



A place where families and businesses thrive.

Monday, November 26, 2018

City Council Regular Meeting Minutes

7:00 p.m., Community Auditorium

***Minutes are unofficial until approved by Council.
Council approved minutes as presented December 10, 2018.***

1. CALLED TO ORDER AND ROLL CALL:

Mayor Peter Truax called the regular City Council meeting to order at 7:09 p.m. and led the Pledge of Allegiance.

CITY COUNCIL OATH OF OFFICES:

Ruggles administered the Oath of Offices, prior to the start of the Council meeting, to Mayor Peter Truax, who was re-elected Mayor, term expiring November, 2022; and Thomas Johnston; Ronald Thompson and Malynda Wenzl, who were re-elected as City Councilors, terms expiring November, 2022.

ROLL CALL: COUNCIL PRESENT: Thomas Johnston, Council President; Timothy Rippe; Ronald Thompson; Elena Uhing; Adolph “Val” Valfre; Malynda Wenzl; and Mayor Peter Truax.

STAFF PRESENT: Jesse VanderZanden, City Manager; Paul Downey, Administrative Services Director; Tom Gamble, Parks and Recreation Director; Keith Hormann, Light and Power Director; Colleen Winters, Library Director (in the audience); and Anna Ruggles, City Recorder.

1. A. PROCLAMATION:

Human Rights Week

Mayor Truax publicly proclaimed December 10, 2018, as “*Human Rights Day*” in Forest Grove. Mayor Truax presented the proclamation to Commander Kelly Jones, Washington County Sheriff’s Office, who accepted the proclamation on behalf of Human Rights Council of Washington County.

2. CITIZEN COMMUNICATIONS: None.

3. CONSENT AGENDA:

Items under the Consent Agenda are considered routine and are 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 remaining Consent Agenda item(s).

- A. Approve City Council Work Session (B/C New Applicant Interviews) Meeting Minutes of November 13, 2018.
- B. Approve City Council Executive Session (Labor Negotiations) Meeting Minutes of November 13, 2018.
- C. Accept Community Forestry Commission Meeting Minutes of October 17, 2018.
- D. Accept Sustainability Commission Meeting Minutes of September 27, 2018.
- E. Community Enhancement Program (CEP) Grant Projects Final Report 2017-18.
- F. Endorse New Liquor License Application (Off-Premise Sales) for US Market #399, 3712 Pacific Avenue, Suite A (Applicant: Rubbai Saini).
- G. **RESOLUTION NO. 2018-87 MAKING APPOINTMENT TO COMMITTEE FOR COMMUNITY INVOLVEMENT (APPOINTING ASHLEY TERRY, STUDENT ADVISORY, TERM EXPIRING JANUARY 31, 2020) AND REPEALING RESOLUTION NO. 2018-81.**
- H. **RESOLUTION NO. 2018-88 MAKING APPOINTMENTS TO ECONOMIC DEVELOPMENT COMMISSION (APPOINTING JILL VERBOORT, SMALL COMMERCIAL, TERM EXPIRING DECEMBER 31, 2019, AND CHRISTOPHER WILMETH, WORK FORCE (AT-LARGE), TERM EXPIRING DECEMBER 31, 2020).**
- I. **RESOLUTION NO. 2018-89 MAKING APPOINTMENT TO LIBRARY COMMISSION (APPOINTING MATTHEW HAMPTON, STUDENT ADVISORY, TERM EXPIRING DECEMBER 31, 2019).**
- J. **RESOLUTION NO. 2018-90 MAKING APPOINTMENT TO PARKS AND RECREATION COMMISSION (APPOINTING TAMMI MCLAUGHLIN, NE, TERM EXPIRING DECEMBER 31, 2019).**
- K. **RESOLUTION NO. 2018-91 MAKING APPOINTMENT TO SUSTAINABILITY COMMISSION (APPOINTING LILLIANN MEEK, AT-LARGE, TERM EXPIRING DECEMBER 31, 2022).**

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

4. ADDITIONS/DELETIONS:

The TVCTV was unable to film Council's Holiday Greeting due to equipment failure, which was scheduled at 6:55 p.m., to which Ruggles postponed to the next Council meeting of December 10, 2018.

