSE APPLICATION (OFF-PREMISES SALES) LUCKY MARKET & DELI, 2830 SUNSET DRIVE (APPLICANT: JUNG JA LEE).**
-

**TO:** Mayor Peter Truax and City Councilors

**PROJECT TEAM:** Anna D. Ruggles, CMC, City Recorder  
Michael Sykes, City Manager

**DATE:** August 13, 2012

**SUBJECT:** B&C Recruitment Interview

---

**BACKGROUND:**

Attached you will find the following items for the Citizen Advisory Boards, Committees, and Commissions interview that is scheduled for August 13, 2012.

- Boards, Committees, and Commissions Applicant List and Vacancy.
- Possible Interview Questions; and
- Application (Allyn Clark)

---

**STAFF RECOMMENDATION:** Conduct interview of the applicant who expressed interest in serving on the various Boards, Committees, and Commissions. Determine new appointment. Based on Council's recommendation, a resolution making formal appointment will be presented for Council consideration at the next regular Council meeting.

## Boards, Committees, and Commissions 2012 Applicant List and Vacancy

		Budget	CCI	CFC	EDC	HLB	Library	P&R	Planning	Public Arts	Public Safety
			1 - Vacancy 1 - Student	1 - Vacancy		1 - Vacancy 1 - Student	1 - Vacancy 1 - Student	1 - Vacancy NE		1 - Student	2 - Vacancies Student
		All members must live in City		Three members may live outside City - Currently three		Two members may live outside City - Currently one		1 member for each district; two may live outside City - Currently one	One member in real estate - Currently one. Two members same trade/occup - Currently none Two members may live outside City - Currently one	Three members At-large - Currently two	Two members may live within Rural Fire Dist. - Currently two
<b>Interview Time</b>	<b>Applicant Name</b>										
<u>Citizen Advisory Applicants :</u>											
5:45 PM	Clark Allyn				4th	3rd			1st		2nd

## 2012 – BOARDS, COMMITTEES & COMMISSIONS VACANCY

COMMISSION	REQUIREMENTS	# VACANCIES	TERM EXPIRES
<b>BUDGET</b> Meets in April/May	7-Members 3-Year Term All members must live in City per ORS		
<b>COMMITTEE FOR CITIZEN INVOLVEMENT</b> Meets 3 <sup>rd</sup> Tuesday 5:00 pm	7-Members 4-Year Term	1 – Vacancy 1 – Student Vacancy	12/31/2015 12/31/2012
<b>COMMUNITY FORESTRY COMMISSION</b> Meets 3 <sup>rd</sup> Wednesday 5:15 pm	7-Members 3-Year Term Three members may live outside City – Currently three	1 – Vacancy	12/31/2014
<b>ECONOMIC DEVELOPMENT COMMISSION</b> Meets 1 <sup>st</sup> Thursday Noon	19-Members 3-Year Term 6 Public & Non-Profit 12 Business 1 At-Large		
<b>HISTORIC LANDMARKS BOARD</b> Meets 4 <sup>th</sup> Tuesday 6:00 pm	7-Members 4-Year Term Two members may live outside City Currently one	1 – Vacancy 1 – Student Vacancy	12/31/2013 12/31/2012
<b>LIBRARY</b> Meets 2 <sup>nd</sup> Tuesday 6:30 pm	7-Members 2-Year Term	1 – Vacancy 1 – Student Vacancy	12/31/2013 12/31/2012
<b>PARKS &amp; RECREATION COMMISSION</b> Meets 3 <sup>rd</sup> Wednesday 7:00 am	9-Members 4-Year Term Two members may live outside City – Currently one NNW = Forest Glen, Knox Ridge, Thatcher/Loomis; NW = Lincoln, Hazel Sills, Aquatic Center, Talisman; SW = Rogers; SE = Joseph Gale; and NE = Bard and Stites Parks	1 – Vacancy NE	12/31/2015
<b>PLANNING COMMISSION</b> Meets 1 <sup>st</sup> and 3 <sup>rd</sup> Monday 7:00 pm	7-Members 4-Year Term Two members may live outside City – Currently one One member in real estate for profit – Currently one Two members same trade/occupation – Currently none		
<b>PUBLIC ARTS COMMISSION</b> Meets 2 <sup>nd</sup> Thursday 5:00 pm	9-Members 3-Year Term Three At-Large Voting reps Chamber; School Dist; Pacific University; Senior Center; Theater In The Grove; and Valley Art	1 – Student Vacancy	12/31/2012
<b>PUBLIC SAFETY ADVISORY COMMISSION</b> Meets 4 <sup>th</sup> Wednesday 7:30 am	7-Members 4-Year Term Two members within Rural Fire Dist – Currently two Non-voting reps Rural Fire Dist; Chamber; School Dist; and Pacific University	1 – Citizen At Large 1 – Citizen At Large 1 – Student Vacancy	12/31/2012 12/31/2013 12/31/2012

**Possible Questions for B&C Applicant Interviews:**

*What can you offer the advisory board on which you would like to serve?*

\_\_\_\_\_

*What do you hope to gain from your volunteer experience?*

\_\_\_\_\_

*What ideas do you have for increasing citizen involvement in Forest Grove?*

\_\_\_\_\_

*Is there an area in which you think the City may be letting its citizens down? If so, what would that be?*

\_\_\_\_\_

*What do you see as a critical need that is currently facing the City?*

\_\_\_\_\_

*Do you favor growth or do you feel the City is currently big enough?*

\_\_\_\_\_

*How would you respond to an unpopular decision that is strongly criticized? Such as making an unpopular decision that may go against property owners' desire or that is not supported by your friends and neighbors.*

\_\_\_\_\_

*Do you have any grant-writing experience?* \_\_\_\_\_

**In addition, Mayor, please ask:**

*Do you have any conflict with the meeting date(s) and time(s) of the advisory board to which you have applied?* \_\_\_\_\_

*If we cannot appoint you to your first choice, are there any other advisory boards that interest you? May we keep your application on file?* \_\_\_\_\_

*Do you have any questions for us?* \_\_\_\_\_

**Note: Once Council renders a decision on the status of the selected appointment(s), the City Recorder will notify immediately thereafter.**

APPLICATION FOR CITIZENS ADVISORY BOARDS, COMMITTEES & COMMISSIONS

Please check the Advisory Board(s) on which you would like to serve. (If interested in more than one, please note order of preference):

- Budget Committee
- Committee for Citizen Involvement
- Community for Forestry Commission
- Economic Development Commission
- Historic Landmarks Board
- Library Commission
- Parks & Recreation Commission
- Planning Commission
- Public Arts Commission
- Public Safety Advisory Commission

SEEKING REAPPOINTMENT: Reappointments interviewed at Council's discretion.

# of term(s) previously served.

% of previous attendance.

Name: Allyn Clark  
 Residence Address: [Redacted]  
 Mailing Address: \_\_\_\_\_  
 Employer: N/A

Home Phone: [Redacted]  
 Business Phone: \_\_\_\_\_  
 E-mail Address: [Redacted]  
 Occupation: \_\_\_\_\_  
 Profession: property manager

Years lived in Forest Grove? 10 Do you reside within City limits? yes How did you hear of this opportunity? councilor

How would you currently rate the City's performance? Excellent  Good  Fair  Poor

What ideas do you have for improving "Fair" or "Poor" performance? \_\_\_\_\_

Why are you interested in serving on the Advisory Board/Commission(s)? want to get involved, help make a change, be part of where the community is going

What contributions do you feel you can/will make to the Board/Commission(s)? as a multiple property owner I would bring a new perspective to the board

What qualifications, skills, or experiences would you bring to the Board/Commission(s)? communication skills, problem solving, leadership, dealing with members of the community, seeing first hand how people deal with rules/regulations

Previous appointed or elected offices: none

Previous/current community affiliations and activities: none

May we keep your name on file if not appointed at this time?  YES  NO (10/08)

# Memorandum

**To:** City Council  
**From:** Dan Riordan, Senior Planner  
Jon Holan, Community Development Director  
Michael Sykes, City Manager  
**Date:** August 13, 2012  
**Re:** Urban Renewal Work Session

---

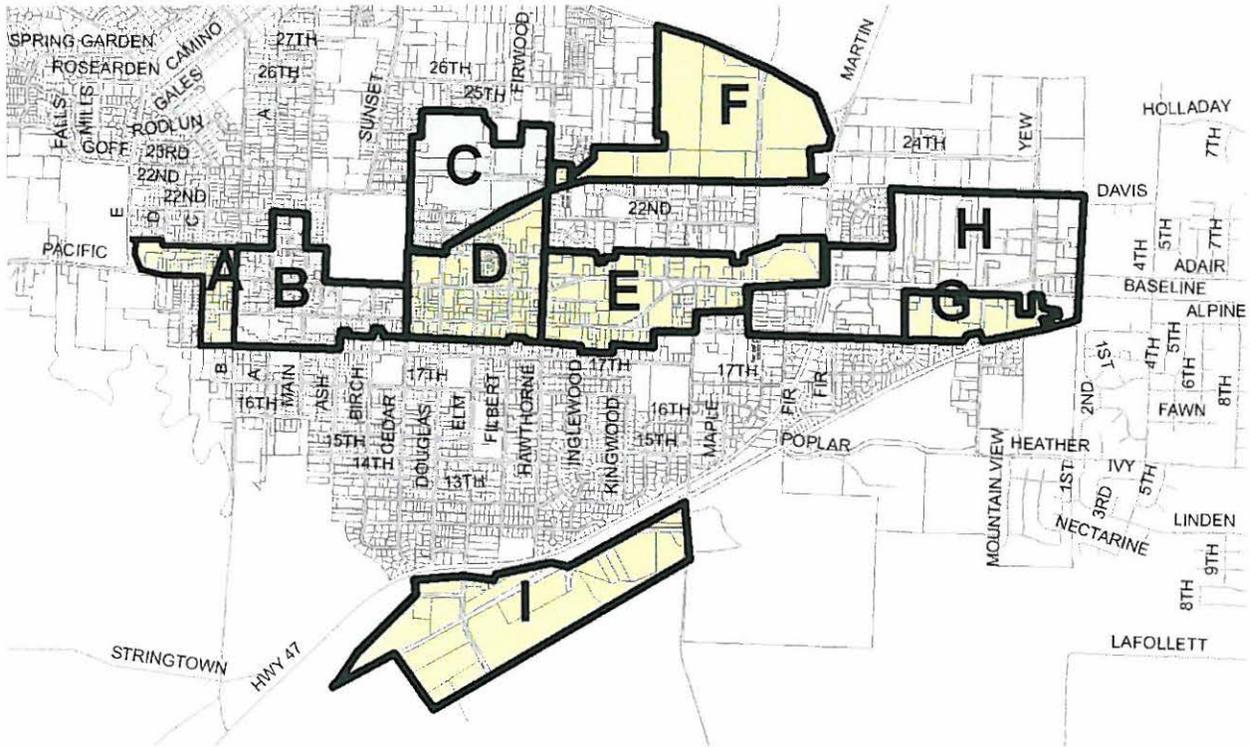
**Request:** Staff would like to review a potential urban renewal area and possible projects with the Council. We will use this as the basis for a public input effort on the matter. Staff will report back to the Council at a work session scheduled on September 24<sup>th</sup>. We will present the outcome the public comments, any modifications to the project area or tasks as a result of the comments and provide additional analysis at that work session. The outcome of the September 24<sup>th</sup> work session is to ask the Council whether to proceed with establishing an Urban Renewal District, defer the effort or abandon the project.

**Background:** Staff presented urban renewal concepts at the Council Retreat on February 18, 2012. At that meeting, staff reviewed the results of the Phase I study as well as information about other communities pursuing urban renewal. Council discussion was on the pros and cons of pursuing urban renewal and requested staff to continue its work on the project.

**Discussion:** There are two aspects to a proposed Urban Renewal District that staff discussed: project areas and potential projects.

**Project Area:** The study area used for the Phase I study included 673 gross acres (includes parcels and rights-of-way) as shown on the Figure 1.

Figure 1



Staff then focused on how a potential project area could be reduced. The study area was divided into nine different analysis areas to determine tax increment potential, impact on the General Fund and bonding capacity. These are Areas A to I shown on Figure 1. Table 1 below provides assessed value, estimated tax increment, general fund revenues and bonding capacity broken out for the nine subareas.

Similar to the Phase I study, the tax increment was determined by percentage increase in the assessed value. The low increment is based on an assumed assessed value increase of 2.4% and the moderate is based on a 3% growth rate in value.

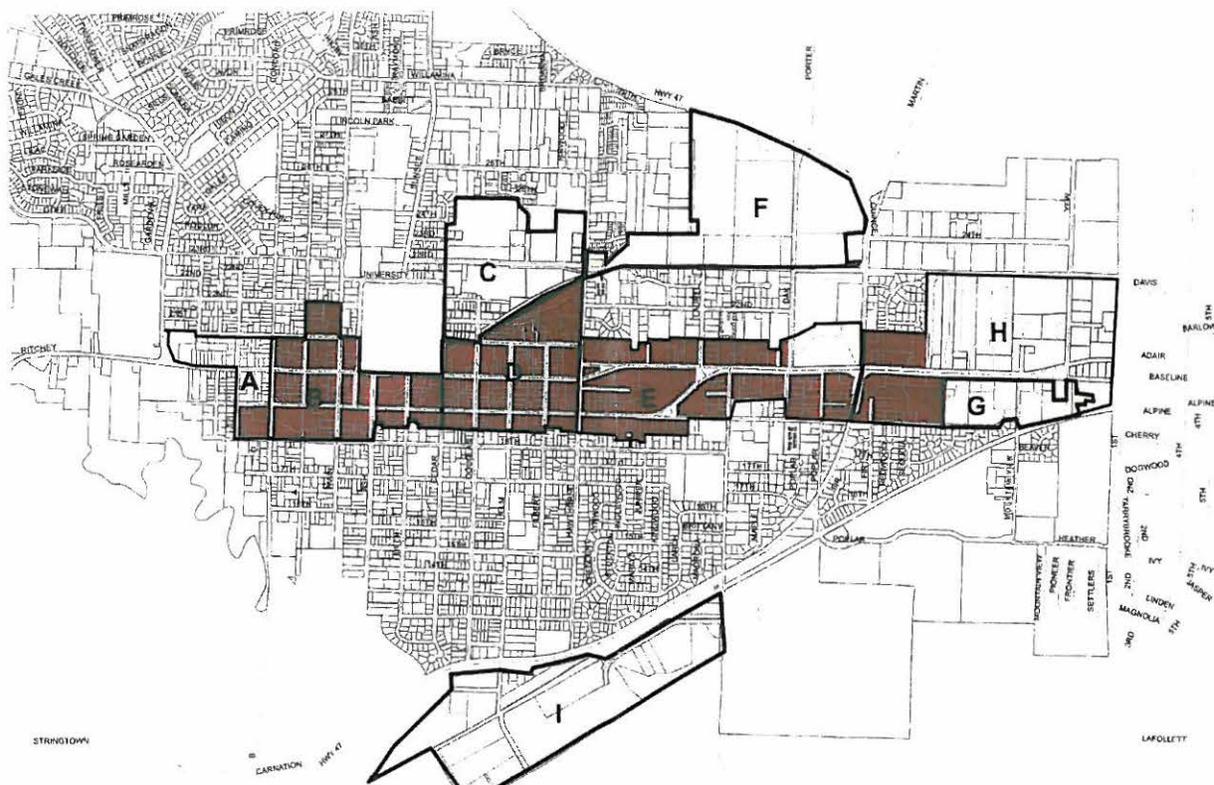
**Table 1**  
**Assessed Value, Tax Increment, General Fund and Bonding Capacity**  
**By Areas and Potential Project Area**

Area	Assessed Value	Assessed Value Growth		20-Year Projected TIF Revenue & General Fund Impact					Supportable Total Bond Obligation	
				For Urban Renewal Program					6% APR, 20-Year Bond	
				Low (2.4%)	Medium (3%)	Low Growth (2.4%)	General Fund	Med. Growth (3.0%)	General Fund	% of Total
A	\$6,876,747	\$4,174	\$5,543	\$477,660	\$121,491	\$621,838	\$158,162	8.00%	(\$374,100)	(\$496,800)
B	\$13,107,492	\$7,955	\$10,566	\$910,448	\$231,570	\$1,185,260	\$301,467	15.25%	(\$713,000)	(\$947,000)
C	\$5,020,479	\$3,047	\$4,047	\$348,723	\$88,697	\$453,982	\$115,469	5.84%	(\$273,100)	(\$362,700)
D	\$25,516,658	\$15,487	\$20,569	\$1,772,391	\$450,802	\$2,307,373	\$586,873	29.69%	(\$1,388,100)	(\$1,843,600)
E	\$13,027,408	\$7,907	\$10,502	\$904,886	\$230,155	\$1,178,018	\$299,625	15.16%	(\$708,700)	(\$941,200)
F	\$1,295,020	\$786	\$1,044	\$89,952	\$22,879	\$117,104	\$29,785	1.51%	(\$70,400)	(\$93,600)
G	\$2,165,372	\$1,314	\$1,746	\$150,407	\$38,256	\$195,806	\$49,803	2.52%	(\$117,800)	(\$156,400)
H	\$12,487,811	\$7,579	\$10,067	\$867,405	\$220,622	\$1,129,224	\$287,215	14.53%	(\$679,300)	(\$902,200)
I	\$6,434,845	\$3,906	\$5,187	\$446,965	\$113,684	\$581,878	\$147,999	7.49%	(\$350,000)	(\$464,900)
<i>Combined:</i>	<i>\$85,931,832</i>	<i>\$52,155</i>	<i>\$69,271</i>	<i>\$5,968,838</i>	<i>\$1,518,156</i>	<i>\$7,770,483</i>	<i>\$1,976,398</i>	<i>100.00%</i>	<i>(\$4,674,500)</i>	<i>(\$6,208,400)</i>
<b>Proposal (red area on Figure 2)</b>	<b>\$62,811,384</b>	<b>\$38,123</b>	<b>\$50,633</b>	<b>\$4,362,888</b>	<b>\$1,464,832</b>	<b>\$5,679,790</b>	<b>\$1,907,178</b>	<b>73.09%</b>	<b>(\$3,416,900)</b>	<b>(\$4,538,100)</b>

Note: "% of Total" is percent of tax increment.

Through discussions, staff developed a potential project area as shown in red on Figure 2 below. This area is 256.2 gross acres or about 38 percent of the original study area. It comprises about 73 percent of the assessed value of the original area.

Figure 2



This area was selected for several reasons:

- It includes two targeted areas for potential urban renewal assistance: Town Center and the underdeveloped commercial land near the intersection of Highways 8 and 47.
- It includes the area with the highest potential for tax increment, Subarea D.

- Industrial areas are omitted due to potential negative impact on increment and availability of enterprise zone tax benefits.
- Rose Grove Mobile Home Park was omitted due to potential obligations if an urban renewal project was pursued in that area and to control impact on the General Fund (because it is one of the highest general fund tax contributors to the City).

The fiscal data for this potential project area is provided at the bottom of Table 1. Over the 20 year period it could generate about \$5.9 to \$7.7 million in tax increment, depending on the growth scenario. The bonding capacity is estimated to be \$3.4 to \$4.5 million over the same 20 year period.

Potential Projects: Potential projects with possible allocations identified by staff potential for land acquisition, project assistance, grant match and program administration. The following is a description of each program:

#### Acquisition of Redevelopment Opportunity Sites

An urban renewal agency may purchase property for urban renewal projects including redevelopment of sites or infrastructure improvements. Under state law, the urban renewal agency could redevelop the property or dispose of the property to a third party for redevelopment. Acquisition could be fee-simple or less-than-fee simple purchases such as easements or leaseholds. Redevelopment opportunity sites for purchase must be identified in the urban renewal plan. The urban renewal plan could authorize the purchase of property from willing sellers for redevelopment projects. In addition, the urban renewal plan could authorize use of eminent domain powers for infrastructure projects. The use of eminent domain is a policy question for City Council consideration. The City Council could decide to use eminent domain when necessary for urban renewal projects or forego the use entirely if desired.

To spur development, the urban renewal agency may sell land at below market cost. The sale price of the property should be determined based on fair reuse value. Fair reuse value is simply the value of the property, set by City Council, taking into account the condition of the property, cost of development, type of development desired and conditions imposed by the urban renewal agency. Typically as-is and as-developed appraisals are prepared to help determine fair reuse value.

Estimated Tax Increment Allocation: \$1,250,000

### Redevelopment Project Assistance

Another tool that is available is urban renewal agency participation in projects meeting the goals and objectives of the adopted urban renewal plan. Urban renewal agency participation could be focused on reducing hard project costs, paying for certain soft costs or reducing financing expenses. The idea is that lowering development costs would induce private investment to pursue a project.

Project hard costs include site preparation and construction expenses. Soft costs include pre-development activities such as preparation of market feasibility studies, engineering reports, environmental analysis or traffic impact assessments. Soft costs may also include fees and charges such as SDCs. SDC waivers or write downs are effective ways to reduce project costs through urban renewal participation. Reducing project financing costs could also be achieved through direct low interest loans or grants provided to the project.

Estimated Tax Increment Allocation: \$1,400,000

### Grant Project Matching Funds

Many grants are available from private and public sources. Having this funding available would provide the opportunity to leverage urban renewal funds with other sources to complete needed projects. Grant opportunities tend to focus on specific planning activities or capital improvements. Grants typically require a match from the grant award recipient. This program would establish a funding set aside to provide required match for projects meeting urban renewal goals and objectives.

Estimated Tax Increment Allocation: \$350,000

### Program Administration

This project includes funding for administration of the urban renewal program. Administration includes project management, general fund obligations, regulatory compliance, bond issuance expenses and legal expenses. Although the percentage shown below appears high at 25%, this reflects expected overhead costs and limited amount of tax increment funding.

Estimated Tax Increment Allocation: \$1,000,000 (\$50,000 per year for twenty years)

The table below shows funding allocations for the projects identified above. The table also shows the percentage of total resources allocated to the project.

**Table 2**  
**20-Year Project Cost Estimate**

<b>Project</b>	<b>Estimated Allocation</b>	<b>Percent</b>
Land Acquisition	\$1,250,000	31%
Redevelopment Project Assistance	\$1,400,000	35%
Grant Project Matching Funds	\$ 350,000	9%
Administration of Program (20-years)	\$1,000,000	25%
Total Estimated Bonding Capacity	\$4,000,000	100%

**Public Input Process:** Staff is proposing to begin its public input process based upon the above considerations. We are intending to provide newspaper articles, notices in the utility billing and at least one open house. We will also be available to make presentations to any interested organization.

118

# CERTIFICATE OF APPRECIATION

*Awarded to*

*Randy Smith*

*Water Treatment Plant Superintendent*

In Recognition of 20 Dedicated Years of Service to the  
City of Forest Grove and Citizens of Forest Grove

*The Forest Grove City Council sincerely thanks you for 20 years of dedicated service and is so very proud to have you as the Forest Grove Water Treatment Plant Superintendent since 1992.*



city of  
forest  
grove

Peter B. Truax, Mayor  
Forest Grove City Council  
August 13, 2012

3A

**FOREST GROVE CITY COUNCIL EXECUTIVE SESSION  
ORS 192.660(2)(D) LABOR  
JUNE 25, 2012 – 5:30 P.M.  
COMMUNITY AUDITORIUM – CONFERENCE ROOM  
PAGE 1**

*Minutes are unofficial until approved by Council.*

**1. ROLL CALL:**

Mayor Peter Truax called the Executive Session to order at 5:35 p.m. **ROLL CALL: COUNCIL PRESENT:** Thomas BeLusko, Jr., Thomas Johnston, Council President, Victoria Lowe, Camille Miller, Ronald Thompson (arrived at 5:40 pm.), Elena Uhing, and Mayor Peter Truax. **STAFF PRESENT:** Michael Sykes, City Manager; Bill Steele, Police Chief; Paul Downey, Administrative Services Director;; Brenda Camilli, Human Resources Manager; and Anna Ruggles, City Recorder.

**2. EXECUTIVE SESSION:**

The City Council met in 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.

**3. ADJOURNMENT**

Mayor Truax adjourned the Executive Session at 6:19 p.m.

Respectfully submitted,

\_\_\_\_\_  
Anna D. Ruggles, CMC, City Recorder

3B

**FOREST GROVE CITY COUNCIL WORK SESSION  
(26<sup>th</sup> AVENUE IMPROVEMENTS)  
JUNE 25, 2012 – 6:30 P.M.  
COMMUNITY AUDITORIUM  
PAGE 1**

*Minutes are unofficial until approved by Council.*

**1. ROLL CALL:**

Mayor Peter Truax called the Work Session to order at 6:41 p.m. **ROLL CALL:**  
**COUNCIL PRESENT:** Thomas BeLusko, Jr., Thomas Johnston, Council President, Victoria Lowe, Camille Miller, Ronald Thompson, Elena Uhing, and Mayor Peter Truax. **STAFF PRESENT:** Michael Sykes, City Manager; Paul Downey, Administrative Services Director; Susan Cole, Administrative Services Assistant Director; Rob Foster, Public Works Director; Derek Robbins, Civil Engineer; and Anna Ruggles, City Recorder.

**2. WORK SESSION: 26<sup>th</sup> AVENUE IMPROVEMENTS**

Foster, Cole, Robbins, and Sykes facilitated the work session, noting the purpose of the work session was to review the draft Engineer's Report on the formation of a proposed Street Improvement Reimbursement District for 26<sup>th</sup> Avenue, between Hawthorne Street and Juniper Street, noting the draft Engineer's Report identifies the manner and method of carrying out the street improvements and approximate costs associated with making the improvements as illustrated in Exhibit 1 and Exhibit 2 of the staff report. Staff reported the proposed project was reviewed by Council in Work Session held on April 9, 2012, and since that time, staff held a neighborhood meeting on June 20, 2012, to present the project to interest parties, noting the meeting was well attended and staff addressed a variety of comments during the neighborhood meeting. Staff referenced one written comment in support of the project, which was submitted at the neighborhood meeting. Staff outlined the proposed street improvements, noting 26<sup>th</sup> Avenue lacks the necessary street improvements and rights-of-way for additional traffic that will be generated by current development in the area and any future development. Staff advised the City has budgeted funds for this project, including the City's over-sizing share in the Traffic Impact Fees Fund for Fiscal Year 2012-13, noting the Reimbursement District will pay back this fund for costs that are recovered from the benefiting properties at the time the properties within the Reimbursement District develop. Staff referenced the draft Engineer's Report and Preliminary Engineer's Construction Cost Estimate, noting the total cost of the project is estimated to be approximately \$372,632, of which \$259,224 will be reimbursed to the City through the Reimbursement District. In conclusion, Foster, Cole, and Robbins noted that staff would be asking Council to accept the draft Engineer's Report and set an Informational Public Hearing for July 9, 2012, at the regular meeting

**FOREST GROVE CITY COUNCIL WORK SESSION  
(26<sup>th</sup> AVENUE IMPROVEMENTS)  
JUNE 25, 2012 – 6:30 P.M.  
COMMUNITY AUDITORIUM  
PAGE 2**

of June 25, 2012.

