



*A place where families and businesses thrive.*

**CITY COUNCIL MEETING AGENDA**

**MONDAY, MARCH 18, 2019**

**5:30 PM – Work Session (L&P Cost-of-Service Study)  
6:30 PM – Work Session (Boards/Commissions Reform)  
7:00 PM – City Council Regular Meeting  
9:20 PM – Urban Renewal Agency 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 L. Johnston, Council President  
Timothy A. Rippe  
Ronald C. Thompson**

**Elena Uhing  
Adolph “Val” Valfre, Jr.  
Malynda H. Wenzl**

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, [aruggles@forestgrove-or.gov](mailto:aruggles@forestgrove-or.gov), 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, [aruggles@forestgrove-or.gov](mailto:aruggles@forestgrove-or.gov), 503-992-3235, at least 48 hours prior to the meeting.

(PowerPoint Presentation)  
Paul Downey, Administrative  
Services Director  
Keith Hormann, Light and Power  
Director  
Jesse VanderZanden, City Manager

**5:30**

**WORK SESSION: LIGHT AND POWER ELECTRIC COST-OF-SERVICE AND RATE STUDY**

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).

(PowerPoint Presentation)  
Anna Ruggles, City Recorder  
Jesse VanderZanden, City Manager

**6:30**

**WORK SESSION: BOARDS/COMMISSIONS REFORM**

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
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:** None.

(PowerPoint Presentations)  
Paul Downey, Administrative  
Services Director

7:10  
15mins

5. A.
  - 1) *City of Forest Grove Annual Financial Audit Report for Year Ending June 30, 2018; and*
  - 2) *Forest Grove Urban Renewal Agency (URA) Annual Financial Audit Report for Year Ending June 30, 2018, Brad Bingenheimer, Partner of Boldt, Carisle & Smith*

Dan Riordan, Senior Planner  
Bryan Pohl, Community  
Development Director  
Jesse VanderZanden, City Manager

7:25

6. **PUBLIC HEARING AND ORDER NO. 2019-02 WITHDRAWING FROM THE CITY LIMITS AND CLEAN WATER SERVICES BOUNDARY TERRITORY LOCATED IN THE SOUTHEAST ONE-QUARTER OF SECTION 35 AND SOUTHWEST ONE-QUARTER OF SECTION 36, TOWNSHIP 1 NORTH, RANGE 4 WEST WILLAMETTE MERIDIAN (LOCATED NEAR 2200 STRASBURG DRIVE); FILE NO. 311-18-000033-PLNG**

- |   |                    |   |
|---|--------------------|---|
| (PowerPoint Presentation)<br>James Reitz, Senior Planner<br>Bryan Pohl, Community<br>Development Director<br>Jesse VanderZanden, City Manager                   | 7:30               | 7. <b><u>PUBLIC HEARING AND ORDER NO. 2019-03 ADOPTING COUNCIL FINDINGS; DENYING APPEAL FILED BY APPELLANT AND AFFIRMING THE COMMUNITY DEVELOPMENT DEPARTMENT'S DENIAL OF SITE PLAN APPROVAL FOR A 16-UNIT MANUFACTURED DWELLING PARK EXPANSION AT 4015 PACIFIC AVENUE; WASHINGTON COUNTY TAX LOT 1N332DD01400; FILE NO. 311-18-000036-PLNG</u></b> |
| (PowerPoint Presentation)<br>Keith Hormann, Light and Power<br>Director<br>Paul Downey, Administrative<br>Services Director<br>Jesse VanderZanden, City Manager | 8:10               | 8. <b><u>PUBLIC HEARING AND RESOLUTION NO. 2019-11 ADOPTING SMALL CELL WIRELESS FACILITIES DESIGN AND CONSTRUCTION STANDARDS</u></b>  |
| (PowerPoint Presentation)<br>Paul Downey, Administrative<br>Services Director<br>Keith Hormann, Light and Power<br>Director<br>Jesse VanderZanden, City Manager | 8:30               | 9. <b><u>PUBLIC HEARING AND RESOLUTION NO. 2019-12 ESTABLISHING FEES APPLICABLE TO SMALL CELL WIRELESS FACILITIES LOCATED WITHIN THE CITY OF FOREST GROVE RIGHT-OF-WAY</u></b>  |
| (PowerPoint Presentation)<br>Peter Truax, Mayor<br>Jesse VanderZanden, City Manager   | 8:40               | 10. <b><u>RESOLUTION NO. 2019-13 ADOPTING CITY COUNCIL GOALS AND OBJECTIVES</u></b>   |
| (PowerPoint Presentation)<br>Peter Truax, Mayor<br>Jesse VanderZanden, City Manager   | 8:50               | 11. <b><u>RESOLUTION NO. 2019-14 ADOPTING CITY COUNCIL TEAM AGREEMENT AND REPEALING RESOLUTION NO. 2018-37</u></b>  |
| City Councilors   | 8:55               | 12. <b><u>CITY COUNCIL COMMUNICATIONS:</u></b>  |
| Jesse VanderZanden, City Manager  | 9:05               | 13. <b><u>CITY MANAGER'S REPORT:</u></b>  |
| Peter Truax, Mayor  | 9:10               | 14. <b><u>MAYOR'S REPORT:</u></b>   |
|   | <b><u>9:15</u></b> | 15. <b><u>ADJOURNMENT:</u></b>  |
- 
- |                    |  |
|--------------------|--|
| <b><u>9:20</u></b> | <b><u>URBAN RENEWAL AGENCY MEETING:</u></b><br>The Forest Grove Urban Renewal Agency Board will convene in the Community Auditorium to conduct an Urban Renewal Agency Meeting. ( <i>Refer to separate agenda</i> ). |
| <b><u>9:30</u></b> | <b><u>ADJOURNMENT:</u></b>   |
-