Due to a lack of agenda time at the conclusion of the regular Council meeting, VanderZanden postponed the Council Work Session, Council Retreat Options, which was scheduled at 9:05 p.m., to a later date to be determined.

5. PRESENTATIONS:

5. A. Forest Grove Economic Update

Emily Starbuck, Washington County Workforce Analyst, Oregon Employment Department, presented a PowerPoint presentation overview titled “*Forest Grove’s Economic Update 2018*”. Starbuck presented overviews pertaining to Washington County Leads Regional Employment Growth (17%); Low Unemployment Continues (3.1%); Annual Unemployment Rates Declining Since 2012 (3.5%); Just 1.3 Unemployed Workers Per Job Vacancy in Summer 2018; Washington County Population by City (2018 Forest Grove 24,125); Population Growth Over the Past 5 Years – Growth Rate & Net Change (Forest Grove 8.0%, 1,785); Washington County has Highest Wages in the State; Second Highest Wages Growth in Metro Area; Annual Average Wages Vary by City (2017 Forest Grove \$42,837); 38% of County Employment is in Low income Industries; Demographics Quick Facts (2017 Forest Grove, median age 36.2, median household income \$63,103, 31% people of color, 34% bachelor degree or higher); Education Leads Forest Grove’s Employment (2017); Year-over-Year Change in Employment by Industry (2017); Annual Average Wages by Sector (2017); Most Forest Grove Workers and Residents Commute Outside the City (82.8% residents live in city but work elsewhere); 1 in 3 Homes are Renter-Occupied (38% renter occupied/62% owner occupied); Median Rents Lower in Forest Grove (\$1,485); and presented a Regional Outlook (2017-2027).

5. B. Homelessness Update

Annette Evans, Homeless Program Manager Chair, Housing and Supportive Services Network Federal Continuum of Care, Washington County Department of Housing Services, presented a PowerPoint presentation overview titled “*A Road Home: Community Plan to Prevent and End Homelessness in Washington County*”, noting *A Road Home* outlines integrated policy and funding strategies that demonstrate effective outcomes. Evans presented overviews pertaining to Triggers of Homelessness; Homeless Demographics; Episodic Homelessness is 70% (short-term/temporary) v. Chronic Homelessness is 30% (12+months); Education (Oregon is 3rd lowest in nation with 78% high school graduation rate) and Poverty (paying more than 30% of income for housing costs); Forest Grove Homeless Students (125 Forest Grove students reported homeless in 2017-18 school year, compared to 119 students in 2016-17); Fleeing Domestic Abuse (3,444 crisis calls received in 2017, nearly 300 per month); Family Justice Center opened in April 2018, in Beaverton; Discharge from Institutions of Care; Homeless with Special Need; Housing Affordability (HB4006B addresses severe rent burdened households by city – Forest Grove 33%); The System – “Community Connect”, a coordinated entry system (opened 2014); The Homeless System Capacity; System Resources; Collaborative Partnership and Path Forward.

5. C. Temporary Homeless Shelter (TES) Update

Brian Schimmel, Community Outreach Director, Old Town Church, TES Shelters, presented a PowerPoint presentation overview titled “*Temporary Emergency Shelter*”

in Forest Grove and Cornelius”. Schimmel showed a video titled *Immersive Shelter Experience*: <https://vimeo.com/302165716>, noting the purpose of the event was to improve public understanding and empathy for those experiencing homelessness. Schimmel presented overviews pertaining to Life-Safety and Housing Outcomes; Transition Mission; Transition in Objectives; System Goals; Collaborative Network; Shelter Relocation; Severe Weather Shelters for Homeless Persons in Washington County; Admittance Procedure; Funding; Operations; In-Kind Donations; and Supporters. In conclusion of the above-noted presentation, Schimmel addressed the need to continue with zoning study (for TES) and evaluating appropriate changes; advocacy toward policy and resources at regional and state level; and alignment on the community’s goals to end homelessness.