Council Discussion:

Mayor Truax opened the floor and roundtable discussion ensued pertaining to the 26<sup>th</sup> Avenue Reconstruction Project Reimbursement District. Staff responded to various inquiries, concerns, and scenarios Council presented, noting the project is three segments: a) a western portion segment; b) a middle portion segment; and c) an eastern portion segment. Staff explained the improvements in the eastern portion, segment (c), are required by the proposed adjacent developments; however, the City has determined that improvements to segments (a) and (b) are also necessary in order to make 26th Avenue more viable for traffic and safe for all users. Staff also responded to various Council inquiries and concerns pertaining to roadway widths, City's Transportation Master Plan, no-parking signage, and indicated some property owners have concerns because they have no intention of developing their properties, noting the construction costs will be assessed at the time when properties within the district develop. In addition, staff explained pursuant to City Code, the right to reimbursement is 10 years unless it is renewed by Council for one additional 10-year period. In conclusion of the above-noted discussion, staff affirmed that Council would have sole discretion, after the Informational Public Hearing on July 9, 2012, to decide whether or not the District should be formed.

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

**3. ADJOURNMENT**

Mayor Truax adjourned the work session at 6:59 p.m.

Respectfully submitted,

---

Anna D. Ruggles, CMC, City Recorder



**FOREST GROVE CITY COUNCIL REGULAR MEETING  
JUNE 25, 2012 – 7:00 P.M.  
COMMUNITY AUDITORIUM  
PAGE 1**

*Minutes are unofficial until approved by Council.*

**1. ROLL CALL:**

Mayor Peter Truax called the regular City Council meeting to order at 7:05 p.m. and led the Pledge of Allegiance. **ROLL CALL: COUNCIL PRESENT:** Thomas BeLusko, Jr., Thomas Johnston, Council President, Victoria Lowe, Camille Miller, Ronald Thompson, Elena Uhing, and Mayor Peter Truax. **STAFF PRESENT:** Michael Sykes, City Manager; Paul Downey, Administrative Services Director; Susan Cole, Administrative Services Assistant Director; Rob Foster, Public Works Director; Derek Robbins, Civil Engineer; George Cress, Light and Power Director (in the audience); and Anna Ruggles, City Recorder.

**2. CITIZEN COMMUNICATIONS:**

Charlie White, 11965 NW Kearney Street, Portland, OR, addressed Council and voiced health concerns about fluoridation in the City's public water supply. White asked Council if they would consider placing an item on the agenda requiring the City to issue warnings about fluoride exposure during infancy.

In response to White's testimony, Mayor Truax advised that it is highly unlikely that he would support such a request, noting the City's water has been fluoridated since the 1950's, and as a retired educator, he has seen no indication that fluoride has caused adverse health effects. Lowe advised White that it would also require the joint water partnerships' concurrence to instigate changes to the City's joint water supply.

Teri Koerner, Forest Grove Chamber of Commerce Executive Director, distributed a copy of the new Forest Grove Visitors' Brochure, noting the brochure was paid by a grant from Washington County Visitors Association. Koerner thanked Council, staff, and everyone who was involved in developing the new brochure.

**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

**FOREST GROVE CITY COUNCIL REGULAR MEETING  
JUNE 25, 2012 – 7:00 P.M.  
COMMUNITY AUDITORIUM  
PAGE 2**

of the Consent Agenda item(s).

- A. Approve City Council Executive Session (Real Property Meeting Minutes of June 11, 2012.
- B. Approve City Council Executive Session (City Manager Evaluation) Meeting Minutes of June 11, 2012.
- C. Approve City Council Regular Meeting Minutes of June 11, 2012.
- D. Accept Parks and Recreations Commission Meeting Minutes of May 17, 2012.
- E. Accept Planning Commission Meeting Minutes of May 7, 2012.
- F. Accept Public Safety Advisory Commission Meeting Minutes of May 23, 2012.
- G. Library Department Monthly Circulation Statistics Report for June 2012.

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

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

5. **PRESENTATIONS:** None.

6. **DECLARATION OF POTENTIAL CONFLICT OF INTEREST:**

BeLusko declared a potential conflict of interest, citing his firm is the City's insurance agent and because budgetary decisions could affect the compensation his firm receives, he declared a potential conflict of interest for the following budget Resolutions Nos. 2012-38, 2012-39, 2012-40, 2012-41, 2012-42, 2012-43, 2012-44, 2012-46, and 2012-47.

6. A. **PUBLIC HEARING AND RESOLUTION NO. 2012-38 ADOPTING BUDGET FOR FISCAL YEAR COMMENCING JULY 1, 2012, AND ENDING JUNE 30, 2013**

**Staff Report:**

Downey and Cole presented the above-proposed resolution for Council consideration, noting the Budget Committee approved at its May 30, 2012,

**FOREST GROVE CITY COUNCIL REGULAR MEETING  
JUNE 25, 2012 – 7:00 P.M.  
COMMUNITY AUDITORIUM  
PAGE 3**

meeting a proposed budget of \$76,956,876 for Fiscal Year commencing July 1, 2012, and ending June 30, 2013. Downey advised there are two proposed changes to the approved budget in the Sewer System Development Charge Fund (increased by \$109,000) and Fire Equipment Replacement Fund (increased by \$19,500), which will increase the total budget approved by the Budget Committee to \$77,085,376.

Before proceeding with Public Hearing and Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2012-38.

Sykes read Resolution No. 2012-38 by title.

**MOTION: Councilor Lowe moved, seconded by Council President Johnston, to approve Resolution No. 2012-38 Adopting Budget for Fiscal Year Commencing July 1, 2012, and Ending June 30, 2013.**

**Public Hearing Opened:**

Mayor Truax opened the Public Hearing.

**Proponents:**

No one testified and no written comments were received.

**Opponents:**

No one testified and no written comments were received.

**Others:**

No one testified and no written comments were received.

**Public Hearing Closed:**

Mayor Truax closed the Public Hearing.

**Council Discussion:**

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

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

**FOREST GROVE CITY COUNCIL REGULAR MEETING  
JUNE 25, 2012 – 7:00 P.M.  
COMMUNITY AUDITORIUM  
PAGE 4**

**6. B. RESOLUTION NO. 2012-39 MAKING APPROPRIATIONS FOR THE CITY OF FOREST GROVE, WASHINGTON COUNTY, OREGON, FOR THE FISCAL YEAR COMMENCING JULY 1, 2012, AND ENDING JUNE 30, 2013**

**Staff Report:**

Downey and Cole presented the above-proposed resolution making the necessary appropriations for Fiscal Year commencing July 1, 2012, and ending June 30, 2013, as outlined in the staff report and as proposed in the resolution.

Before proceeding with Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2012-39.

Sykes read Resolution No. 2012-39 by title.

**MOTION: Council President Johnston moved, seconded by Councilor Miller, to adopt Resolution No. 2012-39 Making Appropriations for the City of Forest Grove, Washington County, Oregon, for the Fiscal Year Commencing July 1, 2012, and Ending June 30, 2013.**

**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 BeLusko, Jr., Johnston, Lowe, Miller, Thompson, Uhing, and Mayor Truax. NOES: None. MOTION CARRIED 7-0.**

**6. C. RESOLUTION NO. 2012-40 LEVYING AND CATEGORIZING TAXES FOR FISCAL YEAR COMMENCING JULY 1, 2012, AND ENDING JUNE 30, 2013**

**Staff Report:**

Downey and Cole presented the above-proposed resolution levying and categorizing taxes imposed at the rate of \$5.3054 per \$1,000 of assessed value for Fiscal Year commencing July 1, 2012, and ending June 30, 2013, as outlined in the staff report and as proposed in the resolution.

**FOREST GROVE CITY COUNCIL REGULAR MEETING  
JUNE 25, 2012 – 7:00 P.M.  
COMMUNITY AUDITORIUM  
PAGE 5**

Before proceeding with Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2012-40.

Sykes read Resolution No. 2012-40 by title.

**MOTION: Councilor Lowe moved, seconded by Councilor BeLusko, Jr. , to adopt Resolution No. 2012-40 Levying and Categorizing Taxes for Fiscal Year Commencing July 1, 2012, and Ending June 30, 2013.**

**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 BeLusko, Jr., Johnston, Lowe, Miller, Thompson, Uhing, and Mayor Truax. NOES: None. MOTION CARRIED 7-0.**

**7. A. PUBLIC HEARING AND RESOLUTION NO. 2012-41 DECLARING CITY'S ELECTION TO RECEIVE STATE REVENUES**

**Staff Report:**

Downey and Cole presented the above-proposed resolution declaring the City's intent to receive State Revenue Sharing for Fiscal Year 2012-13 as outlined in the staff report and as proposed in the resolution.

Before proceeding with the Public Hearing and Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2012-41.

Sykes read Resolution No. 2012-41 by title.

**MOTION: Councilor Miller moved, seconded by Councilor Lowe, to adopt Resolution No. 2012-41 Declaring City's Election to Receive State Revenues.**

**Public Hearing Opened:**

Mayor Truax opened the Public Hearing.

**Proponents:**

**FOREST GROVE CITY COUNCIL REGULAR MEETING  
JUNE 25, 2012 – 7:00 P.M.  
COMMUNITY AUDITORIUM  
PAGE 6**

No one testified and no written comments were received.

**Opponents:**

No one testified and no written comments were received.

**Others:**

No one testified and no written comments were received.

**Public Hearing Closed:**

Mayor Truax closed the Public Hearing.

**Council Discussion:**

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

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

**7. B. PUBLIC HEARING AND RESOLUTION NO. 2012-42 CERTIFYING SERVICES PROVIDED BY THE CITY OF FOREST GROVE**

**Staff Report:**

Downey and Cole presented the above-proposed resolution certifying services provided by the City for Fiscal Year 2012-13 as outlined in the staff report and as proposed in the resolution.

Before proceeding with the Public Hearing and Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2012-42.

Sykes read Resolution No. 2012-42 by title.

**MOTION: Councilor Lowe moved, seconded by Councilor Thompson, to adopt Resolution No. 2012-42 Certifying Services Provided by the City Of Forest Grove.**

**Public Hearing Opened:**

Mayor Truax opened the Public Hearing.

**FOREST GROVE CITY COUNCIL REGULAR MEETING  
JUNE 25, 2012 – 7:00 P.M.  
COMMUNITY AUDITORIUM  
PAGE 7**

**Proponents:**

No one testified and no written comments were received.

**Opponents:**

No one testified and no written comments were received.

**Others:**

No one testified and no written comments were received.

**Public Hearing Closed:**

Mayor Truax closed the Public Hearing.

**Council Discussion:**

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

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

**8. RESOLUTION NO. 2012-43 ADOPTING THE FISCAL YEAR 2012-17 CAPITAL IMPROVEMENTS PROGRAM**

**Staff Report:**

Downey and Cole presented the above-proposed resolution adopting the Fiscal Year 2012-17 Capital Improvements Program (CIP), noting the CIP forms the basis for planning capital projects over a five-year period and aids in setting system development charges for the City. Downey advised the projects to be accomplished for Fiscal Year 2012-13 are identified in the appropriate funds in the adopted budget.

Before proceeding with Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2012-43.

Sykes read Resolution No. 2012-43 by title.

**MOTION: Councilor Lowe moved, seconded by Councilor Uhing, to approve Resolution No. 2012-43 Adopting Fiscal Year 2012-17 Capital Improvements Program.**

**FOREST GROVE CITY COUNCIL REGULAR MEETING  
JUNE 25, 2012 – 7:00 P.M.  
COMMUNITY AUDITORIUM  
PAGE 8**

**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 BeLusko, Jr., Johnston, Lowe, Miller, Thompson, Uhing, and Mayor Truax. NOES: None. MOTION CARRIED 7-0.**

**9. PUBLIC HEARING AND RESOLUTION NO. 2012-44 ADOPTING CAPITAL IMPROVEMENTS PROGRAM EXCISE TAX AND REPEALING RESOLUTION NO. 2011-49**

**Staff Report:**

Downey and Cole presented the above-proposed resolution imposing the Capital Improvements Program (CIP) Excise Tax for the purpose of funding public safety and general government programs within the CIP. Downey reported the City expects to collect approximately \$206,000 in revenue from the CIP Excise Tax in Fiscal Year 2012-13, noting no increase in current rates are being proposed for the Fiscal Year 2012-13 budget.

Before proceeding with the Public Hearing and Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2012-44.

Sykes read Resolution No. 2012-44 by title.

**MOTION: Councilor Miller moved, seconded by Councilor Lowe, to approve Resolution No. 2012-44 Adopting Capital Improvements Program Excise Tax and Repealing Resolution No. 2011-49.**

**Public Hearing Opened:**

Mayor Truax opened the Public Hearing.

**Proponents:**

No one testified and no written comments were received.

**Opponents:**

No one testified and no written comments were received.

**FOREST GROVE CITY COUNCIL REGULAR MEETING  
JUNE 25, 2012 – 7:00 P.M.  
COMMUNITY AUDITORIUM  
PAGE 9**

**Others:**

No one testified and no written comments were received.

**Public Hearing Closed:**

Mayor Truax closed the Public Hearing.

**Council Discussion:**

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

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

**10. DECLARATION OF ABSTENTION:**

BeLusko declared he would be abstaining from participating on Resolution No. 2012-45, Agenda Item 10, citing a specific transfer relates to the City's workers' compensation insurance coverage, of which his firm is the City's insurance agent, noting he feels at a minimum a perception of conflict exists. BeLusko removed himself from the dais and abstained from participating in the discussion and voting on Agenda Item 10, Resolution No. 2012-45.

**10. RESOLUTION NO. 2012-45 TRANSFERRING APPROPRIATIONS WITHIN VARIOUS FUNDS FOR FISCAL YEAR 2011-12**

**Staff Report:**

Downey and Cole presented the above-proposed resolution transferring the various appropriated amounts for Fiscal Year 2011-12 as outlined in the staff report and as proposed in the resolution.

Before proceeding with Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2012-45.

Sykes read Resolution No. 2012-45 by title.

**MOTION: Councilor Lowe moved, seconded by Councilor Thompson, to adopt Resolution No. 2012-45 Transferring**

**Appropriations within Various Funds for Fiscal Year 2011-12.**

**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, Lowe, Miller, Thompson, Uhing, and Mayor Truax. NOES: None. ABSTAINED: Councilor BeLusko, Jr. MOTION CARRIED 6-0.**

**11. RESOLUTION NO. 2012-46 ADOPTING SUPPLEMENTAL BUDGET AND AUTHORIZING THE EXPENDITURE OF TRANSPORTATION SERVICES FUNDS**

**Staff Report:**

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

Before proceeding with Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2012-46.

Sykes read Resolution No. 2012-46 by title.

**MOTION: Councilor BeLusko, Jr., moved, seconded by Council President Johnston, to approve Resolution No. 2012-46 Adopting Supplemental Budget and Authorizing the Expenditure of Transportation Services Funds.**

**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 BeLusko, Jr., Johnston, Lowe, Miller, Thompson, Uhing, and Mayor Truax. NOES: None. MOTION CARRIED 7-0.**

**12. PUBLIC HEARING AND RESOLUTION NO. 2012-47 ADOPTING FISCAL YEAR 2011-12 SUPPLEMENTAL BUDGET AND INCREASING APPROPRIATIONS WITHIN SEWER SYSTEM DEVELOPMENT CHARGE FUND**

**Staff Report:**

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

Before proceeding with the Public Hearing and Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2012-47.

Sykes read Resolution No. 2012-47 by title.

**MOTION: Councilor Miller moved, seconded by Councilor Lowe, to approve Resolution No. 2012-47 Adopting Fiscal Year 2011-12 Supplemental Budget and Increasing Appropriations within the Sewer System Development Charge Fund.**

**Public Hearing Opened:**

Mayor Truax opened the Public Hearing.

**Proponents:**

No one testified and no written comments were received.

**Opponents:**

No one testified and no written comments were received.

**Others:**

No one testified and no written comments were received.

**Public Hearing Closed:**

Mayor Truax closed the Public Hearing.

**Council Discussion:**

Hearing no discussion from the Council, Mayor Truax asked for a roll call

**FOREST GROVE CITY COUNCIL REGULAR MEETING  
JUNE 25, 2012 – 7:00 P.M.  
COMMUNITY AUDITORIUM  
PAGE 12**

vote on the above motion.

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

**13. PUBLIC HEARING AND RESOLUTION NO. 2012-48 INCREASING SANITARY SEWER RATES FOR THE CITY OF FOREST GROVE, EFFECTIVE JULY 1, 2012, AND REPEALING RESOLUTION NO. 2011-53**

**Staff Report:**

Downey and Cole presented the above-proposed resolution proposing to increase the City's sanitary sewer rates by 3.6 percent (3.6%), effective July 1, 2012, noting the sewer rate increase is necessary in order to cover increasing costs of regulations, labor, chemicals, and utilities. The City's surcharge will increase from \$3.47 to \$3.59 per Dwelling Unit Equivalent (DUE) above the sewer rates established by Clean Water Services (CWS) (refer to Agenda Item 14).

Before proceeding with Public Hearing and Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2012-48.

Sykes read Resolution No. 2012-48 by title.

**MOTION: Councilor Lowe moved, seconded by Councilor Thompson, to adopt Resolution No. 2012-48 Increasing Sanitary Sewer Rates for the City of Forest Grove, Effective July 1, 2012, and Repealing Resolution No. 2011-53.**

**Public Hearing Opened:**

Mayor Truax opened the Public Hearing.

**Proponents:**

No one testified and no written comments were received.

**Opponents:**

No one testified and no written comments were received.

**FOREST GROVE CITY COUNCIL REGULAR MEETING  
JUNE 25, 2012 – 7:00 P.M.  
COMMUNITY AUDITORIUM  
PAGE 13**

**Others:**

No one testified and no written comments were received.

**Public Hearing Closed:**

Mayor Truax closed the Public Hearing.

**Council Discussion:**

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

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

**14. RESOLUTION NO. 2012-49 ESTABLISHING CERTAIN CLEAN WATER SERVICES UTILITY RATES AND CHARGES FOR THE CITY OF FOREST GROVE, EFFECTIVE JULY 1, 2012, AND REPEALING RESOLUTION NO. 2011-54**

**Staff Report:**

Downey and Cole presented the above-proposed resolution authorizing the City to collect sanitary sewer rates, Sewer System Development Charges (SDC), and Surface Water Management (SWM) rates pursuant to the Intergovernmental Agreement with Clean Water Services (CWS). Staff reported CWS' Board of Directors approved increasing its SWM utility rate by \$0.50 per Dwelling Unit Equivalent (DUE), noting the SWM fees collected cover the cost of leaf-pick up, catch basin cleaning, street sweeping, and programs to lessen the pollution in local streams and rivers. The SWM rate would increase from \$5.25 to \$5.75. The City currently has an adopted surcharge of \$0.75 per DUE for a combined total of \$6.50 per DUE per month. CWS increased its sanitary sewer rates by 3.6 percent (3.6%) and increased its sewer SDC by \$165.00, increasing the sewer SDC from \$4,500 per DUE to \$4,665 per DUE. Staff noted the City retains 20 percent (20%) of the SDC revenue. In conclusion, staff advised that CWS has held public hearings notifying customers of the above-noted rate increases.

Before proceeding with Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2012-49.

**FOREST GROVE CITY COUNCIL REGULAR MEETING  
JUNE 25, 2012 – 7:00 P.M.  
COMMUNITY AUDITORIUM  
PAGE 14**

Sykes read Resolution No. 2012-49 by title.

**MOTION: Councilor Lowe moved, seconded by Councilor Thompson, to adopt Resolution No. 2012-49 Establishing Certain Clean Water Services Utility Rates and Charges for the City of Forest Grove, Effective July 1, 2012, and Repealing Resolution No. 2011-54.**

**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 BeLusko, Jr., Johnston, Lowe, Miller, Thompson, Uhing, and Mayor Truax. NOES: None. MOTION CARRIED 7-0.**

**15. RESOLUTION NO. 2012-50 AUTHORIZING THE CITY MANAGER TO EXECUTE AN AMENDMENT TO EMPLOYMENT AGREEMENT (SECTION 5) WITH THE CITY OF FOREST GROVE MUNICIPAL COURT JUDGE**

**Staff Report:**

Downey and Cole presented the above-proposed resolution authorizing the City Manager to execute an amendment to the employment agreement between the City and Municipal Court Judge, noting the Judge's hourly rate has not been adjusted since the original agreement was executed on May 11, 2004. Downey reported the Judge is asking for a rate increase from \$75.00 per hour to \$80.00 per hour and setting a minimum period of four hours to be paid for each day the Judge holds court on the City's behalf as outlined in the staff report and as proposed in the resolution.

Before proceeding with Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2012-50.

Sykes read Resolution No. 2012-50 by title.

**MOTION: Councilor Miller moved, seconded by Councilor Lowe, to approve Resolution No. 2012-50 Authorizing the City Manager to**

**FOREST GROVE CITY COUNCIL REGULAR MEETING  
JUNE 25, 2012 – 7:00 P.M.  
COMMUNITY AUDITORIUM  
PAGE 15**

**Execute an Amendment to Employment Agreement (Section Five)  
with City of Forest Grove Municipal Court Judge.**

**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 BeLusko, Jr., Johnston, Lowe, Miller, Thompson, Uhing, and Mayor Truax. NOES: None. MOTION CARRIED 7-0.**

16. A. **RESOLUTION NO. 2012-51 ACCEPTING THE CITY ENGINEER'S DRAFT REPORT ON THE FORMATION OF A PROPOSED STREET IMPROVEMENT REIMBURSEMENT DISTRICT, PURSUANT TO CITY CODE SECTION 3.10.005 TO 3.10.075, FOR 26<sup>TH</sup> AVENUE, BETWEEN HAWTHORNE STREET AND JUNIPER STREET**

**Staff Report:**

Foster, Cole, and Robbins presented the above-proposed resolution requesting authorization to accept the draft Engineer's Report on the formation of a proposed Street Improvement Reimbursement District for 26<sup>th</sup> Avenue, between Hawthorne Street and Juniper Street, noting the draft Engineer's Report identifies the manner and method of carrying out the street improvements and approximate costs associated with making the improvements as illustrated in Exhibit 1 and Exhibit 2 of the staff report. Staff reported a neighborhood meeting was held on June 20, 2012, to present the project to interest parties, noting the meeting was well attended and staff addressed a variety of comments during the neighborhood meeting. Staff referenced one written comment in support of the project, which was submitted at the neighborhood meeting. In addition, staff referenced Exhibit 3, Preliminary Engineer's Construction Cost Estimate, noting the total cost of the project is estimated to be approximately \$372,632, of which \$259,224 will be reimbursed to the City through the Reimbursement District at the time the properties within the Reimbursement District develop. In conclusion, Foster, Cole, and Robbins recommended proceeding with accepting the draft Engineer's Report on the formation of the proposed Street Improvement Reimbursement District for 26<sup>th</sup> Avenue, between Hawthorne Street and Juniper Street, noting staff will present the final Engineer's Report on July

**FOREST GROVE CITY COUNCIL REGULAR MEETING  
JUNE 25, 2012 – 7:00 P.M.  
COMMUNITY AUDITORIUM  
PAGE 16**

9, 2012, at which time, Council will be asked to hold an Informational Public Hearing (refer below to Agenda Item 16. B.).

Before proceeding with Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2012-51.

Sykes read Resolution No. 2012-51 by title.

**MOTION:** Councilor Lowe moved, seconded by Councilor Uhing, to approve Resolution No. 2012-51 Accepting the City Engineer's Draft Report on the Formation of a Proposed Street Improvement Reimbursement District, Pursuant to City Code Section 3.10.005 to 3.10.075, for 26<sup>th</sup> Avenue, between Hawthorne Street and Juniper Street.

**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 BeLusko, Jr., Johnston, Lowe, Miller, Thompson, Uhing, and Mayor Truax. NOES: None. MOTION CARRIED 7-0.

16. B. **RESOLUTION NO. 2012-52 SETTING AN INFORMATIONAL PUBLIC HEARING ON THE FORMATION OF A PROPOSED STREET IMPROVEMENT REIMBURSEMENT DISTRICT, PURSUANT TO CITY CODE, FOR 26<sup>TH</sup> AVENUE, BETWEEN HAWTHORNE STREET AND JUNIPER STREET; GIVING DIRECTION TO THE CITY RECORDER AS TO THE PUBLICATION OF NOTICE OF THE HEARING ON SAID PROPOSED REIMBURSEMENT DISTRICT**

**Staff Report:**

Foster, Cole, and Robbins presented the above-proposed resolution requesting to set an Informational Public Hearing date of July 9, 2012, on the formation of the proposed Street Improvement Reimbursement District for 26<sup>th</sup> Avenue, between Hawthorne Street and Juniper Street. Staff reported the purpose of the hearing is to allow persons impacted by the formation of the Reimbursement District an opportunity to obtain information and to comment on the City's request to form a

**FOREST GROVE CITY COUNCIL REGULAR MEETING  
JUNE 25, 2012 – 7:00 P.M.  
COMMUNITY AUDITORIUM  
PAGE 17**

Reimbursement District, noting the Council has sole discretion after the hearing to decide whether or not to form the Reimbursement District. In addition, staff outlined the process of the Public Hearing requirements, execution of resolution forming the Reimbursement District, and final implementation of the project construction costs. In conclusion, Foster, Cole, and Robbins advised that upon adoption of the above-proposed resolution, staff would send notice, along with a copy of the draft Engineer's Report and estimated construction costs of the proposed improvements to each of the adjacent properties proposed to be included in the Reimbursement District.

Before proceeding with Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2012-52.

Sykes read Resolution No. 2012-52 by title.

**MOTION: Councilor Lowe moved, seconded by Councilor Miller, to approve Resolution No. 2012-52 Setting an Informational Public Hearing on the Formation of a Proposed Street Improvement Reimbursement District, Pursuant to City Code, for 26<sup>th</sup> Avenue, between Hawthorne Street and Juniper Street; Giving Direction to the City Recorder as to the Publication of Notice of the Hearing on said Proposed Reimbursement District.**

**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 BeLusko, Jr., Johnston, Lowe, Miller, Thompson, Uhing, and Mayor Truax. NOES: None. MOTION CARRIED 7-0.**

17. **RESOLUTION NO. 2012-53 AMENDING CITY MANAGER'S COMPENSATION PLAN AND EMPLOYMENT AGREEMENT AND AUTHORIZING COMPENSATION FOR THE CITY MANAGER FOR FISCAL YEAR 2012-13, EFFECTIVE JULY 1, 2012, THROUGH JUNE 30, 2013**

**Staff Report:**

**FOREST GROVE CITY COUNCIL REGULAR MEETING  
JUNE 25, 2012 – 7:00 P.M.  
COMMUNITY AUDITORIUM  
PAGE 18**

Mayor Truax presented the above-proposed resolution authorizing to amend the City Manager's Employment Agreement and setting compensation for the City Manager for Fiscal Year 2012-13, effective July 1, 2012, through June 30, 2013. Mayor Truax reported on the significant findings of the City Manager's evaluation report, noting the Council found the City Manager's performance to be meritorious and is proposing a cost-of-living salary increase of two percent (2%). In conclusion, Mayor Truax reported the City Manager's has offered again this year to freeze his wage, noting the City Manager's wage has not increased in the last two years at the request of the City Manager.

Before proceeding with Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2012-53.

Sykes read Resolution No. 2012-53 by title.

