

CITY COUNCIL MONTHLY MEETING CALENDAR

Sep-20

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4	5
		B&C Applicant Recruitment Opens CCI 5:30pm (Webex)	Rural Fire Board Mtg 6pm Library Comm 6:30pm (Webex)	EDC moved to 09/10	FGS&CC 1st Friday	
6	CITY OFFICES CLOSED	7	8	9	10	11
		Last Day Candidates File Statement in Voters' Pamphlet	Municipal Court	EDC Noon (Webex)	CITY COUNCIL MINI-RETREAT 5PM - 8PM	12
		Planning Comm 7pm	WC Dist 4 Town Hall 5pm	WC Dist 4 Town Hall Noon		
13	CITY COUNCIL 5:30 PM - JOINT WORK SESSION W/PAC (Murals) 7:00 PM - REGULAR COUNCIL MEETING COMMUNITY AUDITORIUM	14	15	16	17	18
		Western WC Fire Task (TBD)	P&R 3:30pm (Webex) CFC 5:15pm (TBD)	Red Cross Blood Drive 1pm-6pm, Comm Aud		19
				PAC 5pm (Webex) Library Comm moved to 09/02		
20	Chamber Luncheon	21	22	23	24	25
	Planning Comm 7pm	HLB 6:30pm (TBD)	Municipal Court			26
				URAC 10am (TBD) Sustainability 6pm (TBD)		
27	CITY COUNCIL 5:30 PM - WORK SESSION (B&C Interviews) 7:00 PM - REGULAR COUNCIL MEETING COMMUNITY AUDITORIUM	28	29	30		

Oct-20

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
				EDC 10am (Webex)	FGS&CC 1st Friday	
4		5	6	7	8	9
	Planning Comm 7pm (Webex)	CCI 5:30pm (Webex)	Rural Fire Board Mtg 6pm		B&C Applicant Recruitment Deadline	10
11	CITY COUNCIL 5:30 PM - WORK SESSION(S) 7:00 PM - REGULAR COUNCIL MEETING COMMUNITY AUDITORIUM	12	13	14	15	16
			Library Comm 6:30pm (Webex)	Red Cross Blood Drive 1pm-6pm, Comm Aud		17
				PAC 5pm		
18	Chamber Luncheon	19	20	21	22	23
	Planning Comm 7pm (Webex)	Western WC Fire Task (TBD)	Municipal Court			24
			P&R 7am (Webex) CFC 5:15pm (TBD)	URAC 10am (TBD) Sustainability 6pm (TBD)		
25	CITY COUNCIL 5:30 PM - WORK SESSION(S) 7:00 PM - REGULAR COUNCIL MEETING COMMUNITY AUDITORIUM	26	27	28	29	30
		HLB 6:30pm (Webex)				31

Nov-20

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1		2	3	4	5	6
		<b>GENERAL ELECTION DAY</b>	Municipal Court			7
	Planning Comm 7pm	CCI 5:30pm	Rural Fire Board Mtg 6pm	EDC Noon	FGS&CC 1st Friday	
8	CITY COUNCIL 5:30 PM - WORK SESSION(S) 7:00 PM - REGULAR COUNCIL MEETING COMMUNITY AUDITORIUM	9	10	11	12	13
				CITY OFFICES CLOSED	Red Cross Blood Drive 1pm-6pm, Comm Aud	14
15	Chamber Luncheon	16	17	18	19	20
	Planning Comm 7pm	Western WC Fire Task (TBD)	Municipal Court P&R 7am CFC 5:15pm Library Comm 6:30pm		URAC 10am (TBD) PAC 5pm Sustainability 6pm (TBD)	21
22		23	24	25	26	27
		CITY COUNCIL SWEARING-IN CEREMONY				
		CITY COUNCIL 5:30 PM - WORK SESSION(S) 7:00 PM - REGULAR COUNCIL MEETING COMMUNITY AUDITORIUM			CITY OFFICES CLOSED	CITY OFFICES CLOSED
		HLB 6:30pm	PSAC 7:30am			
29		30				

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**CITY COUNCIL MEETING AGENDA**

**MONDAY, SEPTEMBER 28, 2020  
COMMUNITY AUDITORIUM  
1915 MAIN STREET**

**5:30 PM WORK SESSION (B/C APPLICANT RECRUITMENT INTERVIEWS)  
7:00 PM CITY COUNCIL REGULAR MEETING**

**NOTICE: VIDEO CONFERENCE MEETINGS & CHANNEL 30 LIVE**

**COVID-19:** Due to the emergency declaration resulting from COVID-19 (Coronavirus disease) and protocols, the City Council is limiting in-person contact and social distancing. The Council work sessions and meetings will be conducted remotely by video conferencing. The public may attend and observe in the Community Auditorium. Social distancing protocols. However, the Council encourages the public to observe the meetings through technology rather than in person. The meetings will be televised live by Tualatin Valley Community Television (TVCTV) Government Access Programming **LIVE Channel 28 & Channel 30** on their website & **LIVE** Streamed on MACC TVCTV **YouTube Channel 30**. Written comments on an item not on the Council Agenda may be submitted by September 28, 2020, 3:00 p.m. via e-mail to: [aruggles@forestgrove-or.gov](mailto:aruggles@forestgrove-or.gov).

**PETER B. TRUAX, MAYOR**

**Malynda H. Wenzl, Council President  
Kristy L. Kottkey, Councilor  
Timothy A. Rippe, Councilor**

**Elena Uhing, Councilor  
Mariana Valenzuela, Councilor  
Adolph “Val” Valfre, Jr., Councilor**

All regular meetings of the City Council are televised live and open to the public and persons are permitted to attend any meeting except as otherwise provided by ORS 192. The public may address the Council as follows:

Public Hearings are held on each matter required by state law or City policy. Anyone wishing to testify should sign in 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.

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.

Anna Ruggles, City Recorder  
Jesse VanderZanden, City Manager

**5:30**

**WORK SESSION: BOARDS/COMMISSIONS (B/C)**  
**APPLICANT RECRUITMENT INTERVIEWS**

The City Council will convene and be video conferencing remotely during the above-noted work session. The Council will take no formal action during the work sessions.

**6:50**

**RECESS BREAK**

**7:00**

1. **REGULAR MEETING:**  
Call to Order and Roll Call. The City Council will convene and be video conferencing remotely during the regular Council meeting.
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. Written comments may be submitted by September 28, 2020, 3:00 p.m. via e-mail to: [aruggles@forestgrove-or.gov](mailto:aruggles@forestgrove-or.gov). Thank you.
3. **CONSENT AGENDA:** See Page 4
4. **ADDITIONS/DELETIONS:**
5. **PRESENTATIONS:** In the interest of time, stay within your allotted time. The Council has reviewed each presentation, which was included in the Council packet, so please only highlight key areas of the presentation. Allow a minimum of 5 minutes for Council Question and Answers. A two minute wrap-up reminder will be given. The Council will hold questions until the end of the presentation. Thank you.

(PowerPoint Presentation)  
Paul Downey, Administrative Services  
Director

**7:10**  
30mins

5. A.
  - *Metro West Recycling & Transfer Stations, Juan Carlos González, Metro Councilor District 4, and Matt Tracy, Principal Solid Waste Transfer Station Operations Planner*

(PowerPoint Presentation)  
Jeff King, Economic Development  
Manager

**7:40**  
20mins

5. B.
  - *Employment Land Site Readiness Toolkit and Roadmap Report, Alex Joyce, Cascadia Partners, Jeffrey Raker, Metro, and Kenneth Anderton, Port of Portland*

(PowerPoint Presentation)  
Michael Kinkade, Fire Chief

**8:00**  
5mins

5. C.
  - *COVID-19 Update*

- 
- |   |                    |  |
|---|--------------------|--|
| Paul Downey, Administrative Services<br>Director<br>Jesse VanderZanden, City Manager                                  | 8:05               | 6. <b><u>RESOLUTION NO. 2020-91 AUTHORIZING EXPENDITURE OF CORONAVIRUS AID RELIEF, AND ECONOMIC SECURITY ACT (CARES ACT) FUNDS FOR ADDITIONAL SMALL BUSINESS GRANT ASSISTANCE IN THE GENERAL FUND</u></b>  |
| Paul Downey, Administrative Services<br>Director<br>Jesse VanderZanden, City Manager                                  | 8:10               | 7. <b><u>RESOLUTION NO. 2020-92 AUTHORIZING CITY MANAGER TO ENDORSE AN INTERGOVERNMENTAL AGREEMENT (IGA) BETWEEN CITY OF FOREST GROVE AND CITY OF HILLSBORO FOR ADMINISTRATION OF COMMUNITY PSYCHE FUNDS UNDER CITY AND SPECIAL DISTRICTS ASSISTANCE (CDSA) PROGRAM FUNDS</u></b>      |
| Paul Downey, Administrative Services<br>Director<br>Jesse VanderZanden, City Manager                                  | 8:15               | 8. <b><u>RESOLUTION NO. 2020-93 AUTHORIZING EXPENDITURE OF CITY AND SPECIAL DISTRICTS ASSISTANCE (CDSA) PROGRAM FUNDS FOR COMMUNITY PSYCHE ASSISTANCE IN THE GENERAL FUND</u></b>  |
| Paul Downey, Administrative Services<br>Director<br>Jesse VanderZanden, City Manager                                  | 8:20               | 9. <b><u>RESOLUTION NO. 2020-94 APPROVING PUBLIC ARTS COMMISSION'S (PAC) RECOMMENDATION TO LOCATE A MUSICAL ART BENCH ON NORTHWEST CORNER OF 21<sup>ST</sup> AVENUE AND "A" STREET</u></b>   |
| Tom Gamble, Parks and Recreation<br>Director<br>Colleen Winters, Library Director<br>Jesse VanderZanden, City Manager | 8:25               | 10. <b><u>DRAFT RESOLUTION NO. 2020-95 PERTAINING TO A SOCIAL JUSTICE MURAL</u></b>  |
| Peter Truax, Mayor  | 8:55               | 11. <b><u>RESOLUTION NO. 2020-96 AMENDING CITY OF FOREST GROVE'S DECLARATION OF STATE OF EMERGENCY, EFFECTIVE MARCH 14, 2020, AT 1:00 P.M., TO BE EXTENDED AND REMAIN IN EFFECT UNTIL 8:00 P.M. ON OCTOBER 12, 2020, UNLESS SUPERSEDED SOONER; AMENDING RESOLUTION NO. 2020-89</u></b> |
| City Councilors   | 9:00               | 12. <b><u>CITY COUNCIL COMMUNICATIONS:</u></b>   |
| Jesse VanderZanden, City Manager  | 9:20               | 13. <b><u>CITY MANAGER'S REPORT:</u></b>   |
| Peter Truax, Mayor  | 9:25               | 14. <b><u>MAYOR'S REPORT:</u></b>  |
|   | <b><u>9:30</u></b> | 15. <b><u>ADJOURNMENT:</u></b>   |

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 Work Session (Electric Vehicle (EV) Program and Future Infrastructure) Meeting Minutes of August 10, 2020.
  - B. Approve City Council Regular Meeting Minutes of September 14 2020.
  - C. Accept Library Commission Meeting Minutes of February 12, 2020.



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<u>CITY RECORDER USE ONLY:</u>	
AGENDA ITEM #:	_____
MEETING DATE:	<u>09/28/2020</u>
FINAL ACTION:	<u>WORK SESSION</u>

**CITY COUNCIL MEMORANDUM**

**WORK SESSION:**

**TO:** *City Council*

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

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

**DATE:** *September 28, 2020*

**SUBJECT:** *B/C Applicant Interviews*

**BACKGROUND:**

Per City Council Rules, §14, the City shall solicit boards and commissions applications. The recruitment period is currently open to new applicants as well as applicants seeking reappointment. All applicants must attend an interview in order to be eligible for appointment or reappointment. The following applicants have had their application on file pending the annual re-occurring B/C Interview Process.

Attached are the following for conducting the B/C applicant interviews:

- Interview Schedule;
- Possible Interview Questions; and
- B/C Applications:
  1. 5:30 pm: Melody Haveluck (Webex)
  2. 5:40 pm: Natali Lazaro (pending confirmation)
  3. 5:50 pm: Robert Moats (Webex)
  4. 6:00 pm: Victoria Lowe (in person)
  5. 6:10 pm: Robert VandeBergh (Webex)
  6. 6:20 pm: Stephanie Rose (Webex)
  7. 6:30 pm: Fernando Lira (Webex)

Please note: We have allotted 7-10 minutes for each interview. Please refer to the set of Interview Questions for B/C Applicants.

**STAFF RECOMMENDATION:**

Staff recommends City Council consider making the B/C appointment recommendations at a subsequent meeting.

**Attachments:**

- Attachment A: List of B&C Interviews
- Attachment B: Questions for B/C Applicant Interviews
- Attachment C: B/C Applications

**Boards, Committees, and Commissions  
2020 Applicant List and Vacancies**

**Pending Council Interviews**

B/C:  Meeting Date/Time:  Council Liaison:  # of Student Advisory Vacancies:					Budget	CCI	CFC	CPAC	EDC	HLB	Library	P&R	Planning	Public Arts	Sustainability	URAC
					1st Tues	3rd Wed	?	1st Thurs	4th Tues	3rd Wed	3rd Wed	1st&3rd	2nd Thurs	4th Thurs	4th Thurs	
					Apr/May	5:30pm	5:15pm	?	Noon	6:30pm	6:30pm	7am	Mon 7pm	5pm	6 pm	10 am
					Wenzl	Kottkey	?	Rippe	Truax	Valfre	Wenzl		Valenzuela	Uhing		
# of B/C Vacancies:					12 Represented 2 Vacancies 1 Vacancy Vacancies 2 Vacancies 1 - Vacancy 3 Vacancies 1 Vacancy (Owner) 1 Vacancy (Finance)											
<b>Date</b>	<b>Applicants (Pending Interviews)</b>															
1	5:30 PM	Melody	Haveluck	Retired						HLB						
2	5:40 PM	Natali	Lazaro	Miss USA		CCI		CPAC ?	EDC	HLB				PAC		
3	5:50 PM	Robert	Moats	Restaurateur	BC	CCI	CFC	CPAC ?	EDC	HLB	LC	P&R	PC	PAC	SC	URAC
4	6:00 PM	Victoria	Lowe	Management	BC										SC	
5	6:10 PM	Robert	VandeBergh	IT Director				CPAC ?								
6	6:20 PM	Stephanie	Rose	N/A		CCI										
7	6:30 PM	Fernando	Lira	PU Student		CCI			EDC							

**7-10 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 questions and/or other information in order to conduct a successful interview.**

1) *What would you like the City to accomplish in the next several years?*

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2) *How do you engage other board members?*

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3) *Is there an area in which you think the City can improve; if so, what would that be?*

---

**OPTIONAL:**

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

---

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

---

6) *What ideas do you have that would help the City become a more sustainable community?*

---

**Questions asked of each applicant:**

1) *If we cannot appoint you at this time, may we keep your application on file?*

2) *Do you have any questions of us?*

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# B/C Interview 09/28/2020 5:30 PM

Published on *Forest Grove Oregon* (<https://www.fore>

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

### Submission information

Form: [Boards and Commissions Application](#) [1]

Submitted by Visitor (not verified)

Wed, 01/29/2020 - 9:05am

50.38.45.57

### First & Last Name

Melody Haveluck

### Home Address

██████ 14th Avenue

### Mailing Address, if different

### City, State and Zip Code

Forst Grove, OR

### E-Mail Address

██

### Telephone/Cell Phone Number

████████████████████

### Employer

Retired

### Work Telephone Number

### Occupation/Profession

Retired

**Are you a student applicant? (Students must be high school grade level and residing or attending school in Forest Grove). Student appointees may serve on any board, except Budget Committee and Planning Commission.**

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

**Do you reside within the City limits?**

Yes

**Years residing in Forest Grove.**

30

**How did you hear of this opportunity?**

Was liason for Friends of Historic Forest Grove in the past.

**Please rate the City's performance.**

Good

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

Being supportive any way I can.

**Please select which board(s) you would like to be considered for appointment:**

Historic Landmarks Board (4th Tuesday, 6:30pm)

**What specific topics interest you that relate to the board?**

Preserving historic properties and educating the public on culture and history of this amazing town.

**What contributions do you hope to bring to the board?**

Help promote events and awareness of the commission.

**List your educational experience:**

High School diploma.

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

Have held all executive offices for Friends of Historic Forest Grove and am a life time member.. Volunteer with the Forest Grove/Cornelius Chamber of Commerce and other community organizations.

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

Yes

**Please type your name below as a signature.**

Melody Haveluckj

**Date**

Wed, 01/29/2020

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**Source URL:** <https://www.forestgrove-or.gov/node/17751/submission/12131>**Links**[1] <https://www.forestgrove-or.gov/bc/webform/boards-and-commissions-application>

**B/C Interview 09/28/2020  
5:40 PM**Published on *Forest Grove Oregon* (<https://www.fore>[Home](#) > [Boards & Commissions Reappointment Application](#) > [Boards & Commissions Application](#) > [Webform results](#) > [Boards & Commissions Application](#)**Submission information**Form: [Boards and Commissions Application](#) [1]

Submitted by Visitor (not verified)

Mon, 01/06/2020 - 12:15pm

73.37.29.183

**First & Last Name**

Natali Lazaro

**Home Address**

[REDACTED] Maple Street

**Mailing Address, if different****City, State and Zip Code**

Forest Grove

**E-Mail Address**

[REDACTED]

**Telephone/Cell Phone Number**

[REDACTED]

**Employer**

Miss Celebrations USA

**Work Telephone Number****Occupation/Profession**

Ms. Northwest 2020 Christmas queen

**Are you a student applicant? (Students must be high school grade level and residing or attending school in Forest Grove). Student appointees may serve on any board, except Budget Committee and Planning Commission.**

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

**Do you reside within the City limits?**

Yes

**Years residing in Forest Grove.**

20 years

**How did you hear of this opportunity?**

One of you're workers told me about it.

**Please rate the City's performance.**

Good

**What ideas do you have for improving "Fair" or "Poor" performance?****Please select which board(s) you would like to be considered for appointment:**

- Committee for Community Involvement (1st Tuesday, 5:30pm)
- Economic Development Commission (1st Thursday, Noon)
- Historic Landmarks Board (4th Tuesday, 6:30pm)
- Public Arts Commission (3rd Thursday, 5pm)
- Public Safety Advisory Commission (4th Wednesday, 7:30am)

**What specific topics interest you that relate to the board?**

Community involvement is one of the topics that interests me alot because I feel like our community isn't really involved with what is going on an I would like to change that an find solutions that will help us grow as a community an make us all like one big family. Not only that but recently the amount of homeless people we have in the area is insane an maybe we can all work as a community to help them get on their feet an find a job so than our economy as a town can grow more.

**What contributions do you hope to bring to the board?**

I hope I can bring new ideas to the board an also some change in our community.

**List your educational experience:**

I went to the high school for 4 years graduated an did not pursue further education.

**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.**

Natali Lazaro

**Date**

Mon, 01/06/2020

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**Source URL:** <https://www.forestgrove-or.gov/node/17751/submission/11911>

**Links**

[1] <https://www.forestgrove-or.gov/bc/webform/boards-and-commissions-application>

**B/C Interview 09/28/2020  
5:50 PM**

Published on *Forest Grove Oregon* (<https://www.for>

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

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**Submission information**

Form: [Boards and Commissions Application](#) [1]

Submitted by Visitor (not verified)

Mon, 04/06/2020 - 10:17am

73.157.160.191

**First & Last Name**

Robert Moats

**Home Address**

█ Vista Oaks Dr

**Mailing Address, if different****City, State and Zip Code**

Forest Grove Oregon 97116

**E-Mail Address**

█

**Telephone/Cell Phone Number**

█

**Employer**

Blackdog Bar and Grill

**Work Telephone Number****Occupation/Profession**

Sales, Restaurateur

**Are you a student applicant? (Students must be high school grade level and residing or attending school in Forest Grove). Student appointees may serve on any board, except Budget Committee and Planning Commission.**

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

some college

**Do you reside within the City limits?**

Yes

**Years residing in Forest Grove.**

12

**How did you hear of this opportunity?**

Didn't hear about an opportunity, just looking to get involved

**Please rate the City's performance.**

Good

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

Taking a look at the communities needs and matching them to opportunity.

**Please select which board(s) you would like to be considered for appointment:**

- Budget Committee (3-4 times in April/May)
- Committee for Community Involvement (1st Tuesday, 5:30pm)
- Community Forestry Commission (3rd Wednesday, 5:15pm)
- Economic Development Commission (1st Thursday, Noon)
- Historic Landmarks Board (4th Tuesday, 6:30pm)
- Library Commission (2nd Tuesday, 6:30pm)
- Parks and Recreation Commission (3rd Wednesday, 7am)
- Planning Commission (1st and 3rd Monday, 7pm)
- Public Arts Commission (3rd Thursday, 5pm)
- Public Safety Advisory Commission (4th Wednesday, 7:30am)
- Sustainability Commission (4th Thursday, 6pm)
- Urban Renewal Advisory Committee (TBD)

**What specific topics interest you that relate to the board?**

I have a broad range of interests and would like to help any way I can.

**What contributions do you hope to bring to the board?**

I have 35 years experience as a small business owner in various fields. I have strong relationship skills and knowledge on how to set and achieve goals.

**List your educational experience:**

1st ans some second year of college in general studies. 30 years of proessional development education.

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

None to date

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

Yes

**Please type your name below as a signature.**

Robert Moats

**Date**

Mon, 04/06/2020

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**Source URL:** <https://www.forestgrove-or.gov/node/17751/submission/12681>

**Links**

[1] <https://www.forestgrove-or.gov/bc/webform/boards-and-commissions-application>



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**Complete Application and Submit to:**

City of Forest Grove  
Attn: Anna Ruggles, City Recorder  
1924 Council Street, 2nd Floor • P. O. Box 326  
Forest Grove, OR 97116-0326  
Fax • 503.992.3207 Office • 503.992.3235  
E-mail: [aruggles@forestgrove-or.gov](mailto:aruggles@forestgrove-or.gov)

**BOARDS AND COMMISSIONS APPLICATION**

Applications are accepted throughout the year. Selection is based on application questions, interview, and a willingness to serve. Each Board has its membership criteria and purpose, which can be found on the City's website as well as this application may be submitted online: <https://www.forestgrove-or.gov/bc>. Student appointees must be high school grade level and may serve on any board, except Budget Committee and Planning Commission. Planning Commissioners must file an online *Annual Statement of Economic Interest (SEI)*. Please checkmark the specific Board for which you would like to be considered for appointment (more than one may be checked).

<input type="checkbox"/> Budget Committee		<input type="checkbox"/> Parks & Recreation Commission	3rd Wednesday, 7am
<input type="checkbox"/> Committee for Community Involvement	1st Tuesday, 5:30pm	<input type="checkbox"/> Planning Commission (SEI Filing)	1st & 3rd Monday, 7pm
<input type="checkbox"/> Community Forestry Commission	3rd Wednesday, 5:15pm	<input type="checkbox"/> Public Arts Commission	2nd Thursday, 5pm
<input checked="" type="checkbox"/> Economic Development Commission	1st Thursday, Noon	<input type="checkbox"/> Public Safety Advisory Commission	4th Wednesday, 7:30am
<input type="checkbox"/> Historic Landmarks Board	4th Tuesday, 6:30pm	<input type="checkbox"/> Sustainability Commission	4th Thursday, 6pm
<input type="checkbox"/> Library Commission	2nd Tuesday, 6:30pm	<input type="checkbox"/> Urban Renewal Advisory Committee	TBA
<input type="checkbox"/> Student Grade Level: _____		<input type="checkbox"/> Reappointment Term(s) Served: _____	

<b>FIRST &amp; LAST NAME</b> Robert Moats	<b>CELLULAR / HOME PHONE</b> _____
<b>ADDRESS</b> [REDACTED] Vista Oaks Dr	<b>WORK PHONE</b> [REDACTED]
<b>CITY/ZIP</b> Forest Grove	<b>E-MAIL</b> [REDACTED]
<b>EMPLOYER / SCHOOL</b> Blackdog Bar and Grill	<b>OCCUPATION / PROFESSION</b> Restaurateur

Reside in City Limits:  Years residing in City:  How did you hear of this opportunity

Please rate the City's current performance:  Excellent  Good  Fair  Poor

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

What specific topics interest you that related to the board? future of the cuty and economic growth

What contributions do you hope to bring to the board? 30 years experience in small business

Educational background: some college

Professional and Community Affiliations: \_\_\_\_\_

Have you attended or plan to attend a B/C meeting?  Yes  No

If not appointed at this time, may we keep your application on file?  Yes  No

If I am appointed, I have sufficient time to devote to this responsibility and attend the required monthly meetings of the Board.

