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CITY COUNCIL MEETING AGENDA

**MONDAY, FEBRUARY 24, 2020
COMMUNITY AUDITORIUM
1915 MAIN STREET**

- 5:30 PM WORK SESSION (Staff Succession Planning Update)**
- 6:15 PM SOLID WASTE CEP ADVISORY COMMITTEE (CEPC) MEETING**
- 7:00 PM CITY COUNCIL REGULAR MEETING**
- 9:00 PM CITY COUNCIL EXECUTIVE SESSION (Exempt Records)**

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PETER B. TRUAX, MAYOR

Malynda H. Wenzl, Council President
Timothy A. Rippe
Elena Uhing

Mariana Valenzuela
Adolph "Val" Valfre, Jr.
VACANCY

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, 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, 503-992-3235, at least 48 hours prior to the meeting.

(PowerPoint Presentation)
Brenda Camilli, Human Resources
Manager
Paul Downey, Administrative
Services Director
Jesse VanderZanden, City Manager

5:30

WORK SESSION: STAFF SUCCESSION PLANNING UPDATE

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

(PowerPoint Presentation)
Paul Downey, Administrative
Services Director
Bev Maughan, Executive Assistant
Jesse VanderZanden, City Manager

6:15

SOLID WASTE COMMUNITY ENHANCEMENT PROGRAM ADVISORY COMMITTEE (CEPC) MEETING

The Solid Waste Community Enhancement Program Advisory Committee (CEPC) will convene in the Community Auditorium. *(Refer to separate meeting agenda and packet)*

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 - 5
4. **ADDITIONS/DELETIONS:**
5. **PRESENTATIONS:**

(PowerPoint Presentations)
Paul Downey, Administrative
Services Director

7:10

5. A.
 - 1) *City of Forest Grove Annual Financial Audit Report for Year Ending June 30, 2019; and*
 - 2) *Forest Grove Urban Renewal Agency (URA) Annual Financial Audit Report for Year Ending June 30, 2019, Brad Bingenheimer, Partner of Boldt, Carisle & Smith*

(PowerPoint Presentation)
Jeff King, Economic Development
Manager

7:30

5. B.
 - *Tourism Branding, Court Carrier, Tourism Consultant, and Holly Macfee, Lookout & Company, Branding Plan*

Dan Riordan, Senior Planner
Bryan Pohl, Community
Development Director
Paul Downey, Administrative
Services Director

8:00

6. **PUBLIC HEARING AND ORDER NO. 2020-02 REMANDING TO THE PLANNING COMMISSION FOR FURTHER CONSIDERATION RE-DESIGNATION OF TWO CITY-OWNED PARCELS, LOCATED AT 2102 PACIFIC AVENUE AND 1919 ASH STREET, FROM PUBLIC/INSTITUTIONAL TO TOWN CENTER TRANSITION; FILE NO. 311-19-000028-PLNG**

Paul Downey, Administrative Services Director Jesse VanderZanden, City Manager	8:10	7. <u>RESOLUTION NO. 2020-24 TRANSFERRING APPROPRIATIONS WITHIN THE GENERAL FUND FOR CITY COUNCILOR TRAVEL EXPENDITURES FOR THE FISCAL YEAR 2019-20</u>
Anna Ruggles, City Recorder Jesse VanderZanden, City Manager	8:20	8. <u>RESOLUTION NO. 2020-25 OF THE CITY COUNCIL AUTHORIZING TO FILL A CITY COUNCIL VACANCY, TERM EXPIRING NOVEMBER 2022</u>
City Councilors	8:25	9. <u>CITY COUNCIL COMMUNICATIONS:</u>
Jesse VanderZanden, City Manager	8:45	10. <u>CITY MANAGER'S REPORT:</u>
Peter Truax, Mayor	8:50	11. <u>MAYOR'S REPORT:</u>
	<u>8:55</u>	12. <u>ADJOURNMENT:</u>

Jesse VanderZanden, City Manager	<u>9:00</u>	<u>EXECUTIVE SESSIONS ARE CLOSED TO THE PUBLIC.</u> Representatives of the news media and designated staff may attend Executive Session(s). Representatives of the news media are specifically directed not to report (tape/video record) 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 executive session is subject to cancellation. The City Council will convene in the Community Auditorium – Conference Room to hold the following executive session: In accordance with <u>ORS 192.660(2)(f)</u>: To consider information or records that are exempt by law from public inspection.
	9:30	<u>ADJOURNMENT:</u>

