



A place where families and businesses thrive.

<i>CITY RECORDER USE ONLY:</i>	
AGENDA ITEM #:	_____
MEETING DATE:	_____
FINAL ACTION:	_____

CITY COUNCIL MEMORANDUM

WORK SESSION:

TO: *City Council*

FROM: *Jesse VanderZanden, City Manager*

PROJECT TEAM: *Anna D. Ruggles, CMC, City Recorder*

DATE: *September 24, 2018*

SUBJECT: *B&C Applicant Interviews & Appointment Consideration*

BACKGROUND:

Attached are the following items for the Boards, Committees, and Commissions interviews:

- Interview Time Scheduled;
- Boards, Committees, Commissions Number of Vacancies;
- Possible Interview Questions; and
- Applications:
 1. 6:00 pm: Delaney Sharp – PU Student
 2. 6:10 pm: Cliff Zavala – FG HS Student
 3. 6:20 pm: Mark Fischer – PU Student
 4. 6:30 pm: Ashley Terry – FG HS Student
 5. 6:40 pm: Johanna Peeters Weem – FG HS Student

STAFF RECOMMENDATION:

Conduct interview of the applicants who expressed interest in serving on the Advisory Boards, Committees, and Commissions (B&C). Staff requests Council make determination to fill the current B&C vacancies. Resolutions making formal appointments will be considered at the next scheduled Council meeting.

5-7 minutes is allotted for each applicant interview

Note: Once Council renders a decision on the status of an appointee, the City Recorder notifies appointee and schedules a formal Resolution for consideration on the next Council meeting agenda.

POSSIBLE QUESTIONS FOR B&C APPLICANT INTERVIEWS

Please feel free to use any questions and/or information that you wish in order to conduct a successful interview.

If there were one area you've always wanted to improve upon, what would that be?

What can you offer the advisory board on which you would like to serve?

What are some of your proudest achievements?

What ideas do you have for increasing citizen involvement in Forest Grove?

Is there an area in which you think the City may be letting its citizens down? If so, what would that be?

What do you see as a critical need or a major concern facing the City?

Do you favor growth or do you feel the City is currently big enough?

How would you respond to an unpopular decision that is strongly criticized by the public? Such as making an unpopular decision that may go against property owners' desire or that is not supported by your friends and neighbors.

What ideas do you have that would help Forest Grove become a more sustainable community?

Do you have any grant-writing experience? _____

In addition, Mayor, please ask:

Do you have any conflict with the meeting date(s) and time(s) of the advisory board to which you have applied? _____

If we cannot appoint you to your first choice, are there any other advisory boards that interest you?

May we keep your application on file? _____

Do you have any questions for us? _____

**Boards, Committees, and Commissions
Applicant Interviews**

					Budget	CCI	CFC	EDC	HLB	Library	P&R	Planning	Public Arts	Public Safety	Sustainability
					Apr/May	1st Tues 5:30pm	3rd Wed 5:15pm	1st Thurs Noon	4th Tues 7:15pm	2nd Tues 6:30pm	3rd Wed 7am	1st&3rd Mon 7pm	2nd Thurs 5pm	4th Wed 7:30am	4th Thurs 6 pm
						Wenzl	Thompson	Rippe	Johnston	Valfre	Wenzl		Johnston	Rippe	Uhing
# of Board Vacancies:					4 - Vacancies Food: Commercial: Workforce: Utility: 1 - Vacancy 1 Vacancy NE										
# of Student Vacancies:								1 - Student	1 - Student	1 - Student	1 - Student		1 - Student	1 - Student	1 - HS Student
Interview Time:	Applicants:				Budget	CCI	CFC	EDC	HLB	LC	P&R	PC	PAC	PSAC	SC
1	6:00 PM	Delaney	Sharp	PU Student (Canceled x2)		CCI (Student)					P&R (Student)				SC (PU Student)
2	6:10 PM	Cliff	Zavala	FG HS Student			CFC (Student)		HLB (Student)		P&R (Student)			PSAC (Student)	SC (HS Student)
3	6:20 PM	Mark	Fischer	PU Student		CCI (Student)			HLB (Student)	LC (Student)			PAC (Student)	PSAC (Student)	
4	6:30 PM	Ashley	Terry	FG HS Student		CCI (Student)							PAC (Student)		
5	6:40 PM	Johanna	Peeters Weem	FG HS Student						LC (Student)					SC (HS Student)
Interviewed Pending															
*	03/24/18	Noah	Christie	(Interviewed 08/13) HS Student		CCI (Student)	CFC (Student)	EDC (Student)	HLB (Student)	LC (Student)	P&R (Student)		PAC (Student)	PSAC (Student)	SC (HS Student)

