



A place where families and businesses thrive.

CITY COUNCIL SPECIAL MEETING AGENDA

**THURSDAY, MARCH 26, 2020
WEBEX MEETING COMMUNITY AUDITORIUM
1915 MAIN STREET**

NOTICE: VIDEO CONFERENCE SPECIAL MEETINGS

The City will be using Cisco Webex Meetings to remotely host the special meetings. Due to circumstances resulting from COVID-19 (Coronavirus disease) and as a precaution, the Council is limiting in-person contact and promoting social distancing. No oral public comments will be taken. The Council is asking that anyone wishing to speak on an item not on the agenda to submit written comments by March 26, 2020, 5:00 p.m. via e-mail to: aruggles@forestgrove-or.gov. The City Council Special Meeting will be televised live from the projector screen at the Community Auditorium 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-meetings-forest-grove>.

- 6:00 PM URBAN RENEWAL AGENCY SPECIAL MEETING**
- 6:30 PM SOLID WASTE CEP ADVISORY COMMITTEE (CEPC) SPECIAL MEETING**
- 7:00 PM CITY COUNCIL REGULAR MEETING**

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.

Bryan Pohl, Community
Development Director
Jesse VanderZanden, City
Manager

6:00

URBAN RENEWAL AGENCY SPECIAL MEETING:

The Urban Renewal Agency (URA) Board of Directors will be video conferencing remotely during this meeting. The Board shall sign-in at 6:00 p.m. and join the Webex meeting. Refer to Page 4 for instructions. ***(Refer to separate meeting agenda and packet)***

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

6:30

SOLID WASTE COMMUNITY ENHANCEMENT PROGRAM ADVISORY COMMITTEE (CEPC) SPECIAL MEETING

The Solid Waste Community Enhancement Program Advisory Committee (CEPC) will be video conferencing remotely during this meeting. The Committee shall sign-in at 6:30 p.m. and join the Webex meeting. Refer to Page 4 for instructions. ***(Refer to separate meeting agenda and packet)***

7:00

1. **CITY COUNCIL SPECIAL MEETING:** Call to Order and Roll Call. The City Council will be video conferencing remotely during this meeting. The Council shall sign-in at 7:00 p.m. and join the Webex meeting. Refer to Page 4 for instructions.

2. **CITIZEN COMMUNICATIONS:**

No oral public comments will be taken. As a precaution, the Council is limiting in-person contact and promoting social distancing. The Council is asking that anyone wishing to speak on an item not on the agenda to submit written comments by March 26, 2020, 5:00 p.m. via e-mail to: aruggles@forestgrove-or.gov. Thank you.

3. **CONSENT AGENDA:** None.

4. **ADDITIONS/DELETIONS:**

5. **PRESENTATIONS: COVID-19 (Coronavirus disease):**

(PowerPoint Presentation)
Michael Kinkade, Fire Chief
Jesse VanderZanden, City
Manager

7:10

5. A.

- *State Update, Michael Kinkade*
- *County Update, Michael Kinkade, Fire Chief*
- *City Update*
 1. *COVID Situation Report, Jesse VanderZanden, City Manager*
 2. *COVID Leave Policy, Brenda Camilli, Human Resources Manager*
 3. *April Public Meetings, i.e., B/C Meetings, Jesse VanderZanden, City Manager*
 4. *Police Prescription Drug Pick Up Program, Henry Riemann, Interim Police Chief*

- 5. *Parks Closure & Restrooms, Tom Gamble,
Parks and Recreation Director*
- 6. *Financial Update, Paul Downey,
Administrative Services Director*

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| Paul Downey, Administrative
Services Director
Jesse VanderZanden, City
Manager | 8:00 | 6. <u>RESOLUTION NO. 2020-30 ESTABLISHING A
CUSTOMER ASSISTANCE PROGRAM FOR WATER
FOR CITY OF FOREST GROVE WATER UTILITY
CUSTOMERS</u> |
| Peter Truax, Mayor | 8:15 | 7. <u>RESOLUTION NO. 2020-31 AMENDING THE CITY
OF FOREST GROVE'S DECLARATION OF STATE
OF EMERGENCY, EFFECTIVE MARCH 14, 2020, AT
1:00 P.M., TO BE EXTENDED AND REMAIN IN
EFFECT UNTIL 8:00 P.M. ON APRIL 30, 2020,
UNLESS SUPERSEDED SOONER; AMENDING
RESOLUTION NO. 2020-29</u> |
| City Councilors | 8:20 | 8. <u>CITY COUNCIL COMMUNICATIONS:</u> |
| Peter Truax, Mayor | 8:30 | 9. <u>MAYOR'S REPORT:</u> |
| | 8:40 | 9. A. <ul style="list-style-type: none">• <i>Motion to Approve Submitting a Letter of
Support on behalf of the City Council for the
State of Oregon Governor's Executive Order
Placing a Temporary Moratorium on Residential
Evictions for Nonpayment</i> |
| | <u>8:45</u> | 10. <u>ADJOURNMENT:</u> |

INSTRUCTIONS FOR VIDEO CONFERENCING FOR CITY COUNCILORS AND CITY OFFICIALS:

This meeting will be televised live by TVCTV, Ch 30, from the projector screen at the Community Auditorium. The City will be using Cisco Webex Meetings to host the meeting remotely for City Councilors and City Officials:

- *Please ensure that Cisco Webex App has been downloaded to your iPad.*
- *Please ensure that iPad is fully charged and plugged-in if possible.*
- *Use headphones/AirPods with a microphone if possible.*
- *Have a good internet connection.*
- *Be seated in an area that is quiet.*
- *If connection is lost, you can join the meeting again. The meeting will continue as long as a quorum is present.*
- *If you do not have a good internet connection, please notify the Chief Kinkade for contingency plan instructions.*
- *You will be unable to view documents on your iPad while video conferencing. It is best to print a hardcopy or request a hardcopy be delivered to you by notifying the City Recorder.*

Instructions once the Meeting is Called to Order:

1. The Mayor will be seated at the dais and will sign-in and call the Meeting to Order. All City Councilors and city officials will join the meeting. Everyone will be able view the Mayor from the screen.
2. A city official will be hosting at the center of the room and projecting the video meeting on the large projector screen. Due to screen limitations, only the person speaking will be forefront.
3. Everyone will be muted with exception of the Mayor:
 - If a Councilor has a comment or question, raise your hand (staff will be scrolling the screen and be able to see everyone) and the Mayor will recognize you by name and you will be unmute and asked to speak.
 - Roll call votes will be taken.
4. The City Manager will be setup remotely. The City Manager will use this offsite location and call upon Department Directors by name to give the staff report and address questions/comments from the Council.