**SIGNATURE:** Robert Moats

**DATE:** 06/13/2020

# B/C Interview 09/28/2020 6:00 PM



A place where families and businesses thrive.

City of Forest Grove  
Attn: Anna Ruggles, City Recorder  
1924 Council Street, 2<sup>nd</sup> Floor • P. O. Box 326  
Forest Grove, OR 97116-0326  
Fax • 503.992.3207 Office • 503.992.3235  
E-mail: [aruggles@forestgrove-or.gov](mailto:aruggles@forestgrove-or.gov)

## BOARDS AND COMMISSIONS APPLICATION

Applications are accepted throughout the year. Selection is based on application questions, interview, and a willingness to serve. Each Board has its membership criteria and purpose, which can be found on the City's website as well as this application may be submitted online: <https://www.forestgrove-or.gov/bc>. Student appointees must be high school grade level and may serve on any board, except Budget Committee and Planning Commission. Planning Commissioners must file an online *Annual Statement of Economic Interest (SEI)*. Please checkmark the specific Board for which you would like to be considered for appointment (more than one may be checked).

- |                                     |  |                                   |
|-------------------------------------|--|-----------------------------------|
| <input checked="" type="checkbox"/> | <b>Budget Committee</b>                    | 3-4 times in May                  |
| <input type="checkbox"/>            | <b>Committee for Community Involvement</b> | 1 <sup>st</sup> Tuesday, 5:30pm   |
| <input type="checkbox"/>            | <b>Community Forestry Commission</b>       | 3 <sup>rd</sup> Wednesday, 5:15pm |
| <input type="checkbox"/>            | <b>Economic Development Commission</b>     | 1 <sup>st</sup> Thursday, Noon    |
| <input type="checkbox"/>            | <b>Historic Landmarks Board</b>            | 4 <sup>th</sup> Tuesday, 6:30pm   |
| <input type="checkbox"/>            | <b>Library Commission</b>                  | 2 <sup>nd</sup> Tuesday, 6:30pm   |
| <input type="checkbox"/>            | <b>Student Grade Level:</b>                | _____                             |

- |                                     |  |   |
|-------------------------------------|--|---|
| <input checked="" type="checkbox"/> | <b>Citizen Rep. on JWC</b>               |   |
| <input type="checkbox"/>            | <b>Parks &amp; Recreation Commission</b> | 3 <sup>rd</sup> Wednesday, 7am                |
| <input type="checkbox"/>            | <b>Planning Commission (SEI Filing)</b>  | 1 <sup>st</sup> & 3 <sup>rd</sup> Monday, 7pm |
| <input type="checkbox"/>            | <b>Public Arts Commission</b>            | 2 <sup>nd</sup> Thursday, 5pm                 |
| <input type="checkbox"/>            | <b>Public Safety Advisory Commission</b> | 4 <sup>th</sup> Wednesday, 7:30am             |
| <input checked="" type="checkbox"/> | <b>Sustainability Commission</b>         | 4 <sup>th</sup> Thursday, 6pm                 |
| <input type="checkbox"/>            | <b>Urban Renewal Advisory Committee</b>  | TBA   |
| <input type="checkbox"/>            | <b>Reappointment Term(s) Served:</b>     | _____   |

FIRST & LAST NAME Victoria J. Lowe  
17<sup>th</sup> PLACE  
CITY/ZIP Forest Grove 97116  
EMPLOYER / SCHOOL \_\_\_\_\_

CELLULAR / HOME PHONE \_\_\_\_\_  
WORK PHONE \_\_\_\_\_  
E-MAIL \_\_\_\_\_  
OCCUPATION / PROFESSION Multiple Industry  
Materials Management

Reside in City Limits:  Years residing in City: 30+ yrs How did you hear of this opportunity? AWARE OF PROCESS

Please rate the City's current performance:  Excellent  Good  Fair  Poor

What ideas do you have for improving "Fair" or "Poor" performance? "Always room for improvements."

What specific topics interest you that related to the board? Water & Environmental Issues.

What contributions do you hope to bring to the board? 16 years of past service with CWS, Water Consortium, JWC, BARNEY & LOC Water/Wastewater Policy Advisory.

Educational background: Coquille High Grad of 1969

Professional and Community Affiliations: Fernhill Wetlands Council

Have you attended or plan to attend a B/C meeting?  Yes  No

If not appointed at this time, may we keep your application on file?  Yes  No

If I am appointed, I have sufficient time to devote to this responsibility and attend the required monthly meetings of the Board.

SIGNATURE: \_\_\_\_\_ DATE: 11-13-2019

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**B/C Interview 09/28/2020  
6:10 PM**Published on *Forest Grove Oregon* (<https://www.fore>[Home](#) > [Boards & Commissions Reappointment Application](#) > [Boards & Commissions Application](#) > [Webform results](#) > [Boards & Commissions Application](#)**Submission information**Form: [Boards and Commissions Application](#) [1]

Submitted by Visitor (not verified)

Sun, 09/15/2019 - 11:50pm

73.157.161.226

**First & Last Name**

Robert VandeBergh

**Home Address**

[REDACTED] Vista Oaks Dr

**Mailing Address, if different****City, State and Zip Code**

Forest Grove, OR 97116

**E-Mail Address**

[REDACTED]

**Telephone/Cell Phone Number**

[REDACTED]

**Employer**

ACES Medical

**Work Telephone Number**

[REDACTED]

**Occupation/Profession**

Director of IT

**Are you a student applicant? (Students must be high school grade level and residing or attending school in Forest Grove). Student appointees may serve on any board, except Budget Committee and Planning Commission.**

No

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

**Do you reside within the City limits?**

Yes

**Years residing in Forest Grove.**

26

**How did you hear of this opportunity?**

Community Social Media

**Please rate the City's performance.**

Good

**What ideas do you have for improving "Fair" or "Poor" performance?****Please select which board(s) you would like to be considered for appointment:**

Public Safety Advisory Commission (4th Wednesday, 7:30am)

**What specific topics interest you that relate to the board?**

Creating a safe and inviting city for citizens of Forest Grove to call home.

**What contributions do you hope to bring to the board?**

Having been a Forest Grove resident for almost all of my life, working in private industry along with being a long time volunteer Reserve Deputy Sheriff in Washington County provides a unique perspective for public safety . I understand the challenges that come with public safety first hand, and would like an opportunity to shape the future in our community with ideas to improve livability and the relationship(s) public safety has with it.

**List your educational experience:**

BS - Business Administration - Focus on Management Information Systems (MIS) -  
Oregon State University  
Forest Grove High School - Class of 2004

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

Reserve Deputy, Washington County Sheriff's Office - 2010 - Present  
Current President, Sheriff's Office Foundation of Washington County

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

Yes

**Please type your name below as a signature.**

Robert VandeBergh

**Date**

Sun, 09/15/2019

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**Source URL:** <https://www.forestgrove-or.gov/node/17751/submission/10651>

**Links**

[1] <https://www.forestgrove-or.gov/bc/webform/boards-and-commissions-application>

# B/C Interview 09/28/2020 6:20 PM

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

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

### Submission information

Form: [Boards and Commissions Application](#) [1]  
Submitted by Visitor (not verified)  
Sat, 06/06/2020 - 3:55pm  
71.236.225.129

### First & Last Name

Stephanie Rose

### Home Address

██████████ 16th Ave

### Mailing Address, if different

### City, State and Zip Code

Forest Grove, OR 97116

### E-Mail Address

██

### Telephone/Cell Phone Number

████████████████████

### Employer

N/A

### Work Telephone Number

### Occupation/Profession

N/A

**Are you a student applicant? (Students must be high school grade level and residing or attending school in Forest Grove). Student appointees may serve on any board, except Budget Committee and Planning Commission.**

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

**Do you reside within the City limits?**

Yes

**Years residing in Forest Grove.**

7

**How did you hear of this opportunity?**

Past member of the CCI

**Please rate the City's performance.**

Good

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

Put on more events for community engagement and discussions. As a past CCI member, I know how hard city staff try to receive community input. I think it is important for the community to acknowledge this, and that it is equally important to participate in activities that will help engage conversation.

**Please select which board(s) you would like to be considered for appointment:**

Committee for Community Involvement (1st Tuesday, 5:30pm)

**What specific topics interest you that relate to the board?**

All community involvement/engagement activities

Diversity

Equality

Annual Town Meeting

**What contributions do you hope to bring to the board?**

I've been on the committee before so I have a clear understanding of the committee's purpose. However, now a days we all know the hot topics of 2020, and we need to work together to work thru them. A few years back it was difficult to receive community engagement regardless of our efforts, but I think the time to act as now. I've planned and put on Countless events over the past 10 years, from A to Z and everything in between.

**List your educational experience:**

HS graduate and some college

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

Past CCI board member 2013-2017

Joseph Gale Elementary PTO - President

Recently became a member of the Urban League of Portland

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

Yes

**Please type your name below as a signature.**

Stephanie A. Rose

**Date**

Sat, 06/06/2020

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**Source URL:** <https://www.forestgrove-or.gov/node/17751/submission/13501>

**Links**

[1] <https://www.forestgrove-or.gov/bc/webform/boards-and-commissions-application>



**How did you hear of this opportunity?**

Professor

**Please rate the City's performance.**

Good

**What ideas do you have for improving "Fair" or "Poor" performance?****Please select which board(s) you would like to be considered for appointment:**

- Committee for Community Involvement (1st Tuesday, 5:30pm)
- Economic Development Commission (1st Thursday, Noon)

**What specific topics interest you that relate to the board?**

I am extremely interested in learning more about EDC and the robust role that the committee plays for the City of Forest Grove. I am an extremely passionate individual that wants to be an asset to this team. I want to further develop the city via the purpose of the EDC by providing guidance and making recommendations to the City Council on economic development policy and issues that supports advancing the economy and prosperity of the Forest Grove Community. Furthermore, I want to be apart of the EDC to be able to communicate to our fellow community members about the plan of action around a economic development plan, act in a positive light for the local businesses within the community, enhance and encourage more meaningful connections to bring people together to achieve all objectives and goals.

**What contributions do you hope to bring to the board?**

I hope to bring my immense knowledge via all of the opportunities that I have had in my life. From working at credit unions, having bilingual capabilities (Spanish), being a legal translator, working for finance firms, working in the areas or marketing, SEO, Public Relations, and many other jobs that I have had the privilege to take advantage of. I want to bring my educational background and my experience, apply it to help the Forest Grove Community in a positive manner so that prosperity can live within everyone. Lastly, I hope to bring a innovative, creative, and proactive approach towards all goals and objectives to ensure the best decisions are made for all.

**List your educational experience:**

Brookings-Harbor High School, Honors Diploma

Years: 2013 - 2017

Southwestern Oregon Community College, Dual Enrollment College Courses via High School

Years: 2015 - 2017

Oregon Institute of Technology, Dual Enrollment College Courses via High School

Years: 2016 - 2017

Pacific University, B.B.A (Bachelors of Business Administration), Concentrations:

Marketing & Finance

Years: 2017 - Present

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

Pacific Univeristy, South Side Financial Coordinator - Residence Hall Association (RHA)  
Years: August, 2017-May, 2018

Special Olympics of Oregon, Basketball Official (Partnership with the Portland Basketball Officials Association)  
Years: 2017-Present

Pacific Univeristy Office of Undergraduate Admissions, CASBE (College of Arts, Science, Business, & Education) Panelist  
Years: August 2017 - Present

TEDx, Co-Junior Organizer  
Years: April, 2018 - January, 2019

Pacific Univeristy, Vice President of the Business Club  
Years: April, 2018 - April, 2019

Pacific Univeristy, Office of Undergraduate Admissions: Tour Guide  
Years: August, 2017 - Present

Pacific University, Undergraduate Student Senate President  
Years: March 2019 - Present

Pacific Univeristy, Business Club President  
Years: April 2019 - Present

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

**Please type your name below as a signature.**  
Fernando Lira

**Date**  
Fri, 04/24/2020

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**Source URL:** <https://www.forestgrove-or.gov/node/17751/submission/13121>

**Links**  
[1] <https://www.forestgrove-or.gov/bc/webform/boards-and-commissions-application>

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09/28/2020	26. Jann Purdy	Support Social Justice Mural (Letter)	X		
09/28/2020	27. Darlene Pagan	Citizen Communications	X		
09/28/2020	28. Jennifer Teeter	Citizen Communications (Letter)	X		
09/28/2020	29. Nacare Rodriguez	Citizen Communications (Letter)	X		
09/28/2020	30. Vicki McGee	Citizen Communications (Letter)	X		

There was written correspondence sent to staff in July/August as noted below:

DATE	NAME	SUBJECT	Support	Opposed	Other
07/14/2020	Jessica Monje-Perez	Black Lives Matter Mural	X		
07/14/2020	Jennifer Bass	Proposed Black Lives Matter Mural	X		
07/15/2020	Alexia Lucey	Mural Project	X		
07/20/2020	Ramona Ilea	Mural	X		
07/29/2020	Brenna Cooper	Mural at Forest Glen Park	X		

In addition, correspondence may have been sent to councilors, but unless it is cc'd to city staff and/or the citizen has requested it is intended for the Council packet for 09/28/2020, the City does not distribute.

**Attachments:**

Correspondence Attached for 09/28/2020 Packet

Hello City Council Members,

I am contacting you as a concerned citizen of Forest Grove. First, let me thank you for your service to our community. I appreciate your sacrifice of time and effort as well as your leadership on the City Council. I am thankful to live in a country where concerns can be addressed.

My concern is a recent application for a Public Arts Commission mini grant by two students at Pacific College to paint over an American flag mural at the Forest Glen Park. As you may already know, the American flag on one side, and the State of Oregon on the other, were painted on a handball wall at the park as part of an Eagle Scout project of Tyler Tweet, from Troop 240 in Hillsboro. It has stood for a number of years without objection, serving as a reminder of those traveling into Forest Grove along Highway 8 that Forest Grove is a community joined with the rest of this country in peace and prosperity. It stands as an inspiration to the many neighbors who walk the Forest Glen path and play on the grassy fields of Forest Glen Park. I live near the park and have talked to many of the local families. Nearly all have expressed their fondness in seeing the mural daily as it currently stands. Please don't change it.

I oppose the grant as written. I am concerned with the lack of detail, preparation or ability to sufficiently complete the project. The lack of preparation and generalities of the application will only create poor performance. For example, a Google search did not produce any results for a Jamaali Arts Center in Portland, making it difficult to verify credentials. As the scoutmaster of a local Boy Scout Troop, before an Eagle Scout project is approved it must have an approved project workbook which details the amount of materials necessary, the timeline for completion, where the funds are coming from, who the project leader is, safety protocols and so much more. When you review an Eagle Scout project workbook you know the details from start to finish. The mini grant request does not allow for a plan to be submitted, and therefore creates an uncertain outcome. Questions that come to mind are what exactly will the mural look like, why is a local artist not involved, what provisions have been made for safety, sanitary needs, and environmental safety concerning the use of paint. Remember that there are no bathrooms at Forest Glen park, and currently no public restrooms available. I would like to see a sketch of the mural made available to the public beforehand, as well as a survey of the citizens who live local to Forest Glen Park. There might be a more suitable place for a social justice mural. The two applicants, Seema Khatcherian, Karsen Buck are both students at Pacific College and both are from California, and the organization listed on the request is Pacific College. The groups they plan to partner with are campus based student groups. Their message is better suited on a college campus. It would seem more appropriate to paint a social justice mural either on campus or in close proximity.

Next the application states:

*"The mural will cultivate a sense of acceptance/support for POC in this community and/or who drive through this community. Plus, challenge people to reevaluate their deeply rooted beliefs."*

I have witnessed Forest Grove to be an inclusive community. All persons regardless of age, sex, orientation, color, race or religion have long felt accepted and have flourished in our quiet town. People here are generally caring and giving and support one another. The city continues to serve all segments of society and whose people, policies, protocols, practices and learning spaces serve as a model for inclusive excellence. These are their long held beliefs. The implication that a racist held belief is predominant here is simply not true. This is evident by the direction the city council has led us in, a pattern of bringing industry and more recreational opportunities. In most recent City Council Goals and Objectives there is an indication of the assessment at the city level but does not indicate a specific REI

need. I feel that to paint over an American flag, a symbol of national pride and unity, with a one that would imply we do not already abide by a social justice standard would make many in the community feel uncomfortable. The idea of allowing input from a single group of people of color while excluding all others is divisive in nature and should be avoided. Let me emphasize I am not opposed to the message the two applicants are seeking to express. I am completely opposed to share that message at the sacrifice of another equal or greater message. Again please don't paint over the American flag mural.

My last objection to the mini grant request is that it does not meet the guidelines for approval as outlined on the Public Arts Commission. The website states

*PAC mini-grants provide seed money to leverage the efforts of local organizations and clubs offering Arts programming in Forest Grove at no charge to the community.*

*Preference is given to groups who will provide a substantial in-kind contribution to the event(s) through volunteer support, and/or donation of complimentary goods & services such as publicity, promotion, use of equipment, and refreshments.*

*Eligible activities include music, dance, literary arts, fine arts, crafts, film and drama.*

There is no provision listed to allow a grant for the type of project submitted by the applicants. There is no programming offered free of charge, no substantial in kind contributions will be made, and it does not fall under one of the listed eligible activities. I would oppose the mini grant based on these facts.

I have brought forth a number of objections to painting over the American flag mural at Forest Glen Park. I remember the concerns and debate over the Veteran's Memorial expressed by many still serving Forest Grove today. I am hoping for the same due diligence in this matter. I am certain that the current pandemic has left a limited amount of resources available that could be better served elsewhere. I am one of many who share this same opinion; please don't paint over the American Flag mural. Thank you for your anticipated consideration in this matter. I welcome your comments on this matter

Respectfully

Jim Peterson  
Forest Grove Resident

## Anna Ruggles

---

**From:** Jesse VanderZanden  
**Sent:** Wednesday, September 23, 2020 4:41 PM  
**To:** Anna Ruggles  
**Subject:** Fwd: Forest Glen Park Letter  
**Attachments:** Forest Glen Park letter.docx; ATT00001.htm

Sent from my iPhone

Begin forwarded message:

**From:** James Peterson <[REDACTED]>  
**Date:** September 23, 2020 at 10:05:03 AM PDT  
**To:** Jesse VanderZanden <jvanderzanden@forestgrove-or.gov>  
**Subject:** Forest Glen Park Letter

City Manager's Office  
City Hall  
1924 Council Street  
PO Box 326  
Forest Grove, Oregon 97116-0326

Mr, Vanderzanden,

Thank you for time. I have previously sent the attached letter to each of the city council members and now request that it be read into the record at the next city council meeting. I would also request that you forward the attached letter to Ms Dana Eytzen, Public Arts Commission chair and Paul Waterstreet, Parks and Recreation Commission chair as this is a matter that involves their area of service. Thank you for your service to our wonderful city and your dedication to our community.

Jim Peterson

#2

## Anna Ruggles

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**From:** Amy Tracewell <[REDACTED]>  
**Sent:** Thursday, September 24, 2020 5:00 PM  
**To:** Peter Truax; Timothy Rippe; Elena Uhing; Val Valfre; Kristy Kottkey; Mariana Valenzuela; Anna Ruggles  
**Subject:** City Council Letter  
**Attachments:** In support of the Social Justice Mural.docx

Please consider the attached letter a citizen communication to be read at the next meeting of the City Council.

Thank you!

My name is Amy Tracewell and I am a resident at [REDACTED] [REDACTED] and am a commissioner on the Public Arts Council (PAC). I understand the duty and responsibility it takes to represent the city through your service, and I thank you all for all you do on behalf of the citizens of Forest Grove.

I love being a part of the Public Arts commission and take my role and responsibilities to bring art to all citizens of Forest Grove very seriously. As a commission, we have worked hard over the last two years to build a strategic plan with goals and deliverables for the next five years. Included in that plan are CEP-funded mini-grants, meet the artist dinners, and even a mural festival in conjunction with the city's sesquicentennial.

When I learned about the two students' idea to create a mural at the wall on Forest Glen park, I was very excited as I walk through my neighborhood park quite a bit and murals are a part of our plan for the future on the PAC. On my walks, I have seen kids playing basketball and riding their bikes on the concrete by a large wall. I have seen the dilapidated benches that sit atop the park, looking down into the grassy bowl of the outfield. I have also seen the stretched and faded image of Oregon on one side of the wall, and the faded, peeling paint of the American flag on the other. So, when the students wanted to enhance that park with a social justice mural concept, I was more than delighted to offer them guidance to reach out to the PAC for potential funding.

My understanding is the students reached out also to city officials at that time. This was in mid-June.

In those three months since, the students received a slow response initially from the city, then a conflicting response as to how to proceed. They have been told to change their design, to include more community members, to wait for the spring, to consider another site, to get permission from the parks and rec board, to seek funding from the PAC, to crowd source it, to wait to make a public statement, to paint it on private property, to not paint it on private property, to consider it city speech, and to produce a rendering for the council to approve.

The PAC voted to approve the mural with the concept outlined in a proposal for funding at the site the students requested pending council approval. This proposal includes a depiction of an American flag as well. The PAC commits to working alongside each of our mini-grant recipients to ensure a successful project and we have a track record to point to that attests to this assertion. But this isn't really about the mini-grant application. The issue of the PAC funding a portion of the project is separate from the request to paint the mural and should be looked at as such.

My question is, and remains, why is this process so labored and convoluted for this group, when this hasn't been the case in the past with that site? It seems to be about the content of the art, and the message behind the art, that is causing some to pause. What is behind that pause?

**As a region, we are growing more diverse.** According to an Oregon State Employment Department publication published in January of 2020 titled, *Race and Ethnic Diversity in Oregon's Workforce*, Oregon's population has started to diversify in recent years. In 2018, the share of people of color in "Oregon grew to 25 percent, a 32 percent increase from 2008. This is still 13 percentage points lower than the national average, but the share of people of color in Oregon grew more quickly than the national average over this 10-year span. The share of Hispanic or Latino residents of any race in Oregon has increased more than any other racial or ethnic group, with a 17 percent increase in the past decade. Despite being one of the least diverse large metro areas in the U.S., the Portland metro area is one of

the most diverse regions in the state of Oregon. Twenty-seven percent of the metro's population identified as people of color in 2018."

We want to attract tourism to our area; therefore, we need to be responsive to this shifting demographic. We need to provide a welcoming climate in which all can feel represented and heard. This mural will help in this regard.

**Forest Grove has its share of racism.** During the nationally-publicized 2016 incident at the Forest Grove High School where some students hung a banner with the words, build that wall on it, one student had this to say, "They openly express dislike for my race."

And take a quick look at some past posts on our very own Forest Grove Community Facebook page.

A woman by the name of Gigi Filipowicz mentioned that she was standing on a corner in Forest Grove, and someone yelled racial slurs at her. This prompted quite a response from community members, including this response from our Mayor, "As Mayor, it is my responsibility to insure that every resident of this city enjoys the rights and privileges of living in what I consider to be a good city. I have indicated that "hate will not find a home in Forest Grove." But I need to do more. And you need to help me. I recognize that my efforts, while well-intentioned, have fallen woefully short of the mark."

This mural provides a visible means of support for our marginalized groups to show that we ARE striving to do better.

**The City is committed to diversity, equity and inclusion work.** As the Mayor pointed out in his thoughtful and sincere Facebook post, we all need to do more. And the Council under the Mayor's leadership has gone on record to commit to doing just that. Among the Council-adopted 2020 goals, the very first one is to "Support diversity, equity, and inclusion (DEI) in the delivery of city services and operations." This includes a goal to develop a DEI plan that assesses the hiring practices and equitable delivery of city services and operations.

I am suggesting that the process to paint another mural, on a site that has had two other murals painted on it already, hasn't been equitable, and provides the city with the opportunity to evaluate that process and to do better. I would go further to say that this modification to the "normal" process is due to the proposed content of the mural. This content is already supported by the city and the Forest Glen wall has already had two other murals painted on it with much less fanfare. Moving forward with this mural will allow us to showcase our support for marginalized voices, and then we have time to further develop an equitable process for all moving forward.

DEI work can be hard. DEI work can make people uncomfortable. Not everyone sees the need to engage in it, to grow in that way. But let's not let those who are uncomfortable with these visible means of supporting social justice stop us from making forward movement toward shared city values.

