

**FOREST GROVE CITY COUNCIL SPECIAL MEETING
OCTOBER 30, 2015 – 9:00 A.M.
COMMUNITY AUDITORIUM
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***Minutes are unofficial until approved by Council.
Council approved minutes as presented November 9, 2015.***

1. ROLL CALL:

Mayor Peter Truax called the regular City Council meeting to order at 9:03 a.m. and led the Pledge of Allegiance. **ROLL CALL: COUNCIL PRESENT:** Thomas Johnston, Council President; Richard Kidd; Victoria Lowe; Ronald Thompson; and Mayor Peter Truax. **COUNCIL ABSENT:** Elena Uhing and Malynda Wenzl, excused. **STAFF PRESENT:** Jesse VanderZanden, City Manager; George Cress, Light and Power Director; Paul Downey, Administrative Services Director; Rob Foster, Public Works Director; Brenda Camilli, Human Resources Manager; Linda Christensen, Administrative Services Manager; Mindy Laird-Garcia, Utility Worker II; Tom Gamble, Parks and Recreation Director (in the audience); J. F. Schutz, Police Chief (in the audience); Jeff King, Economic Development Manager (in the audience); and Anna Ruggles, City Recorder.

1. A. WELCOME HONORARY GUESTS:

Mayor Truax stood to introduce honored guests Mayor Haruhito Sasajima, Town of Nyuzen, Japan, and Mr. Shinya Ida, Town Official of Nyuzen, Japan, noting Nyuzen has been Forest Grove's Sister City for over 26 years and Toyama Prefecture is Oregon's Sister State. Mayor Truax reported the Nyuzen Student Delegation has various activities planned during their stay in Forest Grove, noting the student delegation consists of Mayor Sasajima, two town officials, one junior high school teacher, two high school students and eight junior high school students. Mayor Sasajima read a thank-you speech commending Mayor Truax, Councilmembers, staff, Sister Cities Committee and all host families for generously hosting the 2015 Nyuzen Student Delegation. Mayor Truax also introduced Dr. Kazuko Ikeda, who serves on the Sister Cities Committee and who attended to assist the delegation with Japanese language translation services.

1. B. PROCLAMATION:

Mayor Truax read a special proclamation in honor of Clifford Clark, who served as Forest Grove's 41st mayor from 1986 to 1993 and who passed away on August 30, 2015, noting among the list of Mayor Clark's many accomplishments during his tenure, Mayor Clark was instrumental in establishing the Sister City Affiliation between Forest Grove and Town of Nyuzen, Japan. Mayor Truax reported Mayor Clark signed the Sister City

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Covenant on May 12, 1989, with a firm belief that such relationship would enhance goodwill and deepen mutual respect for the people of Forest Grove and Nyuzen. Mayor Truax noted he would formally present the proclamation to Mayor Clark's wife, Theresa, at this evening's welcome reception for the Nyuzen Student Delegation.

2. **CITIZEN COMMUNICATIONS**: None.

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 Consent Agenda item(s).
 - A. Approve City Council Work Session (Marijuana Requirements Part II) Meeting Minutes of September 14, 2015.
 - B. Approve City Council Work Session (Police Station Next Steps) Meeting Minutes of September 28, 2015.
 - C. Approve Council Executive Session (Labor Negotiations) Meeting Minutes of October 12, 2015.
 - D. Approve City Council Work Session (Food Waste Composting) Meeting Minutes of October 12, 2015.
 - E. Approve City Council Regular Meeting Minutes of October 12, 2015.
 - F. Accept Economic Development Commission Meeting Minutes of June 4, July 9, and September 10, 2015.
 - G. Accept Library Commission Meeting Minutes of September 15, 2015.
 - H. Accept Public Safety Advisory Commission Meeting Minutes of July 15 and August 26, 2015.
 - I. Accept Public Arts Commission Resignation (Yasmine Weil-Pourfard, Student Advisory, Term Expiring December 31, 2015).
 - J. Community Development Department Monthly Building Activity Informational Report for September 2015.
 - K. Library Department Quarterly Statistics Report for July, August and September 2015.

MOTION: Councilor Kidd moved, seconded by Councilor Lowe, to

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approve the Consent Agenda as presented. ABSENT: Councilors Uhing and Wenzl. MOTION CARRIED 5-0 by voice vote.