**MOTION: Councilor Uhing moved, seconded by Councilor Lowe, to approve Resolution No. 2012-53 Amending City Manager's Compensation Plan and Employment Agreement and Authorizing Compensation for the City Manager for Fiscal Year 2012-13 (\$10,879/monthly / \$130,548/annually), Effective July 1, 2012, through June 30, 2012.**

**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 BeLusko, Jr., Johnston, Lowe, Miller, Thompson, Uhing, and Mayor Truax. NOES: None. MOTION CARRIED 7-0.**

**18. CITY MANAGER'S REPORT:**

Sykes reported on upcoming events as noted in the Council calendar and reported on other various upcoming local meetings and events. Sykes thanked Council, noting he is very fortunate and pleased to be working with the Council. Sykes reported approximately 35 attendees, including state representatives, mayors, city councilors, city managers and other city officials attended the Western Washington County Joint Legislative Session held on June 21, 2012, noting he was very pleased with the

**FOREST GROVE CITY COUNCIL REGULAR MEETING  
JUNE 25, 2012 – 7:00 P.M.  
COMMUNITY AUDITORIUM  
PAGE 19**

turnout. Sykes reported staff has narrowed nine candidates for Police Chief interviews scheduled for July 2, 2012, noting staff has tentatively scheduled August 3, 2012, for Council interviews with the finalists. Sykes asked for Council consensus, noting staff has been approached by Banks High School who has inquired if the City would consider giving their school some of the City's replacement computers, to which Council collectively concurred but stressed as long as Forest Grove Senior and Community Center continues to receive the number of replacement computers they need and Forest Grove School District is contacted as well, to which Sykes concurred. Sykes advised the City replaces its desktop computers every four years, noting the City will give Banks the replacement computers that are leftover after the above-noted agencies are contacted. In addition, Sykes distributed a copy of his written report, which outlined various meetings he attended and provided updates on various City department-related activities, projects, and upcoming city-wide events.

**19. COUNCIL COMMUNICATIONS:**

BeLusko thanked staff and Budget Committee for their work on the budget proposal, noting the budget process is neither easy nor fun. BeLusko commented that he hopes the news media takes note of the fact that the City adopted a balanced budget. BeLusko reported on Economic Development Commission-related activities, noting Michele Reeves, Downtown Revitalization consultant, is hosting a tour on June 26, 2012. In addition, BeLusko reported on matters of interest and upcoming meetings he was planning to attend.

Council President Johnston reported Forest Grove Rural Fire Protection District and Washington County Consolidated Communications Agency also adopted their budgets. In addition, Johnston reported on other matters of interest and upcoming meetings he was planning to attend.

Lowe reported on Fernhill Wetlands-related activities and Parks and Recreation Commission (P&R)-related activities, noting P&R is planning a summer picnic for its volunteers' awards ceremony. In addition, Lowe reported on other matters of interest and upcoming meetings she was planning to attend.

Miller reported on Committee for Citizen Involvement-related meeting and activities. Miller reported she will be attended an upcoming tour provided

**FOREST GROVE CITY COUNCIL REGULAR MEETING  
JUNE 25, 2012 – 7:00 P.M.  
COMMUNITY AUDITORIUM  
PAGE 20**

by Michele Reeves, Downtown Revitalization consultant, noting Reeves has been welcoming and inspiring to the business community. Miller commended Parks and Recreation (P&R) staff for their cooperation recently when a motorist hit the Kiwanis's flowers and plants triangle, noting staff quickly assisted with repairs. In addition, Miller reported on other matters of interest and upcoming community-related events and meetings she was planning to attend.

Thompson reported on Community Forestry Commission (CFC)-related activities, noting CFC did not have a quorum at its last meeting. Thompson reported on Forest Grove Senior and Community Center-related activities. Thompson highlighted dates held in Forest Grove for the Summer Lunch Program, noting the program provides free meals to all children in the community. In addition, Thompson reported on other matters of interest and upcoming meetings he was planning to attend.

Uhing reported on Historic Landmarks Board-related activities, noting HLB is in the final review and editing of its brochure and is reviewing two grant requests. In addition, Uhing reported upcoming meetings she was planning to attend.

Mayor Truax reported on various local, regional, Metro, and Washington County meetings he attended and reported on various upcoming meetings and community-related events he was planning to attend. Mayor Truax apologized if it seemed that Council quickly adopted the City's budget this evening, noting he would have given anyone an opportunity to speak if anyone wanted to do so. Mayor Truax distributed a copy of the tally results of the top four legislative issues that Council and staff collectively concurred to submit to the League of Oregon Cities (LOC) for consideration for the 2012 LOC Legislative Agenda. In addition, Mayor Truax highlighted various upcoming community-related matters of interest. In conclusion, Mayor Truax reiterated his earlier comments pertaining to fluoridation of the City's water and advised that he would most likely not entertain discussing this issue in the future.

**FOREST GROVE CITY COUNCIL REGULAR MEETING  
JUNE 25, 2012 – 7:00 P.M.  
COMMUNITY AUDITORIUM  
PAGE 21**

**20. ADJOURNMENT:**

Mayor Truax adjourned the meeting at 8:56 p.m.

Respectfully submitted,

---

Anna D. Ruggles, CMC, City Recorder

30

**FOREST GROVE CITY COUNCIL EXECUTIVE SESSION  
ORS 192.660(2)(E) REAL PROPERTY  
JULY 9, 2012 – 5:30 P.M.  
COMMUNITY AUDITORIUM – CONFERENCE ROOM  
PAGE 1**

*Minutes are unofficial until approved by Council.*

**1. ROLL CALL:**

Mayor Peter Truax called the Executive Session to order at 5:30 p.m. **ROLL CALL: COUNCIL PRESENT:** Thomas BeLusko, Jr. (declared a potential conflict of interest), Victoria Lowe, Camille Miller, Ronald Thompson, and Mayor Peter Truax. **COUNCIL ABSENT:** Elena Uhing and Thomas Johnston, Council President, excused. **STAFF PRESENT:** Michael Sykes, City Manager; Paul Elsner, City Attorney; Paul Downey, Administrative Services Director; Tom Gamble, Parks and Recreation Director; and Anna Ruggles, City Recorder.

**2. EXECUTIVE SESSION:**

The City Council met in Executive Session in accordance with:

ORS 192.660(2)(e) to deliberate with persons designated by the governing body to negotiate in real property transactions.

**3. ADJOURNMENT**

Mayor Truax adjourned the Executive Session at 5:58 p.m.

Respectfully submitted,

---

Anna D. Ruggles, CMC, City Recorder



**FOREST GROVE CITY COUNCIL WORK SESSION  
(WATERSHED GRANT)  
JULY 9, 2012 – 5:45 P.M.  
COMMUNITY AUDITORIUM – CONFERENCE ROOM  
PAGE 1**

*Minutes are unofficial until approved by Council.*

**1. ROLL CALL:**

Mayor Peter Truax called the Work Session to order at 6:05 p.m. **ROLL CALL:**  
**COUNCIL PRESENT:** Thomas BeLusko, Jr., Victoria Lowe, Camille Miller, Ronald Thompson, and Mayor Peter Truax. **COUNCIL ABSENT:** Elena Uhing and Thomas Johnston, Council President, excused. **STAFF PRESENT:** Michael Sykes, City Manager; Paul Downey, Administrative Services Director; Susan Cole, Administrative Services Assistant Director; Rob Foster, Public Works Director; and Anna Ruggles, City Recorder.

**2. WORK SESSION: WATERSHED GRANT**

Foster, Cole, and Sykes facilitated the work session, noting the purpose of the work session was to receive feedback from Council as to proceeding with an in-kind contribution of low-value trees from the Watershed for a grant-funded project that Tualatin Valley River Watershed Council (TRWC) has received for enhancing fish habitat in the Forest Grove Watershed. Foster introduced Scott Ferguson, City's Watershed Management Consultant, who was present to address inquiries and concerns from the Council. Cole introduced April Olbrich, a representative for TRWC, who reported TRWC is part of the mitigation of Scoggins Dam and monitors the overall fish health and habitat associated with the Gales Creek Basin. Olbrich reported TRWC has received a grant from Oregon Watershed Enhancement Board in the amount of \$56,000 to improve fish passage for migratory fish in Clear Creek, located in the City's watershed, noting TRWC is asking the City for an in-kind contribution of watershed trees/wood to place in Clear Creek and to permit access into the watershed so consultants hired by TRWC can complete the work of the project. Olbrich explained the project proposes to remove two obsolete concrete structures from the stream that currently acts as fish barriers and proposes to replace the structures with down trees/wood in the stream to create pools and complexity for spawning and rearing habitat and enhance fish passage for migratory fish. In conclusion, Olbrich indicated TRWC estimates the City's in-kind contribution will be approximately \$20,000 in the form of watershed trees.

Council Discussion:

Mayor Truax opened the floor and roundtable discussion ensued pertaining to TRWC's proposal for an in-kind contribution of trees/wood from the Watershed and allowing access into the watershed to complete the proposed project.

**FOREST GROVE CITY COUNCIL WORK SESSION  
(WATERSHED GRANT)  
JULY 9, 2012 – 5:45 P.M.  
COMMUNITY AUDITORIUM – CONFERENCE ROOM  
PAGE 2**

Foster, Cole, and Sykes responded to various inquiries, concerns, and scenarios Council presented, noting the enhancement of fish habitat in Clear Creek was originally identified as a work task in the 2011 Watershed Stewardship Management Plan. Ferguson indicated during the 2012 timber harvest, the appropriate low-market value trees can be identified that could be used for the Clear Creek enhancement project, noting the types of trees that are beneficial for enhancing fish habitat in creeks are not necessarily high-market value for lumber. Ferguson affirmed the trees in the watershed that the City will donate will have imperfections, such as forks, curves, and excessive knots, noting the trees will have low incremental value as pulp. Foster and Cole advised the City's in-kind contribution may actually be less than \$10,000, due to the fact that the appropriate trees for this project can be identified, cut and moved during the 2012 timber harvest. In addition, Foster and Cole reported staff briefed the Watershed Ad-Hoc Committee and the Committee recommended proceeding with the in-kind contribution. In conclusion of the above-noted discussion, Council collectively concurred with staff to proceed with the in-kind contribution and allowing TRWC access into the watershed to complete the project. Council collectively thanked TRWC for contributing the grant funds to enhancement fish habitat in the City's Watershed.

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

**3. ADJOURNMENT**

Mayor Truax adjourned the work session at 6:20 p.m.

Respectfully submitted,

---

Anna D. Ruggles, CMC, City Recorder



**FOREST GROVE CITY COUNCIL WORK SESSION  
(CLIMATE SMART COMMUNITIES PHASE I)  
JULY 9, 2012 – 6:00 P.M.  
COMMUNITY AUDITORIUM – CONFERENCE ROOM  
PAGE 1**

*Minutes are unofficial until approved by Council.*

**1. ROLL CALL:**

Mayor Peter Truax called the Work Session to order at 6:26 p.m. **ROLL CALL:**  
**COUNCIL PRESENT:** Thomas BeLusko, Jr., Victoria Lowe, Camille Miller, Ronald Thompson, and Mayor Peter Truax. **COUNCIL ABSENT:** Elena Uhing and Thomas Johnston, Council President, excused. **STAFF PRESENT:** Michael Sykes, City Manager; Jon Holan, Community Development Director; and Anna Ruggles, City Recorder.

**2. WORK SESSION: CLIMATE SMART COMMUNITIES PHASE I**

Holan and Sykes facilitated the work session, noting the purpose of the work session was allow Metro an opportunity to meet jointly with the Council to provide an update on Metro’s Climate Smart Communities Program efforts, noting staff has reported to Council already the results of Metro’s Climate Smart Communities, Phase I Findings (Attachment 1 to staff report). Holan introduced Kathryn Harrington, Metro Council District 4, who provided an update on Metro’s efforts on the state-mandated program on Greenhouse Gas (GHG) reduction. Harrington provided a brief summary of Metro’s first phase report, titled “Metro’s Climate Smart Communities Scenarios Project, Understanding Our Land Use and Transportation Choices, Phase I Findings”, report dated January, 2012, noting Metro’s Climate Smart Communities Program is in three phases: understanding the choices; shaping choices to identify three alternative approaches to evaluate in 2013; and choosing a final preferred approach that represents a compilation of community plans, plus other policies the regions’ decision-makers agree are needed. Harrington reported Phase I focused on understanding the region’s land use and transportation choices by conducting a review of published research and testing 144 regional scenarios as outlined in the report. Harrington referred to Pages 15 and 16 of the report, highlighting the building blocks for the 144 regional scenarios and the overall Findings of Phase I, noting Phase I was designed to accomplish two things: 1) to understand the GHG emissions reduction potential of current plans and policies and 2) to understand the combination of plausible land use and transportation strategies that reduce GHG emissions, noting the regions’ decision-makers will use Phase I research and subsequent stakeholder engagement to direct development and evaluation of additional scenarios in Phase 2 and 3.

Council Discussion:

**FOREST GROVE CITY COUNCIL WORK SESSION  
(CLIMATE SMART COMMUNITIES PHASE I)  
JULY 9, 2012 – 6:00 P.M.  
COMMUNITY AUDITORIUM – CONFERENCE ROOM  
PAGE 2**

Mayor Truax opened the floor and roundtable discussion ensued pertaining to Metro's report on Climate Smart Communities Scenarios Project and Phase I Findings". Holan and Harrington responded to various inquiries and scenarios Council presented, referencing the staff report and Findings, noting as the City moves forward, there are policy questions (as outlined in the staff report) that will need to be addressed at the local level. In conclusion of the above-noted discussion, Holan advised though City staff has been a part of Metro's technical work group, it will be important for Council to weigh in next year on what should be included in the region's preferred strategy, pointing out some questions and factors to consider are outlined on Page 2 of the staff report.

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

**3. ADJOURNMENT**

Mayor Truax adjourned the work session at 7:02 p.m.

Respectfully submitted,

---

Anna D. Ruggles, CMC, City Recorder

**FOREST GROVE CITY COUNCIL REGULAR MEETING  
JULY 9, 2012 – 7:00 P.M.  
COMMUNITY AUDITORIUM  
PAGE 1**

*Minutes are unofficial until approved by Council.*

- 1. **ROLL CALL:**  
 Mayor Peter Truax called the regular City Council meeting to order at 7:06 p.m. and led the Pledge of Allegiance. **ROLL CALL: COUNCIL PRESENT:** Thomas BeLusko, Jr., Victoria Lowe, Camille Miller, Ronald Thompson, and Mayor Peter Truax. **COUNCIL ABSENT:** Elena Uhing and Thomas Johnston, Council President, excused. **STAFF PRESENT:** Michael Sykes, City Manager; Paul Elsner, City Attorney; Paul Downey, Administrative Services Director; Susan Cole, Administrative Services Assistant Director; Rob Foster, Public Works Director; Derek Robbins, Civil Engineer; Jon Holan, Community Development Director; Bill Steele, Interim Police Chief; George Cress, Light and Power Director (in the audience); and Anna Ruggles, City Recorder.
  
- 2. **CITIZEN COMMUNICATIONS:** None.
  
- 3. **CONSENT AGENDA:** Items under the Consent Agenda are considered routine and will be adopted with a single motion, without separate discussion. Council members who wish to remove an item from the Consent Agenda may do so prior to the motion to approve the item(s). Any item(s) removed from the Consent Agenda will be discussed and acted upon following the approval of the Consent Agenda item(s).
  - A. Memorandum pertaining to the City Council Meeting Minutes of June 25, 2012.
  - B. Accept Historic Landmarks Board Meeting Minutes of May 22, 2012.
  - C. Accept Public Arts Commission Meeting Minutes of May 10, 2012.
  - D. Accept Public Safety Advisory Commission Meeting Minutes of June 27, 2012. **ITEM REMOVED, REFER BELOW.**

**MOTION:** Councilor Lowe, moved, seconded by Councilor Miller, to approve the Consent Agenda as amended. **ABSENT:** Councilor Uhing and Council President Johnston. **MOTION CARRIED 5-0 by voice vote.**

**FOREST GROVE CITY COUNCIL REGULAR MEETING  
JULY 9, 2012 – 7:00 P.M.  
COMMUNITY AUDITORIUM  
PAGE 2**

**3. D. ACCEPT PUBLIC SAFETY ADVISORY COMMISSION MEETING  
MINUTES OF JUNE 27, 2012**

Ruggles asked to remove the above-noted item from the Consent Agenda, noting the minutes were distributed in error prior to the Public Safety Advisory Commission's review and approval.

**4. ADDITIONS/DELETIONS:**

Sykes removed from the agenda the 5:15 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. Bonneville Power Administration 75<sup>th</sup> Anniversary:**

Cress introduced Kevin Farleigh, Bonneville Power Administration (BPA) Account Executive, who presented a video highlighting BPA's history over the last 75 years. In addition, Farleigh provided a brief update on BPA's future rate proposals, noting BPA is looking at rate increases of 10-20 percent; however, BPA is assessing closely all processes and highest priority programs in attempt to maintain rates as low as possible. In conclusion, Farleigh reported that BPA's initial rate proposals will be issued November of 2012, with final rates issued July of 2013.

**5. B. Metro Quarterly Exchange Update:**

Kathryn Harrington, Metro Councilor District 4, presented a PowerPoint presentation outlining District 4 Quarterly Exchange Report. Harrington highlighted various topics and reported on Metro's Climate Smart Communities; Transportation Equity Analysis; natural areas; trails; and visitor venue updates; and distributed various handouts.

**5. C. National Night Out Update:**

Interim Police Chief Steele provided an update on National Night Out, which will be held August 7, 2012, noting the Police Department has decided to change this year's National Night Out Event venue by allowing various neighborhood watch groups to host barbeques (BBQ) in hope of engaging more community involvement. Steele reported so far eight groups have committed to hosting block parties, noting officers will be attending the block parties, displaying police vehicles, providing handouts, and answering questions about crime prevention, etc. Steele noted Police

**FOREST GROVE CITY COUNCIL REGULAR MEETING  
JULY 9, 2012 – 7:00 P.M.  
COMMUNITY AUDITORIUM  
PAGE 3**

hopes the block parties will encourage and motivate citizens to go out and meet their neighbors. In response to various Council inquiries, Steele advised the same concepts would continue to be promoted at the Farmers' Market and First Wednesday in hopes of reaching out to the whole community. In conclusion, Steele affirmed the Council is welcome to attend the block parties, noting he will provide Council with a list of the locations and times.

**6. A. INFORMATIONAL PUBLIC HEARING ON THE FORMATION OF A PROPOSED STREET IMPROVEMENT REIMBURSEMENT DISTRICT, PURSUANT TO CITY CODE FOR 26<sup>TH</sup> AVENUE, BETWEEN HAWTHORNE STREET AND JUNIPER STREET, IN WHICH PERSONS IMPACTED BY THE CREATION OF THE PROPOSED REIMBURSEMENT DISTRICT TO OBTAIN INFORMATION AND TO COMMENT THEREON**

**Staff Report:**

Foster, Cole, Robbins, and Sykes reported the purpose of the Informational Public Hearing is to allow persons impacted by the formation of the proposed Street Improvement Reimbursement District for 26<sup>th</sup> Avenue, between Hawthorne Street and Juniper Street, an opportunity to comment on the proposed Reimbursement District, noting the Council has sole discretion after the hearing to decide whether or not to form the Reimbursement District (refer below to Agenda Items 6. B. and 6.C.). Sykes explained the main reasons the City is self-initiating the Reimbursement District for the area is because the roadway has caused serious transportation issues for the City and neighbors have voiced concerns. Sykes noted with the potential of 170 new homes proposed in the area, without a City-initiated Reimbursement District, the unimproved roadway would be inadequate to handle the amount of traffic the roadway will generate. Staff explained the proposed Reimbursement District will benefit adjacent properties (identified in Attachment 1 of Resolution No. 2012-55), noting the total costs eligible to be reimbursed to the City is estimated at \$259,224 and the City's net share is estimated at \$113,408. Staff reported the Engineer's Report (attached as Exhibit A to Resolution No. 2012-54) identifies the manner and method of carrying out the street improvements and estimated costs associated for each property making the street improvements as illustrated in Exhibit 1 and Exhibit 2 of the staff report. Staff advised a neighborhood meeting was held on June 20, 2012, to present the project to interest parties, noting the meeting was well

**FOREST GROVE CITY COUNCIL REGULAR MEETING  
JULY 9, 2012 – 7:00 P.M.  
COMMUNITY AUDITORIUM  
PAGE 4**

attended and staff addressed a variety of comments during the neighborhood meeting. Staff indicated the property to the south expressed support of the project and dedicated right-of-way. The property to the northeast end submitted written comments in support. Other participants asked questions and expressed concerns about the project, such as when the Reimbursement District would trigger and when non-participating properties would be required to improve their section of the roadway. Staff reported on June 25, 2012, the Council accepted the Draft Engineer's Report, noting staff is proposing no changes to the Final Engineer's Report (attached as Exhibit A to Resolution No. 2012-54). In addition staff reported on June 26, 2012, notice was sent to all property owners within the proposed Reimbursement District informing them of this evening's Informational Public Hearing and a legal notice was published in the *NewsTimes* on Wednesday, June 27, 2012, noting no additional comments were received prior to the published deadline of July 9, 2012.

**Informational Public Hearing Opened:**

Mayor Truax opened the Informational Public Hearing.

**Proponents:**

Lindsey Quartini, Non-Profit Casa of Oregon, 20512 SW Rogers Road, Sherwood, OR 97140, testified that they are the developing consultants for Juniper Gardens project of which Bienstar is the owner, noting the project is currently in Phase I and Phase II will occur in 2013. Quartini indicated their property has frontage on 26<sup>th</sup> Avenue and they are very supportive of the Reimbursement District. Quartini testified that they understand and accept their financial contribution. In addition, Quartini indicated they will be constructing Juniper Street as part of their development, noting when the two streets are completed there will be more connectivity in the area.

Karen Shawcross, Bienstar Executive Director, 220 SE 12<sup>th</sup> Avenue, Suite A-100, Hillsboro, OR 97123-4667, testified that Bienstar is the owner of 6-1/2 acres with frontage on 26<sup>th</sup> Avenue, noting as Quartini testified, Bienstar is constructing Juniper Gardens, including 24 multiple-family units in Phase I and 22 units in Phase II. Shawcross indicated they will probably be the first neighbors to pay into the Reimbursement District and they are happy to do so. Shawcross indicated the road improvements that Bienstar will be constructing on Juniper Street will provide an important access point from south to north and they think the improvements along

**FOREST GROVE CITY COUNCIL REGULAR MEETING  
JULY 9, 2012 – 7:00 P.M.  
COMMUNITY AUDITORIUM  
PAGE 5**

26<sup>th</sup> Avenue, jointly with Juniper Street improvements, will make for a much safer road and a viable neighborhood. In addition, Shawcross thanked the City Manager and City Engineering Department for developing a solution to a difficult problem in an area, noting it is an area that is going to suddenly explode with new development.

Shawn Billman, 2727 26<sup>th</sup> Avenue, Forest Grove, referenced his property on the map and inquired if a traffic impact study has been conducted to determine how many cars actually travel the road daily, noting the road is a real safety concern for traffic and kids playing in the neighborhood. In addition, Billman indicated the City needs to conduct a traffic study to ensure a sufficient road is constructed to handle traffic and new development in the area.

Drennen Wesley, 2204 26<sup>th</sup> Avenue, Forest Grove, referenced his property on the map and testified he is a middle school teacher in Forest Grove and he lives right on the corner of 26<sup>th</sup> Avenue and Sunset Drive. Wesley testified he is in support, including financial support of anything that will help widen the sidewalks and improve pedestrian access in the area. Wesley applauded City Council for the City's desire to improve the roadway, noting he has witnessed many of his students attempting to cross the roadway and he recently witnessed a serious bicycle accident. Wesley indicated there seems to be a lot of development around 26<sup>th</sup> Avenue without first improving the roadway to accommodate capacity and pedestrian access, noting he hopes this is the first step in really looking at roadway improvements and pointed out Sunset Drive/Hawthorne Street are more heavily used than Hawthorne Street/Juniper Street.

Michelle Yanaoka, 2222 26<sup>th</sup> Avenue, Forest Grove, testified that she has had many discussions with City Engineering regarding the lack of pedestrian and bicycle safety access on 26<sup>th</sup> Avenue and lack of no-parking signs in the area, noting at the very least, the City needs to post no-parking signs until the roadway is improved. In addition, Yanaoka spoke about her daughter's death, noting she does not want to see another person experience the loss of a child due to unsafe roads as she has.

No one else testified and no written comments were received.

**Opponents:**

**FOREST GROVE CITY COUNCIL REGULAR MEETING  
JULY 9, 2012 – 7:00 P.M.  
COMMUNITY AUDITORIUM  
PAGE 6**

Ryan Wiley, 2531 Hawthorne Street, Forest Grove, referenced his property on the map, noting his property is located in unincorporated Washington County. Wiley projected a PowerPoint presentation, citing his reasons for objection of the proposed Reimbursement District, noting his reasons are lack of assessment value, undue financial obligation and unnecessary features. Wiley inquired about the definition of the type of development that would trigger the Reimbursement District and the legalities of assessing property located outside of the City limits. Wiley stated he is planning to build a garage addition and the assessed fees to his property in the Reimbursement District would cost him an additional \$16,840 over and beyond his project costs. Wiley referenced Washington County's current market value on his property and voiced concern the City did not perform due diligence in assessing the financial burden equally in the neighborhood. Wiley questioned why the City was not assessing only the developments that would be using the roadway and questioned why the City was approving development in the first place with the current roadway conditions. In addition, Wiley questioned if the City received three bids for the work, stating he would like to see an itemized quote for the portion of the project that he will be assessed.

No one else testified and no written comments were received.

**Others:**

Shane Radecellini, 2715 Juniper Street, Forest Grove, inquired about no-parking signs and reported violations of the City's tree protection plan. Radecellini testified over the weekend, three no-parking signs were erected, pointing out that the signs were posted in areas where they are not needed. Radecellini projected photographs to show the locations of no-parking signs and questioned why the City would erect the signs in those locations. In addition, Radecellini showed photographs where the City's tree protection plan was being violated.

Kristen Thomas, 2735 26<sup>th</sup> Avenue, Forest Grove, indicated the improvement of the road should have occurred seven years ago, stating she has been begging for a safer street and dust control. Thomas indicated 26<sup>th</sup> Avenue to Hawthorne Street is pathetic and inadequate and lacks curbs and sidewalks, and is an unsafe roadway. In addition, Thomas questioned why the City has not worked with the County for MSTIP funds to fix and make the roadways in the area safer streets.

**FOREST GROVE CITY COUNCIL REGULAR MEETING  
JULY 9, 2012 – 7:00 P.M.  
COMMUNITY AUDITORIUM  
PAGE 7**

No one testified and no written comments were received.

**Public Hearing Closed:**

Mayor Truax closed the Public Hearing.

**Council Discussion:**

In response to Council concerns and testimony heard, Foster affirmed that roads are improved by adjacent properties when development occurs, noting even without a Reimbursement District, if the properties ever develop, the owner would still be required by City Code to pay for their portion of improving the roadway at the time of development. Foster explained a Reimbursement District simply provides the financing mechanism for the improvements. Foster advised he did not believe that City staff was responsible for posting the three no-parking signs in the area, noting he would look into the matter further. In addition, Foster explained MSTIP is a levy program for major transportation improvements countywide, noting it would be questionable if 26<sup>th</sup> Avenue would qualify for MSTIP funding. Foster explained the property located at 2531 Hawthorne Street, Wiley's property, is located on a corner lot and has larger frontage, which is why the costs are assessed higher for this tax lot.

Robbins indicated a Local Improvement District (LID) is another tool the City could use; however, an LID is initiated by property owners, if more than 50 percent are in favor of the improvements, and each property owner would be responsible to pay their share.

Mayor Truax affirmed that MSTIP funding is allocated to fund significant roadways and highways improvements countywide and advised that a discussion pertaining to no parking and speed limits needs to continue.

**City Attorney Response to Testimony:**

Elsner advised Council and staff that if properties were located outside of the City limits and the City does not have jurisdiction, the City may not have authority to assess the properties. Elsner explained the formation of a Reimbursement District does not result in a lien against the property, noting once the Reimbursement District is established, final assessment costs for each property is a precondition to receipt of any City permit necessary for development of that property.

