

***Minutes are unofficial until approved by Council.
Council approved minutes as presented June 27, 2016.***

1. CALLED TO ORDER AND ROLL CALL:

Mayor Peter Truax called the regular City Council meeting to order at 7:01 p.m. and led the Pledge of Allegiance.

ROLL CALL: COUNCIL PRESENT: Thomas Johnston, Council President; Richard Kidd; Victoria Lowe; Ronald Thompson; Malynda Wenzl; and Mayor Peter Truax.

COUNCIL ABSENT: Elena Uhing, excused.

STAFF PRESENT: Jesse VanderZanden, City Manager; Paul Downey, Administrative Services Director; Rob Foster, Public Works Director; Jon Holan, Community Development Director; J. F. Schutz, Police Chief; Brandi Walstead, Program Coordinator; and Anna Ruggles, City Recorder.

2. CITIZEN COMMUNICATIONS:

Cherie Savoie Tintary, Forest Grove, requested that Council consider imposing a total ban on backyard burning, noting Hillsboro has imposed a total ban and Cornelius is consider imposing a total ban. Council President Johnston indicated the City continues to look at alternative methods for disposing yard debris, pointing out the City is a Tree City USA with over two million trees in town. Mayor Truax advised Forest Grove was ahead of other cities in the county to impose restrictions on backyard burning, noting Council is continuing to work on issues.

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 Meeting Minutes of May 9, 2016.
- B. Accept Economic Development Commission Meeting Minutes of February 4, March 3, and April 7, 2016.
- C. Accept Library Commission Meeting Minutes of April 12, 2016.
- D. Accept Parks and Recreation Commission Meeting Minutes of April 20, 2016.
- E. Accept Public Arts Commission Meeting Minutes of March 10 and April 14, 2016.
- F. **ENDORSE LIQUOR LICENSE RENEWAL APPLICATION FOR YEAR 2016:**
 - 1. Tienda La Rosa (Off-Premises Sales)

MOTION: Councilor Kidd moved, seconded by Councilor Wenzl, to approve the Consent Agenda as presented. **ABSENT:** Councilor Uhing. **MOTION CARRIED 6-0 by voice vote.**

4. ADDITIONS/DELETIONS:

VanderZanden reported he had nothing to add or delete to the agenda; however, Councilor Lowe approached him prior to the meeting requesting an item be added to the agenda as noted below.

Lowe requested a letter of support signed by Council (which she requested by e-mail sent to Council on May 18) after receiving a request of support from the Sustainability Commission and the succession of the vote that went down in defeat by Cascade Locks pertaining to selling water rights to bottling companies, noting this is the first time she has requested to add an item to the agenda in 16 years. Lowe added she has two upcoming meetings and she would like to represent the community at these meetings and she is under a deadline so if she does not have it (letter of support); there would be a long-term delay.

VanderZanden advised pursuant to Council Rules of Procedure, Section 6.3, Scheduling of Agenda Items, requires: 1) a vote of the Council, and 2) Councilmember may advise Mayor or City Manager no later than ten 10 days prior to the meeting at which the item is to be considered. Lowe expressed that she is one or two days outside of the 10-day window; however, she was not in control of that window, because she had to wait for the vote to happen in Cascade Locks.

Council Discussion:

In response to Council President Johnston's inquiry, Lowe explained she is requesting support for regional water, similar to Council's letter of support for Gales Creek on the LNG stance. Council President Johnston explained the reason he voted in favor of LNG's letter was that it was traversing the City's watershed.

In response to Councilor Kidd's inquiry, Lowe explained Hood River County voters turned down Nestlé by a no vote of 68 percent.

Mayor Truax added it was an affirmative vote on a ballot measure that banned Nestlé's plans to bottle water in Cascade Locks.

MOTION: Councilor Wenzl moved, seconded by Councilor Lowe, to add the Item to the Agenda. **NOES:** Councilor Kidd. **ABSENT:** Councilor Uhing. **MOTION CARRIED 5-1 by voice vote.** Mayor Truax added the item to the Agenda as Item 13. A. as noted below.

