

# CITY COUNCIL MONTHLY MEETING CALENDAR

July-19						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4	5	6
<i>Council President Johnston out until 08/03</i>				<b>CITY OFFICES CLOSED</b>		
	Planning Comm 7pm	CCI 5:30pm	FG Rural Fire Board Mtg		FGS&CC 1st Friday	
7	<b>CITY COUNCIL</b> 5:30 PM - WORK SESSION (Police Facility) 7:00 PM - REGULAR COUNCIL MEETING 8:30 PM - EXECUTIVE SESSION (CM Eval) COMMUNITY AUDITORIUM	8	9	10	11	12
		Red Cross Blood Drive 1pm-6pm, Comm Aud	Municipal Court	Red Cross Blood Drive 1pm-6pm, Comm Aud		
		Coffee w/Cop 8am Library Comm 6:30pm	Sister Cities 4:45pm	EDC Noon PAC 5pm		FGS&CC Cruis'n Grove
<i>City Manager's OCCMA Conference out until 07/12</i>						
14	15	16	17	18	19	20
	Chamber Luncheon					
	Planning Comm 7pm	Parks Design Open House, 6pm	P&R 7am CFC 5:15pm			
21	22	23	24	25	26	27
<b>NO CITY COUNCIL MEETING SCHEDULED</b>			Municipal Court			
Pacific University Concours		HLB 6:30pm	PSAC 7:30am	Sustainability 6pm		
28	29	30	31			
<i>Council President Johnston out until 08/03</i>						
August-19						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
					FGS&CC 1st Friday	Meet the Artist
<i>Council President Johnston returns 08/3</i>				<i>Oregon Mayors Conference, Medford</i>		
4	5	6	7	8	9	10
	Planning Comm 7pm	CCI 5:30pm	Barney/JWC Elected Tour 8:45am, JWC Plant <b>FG Rural Fire Board Mtg</b>	EDC Noon		
11	<b>CITY COUNCIL</b> 5:30 PM - WORK SESSION(s) 7:00 PM - REGULAR COUNCIL MEETING COMMUNITY AUDITORIUM	12	13	14	15	16
		Red Cross Blood Drive 1pm-6pm, Comm Aud	Municipal Court			
		Library Comm 6:30pm	City Watershed Tour 8:30am	PAC 5pm		FG Uncorked
18	19	20	21	22	23	24
	Chamber Luncheon		Barney/JWC Staff Tour 8:45am, JWC Plant			
	Planning Comm 7pm		P&R 7am CFC 5:15pm	Sustainability 6pm		
25	26	27	28	29	30	31
<b>NO CITY COUNCIL MEETING SCHEDULED</b>			Municipal Court			
		HLB 6:30pm	PSAC 7:30am			
September-19						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6	7
	<b>CITY OFFICES CLOSED</b>	CCI 5:30pm Planning Comm 7pm	Red Cross Blood Drive 1pm-6pm, Comm Aud			
			FG Rural Fire Board Mtg	EDC Noon	FGS&CC 1st Friday	
8	<b>CITY COUNCIL</b> 5:30 PM - WORK SESSION(s) 7:00 PM - REGULAR COUNCIL MEETING COMMUNITY AUDITORIUM	9	10	11	12	13
			Municipal Court		PAC 5pm	
15	16	17	18	19	20	21
	Chamber Luncheon					
	Planning Comm 7pm	Library Comm 6:30pm	P&R 7am CFC 5:15pm	Sustainability 6pm		
22	<b>CITY COUNCIL</b> 5:30 PM - WORK SESSION(s) 7:00 PM - REGULAR COUNCIL MEETING COMMUNITY AUDITORIUM	23	24	25	26	27
			Municipal Court			
		HLB 6:30pm	PSAC 7:30am			
29	30					

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## CITY COUNCIL MEETING AGENDA

**MONDAY, JULY 8, 2019  
COMMUNITY AUDITORIUM  
1915 MAIN STREET**

- 5:30 PM WORK SESSION (Proposed Police Station Concept Design Review)**
- 7:00 PM CITY COUNCIL REGULAR MEETING**
- 8:30 PM EXECUTIVE SESSION (City Manager Evaluation)**

**Forest Grove City Council Meetings are televised live 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-programming/government-meetings/forest-grove>.**

PETER B. TRUAX, MAYOR

Thomas L. Johnston, Council President  
Timothy A. Rippe  
Ronald C. Thompson

Elena Uhing  
Adolph "Val" Valfre, Jr.  
Malynda H. Wenzl

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](mailto: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](mailto:aruggles@forestgrove-or.gov), 503-992-3235, at least 48 hours prior to the meeting.

**5:30**

**WORK SESSION(s):**

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

- ***Proposed Police Station Concept Design Review***  
*(1-1/2 hours)*

(PowerPoint Presentation)  
Paul Downey, Administrative  
Services Director

J. F. Schutz, Police Chief  
Jesse VanderZanden, City Manager

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

**7:10**  
15mins

5. A.
  - *Council Creek Regional Trail Update*

(PowerPoint Presentation)  
Derek Robbins, Engineer  
Gregory Robertson, Public Works  
Director

**7:25**  
15mins

5. B.
  - *GIS Roadmap Update*

(PowerPoint Presentation)  
Gretchen Roberts, IT Manager  
Jennifer Zumbado, GIS Coordinator  
Paul Downey, Administrative  
Services Director

**7:40**  
5mins

6. A. **CONTINUE PUBLIC HEARING AND SECOND READING OF ORDINANCE NO. 2019-07 AMENDING THE COMPREHENSIVE PLAN MAP TO RE-DESIGNATE ONE PARCEL FROM NEIGHBORHOOD COMMERCIAL (CN) TO TOWN CENTER TRANSITION (TCT); WASHINGTON COUNTY TAX LOT 1S306BA09600; LOCATED AT 1836 CEDAR STREET, PROPERTY OWNER: JOSEPH TRETTER; FILE NO. 311-19-000005-PLNG**

James Reitz, Senior Planner  
Bryan Pohl, Community  
Development Director  
Jesse VanderZanden, City Manager

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James Reitz, Senior Planner Bryan Pohl, Community Development Director Jesse VanderZanden, City Manager	7:45 5mins	6. B. <b><u>CONTINUE PUBLIC HEARING AND SECOND READING OF ORDINANCE NO. 2019-08 AMENDING THE ZONING MAP TO RE-DESIGNATE ONE PARCEL FROM NEIGHBORHOOD COMMERCIAL (CN) TO TOWN CENTER TRANSITION (TCT); WASHINGTON COUNTY TAX LOT 1S306BA09600; LOCATED AT 1836 CEDAR STREET, PROPERTY OWNER: JOSEPH TRETTER; FILE NO. 311-19-000005-PLNG</u></b>
City Councilors	7:50	7. <b><u>CITY COUNCIL COMMUNICATIONS:</u></b>
Jesse VanderZanden, City Manager	8:10	8. <b><u>CITY MANAGER'S REPORT:</u></b>
Peter Truax, Mayor	8:15	9. <b><u>MAYOR'S REPORT:</u></b>
	<b><u>8:20</u></b>	10. <b><u>ADJOURNMENT:</u></b>

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Peter Truax, Mayor	<b><u>8:30</u></b>	<p>The City Council will convene in the Community Auditorium – Conference Room to hold the following executive session(s):</p> <p><b>In accordance with <u>ORS 192.660(2)(i)</u> to review and evaluate the employment-related performance of the City Manager.</b></p> <p><b><u>EXECUTIVE SESSIONS ARE CLOSED TO THE PUBLIC.</u></b> 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.</p>
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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 Executive Session (City Manager Performance Evaluation) Meeting Minutes of June 24, 2019.
  - B. Accept Committee for Community Involvement Meeting Minutes of May 7, 2019.
  - C. Accept Community Forestry Commission Meeting Minutes of May 15, 2019.
  - D. Accept Historic Landmarks Board Meeting Minutes of May 21, 2019.
  - E. Community Development Department Monthly Building Activity Informational Report for June 2019.
  - F. Endorse New Liquor License Application (Full On-Premises Sales) for The Lazy Eye, 2036 Pacific Avenue.



# PROPOSED POLICE STATION

CONCEPT DESIGN  
REVIEW

Paul Downey, Adm. Services  
Director

Janie Schutz, Police Chief

# PURPOSE

Address Council Concerns from January 28, 2019,  
Work Session

- Council Expressed Concerns over 4 Areas of the Concept Design:
  - Firing Range - Justification for Having a Range
  - Lobby/Exterior Concept Design – Size and Look
  - Size of Evidence Area
  - Training Room – Questioned Need for Another Public Meeting Room

# FIRING RANGE

Discussion on the firing range centered on the justification for a firing range at the new police station similar to the one inside the current police station.

- Factors reviewed by staff:
  - Viability to continue to use current range
  - How range is currently used versus how off-site range would be utilized, i.e. County range
  - Estimated labor costs of using off-site range versus including building range at new police station

# FIRING RANGE

- Current Range:
  - Is a three-lane range used for pistol shooting that has not been updated in decades except for cleaning up lead in the range.
  - Can hear shots (popping noises) in current building. If building is re-purposed for different use(s) and range is retained, would need to upgrade range and would likely have same noise issue.
  - Upgrading current range is nearly equivalent in cost to installing a new range of comparable size.

# FIRING RANGE

- Current Range Usage:
  - FGPD's training schedule is in accordance with state law and comparable with other agencies.
  - Every two months sworn staff shoot 2 courses on their regularly scheduled shift. If a priority call comes in, the officers leave the range to answer the call.
  - Shooting on a regular basis is a good risk management practice as shooting is a perishable skill over time.

# FIRING RANGE

- If training moved to an offsite range:
  - Training would most likely be reduced to 4 times per year. This impacts proficiency.
  - Closest current range about an hour away. If County range allows usage, would reduce this to 20-30 minutes.
  - Training takes an entire shift assuming travel time to and from range, set-up, training, and breakdown.

# FIRING RANGE

- Build new 4-lane range at site of proposed police station:
  - Could continue training program on-site that allows officers to practice more frequently than using off-site range.
  - Options to build range could be purchasing a self-contained range to building a shell and installing the range. Staff and architects will review pros and cons of each.
  - For the costing comparison, staff used an estimate for a pre-built self-contained range with all options (most expensive option). Estimated cost of that option was \$1.2 million.