Holan clarified there are planning agreements with Washington County for

**FOREST GROVE CITY COUNCIL REGULAR MEETING  
JULY 9, 2012 – 7:00 P.M.  
COMMUNITY AUDITORIUM  
PAGE 8**

the above-noted area and explained the property located at 2531 Hawthorne Street, Wiley's property, is able to proceed with a garage addition and no assessment costs would be assessed as long as the property remained in Washington County, noting once the property is sold and is rebuilt, the property would need to annex into the City's jurisdiction and the Reimbursement District assessment costs would be assessed at that time, noting the issuance of a building permit would trigger the start time for the cost assessments.

Discussion continued with City Attorney and staff on whether or not the City should withdraw the properties located in unincorporated Washington County (Tax Lot 401, 2531 Hawthorne Street, Tax Lot 400, 2523 Hawthorne, and Tax Lot 301, 2718 16<sup>th</sup> Avenue) from the proposed Reimbursement District. Elsner advised Council and staff that the reimbursement assessment costs would need to be reallocated to exclude the above-noted properties located outside of the City's jurisdiction or the City could also consider an LID instead of a Reimbursement District. Elsner suggested tabling/postponing Council action on the proposed resolutions so staff could reassess the proposal.

At the conclusion of above-noted discussion, Mayor Truax asked for a motion to table Resolution No. 2012-54 (refer below to Agenda Item 6. B.) and table Resolution No. 2012-55 (refer below to Agenda Item 6. C.) and asked staff to reassess the proposal and make changes if necessary.

**MOTION:** Councilor Lowe moved, seconded by Councilor BeLusko, Jr. , to TABLE Resolution No. 2012-54 (refer below to Agenda Item 6. B.) and table Resolution No. 2012-55 (refer below to Agenda Item 6. C.) until the next meeting of Monday, August 13, 2012.

**Council Discussion:**

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

**ROLL CALL VOTE:** AYES: Councilors BeLusko, Jr., Lowe, Miller, Thompson, and Mayor Truax. NOES: None. ABSENT: Councilor Uhing and Council President Johnston. MOTION CARRIED 5-0.

**6. B. RESOLUTION NO. 2012-54 ACCEPTING THE CITY ENGINEER'S**

**FOREST GROVE CITY COUNCIL REGULAR MEETING  
JULY 9, 2012 – 7:00 P.M.  
COMMUNITY AUDITORIUM  
PAGE 9**

**REPORT ON THE FORMATION OF A PROPOSED STREET IMPROVEMENT REIMBURSEMENT DISTRICT, PURSUANT TO CITY CODE, FOR 26<sup>TH</sup> AVENUE, BETWEEN HAWTHORNE STREET AND JUNIPER STREET “26<sup>TH</sup> AVENUE IMPROVEMENT PROJECT REIMBURSEMENT DISTRICT”**

The above-noted resolution was tabled (refer above to Agenda Item 6. A.) until the next meeting of Monday, August 13, 2012.

**6. C. RESOLUTION NO. 2012-55 FORMING A STREET IMPROVEMENT REIMBURSEMENT DISTRICT FOR 26<sup>TH</sup> AVENUE, BETWEEN HAWTHORNE STREET AND JUNIPER STREET “26<sup>TH</sup> AVENUE IMPROVEMENT PROJECT REIMBURSEMENT DISTRICT”**

The above-noted resolution was tabled (refer above to Agenda Item 6. A.) until the next meeting of Monday, August 13, 2012.

**7. PUBLIC HEARING AND FIRST READING OF ORDINANCE NO. 2012-04 ADOPTION OF AMENDMENTS TO PACIFIC UNIVERSITY MASTER PLAN TO INCORPORATE PROVISIONS FOR TWO NEW OPPORTUNITY SITES (L, SUNSET DRIVE, AND M, CANNERY FIELD), ADDITIONAL USES AND MISCELLANEOUS AMENDMENTS (AMENDMENT NO. 3)**

**Staff Report:**

Holan presented the above-proposed ordinance for Council consideration, noting Pacific University is requesting a third amendment to its Master Plan to incorporate provisions for two new opportunity sites (L, Sunset Drive, and M, Cannery Field), additional uses, and miscellaneous amendments as initiated by staff. Holan reported the purpose of the amendments are to allow consideration of a temporary student health center, located west of College Way in proximity to Parr Lumber storage area, and a maintenance facility, to be moved from Cedar Street to a site located on Sunset Drive, immediately north of the Aquatic Center. The other proposed amendments are the addition of Cannery Field/Cedar Street as a new opportunity site and clarifying provisions to the Master Plan as initiated by staff. Holan reported the Planning Commission, at its meeting of June 18, 2012, approved the third amendment to Pacific University's Master Plan, with proposed revisions as shown in Exhibit 1, Findings, and Exhibit 2, Recommended Changes to Amendment 3 of the Master Plan. In conclusion, Holan advised it is staff's recommendation to

**FOREST GROVE CITY COUNCIL REGULAR MEETING  
JULY 9, 2012 – 7:00 P.M.  
COMMUNITY AUDITORIUM  
PAGE 10**

approve the proposed amendments as proposed.

Before proceeding with the Public Hearing and Council discussion, Mayor Truax asked for a motion to adopt Ordinance No. 2012-04.

Elsner read Ordinance No. 2012-04 by title for first reading.

**MOTION:** Councilor BeLusko, Jr., moved, seconded by Councilor Miller, to approve Ordinance No. 2012-04 Adoption of Amendments to Pacific University Master Plan to Incorporate Provisions for Two New Opportunity Sites (L, Sunset Drive, and M, Cannery Field), Additional Uses and Miscellaneous Amendments (Amendment No. 3). The second reading of Ordinance No. 2012-04 by title and final vote will occur at the meeting of August 13, 2012.

**Declaration of Ex-parte Contacts, Conflicts of Interest, or Abstentions:**

Thompson declared he attended the Planning Commission hearing on June 18, 2012.

**Challenges from Parties:**

None declared.

**Public Hearing Opened:**

Mayor Truax opened the Public Hearing.

**Written Testimony:**

Michael Charles Lamb, 162 SE Oak, Hillsboro, receipt of a certified letter dated July 3, 2012, submitted to City Recorder prior to hearing date of July 9, 2012, voicing support of his father, Robert Charles Lamb, 2402 Sunset Drive, Forest Grove, who resides within the area that Pacific University is considering as Opportunity Site L. Staff referenced the letter into the record for Council consideration at the hearing of July 9, 2012.

**Proponents:**

No one testified and no written comments were received.

**Opponents:**

No one testified and no written comments were received.

**FOREST GROVE CITY COUNCIL REGULAR MEETING  
JULY 9, 2012 – 7:00 P.M.  
COMMUNITY AUDITORIUM  
PAGE 11**

**Others:**

No one testified and no written comments were received.

**Council Discussion:**

Hearing no discussion from the Council, Mayor Truax recessed the Public Hearing as noted below.

**Public Hearing Recessed:**

Mayor Truax recessed the Public Hearing until the next Council meeting of Monday, August 13, 2012.

8. **RESOLUTION NO. 2012-56 AUTHORIZING MAYOR OF THE CITY OF FOREST GROVE TO ENDORSE AN AMENDMENT TO THE INTERGOVERNMENTAL AGREEMENT (SANITARY SEWER SYSTEM DEVELOPMENT CHARGES) BETWEEN THE CITY OF FOREST GROVE AND CLEAN WATER SERVICES**

**Staff Report:**

Downey presented the above-proposed resolution requesting authorization to endorse an amendment to the Intergovernmental Agreement (IGA) between the City and Clean Water Services (CWS) pertaining to the allocation of Sanitary Sewer System Development Charges (SDC), noting the City and CWS have negotiated a one-year extension of the IGA, which will allow the City to continue to retain 20 percent of the Sanitary Sewer SDC allocations for the repayment of the Sunset Drive Sanitary Sewer Project. Downey advised the City has six more years to pay CWS (through 2018) for the Sunset Drive Sanitary Sewer Project. In conclusion, Downey recommended allowing the City to endorse the IGA so the City could continue to retain 20 percent of the allocations through June 30, 2013.

Before proceeding with Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2012-56.

Elsner read Resolution No. 2012-56 by title.

**MOTION:** Councilor Thompson moved, seconded by Councilor Lowe, to adopt Resolution No. 2012-56 Authorizing Mayor to Endorse

**FOREST GROVE CITY COUNCIL REGULAR MEETING  
JULY 9, 2012 – 7:00 P.M.  
COMMUNITY AUDITORIUM  
PAGE 12**

**Amendment to the Intergovernmental Agreement (Sanitary Sewer System Development Charges) between the City of Forest Grove and Clean Water Services.**

**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 BeLusko, Jr., Lowe, Miller, Thompson, and Mayor Truax. NOES: None. ABSENT: Councilor Uhing and Council President Johnston. MOTION CARRIED 5-0.**

**9. CITY MANAGER'S REPORT:**

City Manager Sykes reported on upcoming events as noted in the Council calendar and reported on other various upcoming local meetings and events. Sykes reported staff has scheduled four finalists for Police Chief to meet with Council on Friday, August 3, 2012, noting the Public Safety Advisory Commission will be invited to attend and the public will also be invited to attend a reception afterwards in the Community Auditorium. Sykes reported the Oregon Department of Transportation has authorized the Safe Routes to School Grant for sidewalks along B Street for Harvey Clarke Elementary School, noting staff is currently working on a Request for Proposal for consultant selection. In addition, Sykes distributed a copy of his written report, which outlined various meetings he attended and provided updates on various City department-related activities, projects, and other upcoming city/community-wide events.

**10. COUNCIL COMMUNICATIONS:**

BeLusko reminded everyone that the Forest Grove Concours Car Show, presented by the Forest Grove Rotary Club, is Sunday, July 15, 2012. In addition, BeLusko reported on other matters of interest and upcoming meetings he was planning to attend.

Council President Johnston was absent.

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

Miller reported on upcoming community-related events and meetings she

**FOREST GROVE CITY COUNCIL REGULAR MEETING  
JULY 9, 2012 – 7:00 P.M.  
COMMUNITY AUDITORIUM  
PAGE 13**

was planning to attend.

Thompson reported on Ride Connection-related events and upcoming events and meetings he was planning to attend.

Uhing was absent.

Mayor Truax reported on various local, regional, Metro, and Washington County meetings he attended and reported on various upcoming meetings and community-related events he was planning to attend. Mayor Truax recapped his attendance at the Washington County Coordinating Committee (WCCC) meeting, noting the Transportation Development Tax discount program will continue for another year or so. Mayor Truax gave Kudos to TriMet for recently relocating a City bus stop, pointing out that even though Forest Grove is a net payer into the system, routes have not changed in 45 years to his recollection. In addition, Mayor Truax recapped the schedule for the upcoming Nyuzen, Japan, Adult Delegation Visit, noting the delegation will arrive July 12 and depart July 16, 2012. Mayor Truax announced he will be conducting the Ribbon-Cutting and Dedication Ceremony for Fernhill Wetlands' picnic shelter and restroom, which will be held Tuesday, July 31, 2012, 4:00 p.m. at Fernhill Wetlands, noting the public is invited to attend. Mayor Truax highlighted the presentation that BPA gave earlier, noting the video showed some great examples of how elected officials make use of federal tax dollars. In conclusion, Mayor Truax highlighted various upcoming Council Calendar events and other community-related matters of interest.

**11. ADJOURNMENT:**

Mayor Truax adjourned the meeting at 9:54 p.m.

Respectfully submitted,

---

Anna D. Ruggles, CMC, City Recorder

3H

- Members Present:** Kevin Kamberg, Neil Poulsen, Holly Tsur, Larry Wade (via phone); (one vacancy)
- Members Excused:** George Cushing, Ernest Walston
- Staff Present:** James Reitz
- Council Liaison:** Elena Uhing
- Citizens Present:** 01

**APPROVED**

Larry Wade was called at 6:02 p.m. and participated in the meeting via phone.

1. **Call to Order:** Poulsen opened the meeting at 6:03 p.m. He described the quorum process and noted that Board Member Wade was going to participate in the meeting via phone. **The minutes of the May 22, 2012 meeting were approved as submitted.**
2. **Citizen Communication:** None.
3. **Action Items / Discussion:**

**A. Renovation Grant Requests**

- **Barber House @ 1714 Ash Street (Washington County Tax Lot 1S3 6BC-1200). Applicants: Jim and Teresa McGuire. File Number: HLR-12-00551**

Teresa McGuire was present to describe the application and answer questions. She noted that the house is about 100 years old. The window in question needs sash and frame restoration and repair, but all the original glass will be retained. They are also going to have a wood-frame or wood-clad storm window made to help protect the window, which they feel is desirable given that it is on the south elevation and fully exposed to the weather.

Wade and Kamberg agreed that a storm window is a good idea. Tsur concurred, also noting that this is just the type of project the Board can support versus replacing the window.

**Poulsen/Kamberg to award up to a \$480 grant. Motion carried unanimously.**

As Poulsen had submitted the next grant request, he left the room and Vice-Chair Tsur assumed control of the meeting at 6:25 pm.

- **Alpha Zeta House @ 1806 Elm Street (Washington County Tax Lot 1S3 6AB-12300). Applicants: Neil and Kathy Poulsen. File Number: HLR-12-00552**

Tsur summarized her understanding of the proposed project: the exterior door to the basement has weathered and is permitting water infiltration from the patio slab which is contributing to the problem by not being sloped away from the building. Poulsen is requesting a grant to both replace the door and remove and replace the slab with one that has a positive grade. Wade wondered why a metal door was being proposed instead of a wood door; he thought metal would not be period but might be less expensive, and also thought that wood, metal or fiberglass would all be good materials. He further noted that the threshold would need to be replaced.

Poulsen returned at 6:35 pm to answer questions. He confirmed that the bids included the trim work, and that he would be doing the painting. He would prefer a metal door for the added security it can provide. Wade recommended that Poulsen get an outward-opening door because it would provide even more security and because there is no interior landing.

Poulsen left the room at 6:45 pm while the Board continued its discussion. Tsur had no issue with what the door would be made of, nor did any other member. All concurred that an outward-opening door was advisable.

**Wade/Kamberg to award up to an \$850 grant. Motion carried unanimously.**

Poulsen returned at 6:50 pm and continued to chair the meeting.

**B. SHPO Grant – Work Program:**

- Design and print brochures for Painter's Woods and Walker-Naylor districts: Reitz distributed drafts of the brochures prepared by the consultant. Everyone thought the W-N brochure was just about ready to go. There was still some concern expressed about whether the blue text proposed for the PW brochure had enough contrast and that perhaps the background color was too deep. Noted too was that the colors in the example brochures were not exact, and even though the Board was also reviewing samples of the specific tones to be used it was not easy to picture how it would all come together. In the end the Board decided to defer to the consultant's judgment, but also encouraged her to enhance the contrast as much as possible.
- Purchase and install Painter's Woods and Walker-Naylor street sign toppers: Reitz said that the toppers had been ordered. They will take about three weeks to be manufactured and shipped. The Public Works Department will begin installation shortly thereafter. Reitz will keep the Board apprised as to when the toppers arrive and the anticipated installation schedule.

- C. Summer Issue Newsletter:** Reitz said the Spring issue was being mailed. Wade suggested that the topics for the Summer issue include the street sign toppers, the new brochures, and an article on the Board's perspective on the recommendations made by the City's downtown consultant. A future issue could include a discussion on infill, always a concern in historic districts. Poulsen and Tsur volunteered to work together on an infill article.

**4. Old Business / New Business**

- Council Liaison Report: Uhing reported on recent Council activities, including the proposed David Hill Road extension and other transportation issues, the City budget, tort and foreclosure reform, the police chief selection process, and the new Chamber of Commerce brochures.
- It was noted that the last downtown work session is scheduled for the Board's meeting night. As several members wish to attend that meeting, our meeting will be scheduled to begin later.

**5. Adjournment:** The June 26, 2012 meeting adjourned at 7:55 p.m.

These minutes respectfully submitted by James Reitz, Senior Planner

**APPROVED**

31

**Minutes approved by the PAC on July 12, 2012.**

1) **CALL TO ORDER:** Kathleen Leatham called the meeting to order at 5:00pm  
**PRESENT:** Dana Zurcher, Jim Flory, Helvi Smith, Tom Gamble, Kathleen Leatham, Linda Taylor, James Friend, Laura Frye and Council Liaison Tom BeLusko. **STAFF:** Colleen Winters. **EXCUSED:** Pat Truax and Kathy Broom.

2) **APPROVAL OF THE PAC MINUTES OF MAY 10, 2012:** Linda Taylor moved to accept the minutes as presented. Dana Zurcher seconded. The vote was favorable.

3) **ADDITIONS/ DELETIONS:** None were added or deleted.

**4) BUSINESS**

**a) CEP Grant update:** PAC was granted \$3,150 to be used in anyway according to our proposal. Mini grants and accessions of new art, preserving, framing were all proposed. Kathleen will sign and return the form to accept the grant. We will have a later discussion on how to allocate the monies.

**b) Arts in the Grove:** Linda Taylor will compile all the information including that collected at the Farmer's Market and write a summary report. Kathleen Leatham will use this summary to write an article on the findings of the summit to be published in the News Times. It was asked that the people who volunteered at the booth at the Farmer's Market on June 6<sup>th</sup> to write down any conversations or comments that they heard the community say. Dana Zurcher also offered to put the surveys in an online form and the link put on the PAC website to gather more information. Kathleen is going to talk to Bev about the possibility of this, and possibly do this later in the year.

**c) WCVA Grant Update:** PAC was granted \$9,600. This has been designated for the Quest booklets, the website, the graphic designer, the Quest workshop, etc., excluding the purchase of the sculpture. Linda Taylor presented a proposal of a plan for obtaining the sculpture by the means of a donation, fundraising and using discretionary PAC funds. PAC has two options: 1. accepting the grant from WCVA and going ahead with the Quest project; or 2. graciously declining the grant.

After much discussion, Helvi Smith made a motion to accept the grant from WCVA and the proposal from Linda Taylor. Motion failed for lack of a second.

Dana Zurcher made a motion to decline the grant from WCVA and Linda Taylor's proposal. Laura Frye seconded the motion. There was a written vote with a 3-way tie. There was a revote ending in 3 yes votes, 2 no votes and 1 abstained. Motion was approved.

**d) Main Course Responsibility update:** Saturday, July 28, 2012. PAC is expected to volunteer with set up and take down, also manning a booth. More details to come.

**e) Finance Report.**

5) **COMMISSIONERS' COMMUNICATIONS:** None at this time.

6) **STAFF COMMUNICATIONS:** Colleen reported that an Author, Philip Margolin will be visiting the Forest Grove City Library June 27, 2012 from 7-8:00pm. Tom BeLusko reported that the Budget Committee approved the 2012-13 budget and forwarded it to the City Council for adoption.

Linda reported that there are summer reading activities going on during the summer that are free for children.

7) **ADJOURNMENT: NEXT MEETING JULY 10, 2012, 5:00-6:30PM**

Submitted by Dana Zurcher

## Memorandum

---

**To:** Mayor Truax and City Councilors  
**From:** Anna D. Ruggles, City Recorder  
**Subject:** Accept Resignation on Public Safety Advisory Commission  
**Date:** August 13, 2012

---

Chère Sandusky, Public Safety Advisory Commission (PSAC), representing Citizen At-Large, Term Expiring December 31, 2013, has informed staff of her desire to resign from the PSAC as per her attached resignation e-mail notification.

Matthew Pool, Public Safety Advisory Commission (PSAC), Non-Voting Liaison, representing Forest Grove Chamber of Commerce, has informed staff of his desire to resign from the PSAC as per his attached resignation e-mail notification. The Chamber Director has been notified and will ask the Chamber Board to consider selecting/appointing a new representative.

**STAFF RECOMMENDATION:** Staff recommends Council accept the above resignations and deem the seats vacant.

**Anna Ruggles**

---

**From:** emory and chere sandusky [REDACTED]

**Sent:** Wednesday, July 04, 2012 8:20 AM

**To:** [REDACTED]

**Subject:** PSAC Chair Resignation

Most of you are aware that the last several years have been very trying for me, as I've attempted to balance my desire to contribute in a positive way to the City with caring for my husband, who was suffering from vascular dementia. His brain aneurism last August and subsequent death in November proved more difficult than I had anticipated, and I have determined that it is in my best interests to resign from the PSAC, effective immediately.

As I do so, however, I would like to note my concern with regard to the PSAC's current effort to redefine its proper role. It has seemed to me for some time that the list of duties included in the PSAC by-laws are quite unrealistic, in that they either fall outside the expertise of the average citizen volunteer on a city advisory committee, or already fall within the expected duties of the city's professional staff. In short, it seems to me that, in an attempt to create a larger role for PSAC, there is a danger that the committee will be guilty of either duplicating the efforts of current city staff, or implying that the staff isn't carrying out its proper functions.

It makes better sense to me for the Council to either 1) provide the PSAC with a set of realistic, clarified goals, or 2) disband PSAC as an advisory commission and reconstitute it as a 501c group able to engage in political advocacy/fund-raising for the police department and other public causes.

My thanks to the Council for the opportunity it has provided me to serve the City.

Sincerely,

Chere M. Sandusky

## Anna Ruggles

---

**From:** Matthew Pool [REDACTED]

**Sent:** Friday, June 29, 2012 6:58 AM

**To:** [REDACTED]  
[REDACTED]

**Subject:** PSAC Chamber liaison

Good morning PSAC:

I wanted to send a letter announcing my resignation from my position on the Forest Grove Chamber Board, which will include my participation as the PSAC liaison. I am pursuing a career opportunity that is taking me to another Marquis building in Las Vegas. This building is much bigger than the Forest Grove campus and has more acute residents that I will working with. The Las Vegas market is different than Oregon and will be an exciting new challenge. I am excited about this new adventure.

I am very excited to announce that Deb Dooley will be the new Marquis Forest Grove Post Acute Rehab Administrator. Deb comes to the Forest Grove team with years of experience in managing Assisted Livings. She has currently been working with Marquis in our Piedmont location. She will be at the next Chamber luncheon.

My last day at Marquis Forest Grove will be **Friday, June 29th**, and on July 2<sup>nd</sup> I will be at Marquis Plaza Regency in Las Vegas. My Marquis email remains the same. I thank you for the wonderful opportunities and relationships that I have built with you over the past several years!

Warm regards,

Matthew Pool



**Matthew Pool**  
**Administrator**  
Marquis Forest Grove  
Post Acute Rehab



*Confidentiality Notice: The information in this email transmission may contain confidential health information that is privileged and legally protected from disclosure by HIPAA. If you are not the intended recipient, you are hereby notified that any disclosure, copying or distribution of this information is STRICTLY PROHIBITED. If you have received this information in error, please notify the sender immediately and destroy this email.*

7/9/2012



# Monthly Building Activity Report

June-12

2011-2012

Category	Period:	June-11	Period:	June-12
	# of Permits	Value	# of Permits	Value
Man. Home Setup	1			
Sing-Family New	4	\$732,078	8	\$2,506,646
SFR Addition & Alt/Repair	6	\$261,969	5	\$107,213
Mult. Fam. New/At				
Group Care Facility				
Commercial New				
Commerical Addition				
Commercial Alt/Repair	4	\$76,248	9	\$636,124
Industrial New				
Industrial Addition				
Industrial Alt/Repair				
Gov/Pub/Inst (new/add)	2	\$676,652		
Signs			1	\$4,075
Grading	1			
Demolitions	1		2	
<b>Total</b>	<b>19</b>	<b>\$1,746,947</b>	<b>25</b>	<b>\$3,254,058</b>

### Fiscal Year-to-Date

2010-2011		2011-2012	
Permits	Value	Permits	Value
213	\$24,966,239	256	\$63,791,530

# Monthly Building Activity Report

July-12

2012-2013

Category	Period:	July-11	Period:	July-12
	# of Permits	Value	# of Permits	Value
Man. Home Setup				
Sing-Family New	6	\$1,147,496	5	1,011,809.12
SFR Addition & Alt/Repair	7	\$98,391	3	124,692.60
Mult. Fam. New/At			1	9,000.00
Group Care Facility				
Commercial New			1	372,243.40
Commerical Addition				
Commercial Alt/Repair	4	\$171,642	5	105,690.00
Industrial New				
Industrial Addition				
Industrial Alt/Repair				
Gov/Pub/Inst (new/add)	3	\$12,640,000	1	16,500.00
Signs	1	\$1,300		
Grading	2		1	
Demolitions	2			
<b>Total</b>	<b>25</b>	<b>\$14,058,829</b>	<b>17</b>	<b>\$1,639,935.12</b>

### Fiscal Year-to-Date

2011-2012		2012-2013	
Permits	Value	Permits	Value
25	\$14,058,829	17	\$1,639,935



**FOREST GROVE CITY LIBRARY  
CIRCULATION STATISTICS REPORT: JULY 2012**

	JUNE 2012	MAY 2012	JUNE 2011
<b>MONTHLY TRAFFIC</b>			
Eye Count (Daily count of patrons for month)	19,610	21,249	20,778
Number of Days Open to the Public:	26	26	25
New Registrations (New Patron card issued)	148	109	165
<b>CIRCULATION:</b>			
Total Check-outs:	35,347	31,800	35,828
Total Check-ins:	24,598	24,185	25,560
ILLs (Inter-library loans/out of county):	81	95	112
<b>COURIER:</b>			
Intra-library Holds to Forest Grove:	12,610	12,736	12,908
Intra-library Holds from Forest Grove:	9,941	10,110	9,602
<b>PROGRAMS:</b>			
# of Adult Programs	5	5	4
Adult attendance at Adult Programs	126	38	27
Teen attendance at Adult Programs	1	NA	NA
# of Children's Programs	12	16	8
Children's attendance at Children's Programs	623	177	490
Adult attendance at Children's Programs:	231	105	234
Teen attendance at Children's Programs	0	NA	NA
# of Community Programs	1	4	NA
Adult attendance at Community Programs	40	37	NA
Children's attendance at Community Programs	65	29	NA
Teen attendance at Community Programs	10	NA	NA
# of Teen Programs	1	0	1
Teen attendance at Teen Programs	8	0	16
Adult attendance at Teen Programs	9	0	NA
Children's attendance at Teen Programs	26	NA	NA
# of Families at Early Childhood Discovery Time	0	3	0
<b>REFERENCE:</b>			
# of Reference Questions	1,409	1,390	NA
<b>SELF CHECK-OUT:</b>			
Self-Check Out Patrons Accepted	1,679	786	1,199
Self-Check-Out Patrons Denied	218	194	556
Self-Check-Out Total Items	6,640	3,040	4,961
Self-Check-Out Items Denied	96	35	62
Self Check-Out Items Renewed	73	15	75
<b>VOLUNTEERS:</b>			
Number of volunteers	51	51	45
Volunteer hours	476	466	522
<b>COMPUTER USE:</b>			
# of sessions	2,582	2,448	3,011
Total user hours	1,578	1,473	1,725
Average session time in minutes	37	36	34



**FOR CITY USE ONLY** 3M  
 (Please return to City Records)  
 The City of Forest Grove  
 Recommends that license be

Granted                       Den:

\$100.00 Original App Fee:                      Paid: \_\_\_\_\_  
 \$ 75.00 Change App Fee:  
 \$ 35.00 Renewal or Temp App Fee  
 \$ 20.25 Special Event  
 Acct No. 100-21-10-450050 Receipt#: \_\_\_\_\_