5. PRESENTATIONS:

5. A. Forest Grove/Cornelius Enterprise Zone Renewal

King presented a PowerPoint presentation requesting authorization to extend the Forest Grove/Cornelius Enterprise Zone for another 10-year period, noting the program was established in 2006 and is scheduled to sunset on June 30, 2016. King provided background information and referenced a map showing the Enterprise Zone, noting the zone includes industrial zones and hotel/motel within commercial zones. King reported the program has benefited six businesses and six business expansions for a total of 172 jobs created and \$21.86 million investment, noting the tax benefit is \$30,331 annually or estimated \$333,644 over 11 years. In conclusion of the above-noted presentation, King advised staff is recommending to bring back a proposed resolution for Council's consideration authorizing Forest Grove to reapply with the State for renewing the Forest Grove/Cornelius Enterprise Zone for another 10-year period, effective July 1, 2016, noting Cornelius adopted its resolution for reauthorization of the program on May 2nd. In response to various Council inquiries, King explained businesses receive three years' exemption from property taxes normally assessed on new plant and equipment, noting the program is intended to creating new jobs and investments.

6. SECOND READING OF ORDINANCE NO. 2016-11 REPEALING ORDINANCE NO. 2014-09 AND DELETING FOREST GROVE CITY CODE SECTIONS 2.11.000 TO 2.11.075 (TITLED MARIJUANA TAX)

The first reading of Ordinance No. 2016-11 by title occurred at the Council meeting of May 9, 2016.

Staff Report:

Holan presented the above-proposed ordinance for second reading, noting staff had nothing further to report.

Public Hearing Continued:

Mayor Truax continued the Public Hearing from the meeting of May 9, 2016, and explained hearing procedures.

Written Testimony Received:

No written testimony was received prior to the published deadline of May 9, 2016, 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 further discussion from the Council, Mayor Truax asked for a roll call vote on the motion made at the meeting of May 9, 2016.

VanderZanden read Ordinance No. 2016-11 by title for second reading.

ROLL CALL VOTE: AYES: Councilors Johnston, Kidd, Lowe, Thompson, Wenzl, and Mayor Truax. NOES: None. ABSENT: Uhing. MOTION CARRIED 6-0.

7. **PUBLIC HEARING AND FIRST READING OF ORDINANCE NO. 2016-12
AMENDING FOREST GROVE CITY CODE CHAPTER 7 BY ADDING NEW CODE
SECTIONS 7.900 TO 7.930 PROHIBITING THE USE OF SINGLE-USE PLASTIC
CARRYOUT BAGS**

Staff Report:

Walstead and Holan presented the above-proposed ordinance for first reading, noting the proposed ordinance is amending City Code, Chapter 7, by adding new Code Sections 7.900 through 7.930, prohibiting the use of single-use plastic carryout bags. Walstead and Holan reported the proposed code provisions would prohibit the use of carryout bags at retail establishments, city facilities, city-managed concessions, city-sponsored events and/or city-permitted events and requires retailers with more than 10 full-time-equivalent (FTE) employees to charge five-cent pass through cost for recycled paper bags, noting the proposed ordinance exempts retailers with less than 10 or fewer FTE employees from the pass through cost for paper bags. Walstead and Holan provided background information and referenced the following: Attachment 1, 2015 Outreach and Education Summary; Attachment 2, Sustainability Commission minutes of March 26, 2015; Attachment 3, written comments received from table discussions and voting results from public forum conducted by Committee for Citizen Involvement; and Attachment 4, survey of the communities in the United States who have adopted similar ordinances. In addition, Holan reported the Sustainability Commission held joint work sessions with Council on the proposed ordinance and the Economic Development Commission voted to support the proposed ordinance, opposed the five-cent pass through cost for recycled paper bags, and instead preferred a different approach, such as an incentive, softer violations and penalties and more focus on education. In conclusion of the above-noted staff report, Holan advised staff is recommending Council consider adopting/amending/denying or referring the ordinance

back to the Sustainability Commission with specific direction for reconsideration.