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

5. **PRESENTATIONS:**
 5. A. **Report on City of Forest Grove Utility Billing Procedures to Assist Customers in Avoiding Termination of Utility Services for Non-Payment as required by House Bill 2599:**

Christensen, Downey and Cress presented the above-noted report, noting HB2599 requires each municipal utility providing electric or natural gas to submit a report to the Oregon Department of Energy by November 1, 2015, on processes to mitigate service terminations during winter heating season or periods of extreme heat or cold weather for residential customers who belong to a protected class (i.e., low income senior citizens; active duty members of the U. S. Military; households with a seriously ill individual, a person with a disability or a child under age of 12 months; and/or households where the primary earner has died or lost a job in the past six months). Christensen and Downey outlined the City's utility billing procedures and referenced Code Section 4.210, which provides the City's delinquent utility accounts and shut-off procedures, noting staff works with customers to help avoid added fees and disconnection of services. Christensen, Downey and Cress addressed various Council inquiries, noting the City bills for electric, water, sewer, surface water management, and other non-metered fees and offers energy assistance through Community Action Organization/LIHEAP (Low Income Home Energy Assistance Program) and the City's CAPE (Customer Assistance Program for Energy). Cress reported the City budgets \$75,000 annually in its Light and Power CAPE Fund.

 5. B. **Employee Recognition:**

Mayor Truax presented a Certificate of Appreciation honoring Linda Christensen, Administrative Services Manager, for 30 years of dedicated service to the City.

 5. C. **2015 Watershed Timber Harvest Update:**

Foster introduced Laird-Garcia and Scott Ferguson, Watershed Management Consultant, who presented a PowerPoint presentation showing slides of this year's activities conducted at the watershed, which included an owl survey, rare plant survey, slope stabilization, invasive

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weed management and tree planting. In conclusion of the above-noted presentation, Foster advised staff will report to Council at a later date on the 2015 watershed timber harvest logging-related activities.

5. D. Metro Quarterly Exchange Update:

Kathryn Harrington, Metro Councilor District 4, presented a PowerPoint presentation highlighting District 4 Quarterly Exchange Report. Harrington reported on Metro's Storefront Grants; Nature in Neighborhoods Grants; Community Planning Grants; 2015 Growth Management Decision; Corridor Work; Regional Equity; Oregon Zoo; various upcoming community events; and distributed various handouts.

6. RESOLUTION NO. 2015-75 AUTHORIZING THE CITY OF FOREST GROVE TO COMMENCE NEGOTIATIONS TO PARTICIPATE IN THE PUBLIC EMPLOYEES RETIREMENT SYSTEM (PERS) FOR NEWLY HIRED POLICE OFFICERS AND FIREFIGHTERS

Staff Report:

Camilli and Downey presented the above-proposed resolution for Council consideration, noting the proposed resolution is authorizing the City to commence negotiations to participate in the Public Employees Retirement System (PERS) for newly hired sworn police officers and firefighters hired after the effective date of a negotiated PERS coverage agreement. Camilli and Downey reported the City has reached agreement with Forest Grove Police Association (FGPA) to put newly hired police officers into PERS and is negotiating with the International Association of Firefighters Local No. 1660 (IAFF) to put newly hired firefighters into PERS. Downey reported the agreement with PERS includes both associations, noting if an agreement is not reached with IAFF, firefighters will be removed from the proposed coverage agreement. In addition, Downey advised the City's participation in PERS is permanent and irrevocable once the coverage agreement goes into effect, noting by putting new police officers and firefighters into PERS, the City no longer will be required to do an equal-to-or-better than PERS test. In conclusion of the above-noted staff report, Downey advised PERS requires formal Council approval to begin the negotiating process and also requires designating a contact person with PERS, noting the proposed resolution designates the Administrative Services Director as the contact person on the City's behalf.

Before proceeding with Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2015-75.

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VanderZanden read Resolution No. 2015-75 by title.

MOTION: Councilor Kidd moved, seconded by Council President Johnston, to adopt Resolution No. 2015-75 Authorizing the City of Forest Grove to Commence Negotiations to Participate in the Public Employees Retirement System (PERS) for newly hired Police Officers and Firefighters.

Council Discussion:

In response to Lowe's inquiry pertaining to overseeing multiple retirement plans, Downey advised staff currently oversees two retirement plans, noting adding one more plan will require minimal staff time.

In response to Council President Johnston's inquiry pertaining to other vested PERS City employees wanting to join PERS, Downey advised the City is not looking to switch to PERS for all its employees at this time, noting the proposed resolution is only to authorize staff to start negotiations with PERS for sworn personnel.

Mayor Truax reported the Council began discussions about joining PERS in 2003, noting he is pleased the proposal is in front of Council again for formal consideration.

Hearing no further 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, and Mayor Truax. NOES: None. ABSENT: Councilors Uhing and Wenzl. MOTION CARRIED 5-0.

