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Monday, December 10, 2018

City Council Regular Meeting Minutes

7:00 p.m., Community Auditorium

***Minutes are unofficial until approved by Council.
Council approved minutes as presented January 14, 2019.***

1. CALLED TO ORDER AND ROLL CALL:

Mayor Peter Truax called the regular City Council meeting to order at 7:00 p.m. and led the Pledge of Allegiance.

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

STAFF PRESENT: Jesse VanderZanden, City Manager; Paul Downey, Administrative Services Director; Rob Foster, Public Works Director; Brenda Camilli, Human Resources Manager; and Anna Ruggles, City Recorder.

1. A. EMPLOYEE RETIREMENT RECOGNITION:

Mayor Truax, on behalf of the Council, presented a Certificate of Retirement honoring Robert Foster, Public Works Director, for his exceptional employment and years of service, noting Foster has been the Public Works Director since 1995 (23 years) and is retiring on December 31, 2018.

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 (Oak Street Industrial Area) Meeting Minutes of November 13, 2018.
- B. Approve City Council Regular Meeting Minutes of November 13, 2018.
- C. Approve City Council Work Session (Parks System Development Charges Index) Meeting Minutes of November 13, 2018.
- D. Approve City Council Work Session (B/C Reappointment Interviews) Meeting Minutes of November 19, 2019.
- E. Approve City Council Work Session (B/C Reappointment Interviews) Meeting

Minutes of November 26, 2018.

- F. Approve City Council Regular Meeting Minutes of November 26, 2018.
- G. Accept Committee for Community Involvement Meeting Minutes of October 2, 2018.
- H. Accept Historic Landmarks Board Meeting Minutes of October 23, 2018.
- I. Accept Planning Commission Meeting Minutes of October 1, 2018.
- J. Accept Sustainability Commission Meeting Minutes of October 25, 2018.
- K. Community Development Department Monthly Building Activity Informational Report for November 2018.
- L. **ACCEPT CERTIFIED OFFICIAL FINAL RESULTS, ABSTRACT OF VOTES, FOR FOREST GROVE RELATING TO GENERAL ELECTION HELD ON NOVEMBER 6, 2018 (MAYOR PETER TRUAX AND COUNCILORS THOMAS JOHNSTON, RONALD THOMPSON AND MALYNDA WENZL WERE ELECTED, TERMS EXPIRING NOVEMBER, 2022).**
- M. Accept Resignation on Budget Committee (Rod Fuiten, Term Expiring December 31, 2018).
- N. Accept Resignation on Sustainability Commission (Brian Schimmel, At-Large, Term Expiring December 31, 2018).
- O. **RESOLUTION NO. 2018-95 MAKING REAPPOINTMENTS TO BUDGET COMMITTEE** (Reappointing David Maisel and Debby Roth, Terms Expiring December 31, 2021).
- P. **RESOLUTION NO. 2018-96 MAKING APPOINTMENT TO COMMUNITY FORESTRY COMMISSION** (Appointing Declan Lynch, Student Advisory, Effective January 1, 2019, Term Expiring December 31, 2019).
- Q. **RESOLUTION NO. 2018-97 MAKING REAPPOINTMENTS TO ECONOMIC DEVELOPMENT COMMISSION** (Reappointing James Draznin, At-Large; Kevin Emerick, Wood/Ag Products (Woodfold Mfg); Mark Nakajima, Business/Small Mfg (Ace Hardware); Jennifer Prickett, Large Commercial (McMenamins); and Javier Urenda, Hispanic Representative (Adelante Mujeres), Terms Expiring December 31, 2021).
- R. **RESOLUTION NO. 2018-98 MAKING REAPPOINTMENT TO HISTORIC LANDMARKS BOARD** (Reappointing William Youngs, Term Expiring December 31, 2022).
- S. **RESOLUTION NO. 2018-99 MAKING REAPPOINTMENTS TO LIBRARY COMMISSION** (Reappointing Nickie Augustine, Kirsten Beier and Kathleen Poulsen, Terms Expiring December 31, 2020).
- T. **RESOLUTION NO. 2018-100 MAKING REAPPOINTMENT TO PARKS AND RECREATION COMMISSION** (Howard Sullivan, At-Large, Term Expiring December 31, 2022).
- U. **RESOLUTION NO. 2018-101 MAKING REAPPOINTMENTS TO PLANNING COMMISSION** (Reappointing Lisa Nakajima and Phil Ruder, Terms Expiring December 31, 2022).
- V. **RESOLUTION NO. 2018-102 MAKING REAPPOINTMENTS TO PUBLIC ARTS COMMISSION** (Reappointing Kathy Broom and Pat Truax, Terms Expiring

December 31, 2021).