# FIRING RANGE

- Costing assumptions for training:
  - Patrol officers and sergeants will be away from the City so approximately one-half of training time would be on overtime status including call-backs for coverage.
  - For training four times a year, the annual estimate is approximately 440 hours of overtime for officers and 80 hours of overtime for sergeants.
- Conclusion - Using current average overtime rates and a 3% escalation factor, the overtime costs avoided by keeping an on-site range will pay for the costs of building the new range in approximately 15 years. If the range costs less than \$1.2 million, the payback will be faster.

# TRAINING ROOM

Concern expressed by Council over having another public meeting room.

- Staff comments:
  - Intent has always been that it be a training room for police, including outside agencies at times, and not a public meeting room.
  - Training includes any all-staff briefings/training, defensive tactics, EMS, etc.
  - Was some initial discussion about Citizen's Academy potentially being held there but not other public meetings.
  - Revised design allows for cross-usage with kitchen/break room to efficiently utilize space.

# EVIDENCE ROOM

Concern was expressed by Council over the size of the evidence room.

- Staff comments:
  - Proposed size of evidence area has been reduced by using more high-density mobile shelving to store the evidence using less building footprint. Will not affect the amount of evidence that can be stored compared to the original design.
  - Some evidence intended to be stored in a separate room in evidence area will be stored in secured mobile shelving instead.

# LOBBY

Concern was expressed by Council over size of the lobby while still meeting the goal of having a open and transparent look.

- Staff comments:
  - The size of the lobby has been reduced.
  - Some of the reduction is due to moving the stairs inside the secured area.

# CONCEPT DESIGN

During the discussions to develop responses to Council concerns, two concepts emerged:

- 1) Reducing footprint of original concept design
- 2) Reducing the footprint of the original concept design and separating the firing range from the building.

The Architects will present both concepts.

# CONCEPT DESIGN RECAP

- Original concept design – 25,443 square feet
- Original concept design with reduction in footprint – 22,385 square feet
- Original concept design with reduction in footprint and separate firing range –
  - Police Station – 19,670 square feet
  - Firing Range Structure – 3,200 square feet

# CONCEPT DESIGN QUESTION

## LEVEL OF DESIGN PRIOR TO ELECTION ON G.O. BOND REQUEST

- Staff and the architect have discussed the possibility of completing schematic design prior to the bond election. This takes the design to about 30% complete meaning the detailed layout of the building is complete.
- Advantages to doing this is the cost estimator has more detailed information to prepare a cost estimate and final design will take less time after bond approval.
- This option would add approximately \$200,000 to design costs prior to the bond election that would be reimbursable from bond funds.

# COUNCIL DISCUSSION

- Council thoughts on revised concept design
- Discussion on exterior design concept – what look and feel does the Council want included in the exterior design concept
  - Goal of this item is to assist staff and architect on developing exterior concept that can be used for renderings for presentations to the public starting in the Fall.
- Council thoughts on completing schematic design at this time.

# NEXT STEPS

- Staff recommends the City proceed with the revised concept design having separate buildings for the Police Station and the firing range.
- Staff recommends the City proceed with 30% schematic design to inform cost estimate and exterior finish.
- If the Council concurs, the following steps will be taken:
  - Complete the schematic design process for the police station and firing range being separate structures. Will require a contract amendment with architect.
  - After schematic design is complete, get a revised cost estimate.
  - Review schematic design and cost estimate with Council in the Fall.



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3A

Monday, June 24, 2019  
5:30 p.m., Community Auditorium  
Conference Room

**City Council Executive Session Minutes**

**Minutes are unofficial until approved by Council.**

**1. CALLED TO ORDER AND ROLL CALL:**

Mayor Peter Truax called the Executive Session to order at 5:30p.m.

**ROLL CALL: COUNCIL PRESENT:** Thomas Johnston, Council President; Timothy Rippe; Ronald Thompson; Elena Uhing; Adolph "Val" Valfre; Malynda Wenzl; and Mayor Peter Truax.

**STAFF PRESENT:** Jesse VanderZanden, City Manager (dismissed), and Anna Ruggles, City Recorder (dismissed).

**2. EXECUTIVE SESSION:**

The City Council met in Executive Session in accordance with:

**ORS 192.660(2)(I)** to review and evaluate the employment-related performance of the City Manager.

**3. ADJOURNMENT:**

Mayor Truax adjourned the Executive Session at 6:26 p.m.

Respectfully submitted,

\_\_\_\_\_  
Anna D. Ruggles, CMC, City Recorder

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**CCI Meeting 5/7/19**

**Present:** David Andersen, Devon Downeysmith, Kristen Tangen, Pamela Sprague, Charlene Murdock, Council Liaison Malynda Wenzl, City Liaison Bryan Pohl

**Absent:** Tom Cook, Ashley Terry

Vice Chair Kristen Tangen convened the meeting at 5:35pm.

**Motion to Approve Minutes:** Pamela Sprague motioned to approve the April minutes. Charlene Murdock seconded. The April minutes were approved as written.

**CCI Report to City Council:** David Andersen spoke about his recent report to City Council on behalf of the committee. He said that City Council was complimentary the committee's 2019 Town Meeting, noting that there had originally been some misgivings about changing the meeting's location and format, but that City Council and Staff were pleasantly surprised to see that the changes were received so well by the community.

City Council noted that for future Annual Town Meetings, time should be set aside and built into the agenda for community members to speak to City Council and Staff.

During Andersen's report, Mayor Truax noted that the census will be coming up soon. He encouraged CCI to select an upcoming meeting over the next several months to discuss it, and how CCI can help make sure community members know where they can participate and how. He explained that the cities of Hillsboro, Cornelius and Forest Grove are all working together to conduct outreach on the census.

Mayor Truax also noted that Forest Grove's 150th anniversary is coming up in October of 2020. There will be large events to celebrate. An advisory committee comprised of City Board and Commission members is being formed to plan these events.

Community Action Inbox: Charlene Murdock spoke with members about the upcoming Celebrate Great Grains event in September, and encouraged commission members to attend and help spread the word about the event. Murdock also spoke about another event on October 5 when Forest Grove will begin a week activities to celebrate and honor its sister city, Nyuzen, Japan.

**CCI Discussion: Meetings with Other Boards and Commissions:** Pamela Sprague will follow up with the Oregon League of Women Voters to see if they need CCI's help with any upcoming events.

This past month, CCI members attended the opening day of the Farmer's Market, Representative McLain's town hall, legislative meetings with Senator Chuck Riley and Hillsboro

Representative Janeen Sollman, and Earth Week at Pacific University. Next month CCI plans to attend the upcoming Economic Development Commission meeting.

**Staff Liaison Report:** Bryan Pohl spoke about the upcoming Severe Rent Burden forum: Over 25 percent of the city's population pays over 50 percent of their annual household income on rent. The City will hold the forum on May 14th at the Forest Grove Library. It is expected that the forum will be attended by local landlords, affordable housing advocates, builders, and other community members. The city held its first forum in December of last year.

**Council Liaison Report:** Councilor Malynda Wenzl spoke about current budget work in progress. There will be a budget meeting this coming Thursday. On May 13th, before the next City Council meeting, City Council will review CEP grants.

Councilor Wenzl also updated the committee a change to its bylaws. CCI can change the time of year when member terms expire. CCI member terms typically expire on 12/31, but because the Annual Town Meeting is always held the third Saturday in January, this timing for members to roll off of the committee is not ideal. The bylaws have also changed to only allow Committee Chairs to hold office for four consecutive years and no more.

To add to future agenda: go through by-laws to make changes we want to change.

Kristen Tangen adjourned the meeting at 6:30pm.



**President** – Mark Nakajima – Mike Howell Presiding

**Members Present:** David Hunter – Dale Wiley – Bruce Countryman – Jen Warren

**Members Absent:** Lance Schamberger, Mark Nakajima

**Staff Present:** Dan Riordan

**Council Liaison:** Ron Thompson - present

**Student Advisor:** Declan Lynch - present

**Citizen New Member / Introduction:** None.

**Minutes Approval:** Jen moved to approve and David seconded that the minutes be approved as submitted.

**OLD BUSINESS:**

No Old business

**NEW BUSINESS**

**New Business – Town Center Street Tree Inventory and Assessment**

Dan reviewed the key findings contained in the Town Center street tree inventory and assessment report prepared by the arborist. A Council work session to present the report is scheduled for May 28<sup>th</sup>. Commission members discussed the report and possible next steps for implementing the recommendations. The Commission also discussed the need for public outreach, especially to business and property owners in the Town Center, about street tree matters and the plan moving forward.

**MOTION** - Dale moved that the Commission accept the street tree inventory and assessment report. Bruce seconded. All aye.

**MOTION** Dale moved that the Commission recommend to City Council that the City hire a design consultant to recommend best methods to mitigate Town Center tree hazards and prepare a 20-year vision for planting in the Town Center. Bruce seconded.

Dan noted that Adelante Mujeres is required to replace the street tree in front of their building on Main Street as condition of approval for their construction project. The Commission agreed that

Adelante Mujeres will need to plant a smaller variety tree in the interim before the street tree plan is completed.

**MEMBER UPDATE:**

David noted he will be presenting a case study at an arborist convention.

**LIAISON UPDATE – Ron Thompson:**

Ron mentioned that when the dates for the tour of the watershed come up it would be good for members to try and attend. It will be in the fall some time. Members will be notified.

**NEXT MEETING:** June 19, 2019 at 5:30 pm at the City Auditorium.

**MEETING ADJOURNMENT:** Jen moved and David seconded that we adjourn.

Unanimous vote affirmative to adjourn.

Respectfully submitted,

Dale Wiley  
CFC Secretary

**APPROVED**

Forest Grove Historic Landmarks Board  
Community Auditorium, 1915 Main Street  
May 21, 2019 -- 6:30 P.M. Page 1 of 2

3D

**Members Present:** Jennifer Brent, George Cushing, Mark Fischer, Larissa Whalen Garfias, Holly Tsur (by phone), Kelsey Trostle, Bill Youngs  
**Staff Present:** James Reitz  
**Council Liaison:** Tom Johnston  
**Citizens Present:** 02 (Melody Haveluck and Councilor Val Valfre)

1. **Call to Order:** Cushing opened the meeting at 6:34 p.m.