The Council has committed to the work of supporting diversity, equity and inclusion already. This mural provides a great opportunity to showcase that. Why not there? Why not now?

Art has the ability to transform us.

Let it.

#3

## Anna Ruggles

---

**From:** Shannon Perry [REDACTED] >  
**Sent:** Friday, September 25, 2020 6:11 AM  
**To:** Anna Ruggles  
**Subject:** Justice Mural

Dear Anna Ruggles,

My name is Shannon Perry and I am a resident at [REDACTED] and am a teacher here in town. I understand the duty and responsibility it takes to represent the city through your service, and I thank you all for all you do on behalf of the citizens of Forest Grove.

This mural has great potential to brighten our community and raise awareness at the same time. I have two small children and would love to walk through that park with them and show them that their community cares. As a family we discuss the importance of being strong for those that are not able to speak up and to share the message that we stand with a message of equity and inclusion. My own children would be proud to see that mural in their town.

We are a growing and diverse community. Having taught in this town since 2007, I have seen that change in my classroom. I work hard to adapt my teaching to that change and better facilitate a conversation between my own students about inclusion and equity. We discuss the very issues raised in this mural and focus on solutions that bring justice to all of our citizens, but in particular our BIPOC citizens. I have heard my BIPOC students share stories of pain, discrimination and fear. No 12 year old should be afraid that the police will not support them if they are in danger and no 12 year old should hear slurs or taunts from older adults in our community. My students know that this wonderful community is ready to embrace change and grow.

My students have also participated in local government and presented to the City Council in the past, so we know the power of being heard. In particular my BIPOC students felt empowered when speaking with you in the past. They felt heard and seen. This is a powerful experience that BIPOC people do not always get to experience. Being seen and heard matters. This mural would show our children that they matter, that they are seen and that we as a community want to do better to represent everyone in our community to make a "more perfect union".

The Council has committed to the work of supporting diversity, equity and inclusion already. This mural provides a great opportunity to showcase that. Why not there? Why not now?

Art has the ability to transform us,

Let it.

Sincerely,

Shannon Perry

Citizen of Forest Grove

#4

## Anna Ruggles

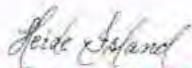
---

**From:** Island, Heide D. <[REDACTED]>  
**Sent:** Friday, September 25, 2020 8:20 AM  
**To:** Peter Truax; Malynda Wenzl; Timothy Rippe; Elena Uhing; Val Valfre; Kristy Kottkey; Mariana Valenzuela; Anna Ruggles  
**Cc:** Concepcion, Rebecca Y.; Whitehead, Jaye Cee; Buck, Karsen; Khatcherian, Seema; Lucey, Alexia N.; Narce Rodriguez, Executive Director of Equity, Diversity and Inclusion and Katelyn Eisenhooth, Chair of the Diversity Committee; Teeter, Jennifer E.  
**Subject:** Citizen Communication  
**Attachments:** Letter in Support of the Forest Glen Mural - Island, 2020.docx

City of Forest Grove,

Please find citizen communication in support of the Student Proposal for the Forest Glen Mural, scheduled for a vote during the Forest Grove City Council next week. Do not hesitate to contact me if you have questions.

Kind regards,



**Heide Island, Ph.D.**, Pronouns: she/her

Comparative Behavior and Neuroscience, Professor  
 Pacific University | Psychology  
 2043 College Way | Forest Grove, OR 97116  
 C: [REDACTED] | [REDACTED] | [REDACTED] | [REDACTED]  
 Comparative Research and Behavior (CRAB) Lab | Carnegie 304  
[Whidbey Research Station](#), Director; [Oregon Zoo](#), Senior Research Associate



*Pacific is a diverse and sustainable community  
dedicated to discovery and excellence in  
teaching, scholarship and practice.*

Heide Island  
[REDACTED]  
Forest Grove, OR 97216

September 25, 2020

City Council of Forest Grove,

In mid-June, two Pacific University students, Seema Khatcherian and Karsen Buck, reached out to the City of Forest Grove for permission to beautify the wall on Forest Glen park. The mural would feature social justice and inclusion images. All artwork ideas for consideration promote community, cohesion, and inclusion. I cannot imagine why the Forest Grove community would not act in haste in support of this project. Especially since as far as I can tell from the students' proposal, it is entirely supported through local fundraising, grants, and the Pacific University community. So, in addition to beautifying the neighborhood, supporting the intersectionality of all people in the Forest Grove area, marketing Forest Grove as a vibrant, interesting, and open community, supporting a local and creative college student project, this work comes to you without budgetary consequence to the City Forest Grove.

I am perplexed then why, when the Council of Forest Grove has adopted among their 2020 goals, to "Support diversity, equity, and inclusion (DEI) in the delivery of city services and operations," there would be so many hurdles to support this project. As I understand it, when this project was first proposed three months ago, the students received a slow response, then a series of conflicting recommendations for permissions, including: more community members, to postpone, to suggest an alternate site, to obtain permission from the Parks and Recreation Board, garner more funding, etc.

It appears the students have sought and received community support, they have fundraised, they have created a formalized mission and plan, but; their time and Forest Grove's opportunity to take advantage of this is on a clock. Seema and Karsen are Seniors, you lose this opportunity if you wait.

However, that failure to act in support of a project that promotes social and community inclusion, DOES MAKE quite a clear implicit statement to the rest of the community. I do not believe the unintended message of failing to act in support of this project is the intention or goal of the City of Forest Grove.

I am writing in enthusiastic and urgent support of this project, as a member of the Pacific University community, a former resident of Wilamina Avenue, and a caring and concerned citizen.

Please do the right thing.

Kindly,

[REDACTED]  
Heide Island  
[REDACTED]

#5

## Anna Ruggles

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**From:** Clare Collins <[REDACTED]>  
**Sent:** Friday, September 25, 2020 11:19 AM  
**Cc:** Anna Ruggles; Mariana Valenzuela; Kristy Kottkey; Val Valfre; Elena Uhing; Timothy Rippe; Malynda Wenzl; Peter Truax  
**Subject:** Citizen Communication

Mayor and City Council Members,

I am writing to you today to urge you to approve the proposed new mural on the handball court at Forest Glen Park. The current American flag design has been there for many years and in my opinion does not add to the community. Currently, I see dozens of flags just by driving through or walking around Forest Grove. They are everywhere, and after a while I wonder if we couldn't add something more artistic or original to our public art that celebrates the history and racial diversity of our town.

The proposed mural would do a few important things. First, it would honor the Native American tribes that previously lived here and acknowledge their contributions to our community. Second, it would acknowledge the history of farm workers in the Forest Grove area and their activism efforts. Third, it would acknowledge the racial and cultural diversity of our city. As a long time resident of the Forest Grove area (I grew up here, went to school here, and recently moved back to the area after college), I believe this project is long overdue.

Please consider making these changes as soon as possible, before the rainy season comes and it will be difficult to paint.

Best,  
Clare Collins

46

**Anna Ruggles**

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**From:** Kylie Hepler <[REDACTED]>  
**Sent:** Friday, September 25, 2020 11:52 AM  
**To:** Kristy Kottkey; Anna Ruggles; Peter Truax; Malynda Wenzl; Timothy Rippe; Elena Uhing; Val Valfre; Mariana Valenzuela  
**Subject:** Mural Project Proposal

To Whom it may concern:

I am writing to you today in support of the Mural Project Proposal put forth by Seema Khatcherian and the Civic Engagement Group at Pacific University.

As a member of the Forest Grove community for 23 years I am imploring the council to vote to move forward with the proposed plan. Our community has recently gained other wonderful works of art in the form of murals around town and I believe it would be a wonderful addition to the west side of town.

Pacific University is at the heart of our town and what a wonderful way for the young people to be involved and hold a sense of pride for the town that helps to shape them as humans.

Thank you for your attention to this matter

Kylie Hepler

Current Forest Grove Resident

#7

## Anna Ruggles

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**From:** Monica Gorman <[REDACTED]>  
**Sent:** Friday, September 25, 2020 12:07 PM  
**Cc:** Anna Ruggles; Mariana Valenzuela; Kristy Kottkey; Val Valfre; Elena Uhing; Timothy Rippe; Malynda Wenzl; Peter Truax  
**Subject:** Citizen Communication

Mayor and City Council Members,

I recently heard about the plan put together by local college students to create a new mural for the handball court at Forest Glen Park. I am writing today to encourage you to support this initiative. I believe that because of the location of this mural, visible as people enter Forest Grove, it sends a message about our values as a community to all who visit, pass through, or move here. The new design, with its incorporation of our history and diversity, serves as a great opportunity for us to showcase the beauty of our community.

I appreciate the way the creators of the mural carefully took into account the history of the area, incorporating Native American tribes and farm workers, two groups often underrepresented in other spaces.

Please strongly consider approving this mural.

Regards,  
Monica Gorman  
Sent from my iPad

118

## Anna Ruggles

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**From:** Laura Stallings <[REDACTED]>  
**Sent:** Friday, September 25, 2020 12:21 PM  
**To:** Peter Truax; Malynda Wenzl; Timothy Rippe; Elena Uhing; Val Valfre; Mariana Valenzuela; Anna Ruggles  
**Subject:** Citizen Communication

September 25, 2020

Dear Forest Grove City Council Members,

I would like my comments to be read into the record in their entirety. My name is Dr. Laura Stallings and I am the Director of the Student Counseling Center at Pacific University. I have been a part of this community since August 2015. As a center, we are deeply committed to engaging in social justice work to increase equity, diversity, and inclusion at Pacific University and the Forest Grove community. I am writing in full-support of the proposal by two of our Pacific University students and residents of Forest Grove to paint a social justice mural in the Forest Glen Park on the handball court wall in Forest Grove.

This mural will provide a visible and powerful representation of support and solidarity for our historically marginalized citizens in the city of Forest Grove and your commitment that you will continue to do better to heal the wounds of racial trauma that has occurred and continues to occur within our city. If the city of Forest Grove wants to embody your spoken values of diversity, equity, and inclusion, you must make brave and bold decisions to support initiatives like this one to invest in marginalized voices. If you vote yes to this proposal, you will in turn create an environment that is empowering, inspiring, and fosters a sense of belonging for the next generation of young children of color to ensure their city sees them, supports them, and believes in their future.

I hope that The Council stands committed to the work of supporting diversity, equity and inclusion already by voting to support this mural.

Respectfully,

*Laura E. Stallings, Psy.D.*

Director and Licensed Psychologist

49

## Anna Ruggles

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**From:** Boykoff, Jules <[REDACTED]>  
**Sent:** Friday, September 25, 2020 2:28 PM  
**To:** Peter Truax; Malynda Wenzl; Timothy Rippe; Elena Uhing; vvalfra@forestgrove-or.gov; Kristy Kottkey; Mariana Valenzuela; Anna Ruggles  
**Subject:** Citizen communication in support of Social Justice Mural Project  
**Attachments:** Boykoff letter for Forest Grove city council.pdf



Dear Mayor Truax and members of the Forest Grove City Council,

Thank you for all the important work you do in the Forest Grove community. Below and attached you will find a letter I wrote in support of the Social Justice Mural Project.

Thank you for your consideration and all best,  
Jules

Jules Boykoff  
Professor and Department Chair  
Pacific University in Oregon  
Department of Politics and Government

25 September 2020

Dear Forest Grove City Council Members,

I am writing to lend my wholehearted support for the Social Justice Mural Project that is being proposed by Pacific University students Karsen Buck and Seema Khatcherian. Their well-planned project would be a positive contribution to the political landscape of Forest Grove, a timely reminder of the importance of fighting racism.

We are living in unprecedented times in so many ways. With so much uncertainty inscribing the political and cultural landscape, the mural would serve as a timely and vital reminder that basic human rights – the idea that Black lives matter in Forest Grove, in Washington County, and beyond – are crucial and that people of color are welcome in Forest Grove. This mural project would be a powerful statement that Forest Grove accepts and supports Black people as well as a visual cue that Indigenous, Latinx, and Asian people are also welcome here. And let's be clear: were you to scupper this project, it would send the message that Forest Grove is out of step with the times and unwilling to stand up for justice. I can't imagine that's a message you'd wish to send out into the world.

The time is right for the Forest Grove to stand against racism and for social justice. In that spirit, I hope you will approve this project. Thank you for your consideration and for all your hard work.

Sincerely,



Jules Boykoff  
Professor and Department Chair  
Pacific University, Department of Politics and Government  
2043 College Way  
Forest Grove, OR 97116





25 September 2020

Dear Forest Grove City Council Members,

I am writing to lend my wholehearted support for the Social Justice Mural Project that is being proposed by Pacific University students Karsen Buck and Seema Khatcherian. Their well-planned project would be a positive contribution to the political landscape of Forest Grove, a timely reminder of the importance of fighting racism.

We are living in unprecedented times in so many ways. With so much uncertainty inscribing the political and cultural landscape, the mural would serve as a timely and vital reminder that basic human rights – the idea that Black lives matter in Forest Grove, in Washington County, and beyond – are crucial and that people of color are welcome in Forest Grove. This mural project would be a powerful statement that Forest Grove accepts and supports Black people as well as a visual cue that Indigenous, Latinx, and Asian people are also welcome here. And let's be clear: were you to scupper this project, it would send the message that Forest Grove is out of step with the times and unwilling to stand up for justice. I can't imagine that's a message you'd wish to send out into the world.

The time is right for the Forest Grove to stand against racism and for social justice. In that spirit, I hope you will approve this project. Thank you for your consideration and for all your hard work.

Sincerely,

[Redacted signature]

Jules Boykoff  
Professor and Department Chair  
Pacific University, Department of Politics and Government  
2043 College Way  
Forest Grove, OR 97116

[Redacted contact information]

#10

**Anna Ruggles**

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**From:** Jesse VanderZanden  
**Sent:** Friday, September 25, 2020 3:10 PM  
**To:** Anna Ruggles  
**Cc:** Tom Gamble; Colleen Winters  
**Subject:** FW: Divisive mural proposal

Anna, this come in regarding the mural. Thanks, Jesse

-----Original Message-----

**From:** [REDACTED]  
**Sent:** Thursday, September 24, 2020 3:07 PM  
**To:** Jesse VanderZanden <jvanderzanden@forestgrove-or.gov>  
**Cc:** Tom Gamble <TGamble@forestgrove-or.gov>  
**Subject:** Divisive mural proposal

I recently found out about a mural that was purposed in forest grove that was purposed by two students from California. Those two students do NOT have the same values as the citizens and residents of Forest Grove. The lack of transparency on this decision is also quite worrisome as no one I know that lives here actually knows that this is being pushed through. The only mural that should be replacing this is a thin blue line mural to support our local police and the fallen police officers who gave their life for public service and community safety. They are the hero's that should be portrayed in a mural, they are the individuals who keep us safe, they are the individuals who serve with dignity, integrity and compassion. Seeing the American flag when entering Forest Grove is a thing of pride for me as a veteran, I served that flag with pride. It stands for all of us who fought and died for this country. I'm asking that the city please not disgrace everything I fought for and believed in by painting over it. The American flag stands for all of us. It is inclusive for all Americans because we are all a part of America. I will be contacting the American legion and the Veterans of Foreign wars to speak to them about this and to bring it to all veterans attention. I am always more than happy to have a meeting with you if you wish.

Regards,  
Derrick Danielowicz

Sent from my iPhone

#11

**Anna Ruggles**

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**From:** Hajdu-Paulen, Allison A. [REDACTED]  
**Sent:** Friday, September 25, 2020 3:31 PM  
**To:** Anna Ruggles; Mariana Valenzuela; Kristy Kottkey; Val Valfre; Elena Uhing; Timothy Rippe; Malynda Wenzl; Peter Truax  
**Subject:** Citizen Communication

Dear Forest Grove City Council Members,

I would like my comments to be read into the record in their entirety. I am writing in support of the proposal by Seema Khatcherian and Karsen Buck to paint a social justice mural in the Forest Glen Park. I have been a part of Pacific University community, and thus Forest Grove, since October 2014. I am a member of staff at the Student Counseling Center and as such I strive to help create an environment, not only in our center and on our campus but also in our larger community, that affirms, respects, and honors diversity. I believe that it takes both individuals and communities to build and cultivate greater well-being, equity, and inclusivity. The proposed mural incorporates the voices of community members in all its stages and reflects the diversity of this beautiful area, proudly proclaiming the message of democracy that all voices deserve to be heard and everyone has a place at the table. Therefore, I urge The Forest Grove City Council to vote to support this mural.

Respectfully,  
Allison Hajdu-Paulen

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**Allison Hajdu-Paulen, LCSW** | Staff Therapist | [REDACTED]  
*Pronouns: she/her/hers*  
Student Counseling Center | [REDACTED]  
2043 College Way, Forest Grove, OR 97116 | 730 SE Oak St., Ste. D Hillsboro, OR 97123

*I am proud to work at a university that inspires students to think, care, create, and pursue justice.* [REDACTED]

**If you are experiencing a mental health emergency or crisis, please call 911, our **SCC 24/7 Support & Crisis Line at 503-352-2999**, or the Washington County Crisis Line at 503-291-9111. For urgent situations on campus, please contact Campus Public Safety at 503-352-2230 for the Forest Grove Campus and 503-352-7207 for the Hillsboro Campus.**

This email is not monitored after 5:00 p.m. on weekdays or over the weekends. We cannot always respond to emails immediately and may take up to 48-hours to respond. Because of the possible delay in communication, we ask that you do not use email if you are experiencing a mental health emergency or crisis.

Email communication cannot be guaranteed to be confidential and may be vulnerable to unauthorized access. If you desire a more secure form of communication, please use the telephone or visit our office in-person. We are also able to utilize an email encryption service through UIS, if you prefer to communicate in this way please notify us.

**NOTICE:** This email, and any attachments, is intended only for use by the addressee(s) and may contain confidential information. If you have received this email in error, please immediately notify us by email (by replying to this message) or telephone ([REDACTED]), and permanently destroy or delete the original and any copies or printouts of this email and any attachments.

#12

**Anna Ruggles**

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**From:** Ashford, Gray <[REDACTED]>  
**Sent:** Friday, September 25, 2020 4:43 PM  
**To:** Peter Truax; Malynda Wenzl; Timothy Rippe; Elena Uhing; Val Valfre; Kristy Kottkey; Mariana Valenzuela; Anna Ruggles  
**Subject:** Citizen Communication  
**Attachments:** In Support of the Social Justice Mural.docx

Hello!

Attached is a letter of the support for the proposed mural project.

Thank you all for your time.

Gray Ashford | Production Assistant | [REDACTED]  
Department of Theatre & Dance • Warner 25A  
*Pronouns: He/Him/His*

Hello!

I'd like to request my comments be read into the record in their entirety.

My name is Gray Ashford and I've been a resident of Forest Grove since I moved here for college in 2013. I'm now a proud employee of that same college and a proud member of the community. I believe with all my being that this mural, as described by the brilliant students who have set to make it happen, will have a lasting positive impact on our city. I believe it demonstrates the heart of our community, which is one devoted to compassion, understanding, and justice. And I believe this is something that should not be ignored.

In recent months, I've seen aspects of Forest Grove that I have never seen before. I've seen remarkable displays of bravery and strength, particularly from our young BIPOC community members. I've seen people willing to drop everything to help their neighbor or to stand beneath the big flag in solidarity. Granted, I've also seen some of the most vile behavior ever witnessed in this town, in direct response to these same young BIPOC organizers—our children, our future. But I don't think those few people and their disgraceful actions are representative of Forest Grove.

I *do* think this mural can be. It will stand as a physical, enduring sign of our community's commitment to good works. There should be nothing controversial about a mural meant to embody one of our country's foundational principles: "Justice for all."

Thank you so much to the Council for their time. I hope to see some of you at the painting of this wonderful mural, once it's approved.

#13

## Anna Ruggles

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**From:** Peter Truax  
**Sent:** Monday, September 28, 2020 12:45 PM  
**To:** Anna Ruggles  
**Subject:** Fwd: Justice Mural

Dear Anna,  
I don't know if you have received this, but here is another letter of support for the mural.  
Pete

Begin forwarded message:

**From:** Shannon Perry [REDACTED] >  
**Subject:** Justice Mural  
**Date:** September 25, 2020 at 6:05:30 AM PDT  
**To:** [ptruax@forestgrove-or.gov](mailto:ptruax@forestgrove-or.gov)

Dear Mayor Truax,

My name is Shannon Perry and I am a resident at [REDACTED] and am a teacher here in town. I understand the duty and responsibility it takes to represent the city through your service, and I thank you all for all you do on behalf of the citizens of Forest Grove.

This mural has great potential to brighten our community and raise awareness at the same time. I have two small children and would love to walk through that park with them and show them that their community cares. As a family we discuss the importance of being strong for those that are not able to speak up and to share the message that we stand with a message of equity and inclusion. My own children would be proud to see that mural in their town.

We are a growing and diverse community. Having taught in this town since 2007, I have seen that change in my classroom. I work hard to adapt my teaching to that change and better facilitate a conversation between my own students about inclusion and equity. We discuss the very issues raised in this mural and focus on solutions that bring justice to all of our citizens, but in particular our BIPOC citizens. I have heard my BIPOC students share stories of pain, discrimination and fear. No 12 year old should be afraid that the police will not support them if they are in danger and no 12 year old should hear slurs or taunts from older adults in our community. My students know that this wonderful community is ready to embrace change and grow.

My students have also participated in local government and presented to the City Council in the past, so we know the power of being heard. In particular my BIPOC students felt empowered when speaking with you in the past. They felt heard and seen. This is a powerful experience that BIPOC people do not always get to experience. Being seen and heard matters. This mural would show our children that they matter, that they are seen and that we as a community want to do better to represent everyone in our community to make a "more perfect union".

The Council has committed to the work of supporting diversity, equity and inclusion already. This mural provides a great opportunity to showcase that. Why not there? Why not now?

Art has the ability to transform us.

Let it.

Sincerely,

Shannon Perry

Citizen of Forest Grove

#13

**Anna Ruggles**

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**From:** Mariana Valenzuela  
**Sent:** Friday, September 25, 2020 6:15 PM  
**To:** Anna Ruggles  
**Subject:** Re: Justice Mural

Hello, Shannon:

Thank you for your email, and for your strong support for the mural. As educators, we understand the importance of embracing and genuinely supporting diversity, equity, and inclusion. I believe we ought to 'live' these words and not just put them on paper. I am hopeful that in the near future you will be able to walk with your children to the park where they will feel comfort and pride.

Best regards,

Councilor Valenzuela

Sent from my iPad

On Sep 25, 2020, at 11:59 AM, Anna Ruggles <[aruggles@forestgrove-or.gov](mailto:aruggles@forestgrove-or.gov)> wrote:

FYI: additional written comment received for 09/28 Council Packet, which does not appear to be sent or cc'd to Council.

**From:** Shannon Perry [REDACTED]  
**Sent:** Friday, September 25, 2020 6:11 AM  
**To:** Anna Ruggles <[aruggles@forestgrove-or.gov](mailto:aruggles@forestgrove-or.gov)>  
**Subject:** Justice Mural

Dear Anna Ruggles,

My name is Shannon Perry and I am a resident at [REDACTED] and am a teacher here in town. I understand the duty and responsibility it takes to represent the city through your service, and I thank you all for all you do on behalf of the citizens of Forest Grove.

This mural has great potential to brighten our community and raise awareness at the same time. I have two small children and would love to walk through that park with them and show them that their community cares. As a family we discuss the importance of being strong for those that are not able to speak up and to share the message that we stand with a message of equity and inclusion. My own children would be proud to see that mural in their town.

We are a growing and diverse community. Having taught in this town since 2007, I have seen that change in my classroom. I work hard to adapt my teaching to that change and better facilitate a conversation between my own students about inclusion and equity. We discuss the very issues raised in this mural and focus on solutions that bring justice to all of our citizens, but in particular our BIPOC citizens. I have heard my BIPOC students share stories of pain, discrimination and fear. No 12 year old should be afraid that the police will not support them if they are in danger and no 12 year old should hear slurs or taunts from older adults in our community. My students know that this wonderful community is ready to embrace change and grow.

My students have also participated in local government and presented to the City Council in the past, so we know the power of being heard. In particular my BIPOC students felt empowered when speaking with you in the past. They felt heard and seen. This is a powerful experience that BIPOC people do not always get to experience. Being seen and heard matters. This mural would show our children that they matter, that they are seen and that we as a community want to do better to represent everyone in our community to make a "more perfect union".

The Council has committed to the work of supporting diversity, equity and inclusion already. This mural provides a great opportunity to showcase that. Why not there? Why not now?