Before proceeding with the Public Hearing and Council discussion, Mayor Truax asked for a motion to adopt Ordinance No. 2016-12 for first reading.

VanderZanden read Ordinance No. 2016-12 by title for first reading.

MOTION: Councilor Lowe moved, seconded by Councilor Wenzl, to adopt Ordinance No. 2016-12 Amending Forest Grove City Code Chapter 7 by Adding New Code Sections 7.900 to 7.930 Prohibiting the Use of Single-Use Plastic Carryout Bags.

Public Hearing Opened:

Mayor Truax opened the Public Hearing and explained hearing procedures.

Written Testimony Received:

Lisa Nakajima, Ace Hardware, submitted an e-mail dated May 8, 2016, in opposition of the proposed ordinance requiring a mandatory five-cent pass through cost for paper bags and instead supported public education.

David Morelli, Forest Grove, submitted an e-mail dated May 10, 2016, disagreeing with the offered solution and instead requiring bag manufacturers to provide a means to reprocess bags into reusable materials.

Additional Written Testimony Received:

Amanda Dalton, Legislative Director, Northwest Grocery Association, submitted a letter dated May 23, 2016, in support of the proposed code amendments and five-cent pass through cost for paper bags.

Cecelia Warner, Forest Grove Farmers Market Waste Center Founder, submitted an email dated May 20, 2016, urging Council to do the right thing for the planet, stating the pass through cost works as an incentive to change behavior.

Michael Kinkade, Forest Grove, submitted an e-mail dated May 21, 2016, in opposition of the proposed bag ban, stating it is unnecessary regulation, plastic bags are reusable and recyclable, and a ban would have a negative impact on citizens of limited means, large families and families who walk home carrying bags.

Mitch Taylor, Sustainability Commission Vice Chair, Forest Grove, submitted an e-mail dated May 22, 2016, urging Council to pass the plastic bag ordinance and five-cent pass through cost for paper bags, stating the pass through cost provides an added incentive for people to use reusable cloth.

Dawn Smith, Forest Grove, submitted an e-mail dated May 23, 2016, urging Council to cut the flow of pollution into the ocean by banning disposal plastic bags.

Julie Titus, Forest Grove, submitted an e-mail dated May 23, 2016, urging Council to cut the flow pollution into the ocean by banning disposal plastic bags.

Garret Brown, Pacific University student, submitted an e-mail dated May 23, 2016, urging Council to pass the proposed plastic bag ban and five-cent pass through cost for paper bags, stating the pass through cost can be an excellent motivator.

Robert Lamb, Forest Grove, submitted an e-mail dated May 23, 2016, urging Council to cut the flow of pollution into the ocean by banning disposal plastic bags.

No other written testimony was received prior to the deadline of May 23, 2016, 7:00 p.m.

Proponents:

Edgar Sanchez, Sustainability Commission Student Advisor, Forest Grove, testified in support of the proposed code ordinance.

Melanie Estrada, Forest Grove, signed in but was not present.

Elaine Cole, Sustainability Commission, urged Council to vote in favor and provided background information on the Sustainability Commission's work, stating the Chamber of Commerce does not oppose the proposed ordinance now that the code is exempting businesses with 10 or fewer employees from the pass through cost for paper bags.

Lynne Magner, Forest Grove, testified in support of the proposed ordinance on behalf of Valley Art, but questioned if the five-cent pass through cost for paper bags would apply to non-profits with no employees, to which Mayor Truax advised the proposed ordinance would not apply because Valley Art has no "paid" employees.

Charlotte Lumae, Forest Grove, testified in support of the plastic bag ban.

No one else testified and no written comments were received.

Opponents:

Robin Lindsley, Forest Grove, testified in opposition and urged Council to give more thought to the reasons for not banning plastic bags, i.e., plastic bags can be reused over and over again.

No one else testified and no written comments were received.

Others:

No one testified and no written comments were received.