2. **Citizen Communication:** None.

3. **Action Items / Discussion:**

**A. Photo Contest:** Winners have been selected. Members of the Public Arts Commission (who judged the entries) will be at the May 28 City Council meeting to help present the awards.

- The winners have been notified and will be at the presentation.
- Tickets from Theater-in-the-Grove will be part of the award.
- Discussion ensued about getting an earlier start on next year's contest, maybe even as early as October.
- Whalen Garfias will add all the photos to the Board's "drop box".

**B. Chamber Luncheon Presentation:**

- Cushing will make the presentation on June 17<sup>th</sup> about the downtown district nomination process.
- Reitz will prepare a PowerPoint slide presentation for Cushing's use.
- The Board discussed whether to have handouts available, but concluded that these might be too detailed information for what would be a more general audience.
- Reitz will provide Cushing copies of the handouts used at the neighborhood informational meeting for his review beforehand.
- Tsur expressed concern about potential Federal rule changes that might affect how a district is formed. Reitz noted that the new rules have not been adopted and may change, so we should continue to proceed as planned.

**C. Editorial Calendar:** Trostle reviewed the calendar for the next few months -

- During July to September, a recap of the past year's preservation grant awards.
- July 15<sup>th</sup> is the deadline for the next FHFG newsletter; the topic will be the preservation grant application.
- August – National Night Out
- September – Chalk Art Festival

**D. Preservation Grants:** Due to limited funds, there was discussion about potentially reducing the grant award amounts from \$1,000 to \$950. Youngs volunteered to ask his employer (SSOE) for funds to make up the difference to keep the \$1,000 limit.

4. **Old Business/New Business:**

**A.** Approval of Historic Landmarks Board Meeting Minutes. **The meeting minutes of April 23, 2019 were approved with minor corrections.**

**B.** Council Liaison Report. Councilor Johnston reviewed a number of topics the Council is working on, including -

- A "Festival of Hope" on June 15<sup>th</sup>
  - A downtown parking study
  - OHSU review of the local hospital
  - A transit study, possibly to develop a new bus route for low income workers
  - The TriMet southwest light rail line and the upcoming bond
  - Electrical utility rates are going up 2-4%
  - Logging rights have been awarded in the watershed
  - A project to fix Hawthorne Street near 23<sup>rd</sup> Avenue should be done this year
  - A new roundabout may be constructed at the Martin Road / Highway 47 intersection
  - A roundabout is being considered at the Maple Street / Highway 47 intersection, but its design is complicated due to the railroad tracks there
- C. FHFG Report. Haveluck reported that a new liaison will begin attending Board meetings, and that the garden tour is approaching on June 2<sup>nd</sup>. She handed out new posters for this event.
- D. Staff Update. Reitz reported that the SHPO grant had been awarded and the contract was in progress. He has already started the RFP process for selecting a consultant for the downtown district nomination process. He requested volunteers to help with the selection process; Tsur expressed interest.
- E. June Agenda: Editorial calendar, National Night Out planning, alternative funding, preservation grant requests (if any), review of the May 28 Council meeting presentations, and review of the Chamber luncheon presentation.

5. **Adjournment:** The May 21, 2019 meeting adjourned at 8:20 p.m.

These minutes respectively submitted by Bill Youngs, Acting Secretary



# Monthly Building Activity Report

June-19

2018-2019

3E

Category	Period:	June-18	Period:	June-19
	# of Permits	Value	# of Permits	Value
Man. Home Setup	1	\$ 12,000.00	1	
Sing-Family New	9	\$2,862,921	7	\$2,008,375
SFR Addition & Alt/Repair	7	\$163,114	8	\$112,710
MultiFamily New				
MultiFamily Alteration/Repair	1	\$150,688		
Group Care Facility				
Commercial New	2	\$81,125		
Commerical Addition				
Commercial Alt/Repair	7	\$45,037	7	\$83,200
Industrial New				
Industrial Addition				
Industrial Alt/Repair	1	\$33,000	4	\$182,153
Gov/Pub/Inst (new/add)			1	\$18,000
Signs	2	\$16,685		
Grading				
Demolitions			1	
<b>Total</b>	<b>30</b>	<b>\$3,364,570</b>	<b>29</b>	<b>\$2,404,438</b>

### Fiscal Year-to-Date

2017-2018		2018-2019	
Permits	Value	Permits	Value
394	\$73,121,228	333	\$67,821,597

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<i>CITY RECORDER USE ONLY:</i>	
AGENDA ITEM #:	<u>3F</u>
MEETING DATE:	<u>07/08/2019</u>
FINAL ACTION:	_____

**CITY COUNCIL MEMORANDUM**

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**TO:** *City Council*

**FROM:** *Jesse VanderZanden, City Manager*

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

**DATE:** *July 8, 2019*

**SUBJECT TITLE:** *Liquor License New Application (Change of Ownership)*

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**BACKGROUND:**

ORS 471.166 establishes the process for local government to make recommendation to the Oregon Liquor Control Commission (OLCC) concerning the suitability of a new liquor license application.

Pursuant to City Code 7.805, any person or business requesting City Council endorsement for a liquor license must submit to a criminal background check and must obtain or have a valid City business license in accordance with City Code. The Police Chief has reviewed the applicable criminal records check of the licensee and responsible parties and has made recommendation to forward for Council's consideration the attached liquor license application, along with one of the following recommendations:

- **Forward with Approval** ~ no legal basis for denial.
- **Forward with Approval, Supporting Documentation.** A criminal record exists; however, the record does not contain valid basis for denial as provided by Oregon liquor laws (i.e., felony drug or alcohol-related convictions). (*Dissemination of criminal record checks is prohibited by State law and is exempted from public disclosure*).
- **Reject Application, Memorandum required** ~ the Police Chief has substantial evidence and opposition that warrants a Public Hearing before the City Council to hear testimony and to be used in the City's decision-making process.

**STAFF RECOMMENDATION:**

Staff recommends the City Council endorse the attached liquor license application. The City's endorsement will be submitted to OLCC for final determination.

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A place where families and businesses thrive.

*CITY RECORDER USE ONLY:*

AGENDA ITEM #: \_\_\_\_\_

MEETING DATE: \_\_\_\_\_

FINAL ACTION: \_\_\_\_\_

**LIQUOR LICENSE RECOMMENDATION**

**BUSINESS NAME / INDIVIDUAL:** Min's Cafe, LLC DBA: The Lazy Eye

**BUSINESS LOCATION ADDRESS:** 2036 Pacific Avenue

**LIQUOR LICENSE TYPE:** BL No. 002482

**CITY BUSINESS LICENSE:** \_\_\_\_\_

1. TYPE OF LICENSE:		2. LICENSE FEE:	
<input checked="" type="checkbox"/>	F-COM – Full On-Premises Sales	<input type="checkbox"/>	L – Limited On-Premises Sales
<input type="checkbox"/>	F-CAT – Full ON-Premises Sales, Caterer	<input type="checkbox"/>	O – Off-Premises Sales
<input type="checkbox"/>	F-FPC/F-CLU – Full On-Premises, Private	<input type="checkbox"/>	SEW – Special Event Winery
<input type="checkbox"/>	F-PL – Full On-Premises Public Location	<input type="checkbox"/>	SEG – Special Event Grower
<input type="checkbox"/>	TSL – Temporary Sales License	<input type="checkbox"/>	SED – Special Event Distillery
<input type="checkbox"/>	BP – Brewery Public House	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	<b>FULL ON-PREMISES SALES</b>	<input type="checkbox"/>	<b>LIMITED ON-PREMISES SALES</b>
Allows sale and service of distilled spirits, malt beverages, wine and cider for consumption on licensed premises and required to have dining seating. Allows sale of malt beverages, wine and cider in securely covered container (growler) for consumption off licensed premises. Also allows applying for temporary use of annual license for special events off-premises.		Allows sale and service of malt beverages, wine and cider for consumption on licensed premises. Allows sale of malt beverages, wine and cider in securely covered container (growler) for consumption off licensed premises. Also allows applying for temporary use of annual license for special events off-premises.	
		<input type="checkbox"/> <b>BREWERY – PUBLIC</b>	
		Allows manufacturing malt beverages and to sell and distribute to patrons and wholesalers. Allows sale of malt beverages, wine and cider in securely covered container (growler) for consumption off licensed premises.	
<input type="checkbox"/>		<input type="checkbox"/>	<b>OFF-PREMISES SALES</b>
		Allows the sale of malt beverages, wine and cider in factory sealed containers for consumption off licensed premises. Also allows applying for sample tasting on premises.	

**APPLICABLE CRIMINAL RECORDS CHECK:**

NONE

SUPPORTING DOCUMENTATION ATTACHED

**RECOMMENDED ACTION:**

FORWARD WITH APPROVAL

REJECT APPLICATION (Memorandum Required)

J. F. Schutz  
J. F. Schutz, Chief of Police/Designee

6/24/2019  
Date





OREGON LIQUOR CONTROL COMMISSION

# LIQUOR LICENSE APPLICATION

3. Applicant #1 <u>Mina's Cafe LLC</u> <u>MELINDA LEA YEARGIN</u> <u>NSZ</u>		Applicant #2	
Applicant #3		Applicant #4	
4. Trade Name of the Business (Name Customers Will See) <u>THE LAZY EYE</u>			
5. Business Address (Number and Street Address of the Location that will have the liquor license) <u>2036 PACIFIC AVE.</u>			
City <u>FOREST GROVE</u>	County <u>WASHINGTON</u>	Zip Code <u>97116</u>	
6. Does the business address currently have an OLCC liquor license? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO			
7. Does the business address currently have an OLCC marijuana license? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO			
8. Mailing Address/PO Box, Number, Street, Rural Route (where the OLCC will send your mail) <u>3043 18TH AVE.</u>			
City <u>FOREST GROVE</u>	State <u>OR</u>	Zip Code <u>97116</u>	
9. Phone Number of the Business Location <u>503-616-0365</u>		Email Contact for this Application [REDACTED]@[REDACTED].[REDACTED]	
Contact Person for this Application <u>DONALD YEARGIN</u>		Phone Number [REDACTED]	
Mailing Address [REDACTED]	City <u>FOREST GROVE</u>	State <u>OR</u>	Zip Code <u>97116</u>

I understand that marijuana (such as use, consumption, ingestion, inhalation, samples, give-away, sale, etc.) is **prohibited** on the licensed premises.