6. PUBLIC HEARING AND RESOLUTION NO. 2018-92 INDEXING PARKS SYSTEM DEVELOPMENT CHARGES (SDC) IN ACCORDANCE WITH THE *ENGINEERING NEWS-RECORD* CONSTRUCTION COST INDEX FOR SEATTLE

Staff Report:

Gamble and Downey presented the above-proposed resolution for Council consideration, noting the proposed resolution is authorizing indexing the Parks System Development Charges (SDC) current rate from \$5,000/per dwelling unit, which goes into effective January 1, 2019, to \$5,217/per dwelling unit, effective January 1, 2019. Gamble presented a PowerPoint presentation overview, noting staff met in work session with Council on November 13, 2018, at which time, Council reviewed the Parks SDC history; methodology and rate; current SDC projects; and concurred applying 2019 rate index to Parks SDC for inflation as noted above. In conclusion of the above-noted staff report, Gamble and Downey advised staff is recommending Council consider adopting the proposed resolution as outlined in Exhibit A, noting prior to December 31, 2019, staff will evaluate whether to index 2020 Parks SDC current rate of \$6,010/per dwelling unit for inflation.

Before proceeding with Public Hearing and Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2018-92.

VanderZanden read Resolution No. 2018-92 by title.

MOTION: Councilor Wenzl moved, seconded by Council President Johnston, to adopt Resolution No. 2018-92 Indexing Parks System Development Charges (SDC) in Accordance with the *Engineering News-Record* Construction Cost Index for Seattle.

Public Hearing Opened:

Mayor Truax opened the Public Hearing and explained hearing procedures.

Written Testimony Received:

No written testimony was received prior to the deadline of November 26, 2018, 7:00 p.m.

Proponents:

No one testified and no written comments were received.

Opponents:

No one testified and no written comments were received.

Others:

No one testified and no written comments were received.

Public Hearing Closed:

Mayor Truax closed the Public Hearing.

Council Discussion:

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

ROLL CALL VOTE: AYES: Councilors Johnston, Rippe, Thompson, Uhing, Valfre, Wenzl, and Mayor Truax. NOES: None. MOTION CARRIED 7-0.

7. RESOLUTION NO. 2018-93 OF THE CITY OF FOREST GROVE, OREGON, AUTHORIZING THE NORTHWEST INTERGOVERNMENTAL ENERGY SUPPLY TO EXECUTE LOAN DOCUMENTS AND INCUR CERTAIN FINANCIAL OBLIGATIONS TO COBANK

Staff Report:

Hormann and Downey presented the above-proposed resolution for Council consideration, noting the proposed resolution is authorizing the Northwest Intergovernmental Energy Supply (NIES) to execute loan agreements with CoBank for financing arrangements to provide the necessary credit assurances. Hormann reported the City has an intergovernmental agreement with NIES to purchase 1MW of non-federal power on the City's behalf for years 2020 and 2021, noting CoBank requires that each governing body of each agency authorize NIES to be able to execute loan agreements and incur indebtedness on behalf of the agency. In conclusion of the above-noted staff report, Hormann and Downey advised staff is recommending Council consider adopting the proposed resolution as outlined in Exhibit A, noting the City is only liable for cost of power being purchased on the City's behalf.

Before proceeding with Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2018-93.

VanderZanden read Resolution No. 2018-93 by title.

MOTION: Councilor Uhing moved, seconded by Councilor Wenzl, to adopt Resolution No. 2018-93 of the City of Forest Grove, Oregon, Authorizing the Northwest Intergovernmental Energy Supply to Execute Loan Documents and Incur Certain Financial Obligations to CoBank.

Council Discussion:

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

ROLL CALL VOTE: AYES: Councilors Johnston, Rippe, Thompson, Uhing, Valfre, Wenzl, and Mayor Truax. NOES: None. MOTION CARRIED 7-0.

8. **RESOLUTION NO. 2018-94 CREATING THE FOREST GROVE SESQUICENTENNIAL CELEBRATION COMMITTEE TO COMMEMORATE THE CITY'S 150TH ANNIVERSARY IN 2022**

Staff Report:

VanderZanden presented the above-proposed resolution for Council consideration, noting the proposed resolution is creating the Forest Grove Sesquicentennial Celebration Committee to commemorate the City's 150th Anniversary in 2022, of which members will consist from local and civic, non-profit and educational entities. VanderZanden reported the City was officially incorporated on October 5, 1872, noting the ad-hoc committee's express purpose is to envision, create and implement a commemoration in keeping with the spirit of Forest Grove's 150th Anniversary and its rich and diverse history. In conclusion of the above-noted staff report, VanderZanden advised staff is recommending Council consider adopting the proposed resolution as outlined in Exhibit A, noting the ad-hoc committee will sunset December 31, 2022, unless otherwise authorized by Council.