- W. **RESOLUTION NO. 2018-103 MAKING APPOINTMENT TO SUSTAINABILITY COMMISSION** (Appointing Jacob Rose, At-Large, Term Expiring December 31, 2022).

MOTION: Councilor Wenzl moved, seconded by Councilor Valfre, to approve the Consent Agenda as presented. **ABSENT:** Councilors Johnston and Thompson. **MOTION CARRIED 5-0 by voice vote.**

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

5. **PRESENTATIONS:**

5. A. **Major Streets Transportation Improvement Program (MSTIP) Update**

Joe Younkens, Washington County Interim Engineer, and Renus Kelfkens, Project Manager, presented a PowerPoint presentation overview on Forest Grove's MSTIP3e projects, noting the two projects in Forest Grove include: 1) Fern Hill/Maple/Hwy 47 intersection, potential traffic/crossing signal, and 2) Martin Road (Hwy 47 to Verboort Road), potential traffic/crossing signal or roundabout. Younkens outlined slides showing the design options for Martin Road, which include widening of Martin Road from the intersection with Hwy 47 heading north for 2,700 feet. Younkens noted the following three alternatives for widening were considered:

- 1) A centerline shift 10 feet east;
- 2) A centerline shift 15 feet east or
- 3) Widening on either side with no shift in centerline.
 - Utilities are expected to be impacted with the widening.
 - New Council Creek Crossing (new culverts or a new bridge). Due to geotechnical and environmental constraints, a new bridge was selected. The bridge is at 50 percent design depending on Option 1 or Option 2.
 - Upgrading the intersection of Martin Road and Hwy 47 with either:

Option 1 – Signalized design plan overview:

- Right-of-way impacts are kept to a minimum.
- Impact to the BPA transmission lines are anticipated.
- Lowest upfront cost option, but higher maintenance costs.
- Signal accommodates a future connection heading west.

Option 2 – Roundabout design plan overview, which included a truck turning template:

- The recommended alternative is located at the current intersection.
- Lowest cost of the three roundabout alternatives.
 - Accommodates a future connection heading west.
 - Higher upfront costs, but lower maintenance cost than Option 1.

In addition, Younkens reported the Oregon Department of Transportation (ODOT) is currently reviewing the intersection options and a public open house is anticipated in Spring of 2019 and construction is anticipated to start Summer of 2020. Younkens outlined slides showing the design options for Fern Hill/Maple/Hwy 47 Intersection

Study as follows:

- Traffic study has kicked off.

The following treatments will be reviewed:

- No-build
- Right-turn lanes and pedestrian islands
- Traffic signal (optional right-turn lanes)
- Side street right-in/right-out
 - Optional Median U-Turn (an example was shown)
 - Optional Taylor Way Extension to Fern Hill Road

Steps forward include:

- Traffic counts are currently being conducted.
- Traffic analysis will be used to determine intersection treatment recommendations.

In conclusion of the above-noted presentation, Younkens and Kelfkens addressed various Council concerns pertaining to a traffic signal versus a roundabout at Martin Road/Hwy 47 intersection and Fern Hill/Maple/Hwy 47 intersection median U-turn at Hwy 47, and the importance of ensuring safe routes to school as well as pedestrian/bicycle and vehicular traffic safety, noting the City, County, ODOT and consultants will meet to review the intersection recommendations.

5. B. Forest Grove Senior and Community Center (FGS&CC) Update

Launa DeGiusti, Executive Director, gave an update on the FGS&CC-related activities. DeGiusti reported the kitchen remodel is near completion, noting they are looking forward to resuming meal services in January and will hold a grand re-opening sometime in February. DeGiusti reported they are also working to increase programs, such as youth involvement. In addition, DeGiusti thanked the City and commended Andrew Losli, City's Facility Maintenance Supervisor, for being an excellent project manager. In conclusion of the above-noted presentation, Council welcomed DeGiusti as the new Executive Director. In addition, Mayor Truax emphasized the Senior Center's obligation, pursuant to federal grant funding, is to provide "senior services" and then as a "community center" as long as there is a balance.