2018 BOARDS, COMMITTEES & COMMISSIONS VACANCIES

Reso 2006-10 Adopts B&C Appointment Policy

COMMISSION	REQUIREMENTS	# VACANCIES	EXPIRES
BUDGET Meets in April/May	PER ORS 294 7 Members Must Be Residents & 7 Elected Officials – 3 Year Term		
COMMITTEE FOR COMMUNITY INVOLVEMENT Meets 1 st Tuesday, 5:30 pm	ORD 1987-07; RESO 1975-873; 1991-13; 1991-57; 1993-07; 2014-65; 2017-62 7 Members – 4 Year Term 2 Nonresidents – Currently 0 1 Non-Voting Student Advisor 1-Year Term Term Expires Jan 31 st		
COMMUNITY FORESTRY COMMISSION CODE 35.090-35.095 Meets 3 rd Wednesday, 5:15 pm	RESO 1992-23; 1998-16; 1998-56; 2002-56; Ord 2004-04 7 Members – 3 Year Term 3 Nonresidents – Currently 3 1 Non-Voting Student Advisor 1-Year Term		
ECONOMIC DEVELOPMENT COMMISSION Meets 1 st Thursday, Noon	RESO 2007-45; 2008-30; 2015-69 19 Members – 3 Year Term 6 Public/Non-Profit: Chamber; Pacific University; FG School Dist; PCC; Utility; Hispanic Community; 12 Businesses: Large Mfg Tech; Small Mfg; Food/Bev; Wood/Ag; Health/Medical; Residential Developer; Industrial/Commercial Broker; Large Commercial/Retail; Small Commercial/Retail; Financial; Downtown Retail; 1 At-Large – Currently 1 1 Non-Voting Student Advisor 1-Year Term	1 – Vacancy (Food/Beverage) 1 – Vacancy (Small Commercial/Retail) 1 – Vacancy (Workforce) 1 – Vacancy (Utility) 1 – Student Vacancy	12/31/19 12/31/19 12/31/20 12/31/20 12/31/18
HISTORIC LANDMARKS BOARD CODE 35.065-35.071 Meets 4 th Tuesday, 7:15 pm	Per ORS 197; ORD 1980-15; 1986-11; 2009-04 7 Members – 4 Year Term 2 Nonresidents – Currently 0 1 Non-Voting Student Advisor 1-Year Term	1 – Vacancy 1 – Student Vacancy	12/31/18 12/31/18
LIBRARY Meets 2 nd Tuesday, 6:30 pm	Per ORS 357; ORD 1974-1038; 1974-1040 7 Members – 2 Year Term At Large – Currently 0 1 Non-Voting Student Advisor 1-Year Term	1 – Student Vacancy	12/31/18
PARKS & RECREATION COMMISSION Meets 3 rd Wednesday 7:00 am	RESO 1974-733 9 Members – 4 Year Term 2 Nonresidents – Currently 0 3 At-Large; 1 FG School Dist; 5 Park Districts: <u>NNW</u> = Forest Glen, Knox Ridge, Thatcher/Loomis; <u>NW</u> = Lincoln, Hazel Sills, Aquatic Center, Talisman; <u>SW</u> = Rogers; <u>SE</u> = Joseph Gale; <u>NE</u> = Bard and Stites Parks; 1 Non-Voting Student Advisor 1-Year Term	1 – Vacancy NE 1 – Student Vacancy	12/31/19 12/31/18
PLANNING COMMISSION CODE 35.045-35.054 Meets 1 st and 3 rd Monday 7:00 pm	Per ORS 227; ORD 1969-911; 1974-1012; 1995-13; 1998-16; 1998-56; 1995-13; 2006-06; 2009-04 7 Members – 4 Year Term 2 Nonresidents – Currently 1 1 Real Estate – Currently 0 2 Same trade/occupation – Currently 0		
PUBLIC ARTS COMMISSION Meets 2 nd Thursday, 5:00 pm	RESO 2006-06; 2008-62; 2009-27; 2011-75; 2014-70 9 Members Must Be Residents – 3 Year Term Nonresident – Currently 1 1 Non-Voting Student Advisor 1-Year Term	1 – Student Vacancy	12/31/18
PUBLIC SAFETY ADVISORY COMMISSION Meets 4 th Wednesday 7:30 am	RESO 2005-56; 2010-27; 2011-25; 2015-28 9 Members – 4 Year Term 2 Fire Dist-Residents – Currently 1 Non-Voting Reps: Chamber, FG School Dist; Pacific University; Rural Fire Dist 1 Non-voting Student Advisor	1 – Student Vacancy	12/31/18
SUSTAINABILITY COMMISSION Meets 4 th Thursday 6:00 pm	RESO 2013-68; 2013-69; 2016-58 13 Members – 4 Year Term Nonresidents – Currently 4 Related to but not limited to: Agricultural Interests; Community/Neighborhood Groups; Economic Backgrounds;	1 – Vacancy (At-Large) 1 – Vacancy (Pacific University Rep) 1 – Student Vacancy	12/31/18 12/31/21 12/31/18