Before proceeding with Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2018-94.

VanderZanden read Resolution No. 2018-94 by title.

MOTION: Council President Johnston moved, seconded by Councilor Valfre, to adopt Resolution No. 2018-94 Creating the Forest Grove Sesquicentennial Celebration Committee to Commemorate the City's 150th Anniversary in 2022.

Council Discussion:

In response to Rippe's inquiring pertaining to updating the Vision Statement (2007), VanderZanden advised perhaps the committee will use the Vision Statement for reference, but the committee is not tasked with updating the Vision Statement.

In response to Wenzl's inquiry pertaining to the committee members' appointment process, VanderZanden advised the committee will consist of 9-14 members appointed by the Mayor based on interest.

Mayor Truax added the celebration will be more than the sesquicentennial anniversary, noting he visions the celebration will capture a wide range of activities, entertainment and focus on the City's old/future challenges as well as the overall essence of Forest Grove.

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

ROLL CALL VOTE: AYES: Councilors Johnston, Rippe, Thompson, Uhing, Valfre, Wenzl, and Mayor Truax. NOES: None. MOTION CARRIED 7-0.

9. CITY COUNCIL COMMUNICATIONS:

Council President Johnston reported he was spokesperson, on the Mayor's behalf, at the Tree Lighting Ceremony. Johnston commended city staff and everyone who helped coordinate the event. In addition, Johnston reported on other matters of interest and upcoming meetings he was planning to attend.

Rippe reported attending Western Washington County Cities' Legislative Dinner, noting he would like to see this dinner session continue in the future. In addition, Rippe reported on other matters of interest and upcoming meetings he was planning to attend.

Thompson reported on matters of interest and upcoming meetings he was planning to attend.

Uhing reported she was unable to attend Western Washington County Cities' Legislative Dinner, noting she attended the Sustainability Commission meeting instead. Mayor Truax gave a summary of the session under his report. In addition, Uhing reported on matters of interest and upcoming meetings she was planning to attend.

Valfre reported on matters of interest and upcoming meetings he was planning to attend.

Wenzl reported attending a census planning meeting, noting there was discussion about forming a citizen group. In addition, Wenzl reported on other matters of interest and upcoming meetings she was planning to attend.

10. City Manager's Report:

VanderZanden reported on upcoming meetings and events as noted in the Council calendar. VanderZanden announced the Main Street Mural Ribbon-Cutting is December 10, 2018, at 9am. VanderZanden reported attending a census planning meeting, noting staff plans to make a brief presentation to Council at an upcoming meeting, accompanied by a Resolution authorizing the formation of a Complete Count Committee between Forest Grove and Cornelius to encourage participation in the 2020 Census. In addition, VanderZanden referenced the City Manager's Report, which was emailed to Council in advance and outlined various upcoming Council-related meetings; upcoming Council-related items; updates on department-related activities and projects, including Administrative Services, Parks and Aquatics, Police, Library, Light and Power, Economic Development, Community Development, and Engineering and Public Works; and other upcoming citywide calendar events.

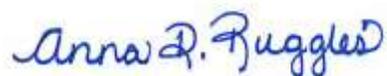
11. MAYOR'S REPORT:

Mayor Truax announced dates of various upcoming activities, events and meetings as noted in the Council Calendar. Mayor Truax reported attending Western Washington County Cities' Legislative Dinner, to which he gave a summary of the session. In addition, Mayor Truax reported on various local, regional, Metro, and Washington County-related meetings he attended and upcoming community-related events and meetings he was planning to attend.

12. ADJOURNMENT:

Mayor Truax adjourned the regular Council meeting at 9:37 p.m.

Respectfully submitted,



Anna D. Ruggles, CMC, City Recorder