Art has the ability to transform us.

Let it.

Sincerely,

Shannon Perry

Citizen of Forest Grove



**Anna Ruggles**

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**From:** Celeste Goulding <[REDACTED]>  
**Sent:** Saturday, September 26, 2020 1:44 PM  
**To:** Peter Truax; Val Valfre; Malynda Wenzl; Timothy Rippe; Elena Uhing; Kristy Kottkey; Mariana Valenzuela; Anna Ruggles  
**Subject:** New Mural for the West side

Hello Forest Grove City Council,

I'm writing you to urge you to support the collaborative project being led by two Pacific Students to give the West side entrance to Forest Grove a new mural. One that speaks to commitment to diversity, inclusion, and land acknowledgment would fairly represent the vision of the future of this community that I'm confident the council shares. Let a collaborative art project happen, now, that'll represent a community able to come together for beauty during a time of great pain. A mural with some imagery that provides a sense of comfort and safety for those in our community that have been lacking a sense of safety. The same imagery that provides comfort for the oppressed can also at times cause discomfort for those that have willingly or unwillingly benefited from oppressive systems. Be a council that sees this as a opportunity for a conversation starter, an opening for a much needed conversation. Use this as a opportunity to bring the city and the campus closer together. Perhaps mandate students leading this work with the historical society, or require final image approval. But I urge you, do allow this project to move forward. Thank you for your time.

#15

**Anna Ruggles**

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**From:** Larkin, Michael T. <[REDACTED]>  
**Sent:** Saturday, September 26, 2020 1:34 PM  
**To:** Peter Truax; Malynda Wenzl; Timothy Rippe; Elena Uhing; Val Valfre; Kristy Kottkey; Mariana Valenzuela; Anna Ruggles  
**Subject:** Citizen Communication

Mayor Truax, City Councilors and Recorder,

As a resident of Forest grove since 2006, and an employee of Pacific University, I am writing this letter to ask that you vote to approve the Social Justice Mural Project proposed by Seema Khatcherian and Carson Buck. I feel strongly that it will be a positive part of healing and community building moving forward. I applaud these young people for their thoughtful and thorough approach to this initiative, and hope that upon approval, they can complete the mural as soon as weather and other circumstances allow, to the benefit of all.

I ask that my statement of support be read into the Council meeting record in its entirety.

Thank you for your service and for your valued time and consideration.

Michael Larkin

[REDACTED]  
Forest Grove

HLB

## Anna Ruggles

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**From:** Melissa Timm <[REDACTED]>  
**Sent:** Sunday, September 27, 2020 10:14 PM  
**To:** Peter Truax; Malynda Wenzl; Timothy Rippe; Elena Uhing; walfre@forestrove-or.gov; Kristy Kottkey; Mariana Valenzuela; Mariana Valenzuela; Anna Ruggles  
**Subject:** Citizen Communication - Social Justice Mural Proposal

September 27, 2020

I am writing this letter in support of Social Justice Mural at Forest Glen Park proposal presented by Seema Khatcherian and Karsen Buck from Pacific University.

This well-written proposal offers Forest Grove citizens an opportunity to contribute to a project that celebrates BIPOC (Black Indigenous People of Color) in our community and beyond. The mural design highlights groups in our community who have traditionally been marginalized, celebrates diversity and honors our farm laborers who have shaped our community as well as the indigenous tribes of our area.

It is clear that the organizing group has thought out the timeline and safety measures as well as the funding of this project.

As a Forest Grove School District teacher for over twenty years, my first thought is always "what are we teaching the children". A good lesson for our students is that even though there are pieces in the history of Forest Grove that we cannot be proud of, we can learn from those pieces, make efforts towards amends where that is possible, challenge ourselves and others to think critically and challenge beliefs about diversity and move forward to build the type of community our children deserve.

The work of Troop 240 would continue to be honored, as the current proposal only changes the west side of the handball court.

I ask the members of the council to vote to accept the proposal for the Social Justice Mural and join its organizers in creating this piece of art for the betterment of our community.

Melissa Timm  
Resident of Forest Grove for 26 years  
FGSD Educator 24 years.

47

## Anna Ruggles

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**From:** Nate Marcel <[REDACTED]>  
**Sent:** Sunday, September 27, 2020 8:44 PM  
**To:** Anna Ruggles  
**Cc:** Mariana Valenzuela; Kristy Kottkey; Val Valfre; Elena Uhing; Timothy Rippe; Malynda Wenzl; Peter Truax  
**Subject:** Citizen Communication: Mural Project

Dear Council Member,

Blocking the creation of a mural dedicated to social justice at this pivotal, emergent and engaged time in our society would be a disservice to our town. It would be just another proof that we think we have the privilege and sense of immunity to ignore the perpetuation of systemic injustices and worse, restrict voices trying to gently remind us through an uplifting art project.

Objections based on the coverup of our honored national flag are not practical.

First; The paint on the existing mural is peeling off, it is in disrepair and a target for vandalism. According to the U.S. Flag Code:

*"The flag, when it is in such condition that it is no longer a fitting emblem for display, should be destroyed in a dignified way."*

I can think of a no more dignified way to cover up these stars and stripes. Please replace this fading symbol, even temporarily, with something that keeps equally with the American spirit of freedom, liberty and the pursuit of happiness. The proposed mural dedicated to equality and justice does just that.

Other objections could be the ruffled feathers some nationally-minded citizens may have in losing a treasured flag symbol. I, as a native Oregonian and Forest Grove area tax payer for the last 15 years, remembers that this mural is only five years old. I would like to turn their attention to the very large flag we have as you come into town, (you can't miss it!) Forest Grove has no shortage of flags; trucks, cars, businesses, homes even bicycles have flags proudly flying. I do not believe with so many ready reminders we need to fear forgetting we either live in the United States of America, that we love it's democracy, or what it cost.

I may also remind the council to question the actual legitimacy of the process by which these murals have been vetted, who, and how, was the current Stars and Stripes mural submitted to the community? Was the rigour of the decision equal with today's decision? Did the past decision get in by a head nod and a hand wave? Was the past mural a reflection of it's time, delivered by a status quo arrangement? And is this current art proposal getting an unfair scrutiny because it reminds us of our challenges and raises our attentions towards a more perfect and evolving union?

It is a strange battleground that you, council member, find yourself on. On one side you have an entrenched demographic attached to...what exactly?...fearful of losing...what exactly?

I can't answer for them. I would argue that the community will lose nothing in this exchange of symbols, instead of losing something they will gain something important, they will gain a reminder, they will gain new engaged citizens, they will gain a discussion about what it means to embrace a more civil, moral and inclusive community.

I, like you, call Forest Grove home. I, like you, have a family here, have children who are wondering if civic engagement actually works. This is an uncertain century and despite our perceived

affluence the great disparities of power, influence and personal safety continues blatant and unabated.

Einstein wrote in 1950,

*"External compulsion can, to a certain extent, reduce but never cancel the responsibility of the individual. In the Nuremberg trials this idea was considered to be self-evident....Institutions are in a moral sense impotent unless they are supported by the sense of responsibility of living individuals. An effort to arouse and strengthen this sense of responsibility of the individual is an important service to mankind."*

It makes me proud to see my representatives roll up their shirt sleeves and take the more difficult road. If trouble comes from embracing the creators and the creation of this new mural then it will be what Representative John Lewis called "good trouble, the necessary trouble."

A vote to block the creation of this mural seems apathetic at best.

I hope I can trust you will vote yes for a social justice mural in forest grove.

Thank you  
Nate Marcel

18

**Anna Ruggles**

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**From:** Ramona Ilea <[REDACTED]>  
**Sent:** Sunday, September 27, 2020 4:44 PM  
**To:** Malynda Wenzl; Timothy Rippe; Elena Uhing; Val Valfre; Kristy Kottkey; Mariana Valenzuela; Anna Ruggles; Peter Truax  
**Subject:** In support of the mural  
**Attachments:** Ramona Ilea's letter about Forest Glen Mural.docx

I am attaching my letter about the proposed mural in the Forest Glen Park.

I would like my comments to be read in their entirety.

Thank you for your consideration.. and thank you for all the work you do,

Ramona Ilea

Dear City Council,

My name is Ramona Ilea and I am a resident at [REDACTED]. I live just a few short blocks from the site of the proposed mural in Forest Glen Park. In fact, I walk through that part once or twice a day every single day.

Every time I walk through this park, I notice how shabby this mural looks. It has been defaced quite a few times and it has been painted over with paint that doesn't quite match, which looks terrible. The paint is also peeling off and dirty. It makes the park look neglected.

I have been dreaming of someone painting a new mural there for a long time. So I was very excited to hear that two of my past students, Seema Khatcherian and Karsen Buck (who are both amazing students and people) want to paint a new mural there!

I also know that the current mural, with a huge American flag, does not seem welcoming to everyone. The new proposed design still has an American flag in it, but it also includes images that convey the city's commitment to diversity and inclusion. I think this is extremely important, especially given racist incidents that have taken place in our town.

I know that Seema and Karsen have started contacting the right officials back in June. I am surprised that it has taken more than 3 months of countless emails and long meetings to approve a mural that will be done with free labor and almost zero cost to the city. A mural that is fresh, timely, and much needed.

I also think we should think about this proposal as a way to welcome the creativity and energy of young people in our community. People my age are always complaining that young people do not do enough to get involved. But when Seema and Karsen got involved we put so many roadblocks in their way! Few people would have persisted. These roadblocks are especially surprising since previous murals were approved without any public hearings, work sessions, and months of correspondence. Even I have found the process that Seema and Karsen have had to go through confusing, lengthy, overly negative, and complicated. Was this because this mural dealt with social justice and has a pro-diversity message? I hope not.

The mural they propose enhance our community, beautify a park at the edge of town that looks rather neglected, create a welcoming message for everyone, and would convey the city's commitment to inclusion and diversity! It might also stir conversation, as any good piece of art does. I hope you will approve it.

On a more personal note, seeing the mural on my daily runs and walks with my dog would brighten up my mood!

Thank you for your attention. I am grateful for all your time and the work that you do for our town.

Ramona Ilea

#19

## Anna Ruggles

---

**From:** Peter Truax  
**Sent:** Monday, September 28, 2020 12:46 PM  
**To:** Anna Ruggles  
**Subject:** Fwd: Social Justice mural in Forest Glen Park

Dear Anna,  
This is another note about the mural.  
Pete

Begin forwarded message:

**From:** Tom [REDACTED] >  
**Subject:** Social Justice mural in Forest Glen Park  
**Date:** September 24, 2020 at 5:56:08 PM PDT  
**To:** "[ptruax@forestgrove-or.gov](mailto:ptruax@forestgrove-or.gov)" <[ptruax@forestgrove-or.gov](mailto:ptruax@forestgrove-or.gov)>

Mayor Truax...

It has come to my attention that some students at Pacific University are desirous of having a Social Justice mural painted over the existing American flag mural just inside the entrance to Forest Glen Park. Further... they would like to commission a Portland artist to produce the mural. Further still... they are asking for a \$500 grant from the city to fund the mural project.

First of all, I wasn't aware that we had a social justice issue in Forest Grove. You can correct me if I'm wrong, but I've lived in Forest Grove for 20 years and have only noticed that Forest Grove is a very friendly place to live, work, shop, and visit. I don't know how long the American flag mural has been at its present location, but it was there when I arrived in Forest Grove. I understand that the flag mural was a Boy Scout Eagle project.

I walk the Forest Glen Park trail at least twice a week and it's always nice to see the American flag symbol either at the start or the end of my walk. It depicts a symbol of pride throughout my life. A social justice mural, probably a Black Lives Matter theme would certainly make me uncomfortable. If it was allowed, I, along with many other people who routinely walk that trail would have to look at that mural, from an unknown artist, for the rest of my life. I know that this sort of activity is popular right now with a certain segment of our population. Be that as it may, I am strongly opposed to covering up the flag mural with a social justice mural. I'm asking that the mural project at this location be denied.

If those students want to paint a social justice mural, I would recommend that they approach the university to find a suitable location on campus and have Pacific University fund it. That's their private property and they can do what they want with it.

Please respond to my email if you have any comments or questions. Thank you for your time.

Tom

## Anna Ruggles

---

**From:** Tom <[REDACTED]>  
**Sent:** Thursday, September 24, 2020 5:56 PM  
**To:** Peter Truax  
**Subject:** Social Justice mural in Forest Glen Park

Mayor Truax...

It has come to my attention that some students at Pacific University are desirous of having a Social Justice mural painted over the existing American flag mural just inside the entrance to Forest Glen Park. Further... they would like to commission a Portland artist to produce the mural. Further still... they are asking for a \$500 grant from the city to fund the mural project.

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If those students want to paint a social justice mural, I would recommend that they approach the university to find a suitable location on campus and have Pacific University fund it. That's their private property and they can do what they want with it.

Please respond to my email if you have any comments or questions. Thank you for your time.

Tom

## Anna Ruggles

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**From:** Tom <[REDACTED]>  
**Sent:** Thursday, September 24, 2020 6:03 PM  
**To:** Peter Truax  
**Subject:** Social Justice Mural in Forest Glen Park  
**Attachments:** IMG\_2707.jpg

Photo of the American flag mural in Forest Glen Park

Tom



#10

## Anna Ruggles

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**From:** Jesse VanderZanden  
**Sent:** Monday, September 28, 2020 12:44 PM  
**To:** Anna Ruggles  
**Subject:** Fwd: Forest Glen Park Mural proposal

Sent from my iPhone

Begin forwarded message:

**From:** Rob Huson <[REDACTED]>  
**Date:** September 28, 2020 at 11:53:55 AM PDT  
**To:** Jesse VanderZanden <jvanderzanden@forestgrove-or.gov>  
**Subject:** Forest Glen Park Mural proposal

I write to you as a concerned citizen in Forest Grove and the proposed Glen Park mural which I have recently become aware of.

I am very proud of the young people who painted the current mural of our great state and also proudly display the American Flag on the other side. Those driving from Gales Creek and entering Forest Grove from the West, appreciate the American Flag and all that it represents today and everything we stand behind today. For those who feel the American Flag represents offensive / divisiveness really should take a history lesson and understand what Hundreds of thousands of our veterans fought for and died for in 244 years of being a nation.

The Eagle Scouts which completed this project just 5 short years ago would be appalled knowing this is potentially being replaced. To replace their work would be shameful and not be allowed.

I would propose that if the students and faculty of Pacific University want a mural, there are plenty of lovely buildings on their campus which they can have a coloring project completed upon. They can then applaud themselves on what they feel their position is vs trying to speak for everyone in the greater Forest Grove area.

The City of Forest Grove is just opening itself up to the next group, the next group and the next group which wants to put "their message" on city property. Only limiting factor then would be the current mayor / current council and how their political beliefs then dictate their own actions on such matters.

I am completely against the proposed mural and urge you and the council to deny this request for the reasons mentioned above.

Respectfully,

Rob Huson

#21

## Anna Ruggles

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**From:** Dana Eytzen <[REDACTED]>  
**Sent:** Monday, September 28, 2020 12:02 PM  
**To:** Anna Ruggles; Jesse VanderZanden; Bev Maughan  
**Subject:** Fwd: Mural Artist previous works

Hi Anna and Jesse,  
Here are some work examples from the artist that Seema and Karsen selected.

Please include in tonight's meeting.

-Dana Eytzen (Zurcher)

----- Forwarded message -----

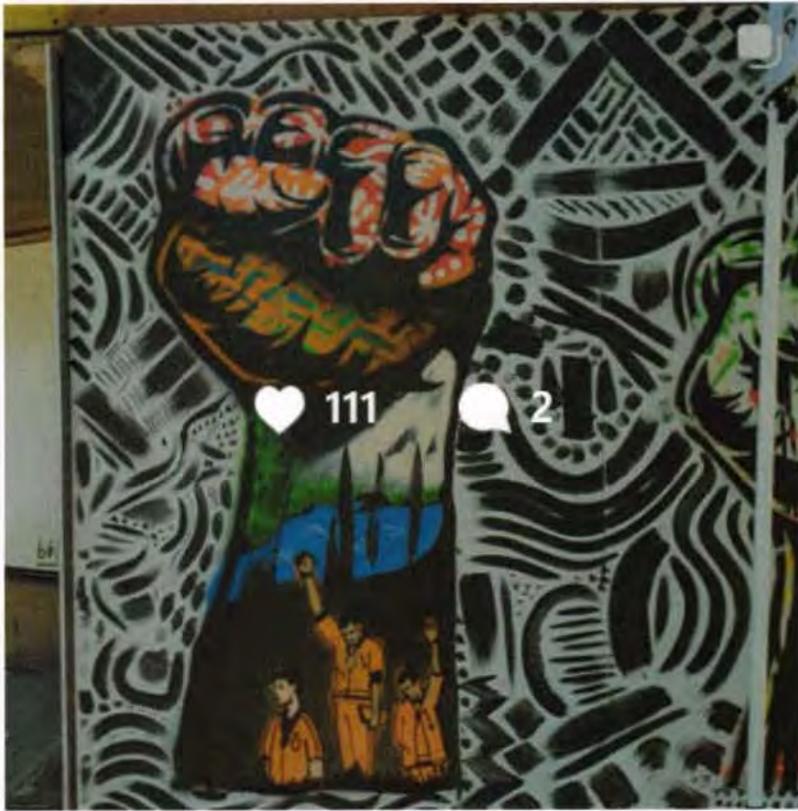
**From:** Khatcherian, Seema [REDACTED] [REDACTED].edu>  
**Date:** Thu, Sep 24, 2020, 12:41 PM  
**Subject:** Re: Mural  
**To:** Dana Eytzen <[REDACTED]>

I am pretty swamped with work but here's what I can do really quick:

Here are a couple articles that mention Jamaali and one shows his work:

<https://www.koin.com/am-extra/local-artists-transform-historic-se-portland-building-with-a-new-mural-sharing-message-of-unity/>  
<http://ventureportland.org/news/recent-news/local-artists-beautify-business-districts-with-new-street-art/>  
<https://www.youtube.com/watch?v=kLqMKsoM8d4>

Here are screenshots as requested.



Best,  
Seema Khatcherian

Pronouns: She/Her/Hers  
Applied Sustainability, Anthropology  
Office of Alumni Relations Intern | Center for Sustainable Society  
President of Students for Environmental Activism  
Pacific University Class of '21

On Thu, Sep 24, 2020 at 12:28 PM Khatcherian, Seema <[REDACTED]> wrote:  
Can I ask why that is needed?  
Are they not just approving the final design?

Best,  
Seema Khatcherian

Pronouns: She/Her/Hers  
Applied Sustainability, Anthropology  
Office of Alumni Relations Intern | Center for Sustainable Society  
President of Students for Environmental Activism  
Pacific University Class of '21

On Thu, Sep 24, 2020 at 11:59 AM Dana Eytzen <[REDACTED]> wrote:  
I would also gather a few of the artists previous works.

Thank you!

-Dana Eytzen (Zurcher)

On Thu, Sep 24, 2020, 11:42 AM Khatcherian, Seema <[REDACTED]> wrote:  
We will have a rendering by Monday.

Best,  
Seema Khatcherian

Pronouns: She/Her/Hers  
Applied Sustainability, Anthropology  
Office of Alumni Relations Intern | Center for Sustainable Society  
President of Students for Environmental Activism  
Pacific University Class of '21

On Thu, Sep 24, 2020 at 9:23 AM Dana Eytzen <[REDACTED]> wrote:  
Ok, sounds great!

I'm worried that the council won't approve it Monday without a rendering.

-Dana Eytzen (Zurcher)

On Wed, Sep 23, 2020, 9:29 PM Khatcherian, Seema <[REDACTED]> wrote:  
Hi Dana,

I am speaking to the artist tomorrow about his progress and can let you know then.

Best,  
Seema Khatcherian

Pronouns: She/Her/Hers  
Applied Sustainability, Anthropology  
Office of Alumni Relations Intern | Center for Sustainable Society  
President of Students for Environmental Activism  
Pacific University Class of '21

On Tue, Sep 22, 2020 at 3:12 PM Dana Eytzen [REDACTED] wrote:

Hi Seema and Karsen ,

Do you have an idea of when you will have a drawing of the mural?

Thanks!!

-Dana Eytzen (Zurcher)

#22

**Anna Ruggles**

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**From:** Bev Maughan  
**Sent:** Monday, September 28, 2020 12:47 PM  
**To:** Anna Ruggles  
**Subject:** FW: Social Justice Mural Proposition

*Beverly J. Maughan  
Executive Assistant to City Manager  
City of Forest Grove  
503-992-3234  
bmaughan@forestgrove-or.gov*

**From:** Eli and Lindsey Richardson [mailto: ]  
**Sent:** Monday, September 28, 2020 12:40 PM  
**To:** Jesse VanderZanden <jvanderzanden@forestgrove-or.gov>  
**Cc:** Bev Maughan <BMAughan@forestgrove-or.gov>  
**Subject:** Social Justice Mural Proposition

Dear Mr. VanderZanden and Members of the City Council,

I learned last week of a proposal to paint a social justice mural over the American flag on the handball wall court at Forest Glen Park. I oppose this proposition.

Ever since I was a young child, I have looked to the flag of the United States of America as a symbol of liberty. I remember reciting the pledge of allegiance each morning throughout my early school years. I even learned to say it in Spanish in my foreign language class. Now as a mother, I have the opportunity to gather my children around our kitchen table to begin our school day with the pledge of allegiance. My husband and I teach our children that indeed we live in a country that champions "liberty and justice for all." Not only do we teach our children respect for the flag and respect for our country, but we teach them respect for all of God's children.

At the dedication of the National Cemetery at Gettysburg, President Abraham Lincoln taught that our nation was "conceived in liberty, and dedicated to the proposition that all men are created equal." As they had been "engaged in a great civil war, testing whether that nation or any nation so conceived and so dedicated, [could] long endure," we likewise are engaged in the cause of liberty. "It is for us the living, rather, to be dedicated here to the unfinished work which they who fought...have thus far so nobly advanced." It is our duty now to honor those who gave their lives in defending our freedom. It is our honor to give "our last full measure of devotion" to ensure "that this nation, under God" shall continue its cause of freedom.

It is true that some people have acted in a way that infringes on others' freedoms, but that behavior needs to be changed, not the flag. While some may not be comfortable with the American flag, I am not comfortable with replacing the American flag. It is my hope that we can focus our energies not on destroying a symbol of liberty, which action will create more division, but instead on recommitting to uphold the "unalienable Rights" granted us by our Creator—"Life, Liberty and the pursuit of Happiness." This will unify us.

Sincerely,

Lindsey Richardson

#23

**Anna Ruggles**

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**From:** Hogan, Anne E. [REDACTED]  
**Sent:** Monday, September 28, 2020 10:35 AM  
**To:** Peter Truax; Malynda Wenzl; Timothy Rippe; Elena Uhing; Val Valfre; Kristy Kottkey  
**Cc:** Mariana Valenzuela; Anna Ruggles  
**Subject:** citizen communication  
**Attachments:** mural project support.pdf

Dear City Council,

Please see my attached letter of support, and submit it for public reading at today's city council meeting.

Thank you,  
Annie Hogan

**Anne E. Hogan, PhD, CCC-A**  
Associate Professor | School of Audiology  
College of Health Professions | Pacific University  
333 SE 7th Ave, Suite 4450 | Hillsboro, OR 97123-4157

p [REDACTED] | [REDACTED] | [REDACTED]

Go Boxers! | 1.877.PAC.UNIV | [REDACTED]

Pacific University is committed to sustainability. Please consider the environment before printing this e-mail.

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Forest Grove City Council  
Sent electronically to the following:

Pete Truax, Mayor [ptruax@forestgrove-or.gov](mailto:ptruax@forestgrove-or.gov)  
Malynda Wenzl, Council President, [mwenzl@forestgrove-or.gov](mailto:mwenzl@forestgrove-or.gov)  
Timothy A. Rippe, City Councilor, [trippe@forestgrove-or.gov](mailto:trippe@forestgrove-or.gov)  
Elena Uhing, City Councilor, [ehing@forestgrove-or.gov](mailto:ehing@forestgrove-or.gov)  
Adolph "Val" Valfre, Jr., City Councilor, [vvalfre@forestgrove-or.gov](mailto:vvalfre@forestgrove-or.gov)  
Kristy L. Kottkey, City Councilor, [kkottkey@forestgrove-or.gov](mailto:kkottkey@forestgrove-or.gov)  
Mariana E. Valenzuela, City Councilor, [mvalenzuela@forestgrove-or.gov](mailto:mvalenzuela@forestgrove-or.gov)  
City Recorder: Anna D. Ruggles, CMC, [aruggles@forestgrove-or.gov](mailto:aruggles@forestgrove-or.gov)

Dear Council,

Thank you for taking my comments, and for reading and submitting them into the record in their entirety.