Council Discussion:

In response to Kidd's concern pertaining to restaurants, Walstead explained the proposed code exempts restaurants and other food-related bags.

In response to Thompson's concern pertaining to businesses surveyed that had 10 or fewer FTE, Holan advised he was uncertain of the results, but he would try to obtain the information and report back at the next meeting.

In response to Council President Johnston's concern pertaining to the Public Safety Advisory Commission (PSAC) weigh in on the violations and penalties, Holan advised staff felt it was unnecessary to meet with PSAC because the enforcement would be educational rather than imposing fines.

In response to Wenzl's inquiry pertaining to types of education programs, Holan explained the City's Program Coordinator would be providing pamphlets and other written material, pointing out the key is for businesses to train and educate cashiers.

In response to Kidd's inquiry pertaining to the appropriateness of Council proposing amendments to the ordinance, Mayor Truax advised Council could propose amendments at the closing of the Public Hearing, following second reading at the next meeting.

Hearing no further discussion from the Council, Mayor Truax recessed the Public Hearing until the next meeting of Monday, June 13, 2016.

Public Hearing Recessed:

Mayor Truax recessed the Public Hearing until the next Council meeting of Monday, June 13, 2016.

8. PUBLIC HEARING AND RESOLUTION NO. 2016-31 SETTING FEES AND CHARGES, EFFECTIVE JULY 1, 2016, REPEALING RESOLUTION NO. 2015-38

Staff Report:

Downey presented the above-proposed resolution increasing fees and charges by three percent (3%), rounded to the nearest increment, effective July 1, 2016. Downey highlighted various proposed fees, noting the Planning Department is proposing to separate new residential developments of six or more units to its own fee, charging an hourly rate (set at \$78.85/hour for FY2016-17) with a deposit of \$3,000 and work begins when the department collects the deposit. In conclusion of the above-noted

staff report, Downey advised based on Fiscal Year 2016-17 budget proposal, staff is not recommending any increases to the building permit fees, noting the proposed resolution is setting all other fees and charges as outlined in Exhibit A, effective July 1, 2016.

Before proceeding with Public Hearing and Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2016-31.

VanderZanden read Resolution No. 2016-31 by title.

MOTION: Councilor Lowe moved, seconded by Councilor Thompson, to adopt Resolution No. 2016-31 Setting Fees and Charges, Effective July 1, 2016, excluding Planning Fees, and Repealing Resolution No. 2015-38.

Public Hearing Opened:

Mayor Truax opened the Public Hearing and explained hearing procedures.

Written Testimony Received:

No written testimony was received prior to the published deadline of May 23, 2016, 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 discussion from the Council, Mayor Truax asked for a roll call vote on the above motion.

ROLL CALL VOTE: AYES: Councilors Johnston, Kidd, Lowe, Thompson, Wenzl, and Mayor Truax. NOES: None. ABSENT: Councilor Uhing. MOTION CARRIED 6-0.

9. PUBLIC HEARING AND RESOLUTION NO. 2016-32 ADOPTING CITY MANAGER ANNUAL PERFORMANCE EVALUATION STANDARDS AND CRITERIA

Staff Report:

Mayor Truax presented the above-proposed resolution, noting pursuant to the City Manager's Employment Agreement, Section 6, Council must evaluate the City Manager's annual performance and establish the performance evaluation criteria, standards, policy directives, and compensation in an open meeting. Mayor Truax presented a PowerPoint presentation outlining the City Manager performance evaluation process, noting he is proposing to remove the signature page and adopt the evaluation standards and criteria by resolution; otherwise the process is the same as in previous years as follows:

1. City Manager is asked to prepare a self-evaluation.
2. Department Directors are asked to submit input with an option to remain confidential. Council has named the City Attorney, as third-party person, who will prohibit disclosure of information submitted in confidence as provided by ORS 192.502(4).
3. City Attorney compiles submitted comments into a single document and distributes results in a sealed envelope directly to Council.
4. Council reviews compiled responses with City Manager in Executive Session.
5. Each Councilmember submits an evaluation form to Mayor due no later than July 5.
6. Mayor and Council President tabulate and summarize results of Council evaluations and present performance appraisal to City Manager in Executive Session.