INTERVIEW
9-24-18
6pm

Published on *Forest Grove Oregon* (<https://www.forestgrove-or.gov>)

[Home](#) > [Boards & Commissions Reappointment Application](#) > [Boards & Commissions Application](#) > [Webform results](#) > Board Application

Submission information

Form: Boards and Commissions Application
Submitted by Visitor (not verified)
Wednesday, November 1, 2017 - 6:01pm
67.189.96.158

First & Last Name

Delaney **Sharp**

Home Address

█ Main Street

Mailing Address, if different

City, State and Zip Code

Forest Grove

E-Mail Address

█

Telephone/Cell Phone Number

█

Employer

Pacific Admissions and Shute Park Aquatic Center

Work Telephone Number

Occupation/Profession

Swim Instructor, Admissions assistant and Student

Are you a student applicant? (Students must be high school or college grade level and residing or attending school in Forest Grove)

Yes

If so, which grade level and which school do you attend?

Pacific University

Do you reside within the City limits?

Yes

Years residing in Forest Grove:

Two and a half

How did you hear of this opportunity?

From a member of the Sustainability Commission

Please rate the City's performance.

Good

What ideas do you have for improving "Fair" or "Poor" performance?

I want the community to give their ideas for what they want to make their city better. I would love to be able to make the community as involved as possible in every planning event. I know that it is impossible to get every citizen involved, but I would love to get as close to that as possible.

Select which Boards, Committees or Commissions you would like to apply for:

- Committee for Community Involvement (1st Tuesday, 5:30pm)
- Parks and Recreation Commission (3rd Wednesday, 7am)
- Sustainability Commission (4th Thursday, 6pm)

What specific topics interest you that relate to the board?

1. Parks and Recreation: I think that parks are very important for communities. They are places for friends to meet and people to gather. It is important to me that the parks in this city are beautiful and enjoyable. I love the planning of parks, the making of parks, and keeping the parks pristine and delightful.
2. Community Involvement: I think that it is important to be involved in your community since it directly affects the citizen. If the community was not involved in any planning or important events pertaining to the city, then the city would not be an ideal place to reside.
3. Sustainability Commission: The environment is a passion of mine. I think that sustainability practices are extremely important and need to be implemented in all cities around the world in order for steps to be made to aide in reversing (as much as we can) climate change.

What contributions do you hope to bring to the board?

I would love to get the community involved and make Forest Grove an amazing city to live in. When I first moved here, I had a slight grudge because I was moving away from my friends and family who live in Hillsboro, but now, living here for a few years, I've come to love the city and the people. I love it so much that I just had to stay and go to school here. I want to bring passion and involvement to the board.