This letter is to provide my support of Seema Khatcherian and Karsen Buck and their proposed mural project. I am offering my positive support for the mural project as presented by these individuals, for the following reasons:

1. The current mural in that location is in disrepair, and should be replaced.
2. The mural proposed is an excellent choice for replacement, as it highlights the diversity, strength, and beauty of the Forest Grove community, and serves as a reflection of the delightful cornucopia of people that together are our neighbors, our friends, and our fellow citizens.
3. We are living in a time of division and of fear. The mural represents the opposite and allows those who are a large part of our community, but underrepresented, to know they are seen and they are welcome.
4. As the granddaughter of Lt. Col James R. Cray (dec.), I acknowledge that there may be some pushback to painting over the American flag. First, the American flag mural, as it is, is dilapidated, and therefore, is no longer a sign of respect. Second, the flag represents a country comprised predominantly of immigrants or their offspring, immigrants of all origins. The mural proposed to replace the current crumbling mural embraces the diverse immigrant community that is the United States of America.

I am sure that others have made excellent points for the inclusion of this mural, so I will leave this letter with my four brief points.

Thank you again for including my comments in your discussion. Please do not hesitate to contact me with any questions.

Best in all,



Anne E. Hogan PhD, CCC-A  
Associate Professor | School of Audiology  
College of Health Professions | Pacific University



#24

## Anna Ruggles

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**From:** Hole, Benjamin V. [REDACTED]@pu>  
**Sent:** Monday, September 28, 2020 10:23 AM  
**To:** Peter Truax; Malynda Wenzl; Timothy Rippe; Elena Uhing; Val Valfre; Kristy Kottkey; Mariana Valenzuela; Anna Ruggles  
**Subject:** Citizen Communication, Social Justice Mural for the City of Forest Grove Project  
**Attachments:** Mural Letter to City.docx

Dear City Council Members,

My name is Benjamin Hole. I am a Forest Grove resident, and Professor of Philosophy at Pacific University, teaching courses in Ethics and Civic Engagement. I also have a background working in local city government, for the City of Portland, so I appreciate and thank you for everything you do. Now, I am writing in **support of a Social Justice Mural for the City of Forest Grove Project** to create a mural at the wall on Forest Glen park. Please vote to approve the project!

**I am a concerned citizen and, as such, want my Citizen Communication comments (ATTACHED) to be read into the record in their entirety at the upcoming meeting.**

Sincerely,

**Benjamin V. Hole, PhD** |  
Department of Philosophy,  
College of Arts and Sciences  
Pacific University | 2043 College Way | Drake House, 108\*  
Forest Grove, OR 97116  
*He, Him, His*

\*My office is [the Center for Peace and Spirituality](#). The entrance is in between the [Drake house](#) and [Campus Public Safety](#).

*I am proud to be part of a community that inspires students to think, care, create, and pursue justice in our world.*



Dear City Council Members,

My name is Benjamin Hole. I am a Forest Grove resident, and Professor of Philosophy at Pacific University, teaching courses in Ethics and Civic Engagement. I also have a background working in local city government, for the City of Portland, so I appreciate and thank you for everything you do. Now, I am writing in support of a project to create a mural at the wall on Forest Glen park. **I am a concerned citizen and, as such, want my Citizen Communication comments to be read into the record in their entirety.**

Besides a doctor of moral and political theory, I am also a person of color (POC). I want you to know that I have not always experienced Forest Grove to be a welcoming place. This is the only place where I have lived where I see things like “black lives don’t matter” t-shirts, and other explicitly racist messaging. This is the only place I’ve lived where I’ve heard people casually use the n-word and other racial slurs. This is the only place where I have, at times, felt physically intimidated, due to the color of my skin. To be clear, these are rare instances, and my experience with almost every individual has been incredibly warm and welcoming. Even so, I have felt so much ugliness underneath the beautiful surface. I imagine the dynamic is not unlike other amazing cities that have experienced enormous progress towards moral decency over the past few decades. Therefore, I was extremely happy when I learned that there was a group of community members working to make this a safer and more welcoming place for people like me.

The placement of the mural is important. The message of the old mural has changed over the years by our social and political contexts, as well as other messaging that occurs nearby. This is the first image you see when you enter Forest Grove from that side. In this climate, what I see when I drive past the current mural is: “Get out. We don’t want people like you here.” Entering Forest Grove feels like the cultural remnants of passing through a “sundown town,” excluding non-whites through intimidation and violence. This is especially true, given the ugly history of racism in the state of Oregon.

This is not a unique experience for POC. My inclination is to avoid parts of town. This of course has broader impacts. People like me avoid participating in areas of the Forest Grove economy out of fear of racism. People like me would be reluctant choose to live somewhere like Forest Grove, if not for amazingly supportive people, such as Seema Khatcherian and Karsen Buck. When I was offered my job at Pacific University, I had to overcome my fears of local racism to accept the position.

Subtle racism hides under the auspices of patriotism. It saddens me that patriotic imagery has been appropriated by white supremacy. But, make no mistake, there is no patriotic reason for obstructing this project. The proposed mural respects the flag, unlike the current one, and adds a more welcoming message.



As a patriot, I find the treatment of the American flag on the current mural incredibly offensive. Why would the City choose to disrespect the flag and our veterans in this way? My veteran friends agree. The mural is old, decrepit, unmaintained, distorted, mis-sized, and overall disgraceful. It feels like rubbing the flag into the sewers. Anything else would be an improvement. There is plenty of space there to properly honor the flag with its correct dimensions, as well as add more welcoming messaging. Therefore, I was so excited when I heard about this project to exalt the flag, and properly respect our country, while, at the same time, making POC, people like me, feel less marginalized by the City's racist minority.

As delighted as I was early this summer, I have been dismayed and disappointed by the bureaucratic structural racism undermining our patriotic cause. Seema Khatcherian and Karsen Buck reached out to the City in June. In the months since, the City has been very slow to respond, with vague remarks, and conflicting suggestions about how to proceed. Seema and Karsen have been told to change their design, to include more community members, to wait for the spring, to consider another site, to get permission from the parks and rec board, to seek funding from the Public Arts Commission, to crowd source it, to wait to make a public statement, to paint it on private property, to not paint it on private property, to consider it city speech, and to produce a rendering for the council to approve. This is not okay.

This is racism embedded and normalized within the City of Forest Grove. In the history of this country, bureaucracy has been one of the most effective instruments of structural racism. I do not accuse any individual of explicit racism. From the perspective of the City, I know how hard it can be to navigate through the bureaucracy. (I spent hundreds of hours navigating bureaucracy when I worked for the City of Portland.) Rather, like gerrymandering, this is what you should recognize as structural, institutional racism, baked into systems of local governance, undermining what I trust to be the best intentions of individual City officials. The glacial bureaucratic process marginalizes democratic participation and reinforces the power of the historically dominant group. Please do not fail the POC who are depending on the bureaucracy to find a way to reach moral decency.

Please approve the Social Justice Mural for the City of Forest Grove Project!

Sincerely,

**Benjamin V. Hole, PhD**

Department of Philosophy  
College of Arts and Sciences  
Pacific University | 2043 College Way  
Drake House, 108\*  
Forest Grove, OR 97116  
*He, Him, His*

\*My office is the Center for Peace and Spirituality. The entrance is in between the Drake house and Campus Public Safety.

*I am proud to be part of a community that inspires students to think, care, create, and pursue justice in our world.*

#25

**Anna Ruggles**

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**From:** Morgan Knapp <[REDACTED]>  
**Sent:** Monday, September 28, 2020 9:37 AM  
**To:** Anna Ruggles; Malynda Wenzl; Val Valfre; Elena Uhing; Kristy Kottkey; Mariana Valenzuela; Peter Truax; Timothy Rippe  
**Subject:** Citizen communication (re: mural proposal)

Dear councilors,

My name is Morgan Knapp and I am a resident of Forest Grove and a current member of the city library commission. I have recently learned of an upcoming motion to decide the fate of the proposed social justice mural and I write you today to express my support for this project.

The current mural is in disrepair, and an eyesore for all residents and visitors entering city limits via Hwy 8. I can think of no better plan for updating a youth-painted mural than with a new youth-painted mural.

Having perused the draft proposal for the project, I am impressed with the thought and passion exhibited by the two artists. The mural design concepts - American and BIPOC flags, varied skin tone hands, farm laborers, and land acknowledgment - speak in so many ways to the entirety of the residents who call forest Grove home.

I hope you will join the many local residents who see the value of repainting a local eyesore with a mural of hope. Our town will be better for the presence of this beautiful, meaningful art.

Thank you for your time and consideration,

Morgan Knapp

#26

**Anna Ruggles**

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**From:** Purdy, Jann L. [REDACTED] >  
**Sent:** Monday, September 28, 2020 9:21 AM  
**To:** Anna Ruggles; Mariana Valenzuela; Kristy Kottkey; Val Valfre; Elena Uhing; Timothy Rippe; Malynda Wenzl; Peter Truax  
**Cc:** Purdy, Jann L.  
**Subject:** In support of Social Justice Mural project  
**Attachments:** In support of the Social Justice Mural[JP].docx

Dear City Council Members,

Attached and pasted below are my comments in support of the Social Justice mural project. I would like my comments to be read into the record in their entirety.

Thank you for your work and consideration,  
Jann Purdy

Dear City Council Members,

My name is Jann Purdy and, although I am a resident of Hillsboro, for the past 16 years I have spent most of my work week in Forest Grove. I am a professor of French and International Studies at Pacific University, and I frequently shop, dine and recreate in Forest Grove and its environs. I care about the city I work in. I can appreciate the difficult job that you have representing a diverse city, and I want to thank you all for everything that you do. I would like my comments to be read into the record in their entirety.

Some of the classes that I teach at Pacific are in our required curriculum called Civic Engagement. This curriculum teaches students to get involved with the community that they live in and to help make it a better place for everyone; the aim is to encourage students' growth to become involved citizens. When I heard about the two students' idea to create a mural at the wall on Forest Glen park, I saw the project as civic engagement in action. These students want to help make a positive impact on the community where they live and not just simply remain limited by the perceived boundaries that one often refers to as *town and gown*. The mural project reaches out beyond the campus—breaking down false barriers and stereotypes-- and demonstrates the extent to which they care about their city and its residents. By taking stock of our moment in history, looking at the diversity of the Forest Grove community, understanding the ways in which many marginalized people have been treated both nationally and locally (we need only remember the FGHS 2016 student protests against racial bias), these two Pacific students found a creative way to foster community in their neighborhood without limiting the social justice message to the confines of Pacific's campus.

In a recent [public statement](#) regarding a separate issue, Forest Grove's Mayor Truax stated that "...the number one priority goal for your City Council this year is to support diversity, equity and inclusion in the delivery of City services and operations," and he mentioned the establishment of a Community Policing Commission that is "composed of social justice, business and minority interests." The social justice mural project aligns very well with these priorities, goals, and actions. In fact, the mural would announce at the entrance to the city, that Forest Grove is proud of its stance on social justice. The mural is a clear message to support the community's care for those who are most in need of caring.

We are living in a moment in history when brave stances can move the needle forward toward more justice for everyone. We are all questioning what is right, just, and true. The mural brings that conversation to the fore, and I hope that the City Council will not shy away from that difficult, but essential, discussion. These students are



Dear City Council Members,

My name is Jann Purdy and, although I am a resident of Hillsboro, for the past 16 years I have spent most of my work week in Forest Grove. I am a professor of French and International Studies at Pacific University, and I frequently shop, dine and recreate in Forest Grove and its environs. I care about the city I work in. I can appreciate the difficult job that you have representing a diverse city, and I want to thank you all for everything that you do. I would like my comments to be read into the record in their entirety.

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We are living in a moment in history when brave stances can move the needle forward toward more justice for everyone. We are all questioning what is right, just, and true. The mural brings that conversation to the fore, and I hope that the City Council will not shy away from that difficult, but essential, discussion. These students are investing the time to make sure this historical moment doesn't pass Forest Grove by. They are taking action to make a positive impact for those who need us to act for social justice. I hope we don't fail them—the students and the those who are marginalized-- by delaying the chance to create an environment where all can feel welcome. I believe we can be proud Americans and help all to feel that they belong in America.

Thank you for your time in considering my input on this project.

Sincerely,

Jann Purdy

#27

## Anna Ruggles

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**From:** Pagan, Darlene M. <[REDACTED]>  
**Sent:** Monday, September 28, 2020 8:18 AM  
**To:** Anna Ruggles; Mariana Valenzuela; Kristy Kottkey; Val Valfre; Elena Uhing; Malynda Wenzl; Peter Truax  
**Subject:** Citizen Communication

Good morning,

I would like for my comments below to be included in their entirety for the record as you consider whether or not to support a Black Lives Matter Mural Project in Forest Grove.

I am writing to express my ardent support for a Black Lives Matter mural to be created in Forest Grove where I have taught the last twenty years.

As a creative writing professor, I have seen my students write about a host of subjects over the years, many reflecting on their experiences in the town of Forest Grove, from warm moments walking the B-Street Trail to the Corn Harvest in the fall and the sidewalk chalk event that draws people from around the area. They have also written about being wrestled to the ground and handcuffed by police while trying to catch a bus to go home after class. They have written about being followed and pulled over by police again and again for no reason (no tickets or warnings were issued) and with little more than a vague word about "suspicious activity" as the reason for being pulled over. The one thing such stories have had in common is that the students are persons of color, and all male.

These same students are outstanding writers and scientists. They are promising and curious intellects whose experiences have affected and harmed them deeply. The very writing of such experiences for a class is in part an attempt to deal with the scars from those encounters and their ongoing experiences with racist prejudice and description from community members, their peers, and sometimes, their teachers. A BLM Mural would be a small but important step that commits to acknowledging the racial injustices that students in and around the campus have been experiencing quietly for many years. It acknowledges those students' pain and the commitment of our community to refuse the status quo and act, as anti-racists. Such a mural opens discussion and can lead the way to future changes in practices and policies that affect the BIPOC and LGTBQIA2S+ students across campus, the county, and the state.

Thank you,  
Dr. Darlene Pagán

Darlene Pagán, she/her  
Department of English  
Pacific University | 2043 College Way | Forest Grove, OR 97116

[REDACTED]  
[www.darlenepagan.com](http://www.darlenepagan.com)

#28

## Anna Ruggles

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**From:** Teeter, Jennifer E. [REDACTED]  
**Sent:** Monday, September 28, 2020 2:30 PM  
**To:** Peter Truax; Malynda Wenzl; Timothy Rippe; Elena Uhing; Val Valfre; Kristy Kottkey; Mariana Valenzuela; Anna Ruggles  
**Subject:** Citizen Communication  
**Attachments:** Letter to City Council 9.28.20 - Teeter.pdf

To members of the Forest Grove City Council,

Attached please find a letter regarding the BLM mural proposal being brought forward to the council for a vote. I would like the attached letter to be enter into record in its entirety.

Thank you,

**Jennifer Teeter** | Executive Assistant and Programs Manager  
Office of Vice President for Student Affairs & Chief Officer of Equity, Diversity and Inclusion

Pacific University | 2043 College Way | Forest Grove, OR 97116

[REDACTED] | [REDACTED] | Marsh Hall 114

*I am proud to work at a university that inspires students to think, care, create, and pursue justice.* | [pacificu.edu/oedi](https://www.pacificu.edu/oedi)



September 28, 2020

Dear members of the Forest Grove City Council,

I write this letter in support of the proposal brought forward by Pacific University students to have the City of Forest Grove create a mural at the wall of Forest Glen park. I have been working with the team that has been helping support them in this effort at Pacific University and am very proud of their initiative and effort. I know they are facing strong opposition, which is disappointing, but they are determined to leave this world a better place.

As an employee at Pacific University, I love the work I get to do, and I love that I get to do it here. I was born and raised in Hillsboro and love Washington County. When I took the job at Pacific University, I strongly considered moving to Forest Grove, but I knew that it wasn't an inclusive environment. Citizens feel harassed and stereotyped. Cultural diversity isn't embraced or celebrated. With this project Forest Grove has a unique opportunity to turn a new page, to support all its residents and I strong hope that you embrace this project and vote to approve.

I look forward to seeing the positive change that could happen in Forest Grove.

Sincerely,

Jennifer Teeter  
Executive Assistant & Programs Manager  
Office of Vice President for Student Affairs and Chief Equity, Diversity and Inclusion Officer  
Pacific University



#29

## Anna Ruggles

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**From:** Teeter, Jennifer E. <[REDACTED]>  
**Sent:** Monday, September 28, 2020 2:30 PM  
**To:** Peter Truax; Malynda Wenzl; Timothy Rippe; Elena Uhing; Val Valfre; Kristy Kottkey; Mariana Valenzuela; Anna Ruggles  
**Subject:** Citizen Communication  
**Attachments:** Letter to City Council 9.28.20.pdf

To members of the Forest Grove City Council,

Attached please find a letter regarding the BLM mural proposal being brought forward to the council for a vote. I would like the attached letter to be read and recorded into record in its entirety.

In solidarity,  
Narce Rodriguez

Vice President of Student Affairs & Chief Equity, Diversity and Inclusion Officer  
Office of Student Affairs & Equity, Diversity and Inclusion | Pacific University  
Marsh Hall 114 | 2043 College Way, Forest Grove, OR 97116  
[REDACTED] | [REDACTED] | [REDACTED] | [REDACTED]



September 28, 2020

Greetings:

It is with great enthusiasm that I write this letter in support of the proposal brought forward by Pacific University students to have the City of Forest Grove create a mural at the wall of Forest Glen park. We are proud that our students have engaged city officials in conversation since mid-June 2020 in this project. The vision is to enhance the park with a justice mural.

As you all know, Forest Grove sits in Washington County. Washington County demographics are changing and equity and inclusion of our community is important. As a region, we are growing more diverse. We need to be responsive to this shifting demographic and providing a welcoming climate in which all feel represented and heard.

Forest Grove has its share of racism, from hateful banners hung in the public high school to racial slurs yelled at citizens walking down the street. The racism in Forest Grove needs to continue to be interrupted, because we can be better, we can do more. This mural provides a visible means of support for our marginalized groups to show that we ARE striving to do more, to do better.

Pacific University has joined with other leaders of other academic and public institutions in our regions, such as OHSU, to stand up against the centuries of institutionalized white supremacy that have led to violence and death of Black and brown lives across the county. The mission of Pacific University includes the pursuit of social justice, and this makes it the imperative of every member of our community to actively pursue the dismantling of institutionalized racism. It is not enough to simply hope for change. We ask that the City of Forest Grove that many of us also call home, do the same.

In solidarity,

Narce Rodriguez

Vice President of Student Affairs & Chief Equity, Diversity and Inclusion Officer  
Office of Student Affairs & Equity, Diversity and Inclusion | Pacific University



#30

## Anna Ruggles

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**From:** McGee, Vicki L. <[REDACTED]>  
**Sent:** Monday, September 28, 2020 2:48 PM  
**To:** Peter Truax; Malynda Wenzl; Timothy Rippe; Elena Uhing; Val Valfre; Kristy Kottkey; Mariana Valenzuela; Anna Ruggles  
**Subject:** Citizen Communication  
**Attachments:** letter in support - Forest Glen Mural.docx

Good Afternoon,  
Please find attached a letter in support of the mural being painted at Forest Glen Park. I would like my letter to be read into the record in their entirety.  
Thank you!

Kindest Regards,

Vicki

Vicki McGee '01 | Administrative Assistant | School of Natural Sciences  
Pacific University | 2043 College Way | Forest Grove, OR 97116

[REDACTED] | [REDACTED] | [REDACTED]  
~Just as you are~ Say their names ~Black Lives Matter~  


My name is Vicki McGee, my family and I are longtime residents of Forest Grove as well as being affiliated with Pacific University. I would like my comments to be read into the record in their entirety.

When I first heard about the mural painting project at Forest Glen Park, I was so excited. As a mom of two young, black men, I wanted them to have something around the city that is a representation of themselves. I want my boys to see that they belong in this community. I want them to feel supported. I want them to feel proud. And being an art lover, I was excited to have something different than the usual art that I see around the city of Forest Grove.

I think that especially during these times, anything that we can add to the daily lives of those passing by or those using the park space, is a positive move on the city's part. I live over near this park and have noticed how weathered and beat up things were looking. What an exciting project for the city to be a part of. Something that is inclusive not only of the Pacific students but for the Forest Grove community as well. I believe that this is a necessary project that should not only be completed as soon as possible but feel that the Forest Glen Park is the perfect setting for this mural.

My family and I are 100% behind the city of Forest Grove supporting this project and helping to facilitate it. This is a positive step moving forward for the city. This would be a step towards creating a healing in our community.

Thank you!

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*A place where families and businesses thrive.*

**City Council Work Session Minutes  
Electric Vehicle (EV) Program**

**Monday, August 10, 2020  
6:15 p.m., Community Auditorium**

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

**1. ROLL CALL:**

Mayor Peter Truax called the Work Session to order at 6:26 p.m. via Webex Video Conference.

**COVID-19:** Due to the emergency declaration resulting from COVID-19 (Coronavirus disease) and protocols, the **City Council conducted the Work Session remotely by video conferencing.** The meeting was remotely video conferenced by City Recorder Ruggles at the Community Auditorium.

**ROLL CALL: COUNCIL PRESENT ATTENDED BY WEBEX REMOTELY:** Kristy Kottkey; Timothy Rippe; Elena Uhing; Mariana Valenzuela; Adolph “Val” Valfre; and Mayor Peter Truax. **COUNCIL ABSENT:** Malynda Wenzl, Council President, excused.

**STAFF PRESENT ATTENDED BY WEBEX REMOTELY:** Jesse VanderZanden, City Manager (Webex remotely); Paul Downey, Administrative Services Director (Webex remotely); Keith Hormann, Light and Power Director (Webex remotely); Eddie Littlefield, Power Services Manager (Webex remotely); and Anna Ruggles, City Recorder (in the Community Auditorium).

**2. WORK SESSION: ELECTRIC VEHICLE (EV) PROGRAM AND FUTURE INFRASTRUCTURE**

Littlefield, Hormann, and VanderZanden facilitated the above-noted work session, noting the purpose of the work session was to address Council Goal 6.3: Incorporate electric and/or hybrid vehicles into the City fleet; and Goal 6.4: Provide adequate charging stations at public facilities. Littlefield and Hormann gave an introduction overview and presented a PowerPoint presentation, noting Forest Grove Light and Power’s (L&P) primary goals are to increase awareness and knowledge of electric vehicles and available EV charging stations; further incorporate EV or hybrid vehicles into the city’s fleet (L&P recently purchased a Hyundai Kona to help promote EV usage); and increase access to EV charging stations in Forest Grove. Littlefield and Hormann reported L&P currently owns and maintains eight (8) publicly accessible Blink Level-2 charging stations and is seeking to increase that number to 12 with the addition of four (4) new EV charging stations. The total cost of the new chargers is \$55,000, of which L&P received a grant from the Bonneville Environmental Foundation and which is covering the units (\$16,000), installation (\$20,000), and five years of networking and service fees (\$5,000).

The City's share is \$9,000, which is to pay personnel time and community outreach and engagement. The proposed locations are to install two (2) on the NE corner of College Way and Pacific Avenue and install two (2) on the SE corner of 21st Avenue and Cedar Street. In addition, Littlefield and Hormann gave an overview of how the Oregon Clean Fuels Program works (reduce amount of lifecycle greenhouse gas emissions) and how participation in the program can generate clean fuel credits based on the operation of city-owned EV charging stations and EV registrations within L&P's territory. Littlefield and Hormann used Ashland Municipal Electric Utility as an example of one of the cities who participates in the program, noting L&P currently meets all the requirements to opt into the program. Littlefield and Hormann explained L&P continues to accrue green fuel credits, which can be sold at varying rates and subsequently used for future projects, noting EV registrations generate about 98 percent of utility's clean fuel credits. In conclusion of the above-noted staff report, Littlefield and Hormann asked for Council guidance on the proposed locations of the four (4) additional EV charging stations and if L&P should opt into the Oregon Clean Fuels Program.