## FOREST GROVE POLICE DEPARTMENT

### LIQUOR LICENSE RECOMMENDATION

**NAME OF APPLICANT/BUSINESS:** Lucky Market & Deli (Applicant: Jung Ja Lee)

**APPLICANT/BUSINESS ADDRESS:** 2830 Sunset Drive – Forest Grove

**EVENT DATE/LOCATION:** \_\_\_\_\_

**CITY BUSINESS LICENSE:** Pending

**TYPE OF LICENSE REQUESTED:**  
*Application is being made for*

<p><b>ACTION:</b></p> <p><input checked="" type="checkbox"/> Change in Application</p> <p><input type="checkbox"/> New Application</p> <p><input type="checkbox"/> Renewal</p> <p><input type="checkbox"/> Special Event</p> <p><input type="checkbox"/> Temporary</p> <p><input type="checkbox"/> Other: _____</p>	<p><input type="checkbox"/> <b>FULL ON-PREMISES SALES:</b>        F-COM licenses are required to have dining seating. Allows the sale and service of distilled spirits, malt beverages, and wine for consumption on the licensed premises. Also allows licensees who are pre-approved to cater events off the licensed premises.</p> <p><input type="checkbox"/> <b>BREWERY – PUBLIC HOUSE</b>        This license allows the holder to manufacture malt beverages and sell to patrons and wholesalers and allows the holder to sell malt beverages, wine and cider for consumption at the business and "to go".</p>	<p><input type="checkbox"/> <b>LIMITED ON-PREMISES SALES:</b>        Allows the sale of malt beverages, wine and cider for consumption on the licensed premises and the sale of kegs of malt beverages for off premises consumption. Also allows licensees who are pre-approved to cater events off the licensed premises.</p> <p><input checked="" type="checkbox"/> <b>OFF-PREMISES SALES:</b>        Allows the sale of malt beverages, wine and cider in factory sealed containers for consumption off the licensed premises and allows approved licensees to offer sampling of malt beverages, wine and cider.</p>
<p><input type="checkbox"/> Business</p> <p><input checked="" type="checkbox"/> Change in Ownership</p> <p><input type="checkbox"/> Greater Privilege</p> <p><input type="checkbox"/> Additional Privilege</p> <p><input type="checkbox"/> Other _____</p>	<p><input type="checkbox"/> F – CAT Caterer</p> <p><input type="checkbox"/> F – COM Commercial Establishment</p> <p><input type="checkbox"/> F – PC Passenger Carrier</p> <p><input type="checkbox"/> F – CLU Private Club</p> <p><input type="checkbox"/> F – SEW or SEG Special Event</p> <p><input type="checkbox"/> F – PL Other Public Location</p>	<p><input type="checkbox"/> Brewery Public House</p> <p><input type="checkbox"/> Fuel Pumps</p> <p><input type="checkbox"/> Grower</p> <p><input type="checkbox"/> Warehouse</p> <p><input type="checkbox"/> Winery/Grower</p> <p><input type="checkbox"/> Other: _____</p>

**APPLICABLE CRIMINAL/DRIVING RECORD:**

NONE                                       SUPPORTING DOCUMENTATION ATTACHED

**RECOMMENDED ACTION:**

FORWARD WITH APPROVAL                       REJECT APPLICATION (Memorandum Required)

PENDING

**Bill Steele, Interim Chief of Police**                                      **Date**  
 - or Designee                                      *A will present @ meeting Signature Page*



# OREGON LIQUOR CONTROL COMMISSION LIQUOR LICENSE APPLICATION

Application is being made for:

**LICENSE TYPES**

- Full On-Premises Sales (\$402.60/yr)
  - Commercial Establishment
  - Caterer
  - Passenger Carrier
  - Other Public Location
  - Private Club
- Limited On-Premises Sales (\$202.60/yr)
- Off-Premises Sales (\$100/yr)
  - with Fuel Pumps
- Brewery Public House (\$252.60)
- Winery (\$250/yr)
- Other: \_\_\_\_\_

**ACTIONS**

- Change Ownership
- New Outlet
- Greater Privilege
- Additional Privilege
- Other \_\_\_\_\_

*L 168816  
P 3222*

**90-DAY AUTHORITY**

Check here if you are applying for a change of ownership at a business that has a current liquor license, or if you are applying for an Off-Premises Sales license and are requesting a 90-Day Temporary Authority

**APPLYING AS:**

- Limited Partnership
- Corporation
- Limited Liability Company
- Individuals

**CITY AND COUNTY USE ONLY**

Date application received: \_\_\_\_\_

The City Council or County Commission:

\_\_\_\_\_  
(name of city or county)

recommends that this license be:

- Granted
- Denied

By: \_\_\_\_\_  
(signature) (date)

Name: \_\_\_\_\_

Title: \_\_\_\_\_

**OLCC USE ONLY**

Application Rec'd by: M. LeClair

Date: 8-2-12

90-day authority:  Yes  No

1. Entity or Individuals applying for the license: [See SECTION 1 of the Guide]

① MK Choi, LLC ③ \_\_\_\_\_

② Jung Ja Lee ④ \_\_\_\_\_

2. Trade Name (dba): Lucky Market and Deli

3. Business Location: 2830 Sunset Dr. Forest Grove, Washington, OR 97116  
(number, street, rural route) (city) (county) (state) (ZIP code)

4. Business Mailing Address: 2830 Sunset Dr. Forest Grove, OR 97116  
(PO box, number, street, rural route) (city) (state) (ZIP code)

5. Business Numbers: 503-357-6906  
(phone) (fax)

6. Is the business at this location currently licensed by OLCC?  Yes  No

7. If yes to whom: J & K Family, Inc Type of License: Off-Premises Sales License

8. Former Business Name: Lucky Market and Deli /L icense # 166816

9. Will you have a manager?  Yes  No Name: \_\_\_\_\_  
(manager must fill out an Individual History form)

10. What is the local governing body where your business is located? City of Forest Grove, County of Washington  
(name of city or county)

11. Contact person for this application: Myung Choi \_\_\_\_\_  
(name) (phone number(s))

\_\_\_\_\_  
(address) (fax number) (e-mail address)

I understand that if my answers are not true and complete, the OLCC may deny my license application.

Applicant(s) Signature(s) and Date:

① [Signature] Date Aug 1, 2012 ③ \_\_\_\_\_ Date \_\_\_\_\_

② \_\_\_\_\_ Date \_\_\_\_\_ ④ \_\_\_\_\_ Date \_\_\_\_\_



OREGON LIQUOR CONTROL COMMISSION
BUSINESS INFORMATION

Please Print or Type

Applicant Name: Lee, Jung Ja Phone: [Redacted]

Trade Name (dba): Lucky Market and Deli

Business Location Address: 2830 Sunset Dr

City: Forest Grove ZIP Code: 97116

DAYS AND HOURS OF OPERATION

Business Hours:

Sunday 6:30 AM to 11:00 PM
Monday " to "
Tuesday " to "
Wednesday " to "
Thursday " to "
Friday " to "
Saturday " to "

Outdoor Area Hours:

Sunday to
Monday to
Tuesday to
Wednesday to
Thursday to
Friday to
Saturday to

The outdoor area is used for:

- Food service Hours: to
Alcohol service Hours: to
Enclosed, how

The exterior area is adequately viewed and/or supervised by Service Permittees. (Investigator's Initials)

Seasonal Variations: Yes No If yes, explain:

ENTERTAINMENT

Check all that apply:

- Live Music Karaoke
Recorded Music Coin-operated Games
DJ Music Video Lottery Machines
Dancing Social Gaming
Nude Entertainers Pool Tables
Other:

DAYS & HOURS OF LIVE OR DJ MUSIC

Sunday to
Monday to
Tuesday to
Wednesday to
Thursday to
Friday to
Saturday to

SEATING COUNT

Restaurant: Outdoor:
Lounge: Other (explain):
Banquet: Total Seating:

OLCC USE ONLY
Investigator Verified Seating: (Y) (N)
Investigator Initials:
Date:

I understand if my answers are not true and complete, the OLCC may deny my license application.

Applicant Signature: [Signature] Date:



## Projects in the Forest Grove area

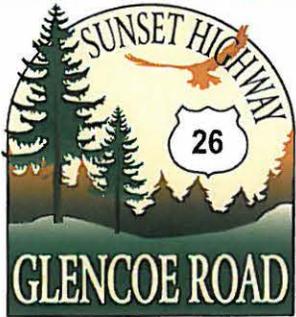


Presented by:  
David Kim, ODOT Metro West Area Manager  
August 13, 2012



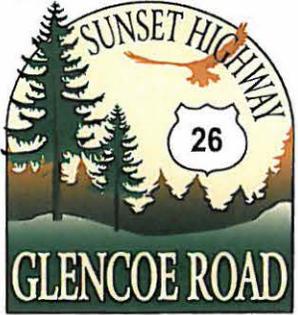


# Oregon Department of Transportation

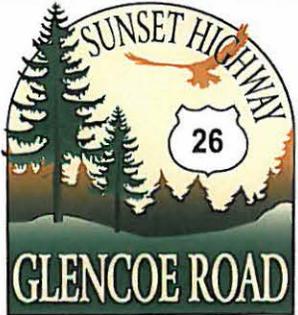


## U.S. 26: Glencoe Road Interchange Project





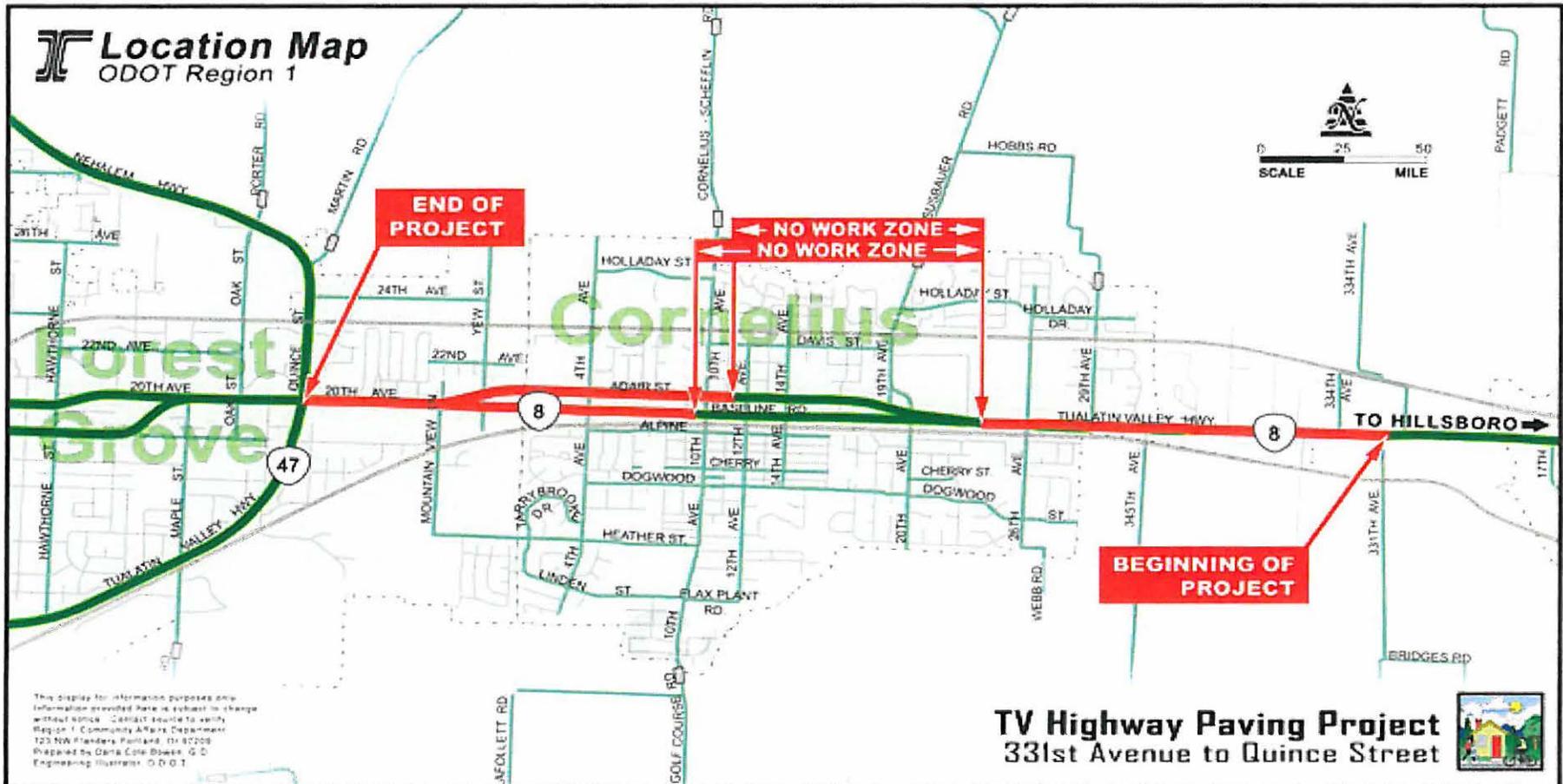
- Improve safety, capacity and traffic flow of the interchange
- \$32 million dollars from the 2009 Jobs and Transportation Act
- Most traffic impacts at night. During any ramp or road closures, a signed detour will be in place.
- Complete in summer 2014



- Replace the Glencoe Road bridge over U.S. 26 with a new, four-lane bridge, and improve vertical clearance
- Improve pedestrian and bicycle connections on the new bridge
- Lengthen and widen the U.S. 26 westbound off-ramp



# TV Highway Paving Project 331st Avenue to Quince Street





- \$3.3 million funded through the Statewide Transportation Improvement Program (STIP)
- Daytime and nighttime lane closures on OR 8
- Completion in December 2012.

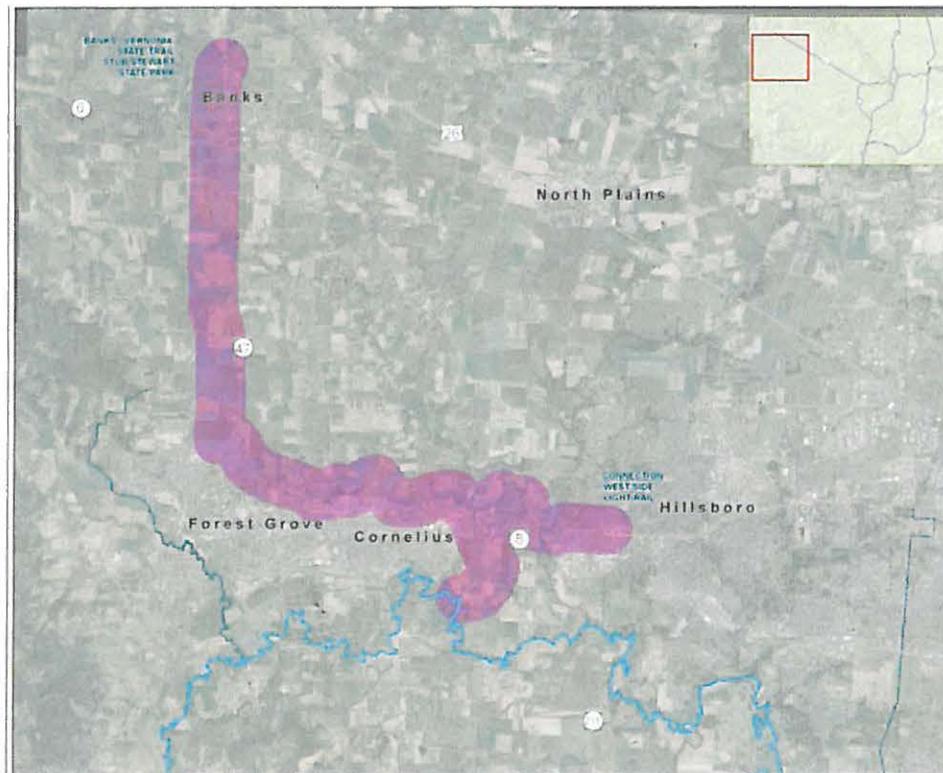


- Repair pavement, grind, pave and restripe OR 8 from 331<sup>st</sup> Avenue to Quince Street
- Upgrade sidewalk curb ramps to ADA standards
- Stripe a new crosswalk across OR 8 on the east side of intersection with Quince Street:
  - Add a pedestrian signal for the new crosswalk
  - Add a raised pedestrian island at the south end of the new crosswalk



# Local Agency Projects

Council Creek Regional Trail  
Banks to Hillsboro – trail master plan.  
\$218,000 federal money.

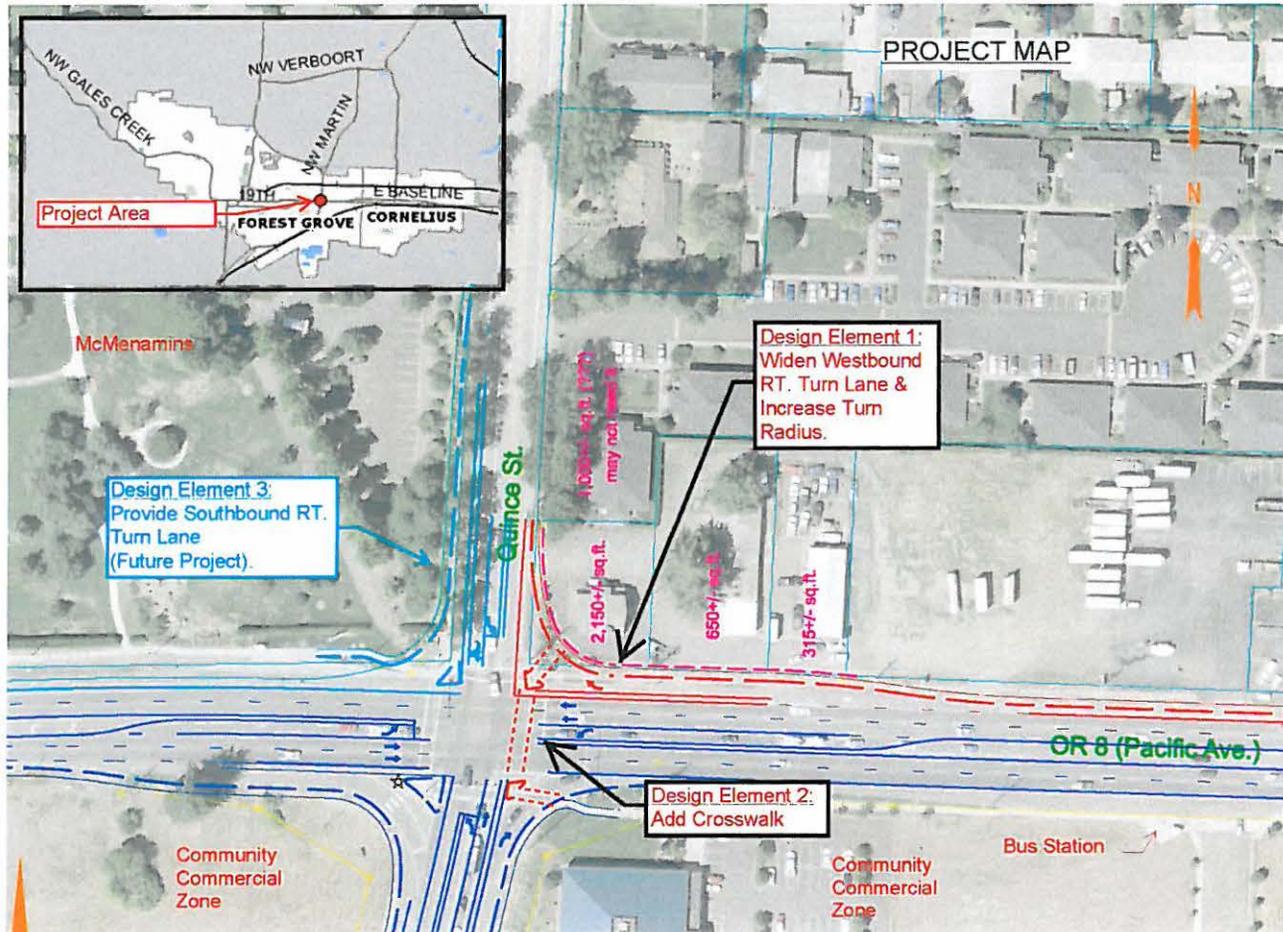






# Local Agency Projects

OR8/OR47 Intersection Improvements  
\$1.3 million federal money.



**ORDINANCE NO. 2012-04****ORDINANCE ADOPTION OF AMENDMENTS TO PACIFIC UNIVERSITY  
MASTER PLAN TO INCORPORATE PROVISIONS FOR TWO NEW  
OPPORTUNITY SITES (L, SUNSET DRIVE, AND M, CANNERY FIELD) ,  
ADDITIONAL USES AND MISCELLANEOUS AMENDMENTS  
(AMENDMENT NO. 3)**

**WHEREAS**, the City Council of the City of Forest Grove adopted the Pacific University Master Plan with Ordinance Number 2006-25 on December 11, 2006; and

**WHEREAS**, Pacific University submitted amendments to the Master Plan to uses for campus facilities and student health center, and added two new Opportunity Sites L and M on April 12, 2012; and

**WHEREAS**, the notice of this request was mailed to property owners and residents within 300 feet of the area covered by the Master Plan on May 29, 2012, and published in the *NewsTimes* on June 13, 2012, as required by Development Code Section 10.1.710;

**WHEREAS**, the Planning Commission held a duly-noticed Public Hearing on the proposed Master Plan amendments on June 18, 2012; and

**WHEREAS**, the City Council held a duly-noticed Public Hearing on the proposed Master Plan amendments on July 9, 2012

**NOW, THEREFORE, THE CITY OF FOREST GROVE ORDAINS AS FOLLOWS:**

**Section 1:** The City of Forest Grove City Council does hereby adopt of the proposed amendment to the Pacific University Master Plan to add new uses, opportunity sites (L and M) and other miscellaneous changes as shown in Exhibit 1 subject to revisions as shown in Exhibit 2 making the following specific findings in support of this decision:

(1) The Master Plan Zone complies with the review criteria for a zone change set forth in Section 10.4.120 A. The Zone Change criteria with assessment are as follows:

A. The Master Plan Zone complies with the review criteria for a zone change set forth in Section 10.2.770;

Zone change criteria of Section 10.2.770 are as follows:

- A. The zone change is consistent with the Comprehensive Plan Map. When the Comprehensive Plan has more than one implementing zone as shown on the Correspondence Table in Article 3, it must be shown that the proposed zone is the most appropriate, taking into consideration the purposes of each zone and the zoning pattern of surrounding land.

**Findings:** The University lands are generally designated "Semi-Public." This proposal is an extension of the University uses and is consistent.

- B. The zone change is consistent with relevant goals and policies of the Comprehensive Plan, as identified by the Director.

**Findings:** There are no policies related to the University in the Comprehensive Plan.

- C. The site is suitable for the proposed zone and there is a lack of appropriately designated alternative sites within the vicinity. The size of the vicinity will be determined on a case-by-case basis since the impacts of a proposed zone and its potential uses vary. The factors to be considered in determining suitability are parcel size and location.

**Findings:** The proposed amendment to the Master Plan is intended to place these two supporting uses (student health and campus facilities) in the most appropriate locations on campus. Any potential impacts at a particular location can be addressed through the permit process which is required before the use can be established.

- D. The zone change is consistent with the adopted Transportation System Plan. Development allowed by the zone change will not substantially impact the functional classification or operation of transportation facilities, or reduce the level of service of transportation facilities below the minimum acceptable level identified in the Transportation System Plan. To ensure proper review and mitigation, a traffic impact study may be required for the proposed zone change if it may impact transportation facilities.

**Findings:** The accommodation of a student health or maintenance is not expected to significantly change transportation facilities with one possible exception. Extensive use of motor carts on city streets may pose potential temporary safety and congestion conflicts with normal vehicular traffic. However, this is mitigated since these carts serve the campus and use pathways on campus. It can also be addressed through the land use permit.

The amendment would also allow additional locations for student housing. However, Table I-1 is not changing. Thus, the amendment does not increase the capacity of students, faculty and staff on the campus. Thus, additional locations for student housing would not significantly create transportation impacts. Any specific on-site impacts can be addressed through the permit review process.

- E. Public facilities and services for water supply, sanitary waste disposal, stormwater disposal, and police and fire protection are capable of supporting the uses allowed by the zone. Adequacy of services is based on the projected service demands of the site and the ability of the public services to accommodate those demands.

**Finding:** The proposed amendments and the uses proposed are not anticipated to affect service capacities. The overall campus population would not change as a result of the amendment.

- F. The establishment of a zone district is not subject to the meeting of conditions.

**Finding:** There are no conditions proposed with the proposed amendments although there are recommended revisions to the Master Plan which would need to be completed as part of this action. Subsequent issues cited in this staff report can be addressed through the permit review process and does not require the approval of a conditional zone change.

(2) The proposed amendment complies with Master Plan criteria as provided in Section 10.4.120 B to E as follows:

- B. The master plan provides adequate open space, landscaping, circulation and parking to accommodate the planned uses;

**Findings:** The proposed uses (student health care and maintenance) will be subject to the requirements of the Master Plan and Development Code. In addition, the Master Plan would establish landscape guidelines for the new opportunity sites. Thus, adequate open space, landscaping, circulation and parking would be provided.

- C. The development and design standards ensure that adverse impacts of the proposed development on the surrounding neighborhood and community are addressed and mitigated;

**Findings:** One intent and standards of the Master Plan are to address potential visual impacts on the surrounding community. This includes transitional standards and landscape requirements to blend in with non-university residential

housing adjacent to campus facilities. Other potential compatibility impacts can be addressed through the permit review process.

D. The master plan ensures that no land will be used for any purpose which creates or causes to created any public nuisance, including but not limited to air, land, or water degradation, noise, glare, heat, vibration or other conditions which may be injurious to public health, safety and welfare; and

**Findings:** Proposed uses and new opportunity sites are not anticipated to create public nuisances. The proposed uses and locations will not adversely impact air, land or water degradation, particularly when requirements of the Master Plan and Development Code are applied to specific uses. Potential noise from the maintenance facility can be addressed through land use permit requirements and enforcement of the City's noise ordinance.

E. The master plan complies with the purpose and requirements of the Master Plan Zone.

**Findings:** The purpose of the Master Plan provision, "is to promote and facilitate development of larger-scaled institutional facilities through adoption of a master plan." The proposed amendments continue to support the development of Pacific University by addressing supporting uses not presently addressed in the Master Plan. In addition, additional areas either leased or owned by the University not included in the current Master Plan are incorporated. Further, the proposed amendments clarify the process when two certain circumstances, acquiring land not part of the Master Plan and selling land that is part of the Master Plan, are encountered.

**Section 2:** This ordinance is effective 30 days following its enactment by the City Council.

**PRESENTED AND PASSED** the first reading this 9<sup>th</sup> day of July, 2012.

**PASSED** the second reading this 13<sup>th</sup> day of August, 2012.

---

Anna D. Ruggles, City Recorder

**APPROVED** by the Mayor this 13<sup>th</sup> day of August, 2012.

---

Peter B. Truax, Mayor

**Exhibit 1**

**Pacific University Master Plan  
Amendment 3**

**Exhibit 2**

**Recommended Changes to Amendment 3 of the  
Pacific University Master Plan**

**Proposed Revisions to Amendment 3 of the  
Pacific University Master Plan**

On page I-3, add the following bullet to the Type IV process:

- Reallocation of land uses or new land uses not addressed by the current Master Plan;

Under Land Ownership status on page I-3, add the following at the end of the second paragraph:

Where the uses are already anticipated to be accommodated in an Opportunity Site by the currently adopted Master Plan, no further action is required. Where the use is not anticipated in an Opportunity Site, then an amendment of the Master Plan through a Type IV process is required.