List your educational experience:

Graduated high school with a Chancellors Diploma and Honors (Took many APs and advanced courses).

Currently a Freshman at Pacific University studying Biology, Politics/Policy, and French.

List any community involvement, appointed offices, elected offices and/or affiliations.

I worked for the City of Hillsboro and I volunteered for them as well while I lived there before moving to Forest Grove. I am now a college student and would love to become more involved in the beautiful city that I love in.

If not appointed at this time, may we keep your application on file?

Yes

Please type your name below as a signature.

Delaney Sharp

Date

11/01/2017

Source URL: <https://www.forestgrove-or.gov/node/17751/submission/2301>

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INTERVIEW
9-24-18
6:10pm

Published on *Forest Grove Oregon* (<https://www.forestgrove-or.gov>)

[Home](#) > [Boards & Commissions Reappointment Application](#) > [Boards & Commissions Application](#) > [Webform results](#) > [Boards Application](#)

Submission information

Form: [Boards and Commissions Application](#)
Submitted by Visitor (not verified)
Thursday, May 31, 2018 - 11:34am
172.16.64.18

First & Last Name

Cliff Zavala

Home Address

██████████ 16th Ave

Mailing Address, if different

City, State and Zip Code

Forest Grove

E-Mail Address

██

Telephone/Cell Phone Number

████████████████████

Employer

Work Telephone Number

Occupation/Profession

Are you a student applicant? (Students must be attending high school grade level or college in Forest Grove)

Yes

If so, which grade level and which school do you attend?

9th, Forest Grove High School

Do you reside within the City limits?

Yes

Years residing in Forest Grove:

7

How did you hear of this opportunity?

Soloman Clapshaw

Please rate the City's performance.

Good

What ideas do you have for improving "Fair" or "Poor" performance?

Listening to the public majority and minorities in order to resolve the issues they have.

Select which Boards, Committees or Commissions you would like to apply for:

- Community Forestry Commission (3rd Wednesday, 5:15pm)
- Historic Landmarks Board (4th Tuesday, 7:15pm)
- Parks and Recreation Commission (3rd Wednesday, 7am)
- Planning Commission (1st and 3rd Monday, 7pm)
- Public Safety Advisory Commission (4th Wednesday, 7:30am)
- Sustainability Commission (4th Thursday, 6pm)

What specific topics interest you that relate to the board?

The homeless, parks, public events, and environmental issues.

What contributions do you hope to bring to the board?

I hope to bring insight on different issues and hope to create new ideas and resolve different issues.

List your educational experience:

I have been in school up to 9th grade and have been taking honors and advanced classes since 7th grade.

List any community involvement, appointed offices, elected offices and/or affiliations.**If not appointed at this time, may we keep your application on file?**

Yes

Please type your name below as a signature.

Clifford Zavala

Date

05/31/2018

Source URL: <https://www.forestgrove-or.gov/node/17751/submission/4621>

Interview
9-24-18
6:20pm

Published on *Forest Grove Oregon* (<https://www.forestgrove-or.gov>)

[Home](#) > [Boards & Commissions Reappointment Application](#) > [Boards & Commissions Application](#) > [Webform results](#) > Board Application

Submission information

Form: [Boards and Commissions Application](#)
Submitted by Visitor (not verified)
Thursday, July 5, 2018 - 9:57pm
172.16.64.19

First & Last Name

Mark Fischer

Home Address

██████████ Douglas Street ██████████

Mailing Address, if different

City, State and Zip Code
97116

E-Mail Address

██

Telephone/Cell Phone Number

████████████████

Employer

Pacific University

Work Telephone Number

Occupation/Profession

Optometry/Vision Science Student

Are you a student applicant? (Students must be attending high school grade level or college in Forest Grove)

Yes

If so, which grade level and which school do you attend?

Pacific University College of Optometry

Do you reside within the City limits?

Yes

Years residing in Forest Grove:

1

How did you hear of this opportunity?

From the city website

Please rate the City's performance.

Good

What ideas do you have for improving "Fair" or "Poor" performance?