5. C. Metro Update

Kathryn Harrington, Metro Councilor District 4, presented a PowerPoint presentation highlighting District 4 Quarterly Exchange Report. Harrington reported on Metro's affordable housing; growth management; Regional Transportation Plan, Strategic Plan to Advance Racial Equity, Diversity and Inclusion, parks and nature; 2030 Regional Waste Plan; Oregon Zoo; and Oregon Convention Center. In addition, Harrington distributed various program-related handouts, which were referenced in the PowerPoint presentation. In conclusion of the above-noted report, Council commended Harrington for her 12 years of service as Metro Councilor and welcomed Harrington as the newly-elected Washington County Board of Commissioner's Chair.

6. RESOLUTION NO. 2018-104 AUTHORIZING EXECUTION OF A LABOR AGREEMENT BETWEEN THE CITY OF FOREST GROVE AND FOREST GROVE

PAID FIREFIGHTERS ASSOCIATION (FGPFA), EFFECTIVE JULY 1, 2018 AND EXPIRING JUNE 30, 2021

Staff Report:

Camilli and Downey presented the above-proposed resolution for Council consideration, noting the proposed resolution is authorizing to execute the labor agreement between the City and Forest Grove Paid Firefighters Association (FGPFA), effective July 1, 2018 through June 30, 2021. Camilli reported staff met with FGPFA and negotiated a new labor agreement, noting language modifications to the agreement include the following:

- **Cost-of-living adjustments (COLA):**
All classifications covered within the agreement at the following COLA rates: three percent (3.0%), effective July 1, 2018; three percent (3.0%), effective July 1, 2019; and two and one-half percent (2.50%), effective July 1, 2020.
- **Insurance:**
Association members will be enrolled in the Northwest Firefighters Relief Association (NFRA) Healthcare Trust, effective January 1, 2019. The plans offered by the Trust are less expensive than the current plans offered to the Association members and both the employees and the City will save money. A portion of the cost savings will be used to increase the City's contribution to employees' HRA VEBA accounts based on which health insurance plan they enroll in.
- **Hours of Work:**
Paid leave will be included as hours worked in the computation of FLSA overtime. Previously only hours actually worked applied to the overtime calculation.
- **Term:** Extends the term of the labor agreement for three years, expiring June 30, 2021.

In conclusion of the above-noted staff report, Camilli advised staff is recommending Council consider adopting the proposed resolution as outlined in Exhibit A, noting the costs to implement the labor agreement are within the parameters set by Council and funds have been identified in the 2018-19 budget and are within the five-year fiscal plan.

Before proceeding with Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2018-104.

VanderZanden read Resolution No. 2018-104 by title.

MOTION: Councilor Uhing moved, seconded by Councilor Rippe, to adopt Resolution No. 2018-104 Authorizing Execution of a Labor Agreement Between the City of Forest Grove and Forest Grove Paid Firefighters Association (FGPFA), Effective July 1, 2018 and Expiring June 30, 2021.

Council Discussion:

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

above motion.

ROLL CALL VOTE: AYES: Councilors Rippe, Uhing, Valfre, Wenzl, and Mayor Truax. NOES: None. ABSENT: Councilors Johnston and Thompson. MOTION CARRIED 5-0.

7. RESOLUTION NO. 2018-105 OF THE CITY OF FOREST GROVE AUTHORIZING THE ESTABLISHMENT OF A COLLABORATIVE COMPLETE COUNT COMMITTEE WITH THE CITY OF CORNELIUS TO ASSURE THE HIGHEST POSSIBLE PARTICIPATION IN THE 2020 U.S. CENSUS

Staff Report:

VanderZanden presented the above-proposed resolution for Council consideration, noting the proposed resolution is authorizing the City to establish a Collaborative Complete Count Committee (CCC) with the City of Cornelius to assure the highest possible participation in the 2020 U. S. Census. VanderZanden reported the 2020 Census is slated to include 10 or 11 questions, noting Question 11 was recently added and asks the participant if they are a U. S. citizen, which has caused concern as it could cause lower respondent rates and not represent a complete count. (Question 11 is being litigated in federal court). VanderZanden added the Mayors will appoint the members (limited to two councilors from Forest Grove and one councilor from Cornelius) in accordance with U. S. Census Bureau guidelines. VanderZanden noted once the committee is formed, the U. S. Census Bureau will provide a staff liaison to guide the efforts. 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 key communication phases for the CCC begins April, 2019.