Table 1 on Page III-3 shall delete reference to Opportunity Site K (Lincoln Park) for the location of a Campus Facility at this time.

A new footnote should be added to Table 1 to define "Campus Facilities" as follows:

<sup>6</sup> "Campus Facilities" means facilities that provide support for the operation of the University and is not included with any other land use identified in the Master Plan.

Table 2 on page IV-4 shall be revised change the following standards for Opportunity Site L, Sunset Drive:

- Reduce the building length from 200 to 100 feet,
- Revise the overall square footage from 300,000 square feet to 160,000 square feet;
- Amend the building height from 40 feet to 20 feet for the portion of the building situated from 15 to 25 feet from Sunset Drive, and allow building height of 40 feet beyond 25 feet from Sunset Drive; and
- Change Transition Standards from Type 1 to Type 2.

Table 2 shall be revised to add footnote 12 to Opportunity Site M, Cannery/Cedar to specify that that all standards that apply to Opportunity Site L, Sunset Drive apply to the Cedar Street site.

Revise the Landscape Standards for Opportunity Site L on page V-24 amend as follows:

- ~~At street edges~~ City screening standards shall be applied to screen maintenance facilities, storage areas and parking areas where adjacent to single family residential areas.

August 13, 2012

**STAFF REPORT AND RESOLUTIONS TO  
FORM A STREET IMPROVEMENT REIMBURSEMENT DISTRICT, AND  
ACCEPT, MODIFY, OR REJECT FINAL ENGINEER'S REPORT,  
PURSUANT TO CITY CODE SECTION 3.10.005 TO 3.10.075, FOR  
26<sup>TH</sup> AVENUE, BETWEEN HAWTHORNE STREET AND JUNIPER STREET**

**PROJECT TEAM:** Derek Robbins, Civil Engineer  
Susan Cole, Assistant Director, Administrative Services  
Rob Foster, Director of Public Works  
Michael Sykes, City Manager

**ISSUE STATEMENT:** Consider a modification to the Street Improvement Reimbursement District Engineers Report for 26<sup>th</sup> Avenue, between Hawthorne Street and Juniper Street. These proposed modifications and the resolution, if enacted by the Forest Grove City Council, would take effect immediately.

**BACKGROUND/UPDATE:** On July 9, 2012, a public hearing was held, at which time persons impacted by the creation of the reimbursement district were given opportunity to ask questions and comment. Much of the discussion focused on three properties within Washington County, at the southwest end of the project (i.e. Tax Lots 301, 400, and 401). These three properties were removed from the reimbursement district, because they are located in unincorporated islands. The Engineer's Report has been modified to shift the costs attributed to these three properties over to the City. The City's cost share has increased by approximately \$43,000 due to this modification.

The property owner at the northeast end expressed support for the project. Other participants asked questions and expressed various concerns, including a desire to extend improvements on 26<sup>th</sup> Avenue farther west towards Sunset Drive.

One person complained about "No Parking" signs near the project. The signs were not installed by the City and have been removed by a developer in the area.

The attached resolutions form the reimbursement district and accept the final City Engineer's Report with the modifications noted above.

**FISCAL IMPACT:** The City has budgeted funds for this project, including the City's over-sizing share, in the Traffic Impact Fee Fund, for fiscal year 2012-13. The Reimbursement District will pay back this fund for those costs that are recovered from the benefiting property developers. The following table summarizes the City's share and the amount expected from the reimbursement district:

Description	Total Amount	City Share	Reimbursement District
Engineering	\$48,604	\$20,421	\$28,183
Site Work and Erosion Control	\$72,910	\$30,633	\$42,277
Street	\$186,312	\$78,278	\$108,034
Contingency	\$64,806	\$27,228	\$37,578
<b>Total</b>	<b>\$372,632</b>	<b>\$156,560</b>	<b>\$216,072</b>

**STAFF RECOMMENDATION:** Staff recommends that Council adopt the attached resolutions forming a street improvement reimbursement district and accepting the final Engineer's Report, for 26<sup>th</sup> Avenue between Hawthorne Street and Juniper Street.

**RESOLUTION NO. 2012-54****ACCEPTING THE CITY ENGINEER'S REPORT ON THE FORMATION OF A PROPOSED STREET IMPROVEMENT REIMBURSEMENT DISTRICT, PURSUANT TO CITY CODE, FOR 26<sup>TH</sup> AVENUE, BETWEEN HAWTHORNE STREET AND JUNIPER STREET, "26<sup>TH</sup> AVENUE IMPROVEMENT PROJECT REIMBURSEMENT DISTRICT"**

**WHEREAS**, the City Engineer, consistent with the requirements of Forest Grove Municipal Code (FGMC) 3.10.005 to 3.10.075, has prepared a written report addressing the street improvements for 26th Avenue, between Hawthorne Street and Juniper Street, and the formation of proposed reimbursement district to recover a portion of the City's costs; and

**WHEREAS**, the City Engineer presented the Engineer's Report on July 9, 2012; and

**WHEREAS**, the City Engineer proposed forming a reimbursement district on July 9, 2012, to recover a portion of the City's costs; and

**WHEREAS**, pursuant to FGMC 3.1 0.030, the City Council held a duly-noticed Informational Hearing on July 9, 2012, and heard testimony regarding the proposed reimbursement district; and

**WHEREAS**, upon hearing testimony regarding the proposed reimbursement district, the Engineer's Report has been modified by increasing the City's portion of the project; and

**WHEREAS**, the Council, reviewed the modified Engineer's Report and heard from the City Engineer thereon.

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

**Section 1.** That the City Council hereby accepts the City Engineer's Report on the formation of a street improvement reimbursement district for 26<sup>th</sup> Avenue, between Hawthorne Street and Juniper Street, as written in Exhibit A (City Engineer's Report).

**Section 2.** A second public hearing shall be held after the said improvements have been accepted by the City, at which time, the City Council may modify this resolution to reflect the actual cost of the said improvements. The final resolution shall be recorded, pursuant to FGMC 3.10.055, in order to provide notice to potential purchasers of property within the District of its existence. Failure to make such recording shall affect neither the legality of this resolution nor the obligation to pay any fee.

**Section 3.** This resolution is effective immediately upon its enactment by the City Council.

**PRESENTED AND PASSED** this 13<sup>th</sup> day of August, 2012.

---

Anna D. Ruggles, City Recorder

**APPROVED** by the Mayor this 13<sup>th</sup> day of August, 2012.

---

Peter B. Truax, Mayor

City Engineer's Report  
26th Avenue Improvement Project Reimbursement District

---

August 13, 2012

**Engineer's Report for 26<sup>th</sup> Avenue Improvement Project Reimbursement District**

This report has been created to fulfill the City of Forest Grove's requirement for an Engineer's Report for a Reimbursement District. The City of Forest Grove has initiated formation of this Reimbursement District.

**Project Background**

The Engineering Department has evaluated a project to improve 26th Avenue between Hawthorne and Juniper Street. This project is best described in three segments, as seen on Attachment (1): a western portion, segment (a); a middle portion, segment (b); and an eastern portion, segment (c). The improvements in the eastern portion, or segment (c), are required by the proposed adjacent developments but the City has determined that improvements to segments (a) and (b) are also necessary, and make 26th Avenue more viable for traffic and safer for all users. The City has also determined that it is in its interest to complete the 26th Avenue improvements in order to minimize disruption to the neighborhood and ensure the project is completed in a timely way.

Segment (a), the western portion of the project, will complete pavement widening, resulting in a 24-foot road east of Hawthorne, and install a curb and drainage, but no sidewalk at this time. The project, as proposed, can be accomplished within the current right-of-way, however, the project may disrupt the adjacent property owners' landscaping or other improvements. However, because no sidewalk will be installed at this time, it should be noted that if and when these parcels along this segment do redevelop, they may be required to dedicate eight more feet of right-of-way and install, and pay for, new sidewalks.

The middle portion of this project, segment (b), shifts slightly to the south upon right-of-way that has been dedicated to the City, from the development currently known by the City as Giltner Glen. This project will include a 24-foot wide road with a curb and drainage. While a pedestrian pathway will be installed on the north side, the full sidewalk and parkway on the south side will be constructed when the property actually develops, as is the standard City practice. In essence, this portion of the project completes the southern part of the envisioned 40-foot wide collector. A portion of these costs will be included in the proposed reimbursement district, to be paid when the adjacent properties develop. The parcels to the north will be responsible for constructing and financing the northern half of the envisioned 40-foot wide collector roadway at the time those properties redevelop, and are not included in this project at this time.

The adjacent developments in the eastern portion of the project, segment (c), are required to construct a 32 foot local road, including sidewalks, drainage, and a parkway, and the City will over-size this road to a 40-foot collector, based on future needs in the area as identified in the City's Comprehensive Plan. The City is able to recover the costs of the local road from the developers by forming a reimbursement district.

The total cost of this project is estimated to be approximately \$372,632, of which \$216,072 will be reimbursed to the City from the reimbursement district when the properties develop.

**Reimbursement District Requirements:**

In order to form the reimbursement district, the City Code 3.10.005 to 3.10.075 requires the following specific information:

1. *Whether the Public Improvement for which reimbursement is sought has capacity sufficient to allow use thereof by property other than property owned by the applicant;*

Response: The City has proposed this street improvement project to serve the needs of the entire community, as established in its Comprehensive Plan, which as a result will serve property other than property owned by the City. The improvements therefore will have capacity sufficient to allow use thereof by property other than property owned by the applicant.

2. *The area proposed to be included in the reimbursement district;*

Response: The Reimbursement District includes some properties on the north and south side of 26<sup>th</sup> Avenue between Hawthorne and Juniper Street (See Attachment 2). Owner names and tax lot numbers are based on latest Washington County Assessor information. Legal Descriptions included.

3. *The actual or estimated cost of the improvements within the area of the proposed Reimbursement District and the portion thereof for which the applicant should be reimbursed;*

Response: All project costs were taken from a June 2012, opinion of probable construction cost estimate by AKS Engineering. Details are included in Table 1. Actual costs will be determined after construction and after improvement have been accepted by the City. The costs below represent the total project cost estimate, including the City's share to increase the size of the road above the local standard. The City will pay for the entire project, to be reimbursed \$16,072 from the participants in the Reimbursement District.

**Table 1: Cost Estimate**

Description	Total Amount	City Share	Reimbursement District
Engineering	\$48,804	\$20,421	\$28,183
Site Work and Erosion Control	\$72,910	\$30,633	\$42,277
Street	\$186,312	\$78,278	\$108,034
Contingency	\$64,806	\$27,228	\$37,578
<b>Total</b>	<b>\$372,632</b>	<b>\$156,560</b>	<b>\$216,072</b>

4. *A methodology for allocating the cost among the parcels within the proposed district and, where appropriate, defining a "unit" for applying the Reimbursement Fee to property which may be partitioned, subdivided or otherwise modified at some future date;*

Response: Street improvements on 26<sup>th</sup> Avenue will benefit two properties as shown in Attachment (2). The costs for the improvements were allocated to the properties, less the City's share, based on the following methodology:

- i. Design Engineer identified items of work and quantities of material for each property.
- ii. The total cost of each property was calculated using estimated unit cost for items of work and quantities of material.
- iii. A percent split was calculated for each property based on individual cost relative to the total cost.
- iv. Percent split will be fixed for each property for future final cost calculation, assuming no individual parcel-related change orders, or unforeseen circumstances pertaining to a specific parcel, arise.
- v. Change orders or unforeseen circumstances that arise during construction will be evaluated on a case-by-case basis and may change the total cost of this project. Such items attributed to the entire project will be cost allocated based on the fixed percentage outlined in (iv) above. Items attributed to specific parcels will be attributed to those parcels and may change the percent cost participation. The Public Works Director will evaluate such change orders and unforeseen circumstances and determine the cost allocation depending upon the nature of the item.

The items of work and quantities of material include mobilization, grading, erosion control, AC pavement, curb, pavement striping, signage, traffic control, traffic barricades, and storm drainage catch basins. Table 2 shows a breakdown of the costs and the percent split for each property. Details of the total cost calculations for each property are shown in Attachment (3).

**Table 2: Distribution of Improvement Costs**

<b>Total Estimated Cost</b>	<b>\$372,632</b>	
<b>Estimated Cost To Property Owners Assessed Cost Breakdown</b>		
Property:		
Evergreen Environmental Development, 1N331DB00 100, 101, 200 (Giltner Glenn)	\$146,918	39.4%
Bienestar Inc., 1N331AC03 200, 201 (Juniper Gardens)	\$69,154	18.6%
<b>Total eligible for reimbursement district</b>	<b>\$216,072</b>	<b>58.0%</b>
Net City Share	\$156,560	42.0%
<b>TOTAL</b>	<b>\$372,632</b>	<b>100.0%</b>

---

5. *The amount to be charged by the City for administering the project;*

Response: The City is participating in this project to improve the western section and over-size a portion of the road to a 40-foot wide road and therefore is absorbing project administrative costs.

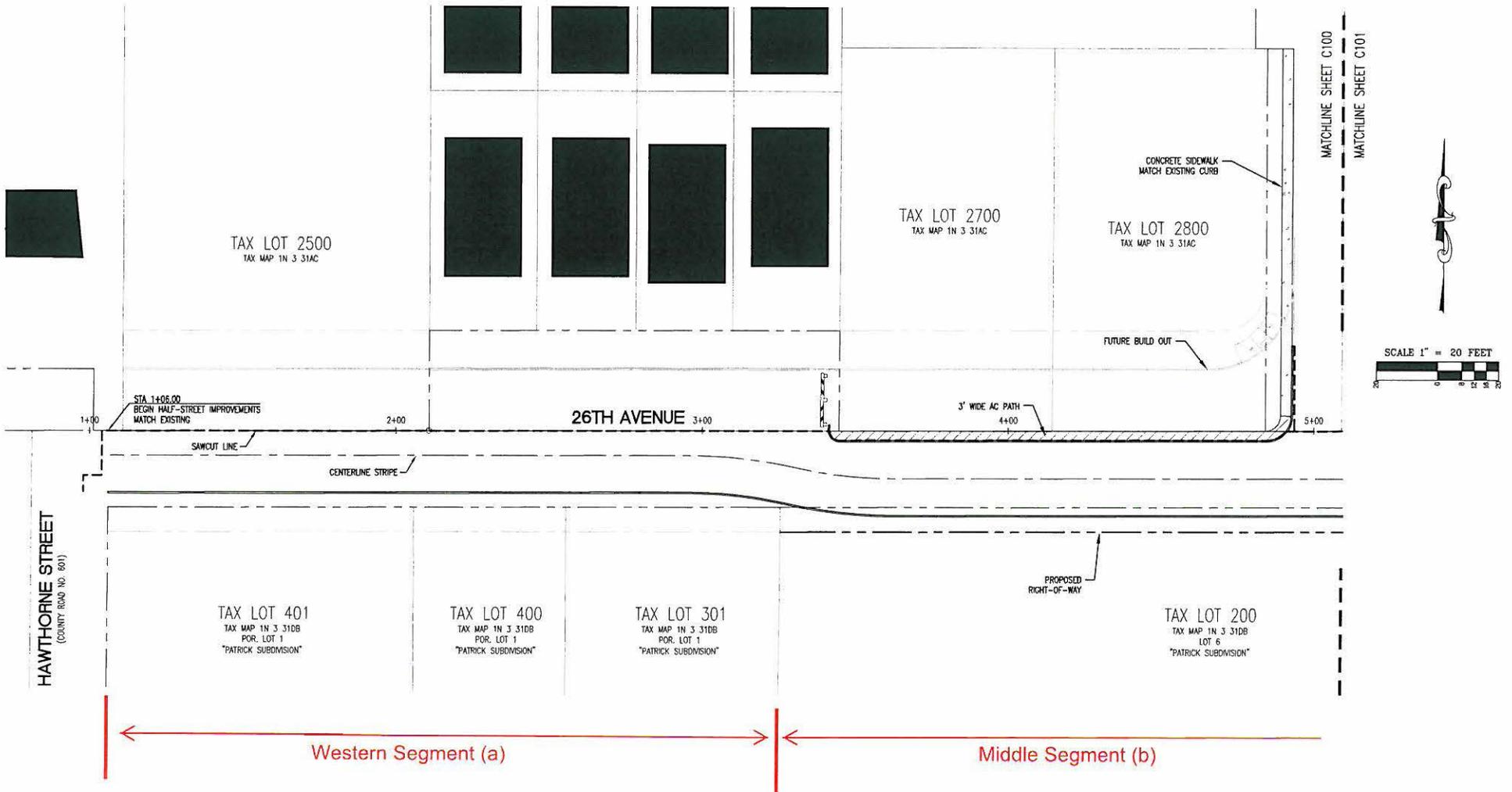
6. *The period of time that the right to reimbursement exists;*

Response: Pursuant to City Code, the right to reimbursement exists for ten years from the district formation date. Upon application for an extension, the City Council at its sole discretion may authorize up to 10 more years for total reimbursement period not to exceed twenty years.

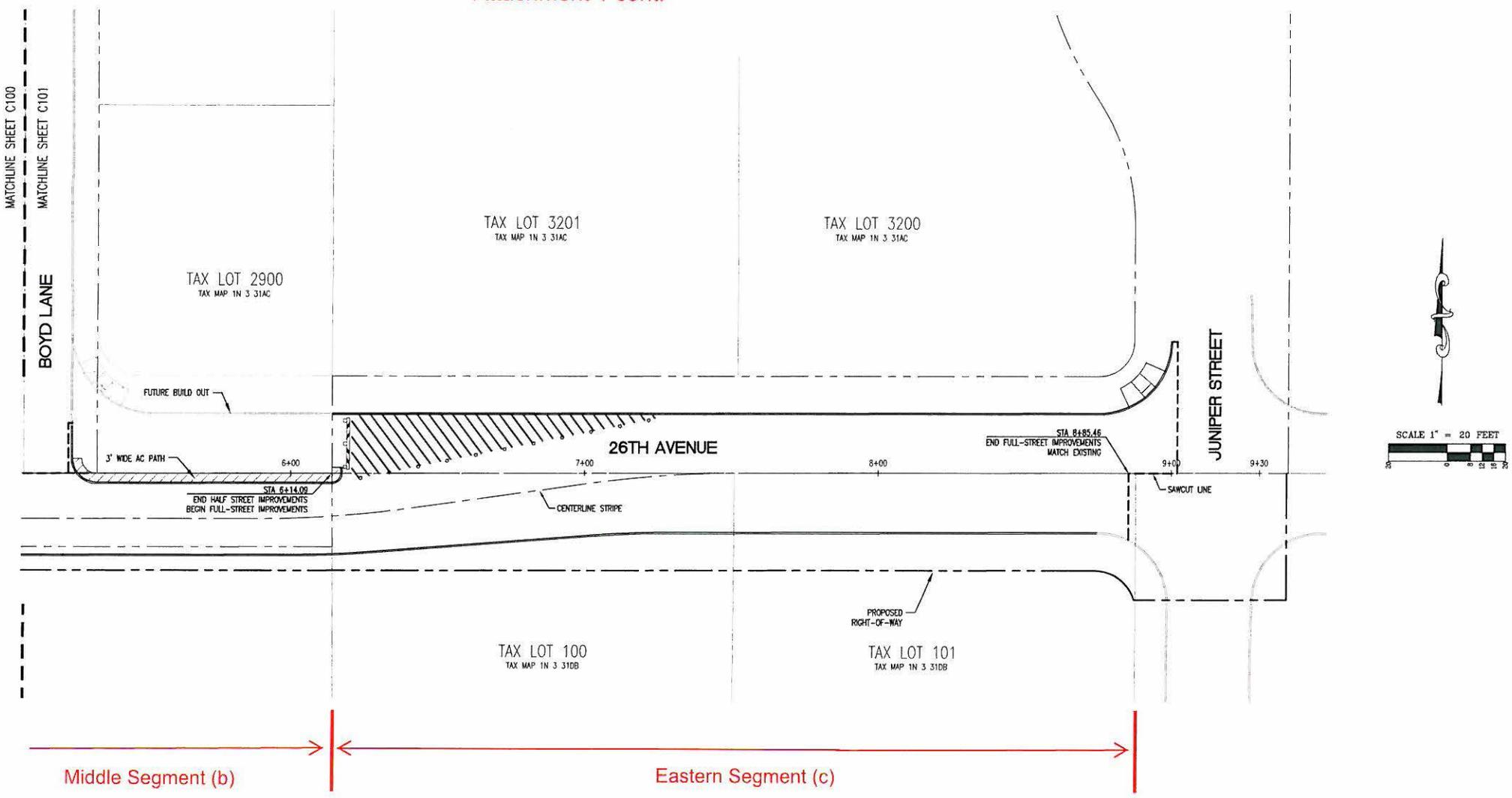
7. *Whether the improvements will meet or have met City standards.*

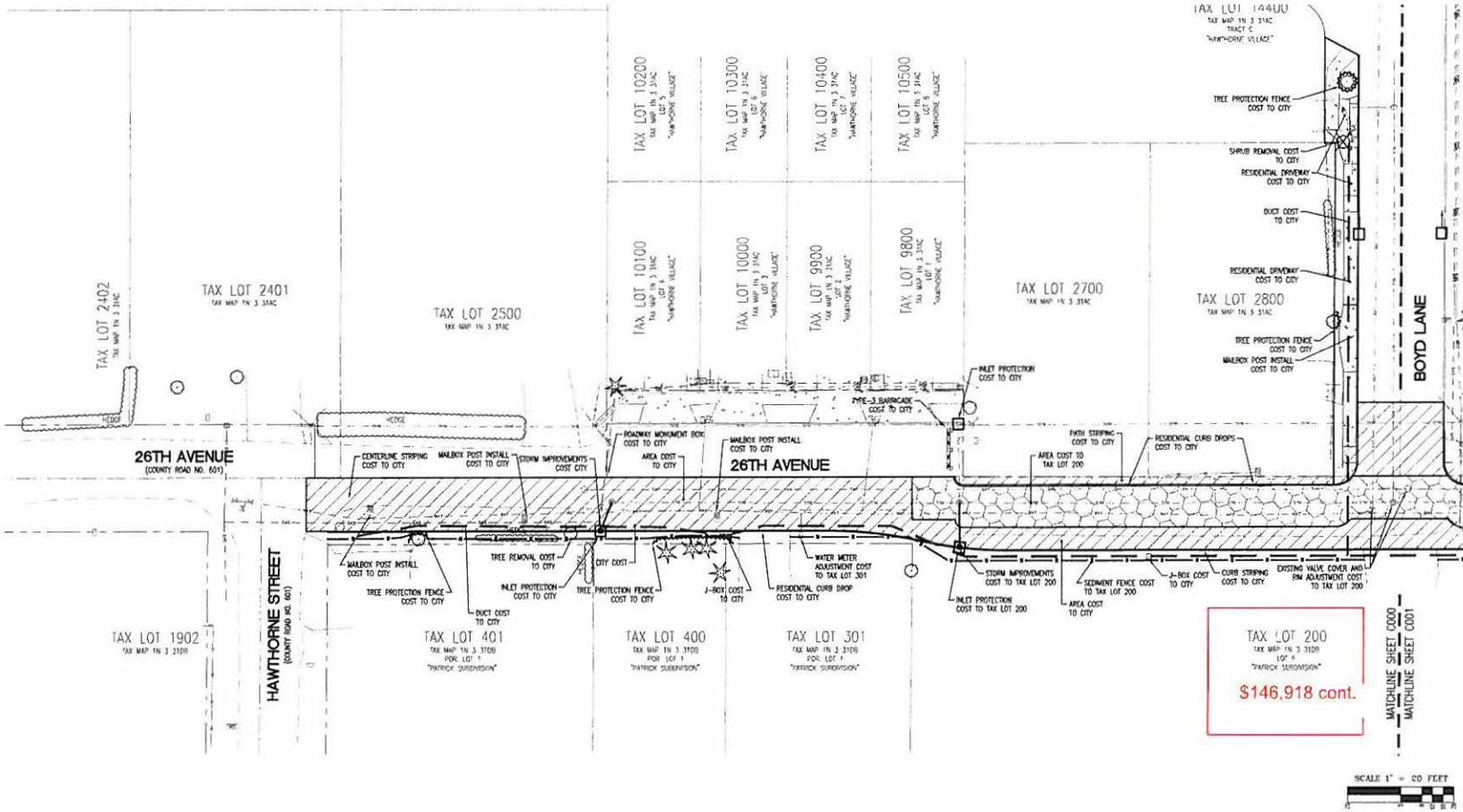
Response: The City is managing the project and therefore the improvements will be reviewed and inspected by the City and completed in accordance with City standards.

Attachment 1

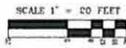


Attachment 1 cont.