7. RESOLUTION NO. 2015-76 AUTHORIZING EXECUTION OF A LABOR AGREEMENT BETWEEN THE CITY OF FOREST GROVE AND FOREST GROVE POLICE ASSOCIATION (FGPA), EFFECTIVE JULY 1, 2015, AND EXPIRING JUNE 30, 2018

Staff Report:

Camilli and Downey presented the above-proposed resolution for Council consideration, noting the proposed resolution is requesting authorization to execute a new labor agreement between the City and the Forest Grove Police Association (FGPA), effective July 1, 2015, through June 30, 2018.

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Camilli reported staff met with FGPA 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: 3.0 percent (3%), effective July 1, 2015; 2.7 percent (2.7%), effective July 1, 2016; and 2.3 percent (2.3%), effective July 1, 2017. Additionally, spot adjustments of an additional 1.0 percent (1%) will be made to Police Records Specialist position and 0.5 percent (.05%) for Property and Evidence Specialist position (non-sworn positions), effective July 1, 2015, and July 1, 2016.
- Retirement:
(1) All regular, full-time employees hired into sworn peace officer positions on or after the effective date of the Public Employees Retirement System (PERS) coverage agreement shall be enrolled into PERS. The City shall pay 6.0 percent (6.0%) Individual Account Plan (IAP) contribution on applicable employees' behalf. All other terms and conditions will be in accordance with PERS.
(2) All regular, part-time (20 or more hours per week) employees shall be eligible to enroll in the City's Defined Contribution Plan under the terms and conditions of the current plan, effective January 1, 2016.
- Health and Welfare:
Effective January 1, 2016, the medical and dental plan caps will be separated out as follows:
(1) The City shall pay 95 percent (95%) of the medical plan premium and 95 percent (95%) of the Dental II dental premium; and
(2) Effective January 1, 2017, the City shall pay 95 percent (95%) of the Blue Cross medical plan premium and 93 percent (93%) of the Kaiser medical plan premium.
- Incentive and Premium Pay:
Effective upon the approval of the agreement, designated Detective Sergeant will receive an increase from 2.5 percent (2.5%) premium pay to 5.0 percent (5.0%) premium pay.
- Term: Extends the term of the labor agreement for three years, expiring June 30, 2018.

In conclusion of the above-noted staff report, Camilli advised the costs to

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implement the labor agreement are within the parameters set by Council and funds have been identified in the 2015-16 budget and are within the five-year fiscal plan.

Before proceeding with Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2015-76.

VanderZanden read Resolution No. 2015-76 by title.

MOTION: Council President Johnston moved, seconded by Councilor Kidd, to adopt Resolution No. 2015-76 Authorizing Execution of a Labor Agreement between the City of Forest Grove and the Forest Grove Police Association (FGPA) Effective July 1, 2015, and Expiring June 30, 2018.

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, and Mayor Truax. NOES: None. ABSENT: Councilors Uhing and Wenzl. MOTION CARRIED 5-0.

8. COUNCIL COMMUNICATIONS:

Council President Johnston reported the November 16, 2015, Chamber of Commerce luncheon will be held at Prime Time Restaurant. In addition, Johnston reported on other matters of interest and upcoming meetings he was planning to attend.

Kidd reported on Historic Landmarks Board-related meeting and activities. Kidd reported attending the City's Watershed tour and attending the Mayor's Annual Ball. In addition, Kidd reported on other matters of interest and upcoming meetings he was planning to attend.

Lowe reported on Sustainability Commission-related meeting and activities. Lowe reported Pacific NW Clean Water Association presented Fernhill Wetlands with its 2015 Sustainability Award. In addition, Lowe reported on other matters of interest and upcoming meetings she was planning to attend.

Thompson reported on Community Forestry Commission (CFC)-related

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meeting and activities. Thompson reported Forest Grove Senior and Community Center plans to seek input from city engineers about its parking lot repaving project. In addition, Thompson reported on other matters of interest and upcoming meetings he was planning to attend.

Uhing was absent.

Wenzl was absent.

9. CITY MANAGER'S REPORT:

VanderZanden deferred his comments due to the time and referenced the City Manager's Report, which was emailed to Council in advance and outlined various attended meetings and updates on various City department-related activities, projects, and upcoming city-wide events.

10. MAYOR'S REPORT:

Mayor Truax announced dates of various upcoming activities, events and meetings as noted in the Council Calendar. Mayor Truax reminded voters to drop off their ballots in the curbside ballot box by 8:00 p.m., Tuesday, November 3, 2015, election day. In addition, Mayor Truax reported on other various local, regional, Metro, and Washington County meetings he attended, upcoming community-related events, and upcoming meetings he was planning to attend.

11. ADJOURNMENT:

Mayor Truax adjourned the regular meeting at 10:56 a.m.

Respectfully submitted,



Anna D. Ruggles, CMC, City Recorder