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 remaining Consent Agenda item(s).
- A. Approve City Council Work Session (Small Cell Wireless) Meeting Minutes of February 25, 2019.
  - B. Approve City Council Work Session (Council Goals Refinement) Meeting Minutes of February 25, 2019.
  - C. Approve City Council Regular Meeting Minutes of February 25, 2019.
  - D. Accept Historic Landmarks Board Meeting Minutes of January 22, 2019.
  - E. Accept Parks and Recreation Commission Meeting Minutes of January 16, 2019.
  - F. Accept Planning Commission Meeting Minutes of January 22 and February 4, 2019.
  - G. Accept Public Arts Commission Meeting Minutes of January 10, 2019.
  - H. Community Development Monthly Building Activity Report for February 2019
  - I. Accept Resignation on Parks and Recreation Commission (Delaney Sharp, Student Advisor, Term Expiring December 31, 2019).
  - J. Accept Resignation on Public Safety Advisory Commission (Ryan Duve, Term Expiring December 31, 2020).
  - K. **Endorse Liquor License Renewal Applications for Year 2019:**
    - 1) Diversity Café, 2104 Main Street, Full On-Premises Sales
    - 2) Half Moon Sports Bar, 1927 Main Street, Full On-Premises Sales
    - 3) Kaiser Brewing Company, 1607 Hawthorne Street, Public House Brewery
    - 4) La Estrella Tacos, 2432-2434 19<sup>th</sup> Avenue, Limited On-Premises Sales
    - 5) McMenamins Grand Lodge, 3505 Pacific Avenue, Full On-Premises Sales



## URBAN RENEWAL AGENCY MEETING AGENDA

MONDAY, MARCH 18, 2019

Community Auditorium  
1915 Main Street  
Forest Grove, OR 97116

9:20 PM – Urban Renewal Agency Meeting

PETER B. TRUAX, DIRECTOR BOARD CHAIR

Thomas L. Johnston, Vice Chair  
Timothy A. Rippe  
Ronald C. Thompson

Elena Uhing  
Adolph “Val” Valfre, Jr.  
Malynda H. Wenzl

All meetings of the Urban Renewal Agency Board 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 Urban Renewal Agency Board 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 Board, 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 Board action.

➔ **Citizen Communications** – Anyone wishing to address the Board 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 Board, 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 Urban Renewal Agency Board, please contact the City Recorder, [aruggles@forestgrove-or.gov](mailto:aruggles@forestgrove-or.gov), 503-992-3235.

All 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, [aruggles@forestgrove-or.gov](mailto:aruggles@forestgrove-or.gov), 503-992-3235, at least 48 hours prior to the meeting.

- 9:20**
1. **URBAN RENEWAL AGENCY MEETING:** Roll Call
  2. **CITIZEN COMMUNICATIONS:** Anyone wishing to speak to Urban Renewal Agency Board 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:**
    - A. *Approve Urban Renewal Agency Regular Meeting Minutes of June 25, 2018*
    - B. *Approve Urban Renewal Agency Work Session (Next Steps) Meeting Minutes of October 8, 2018.*
    - C. *Approve Urban Renewal Agency Work Session (Strategic Outlook) Meeting Minutes of January 28, 2019.*
    - D. *Approve Urban Renewal Agency Work Session (Goals and Objectives) Meeting Minutes of February 25, 2019.*
  4. **ADDITIONS/DELETIONS:**
  5. **PRESENTATIONS:** None
  6. **URA RESOLUTION NO. 2019-01 OF THE CITY OF FOREST GROVE URBAN RENEWAL AGENCY ADOPTING GOALS AND OBJECTIVES**
  7. **ADJOURNMENT:**

Paul Downey, Administrative  
Services Director  
Jesse VanderZanden, City Manager

9:25

**9:30**