I attest that all answers on all forms, documents, and information provided to the OLCC are true and complete.

### Applicant Signature(s)

- Each individual person listed as an applicant must sign the application.
- If an applicant is an entity, such as a corporation or LLC, at least one person who is authorized to sign for the entity must sign the application.
- A person with the authority to sign on behalf of the applicant (such as the applicant's attorney or a person with power of attorney) may sign the application. If a person other than an applicant signs the application, please provide proof of signature authority.

(Applicant #1) [REDACTED]

(Applicant #2)

(Applicant #3)

(Applicant #4)



OREGON LIQUOR CONTROL COMMISSION
BUSINESS INFORMATION

Please Print or Type

Applicant Name: MINS CAFE LLC Phone: 503-616-0365

Trade Name (dba): THE LAZY EYE

Business Location Address: 2036 PACIFIC AVE

City: FOREST GROVE, OR ZIP Code: 97116

DAYS AND HOURS OF OPERATION

Business Hours:

Sunday 11am to midnighli
Monday 4pm to midnighli
Tuesday 11am to midnighli
Wednesday 11am to midnighli
Thursday 11am to midnighli
Friday 11am to 2am
Saturday 11am to 2am

Outdoor Area Hours:

Sunday 11am to 10pm
Monday 4pm to 10pm
Tuesday 11am to 10pm
Wednesday 11am to 10pm
Thursday 11am to 10pm
Friday 11am to 10pm
Saturday 11am to 10pm

The outdoor area is used for:

[X] Food service Hours: 11am to 10pm
[ ] Alcohol service Hours: 11am to 10pm
[ ] Enclosed, how

The exterior area is adequately viewed and/or supervised by Service Permittees.
(Investigator's Initials)

Seasonal Variations: [ ] Yes [X] No If yes, explain:

ENTERTAINMENT

Check all that apply:

- [ ] Live Music [ ] Karaoke
[X] Recorded Music [X] Coin-operated Games
[ ] DJ Music [X] Video Lottery Machines
[ ] Dancing [X] Social Gaming
[ ] Nude Entertainers [X] Pool Tables
[X] Other: DARTS

DAYS & HOURS OF LIVE OR DJ MUSIC

Sunday to
Monday to
Tuesday to
Wednesday to
Thursday to
Friday to
Saturday to

SEATING COUNT

Restaurant: 49 Outdoor: 4
Lounge: 7 Other (explain):
Banquet: Total Seating: 53

OLCC USE ONLY
Investigator Verified Seating: (Y) (N)
Investigator Initials:
Date:

I understand if my answers are not true and complete, the OLCC may deny my license application.

Applicant Signature: Date: 5/19/2019



# Council Creek Regional Trail Update

City of Forest Grove  
Engineering & Parks  
Department

# Introduction

.....The City of Forest Grove is continuing plans to provide more opportunities for cyclists and walkers to have more recreation and active transportation conduits.....

- The Council Creek Regional Trail (CCRT) is a step in that direction and,
- Hopefully recent efforts to obtain preliminary design funding for the **Hillsboro/Cornelius/Forest Grove segment** gets us closer to implementation.



# Background

## A Collaborative Effort



### Council Creek Regional Trail Master Plan

*Prepared for*

City of Banks, Oregon  
 City of Forest Grove, Oregon  
 City of Cornelius, Oregon  
 City of Hillsboro, Oregon  
 Washington County, Oregon  
 Oregon Department of Transportation  
 Metro

*Prepared by*

Parametrix

*Date*

August 2015

### Acknowledgments

The following individuals advised on and assisted in development of the Council Creek Region Trail Master Plan.

#### Project Management Team

Lake McTighe – Metro  
 Derek Robbins – City of Forest Grove  
 Michele Thom – ODOT  
 Dick Reynolds – City of Cornelius  
 Michael Cerbone – City of Cornelius  
 Mary Ordal – City of Hillsboro  
 Joy Chang – Washington County

#### Parametrix

Jim Rapp – Project Manager  
 Gregg Everhart – Lead Trail Planner  
 Sara Morrissey – Planning  
 Nora Foote – Planning  
 Michael Fyszka – Trail Engineering  
 Dan McIntier – Bridge Engineering  
 Ellen Dorsey – Mapping and GIS  
 Chad Tinsley – Mapping and GIS  
 Sara Granberg – Graphic Design  
 Saundra Powell – Publications  
 Becky Mellinger – Publications

#### Project Advisory Committee

Jolynn Becker – City of Banks  
 Seth Brumley – ODOT  
 Shelley Oylear – Washington County  
 Tom Gamble – City of Forest Grove  
 Bill Bash – City of Cornelius  
 Robert Spurlock – Metro

#### Others Assistance Provided

Arturo Villaseñor – Adelante Mujeres  
 Kaely Summers – Adelante Mujeres  
 Kathryn Harrington – Metro Councilor, District 4  
 Matt Pihl – Friends of Yamhelas Westsider Trail  
 Michael Alexander – Sargent, Washington County Sheriff's Office  
 Mike Janin – Superintendent of Security Operations, Tualatin Hills Park and Recreation  
 Janie Schutz – Police Chief, City of Forest  
 Beverly J. Maughan – City of Forest Grove  
 Leo Cortes – City of Forest Grove  
 Sheila Lardy – City of Forest Grove  
 Karla Antonini – City of Hillsboro  
 Maria Davila Bores – City of Hillsboro  
 Jeff Owen – TriMet  
 Alan Lehto – TriMet  
 Scott Stocker – Portland General Electric  
 Jim Clark – Bonneville Power Administration  
 Brock Nelson – Union Pacific Railroad  
 Tom Love – Tualatin Valley Irrigation District  
 Joe Rutledge – Tualatin Valley Irrigation District

#### Stakeholder Advisory Committee

Glenn VanBlarcom – Forest Grove citizen  
 Greg Vandervelden – Cornelius Parks Board  
 Howard Sullivan – Chamber of Commerce  
 Peggy Harris – CPO 15  
 Steve Boughton – County Bicycle Transportation Coalition  
 April Olbrich – Tualatin River Watershed Council  
 Bridget Cooke – Adelante Mujeres  
 Jose Eduardo Rivera – Centro Cultural  
 Juana L. Meraz – Centro Cultural  
 Lyle Spiesschaert – Local resident and farmer  
 Tom Beck, Forest Grove Planning Commission

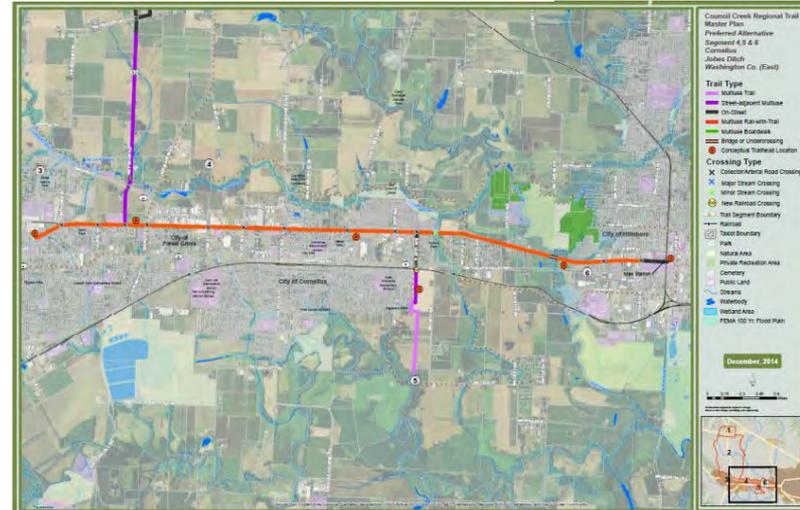
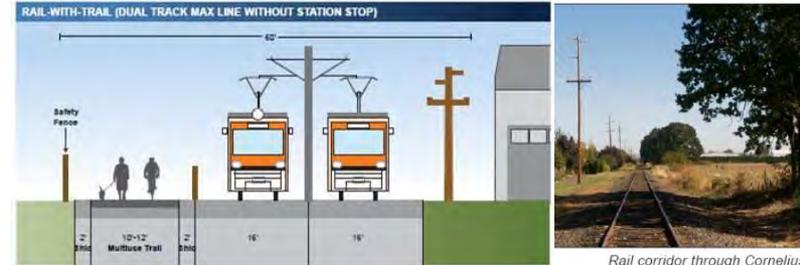
# Background

Master Plan Completed in 2015

Forest Grove to Hillsboro Segment

- 5.5 miles
- Within 60-foot railroad ROW
- Trail with future transit consideration
- \$25M Total Cost Estimate (Master Plan)

Preliminary Design Work



Pre Design Work Cost Estimate	Washington County MSTIP Matching Fund	Metro RFFA Request
\$1,500,000	\$154,050	\$1,345,950

# Next Steps

## Metro RFFA Selection Timeline Summary

Application Deadline: June 21, 2019

Application Evaluations: June – Aug. 2019

Public Review/Comment Period: Sept. 2019

Metro committees review & hearings: Sept – Dec. 2019

Metro Council Action: January 2020

RFFA: 2022-2024 Funding Cycle

Pre-Design Work 18 Months (assumes funds obtained)

ROW discussion with PNWR & ODOT Rail (ongoing)

CCRT Working Group Meetings (ongoing)



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# GIS RoadMap Update For City of Forest Grove

Gretchen Roberts and  
Jennifer Zumbado-Hannibal

# What are our biggest GIS needs (“13 Pain Points”)?

1. GIS Staffing & Organization
2. GIS Technology (Tools, Software)
3. GIS Procedures
4. GIS Education & Training
5. GIS Data



# GIS RoadMap Projects

Project Icon	Project Name	Project Goal
	<p><b>Restructure GIS Staff</b></p>	<p>Jen Zumbado-Hannibal was hired in October, 2018 to the position of GIS Coordinator. Jen comes to us with 19 years of experience.</p>



Step 1: Hire a GIS Coordinator that has the **leadership** and **expertise** to implement the GIS RoadMap plan over the next 4-5 years.