In addition, Mayor Truax reported Council will hear the City Manager's self-evaluation and review the compiled responses and comments with the City Manager in Executive Sessions tentatively scheduled for June 27 and July 11, 2016, and after concluding the performance appraisal in the Executive Session scheduled for August 8, 2016, Council will return into open meeting to give a summary of the City Manager's performance appraisal.

Before proceeding with the Public Hearing and Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2016-32.

MOTION: Councilor Lowe moved, seconded by Councilor Wenzl, to approve Resolution No. 2016-32 Adopting the City Manager Annual Performance Evaluation Standards and Criteria (removing Page 6, signature page).

Public Hearing Opened:

Mayor Truax opened the Public Hearing and explained hearing procedures.

Proponents:

No one wished to testify and no written comments were received.

Opponents:

No one wished to testify and no written comments were received.

Others:

No one wished to testify and no written comments were received.

Public Hearing Closed:

Mayor Truax closed the Public Hearing.

Council Discussion:

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

ROLL CALL VOTE: AYES: Councilors Johnston, Kidd, Lowe, Thompson, Wenzl, and Mayor Truax. NOES: None. ABSENT: Councilor Uhing. MOTION CARRIED 6-0.

10. **RESOLUTION NO. 2016-33 AUTHORIZING CITY MANAGER TO ENDORSE AN INTERGOVERNMENTAL AGREEMENT (IGA) BETWEEN CITY OF FOREST GROVE AND WASHINGTON COUNTY COOPERATIVE LIBRARY SERVICES (WCCLS) "PUBLIC LIBRARY SERVICES AGREEMENT"**

Staff Report:

Winters and Downey presented the above-proposed resolution authorizing the City Manager to endorse an Intergovernmental Agreement (IGA) between the City and Washington County Cooperative Library Services (WCCLS), noting the Public Services IGA outlines the central support services provided by WCCLS to member libraries and distribution of county funds to public library service providers. In conclusion of the above-noted staff report, Winters presented a PowerPoint presentation outlining the significant changes to the IGA, noting the new IGA will be effective July 1, 2016, through June 30, 2021, and the annual distribution of WCCLS funds to Forest Grove Library will be \$802,081 in FY 16-17 and are projected to increase three percent (3%) annually for the remainder of the term of the IGA.

Before proceeding with Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2016-33.

VanderZanden read Resolution No. 2016-33 by title.

MOTION: Councilor Lowe moved, seconded by Councilor Wenzl, to adopt Resolution No. 2016-33 Authorizing the City Manager to Endorse an

Intergovernmental Agreement (IGA) between the City of Forest Grove and Washington County Cooperative Library Services (WCCLS), “Public Services Agreement”.

Council Discussion:

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

ROLL CALL VOTE: AYES: Councilors Johnston, Kidd, Lowe, Thompson, Wenzl, and Mayor Truax. NOES: None. ABSENT: Councilor Uhing. MOTION CARRIED 6-0.

11. RESOLUTION NO. 2016-34 AUTHORIZING CITY MANAGER TO ENDORSE AN INTERGOVERNMENTAL AGREEMENT (IGA) BETWEEN CITY OF FOREST GROVE AND WASHINGTON COUNTY COOPERATIVE LIBRARY SERVICES (WCCLS) “WCCLS INFORMATION NETWORK AGREEMENT”

Staff Report:

Winters and Downey presented the above-proposed resolution authorizing the City Manager to endorse an Intergovernmental Agreement (IGA) between the City and Washington County Cooperative Library Services (WCCLS), noting the Information Network Agreement outlines the responsibilities for use of the shared integrated library system software provided to member libraries by WCCLS. In conclusion of the above-noted staff report, Winters presented a PowerPoint presentation outlining the significant changes to the IGA, noting the new IGA will be effective July 1, 2016, through June 30, 2021.