I think that the city of Forest Grove does a wonderful job of providing opportunities to the students and residents, however it seems like there is a lack of means of recipercating from the standpoint of the students. I feel as though better relationships between University students and the community would be beneficial to all involved.

Select which Boards, Committees or Commissions you would like to apply for:

- Committee for Community Involvement (1st Tuesday, 5:30pm)
- Historic Landmarks Board (4th Tuesday, 7:15pm)
- Library Commission (2nd Tuesday, 6:30pm)
- Planning Commission (1st and 3rd Monday, 7pm)
- Public Arts Commission (2nd Thursday, 5pm)
- Public Safety Advisory Commission (4th Wednesday, 7:30am)

What specific topics interest you that relate to the board?

I have deep interests in community health, education, and historical preservation. I have an undergraduate degree in History and have worked in the medical field for over 8 years. I am continuing my commitment to healthcare by pursuing a degree in optometry. I am specifically interested in education and assisting children and adults through encouraging discovery and learning by way of self inspiration.

What contributions do you hope to bring to the board?

I am a young, creative, and caring person with a passion for local government and creative solutions. I can bring a new perspective and provide insight to a variety of different topics. I have a broad ranging formal educational background, on top of this I pursue a number of topics during my own time to expand my knowledge base. Perhaps the largest contribuuton I can make is as a reliable researcher. I am very profficient in conducting literature reviews and sifting through historical documents to find answers to unique questions. I enjoy pursuing answers to difficult questions and will use this to help in any way that I can.

List your educational experience:

I have a bachelor of Science in History as well as a minor in Biochemistry. I am currently enrolled in a masters in vision science program as well as pursuing my doctorate of Optometry.

List any community involvement, appointed offices, elected offices and/or affiliations.

During my undergraduate years I served in multiple leadership positions in my fraternity. Including organizing philanthropy and community service events in correspondence with the university and community I was involved with.

If not appointed at this time, may we keep your application on file?

Yes

Please type your name below as a signature.

Mark Fischer

Date

07/05/2018

Source URL: <https://www.forestgrove-or.gov/node/17751/submission/4931>

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Interview
9-24-18
6:30pm

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[Home](#) > [Boards & Commissions Reappointment Application](#) > [Boards & Commissions Application](#) > [Webform results](#) > [Boards Application](#)

Submission information

Form: Boards and Commissions Application
Submitted by Visitor (not verified)
Monday, June 4, 2018 - 5:16pm
172.16.64.19

First & Last Name

Ashley Terry

Home Address

██████████ Doubletree St

Mailing Address, if different

3434 Doubletree St

City, State and Zip Code

Forest Grove, OR 97116

E-Mail Address

██

Telephone/Cell Phone Number

████████████████████

Employer

Student

Work Telephone Number

Occupation/Profession

Student

Are you a student applicant? (Students must be attending high school grade level or college in Forest Grove)

Yes

If so, which grade level and which school do you attend?

Junior Forest Grove High School

Do you reside within the City limits?

Yes

Years residing in Forest Grove:

11

How did you hear of this opportunity?

Solomon Clapshaw

Please rate the City's performance.

Good

What ideas do you have for improving "Fair" or "Poor" performance?**Select which Boards, Committees or Commissions you would like to apply for:**

- Committee for Community Involvement (1st Tuesday, 5:30pm)
- Public Arts Commission (2nd Thursday, 5pm)

What specific topics interest you that relate to the board?

I am very involved in the Arts. I play the piano competitively, accompany high school choir, and I teach my own students. I am interested in helping fund the arts and bringing awareness and recognition to students who are successful in these areas. I would also like to encourage students to try a new art form and become more involved in our community as well.

What contributions do you hope to bring to the board?

I have knowledge of where the arts are lacking in our school district, and ways we can support the students there. I have helped out at community events through my involvement in the Renaissance Leadership Class at Forest Grove High School. I enjoy putting on events to gather the community together to help us feel unity and encourage a sense of community.

List your educational experience:

Junior at Forest Grove High School (2018-2019)
Studying Syllabus Level 9 OMTA

List any community involvement, appointed offices, elected offices and/or affiliations.