# GIS RoadMap Projects

Project Icon	Project Name	Project Goal
	<b>“Discover Forest Grove” City Map Viewer</b>	Utilizing existing GIS Online, subdivisions have been updated. Anticipated online by July 30, 2019
	<b>Empower Light &amp; Power in GIS</b>	Staff participated in many demos for different products. Final choice made and RFP process expected to finish in September, 2019
	<b>Expand Data</b>	Additional data being brought into the GIS system, including Public Works Granite.Net (CCTV inspections)

# GIS RoadMap Projects

Project Icon	Project Name	Project Goal
	<b>Fix Parcels</b>	Working with Washington County GIS to improve tax parcel information sharing
	<b>Govern GIS Data</b>	Staff has been meeting regularly
	<b>Improve CAD Integration</b>	Electronic Standards will be finalized by end of calendar year 2019 to facilitate contractor submissions to Engineering. Workflows have been improved to enhance efficiency. Client software will be upgraded to take advantage of enhanced features.

# GIS RoadMap Projects

Project Icon	Project Name	Project Goal
	<b>Improve Data Quality</b>	Continual process. New Trimble locators with a high degree of accuracy were purchased. Duplicate data is being purged, other data cleaned up, imported and replicated as needed
	<b>Integrate CIS</b>	Business Licenses are the first step to integration. Currently a WIP.
	<b>Integrate Permits</b>	Completed! Scripts are run monthly to upload data to Accela



# GIS RoadMap Projects

Project Icon	Project Name	Project Goal
	<b>Manage As-built</b>	Several meetings to discuss file structure have been held with major stakeholders. Final structure to be agreed upon by several departments before implementation
	<b>Manage Assets</b>	Due to the scope of this project, staff is focusing on strengthening the GIS system before this project begins
	<b>Strengthen the GIS Organization</b>	Staff meets to discuss topics on regular basis. GIS Coordinator reaching out to other agencies and professional groups

# Where do we go from here?

## Short term goals

- Continue to improve governing GIS data and strengthen the GIS organization
- Complete Electronic Standards
- Light & Power mapping RFP
- Continuing GIS Education & Training
- GIS Data

# Wrap up



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6A

**ORDINANCE NO. 2019-07**

**ORDINANCE AMENDING THE COMPREHENSIVE PLAN MAP TO RE-DESIGNATE ONE PARCEL FROM NEIGHBORHOOD COMMERCIAL (CN) TO TOWN CENTER TRANSITION (TCT); WASHINGTON COUNTY TAX LOT 1S306BA09600; FILE NUMBER 311-19-000005-PLNG**

**WHEREAS**, the property at 1836 Cedar Street is completely surrounded by property designated Town Center Transition; and

**WHEREAS**, the property owner wishes to further develop the site consistent with Town Center Transition standards; and

**WHEREAS**, notice of this application was provided to the Department of Land Conservation and Development (DLCD) on April 10, 2019. DLCD staff did not register any comments; and

**WHEREAS**, notice of the Planning Commission hearing was mailed to property owners and residents within 300 feet of the subject site on May 13, 2019, as required by Development Code §17.1.610. Notice was also published in the *News Times* on May 29, 2019; and

**WHEREAS**, the Planning Commission held the duly-noticed public hearing on the proposal on June 3, 2019; and

**WHEREAS**, no objections to the amendment were registered at the Planning Commission hearing; and

**WHEREAS**, the Planning Commission recommended approval of the amendment as documented in Planning Commission Decision and Findings #2019-07; and

**WHEREAS**, notice of the City Council hearing was mailed to affected parties on June 13, 2019, as required by Development Code §17.1.610. Notice was also published in the *News Times* on June 19, 2019; and

**WHEREAS**, the City Council held Public Hearings concerning this amendment on June 24 and July 8, 2019, and made a determination on the basis of the findings contained in Section 1 below; and

**WHEREAS**, there is on file with the City Council a staff report which includes the criteria, facts, and conclusions which collectively are the findings supporting this request:

**NOW, THEREFORE, THE CITY OF FOREST GROVE ORDAINS AS FOLLOWS:**

**Section 1:** The findings contained in the staff report for this proposal (File Number 311-19-000005-PLNG), the minutes of the Planning Commission meeting of June 3, 2019, and Planning Commission Findings and Decision Number 2019-07 are hereby adopted and incorporated by reference into this ordinance.

**Section 2:** The City Council hereby adopts the amendment to re-designate Washington County Tax Lot 1S306BA09600 from Neighborhood Commercial to Town Center Transition on the Comprehensive Plan Map as shown on Exhibit A.

**Section 3:** This ordinance is effective 30 days following its enactment by the City Council.

**PRESENTED AND PASSED** the first reading the 24<sup>th</sup> day of June, 2019.

**PASSED** the second reading this 8<sup>th</sup> day of July, 2019.

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Anna D. Ruggles, City Recorder

**APPROVED** by the Mayor this 8<sup>th</sup> day of July, 2019.

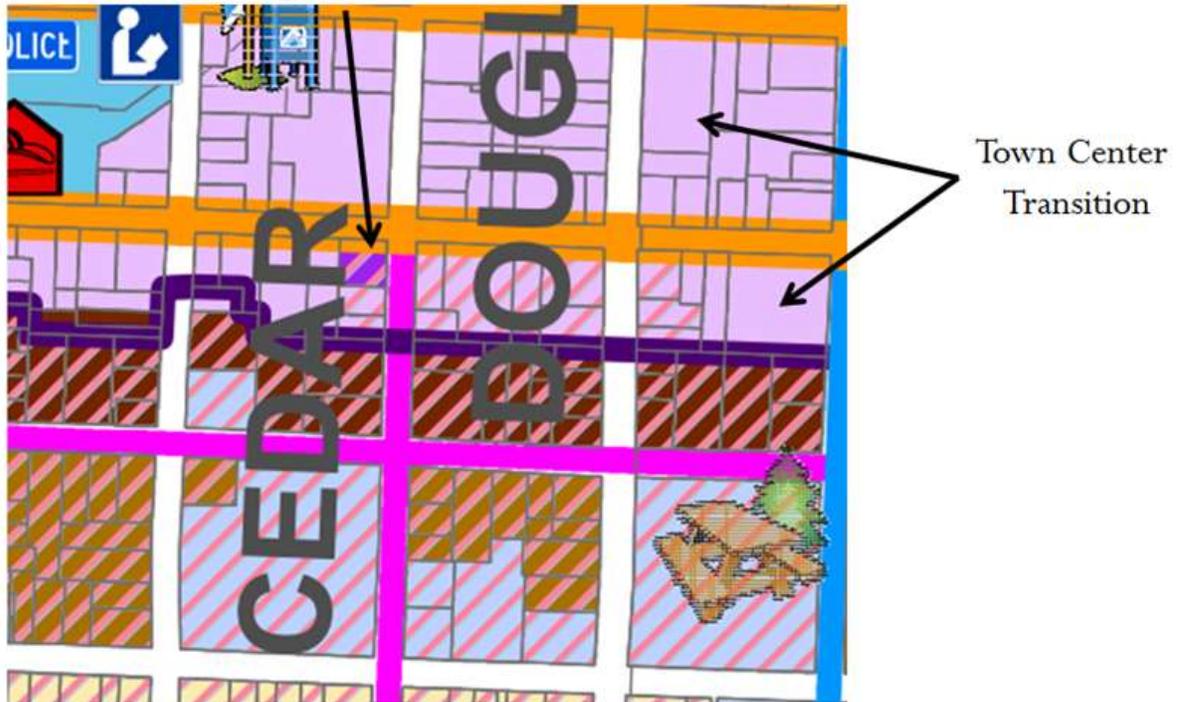
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Peter B. Truax, Mayor

# EXHIBIT A

## Comprehensive Plan Map Amendment Neighborhood Commercial to Town Center Transition Washington County Tax Lot 1S306BA09600

SITE – Commercial  
Neighborhood



Cross-Hatching = Clark Historic District

EXHIBIT B

PLANNING COMMISSION DECISION #2019-07

Planning Commission Findings and Decision Number 2019-07  
To Approve a Comprehensive Plan Map Amendment and Development Code  
Zoning Map Amendment to Re-Designate One Parcel from Neighborhood  
Commercial to Town Center Transition

Washington County tax lot 1S306BA09600  
1836 Cedar Street  
File Number: 311-19-000005-PLNG

WHEREAS, prior to 2009, the property at 1836 Cedar Street had been in the CC Community Commercial zoning district, as were all the surrounding properties; and

WHEREAS, when the Development Code was adopted in 2009, this parcel – and this parcel only – was rezoned to Neighborhood Commercial (CN); and

WHEREAS, City records are unclear as to the purpose of this change; and

WHEREAS, in 2016 the surrounding properties that had previously been zoned Community Commercial were rezoned to Town Center Transition; and

WHEREAS, the property owner wishes to construct additional improvements on the property which would be located closer to the side and rear property lines than the Commercial Neighborhood zoning would permit, but which could be allowed under the TCT designation; and

WHEREAS, notice of this application was provided to the Department of Land Conservation and Development on April 10, 2019; and

WHEREAS, notice of this request was mailed to property owners and residents within 300 feet of the subject site on May 13, 2019 as required by Development Code §17.1.610. Notice was also published in the *News Times* on May 29, 2019; and

WHEREAS, the Planning Commission held the duly-noticed public hearing on the proposal on June 3, 2019.

The City of Forest Grove Planning Commission does hereby recommend approval of the comprehensive plan map and zoning map amendments for Washington County tax lot 1S306BA09600, making the following specific findings in support of this decision:

- 1) The Planning Commission adopts by reference the staff report including findings and recommendations dated June 3, 2019.
- 2) The following decision considerations apply to the proposed Comprehensive Plan Map amendment –
  - Applicable Oregon Statewide Land Use Planning Goals;
  - Applicable Comprehensive Plan policies;
  - Metro Regional Framework Plan; and
  - Metro Urban Growth Management Functional Plan.