TAX LOT 200  
 TAX MAP TN 3 3109  
 LOT 4  
 "PATRICK SUBDIVISION"  
**\$146,918 cont.**



COST MAP  
 WEST

26TH AVENUE  
 IMPROVEMENTS  
 FOREST GROVE  
 OREGON  
WASHINGTON COUNTY TAX MAP 34 31

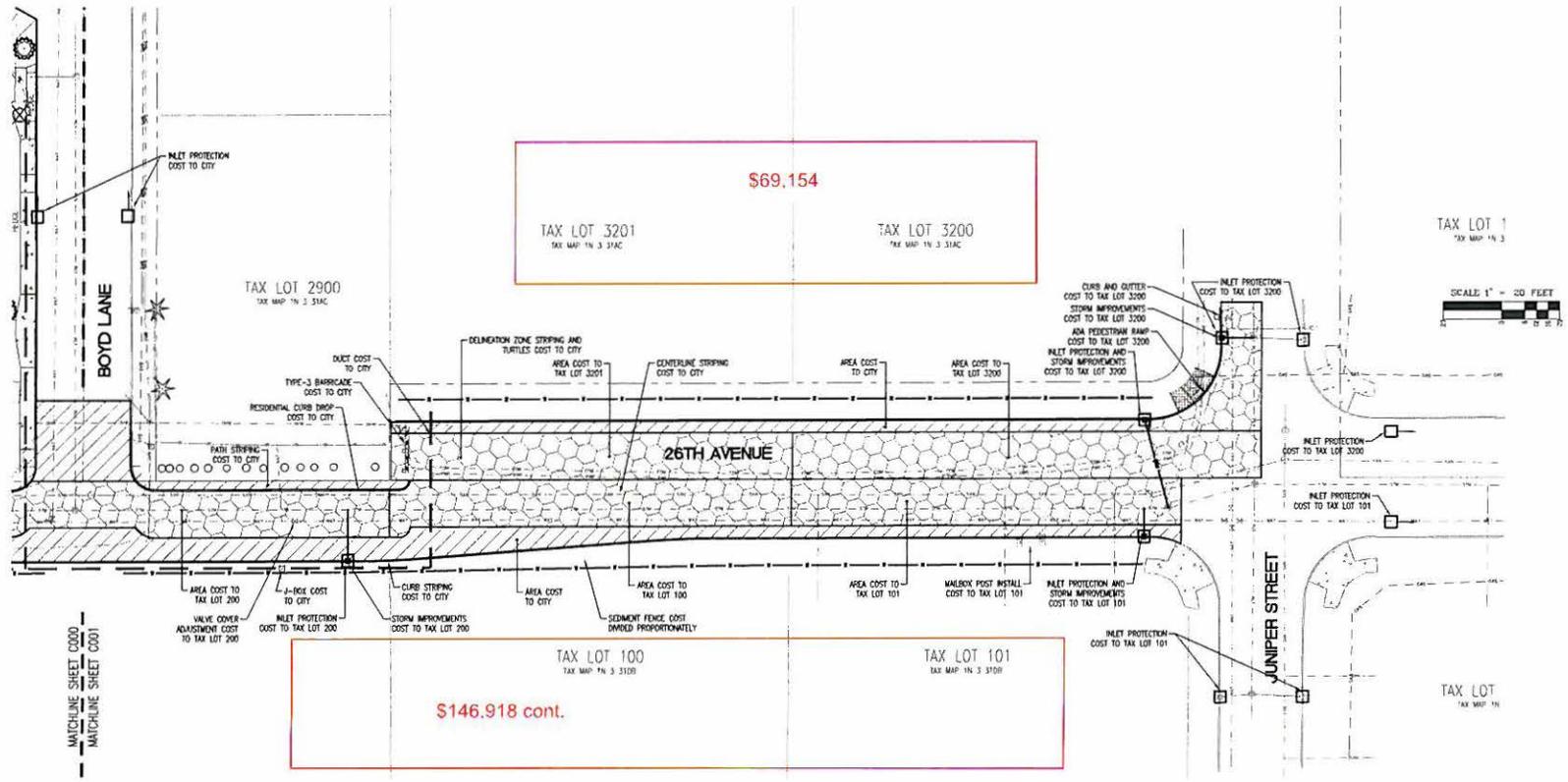


ENGINEERING - PLANNING  
 SURVEYING - FORESTRY  
 13702 SE HALEGATE DR.  
 SHERWOOD, OR 97140  
 PHONE (503) 255-8799  
 FAX (503) 725-8984

DESIGNED BY: ASK  
 DRAWN BY: MTS  
 CHECKED BY: ASK  
 PREPARED BY: 07/2012 COST MAP  
 SCALE: AS NOTED

PREPARED FOR  
 CITY OF FOREST GROVE  
 PO BOX 326  
 1828 COUNCIL STREET  
 FOREST GROVE, OR 97116  
 DATE: 7/31/12

JOB NUMBER  
**3147**  
 SHEET  
**C000**



COST MAP  
EAST

26TH AVENUE  
IMPROVEMENTS  
FOREST GROVE  
OREGON  
WASHINGTON COUNTY, THE CITY OF FOREST GROVE



ENGINEERING - PLANNING - FORESTRY  
13200 SW CALLEASAR DR.  
SHERWOOD, OR 97140  
PHONE: (503) 952-8799  
FAX: (503) 952-5899

DRAWN BY: AHT  
CHECKED BY: AHT  
DATE: 07/20/12 COST MAP

AS NOTED  
PREPARED FOR:  
CITY OF FOREST GROVE  
PO BOX 326  
1828 COUNCIL STREET  
FOREST GROVE, OR 97116  
DATE: 7/31/12

JOB NUMBER  
3147  
SHEET  
C001

**AKS ENGINEERING & FORESTRY, LLC.**

13910 SW GALBREATH DRIVE, SUITE 100  
 SHERWOOD, OR 97140  
 503-925-8799

**PRELIMINARY ENGINEER'S CONSTRUCTION COST ESTIMATE****26th Avenue Improvements - BASE SUMMARY**

JOB NO.: 3147  
 Estimate by: MTS/AHH  
 Date: 6/19/2012

<b>SITE WORK</b>	<b>\$72,910</b>
<b>STREETS</b>	<b>\$186,312</b>
<b>SUBTOTAL</b>	<b>\$259,222</b>
<b>CONTINGENCY (25%)</b>	<b>\$64,806</b>
<b>TOTAL</b>	<b>\$324,028</b>

**Quantities listed are based on the  
 26th Avenue Improvement Construction Base Plans by AKS  
 Engineering & Forestry, LLC dated 6/19/12.**

1. The quantities shown here are **not** based on final engineering plans.

2. This estimate does **not** include:

Tree Mitigation Cost  
 Hard rock excavation  
 City, County, State, or Federal Permit Fees  
 Consulting Services (Engineering, Surveying, Inspection, Observation, Construction Administration,  
 Contractor Payment Review, Etc.)  
 Geotechnical Engineering or Geotechnical Inspection  
 Compaction / Soil Testing for Construction  
 Natural resource mitigation measures  
 Right Of Way / Easement Acquisition  
 Power and Communication Relocation  
 Stormwater Quality Treatment or Quantity Detention  
 House Demolition and Haul off

3. Volumes and quantities listed here are approximate.

4. This estimate is intended for the Client's informational purposes only.

5. This estimate does not include items not specifically listed.

6. This estimate assumes "dry weather" construction.

**AKS ENGINEERING & FORESTRY, LLC.**

13910 SW GALBREATH DRIVE, SUITE 100  
 SHERWOOD, OR 97140  
 503-925-8799

**PRELIMINARY ENGINEER'S CONSTRUCTION COST ESTIMATE****26th Avenue Improvements - CITY COST (BASE)**

JOB NO.: 3147  
 Estimate by: MTS/AHH  
 Date: 6/14/2012

<b>SITE WORK</b>	<b>\$25,353</b>
<b>STREETS</b>	<b>\$53,539</b>
<b>SUBTOTAL</b>	<b>\$78,892</b>
<b>CONTINGENCY (25%)</b>	<b>\$19,723</b>
<b>TOTAL</b>	<b>\$98,615</b>

**Quantities listed are based on the  
 26th Avenue Improvement Construction Plans (Base) by AKS  
 Engineering & Forestry, LLC dated 6/14/12.**

1. The quantities shown here are **not** based on final engineering plans.

2. This estimate does **not** include:

Tree Mitigation Cost  
 Hard rock excavation  
 City, County, State, or Federal Permit Fees  
 Consulting Services (Engineering, Surveying, Inspection, Observation, Construction Administration,  
 Contractor Payment Review, Etc.)  
 Geotechnical Engineering or Geotechnical Inspection  
 Compaction / Soil Testing for Construction  
 Natural resource mitigation measures  
 Right Of Way / Easement Acquisition  
 Power and Communication Relocation  
 Stormwater Quality Treatment or Quantity Detention  
 House Demolition and Haul off

3. Volumes and quantities listed here are approximate.

4. This estimate is intended for the Client's informational purposes only.

5. This estimate does not include items not specifically listed.

6. This estimate assumes "dry weather" construction.

**AKS ENGINEERING & FORESTRY, LLC.**

13910 SW GALBREATH DRIVE, SUITE 100

SHERWOOD, OR 97140

503-925-8799

**PRELIMINARY ENGINEER'S CONSTRUCTION COST ESTIMATE****26th Avenue Improvements - CITY COST (BASE)**

JOB NO.: 3147  
 Estimate by: MTS/AHH  
 Date: 6/14/2012

SITE WORK	QUANTITY	UNIT	UNIT PRICE	COST
SITE WORK				
Mobilization / Etc	1	L.S.	\$7,853.00	\$7,853.00
Grading - General Excavation (Haul off)	520	C.Y.	\$25.00	\$13,000.00
AC Haul off (Assume 4" Existing Depth)	49	C.Y.	\$60.00	\$2,940.00
EROSION CONTROL				
Inlet Protection	1	EA.	\$120.00	\$120.00
Seeding and Mulching	65	S.Y.	\$4.00	\$260.00
Sediment Fence	295	L.F.	\$4.00	\$1,180.00
<b>TOTAL</b>				<b>\$25,353.00</b>

**AKS ENGINEERING & FORESTRY, LLC.**

13910 SW GALBREATH DRIVE, SUITE 100  
 SHERWOOD, OR 97140  
 503-925-8799

**PRELIMINARY ENGINEER'S CONSTRUCTION COST ESTIMATE****26th Avenue Improvements - CITY COST (BASE)**

JOB NO.: 3147  
 Estimate by: MTS/AHH  
 Date: 6/14/2012

STREETS	QUANTITY	UNIT	UNIT PRICE	COST
2.5" Lift AC Pavement (Base Lift)	922	S.Y.	\$12.00	\$11,064.00
1.5" Lift AC Pavement (Top Lift)	922	S.Y.	\$9.00	\$8,298.00
2.0" Leveling Course (3/4"-0")	922	S.Y.	\$4.00	\$3,688.00
10" Rock Base Course (1 1/2"-0")	922	S.Y.	\$12.00	\$11,064.00
Standard 16" Curb	295	L.F.	\$14.00	\$4,130.00
Residential Curb Drop	3	EA.	\$150.00	\$450.00
Sidewalk	425	S.F.	\$4.00	\$1,700.00
Sawcut AC	49	L.F.	\$2.00	\$98.00
Centerline Striping	771	L.F.	\$2.00	\$1,542.00
Curb Striping	650	L.F.	\$3.00	\$1,950.00
Delineator Area Striping	390	L.F.	\$2.00	\$780.00
Raised Pavement Marker (Turtles)	11	EA.	\$50.00	\$550.00
Sign Installation	11	EA.	\$500.00	\$5,500.00
Sign Removal	1	L.S.	\$100.00	\$100.00
Relocate Sign and pole	1	EA.	\$225.00	\$225.00
Street Barricade	2	EA.	\$1,200.00	\$2,400.00
<b>TOTAL</b>				<b>\$53,539.00</b>

**AKS ENGINEERING & FORESTRY, LLC.**

13910 SW GALBREATH DRIVE, SUITE 100  
 SHERWOOD, OR 97140  
 503-925-8799

**PRELIMINARY ENGINEER'S CONSTRUCTION COST ESTIMATE****26th Avenue Improvements - TAX LOTS 100,101,200**

JOB NO.: 3147  
 Estimate by: MTS/AHH  
 Date: 6/19/2012

TAX LOT 100 - SITE WORK	\$6,056
TAX LOT 100 - STREETS	\$13,517
<b>SUBTOTAL (TAX LOT 100)</b>	<b>\$19,573</b>
TAX LOT 101 - SITE WORK	\$7,078
TAX LOT 101 - STREETS	\$19,784
<b>SUBTOTAL (TAX LOT 101)</b>	<b>\$26,862</b>
TAX LOT 200 - SITE WORK	\$14,254
TAX LOT 200 - STREETS	\$41,515
<b>SUBTOTAL (TAX LOT 200)</b>	<b>\$55,769</b>
<b>SUBTOTAL (TAX LOT 100,101,200)</b>	<b>\$102,204</b>
<b>CONTINGENCY (25%)</b>	<b>\$25,551</b>
<b>TOTAL</b>	<b>\$127,755</b>

Quantities listed are based on the  
**26th Avenue Improvement Construction Base Plans by AKS Engineering & Forestry, LLC dated 6/19/12.**

1. The quantities shown here are **not** based on final engineering plans.

2. This estimate does **not** include:

Tree Mitigation Cost  
 Hard rock excavation  
 City, County, State, or Federal Permit Fees  
 Consulting Services (Engineering, Surveying, Inspection, Observation, Construction Administration, Contractor Payment Review, Etc.)  
 Geotechnical Engineering or Geotechnical Inspection  
 Compaction / Soil Testing for Construction  
 Natural resource mitigation measures  
 Right Of Way / Easement Acquisition  
 Power and Communication Relocation  
 Stormwater Quality Treatment or Quantity Detention  
 House Demolition and Haul off

3. Volumes and quantities listed here are approximate.

4. This estimate is intended for the Client's informational purposes only.

5. This estimate does not include items not specifically listed.

6. This estimate assumes "dry weather" construction.

**AKS ENGINEERING & FORESTRY, LLC.**

13910 SW GALBREATH DRIVE, SUITE 100  
 SHERWOOD, OR 97140  
 503-925-8799

**PRELIMINARY ENGINEER'S CONSTRUCTION COST ESTIMATE****26th Avenue Improvements - TAX LOTS 100,101,200**

JOB NO.: 3147  
 Estimate by: MTS/AHH  
 Date: 6/19/2012

**TAX LOT 100**

SITE WORK	QUANTITY	UNIT	UNIT PRICE	COST
SITE WORK				
Mobilization / Etc	1	L.S.	\$1,570.00	\$1,570.00
Grading - General Excavation (Haul off)	150	C.Y.	\$25.00	\$3,750.00
AC Haul off (Assume 4" Existing Depth)	1	C.Y.	\$60.00	\$60.00
EROSION CONTROL				
Seeding and Mulching	31	S.Y.	\$4.00	\$124.00
Sediment Fence	138	L.F.	\$4.00	\$552.00
<b>TOTAL</b>				<b>\$6,056.00</b>

**AKS ENGINEERING & FORESTRY, LLC.**

13910 SW GALBREATH DRIVE, SUITE 100  
 SHERWOOD, OR 97140  
 503-925-8799

**PRELIMINARY ENGINEER'S CONSTRUCTION COST ESTIMATE****26th Avenue Improvements - TAX LOTS 100,101,200**

JOB NO.: 3147  
 Estimate by: MTS/AHH  
 Date: 6/19/2012

**TAX LOT 100**

STREETS	QUANTITY	UNIT	UNIT PRICE	COST
2.5" Lift AC Pavement (Base Lift)	245	S.Y.	\$12.00	\$2,940.00
1.5" Lift AC Pavement (Top Lift)	245	S.Y.	\$9.00	\$2,205.00
2.0" Leveling Course (3/4"-0")	245	S.Y.	\$4.00	\$980.00
10" Rock Base Course (1 1/2"-0")	260	S.Y.	\$12.00	\$3,120.00
Standard 16" Curb	138	L.F.	\$14.00	\$1,932.00
Traffic Control	39	HRS.	\$60.00	\$2,340.00
<b>TOTAL</b>				<b>\$13,517.00</b>

**AKS ENGINEERING & FORESTRY, LLC.**

13910 SW GALBREATH DRIVE, SUITE 100  
 SHERWOOD, OR 97140  
 503-925-8799

**PRELIMINARY ENGINEER'S CONSTRUCTION COST ESTIMATE****26th Avenue Improvements - TAX LOTS 100,101,200**

JOB NO.: 3147  
 Estimate by: MTS/AHH  
 Date: 6/19/2012

**TAX LOT 101**

SITE WORK	QUANTITY	UNIT	UNIT PRICE	COST
SITE WORK				
Mobilization / Etc	1	L.S.	\$1,580.00	\$1,580.00
Grading - General Excavation (Haul off)	142	C.Y.	\$25.00	\$3,550.00
EROSION CONTROL				
Inlet Protection	3	EA.	\$120.00	\$360.00
Seeding and Mulching	27	S.Y.	\$4.00	\$108.00
Sediment Fence	295	L.F.	\$4.00	\$1,180.00
MISC.				
Mailbox Post Installation	1	EA.	\$300.00	\$300.00
<b>TOTAL</b>				<b>\$7,078.00</b>

**AKS ENGINEERING & FORESTRY, LLC.**

13910 SW GALBREATH DRIVE, SUITE 100  
 SHERWOOD, OR 97140  
 503-925-8799

**PRELIMINARY ENGINEER'S CONSTRUCTION COST ESTIMATE****26th Avenue Improvements - TAX LOTS 100,101,200**

JOB NO.: 3147  
 Estimate by: MTS/AHH  
 Date: 6/19/2012

**TAX LOT 101**

STREETS	QUANTITY	UNIT	UNIT PRICE	COST
2.5" Lift AC Pavement (Base Lift)	238	S.Y.	\$12.00	\$2,856.00
1.5" Lift AC Pavement (Top Lift)	238	S.Y.	\$9.00	\$2,142.00
2.0" Leveling Course (3/4"-0")	238	S.Y.	\$4.00	\$952.00
10" Rock Base Course (1 1/2"-0")	252	S.Y.	\$12.00	\$3,024.00
Standard 16" Curb	123	L.F.	\$14.00	\$1,722.00
Sawcut AC	39	L.F.	\$2.00	\$78.00
Traffic Control	39	HRS.	\$60.00	\$2,340.00
<b>STORM SEWER</b>				
12" PVC 3034 Storm Lateral	13	L.F.	\$90.00	\$1,170.00
Curb Inlet Catch Basin (Standard)	1	EA.	\$2,500.00	\$2,500.00
Connect Into Existing Manhole	1	EA.	\$1,500.00	\$1,500.00
Adjust Manhole Rim	3	EA.	\$500.00	\$1,500.00
<b>TOTAL</b>				<b>\$19,784.00</b>

**AKS ENGINEERING & FORESTRY, LLC.**

13910 SW GALBREATH DRIVE, SUITE 100  
 SHERWOOD, OR 97140  
 503-925-8799

**PRELIMINARY ENGINEER'S CONSTRUCTION COST ESTIMATE****26th Avenue Improvements - TAX LOTS 100,101,200**

JOB NO.: 3147  
 Estimate by: MTS/AHH  
 Date: 6/19/2012

**TAX LOT 200**

SITE WORK	QUANTITY	UNIT	UNIT PRICE	COST
SITE WORK				
Mobilization / Etc	1	L.S.	\$3,617.00	\$3,617.00
Grading - General Excavation (Haul off)	261	C.Y.	\$25.00	\$6,525.00
AC Haul off (Assume 4" Existing Depth)	41	C.Y.	\$60.00	\$2,460.00
EROSION CONTROL				
Inlet Protection	2	EA.	\$120.00	\$240.00
Seeding and Mulching	64	S.Y.	\$4.00	\$256.00
Sediment Fence	289	L.F.	\$4.00	\$1,156.00
<b>TOTAL</b>				<b>\$14,254.00</b>

**AKS ENGINEERING & FORESTRY, LLC.**

13910 SW GALBREATH DRIVE, SUITE 100  
 SHERWOOD, OR 97140  
 503-925-8799

**PRELIMINARY ENGINEER'S CONSTRUCTION COST ESTIMATE****26th Avenue Improvements - TAX LOTS 100,101,200**

JOB NO.: 3147  
 Estimate by: MTS/AHH  
 Date: 6/19/2012

**TAX LOT 200**

<b>STREETS</b>	<b>QUANTITY</b>	<b>UNIT</b>	<b>UNIT PRICE</b>	<b>COST</b>
2.5" Lift AC Pavement (Base Lift)	511	S.Y.	\$12.00	\$6,132.00
1.5" Lift AC Pavement (Top Lift)	511	S.Y.	\$9.00	\$4,599.00
2.0" Leveling Course (3/4"-0")	511	S.Y.	\$4.00	\$2,044.00
10" Rock Base Course (1 1/2"-0")	543	S.Y.	\$12.00	\$6,516.00
Standard 16" Curb	289	L.F.	\$14.00	\$4,046.00
Sawcut AC	209	L.F.	\$2.00	\$418.00
Traffic Control	84	HRS.	\$60.00	\$5,040.00
Residential Curb Drop	1	EA.	\$150.00	\$150.00
Raise Water Valve	3	EA.	\$200.00	\$600.00
<b>STORM SEWER</b>				
12" PVC 3034 Storm Lateral	33	L.F.	\$90.00	\$2,970.00
Curb Inlet Catch Basin (Standard)	2	EA.	\$2,500.00	\$5,000.00
Connect Into Existing Manhole / Storm Main	2	EA.	\$1,500.00	\$3,000.00
Adjust Manhole Rim	2	EA.	\$500.00	\$1,000.00
<b>TOTAL</b>				<b>\$41,515.00</b>

**AKS ENGINEERING & FORESTRY, LLC.**

13910 SW GALBREATH DRIVE, SUITE 100  
 SHERWOOD, OR 97140  
 503-925-8799

**PRELIMINARY ENGINEER'S CONSTRUCTION COST ESTIMATE****26th Avenue Improvements - TAX LOTS 301,400,401** CITY COST

JOB NO.: 3147  
 Estimate by: MTS/AHH  
 Date: 6/19/2012

TAX LOT 301 - SITE WORK	\$1,829
TAX LOT 301 - STREETS	\$4,920
<b>SUBTOTAL (TAX LOT 301)</b>	<b>\$6,749</b>
TAX LOT 400 - SITE WORK	\$2,239
TAX LOT 400 - STREETS	\$9,316
<b>SUBTOTAL (TAX LOT 400)</b>	<b>\$11,555</b>
TAX LOT 401 - SITE WORK	\$3,568
TAX LOT 401 - STREETS	\$8,147
<b>SUBTOTAL (TAX LOT 401)</b>	<b>\$11,715</b>
<b>SUBTOTAL (TAX LOT 301,400,401)</b>	<b>\$30,019</b>
<b>CONTINGENCY (25%)</b>	<b>\$7,505</b>
<b>TOTAL</b>	<b>\$37,524</b>

Quantities listed are based on the  
**26th Avenue Improvement Construction Base Plans by AKS Engineering &  
 Forestry, LLC dated 6/19/12.**

1. The quantities shown here are **not** based on final engineering plans.

2. This estimate does **not** include:

Tree Mitigation Cost  
 Hard rock excavation  
 City, County, State, or Federal Permit Fees  
 Consulting Services (Engineering, Surveying, Inspection, Observation, Construction Administration,  
 Contractor Payment Review, Etc.)  
 Geotechnical Engineering or Geotechnical Inspection  
 Compaction / Soil Testing for Construction  
 Natural resource mitigation measures  
 Right Of Way / Easement Acquisition  
 Power and Communication Relocation  
 Stormwater Quality Treatment or Quantity Detention  
 House Demolition and Haul off

3. Volumes and quantities listed here are approximate.

4. This estimate is intended for the Client's informational purposes only.

5. This estimate does not include items not specifically listed.

6. This estimate assumes "dry weather" construction.

**AKS ENGINEERING & FORESTRY, LLC.**

13910 SW GALBREATH DRIVE, SUITE 100  
 SHERWOOD, OR 97140  
 503-925-8799

**PRELIMINARY ENGINEER'S CONSTRUCTION COST ESTIMATE****26th Avenue Improvements - TAX LOTS 301,400,401**

CITY COST

JOB NO.: 3147  
 Estimate by: MTS/AHH  
 Date: 6/19/2012

**TAX LOT 301**

SITE WORK	QUANTITY	UNIT	UNIT PRICE	COST
SITE WORK				
Mobilization / Etc	1	L.S.	\$585.00	\$585.00
Grading - General Excavation (Haul off)	28	C.Y.	\$25.00	\$700.00
AC Haul off (Assume 4" Existing Depth)	0	C.Y.	\$60.00	\$0.00
Tree Protection Fence	22	L.F.	\$10.00	
EROSION CONTROL				
Seeding and Mulching	16	S.Y.	\$4.00	\$64.00
Sediment Fence	70	L.F.	\$4.00	\$280.00
MISC.				
Raise Water Meter	1	EA.	\$200.00	\$200.00
<b>TOTAL</b>				<b>\$1,829.00</b>

**AKS ENGINEERING & FORESTRY, LLC.**

13910 SW GALBREATH DRIVE, SUITE 100  
 SHERWOOD, OR 97140  
 503-925-8799

**PRELIMINARY ENGINEER'S CONSTRUCTION COST ESTIMATE**

**26th Avenue Improvements - TAX LOTS 301,400,401**

CITY COST
-----------

JOB NO.: 3147  
 Estimate by: MTS/AHH  
 Date: 6/19/2012

**TAX LOT 301**

STREETS	QUANTITY	UNIT	UNIT PRICE	COST
2.5" Lift AC Pavement (Base Lift)	62	S.Y.	\$12.00	\$744.00
1.5" Lift AC Pavement (Top Lift)	62	S.Y.	\$9.00	\$558.00
2.0" Leveling Course (3/4"-0")	62	S.Y.	\$4.00	\$248.00
10" Rock Base Course (1 1/2"-0")	70	S.Y.	\$12.00	\$840.00
16" Standard Curb	70	L.F.	\$14.00	\$980.00
Sawcut AC	70	L.F.	\$2.00	\$140.00
Traffic Control	21	HRS.	\$60.00	\$1,260.00
Residential Curb Drop	1	EA.	\$150.00	\$150.00
<b>TOTAL</b>				<b>\$4,920.00</b>

**AKS ENGINEERING & FORESTRY, LLC.**

13910 SW GALBREATH DRIVE, SUITE 100  
 SHERWOOD, OR 97140  
 503-925-8799

**PRELIMINARY ENGINEER'S CONSTRUCTION COST ESTIMATE****26th Avenue Improvements - TAX LOTS 301,400,401**

CITY COST

JOB NO.:

3147

Estimate by:

MTS/AHH

Date:

6/19/2012

**TAX LOT 400**

SITE WORK	QUANTITY	UNIT	UNIT PRICE	COST
SITE WORK				
Mobilization / Etc	1	L.S.	\$540.00	\$540.00
Grading - General Excavation (Haul off)	19	C.Y.	\$25.00	\$475.00
AC Haul off (Assume 4" Existing Depth)	0	C.Y.	\$60.00	\$0.00
Tree Protection Fence	56	L.F.	\$10.00	\$560.00
EROSION CONTROL				
Inlet Protection	1	EA.	\$120.00	\$120.00
Seeding and Mulching	11	S.Y.	\$4.00	\$44.00
Sediment Fence	50	L.F.	\$4.00	\$200.00
MISC.				
Mailbox Post Installation	1	EA.	\$300.00	\$300.00
<b>TOTAL</b>				<b>\$2,239.00</b>

**AKS ENGINEERING & FORESTRY, LLC.**

13910 SW GALBREATH DRIVE, SUITE 100  
 SHERWOOD, OR 97140  
 503-925-8799

**PRELIMINARY ENGINEER'S CONSTRUCTION COST ESTIMATE****26th Avenue Improvements - TAX LOTS 301,400,401**

CITY COST

JOB NO.:

3147

Estimate by:

MTS/AHH

Date:

6/19/2012

**TAX LOT 400**

STREETS	QUANTITY	UNIT	UNIT PRICE	COST
2.5" Lift AC Pavement (Base Lift)	42	S.Y.	\$12.00	\$504.00
1.5" Lift AC Pavement (Top Lift)	42	S.Y.	\$9.00	\$378.00
2.0" Leveling Course (3/4"-0")	42	S.Y.	\$4.00	\$168.00
10" Rock Base Course (1 1/2"-0")	48	S.Y.	\$12.00	\$576.00
16" Standard Curb	50	L.F.	\$14.00	\$700.00
Sawcut AC	50	L.F.	\$2.00	\$100.00
Traffic Control	15	HRS.	\$60.00	\$900.00
Roadway Monument Box	1	EA.	\$500.00	\$500.00
<b>STORM SEWER</b>				
12" PVC 3034 Storm Lateral	11	L.F.	\$90.00	\$990.00
Curb Inlet Catch Basin (Standard)	1	EA.	\$2,500.00	\$2,500.00
Connect Into Existing Manhole	1	EA.	\$1,500.00	\$1,500.00
Adjust Manhole Rim	1	EA.	\$500.00	\$500.00
<b>TOTAL</b>				<b>\$9,316.00</b>

**AKS ENGINEERING & FORESTRY, LLC.**

13910 SW GALBREATH DRIVE, SUITE 100  
 SHERWOOD, OR 97140  
 503-925-8799

**PRELIMINARY ENGINEER'S CONSTRUCTION COST ESTIMATE****26th Avenue Improvements - TAX LOTS 301,400,401**

CITY COST

JOB NO.: 3147  
 Estimate by: MTS/AHH  
 Date: 6/19/2012

**TAX LOT 401**

SITE WORK	QUANTITY	UNIT	UNIT PRICE	COST
SITE WORK				
Mobilization / Etc	1	L.S.	\$935.00	\$935.00
Grading - General Excavation (Haul off)	45	C.Y.	\$25.00	\$1,125.00
AC Haul off (Assume 4" Existing Depth)	0	C.Y.	\$60.00	\$0.00
Tree Protection Fence	22	L.F.	\$10.00	\$220.00
Tree Removal	1	EA.	\$500.00	\$500.00
EROSION CONTROL				
Seeding and Mulching	22	S.Y.	\$4.00	\$88.00
Sediment Fence	100	L.F.	\$4.00	\$400.00
MISC.				
Mailbox Post Installation	1	EA.	\$300.00	\$300.00
<b>TOTAL</b>				<b>\$3,568.00</b>