Before proceeding with Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2016-34.

VanderZanden read Resolution No. 2016-34 by title.

MOTION: Councilor Wenzl moved, seconded by Councilor Kidd, to adopt Resolution No. 2016-34 Authorizing the City Manager to Endorse an Intergovernmental Agreement (IGA) between the City of Forest Grove and Washington County Cooperative Library Services (WCCLS), “WCCLS Information Network Agreement”.

Council Discussion:

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

ROLL CALL VOTE: AYES: Councilors Johnston, Kidd, Lowe, Thompson, Wenzl,

and Mayor Truax. NOES: None. ABSENT: Councilor Uhing. MOTION CARRIED 6-0.

12. **RESOLUTION NO. 2016-35 AUTHORIZING CITY MANAGER TO ENDORSE THE SECOND AMENDMENT TO INTERGOVERNMENTAL AGREEMENT (IGA) BETWEEN CITY OF FOREST GROVE AND WASHINGTON COUNTY COOPERATIVE LIBRARY SERVICES (WCCLS)**

Staff Report:

Winters and Downey presented the above-proposed resolution authorizing the City Manager to endorse the second amendment to the existing Intergovernmental Agreement (IGA) between the City and Washington County Cooperative Library Services (WCCLS) for the purpose of adding Aloha Community Library as a member, effective July 1, 2016. In conclusion of the above-noted staff report, Winters presented a PowerPoint presentation outlining the existing IGA, noting the IGA defines the membership and governance structure of WCCLS and the duties of the Executive Board and Policy Group.

Before proceeding with Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2016-35.

VanderZanden read Resolution No. 2016-35 by title.

MOTION: Councilor Kidd moved, seconded by Councilor Wenzl, to adopt Resolution No. 2016-35 Authorizing the City Manager to Endorse the Second Amendment (adding Aloha Community Library as a member, effective July 1, 2016) to Intergovernmental Agreement (IGA) between the City of Forest Grove and Washington County Cooperative Library Services (WCCLS).

Council Discussion:

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

ROLL CALL VOTE: AYES: Councilors Johnston, Kidd, Lowe, Thompson, Wenzl, and Mayor Truax. NOES: None. ABSENT: Councilor Uhing. MOTION CARRIED 6-0.

13. **REPORT AND FINDINGS ON WASTE MANAGEMENT'S RATE INCREASE REQUEST AND SETTING A PUBLIC HEARING FOR MONDAY, JUNE 13, 2016, CITY COUNCIL MEETING, TO CONSIDER UP TO 5.1 PERCENT RATE INCREASE AND \$1.50 PER MONTH INCREASE FOR FOOD WASTE RECYCLING TO BE EFFECTIVE JULY 1, 2016**

Staff Report:

Downey presented a PowerPoint presentation outlining background information pertaining to Waste Management's (WM) franchise agreement and proposed rate increases. Downey introduced WM's representatives who were present in the audience. Downey reported WM is requesting a 5.1 percent solid waste collection rate increase as of July 1, 2016, noting the proposed rate increase is due to increases in direct wages and benefits, disposal costs and other costs, and revenue from sale of recycling material has drop significantly over the last two years to almost zero in 2015. In addition, Downey responded to various concerns, inquiries and scenarios Council presented pertaining to solid waste collection rate increases; disposal costs increasing, i.e., tipping fees and Metro fees; and food waste and yard debris co-mingling. In conclusion of the above-noted staff presentation and roundtable discussion, Downey advised based on staff's review of WM's revenues and costs, staff concludes that WM has sufficient justification for a rate increase, noting staff is proposing to schedule a Public Hearing on Monday, June 13, 2016, to consider up to a 5.1 percent rate increase, effective July 1, 2016. Downey added staff is also proposing to approve at the Public Hearing a \$1.50 per month fee to implement the City's Food Waste Recycling Program. Upon hearing consensus from the Council, Mayor Truax set the Public Hearing for rate increases for Monday, June 13, 2016, as recommended by staff.