**Council Discussion:**

Mayor Truax opened the floor and roundtable discussion ensued as Council discussed the proposed locations of the additional EV charging stations and if L&P should opt into the Oregon Clean Fuels Program. Roundtable discussion ensued pertaining to other potential locations for consideration, i.e., stores (Safeway and Goodwill), low-income and underserved areas (Rose Grove Mobile Home Park), schools, hotels and apartment complexes, and elderly communities as well as perhaps including the Sustainability Commission in the community outreach and education piece, to which staff concurred. In conclusion of the above-noted roundtable discussion, VanderZanden advised staff will bring back a proposed resolution for Council consideration at a later date after staff develops an EV Program, which will include credits, EV locations, EV management, and EV incentives and rebate opportunities for customers who install chargers in their homes, to which Council collectively concurred.

Council took no formal action nor made any formal decisions during the work session.

**3. ADJOURNMENT**

Mayor Truax adjourned the work session at 7:02 p.m.

Respectfully submitted,

---

Anna D. Ruggles, CMC, City Recorder



*A place where families and businesses thrive.*

**Monday, September 14, 2020**

**City Council Regular Meeting Minutes**

**7:00 p.m., Webex Community Auditorium**

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

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

Mayor Peter Truax called the regular City Council meeting to order at 7:13 p.m. via Webex Video Conference.

**COVID-19:** Due to the emergency declaration resulting from COVID-19 (Coronavirus disease) and protocols, the City Council limited in-person contact and social distancing. **The City Council conducted the Council meeting remotely by video conferencing.** The meeting was remotely video conferenced by City Recorder Ruggles and televised live from the projector screen at the Community Auditorium by Tualatin Valley Community Television (TVCTV) Government Access Programming LIVE Channel 30 and Live Streamed on MACC TVCTV YouTube Channel 30. The public was allowed to attend and observe in the Community Auditorium as space allowed. The Council accepted written comments on items not on the agenda submitted by September 14, 2020, 3pm, to the City Recorder.

**ROLL CALL: COUNCIL PRESENT ATTENDED BY WEBEX REMOTELY:** Kristy Kottkey; Timothy Rippe; Elena Uhing; Mariana Valenzuela; Adolph “Val” Valfre; Malynda Wenzl, Council President; and Mayor Peter Truax.

**STAFF PRESENT ATTENDED BY WEBEX REMOTELY:** Jesse VanderZanden, City Manager (Webex remotely); Ashley Driscoll, City Attorney (Webex remotely); Paul Downey, Administrative Services Director (Webex remotely); Michael Kinkade, Fire Chief (Webex remotely); Bryan Pohl, Community Development Director (Webex remotely); Dan Riordan, Senior Planner (Webex remotely); Gregory Robertson, Public Works Director (Webex remotely); Rich Blackmun, Engineering Project Manager; Colleen Winters, Library Director (Webex remotely); and Beverly Maughan, Executive Assistant to City Manager (in the Community Auditorium). **STAFF ABSENT:** Anna Ruggles, City Recorder, excused.

**2. CITIZEN COMMUNICATIONS:** None.

**3. CONSENT AGENDA:**

Items under the Consent Agenda are considered routine and are adopted with a single motion, without separate discussion. Council members who wish to remove an item from the Consent Agenda may do so prior to the motion to approve the item(s).

Any item(s) removed from the Consent Agenda will be discussed and acted upon following the approval of the remaining Consent Agenda item(s).

- A. Approve City Council Joint Work Session Parks and Recreation Commission (Forest Grove Eastside Park Needs Study) Meeting Minutes of July 13, 2020.
- B. Approve City Council Work Session (Boards/Commissions Assignments) Meeting Minutes of August 10, 2020.
- C. Approve City Council Regular Meeting Minutes of August 10 13, 2020.
- D. Accept Committee for Community Involvement Meeting Minutes of March 3, 2020.
- E. Accept Historic Landmarks Board Meeting Minutes of July 28, 2020.
- F. Accept Public Arts Commission Meeting Minutes of January 16 and February 8, 2020.
- G. Community Development Department Monthly Building Activity Report August 2020.
- H. Accept Resignations Committee for Community Involvement (CCI) (***Charlene Murdock, Term Expiring January 31, 2023; Devon Downeysmith, Term Expiring January 31, 2022, and Ashley Terry, Student Advisor, Term Expiring January 31, 2022***). ***CERTIFICATE OF APPRECIATION***
- I. Accept Resignation on Historic Landmarks Board (***William (Bill) Youngs, Term Expiring December 31, 2022***). ***CERTIFICATE OF APPRECIATION***
- J. Historic Landmarks Board's ***2020 Historic Photo Contest Winner: Ashley Roth, "Submission titled "Blank House, Old Stagecoach Stop c. 1858"***. ***CERTIFICATE OF PARTICIPATION***

**MOTION:** Councilor Valfre moved, seconded by Council President Wenzl, to approve the Consent Agenda as presented. **ROLL CALL VOTE:** AYES: Councilors Kottkey, Rippe, Uhing, Valenzuela, Valfre, Wenzl, and Mayor Truax. NOES: None. **MOTION CARRIED 7-0.**

**4. ADDITIONS/DELETIONS:**

VanderZanden added AGENDA ITEM 5. F. RESOLUTION NO. 2020-90 DECLARATION OF STATE OF EMERGENCY SEPTEMBER 10, 2020. Refer below.

Kottkey posed the question if Council needed to add a resolution to the Agenda to refer the Social Justice Mural to the Public Arts Commission (PAC). Mayor Truax opposed adding a resolution, because there was already consensus in earlier joint work session with the PAC to proceed with a two-step process, which would refer the proposal to the PAC and the PAC making a recommendation to the Council. City Attorney Driscoll advised that she has drafted a proposed motion for Council consideration, which would be discussed and considered under Council Communications, noting the proposed motion does not require adding a resolution (refer below to Agenda Item 11).

## 5. PRESENTATIONS:

### 5. A. Emergency Shelter Coronavirus (COVID-19) Response: Summary and Lessons Learned

Brian Schimmel introduced key speaker Kim Marshall, Executive Director, Project Homeless Connect, and several representatives who attended. Marshall presented a PowerPoint presentation overview pertaining to the Emergency Shelter COVID-19 Response, Summary and Lessons learned. Marshall reported on COVID-19's impact to the emergency shelter program, challenges of getting people off the street, shared case studies and next steps and needs, noting the COVID-19 pandemic forced all shelters to close March 16, 2020, due to lack of access to buildings, lack of volunteers, and concerns regarding the spread of COVID-19 in communities, particularly in spaces not large enough to allow for adequate distancing. Marshall pointed out from March 18 to June 1, and because of additional funding and support, the collaboration provided 4,795 bed stays to 291 individuals, noting with initial screening and diversion procedures in place, the response successfully mitigated the spread of COVID-19 in the homeless population. In addition, the group recapped additional information pertaining to veterans' assistance programs, rent eviction concerns, funding sources and their advocacy to continuing to connect clients to services and housing.

### 5. B. Community Impact Grant

Brian Schimmel and Shawn Cardwell, Project Coordinators, presented a PowerPoint presentation overview pertaining to Forest Grove Foundation "A Community Response to Poverty | Pandemic", Community Connection and Coalition on Rural Housing Insecurity (CRHI), noting the workgroup priorities align with City Council Goals on housing security, food security and youth/families, such as Goal 3:1, partnering with West WA Co. Anti-Poverty Workgroup and West WA Co. COVID-19 Emergency Taskforce, to help individuals experiencing homelessness. Schimmel and Cardwell reported on Emergency COVID-19 Response and Community Impact Grant refresh; CRHI Priorities and Revenue Timeline; Western Washington County Emergency Taskforce and Priorities: housing, food, youth/families, and referenced various-related web links. In addition, Schimmel and Cardwell reported on congregation risks and non-congregant (motel) option with partnerships to house 30 individuals and establish consistent funding and long term permanent housing available inventory in Forest Grove.

### 5. C. Civil Engineering Cooperative Program (CECOP) Internship

Blackmun introduced Josephine Crofoot, 2020 Civil Engineering Cooperative Program (CECOP) Intern, noting Crofoot is the fourth CECOP intern that the City has selected while being a member of CECOP, a program for an engineering college student to obtain up to one year of civil engineering workplace experience while they are

completing their degree. Blackmun noted due to Coronavirus (COVID-19) pandemic, Crofoot's start date was delayed over two months (June to September 2020); however, Crofoot was able to finish her internship. Crofoot presented a PowerPoint presentation outlining the Americans with Disabilities Act (ADA) Sidewalk Inventory Transition Plan; 13<sup>th</sup> Avenue Sanitary Sewer Extension and ARTS Signaling and other key projects and tours that she was able to accomplish during her internship.

**5. D. Washington County Cooperative Library Services (WCCLS) Proposed Fine-Free Policy**

Winters presented a PowerPoint Presentation overview pertaining to Washington County Cooperative Library Services' (WCCLS) fine free proposal, noting the proposal references WCCLS' racial justice statement and addresses issues regarding patron behavior, civil responsibility and fiscal impact. The WCCLS and member library directors' recommendation is that the WCCLS Executive Board agree to eliminate overdue fines for all Washington County library users. Winters recapped Forest Grove's existing overdue fine policy, noting Forest Grove stopped charging overdue fines in 1975 and then began charging overdue fines in 2009 under WCCLS' fine structure. The annual fine revenue for Forest Grove ranges from \$15,000 to \$20,000. Winters advised the Library Commission at its September 2, 2020, meeting unanimously supported the proposal, to which Valfre noted the Library Commission reviewed the proposal through an Equity, Diversity and Inclusion (DEI) Lens. In addition, Winters advised the Executive Board plans to consider the proposal at its meeting on September 23, 2020, and if approved, the proposal will be forwarded to Washington County Board of Commissioners for final approval. In response to inquiries pertaining to fiscal impact, Downey addressed budgetary impacts, noting if fines are not collected, the City will be able to absorb the loss of revenue through contingency. Winters addressed patrons who are responsible for the timely return of materials, noting patrons' accounts will continue to be blocked for overdue material, patrons will continue to be billed replacement fees and libraries will continue to use a collection agency to encourage return of library materials.

**5. E. COVID-19 (Coronavirus disease) Update**

Fire Chief Kinkade presented a PowerPoint presentation overview pertaining to COVID-19 Response Update, which was updated in the Council packet. Chief Kinkade presented updates on the Situation Report (4,122 cases in Washington County, 56 deaths; State total is 29,484 cases, 511 deaths statewide); Essential Needs for Forest Grove, Cornelius and Gaston; Community Emergency Outreach (community members may call 2-1-1 for emergency needs); and Food Bank Support and Current Planning Efforts.

**Fire Situation Report Update**

Fire Chief Kinkade gave a situation overview report of the Washington County Wildfires and Windstorm, noting the County's fire service agencies were heavily

stressed and unable to acquire adequate mutual aid support due to the heavy fire activity across the region and State. The windstorm knocked over a number of trees and power poles resulting in scattered power outages. The fires in our community resulted in Fire Chief Kinkade declaring two conflagrations and Washington County Emergency Operations Center and TVF&R Fire Operations Center being activated. The fires included:

- Chehalem Mountain/Bald Peak Fire. Approximately 150 people were evacuated. Lead Agency Tualatin Valley Fire and Rescue (TVF&R). The fire is considered contained.
- Powerline Fire, located south of Hagg Lake. Dundee Road and Cherry Grove. Approximately 1,000 people were evacuated. Lead Agency Forest Grove Fire and Rescue, Chief Wineman. The fire is considered contained.
- Fernhill Drive, escalated to a three alarm fire, Lead Agency Forest Grove Fire and Rescue, Chief Nemeyer. The fire is considered contained.

Air Quality Advisory remains in effect. Wildfires burning in the region and State combined with forecasted conditions have caused air quality to reach unhealthy levels at times and people were encouraged to remain indoors.

Mayor Truax and Council collectively commended all fire personnel, Washington County agencies and utility companies who responded and assisted during the declarations of emergency.

**5. F. RESOLUTION NO. 2020-90 CITY OF FOREST GROVE DECLARATION OF STATE OF EMERGENCY SEPTEMBER 10, 2020**

**Staff Report:**

Fire Chief Kinkade presented the above-proposed resolution for Council consideration, noting Mayor Truax declared an emergency on September 10, 2020, at 5:00 p.m. extended through September 13, 2020, at 7:00 p.m., under ORS 401 and the Forest Grove Emergency Operations Plan, Section 1.7.2, to support response activities for the above-mentioned wildfires. Kinkade reported although the declared state of emergency has expired, the Council must confirm that an emergency declaration was necessary under the circumstances. The Washington County Board of Commissioners declared a state of emergency relating to wildfires in Washington County and the Governor also declared a state of emergency relating to wildfires in the State of Oregon, and the circumstances existed in Banks, Cornelius and Gaston and an emergency declaration was sought there as well. In conclusion of the above-noted staff report, Kinkade advised staff is recommending Council consider approving the proposed resolution as outlined in Exhibit A, noting the proposed resolution will allow the City to request assistance and reimbursement from the State of Oregon during the emergency declaration.

Before proceeding with Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2020-90.

VanderZanden read Resolution No. 2020-90 by title.

**MOTION:** Council President Wenzl moved, seconded by Councilor Rippe, to approve Resolution No. 2020-90 City of Forest Grove Declaration of State of Emergency September 10, 2020.

**Council Discussion:**

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

**VOICE CALL VOTE:** AYES: Councilors Kottkey, Rippe, Uhing, Valenzuela, Valfre, Wenzl, and Mayor Truax. NOES: None. MOTION CARRIED 7-0.

6. **INFORMATIONAL PUBLIC HEARING AND RESOLUTION NO. 2020-87 FORMING A SPECIAL IMPROVEMENT DISTRICT, IN ACCORDANCE WITH FOREST GROVE CITY CODE SECTION 151.080 THROUGH SECTION 151.098, FOR CONSTRUCTION OF SEWER MAIN AND INDIVIDUAL SERVICE LATERALS IN 10<sup>TH</sup> AVENUE FROM ELM STREET TO ITS EASTERLY TERMINUS**

**Staff Report:**

Robertson presented the above-proposed resolution for Council consideration, noting the purpose of the Informational Public Hearing is to consider written remonstrances and to allow persons impacted an opportunity to comment on the formation of the proposed Special Improvement District (SID) for construction of sewer main and individual service laterals in 10<sup>th</sup> Avenue from Elm Street to its easterly terminus, as outlined in Exhibit A. Robertson reported Council previously considered and accepted the City Engineer's Draft Report (Resolution 2020-69) and declared its intention on July 13, 2020 (Resolution 2020-70) to consider forming the SID. The City provided notification to property owners of record within the proposed SID informing them of this evening's Informational Public Hearing and a legal notice was published in accordance with the requirements of Code §151.082. No written statements of remonstrance or objections were received by the deadline of September 11, 2020, 5:00 p.m. In conclusion of the above-noted staff report, Robertson advised staff is recommending Council consider approving the proposed resolution as outlined in Exhibit A, noting the Council has sole discretion after the hearing to decide whether or not to form the SID as outlined in Exhibit A. The estimated project cost is \$193,500 and will be financed through a Sewer Fund loan for a period of 10 years. The interest rate will be determined at the time final costs are known and assessed by ordinance by proportionate share equally among the benefiting property owners for the total costs of constructing said improvements.

**Informational Public Hearing Opened:**

Mayor Truax opened the Informational Public Hearing and explained hearing procedures.

**Written Testimony Received:**

No written testimony was received.

**Proponents:**

No one testified and no written comments were received.

**Opponents:**

No one testified and no written comments were received.

**Others:**

No one testified and no written comments were received.

**Public Hearing Closed:**

Mayor Truax closed the Public Hearing.

Before proceeding with Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2020-87.

VanderZanden read Resolution No. 2020-87 by title.

**MOTION:** Councilor Valfre moved, seconded by Councilor Rippe, to adopt Resolution No. 2020-87 Forming a Special Improvement District, in Accordance with Forest Grove City Code Section 151.080 through Section 151.098, for Construction of Sewer Main and Individual Service Laterals in 10<sup>th</sup> Avenue from Elm Street to its Easterly Terminus.

**Council Discussion:**

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

**ROLL CALL VOTE:** AYES: Councilors Kottkey, Rippe, Uhing, Valenzuela, Valfre, Wenzl, and Mayor Truax. NOES: None. MOTION CARRIED 7-0.

- 7. PUBLIC HEARING AND ORDER NO. 2020-03 AMENDING THE FOREST GROVE COMPREHENSIVE PLAN MAP TO RE-DESIGNATE CERTAIN CITY-OWNED PARCELS FROM PUBLIC TO TOWN CENTER TRANSITION AND ONE CITY-OWNED PARCEL FROM PUBLIC TO TOWN CENTER CORE; FILE NO. 311-20-000062-PLNG**

**Staff Report:**

Riordan and Pohl presented the above-proposed order for Council consideration, noting the proposed order is amending the Comprehensive Plan Map to re-designate certain city-owned parcels in the Town Center from Public to Town Center Transition (TCT) and one city-owned parcel from Public to Town Center Core (TCC); File No. 311-20-000062-PLNG; Applicant: City of Forest Grove, initiated by Administrative Services Department. Riordan presented a PowerPoint Presentation overview outlining the bases on the analysis and findings of fact and conclusions contained in the record on the policy questions the Planning Commission considered to amend the Comprehensive Plan Map as shown in Exhibit A:

USE/ADDRESS	FROM	TO
Central Parking Lot, 1925 Pacific Avenue	PUBLIC	TCC
Community Auditorium, 1915 Main Street	PUBLIC	TCT
Community Auditorium Parking Lot	PUBLIC	TCT
Police Department & Library, 2102 Pacific Avenue	PUBLIC	TCT
Fire Department, 1919 Ash Street	PUBLIC	TCT
City Hall, 1924 Council Street	PUBLIC	TCT
Engineering Office, 1928 Council Street	PUBLIC	TCT

Riordan advised the city-owned parking lot, 1925 Pacific Avenue, located west of Main Street and south of 21<sup>st</sup> Avenue, was zoned TCC but is designated Public on the Comprehensive Plan Map, noting this parcel is proposed for a Comprehensive Plan Map amendment to make the Comprehensive Plan Map and Zoning Map consistent. In conclusion of the above-noted staff report, Riordan advised staff is recommending Council consider approving the proposed order as outlined in Exhibit A, and Planning Commission Findings and Decision No. 2020-07. Riordan noted the fundamental consideration is to determine whether city-owned buildings located in the Town Center, that are currently zoned Institutional, are consistent with the scale of other uses in the Town Center. Applying the TCT designation ensures that city buildings are held to the same standards as privately-owned buildings and land in the Town Center. The TCT zone also provides greater opportunity or reuse of the city-owned buildings in the future.

**Public Hearing Opened:**

Mayor Truax opened the Public Hearing and explained hearing procedures.

**Written Testimony Received:**

No written testimony was received.

**Proponents:**

No one testified and no written comments were received.

**Opponents:**

No one testified and no written comments were received.

**Others:**

No one testified and no written comments were received.

**Public Hearing Closed:**

Mayor Truax closed the Public Hearing.

Before proceeding with Council discussion, Mayor Truax asked for a motion to adopt Order No. 2020-03.

VanderZanden read Order No. 2020-03 by title.

**MOTION: Councilor Rippe moved, seconded by Councilor Uhing, to adopt Order No. 2020-03 Amending the Forest Grove Comprehensive Plan Map to Re-Designate Certain City-Owned Parcels from Public to Town Center Transition and One City-Owned Parcel from Public to Town Center Core; File No. 311-20-000062-PLNG.**

**Council Discussion:**

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

**ROLL CALL VOTE: AYES: Councilors Kottkey, Rippe, Uhing, Valenzuela, Valfre, Wenzl, and Mayor Truax. NOES: None. MOTION CARRIED 7-0.**

8. **PUBLIC HEARING AND ORDER NO. 2020-04 AMENDING THE FOREST GROVE ZONING MAP TO RE-DESIGNATE CERTAIN CITY-OWNED PARCELS FROM INSTITUTIONAL TO TOWN CENTER TRANSITION; FILE NO. 311-20-000062-PLNG**

**Staff Report:**

Riordan and Pohl presented the above-proposed order for Council consideration, noting the proposed order is amending the Forest Grove Zoning Map to re-designate certain city-owned parcels from Institutional (INST) to Town Center Transition (TCT); File No. 311-20-000062-PLNG; Applicant: City of Forest Grove, initiated by Administrative Services Department. Riordan presented a PowerPoint Presentation overview outlining the bases on the analysis and findings of fact and conclusions contained in the record on the policy questions the Planning Commission considered to amend the Zoning Map as shown in Exhibit A:

USE/ADDRESS	FROM	TO
Community Auditorium, 1915 Main Street	INST	TCT
Community Auditorium Parking Lot	INST	TCT
Police Department & Library, 2102 Pacific Avenue	INST	TCT
Fire Department, 1919 Ash Street	INST	TCT
City Hall, 1924 Council Street	INST	TCT
Engineering Office, 1928 Council Street	INST	TCT

In conclusion of the above-noted staff report, Riordan advised staff is recommending Council consider approving the proposed order as outlined in Exhibit A and Planning Commission Findings and Decision No. 2020-07. Riordan noted the fundamental consideration is to determine whether city-owned buildings located in the Town Center, that are currently zoned Institutional, are consistent with the scale of other uses in the Town Center. Applying the TCT designation ensures that city buildings are held to the same standards as privately-owned buildings in the downtown. The TCT zone also provides greater opportunity or reuse of the city-owned buildings in the future.

**Public Hearing Opened:**

Mayor Truax opened the Public Hearing and explained hearing procedures.

**Written Testimony Received:**

No written testimony was received.

**Proponents:**

No one testified and no written comments were received.

**Opponents:**

No one testified and no written comments were received.

**Others:**

No one testified and no written comments were received.

**Public Hearing Closed:**

Mayor Truax closed the Public Hearing.

Before proceeding with Council discussion, Mayor Truax asked for a motion to adopt Order No. 2020-04.

VanderZanden read Order No. 2020-04 by title.

**MOTION:** Councilor Rippe moved, seconded by Councilor Uhing, to adopt Order No. 2020-04 Amending the Forest Grove Zoning Map to Re-Designate Certain City-Owned Parcels from Institutional to Town Center Transition; File No. 311-20-000062-PLNG.

**Council Discussion:**

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

**ROLL CALL VOTE:** AYES: Councilors Kottkey, Rippe, Uhing, Valenzuela, Valfre, Wenzl, and Mayor Truax. NOES: None. MOTION CARRIED 7-0.

9. **RESOLUTION NO. 2020-88 DIRECTING THE CITY MANAGER TO EXECUTE AN INTERGOVERNMENTAL AGREEMENT (IGA) WITH THE OREGON DEPARTMENT OF TRANSPORTATION (ODOT) TO AUTHORIZE CITY FUNDING FOR THE TUALATIN VALLEY HIGHWAY IMPROVEMENT PLAN**

**Staff Report:**

Riordan and Pohl presented the above-proposed resolution for Council consideration, noting the proposed resolution is directing the City Manager to execute an Intergovernmental Agreement (IGA) with the Oregon Department of Transportation (ODOT) to authorize City funding for the Tualatin Valley Highway Improvement Plan. Riordan reported the City and ODOT identified additional tasks necessary to complete the project. The purpose of the additional work is to ensure proposed safety improvements can be approved by ODOT and built in advance of the funding measure being proposed by Metro for regional transportation projects. This work cannot be completed without additional analysis. The additional analysis includes collecting updated traffic counts, design analysis for two potential crosswalks between Quince Street and Mountain View Lane, and additional community outreach adapting to pandemic restrictions on in-person gatherings. In conclusion of the above-noted staff report, Riordan and Pohl advised staff is recommending Council consider approving the proposed resolution as outlined in Exhibit A, noting the City's share is not exceed \$60,000 in the adopted Fiscal Year 2020-21 budget for the Planning Division.

Before proceeding with Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2020-88.

VanderZanden read Resolution No. 2020-88 by title.

**MOTION:** Councilor Uhing moved, seconded by Councilor Rippe, to approve Resolution No. 2020-88 Directing the City Manager to Execute an Intergovernmental Agreement (IGA) with the Oregon Department of

**Transportation (ODOT) to Authorize City Funding for the Tualatin Valley Highway Improvement Plan.**

**Council Discussion:**

Riordan addressed various Council concerns pertaining to Metro's Proposed Measure 26-218, noting the additional work is being built in advance of the funding measure being proposed by Metro, and traffic and pedestrian counts estimated timelines have been adjusted due to COVID-19 pandemic.