**AKS ENGINEERING & FORESTRY, LLC.**

13910 SW GALBREATH DRIVE, SUITE 100  
 SHERWOOD, OR 97140  
 503-925-8799

**PRELIMINARY ENGINEER'S CONSTRUCTION COST ESTIMATE**

**26th Avenue Improvements - TAX LOTS 301,400,401** CITY COST

JOB NO.: 3147  
 Estimate by: MTS/AHH  
 Date: 6/19/2012

**TAX LOT 401**

STREETS	QUANTITY	UNIT	UNIT PRICE	COST
2.5" Lift AC Pavement (Base Lift)	101	S.Y.	\$12.00	\$1,212.00
1.5" Lift AC Pavement (Top Lift)	101	S.Y.	\$9.00	\$909.00
2.0" Leveling Course (3/4"-0")	101	S.Y.	\$4.00	\$404.00
10" Rock Base Course (1 1/2"-0")	112	S.Y.	\$12.00	\$1,344.00
16" Standard Curb	100	L.F.	\$14.00	\$1,400.00
Sawcut AC	129	L.F.	\$2.00	\$258.00
Traffic Control	27	HRS.	\$60.00	\$1,620.00
<b>STORM</b>				
Adjust Manhole Rim	2	EA.	\$500.00	\$1,000.00
<b>TOTAL</b>				<b>\$8,147.00</b>

**AKS ENGINEERING & FORESTRY, LLC.**

13910 SW GALBREATH DRIVE, SUITE 100  
 SHERWOOD, OR 97140  
 503-925-8799

**PRELIMINARY ENGINEER'S CONSTRUCTION COST ESTIMATE****26th Avenue Improvements - TAX LOTS 3200,3201**

JOB NO.: 3147  
 Estimate by: MTS/AHH  
 Date: 6/19/2012

TAX LOT 3200 - SITE WORK	\$6,752	
TAX LOT 3200 - STREETS	\$22,032	
<b>SUBTOTAL (TAX LOT 3200)</b>		<b>\$28,784</b>
TAX LOT 3201 - SITE WORK	\$5,781	
TAX LOT 3201 - STREETS	\$13,542	
<b>SUBTOTAL (TAX LOT 3201)</b>		<b>\$19,323</b>
<b>SUBTOTAL (TAX LOT 3200,3201)</b>		<b>\$48,107</b>
<b>CONTINGENCY (25%)</b>		<b>\$12,027</b>
<b>TOTAL</b>		<b>\$60,134</b>

**Quantities listed are based on the  
 26th Avenue Improvement Construction Base Plans by AKS Engineering &  
 Forestry, LLC dated 6/19/12.**

1. The quantities shown here are **not** based on final engineering plans.

2. This estimate does **not** include:

Tree Mitigation Cost  
 Hard rock excavation  
 City, County, State, or Federal Permit Fees  
 Consulting Services (Engineering, Surveying, Inspection, Observation, Construction Administration,  
 Contractor Payment Review, Etc.)  
 Geotechnical Engineering or Geotechnical Inspection  
 Compaction / Soil Testing for Construction  
 Natural resource mitigation measures  
 Right Of Way / Easement Acquisition  
 Power and Communication Relocation  
 Stormwater Quality Treatment or Quantity Detention  
 House Demolition and Haul off

3. Volumes and quantities listed here are approximate.

4. This estimate is intended for the Client's informational purposes only.

5. This estimate does not include items not specifically listed.

6. This estimate assumes "dry weather" construction.

**AKS ENGINEERING & FORESTRY, LLC.**

13910 SW GALBREATH DRIVE, SUITE 100  
 SHERWOOD, OR 97140  
 503-925-8799

**PRELIMINARY ENGINEER'S CONSTRUCTION COST ESTIMATE****26th Avenue Improvements - TAX LOTS 3200,3201**

JOB NO.: 3147  
 Estimate by: MTS/AHH  
 Date: 6/19/2012

**TAX LOT 3200**

SITE WORK	QUANTITY	UNIT	UNIT PRICE	COST
SITE WORK				
Mobilization / Etc	1	L.S.	\$1,740.00	\$1,740.00
Grading - General Excavation (Haul off)	152	C.Y.	\$25.00	\$3,800.00
AC Haul off (Assume 4" Existing Depth)	3	C.Y.	\$60.00	\$180.00
EROSION CONTROL				
Seeding and Mulching	36	S.Y.	\$4.00	\$144.00
Sediment Fence	162	L.F.	\$4.00	\$648.00
Inlet Protection	2	EA.	\$120.00	\$240.00
<b>TOTAL</b>				<b>\$6,752.00</b>

**AKS ENGINEERING & FORESTRY, LLC.**

13910 SW GALBREATH DRIVE, SUITE 100  
 SHERWOOD, OR 97140  
 503-925-8799

**PRELIMINARY ENGINEER'S CONSTRUCTION COST ESTIMATE****26th Avenue Improvements - TAX LOTS 3200,3201**

JOB NO.: 3147  
 Estimate by: MTS/AHH  
 Date: 6/19/2012

**TAX LOT 3200**

STREETS	QUANTITY	UNIT	UNIT PRICE	COST
2.5" Lift AC Pavement (Base Lift)	267	S.Y.	\$12.00	\$3,204.00
1.5" Lift AC Pavement (Top Lift)	267	S.Y.	\$9.00	\$2,403.00
2.0" Leveling Course (3/4"-0")	267	S.Y.	\$4.00	\$1,068.00
10" Rock Base Course (1 1/2"-0")	285	S.Y.	\$12.00	\$3,420.00
16" Standard Curb	162	L.F.	\$14.00	\$2,268.00
ADA Pedestrian Ramp	1	EA.	\$625.00	\$625.00
Sawcut AC	47	L.F.	\$2.00	\$94.00
Traffic Control	36	HRS.	\$60.00	\$2,160.00
<b>STORM SEWER</b>				
12" PVC 3034 Storm Lateral	31	L.F.	\$90.00	\$2,790.00
Curb Inlet Catch Basin (Standard)	1	EA.	\$2,500.00	\$2,500.00
Connect Into Existing Manhole	1	EA.	\$1,500.00	\$1,500.00
<b>TOTAL</b>				<b>\$22,032.00</b>

**AKS ENGINEERING & FORESTRY, LLC.**

13910 SW GALBREATH DRIVE, SUITE 100  
 SHERWOOD, OR 97140  
 503-925-8799

**PRELIMINARY ENGINEER'S CONSTRUCTION COST ESTIMATE****26th Avenue Improvements - TAX LOTS 3200,3201**

JOB NO.: 3147  
 Estimate by: MTS/AHH  
 Date: 6/19/2012

**TAX LOT 3201**

SITE WORK	QUANTITY	UNIT	UNIT PRICE	COST
SITE WORK				
Mobilization / Etc	1	L.S.	\$1,580.00	\$1,580.00
Grading - General Excavation (Haul off)	141	C.Y.	\$25.00	\$3,525.00
EROSION CONTROL				
Seeding and Mulching	31	S.Y.	\$4.00	\$124.00
Sediment Fence	138	L.F.	\$4.00	\$552.00
<b>TOTAL</b>				<b>\$5,781.00</b>

**AKS ENGINEERING & FORESTRY, LLC.**

13910 SW GALBREATH DRIVE, SUITE 100  
 SHERWOOD, OR 97140  
 503-925-8799

**PRELIMINARY ENGINEER'S CONSTRUCTION COST ESTIMATE****26th Avenue Improvements - TAX LOTS 3200,3201**

JOB NO.: 3147  
 Estimate by: MTS/AHH  
 Date: 6/19/2012

**TAX LOT 3201**

STREETS	QUANTITY	UNIT	UNIT PRICE	COST
2.5" Lift AC Pavement (Base Lift)	246	S.Y.	\$12.00	\$2,952.00
1.5" Lift AC Pavement (Top Lift)	246	S.Y.	\$9.00	\$2,214.00
2.0" Leveling Course (3/4"-0")	246	S.Y.	\$4.00	\$984.00
10" Rock Base Course (1 1/2"-0")	260	S.Y.	\$12.00	\$3,120.00
16" Standard Curb	138	L.F.	\$14.00	\$1,932.00
Traffic Control	39	HRS.	\$60.00	\$2,340.00
<b>TOTAL</b>				<b>\$13,542.00</b>

**RESOLUTION NO. 2012-55****RESOLUTION FORMING A STREET IMPROVEMENT REIMBURSEMENT DISTRICT  
FOR 26TH AVENUE, BETWEEN HAWTHORNE STREET AND JUNIPER,  
“26<sup>TH</sup> AVENUE IMPROVEMENT PROJECT REIMBURSEMENT DISTRICT”**

**WHEREAS**, Forest Grove Municipal Code (FGMC) 3.10.005 to 3.10.075 provides for establishment of a reimbursement district after notice of the proposed district formation has been given to the affected property owners and an informational public hearing has been held; and

**WHEREAS**, a neighborhood informational meeting was held on June 20, 2012, at which time persons impacted by the creation of the reimbursement district were given opportunity to ask questions and comment on the project; and

**WHEREAS**, pursuant to FGMC 3.10.020, the City Engineer provided a report on the proposed street Reimbursement District and presented the said report to the City Council on July 9, 2012; and

**WHEREAS**, pursuant to FGMC 3.10.030, the City Recorder has provided written notice to all property owners within the boundary of the proposed reimbursement district; and

**WHEREAS**, pursuant to FGMC 3.10.030, the City Council held a duly-noticed Informational Hearing on July 9, 2012, and heard testimony regarding the proposed reimbursement district; and

**WHEREAS**, the City Engineer provided a revised report with modifications on the proposed street Reimbursement District and presented said revised report to the City Council on August 13, 2012; and

**WHEREAS**, pursuant to FGMC 3.10.035, the City Council's decision concerning the formation of a reimbursement district shall be adopted by Council Resolution; and

**WHEREAS**, pursuant to FGMC 3.10.050, the City shall provide written notice upon adoption of the this Resolution to all affected property owners notifying them of the formation of the said Reimbursement District; and

**WHEREAS**, based on these notices, the Council is satisfied that all affected property owners have received notification of the proceedings relating to the formation of this Reimbursement District.

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

**Section 1.** The report of the City Engineer, incorporated herein by reference, contains the methodology for assessing the reimbursement fee for the street improvements, as described in the Engineer's Report, attached hereto as "Exhibit "A".

**Section 2.** The City Council hereby determines that forming a street improvement reimbursement district for 26<sup>th</sup> Avenue, between Hawthorne Street and Juniper Street, will benefit adjacent properties, which includes all of the properties described on the map marked "Attachment 2", which is attached hereto and incorporated herein. The said District shall continue for a period of ten (10) years from date of the adoption of this Resolution and is subject to renewal at the discretion of the City Council for one (1) additional ten (10) year period.

**Section 3.** The total project costs eligible to be reimbursed to the City, including engineering costs, is estimated to be \$216,072.

**Section 4.** A second public hearing shall be held after the said improvements have been accepted by the City, at which time, the City Council may modify this resolution to reflect the actual cost of the said improvements. The final resolution shall be recorded, pursuant to FGMC 3.10.055, in order to provide notice to potential purchasers of property within the District of its existence. Failure to make such recording shall affect neither the legality of this resolution nor the obligation to pay any fee.

**Section 5.** This resolution is effective immediately upon its enactment by the City Council.

**PRESENTED AND PASSED** this 13<sup>th</sup> day of August, 2012.

---

Anna D. Ruggles, City Recorder

**APPROVED** by the Mayor this 13<sup>th</sup> day of August, 2012.

---

Peter B. Truax, Mayor

City Engineer's Report  
26th Avenue Improvement Project Reimbursement District

---

August 13, 2012

**Engineer's Report for 26<sup>th</sup> Avenue Improvement Project Reimbursement District**

This report has been created to fulfill the City of Forest Grove's requirement for an Engineer's Report for a Reimbursement District. The City of Forest Grove has initiated formation of this Reimbursement District.

**Project Background**

The Engineering Department has evaluated a project to improve 26th Avenue between Hawthorne and Juniper Street. This project is best described in three segments, as seen on Attachment (1): a western portion, segment (a); a middle portion, segment (b); and an eastern portion, segment (c). The improvements in the eastern portion, or segment (c), are required by the proposed adjacent developments but the City has determined that improvements to segments (a) and (b) are also necessary, and make 26th Avenue more viable for traffic and safer for all users. The City has also determined that it is in its interest to complete the 26th Avenue improvements in order to minimize disruption to the neighborhood and ensure the project is completed in a timely way.

Segment (a), the western portion of the project, will complete pavement widening, resulting in a 24-foot road east of Hawthorne, and install a curb and drainage, but no sidewalk at this time. The project, as proposed, can be accomplished within the current right-of-way, however, the project may disrupt the adjacent property owners' landscaping or other improvements. However, because no sidewalk will be installed at this time, it should be noted that if and when these parcels along this segment do redevelop, they may be required to dedicate eight more feet of right-of-way and install, and pay for, new sidewalks.

The middle portion of this project, segment (b), shifts slightly to the south upon right-of-way that has been dedicated to the City, from the development currently known by the City as Giltner Glen. This project will include a 24-foot wide road with a curb and drainage. While a pedestrian pathway will be installed on the north side, the full sidewalk and parkway on the south side will be constructed when the property actually develops, as is the standard City practice. In essence, this portion of the project completes the southern part of the envisioned 40-foot wide collector. A portion of these costs will be included in the proposed reimbursement district, to be paid when the adjacent properties develop. The parcels to the north will be responsible for constructing and financing the northern half of the envisioned 40-foot wide collector roadway at the time those properties redevelop, and are not included in this project at this time.

The adjacent developments in the eastern portion of the project, segment (c), are required to construct a 32 foot local road, including sidewalks, drainage, and a parkway, and the City will over-size this road to a 40-foot collector, based on future needs in the area as identified in the City's Comprehensive Plan. The City is able to recover the costs of the local road from the developers by forming a reimbursement district.

The total cost of this project is estimated to be approximately \$372,632, of which \$216,072 will be reimbursed to the City from the reimbursement district when the properties develop.

**Reimbursement District Requirements:**

In order to form the reimbursement district, the City Code 3.10.005 to 3.10.075 requires the following specific information:

1. *Whether the Public Improvement for which reimbursement is sought has capacity sufficient to allow use thereof by property other than property owned by the applicant;*

Response: The City has proposed this street improvement project to serve the needs of the entire community, as established in its Comprehensive Plan, which as a result will serve property other than property owned by the City. The improvements therefore will have capacity sufficient to allow use thereof by property other than property owned by the applicant.

2. *The area proposed to be included in the reimbursement district;*

Response: The Reimbursement District includes some properties on the north and south side of 26<sup>th</sup> Avenue between Hawthorne and Juniper Street (See Attachment 2). Owner names and tax lot numbers are based on latest Washington County Assessor information. Legal Descriptions included.

3. *The actual or estimated cost of the improvements within the area of the proposed Reimbursement District and the portion thereof for which the applicant should be reimbursed;*

Response: All project costs were taken from a June 2012, opinion of probable construction cost estimate by AKS Engineering. Details are included in Table 1. Actual costs will be determined after construction and after improvement have been accepted by the City. The costs below represent the total project cost estimate, including the City's share to increase the size of the road above the local standard. The City will pay for the entire project, to be reimbursed \$16,072 from the participants in the Reimbursement District.

**Table 1: Cost Estimate**

Description	Total Amount	City Share	Reimbursement District
Engineering	\$48,604	\$20,421	\$28,183
Site Work and Erosion Control	\$72,910	\$30,633	\$42,277
Street	\$186,312	\$78,278	\$108,034
Contingency	\$64,806	\$27,228	\$37,578
<b>Total</b>	<b>\$372,632</b>	<b>\$156,560</b>	<b>\$216,072</b>

4. A methodology for allocating the cost among the parcels within the proposed district and, where appropriate, defining a "unit" for applying the Reimbursement Fee to property which may be partitioned, subdivided or otherwise modified at some future date;

Response: Street improvements on 26<sup>th</sup> Avenue will benefit two properties as shown in Attachment (2). The costs for the improvements were allocated to the properties, less the City's share, based on the following methodology:

- i. Design Engineer identified items of work and quantities of material for each property.
- ii. The total cost of each property was calculated using estimated unit cost for items of work and quantities of material.
- iii. A percent split was calculated for each property based on individual cost relative to the total cost.
- iv. Percent split will be fixed for each property for future final cost calculation, assuming no individual parcel-related change orders, or unforeseen circumstances pertaining to a specific parcel, arise.
- v. Change orders or unforeseen circumstances that arise during construction will be evaluated on a case-by-case basis and may change the total cost of this project. Such items attributed to the entire project will be cost allocated based on the fixed percentage outlined in (iv) above. Items attributed to specific parcels will be attributed to those parcels and may change the percent cost participation. The Public Works Director will evaluate such change orders and unforeseen circumstances and determine the cost allocation depending upon the nature of the item.

The items of work and quantities of material include mobilization, grading, erosion control, AC pavement, curb, pavement striping, signage, traffic control, traffic barricades, and storm drainage catch basins. Table 2 shows a breakdown of the costs and the percent split for each property. Details of the total cost calculations for each property are shown in Attachment (3).

**Table 2: Distribution of Improvement Costs**

<b>Total Estimated Cost</b>	<b>\$372,632</b>	
<b>Estimated Cost To Property Owners Assessed Cost Breakdown</b>		
Property:		
Evergreen Environmental Development, 1N331DB00 100, 101, 200 (Giltner Glenn)	\$146,918	39.4%
Bienestar Inc., 1N331AC03 200, 201 (Juniper Gardens)	\$69,154	18.6%
<b>Total eligible for reimbursement district</b>	<b>\$216,072</b>	<b>58.0%</b>
Net City Share	\$156,560	42.0%
<b>TOTAL</b>	<b>\$372,632</b>	<b>100.0%</b>

5. *The amount to be charged by the City for administering the project;*

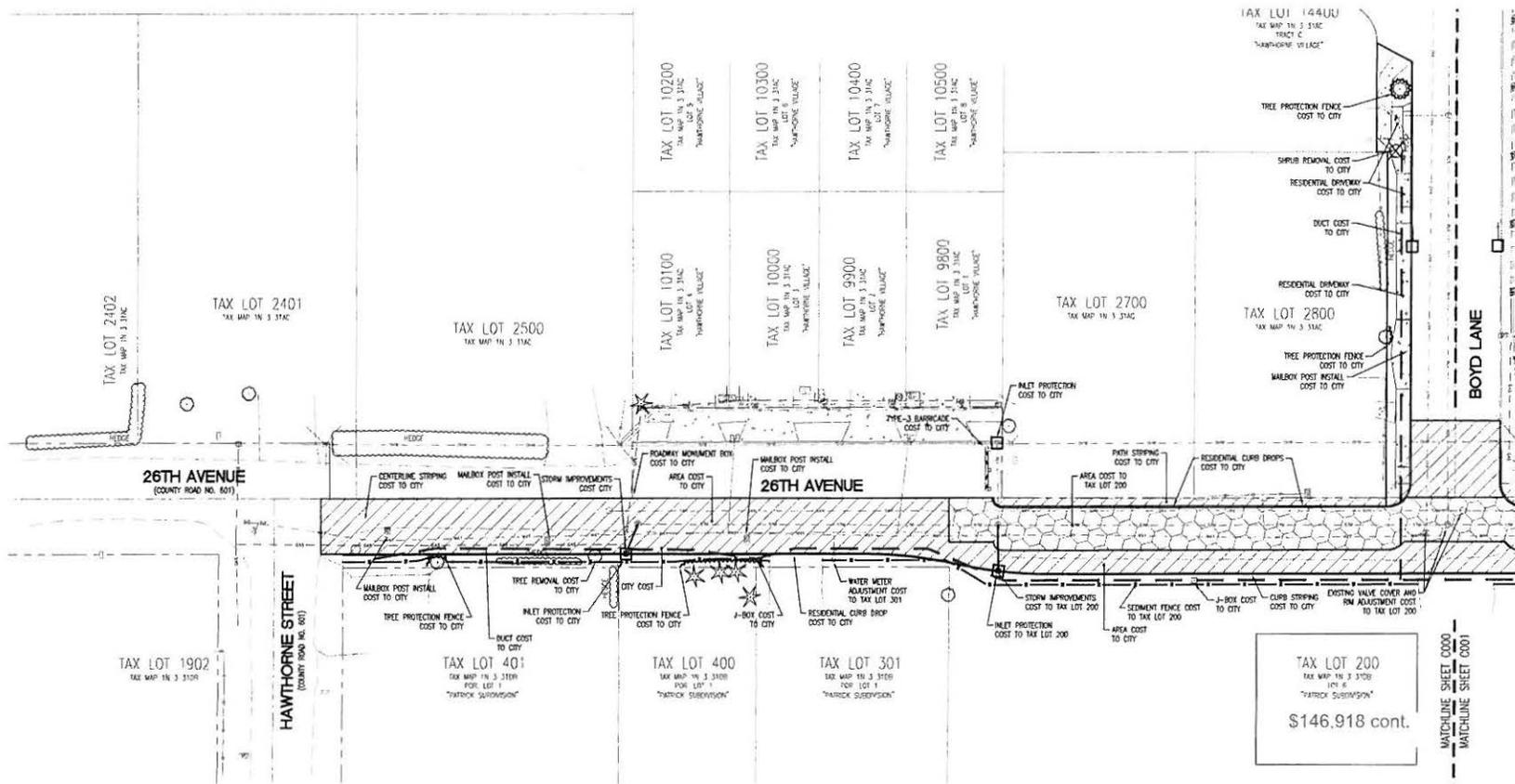
Response: The City is participating in this project to improve the western section and over-size a portion of the road to a 40-foot wide road and therefore is absorbing project administrative costs.

6. *The period of time that the right to reimbursement exists;*

Response: Pursuant to City Code, the right to reimbursement exists for ten years from the district formation date. Upon application for an extension, the City Council at its sole discretion may authorize up to 10 more years for total reimbursement period not to exceed twenty years.

7. *Whether the improvements will meet or have met City standards.*

Response: The City is managing the project and therefore the improvements will be reviewed and inspected by the City and completed in accordance with City standards.



TAX LOT 200  
 TAX MAP IN 3 3100  
 LOT 6  
 "PATRICK SUBDIVISION"  
 \$146,918 cont.



WATCHLINE SHEET C000  
 WATCHLINE SHEET C001

COST MAP  
 WEST

26TH AVENUE  
 IMPROVEMENTS  
 FOREST GROVE  
 OREGON  
MUSKOGEE COUNTY TAX MAP 13 31



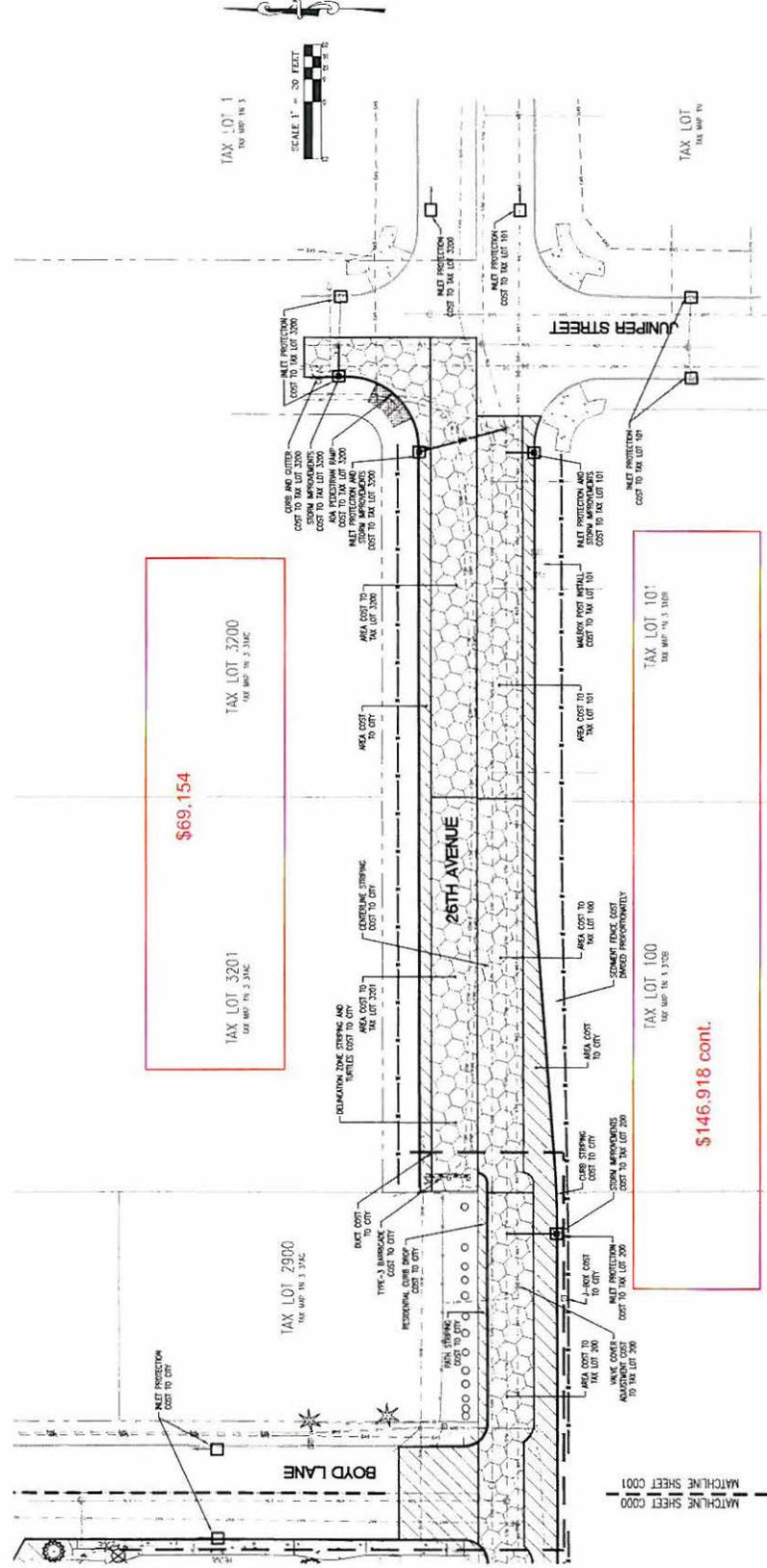
ENGINEERING, PLANNING  
 SURVEYING & FORESTRY  
 1330 SW GALELARI BL.  
 SUITE 100  
 FOREST GROVE, OR 97116  
 PHONE (503) 325-2979  
 FAX (503) 325-8989

DRAWN BY: AHA  
 CHECKED BY: WTS  
 DESIGNED BY: AHA  
 DRAWING NO. 072002 COST MAP

AS NOTED  
 PREPARED FOR:  
 CITY OF FOREST GROVE  
 PO BOX 326  
 1928 COUNCIL STREET  
 FOREST GROVE, OR 97116

DATE: 7/31/12

JOB NUMBER  
 3147  
 SHEET  
 C000



TAX LOT 3201  
TAX MAP IN 3.3108

**\$69,154**

TAX LOT 3200  
TAX MAP IN 3.3108

TAX LOT 100  
TAX MAP IN 4.3220

**\$146,918 cont.**

TAX LOT 10:  
TAX MAP IN 3.3108