13. A. LETTER OF SUPPORT (COUNCILOR LOWE):

The above-noted letter of support was requested by Councilor Lowe and added to the agenda (refer above to Item 4). Mayor Truax called for a voice vote to:

"Endorse the Action of the Sustainability Commission on Water Issues."

VOICE VOTE: AYES: Councilors Kidd, Lowe, Thompson, Wenzl, and Mayor Truax. NOES: Council President Johnston. ABSENT: Councilor Uhing. MOTION CARRIED 5-1.

14. DEPARTMENT WORK PLANS FOR 2016:

Public Works/Engineering:

Foster presented a PowerPoint presentation outlining the Public Works and Engineering Department's Work Plan for 2016-17 as noted in his staff report. Foster's report focused on seven top project accomplishments for 2015; and four top priorities for 2016-17, including transportation; sanitary sewer; water; and storm drainage improvements.

Police Department:

Police Chief Schutz presented a PowerPoint presentation outlining the Police Department's Work Plan for 2016-17 as noted in her staff report. Chief Schutz's report focused on 13 top program accomplishments for 2015 and five top priorities for 2016-17, including to implement the Oregon Task Force on School Safety Objectives; work at developing an environment of open/safe communication between Latino population

and Forest Grove Police through the “Trust Coalition”; continue work on police facility project; examine staff management within the Police Department; and various staff training.

Administrative Services:

Downey presented a PowerPoint presentation outlining the Administrative Services Department’s Work Plan for 2016-17 as noted in his staff report. Downey’s report focused on 12 top priorities for 2016-17, including implementation of new financial/human resources information system; financial planning for renewal of local option levy; complete financial policies and submit for Council reviewed and approval; review options for three-year implementation of increased defined benefit plan pension costs for all affected funds; financial analysis of Street Fund’s ability to pay for future ongoing maintenance; manage redesign for proposed police facility; update city’s website; continue implementation of GIS; study implementing virtual desktop interface to replace desktop computers; evaluation of alternative replacement of health plans; labor contract negotiations; and complete mandatory and supervisory training.

15. CITY COUNCIL COMMUNICATIONS:

Council President Johnston gave highlights about the newly published Forest Grove and Cornelius “2016 Business and Visitor Guide for Western Washington County”. Johnston reported on Forest Grove Rural Fire Protection District-related meeting, noting the Board approved their budget for Fiscal Year 2016-17. In addition, Council President Johnston reported on other matters of interest and upcoming meetings he was planning to attend.

Kidd reported on Public Arts Commission-related meeting and activities. In addition, Kidd reported on other matters of interest and upcoming meetings he was planning to attend.

Lowe reported attending the Latino Summit and reported on Sustainability Commission-related meeting and activities. In addition, Lowe reported on other matters of interest and upcoming meetings she was planning to attend.

Thompson reported on Community Forestry Commission-related meeting and activities. In addition, Thompson reported on other matters of interest and upcoming meetings he was planning to attend.

Uhing was absent.

Wenzl reported attending the Latino Summit and reported on Library Commission and Fernhill Wetlands-related meetings and activities. In addition, Wenzl reported on other matters of interest and upcoming meetings she was planning to attend.

16. CITY MANAGER'S REPORT:

VanderZanden reported on upcoming meetings and events as noted in the Council calendar and City Manager's Report. 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 agenda; 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.

17. MAYOR'S REPORT:

Mayor Truax announced dates of various upcoming activities, events and meetings as noted in the Council Calendar. Mayor Truax commended the Budget Committee for their work over the last month, noting the Budget Committee has finalized the City's budget for the upcoming Fiscal Year 2016-17. In addition, Mayor Truax reported on various local, regional, Metro, and Washington County-related matters of interest and meetings he attended, upcoming community-related events, and upcoming meetings he was planning to attend.

18. ADJOURNMENT:

Mayor Truax adjourned the regular meeting at 10:03 p.m.

Respectfully submitted,



Anna D. Ruggles, CMC, City Recorder