Before proceeding with Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2018-105.

VanderZanden read Resolution No. 2018-105 by title.

MOTION: Councilor Valfre moved, seconded by Councilor Rippe, to adopt Resolution No. 2018-105 of the City of Forest Grove Authorizing the Establishment of a Collaborative Complete Count Committee with the City of Cornelius to Assure the Highest Possible Participation in the 2020 U.S. Census.

Council Discussion:

Mayor Truax referenced six federal lawsuits filed against the citizenship question, which is pending a court ruling.

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

ROLL CALL VOTE: AYES: Councilors Rippe, Uhing, Valfre, Wenzl, and Mayor Truax. NOES: None. ABSENT: Councilors Johnston and Thompson. MOTION CARRIED 5-0.

8. CITY COUNCIL COMMUNICATIONS:

Council President Johnston was absent.

Rippe reported attending Public Safety Advisory Commission (PSAC) meeting, noting PSAC canceled its December meeting. Rippe recapped discussion pertaining to the proposed Boards/Commissions (B/C) reform changes, noting there is a strong belief that PSAC is viable. Rippe reported PSAC would like an opportunity to meet with Council on public safety, noting PSAC emphasized it is a two-way communication. Rippe noted PSAC has decided to examine how the changes apply to their bylaws, noting once PSAC completes its examination, PSAC will provide a written summary. In addition, Rippe reported he was unable to attend the Economic Development Commission (EDC) meeting, noting EDC discussed the B/C reform changes as it relates from 19 members to nine members. In conclusion, Rippe reported on other matters of interest and upcoming meetings he was planning to attend.

Thompson was absent.

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

Valfre reported attending the City's Annual Holiday Light Parade as well as other various community-related events. In addition, Valfre reported attending a Severe Rent Burden Meeting in Beaverton, reported on other related matters of interest and upcoming meetings he was planning to attend.

Wenzl reported attending Committee for Community Involvement (CCI) meeting, noting MJ Guidetti-Clapshaw, Vice Chair, resigned effective immediately; Betsy Brower, Chair, is not planning to reapply and her term will expire January 31, 2019; and Karen Reynolds, member, has not attended meetings in six months so her position will likely be vacated. Wenzl recapped CCI's discussion, noting CCI will make some reassignments and move ahead with the plans for the Annual Town Meeting. Wenzl reminded staff that CCI's term expires January 31st, noting CCI prefers not changing its term expiration to December 31st as part of the proposed B/C reform changes. Wenzl commended the Fire Department for their work coordinating the City's Annual Holiday Light Parade, noting she was a judge for the float entries. In addition, Wenzl reported on other matters of interest and upcoming meetings she was planning to attend.

9. City Manager's Report:

VanderZanden reported on upcoming meetings and events as noted in the Council calendar. VanderZanden invited everyone to attend Rob Foster's Retirement Celebration on December 13, 4 to 6pm, in the Community Auditorium. VanderZanden reported on City Hall office space configurations, noting staff is reviewing changes to the first floor space configuration prepared by the architect with the goal of making additional space for staff and to use space more efficiently. 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.

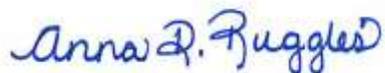
10. MAYOR'S REPORT:

Mayor Truax announced dates of various upcoming activities, events and meetings as noted in the Council Calendar. Mayor Truax reported attending the Emperor's Birthday Celebration and attending the City's Annual Holiday Light Parade as well as other various community-related events. Mayor Truax reported meeting with Pacific University's President, noting progress has been made on parking and the Lincoln Park Share Agreement is working well for both entities. Mayor Truax reported attending the League of Oregon Cities Board Retreat and Board Meeting and attending Executive Director Craig Honeyman's, retirement celebration. 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.

11. ADJOURNMENT:

Mayor Truax adjourned the regular Council meeting at 8:53 p.m.

Respectfully submitted,



Anna D. Ruggles, CMC, City Recorder