The following criteria apply to the proposed Zoning Map amendment (DC §17.2.770) –

- A. The zone change is consistent with the Comprehensive Plan Map. When the Comprehensive Plan has more than one implementing zone as shown on the Correspondence Table in Article 3, it must be shown that the proposed zone is the most appropriate, taking into consideration the purposes of each zone and the zoning pattern of surrounding land.
- B. The zone change is consistent with relevant goals and policies of the Comprehensive Plan, as identified by the Director.
- C. The site is suitable for the proposed zone and there is a lack of appropriately designated alternative sites within the vicinity. The size of the vicinity will be determined on a case-by-case basis since the impacts of a proposed zone and its potential uses vary. The factors to be considered in determining suitability are parcel size and location.
- D. The zone change is consistent with the adopted Transportation System Plan. Development allowed by the zone change will not substantially impact the functional classification or operation of transportation facilities, or reduce the level of service of transportation facilities below the minimum acceptable level identified in the Transportation System Plan. To ensure proper review and mitigation, a traffic impact study may be required for the proposed zone change if it may impact transportation facilities.
- E. Public facilities and services for water supply, sanitary waste disposal, storm water disposal, and police and fire protection are capable of supporting the uses allowed by the zone. Adequacy of services is based on the projected service demands of the site and the ability of the public services to accommodate those demands.
- F. The establishment of a zone district is not subject to the meeting of conditions.

The applicable decision considerations and approval criteria are described more fully below. Findings are also provided below.

### Oregon Statewide Land Use Planning Goals

Goal 2 – Land Use: Goal 2 establishes guidelines for major revisions and minor changes to the Comprehensive Plan. Goal 2 stipulates that a minor change should be based on information that will serve as the factual basis to support the change. The public need and justification for the change should be established.

Finding for Goal 2: The proposed Comprehensive Plan amendment affects only one parcel with an area of 0.21 acres. Re-designating the property from Commercial Neighborhood to Town Center Transition will not have a significant effect and is therefore considered to be a minor amendment.

Goal 10 - Housing: Goal 10 specifies that each city and county must plan for and accommodate needed housing types and to plan and zone enough buildable land to meet those needs.

Finding for Goal 10: The City's Economic Opportunity Analysis shows a need for 3,900 housing units over the next 20 years, based on the Baseline Growth Scenario of 2% per year. Re-designating the parcel from Neighborhood Commercial to Town Center Transition will provide

an opportunity to meet the identified housing need. If zoned TCT, the parcel could support 3 to 8 dwelling units (at 16.22 to 40.00 DUA), versus the 1 unit permitted under the NC designation (at 4.35 DUA).

Designating the property as Town Center Transition would also help the City achieve a minimum development residential density allocation for new construction of 8 units per acre that the City must meet overall under the Metropolitan Housing Rule (OAR 660-0007-0035).

### Metro Regional Framework Plan

The Metro Regional Framework Plan establishes a land use concept for the Portland region. Under the Metro Charter and state law, cities and counties within Metro's boundaries are required to comply and be consistent with the Regional Framework Plan.

The plan contains policies for growth management and land use planning for matters of metropolitan concern. It establishes a hierarchy of mixed-use, pedestrian friendly centers that are well connected by high capacity transit and corridors. It establishes Regional Centers, Town Centers, Corridors, Transit Station Communities, neighborhoods, and Industrial and Employment areas.

Finding: If approved, the proposed Comprehensive Plan Map and Zoning Map amendments will result in the re-designation of 0.21 acres of land from Commercial Neighborhood to Town Center Transition. The subject area is surrounded on all four sides by lands designated as Town Center Transition. The amendments would support the Metro Regional Framework Plan by promoting additional housing opportunities in the Town Center and along the Pacific Avenue / 19<sup>th</sup> Avenue corridor.

Finding: The Metropolitan Housing Rule (OAR §660-007-0035(2)) *Minimum Density Allocation for New Construction* requires that Forest Grove provide for an overall density of 8 or more units per net acre. The maximum by-right allowed density in the Town Center Transition zoning district is 40 units per net acre. Increasing the allowed housing density on this site would be consistent with the Metropolitan Housing Rule and support Forest Grove achieving an overall density of eight or more units per net acre.

### Forest Grove Comprehensive Plan Policies

Because this proposal would amend the Comprehensive Plan map to re-designate the parcel from one commercial designation (Commercial Neighborhood) to a different commercial designation (Town Center Transition), only one Comprehensive Plan policy appears to apply to this request.

### Economic Development Goal 5 – Promote Retail Activities

Policy 5.3 Promote opportunities for mixed use development, including retail, near major transportation intersections (nodes) within the city including the Forest Grove Town Center.

Finding: The intersection of 19<sup>th</sup> Avenue and Cedar Street could be considered a major transportation intersection because it is the intersection of an Arterial Street and a Neighborhood Route. Furthermore, it is also the location of a bus stop serving the Town Center. The parcel would have greater opportunity to develop with a mixture of uses because the Town Center Transition zoning district would allow for a wider variety of permitted uses, including group living, commercial lodging, and indoor entertainment.

Zoning Map Amendments Review Criteria (DC §17.2.770)

1. The zone change is consistent with the Comprehensive Plan Map. When the Comprehensive Plan has more than one implementing zone as shown on the Correspondence Table in Article 3, it must be shown that the proposed zone is the most appropriate, taking into consideration the purposes of each zone and the zoning pattern of surrounding land.

Finding: If the parcel is re-designated to Town Center Transition, then the Town Center Transition zone would be appropriate, especially as all the surrounding parcels are also zoned TCT.

2. The zone change is consistent with relevant goals and policies of the Comprehensive Plan, as identified by the Director.

Finding: The proposed amendment is consistent with Forest Grove Comprehensive Plan Economic Development Policy 5.3 which states "Promote opportunities for mixed-use development, including retail, near major transportation intersections (nodes) within the city including the Forest Grove Town Center." The finding pertaining to consistency with this policy is provided above.

3. The zone change is consistent with the adopted Transportation System Plan. Development allowed by the zone change will not substantially impact the functional classification or operation of transportation facilities, or reduce the level of service of transportation facilities below the minimum acceptable level identified in the Transportation System Plan. To ensure proper review and mitigation, a traffic impact study may be required for the proposed zone change if it may impact transportation facilities.

Finding: The parcel totals only 0.21 acres in area. The zone change is consistent with the adopted Transportation System Plan because the parcel is small and the development allowed by the proposed Town Center Transition zone would not be significantly different from the development permitted under the current Neighborhood Commercial designation. Traffic generated under either zoning district designation would not be expected to significantly increase traffic volumes assumed in the TSP for this area.

4. Public facilities and services for water supply, sanitary waste disposal, storm water disposal, and police and fire protection are capable of supporting the uses allowed by the zone. Adequacy of services is based on the projected service demands of the site and the ability of the public services to accommodate those demands.

Finding: The subject parcel is located within a developed area of the city and is served by the full array of City services. The proposed amendment would not be anticipated to create any greater demand for public facilities and other public services than that which would be demanded under the existing designation.

5. The establishment of a zone district is not subject to the meeting of conditions.

Finding: No conditions of approval are proposed.



TOM BECK, Chair

Planning Commission Decision Number 2019-07

6-3-19

Date

Page 4 of 4



**ORDINANCE NO. 2019-08**

**ORDINANCE AMENDING THE ZONING MAP TO RE-DESIGNATE ONE PARCEL FROM NEIGHBORHOOD COMMERCIAL (CN) TO TOWN CENTER TRANSITION (TCT); WASHINGTON COUNTY TAX LOT 1S306BA09600 FILE NUMBER 311-19-000005-PLNG**

**WHEREAS**, the property at 1836 Cedar Street is completely surrounded by property zoned Town Center Transition; and

**WHEREAS**, the property owner wishes to further develop the site consistent with Town Center Transition standards; and

**WHEREAS**, notice of this application was provided to the Department of Land Conservation and Development (DLCD) on April 10, 2019. DLCD staff did not register any comments; and

**WHEREAS**, notice of the Planning Commission hearing was mailed to property owners and residents within 300 feet of the subject site on May 13, 2019, as required by Development Code §17.1.610. Notice was also published in the *News Times* on May 29, 2019; and

**WHEREAS**, the Planning Commission held the duly-noticed public hearing on the proposal on June 3, 2019; and

**WHEREAS**, no objections to the amendment were registered at the Planning Commission hearing; and

**WHEREAS**, the Planning Commission recommended approval of the amendment as documented in Planning Commission Decision and Findings #2019-07; and

**WHEREAS**, notice of the City Council hearing was mailed to affected parties on June 13, 2019, as required by Development Code §17.1.610. Notice was also published in the *News Times* on June 19, 2019; and

**WHEREAS**, the City Council held Public Hearings concerning this amendment on June 24 and July 8, 2019, and made a determination on the basis of the findings contained in Section 1 below; and

**WHEREAS**, there is on file with the City Council a staff report which includes the criteria, facts, and conclusions which collectively are the findings supporting this request:

**NOW, THEREFORE, THE CITY OF FOREST GROVE ORDAINS AS FOLLOWS:**

**Section 1:** The findings contained in the staff report for this proposal (File Number 311-19-000005-PLNG), the minutes of the Planning Commission meetings of June 3, 2019, and Planning Commission Findings and Decision Number 2019-07 are hereby adopted and incorporated by reference into this ordinance.

**Section 2:** The City Council hereby adopts the amendment to re-zone Washington County Tax Lot 1S306BA09600 from Neighborhood Commercial to Town Center Transition on the Zoning Map as shown on Exhibit A.