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

**ROLL CALL VOTE: AYES: Councilors Kottkey, Rippe, Uhing, Valenzuela, Valfre, Wenzl, and Mayor Truax. NOES: None. MOTION CARRIED 7-0.**

10. **RESOLUTION NO. 2020-89 AMENDING THE CITY OF FOREST GROVE'S DECLARATION OF STATE OF EMERGENCY, EFFECTIVE MARCH 14, 2020, AT 1:00 P.M., TO BE EXTENDED AND REMAIN IN EFFECT UNTIL 8:00 P.M. ON SEPTEMBER 28, 2020, UNLESS SUPERSEDED SOONER; AMENDING RESOLUTION NO. 2020-86**

**Staff Report:**

Mayor Truax presented the above-proposed resolution for Council consideration, noting the resolution is extending the duration of the City's emergency declaration that went into effect March 14, 2020, through April 13, 2020; extended through April 30, 2020 (first time); extended to May 11, 2020 (second time); extended to May 31, 2020 (third time); extended to June 8, 2020 (fourth time); extended to June 22, 2020 (fifth time); extended to July 13, 2020 (sixth time); extended to August 10, 2020 (seventh time); extended to September 14, 2020 (eighth time); and now extending to remain in effect until 8:00 p.m. September 28, 2020 (nine time), unless superseded sooner. Mayor Truax advised he will remain in compliance with the Governor's State of Emergency and extend the City's declaration if needed due to COVID-19 public health emergency.

Before proceeding with Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2020-89.

VanderZanden read Resolution No. 2020-89 by title.

**MOTION: Council Valfre moved, seconded by Council President Wenzl, to approve Resolution No. 2020-89 Amending the City of Forest Grove's Declaration of State of Emergency, Effective March 14, 2020, at 1:00 P.M., to be extended and remain in effect until 8:00 P.M. on September 28, 2020, unless**

superseded sooner; Amending Resolution No. 2020-86.

**Council Discussion:**

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

**ROLL CALL VOTE: AYES: Councilors Kottkey, Rippe, Uhing, Valenzuela, Valfre, Wenzl, and Mayor Truax. NOES: None. MOTION CARRIED 7-0.**

**11. A. City Council and Public Arts Commission (PAC) Join Work Session Regarding Proposed Mural and Art in Public Spaces (09/14/2020)**

Mayor Truax opened the floor and roundtable discussion ensued pertaining to the earlier joint work session with the Public Arts Commission regarding the proposal for the racial justice mural, which resulted in the following motion being made.

**MOTION: Council Kottkey moved, seconded by Councilor Rippe, to Refer the proposal for the racial justice mural to the Public Arts Commission to request it consider if the mural aligns with established city goals and objectives and make a recommendation to the Council regarding the proposal. The PAC should work with the requestors to develop their proposal to include, but not limited to, a rendering of the mural, a process for final approval for the Council, how long and where the mural shall remain on City property and clarify that the project sponsors are painting the mural at the City's request and the City will own the mural going forward and then make a recommendation to the City Council. The PAC shall also develop policies and procedures for art in public spaces including written criteria, procedures for submission (i.e., alignment with established city goals and objectives), opportunities for the PAC to give input and require modifications, state duration and ownership terms, explain funding opportunities, and a process for final approval.**

**Council Discussion:**

In response to Uhing's concern pertaining to drafting the proposed resolution, City Attorney Driscoll advised once the PAC submits its recommendation to Council on the proposal, a proposed resolution affirming the PAC's recommendation would be placed on the Council meeting agenda. Driscoll added the hope is that the proposal will be ready in time for the next Council meeting agenda or as soon as possible thereafter.

In response to Valfre's concerns pertaining to the proposed resolution containing the PAC's input and allowing for language modifications, City Attorney Driscoll advised the resolution will contain the PAC's recommendation, noting the Council approves the final proposal, i.e., can make modifications if necessary.

In response to Valenzuela's concern pertaining to modifications of the peoples' voices

of what the art should look like, Mayor Truax clarified the modifications would pertain to the process. City Attorney Driscoll advised the City reserves the right of ensuring the message or image it wants to portray and control and meets the standard for government speech. Driscoll gave an example of government regulating its own speech, noting the Council is being asked to consider the PAC's recommendation and approve the final product.

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

**ROLL CALL VOTE: AYES: Councilors Kottkey, Rippe, Uhing, Valfre, Wenzl, and Mayor Truax. NOES: None. MOTION CARRIED 6-0. Councilor Valenzuela abstained.**

**11. COUNCIL COMMUNICATIONS:**

Kottkey did not report due to the time.

Rippe concurred with Council President's Wenzl's concerns about limiting presentations. Rippe reported the Sister Cities Committee, a working committee under the Chamber of Commerce, approved a new set of bylaws, which will be presented to the Chamber Board of Directors for approval, and as part of the approved bylaws, will be forthcoming to the Council as a Memorandum of Understanding. Rippe reported attending Washington County Public Safety Coordinating Council meeting, noting he voted yes on a letter of support for the Justice Center relocating to the Washington County Consolidated Communication Center.

Uhing referenced the Council Mini-Retreat Report dated September 11, 2020, voicing concerns pertaining to "serial communications", noting she has concerns with the book club comments and groups of three sharing ideas and thoughts and decisions potentially engaging in a quorum, and how she is receiving information and communications that contain "Do Not Reply All", and discussions that may require a vote, i.e., Diversity, Equity, and Inclusion (DEI) based on shared ideas from reading the book, and matters needing to be aired publicly and during the course of a noticed public meeting, to which City Attorney Driscoll advised the key is a "quorum" (4 councilor members) and deliberating, noting a small group of two or three can meet and discuss city business; however, if a fourth Councilor is included in the conversation with the other three Councilors (a series of non-contemporaneous communications between members of the governing body, in the aggregate, include a quorum) that would constitute a violation of the public meetings law.

Kottkey explained the e-mail she sent regarding the Book Club Idea was asking if anyone would like to read the book and/or books, noting she would like to discuss this

topic further with Council at another meeting and share ideas within the public meetings law and if this topic moves she will continue to seek legal guidance. In response to Uhing's further concerns and suggestions of forming an ad-hoc so a group can meet and discuss the books, City Attorney Driscoll shared areas of concerns pertaining to serial communications/meetings, noting from a legal prospective, she is not concerned but noted Uhing's input of forming an ad-hoc and/or having a disclaimer statement.

Valenzuela did not report due to the time.

Valfre did not report due to the time.

Council President Wenzl asked VanderZanden to consider limiting agenda presentations to no more than two or three, noting presentations have been taking at least one-half hour each, to which VanderZanden explained some of the presentations this evening were time sensitive. VanderZanden thanked Wenzl for her input, noting he would do a better job limiting presentations. Mayor Truax added that he would do a better job with agenda time management.

**12. City Manager's Report:**

VanderZanden referenced the City Manager's Report, dated September 14, 2020, which was included in the Council; Packet.

**13. MAYOR'S REPORT:**

Mayor Truax reported on various legislative-related issues, and Washington County-related matters of interest.

**14. ADJOURNMENT:**

Mayor Truax adjourned the regular Council meeting at 10:34 p.m.

Respectfully submitted,

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Anna D. Ruggles, CMC, City Recorder

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30

**Library Commission approved minutes as presented on September 2, 2020.**

1) **CALL TO ORDER AND ROLL CALL:** Pamela Bailey, Chair, called the meeting of the Library Commission to order at 6:30PM on Wednesday, February 12, 2020.

**Members Present:** Pamela Bailey, Chair; Kathleen Poulsen, Vice Chair; Elizabeth Beechwood; Kirsten Beier; Valyrie Ingram; Morgan Knapp

**Members Absent:** Nicki Augustine (excused)

**Staff:** Colleen Winters, Library Director

**Council Liaison:** Adolph "Val" Valfre (excused)

**Others:** none

2) **ADDITIONS/DELETIONS to Agenda:** Added: Annual "Retreat";  
Library Appreciation in April

3) **APPROVE LIBRARY COMMISSION MEETING MINUTES OF JAN. 17, 2020:**

**MOTION:** Kathleen moved, seconded by Nickie Augustine, to approve the January 17, 2020 minutes as amended. **MOTION CARRIED** by all.

4) **CITIZEN COMMUNICATIONS:** None

5) **MEETING DATE CHANGE:** Commission Meetings are tentatively changed to the 3<sup>rd</sup> Wednesday of each month. Commission will confer with Councilor Valfre before making this a permanent change.

6) **INFORMATIONAL ITEMS:**

a) **FOUNDATION REPORT:** Colleen Winters shared comments about the activities of the Library Foundation of Forest Grove:

1. There was no Foundation meeting January – no news to report
2. February 17<sup>th</sup> is the 1<sup>st</sup> meeting of the year
3. October is the 20<sup>th</sup> anniversary of the Library Foundation

b) **FRIENDS REPORT:** Colleen Winters shared comments about the activities of the Friends of the Forest Grove Library:

1. Friends are reviewing their Strategic Plan – they will update and re- evaluate in 6 months
2. Planning for the Spring Book Sale (April 13-18<sup>th</sup>) is underway – Forest Grove Light & Power will store extra books from the Harold Hodge estate donation
3. Online book sales continue to be remarkable
4. Colleen will invite Mike Smith to talk with the Library Commission about their Strategic Plan

c) **COUNCIL LIAISON REPORT:** Adolph “Val” Valfre was absent, so Colleen Winters shared comments about the recent activities of the Forest Grove City Council:

1. Annual B/C Recognition Reception will be on February 13<sup>th</sup>
2. Council “Retreat” will be on February 15<sup>th</sup>

d) **LIBRARY DIRECTOR’S REPORT:** Colleen Winters reported these items:

1. Recruitment has begun for a part-time Library Assistant, specializing in cataloging
2. Future programming includes: Author’s Fair (3/14) and Poet Laureate, Kim Stafford (4/21)
3. Everybody Reads will feature Jane Kirkpatrick in September 2020
4. January Programs drew 678 people for children’s programs, 171 for teen programs, and 115 for adult programs.
5. In February, the Library will host a Medicare Program and “Dangerous Subjects: James D. Saules and the Rise of Black Exclusion in Oregon”. Two escape rooms have been planned and are full.

e) **WCCLS REPORT:** Colleen Winters reported these items:

1. The renewal of the WCCLS Operating Levy is coming up in 2020 – info will be available in the library any day now.
2. Forest Grove Library will be requesting a Motion of Support to the levy form Mayor Truax. REMINDER: City Commissioners cannot advocate for a levy when being a commissioner but they can when they are on their personal time.

**7) SCHEDULE CITY COUNCIL PRESENTATION:**

Pamela Bailey, Chair, will present 2019 library highlights to the City Council on April 13<sup>th</sup>

1) **POLICY REVIEW PLAN**

Colleen handed out copies of the Materials Selection as edited by Library Staff. The Commission reviewed and gave recommendations. The Rooms Policy will be reviewed in March.

2) **LIBRARY SPACE PLANNING**

February 17<sup>th</sup> will be the library's annual in-service day and space planning will be the main topic. Some areas to be included are: Young Adult, fireplace area, desk coverage, public access computers, new books/holds shelves.

The back door will be opened. Colleen will update the Commission at the March meeting. Completion of the space planning is expected to be the end of 2020 with implementation in January 2021.

3) **ANNOUNCEMENT OF NEXT MEETING**

The next Library Commission meeting will be the annual "retreat" and potluck, to be held on Wednesday, March 18<sup>th</sup>, at 6:00 PM in the library's Rogers Room.

4) **GATHERING OF THE GROUPS AND LIBRARY APPRECIATION IN APRIL**

Discussion will be postponed until March meeting.

5) **ADJOURNMENT**

Hearing no further business, Chair Bailey adjourned the meeting at 8:15

PM. Minutes respectfully submitted by:

Colleen Winters, Library  
Director Elizabeth  
Beechwood, Secretary

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# Metro West Recycling and Transfer Center

Presentation to the City of Forest Grove, City Council  
September 28th, 2020



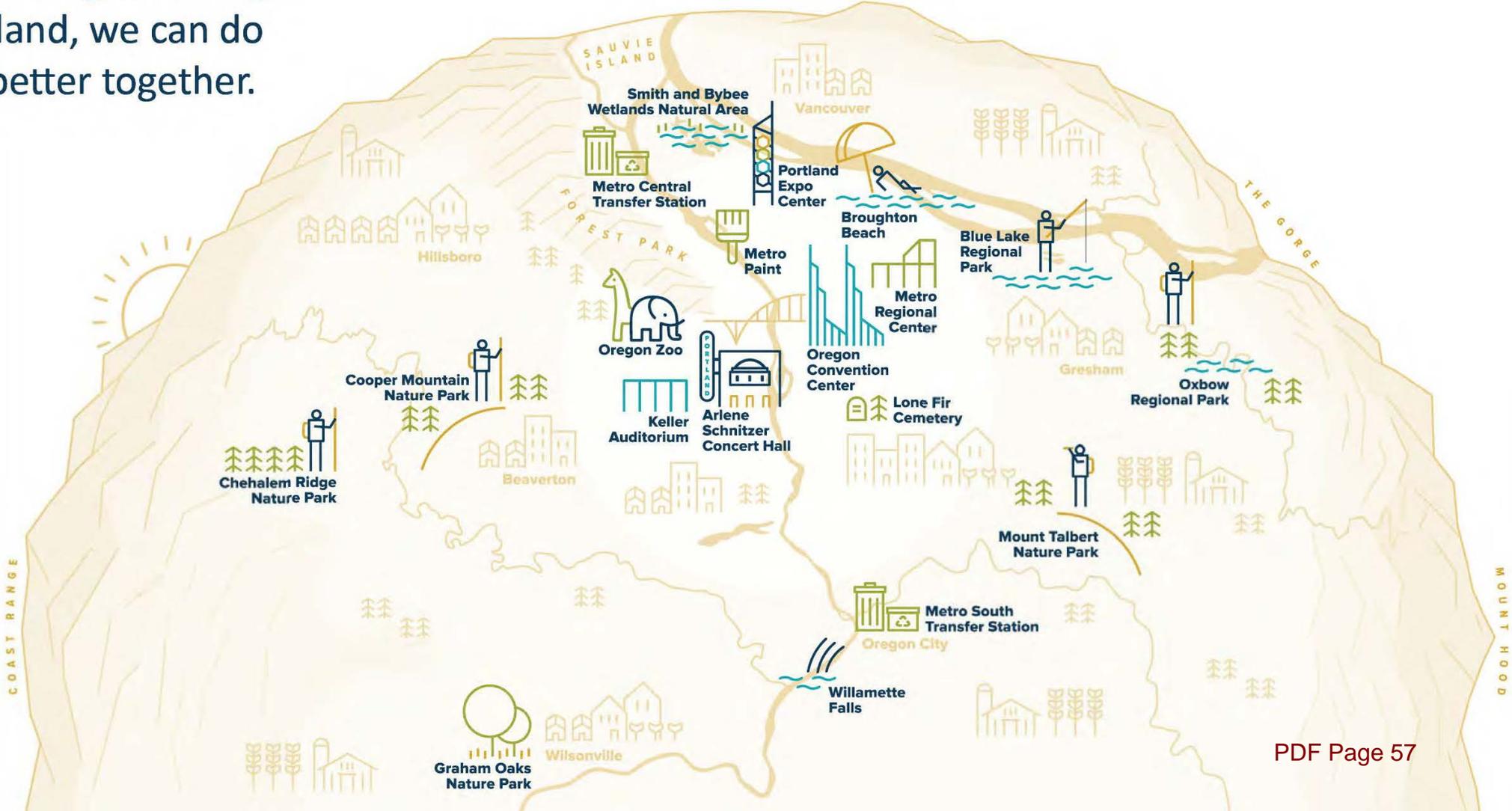


Metro

Across greater Portland,  
in 24 cities and 3 counties,  
there's one regional government  
that brings us all together.

# Hello, we're Metro.

In a metropolitan region as big as greater Portland, we can do a lot of things better together.





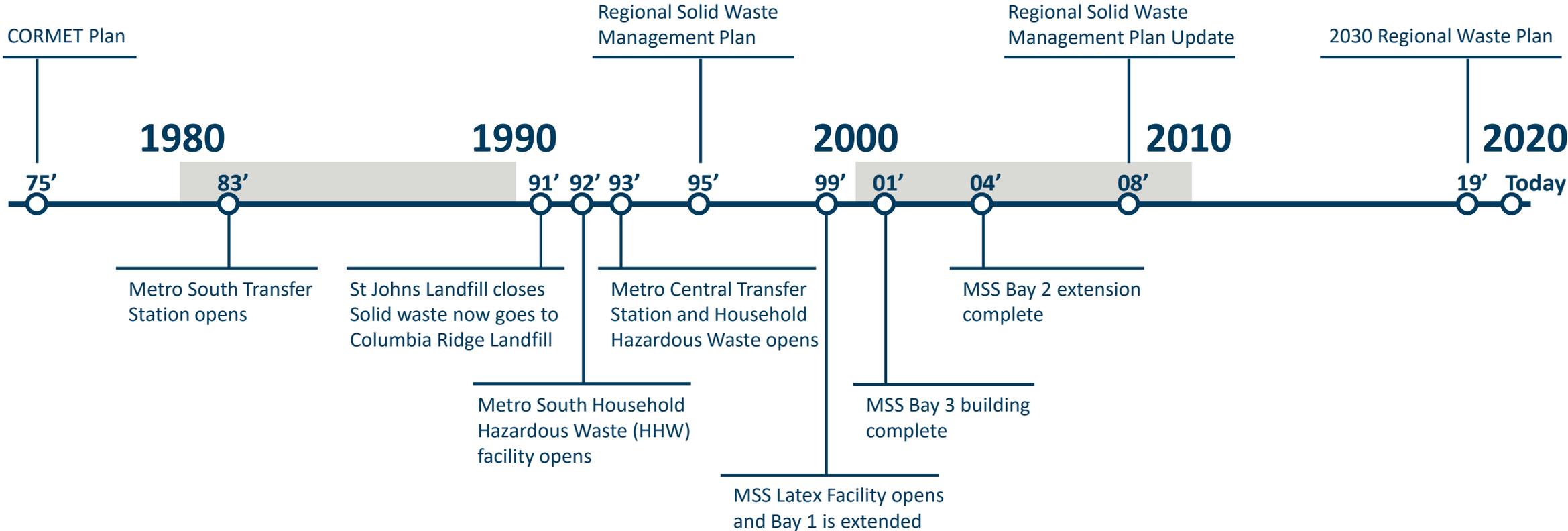
## Metro Council

Sam Chase, District 5; Shirley Craddick, District 1; Juan Carlos González, District 4; Council President Lynn Peterson; Craig Dirksen, District 3; Christine Lewis, District 2; Bob Stacey, District 6;

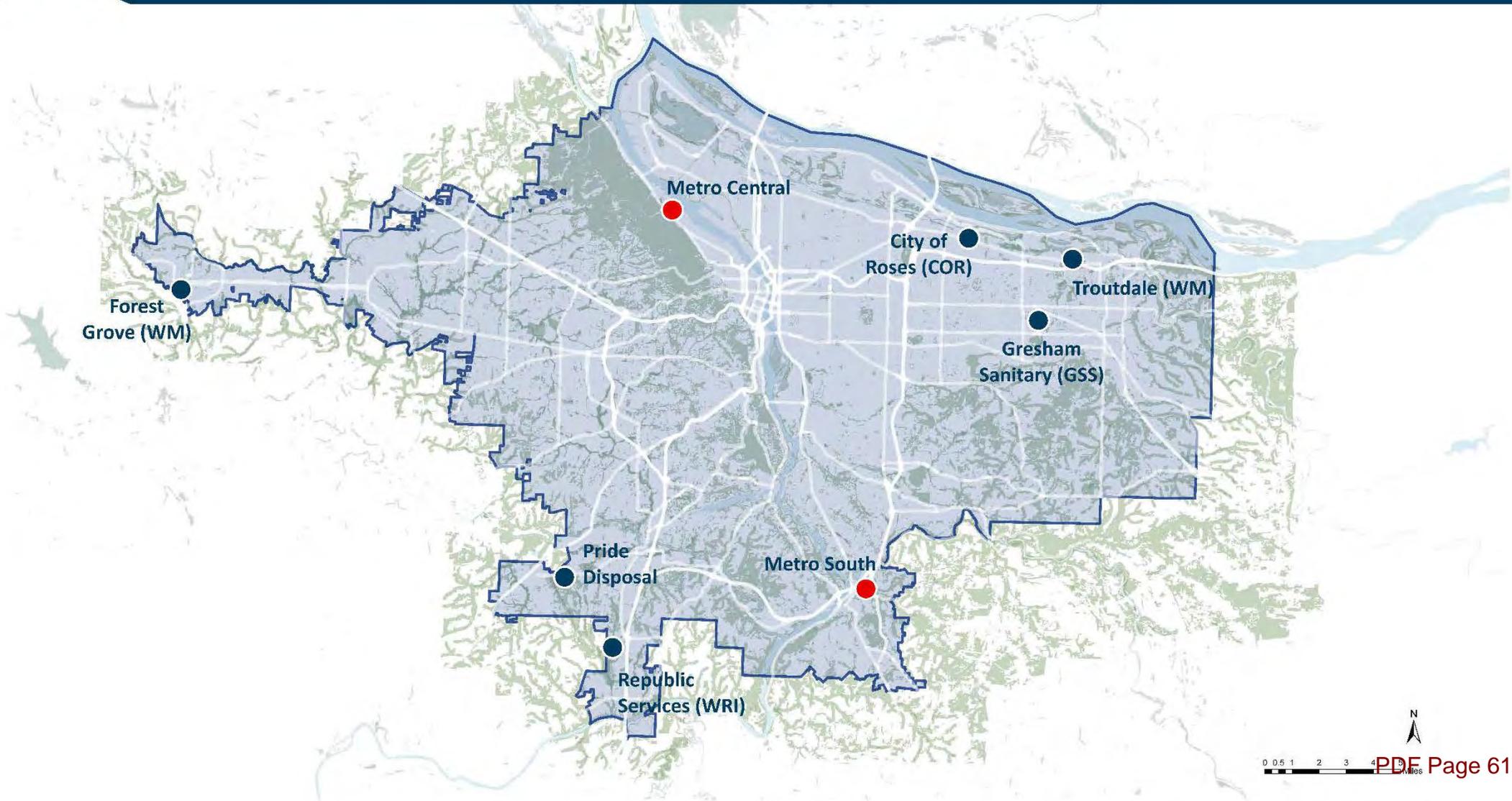
# Why now?