Committee Chair in Renaissance Leadership
National Honors Society Member
Leader in Church Youth Group for ages 12-18
Summer Camp Counselor for ages 12-18

If not appointed at this time, may we keep your application on file?

Yes

Please type your name below as a signature.

Ashley R. Terry

Date

06/04/2018

Source URL: <https://www.forestgrove-or.gov/node/17751/submission/4671>

INTERVIEW
9-24-18
6:40pm

Published on *Forest Grove Oregon* (<https://www.forestgrove-or.gov>)

[Home](#) > [Boards & Commissions Reappointment Application](#) > [Boards & Commissions Application](#) > [Webform results](#) > [Boards Application](#)

Submission information

Form: [Boards and Commissions Application](#)
Submitted by Visitor (not verified)
Wednesday, June 13, 2018 - 9:02am
172.16.64.18

First & Last Name

Johanna Peeters Weem

Home Address

██████ SW Omega Drive

Mailing Address, if different

City, State and Zip Code

Forest Grove, OR, 97116

E-Mail Address

██

Telephone/Cell Phone Number

████████████████

Employer

None

Work Telephone Number

Occupation/Profession

Student

Are you a student applicant? (Students must be attending high school grade level or college in Forest Grove)

Yes

If so, which grade level and which school do you attend?

9th Grade, Forest Grove High school

Do you reside within the City limits?

No

Years residing in Forest Grove:

None

How did you hear of this opportunity?

From Mrs. Wenzl, who had me as a student at NAMS.

Please rate the City's performance.

Good

What ideas do you have for improving "Fair" or "Poor" performance?

Sustainability: Create and update long term sustainability goals, especially relating to fossil fuels consumption. Create a goal to be 100% renewable as a town, and/or pressure Washington county to make its own goal in that area.

Better sustainability in schools by creating better compost and recycling plans, setting goals on water usage and setting up renewable energy for students to work with and learn about while also providing cheap energy for the schools.

Plant native plants (like milkweed) in parks city. Discourage non-native species that can compete on a regular basis.

Regular liter cleanups that citizens can participate in: provide food and raffles for prizes to encourage people to participate in keeping our city clean.

Work with school teachers and club advisors to recruit diverse teens with interest and ideas, without forcing them into a full time commitment.

Library: Host more after school clubs and provide tutoring services to those in need. Club ideas include music (there is already a grand piano in the back room), board and video games (use the libraries board games and purchase a console), science and building (invite in science teachers to create fun projects) and a book club for children.

Set up two library scavenger hunts (one for teens and one for children) that change every month for people to run around and solve. Keep a leaderboard of the fastest finishers.

Provide prizes to all.

Select which Boards, Committees or Commissions you would like to apply for:

- Library Commission (2nd Tuesday, 6:30pm)
- Sustainability Commission (4th Thursday, 6pm)

What specific topics interest you that relate to the board?

Various types of science, engineering and math. Racial, Gender and LGBTQ+ equality. Writing, problem solving and the environment.

What contributions do you hope to bring to the board?

I would like to see Forest Grove decrease its carbon footprint while bettering its representation of the citizens. I can help this be accomplished with my work ethic, problem solving capabilities, writing and speaking skills and deep passion for the environment. I would like to make Forest Grove and Oregon live up to their reputation as a very green city and town.

I also spend a lot of time at the library and I know the place pretty well. I want more people to come to the Library to study and have fun and I think that there are a lot of different ways to do this. I know I can come up with a few.

List your educational experience:

I just finished my eighth grade year at NAMS, where I was on the honor roll for both my 7th and 8th grade year. I took all honors classes including a math class that is two grade levels above normal 8th grade. I love school. Even though I haven't started high school I'm excited for the challenge.

List any community involvement, appointed offices, elected offices and/or affiliations.

One year as a Leadership student at NAMS.

Two years as the editor in chief of the Neil Armstrong Newspaper.

If not appointed at this time, may we keep your application on file?

Yes

Please type your name below as a signature.

Johanna Peeters Weem

Date

06/13/2018

Source URL: <https://www.forestgrove-or.gov/node/17751/submission/4731>

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