**Section 3:** This ordinance is effective 30 days following its enactment by the City Council.

**PRESENTED AND PASSED** the first reading the 24<sup>th</sup> day of June, 2019.

**PASSED** the second reading this 8<sup>th</sup> day of July, 2019.

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Anna D. Ruggles, City Recorder

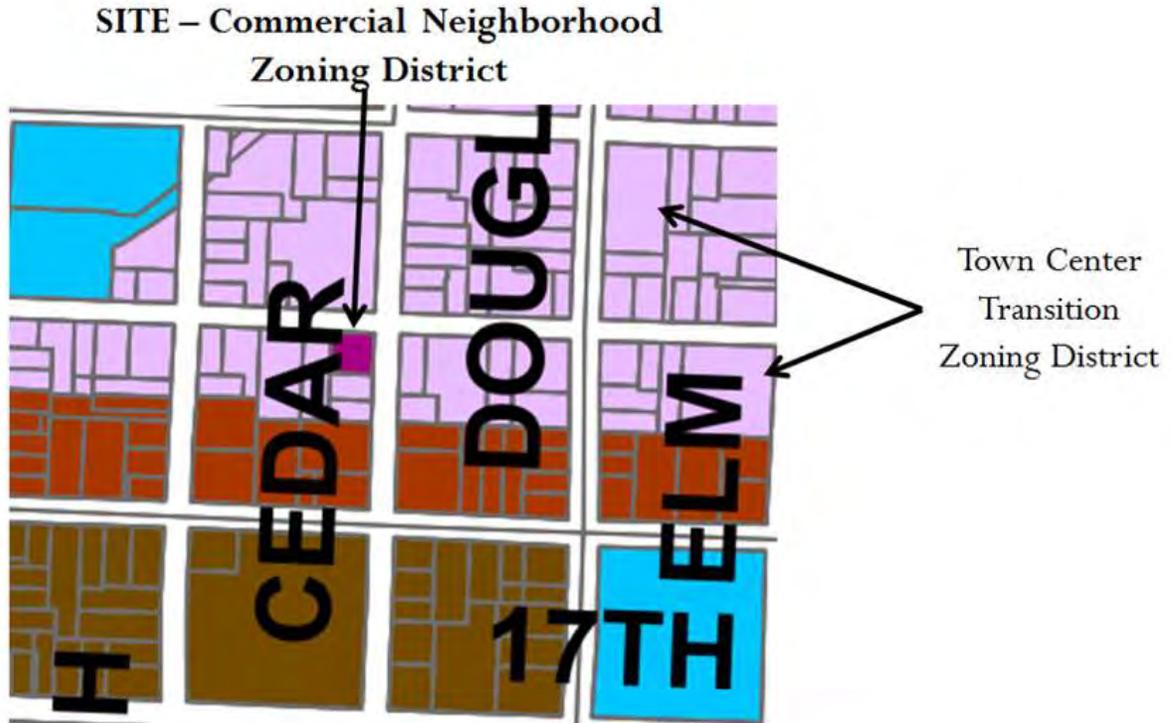
**APPROVED** by the Mayor this 8<sup>th</sup> day of July, 2019.

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Peter B. Truax, Mayor

EXHIBIT A

Zoning Map Amendment  
Neighborhood Commercial to Town Center Transition  
Washington County tax lot 1S306BA09600



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*A place where families and businesses thrive*

## **CITY MANAGER'S REPORT TO COUNCIL**

**JULY 5, 2019**

### **UPCOMING EVENTS:**

- July 9:** Coffee with a Cop, 8 to 10 am, Telvet Coffee
- July 9-12:** City Manager's OCCMA Conference, Newport
- July 31-Aug 3:** Mayor's Conference, Medford
- August 14:** Watershed Tour, 8:30 am to 12:30 pm, RSVP to [mcrowell@forestgrove-or.gov](mailto:mcrowell@forestgrove-or.gov) or call (503) 992-3228.

### **CITY MANAGER:**

- Forest Grove and Cornelius will play host to the Westside Economic Alliance bike tour this year, tentatively scheduled for late August-early September. Stops will include downtown Forest Grove, Fernhill, and Cornelius Library.
- The Fiesta of Hope, an annual fundraiser for Adelante Mujeres, was held in downtown Forest Grove to superb reviews. Because the event attracted overnight stays from California, Washington, and the far reaches of Oregon, the City was able to use TLT revenues to help market the event.
- The City notified the Family Justice Center of their FY 19-20 appropriation of \$10,000 and if they wish to seek funding next year, to apply through the CEP process.
- The City is establishing an Equity Advisory Team to assist the City is assessing and implementing equity strategies and policies to address City Council Objective 1.5. The Team will be composed in August with a kick-off meeting in August or September.
- In an effort to inform the public, next week the City will be do a public announcement for the press and social media on the status of six key summer projects: Rogers Park restroom, Lincoln Park Track resurfacing, B Street Trail bank stabilization, Forest Glen Park bank stabilization, City Parking Lot resurfacing, Annual Street Seal coating, and Aquatic Center Repairs.

### **ADMINISTRATIVE SERVICES:**

- The City has contracted with CPS HR Consulting to conduct an Employee Engagement Survey. The survey will provide valuable information to the City in key areas including two City Council goals 1.5 – Equity Assessment and 2.12 –Staff Succession Plan. Human Resources is working with the consultant to finalize the questions and process with the hope that the survey will be launched in late August or September.
- Solid Waste: the City Attorney's Office and staff are working on a draft ordinance as part of implementing Metro's commercial food waste recycling program to bring to the Council for a first reading at its August 12, 2019, meeting. Staff will request an extension from Metro as the ordinance will not meet Metro's timeline of being in place by July 31<sup>st</sup>. Staff will be meeting with Waste Management later this month to discuss costs and rate options for the program.
- Parking Lots: Public Works will be doing fog sealing and restriping of the following City-owned parking lots this summer: the City Hall lot, the City Hall employee parking lot, the lot at the corner of 21<sup>st</sup> Avenue and "A" Street, and the lot behind the Forest Theater. The restriping of the lot behind the theater will add about 8 parking spots to that lot. City staff are also discussing the waste container issue in that parking lot.
- Police Facility: Staff presented the plan to disseminate information about the proposed Police Station at the June 24, 2019, Council meeting. Since that meeting, the informational rack card has been translated into Spanish and the informational flyer is being drafted.

- Current recruitments underway include: Administrative Specialist – L&P, Police Officer and Reserve Police Officer.

### **COMMUNITY DEVELOPMENT/URBAN RENEWAL AGENCY:**

- Community Development Staff has initiated the hearings process for two legislative amendments to the Comprehensive Plan / Development Code. Both will go before the Planning Commission on August 19, 2019. The first is for adoption of the 2019 Housing Needs Analysis that was recently completed by FCS Group with input from various stakeholders in the city. The second is a suite of code amendments to address Temporary Seasonal Shelters in the City of Forest Grove.
- The consultant team is wrapping up work on the Public Involvement Plan for the TV Highway Improvement Plan this month. The CD Director will bring this plan to CCI for feedback at its August meeting.
- The site review application for Dollar General has been appealed to the City Council. Staff is currently working through scheduling dates for the hearing. Staff reminds the Council that this is a quasi-judicial procedure, and that ex-parte contact rules apply. Any questions about the applications or the process up to this point can be directed to staff at any time.

### **ECONOMIC DEVELOPMENT:**

- Clean Water Services recently purchased the TTM administrative office building (not to be confused with the production building). Staff met with Clean Water Services to discuss future possibilities and possible partnerships to establish a center for innovation, training and research on the emerging conservation field of wastewater technologies.
- Completed two-page story that will be published in the July/August Oregon Business Magazine issue and online. Will receive a case of extra copies to use for marketing.
- Met with Forest Grove School District and Chamber of Commerce to continue Junior Achievement Program next school year.
- Draft 2020 Economic Development Strategic Plan discussed at City Council work session on June 24 and scheduled to be accepted by Council on August 12.

### **ENGINEERING AND PUBLIC WORKS:**

- Highway 47 at Maple Street/Fern Hill Road Intersection Improvements: The consultant has completed the Draft Alternatives Analysis Report, which is under review by City staff. Washington County has indicated they will make themselves available for a presentation and project update to the City Council this Fall.
- Thatcher Rd. and Gales Creek Rd. Intersection Improvements: The County has decided to use their \$500K to perform in-house design with their engineers with some contracted services such as geotechnical, environmental and perhaps survey work. 30% drawings can be expected by the end of the year, at which time they will develop an updated cost estimate. An IGA between the City and County will be required at some point this year to partner on this project. Some project details such as curb/sidewalk extensions were discussed to better serve the area and may be worked into the scope if funding allows.
- Council Creek Regional Trail: Every three years, the Joint Policy Advisory Committee on Transportation (JPACT) and Metro Council decide how to spend the region's allotment of federal transportation money, known locally as the Regional Flexible Funds Allocation (RFFA). Regional partners are supporting a proposal to seek approximately \$1.5 million for preliminary design of the Council Creek Trail. Forest Grove prepared an application, which was submitted to the WCCC Transportation Advisory Committee in late June. The funding sought is intended to support the engineering and design for the Master Plan

segment alignment between Hillsboro and Forest Grove (with consideration of future High Capacity Transit). Washington County is supporting the project with a 10% match using MSTIP Opportunity Funds. Final selection occurs in January 2020 and if successfully awarded, the funds will be available in 2022, which gives the regional partners time to find resolution on current railroad ROW and operations.

- Watershed: The 2019 Timber Harvest is underway. An ongoing survey of culverts on the road system, as well as the search for old culverts on legacy roads (abandoned prior to the 1980s) is expected to be done by the end of summer. The annual Watershed Tour has been scheduled for Wednesday, August 14.
- Annual Paving and Curb Ramp Improvements: Five competitive bids were received for this project. Staff anticipates awarding the project to Hoss Paving, whose bid came in at \$571,241. The other bids that were received ranged from approximately \$615k to \$698k.
- Hawthorne Drainage Improvements: Pacific Excavation is currently working on this project to correct an ongoing drainage issue at Hawthorne Street. The project is expected to take one month and involves installation of a five-pipe gallery, water quality treatment facilities and re-contouring/enlarging the swale adjacent to the RR tracks and in the common area of a condo association that borders the Hawthorne Street right of way and the RR right of way.
- 21<sup>st</sup> Avenue/Main Street: Contract with an Engineering consultant has been amended to include design work for decorative crosswalks. Potential additional improvements may include bulb-outs and a four-way stop.
- Safeway/Goodwill Access Study: The consultant has developed two alternatives to address vehicle turn movements that can be a safety hazard to pedestrian/bicyclists and other motorists. A technical memorandum is being drafted, summarizing the benefits of each and associated cost estimates, which will form the basis on which alternative to pursue.
- JWC: Construction of improvement and expansion work continues; completion of the new facilities is expected to be in October of this year. In addition, the JWC is in the process of updating its Operations Plan and The Water Management and Conservation Plan.
- Forest Glen Park Slide and Sewer Repair: Contract has been awarded to K&B Quality Excavating of Blodgett, Oregon. Construction will begin mid-July.