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 (Police Station Update) Meeting Minutes of January 13, 2020.
 - B. Approve City Council Work Session (Washington County Fire Task Force Recommendations) Meeting Minutes of January 13, 2020.
 - C. Approve City Council Work Session (B/C Reappointments/New B/C Appointment's) Meeting Minutes of January 27, 2020.
 - D. Approve City Council Regular Meeting Minutes of January 27, 2020.
 - E. Approve City Council Executive Session (Exempt Records) Meeting Minutes of January 27, 2020.
 - F. Accept Historic Landmarks Board Meeting Minutes of December 17, 2019.
 - G. Accept Library Commission Meeting Minutes of January 17, 2020.
 - H. Accept Parks and Recreation Commission Meeting Minutes of January 15, 2020.
 - I. Accept Public Safety Advisory Commission Meeting Minutes of December 4, 2019.
 - J. Accept Sustainability Commission Meeting Minutes of December 12, 2019.
 - K. Endorse New Liquor License Application (Off-Premises Sales) for 7 Star Convenience Store #2, 3034 Pacific Avenue, Suite B (Applicant: Amritpal Singh)
 - L. **Endorse Liquor License Renewal Applications for Year 2020:**
 - 1) A-Framer's Touch, 1920 21st Avenue, Limited On-Premises Sales/Off-Premises Sales
 - 2) Bi-Mart, 3225 Pacific Avenue, Off-Premises Sales
 - 3) Bites Restaurant, 2014 Main Street, Full On-Premises Sales
 - 4) Blackdog Bar & Grill, 2835 19th Avenue, #900, Full On-Premises Sales
 - 5) Bon Appetit @ Pacific University, 2043 College Way, Limited On-Premises Sales
 - 6) Boxer's Pub N Grub, 1919 Pacific Avenue, Full On-Premises Sales
 - 7) Buffet Dynasty, 2834 E Pacific Avenue, Limited On-Premises Sales
 - 8) Circle Inn, 3007 Pacific Avenue, Full On-Premises Sales
 - 9) Coaster's Deli & Pub, 1918 Main Street, Full On-Premises Sales/Off-Premises Sales
 - 10) Cornerstone Pub & Grill, 2307 Pacific Avenue, Off-Premises Sales/Limited On-Premises Sales
 - 11) Elks Lodge #2440, 2810 Pacific Avenue, F-CLU Full-On Premises Sales
 - 12) FG Sushi, 1905 Birch Street, Limited On-Premises Sales
 - 13) Forest Grove Liquor Store, 3130 Pacific Avenue, Off-Premises Sales

- 14) Forest Grove Senior and Community Center, 2037 Douglas Street, Limited On-Premises Sales
- 15) Godfather's Pizza/Players Pub, 2834 Pacific Avenue, Full On-Premises Sales
- 16) Hello Market, 1917 19th Avenue, Off-Premises Sales
- 17) Jade Green Palace, 3018 Pacific Avenue, Full On-Premises Sales
- 18) La Sierra Cantina & Mexican Restaurant, 2331 Pacific Avenue, Full On-Premises Sales
- 19) Mama Jiah's Market, 2248 Main Street, Off-Premises Sales
- 20) Mandarin China Restaurant, 2338 Pacific Avenue, Limited On-Premises Sales
- 21) Mini Mart 2705 Pacific Avenue, Off-Premises Sales
- 22) Pac Thai, 1923 Pacific Avenue, Limited On-Premises Sales
- 23) Plaid Pantry #20, 2436 19th Avenue, Off-Premises Sales
- 24) Plaid Pantry #99, 2901 Thatcher Avenue, Off-Premises Sales
- 25) Prime Time Sports Bar & Restaurant, 4450 Pacific Avenue, Full On-Premises Sales
- 26) Rainbow Lanes, 2748 19th Place, Full On-Premises Sales
- 27) Ridgewalker Brewing Event Center, 1822 21st Avenue, Full On-Premises Sales
- 28) Ridgewalker Brewing, 1921 21st Avenue, Brewery/Full On-Premises Sales
- 29) Safeway Store #406, 2836 Pacific Avenue, Off-Premises Sales
- 30) SAWA, 2036 Main Street, Suite B, Full On-Premises Sales
- 31) Shriji Food Mart / FG Arco, 2710 19th Avenue, Off-Premises Sales
- 32) Smoke 4 Less, 3010 A-C Pacific Avenue, Off-Premises Sales
- 33) Super Mercado La Montana, 1905 Mt View Lane, Suite 100, Off-Premises Sales
- 34) The Masonic Grand Lodge of Oregon, 2300 Masonic Way, Full On-Premises Sales
- 35) Urban Decanter, 2030 Main Street, Suite B, Full On-Premises Sales/Off-Premises Sales
- 36) US Market 399, 3712 Pacific Avenue, Suite A, Off-Premises Sales
- 37) Waltz Brewing, 1900 A Street, Brewery