### **PARKS, RECREATION, AND AQUATICS:**

- July 16 at 6:30 pm the Parks and Recreation Department will host an Open House at the Community Auditorium for the public to give input for the design of three park sites. The sites which are undeveloped at this time include Stites Park, AT Smith Park, and North Lincoln Park. Also, the evening will include the water space needs assessment for the Aquatic Center. Concepts for all projects will be discussed and input taken. The meeting is expected to last 2 hours. This will be the final opportunity for the public to give feedback, before the Recreation Commission weighs in on the designs. Over 300 invitations have been sent to park neighbors and friends.
- The City of Forest Grove, Metro and Clean Water Services are teaming up to complete an In-Stream Bank Stabilization project along Gales Creek on the B Street Trail near the bridge. The Creek is in the early stages of impacting the bank and bridge. This project includes property owned by the City and Metro. CWS is leading the effort and has permits in place with Washington County and the Army Corps of Engineers. This project will close a section of the trail for approximately one month. The date exact date of construction will be known once the creek has reached the low water mark. CWS estimates they will begin work approximately August 20<sup>th</sup>.
- Pacific University has started resurfacing the track at Lincoln Park. This project will close the track and turf field from June 24 – July 20. The university is funding the project as per the easement agreement signed in 2007 between the City of Forest Grove and Pacific.
- The Rogers Park restroom facility was delivered to the park on June 28. This project is scheduled to be completed July 26 as the contractor completes the approaches and some new park amenities. Once the restroom is complete, park staff will be cleaning and doing minor upgrades to the tennis courts.

- The Aquatic Center will be closed September 3 - 25 for the normal two-week maintenance closure plus an additional week. This maintenance closure will include re-surfacing the activity pool and locker room floors as well as repainting the locker rooms. This shutdown will require the fall program to extend into the month of December.

### **POLICE:**

- Officer Krump and Code Enforcement Officer McCullough attended a two day CPR / First Aid Instructor Course. This enables them to conduct all CPR / First Aid Certification training for the department.
- Officer Younce is currently in field training and projected to be operational by early September.
- Officer Matthew Glem is in the lateral officer training program and will become operational in July.
- Officer Kole McGann started with the department on June 24, 2019 and is due to attend the Police Academy in September and expected to become operational in April 2020.
- Community Outreach: COS Quinsland attended Social Media training and "NextDoor for Public Agency Administrator Training"; hosted a booth at the Love Rocks Community Fair at Tom McCall; coordinated and participated in filming the video for the police facility project; organized Coffee with a Cop event hosted at the Police Station with 70 people attending and preparing for another tour/event at the Police Station on September 28; finalizing plans for National Night Out.
- Code Enforcement: Issued 37 parking citations; 2 vehicles impounded; 1 in-process abatement; 5 Reports / 1 supplemental report; 4 citations/6 warnings for City Ordinance violations.

### **LIBRARY:**

- Summer Reading
  - The Forest Grove City Library has signed up 1,035 readers (children, tweens, and teens) so far this summer, and those readers have read 1,503 hours. The Summer Reading Program will run through August 31, so we suspect that by summer's end, this year's participation will be in the upper 3<sup>rd</sup> quartile when benchmarked against the participation over the last decade. We are already above our median participation level.
  - Thus far this summer, Forest Grove Community School has been the "reading-est" school with 38 % of their student body participating. It's not a contest...but Pacific University's ELC would be runner up with 35% of their student body participating, and Dilley Elementary is a close third with 22% participation.
  - Our children's programs have been really well attended this year. We had 160 people for Mad Science's Space Show, 127 for Takohachi's Q-ensemble, and 127 for Red Yarn (folksongs and puppetry).
  - The teen and tween programs have also been really well attended so far this summer. Our two escape rooms brought in 41 tweens and 33 teens. We also hosted an OMSI educator, who led an Imagineering program with the tweens (25 participants) and we led a Silent Library challenge program for teens (18 participants) where they had to complete silly or weird challenges while making as little noise as possible—it was pretty entertaining for the judges.
  - Coming up in July, we are preparing for some familiar programs, like Life-sized Clue, and new adventures, such as DIY Spa, Cyanotype Photography, and After Hours Mini Golf. This summer has been a fantastic opportunity to bring new programs to the tweens and teens of Forest Grove, and we are excited to see how it turns out!
  - The Teen Library Council is on its summer break and will resume in September. Members are volunteering on an individual basis with Jillian to help with programming prep and their assistance is (as always) much needed and appreciated.

- Adult Summer Reading thus far has signed up 149 readers who have submitted an enormous number of book reviews, which they are encouraged to do in order to be eligible for weekly and grand prizes. We have already had to print more book review slips to accommodate the demand.
- Study Rooms: Starting August 1, patrons will be able to reserve the library's two study rooms and the Stewart History Room. Reservations can be made up to a week in advance and for two hours per day. The study rooms will be reserved for 1-3 people and the History Room for up to 6 persons. Currently these rooms are used on a first-come basis and an honor system. The change in procedure came out of the February staff in-service where the increased demand/usage was discussed. It was reviewed by the Library Commission and approved at their May meeting.
- Upcoming Events: On July 20 we host a Let's Celebrate the summer of '69 Party to celebrate the events of 50 years ago, including the Apollo 11 Moon Landing, which took place on July 20, 1969. We invite participants to think back to that long ago summer of '69 through videos of the lunar landing, vintage commercials, books, music, trivia, and memories! There will be prize drawings during the program and treats will be provided. On Wednesday, July 24, at 6 pm we host and facilitate a discussion of Willy Vlautin's novel Don't Skip Out on Me. Vlautin will be coming to the Library on the evening of October 3 for an author reception and intimate evening of his writing and music.

### **LIGHT & POWER:**

- Power line substructure installation has begun at the new Wauna Credit Union. Several poles were moved / removed to allow for installation of new storm lines.
- New power service has been installed to an expansion of the LIEB Foods Manufacturing Plant.
- The replacement of failing high voltage underground cables to a church on Mt View Lane and to customers in the 2700 block of Juniper Street has been completed. Crews are now working on replacing failing cables in the 2600 block of A Street.
- Crews continue to work on aging / deteriorated pole replacements in several locations including Filbert Street and A Street.
- Extensive wildlife protection installations at Forest Grove Substation have been completed. The process of replacing the fourth of nine feeder circuit breakers has also begun at this substation.
- At approximately 4:52 PM on Monday, July 1, power was interrupted to 30 customers in the Fir Road / Tamarack Way / Redwood Court area when a strong thunderstorm cell passed over Forest Grove and two power poles were struck by lightning. Crews were able to restore power to 10 customers within approximately 45 minutes but the remaining 20 customers were without power for another 70 minutes while crews replaced lightning-damaged equipment in the underground cable system in that area. Most all customers on the east side of town also lost power for approximately 1/2 second when the strikes occurred.
- Discussions and line studies over the past two years with BPA regarding the momentary power outages seen by our customers on the west side of town who are fed from our Thatcher Substation have proven fruitful. Thatcher Substation is fed from the BPA transmission line that feeds from Forest Grove and goes over the coast range to Tillamook. We were able to work thru issues that will allow us to move that substation off the Tillamook line onto the much more reliable BPA owned transmission line that feeds from Forest Grove to McMinnville. This will require us to build 3.22 miles of transmission line between our Filbert Substation and our Thatcher Substation and also will require us to make equipment and buss modifications at both substations to provide the needed protection schemes that will coordinate with BPA equipment and lines. Engineering design request for proposals have begun and we are hoping to begin construction this fall or winter. This should eliminate most all of the nuisance blinks our customers fed from Thatcher Substation have been seeing over the past years and it will provide us with a much more resilient network by creating a transmission loop around the City so all Substations will now have parallel feed capabilities. More updates will follow as this large project progresses.

**COUNTY-WIDE:****WCCLS:** No update

**JWC:** Completion of the WTP is expected to be in October of this year. In addition, the JWC is in the process of updating its Operations Plan and The Water Management and Conservation Plan. Lastly, the City of Hillsboro recently promoted Niki Iverson to Water Director and General Manager of the JWC.

**WCCCA:** No update**CONSTRUCTION PROJECTS IN FOREST GROVE:**

NAME	LOCATION	DESCRIPTION	LAND USE PERMIT STATUS	BLDG PERMIT STATUS	CONST. STATUS
Kidd Court	22 <sup>nd</sup> Place	Subdivision 7 units	Approved	4 permits issued	Under Construction
Silverstone	David Hill Rd	Subdivision (200 lots)	Approved	176 lots issued	Under construction
Gales Creek Terrace	Pacific Ave/19 <sup>th</sup> Ave	Subdivision (197 lots)	Approved	N/A	In grading
Green Grove	Thatcher Rd	Co-Housing (9 lots)	Approved	6 lots issued	Under construction
Smith Orchard	Gales Way and B Street	Subdivision (8 lots)	Approved	N/A	In grading
Sunset Crossing	Sunset Ave	Subdivision (32 lots)	Approved	4 lots issued (model homes)	In Grading
MGC Pure Chemicals of America	Elm St	Industrial New (45,817 sf total)	Approved	Permits issued (Tank Yard; Building 1 & 2; Guardhouse)	Deferred submittals in review; Under construction
Bank of America at Stonewood Center	Pacific Ave	Commercial Tenant Improvement	Approved	Revisions completed	Permit Issued; Under construction
Wauna Credit Union	Pacific/Hwy 47	Commercial New	Approved	Permit Issued	Grading under construction
Nectar Marijuana Dispensary	Pacific Ave/Oak St	Commercial/Tenant Improvement	Approved	Permit Issued	Grading under construction
Inserta Tee Storage Building	24 <sup>th</sup> Ave	Industrial New	Approved	Permit issued	Under construction
Rose Grove Park Expansion	Pacific Ave	Manufactured Home Park	Approved by CC – Awaiting findings adoption	N/A	N/A
Adelante Mujeres	Main St	Commercial/Tenant Improvement	Approved	Permit issued	Under construction
Dollar General Store	Gales Creek Rd/ Thatcher Rd	Commercial New (9,100 sf)	Planning Commission Approved; Appealed to City Council	N/A	N/A
Green Apartments	19 <sup>th</sup> Ave	Apartments (9 units)	Approved	N/A	N/A
Rainbow Lanes	19 <sup>th</sup> Avenue	Commercial Tenant Improvement	N/A	Permit Issued	Under construction