- 2030 Regional Waste Plan
- Current and future regional growth
- Resilience and Equity
- Opportunity to improve material recovery
- Rate transparency
- Overdue

# Metro and the Regional SW Facility History



# Regional Solid Waste System



# Factoria Transfer Station-King County



# Basic Solid Waste Services



Public self-haul



Recycling depot



HHW drop off



Commercial transfer



# Expanded Public Services



Education and learning center



Resale/repair store



Community meeting space and asset



Public park/trail



# Other Improvements



**GHG reduction**



**Flexible space for future**



**Disaster debris staging/resilience**



**RNG fueling**



**Electrification of fleet**



# Factoria Transfer Station-King County



- 80,000 ft<sup>2</sup>
- LEED Gold
- Full Service Station with HHW Facility

# Shoreline Transfer Facility-King County Wash



- 76,000 ft<sup>2</sup>
- Located adjacent to a residential neighborhood
- LEED Platinum

# Seattle North Transfer Station



- 75,000 ft<sup>2</sup>
- Embedded in the Wallingford residential neighborhood
- LEED Platinum

# Seattle North Transfer Station



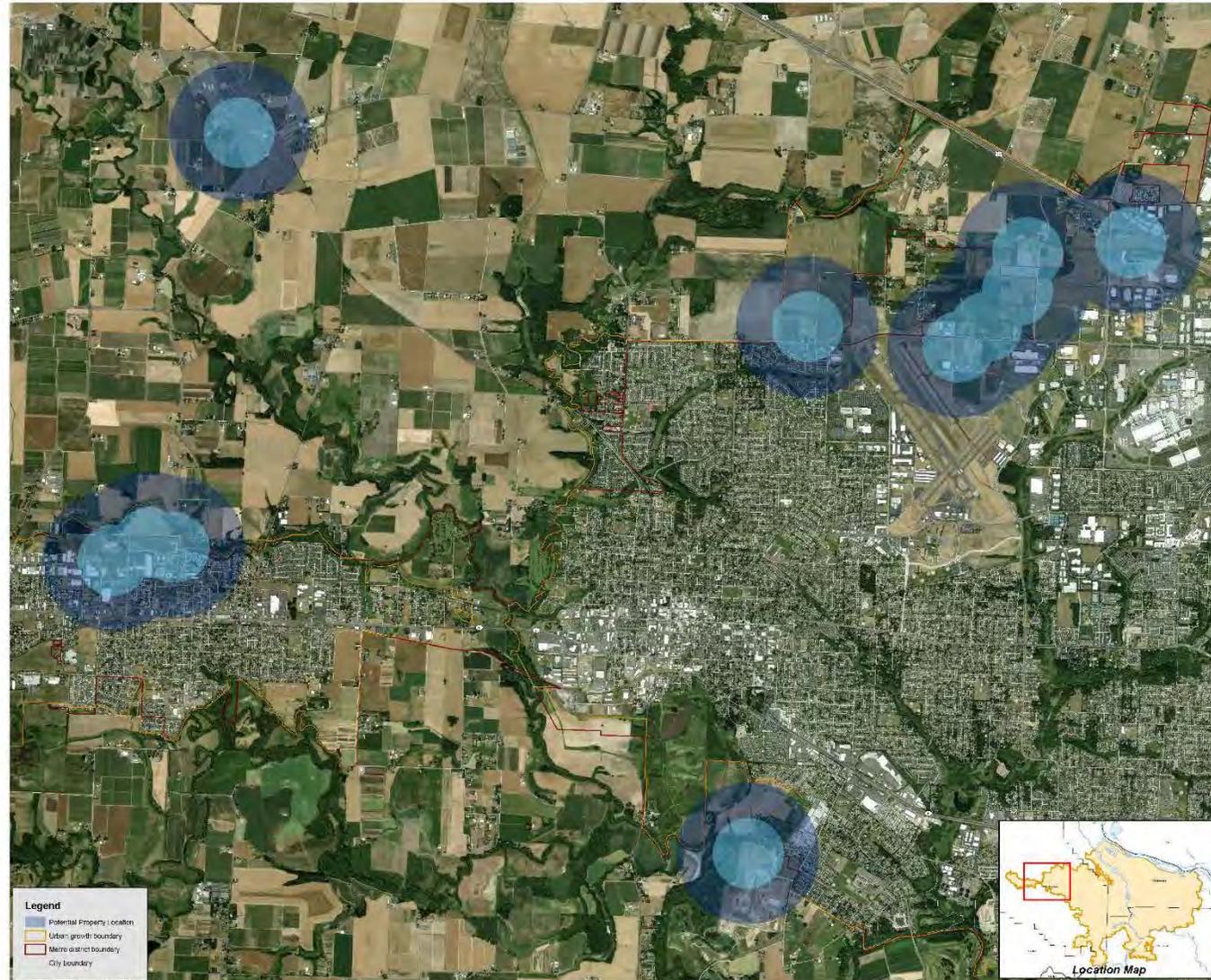
# Seattle North Transfer Station



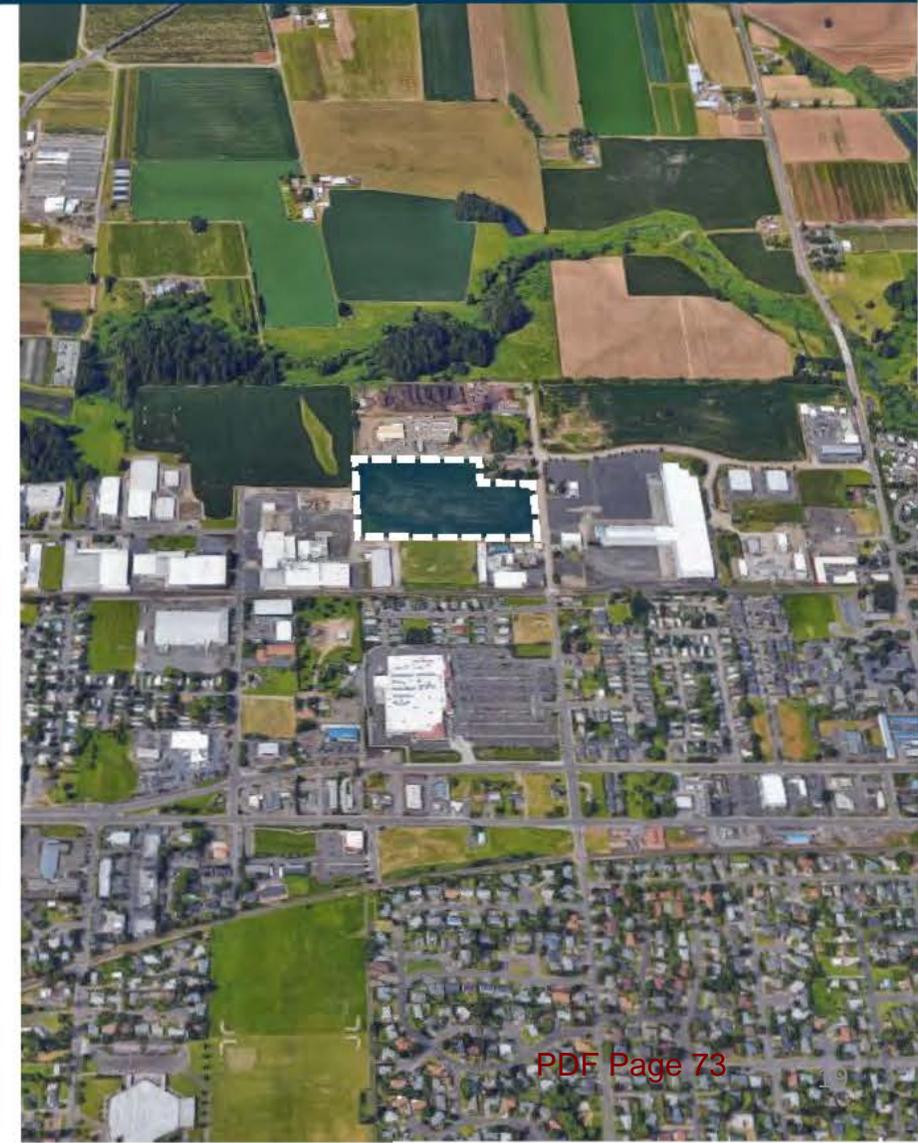
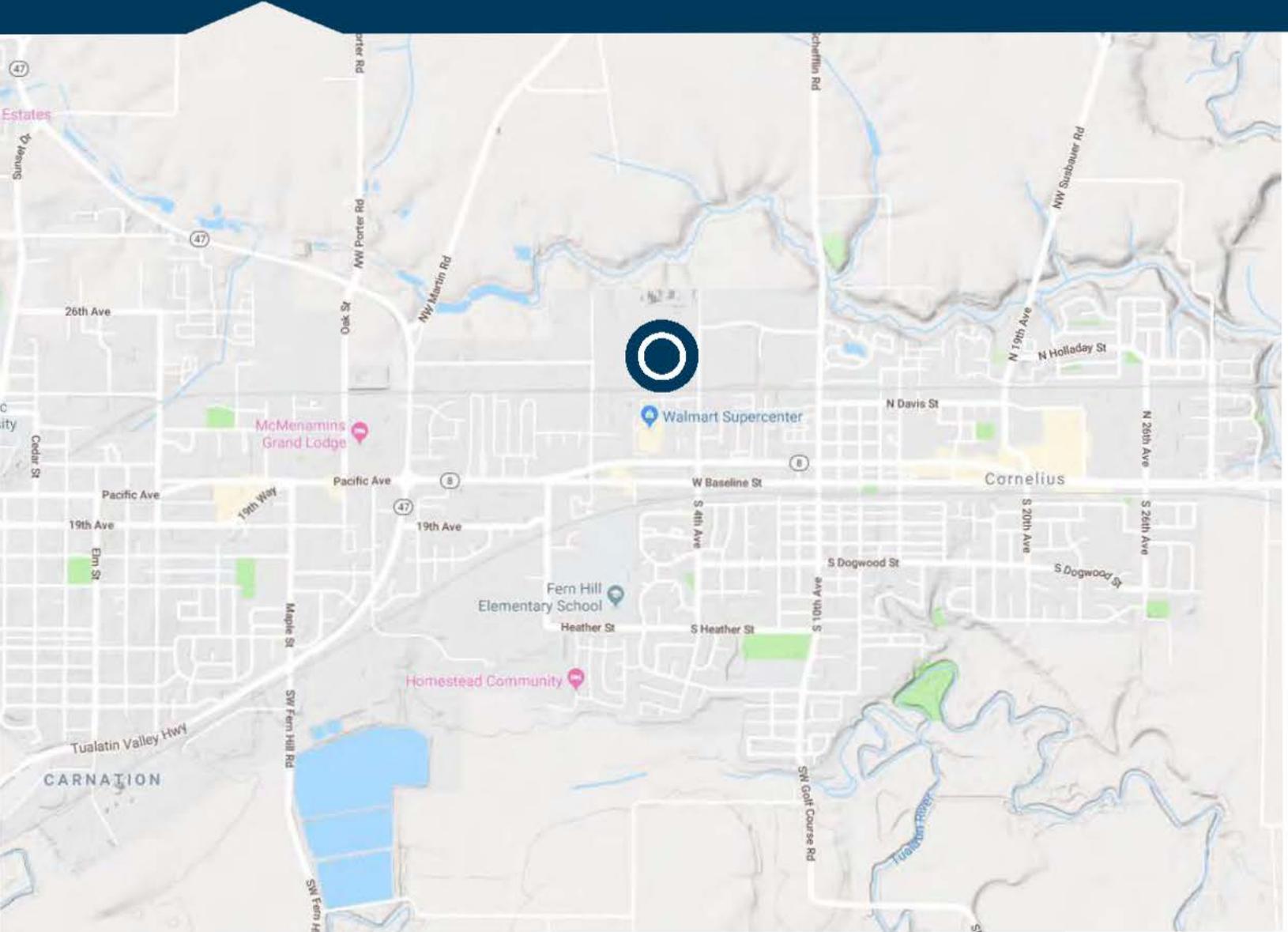
# Seattle North Transfer Station



# Why Cornelius?



# West Metro: Potential Cornelius Property



# 4<sup>th</sup> and Holladay Street Property Cornelius



- A. S&H Compost Landscape
- B. Myers Container
- C. Summit Energy
- D. Truss Components
- E. New Season Foods
- F. Crop Production Services
- G. Higher Taste Foods

# 4<sup>th</sup> and Holladay Street Property-Cornelius



## Cornelius Update:

*Pending or Complete*

Property Appraisal

ALTA Survey

Phase I ESA

Phase II ESA

Wetland Delineation

(DSL Determination Pending)

Geotechnical Investigation

Community Engagement

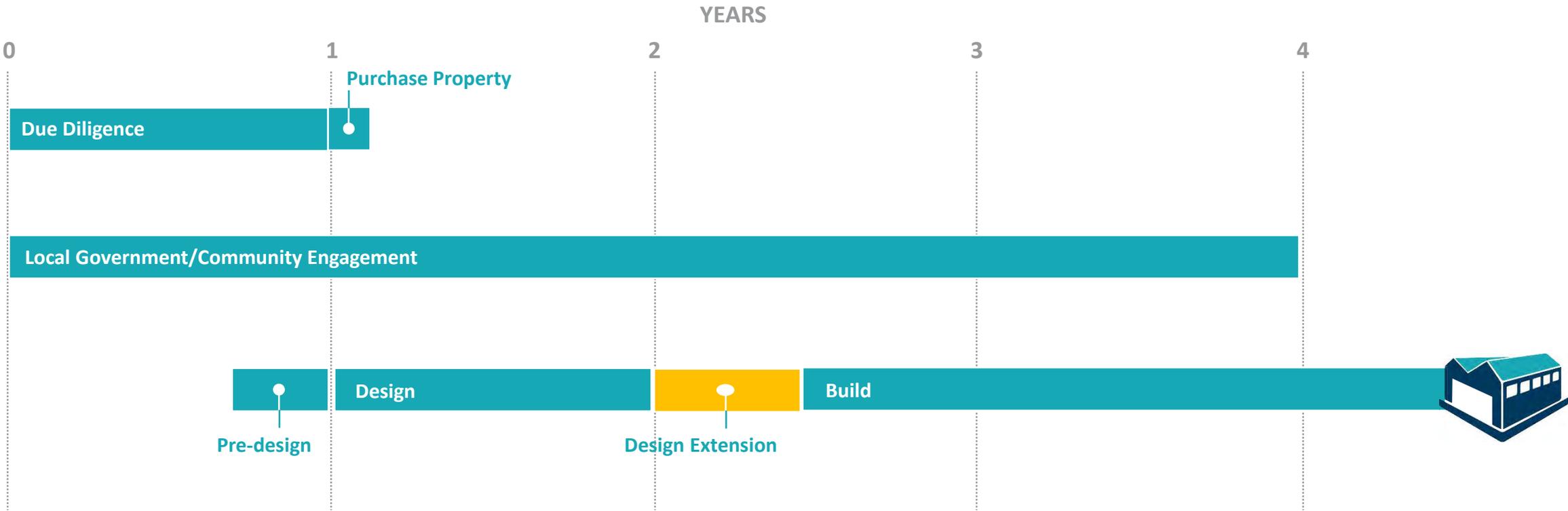
# Environmental Site Assessment



# Geotechnical Investigation Scheduled for July 20th



# Metro West Recycling and Transfer Center Project Timeline Adjustment



# Expected Community Benefits

- Environmental Health
- Jobs & Investment
- Community Amenities & Partnerships
- Cultural & Social Equity
- Service Equity



# Adapting to COVID-19 pandemic:

- Advance 2030 RWP Plan vision, principles, and goals while prioritizing racial equity. (Pg. 45-46)
- Recognize economic and social impacts of COVID-19
- Commitment to making investment decisions in partnership with communities.
- Capacity building for participants
- Reducing barriers to participation within the solid waste system.

# Community Involvement

- Involvement at every phase of the project.
- Outreach to:
  - Neighboring businesses
  - Nearby residents
  - Community based organizations (CBOs)
  - Prioritize historically under-represented communities
  - Current and future customers



# Community advisory group

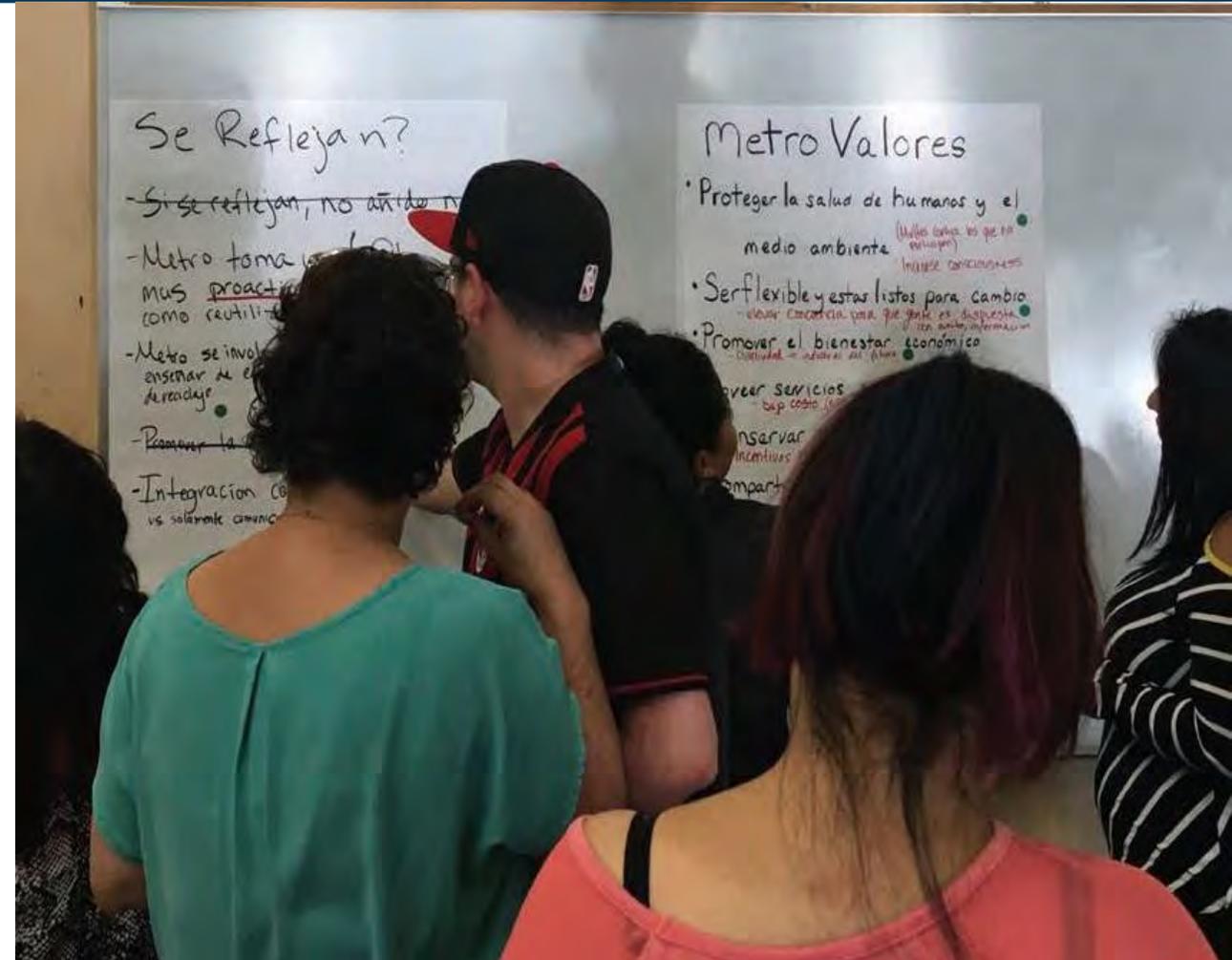


# Community Considerations

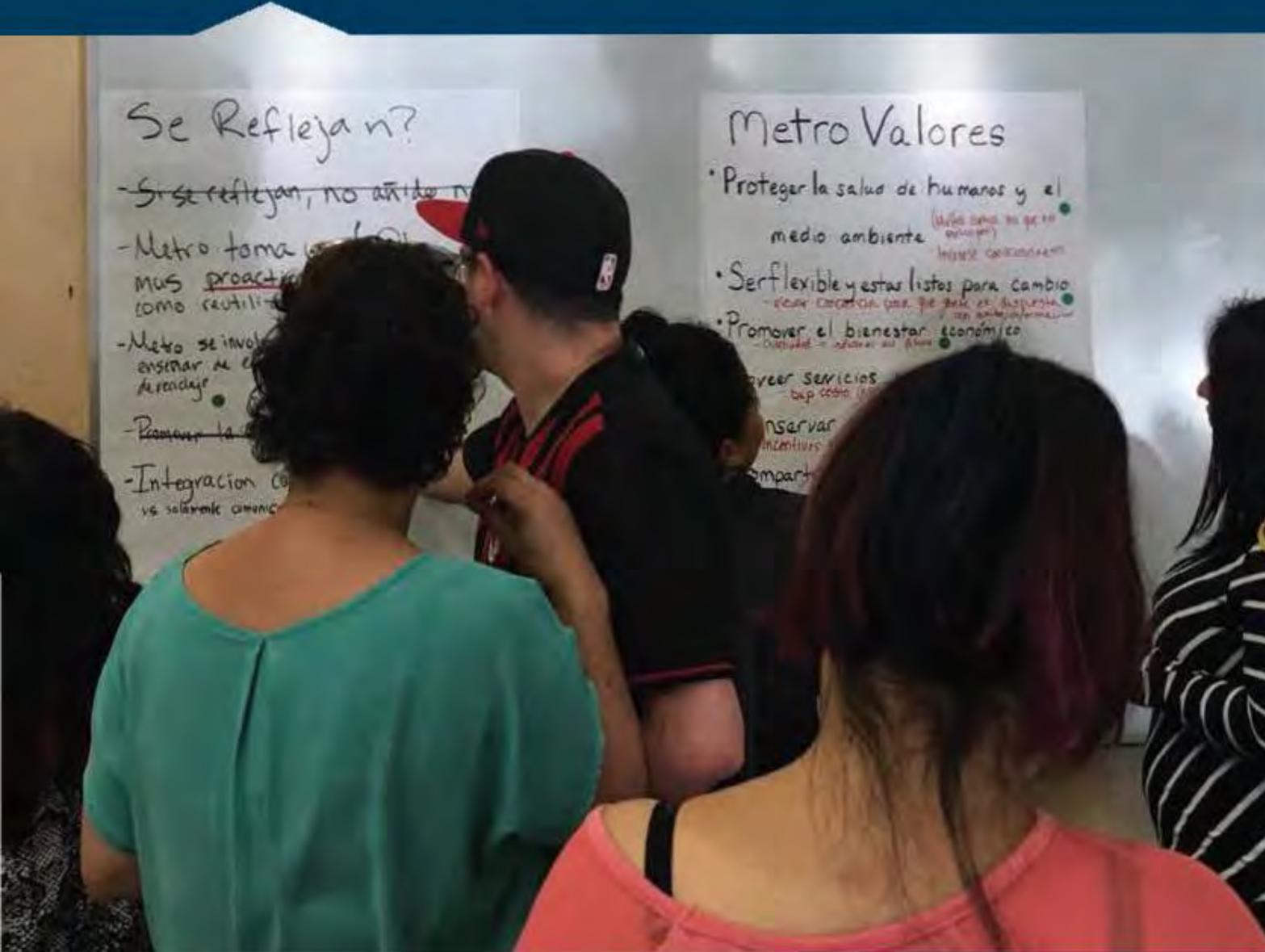


# Other engagements

- Public Webinars
- Public comment period
- Industry Roundtable
- Local Business Roundtable



# Community engagement and next steps



# Questions... Comments... Next Steps...

- What is the best method to engage with you in the future?
- Subscribe for future updates on our two siting projects:

**[Oregonmetro.gov/futurewest](https://oregonmetro.gov/futurewest)**

**[oregonmetro.gov/futuresouth](https://oregonmetro.gov/futuresouth)**

# Thank You!

## **Matt Tracy**

Principal Solid Waste Transfer Station  
Operations Planner

[Matt.Tracy@oregonmetro.gov](mailto:Matt.Tracy@oregonmetro.gov)

## **Dan Blue**

Systems Planning Manager  
Metro WPES

[dan.blue@oregonmetro.gov](mailto:dan.blue@oregonmetro.gov)

## **Gloria Pinzon**

Community Engagement Coordinator  
Metro – WPES

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*A place where families and businesses thrive.*

<i>CITY RECORDER USE ONLY:</i>	
AGENDA ITEM #:	<u>5. B.</u>
MEETING DATE:	<u>09/28/2020</u>
FINAL ACTION:	<u>Presentation</u>

**CITY COUNCIL STAFF REPORT**

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**TO:** City Council

**FROM:** Jesse VanderZanden, City Manager

**MEETING DATE:** September 28, 2020

**PROJECT TEAM:** Jeffrey King, Economic Development Manager

**SUBJECT TITLE:** Presentation of Employment Lands Site Readiness and Roadmap Report

**ACTION REQUESTED:**  Ordinance  Order  Resolution  Motion  Informational

*X all that apply*

---

**BACKGROUND:** The Employment Lands Site Readiness Toolkit project is designed to help find tools that move challenged industrial and commercial employment sites within the Metro urban growth boundary to development-readiness to accommodate projected population growth. The toolkit project responds to a longstanding shortage of affordable development-ready employment sites across the metro region. Due to infrastructure and land development costs, many sites are not economically viable for development. The result is foregone employment opportunities.

The Toolkit Project was funded by a Metro 2040 Planning and Development Grant with matching funds from 18 regional partners including Forest Grove. The Port of Portland, Greater Portland, Inc., and Metro managed the project, working with Cascadia Partners consultancy. Presentation of the Employment Lands Toolkit Project was made to the Forest Grove EDC on September 10<sup>th</sup>.

This toolkit project complements and will provide valuable information to the City of Forest Grove Oak Street Land Use Refinement Plan, which is now underway. The Oak Street Refinement Plan will look at a mix of uses, market opportunities, and zoning strategies while the toolkit project is tailored to help a specific project become more economically feasible.

The presentation proceeds a proposed resolution on the October 12, 2020, agenda requesting the City Council accept the report. Accepting the report places no obligation on the city and is intended to signify that a presentation from the sponsor was made to the Council.

**STAFF RECOMMENDATION:** Receive presentation and question/answer.

**ATTACHMENTS:**

1. Employment Lands Site Readiness Toolkit presentation
2. Woodfold West Site Roadmap powerpoint
3. Task 5 Executive Summary

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# Employment Lands Site Readiness Toolkit Roadmap



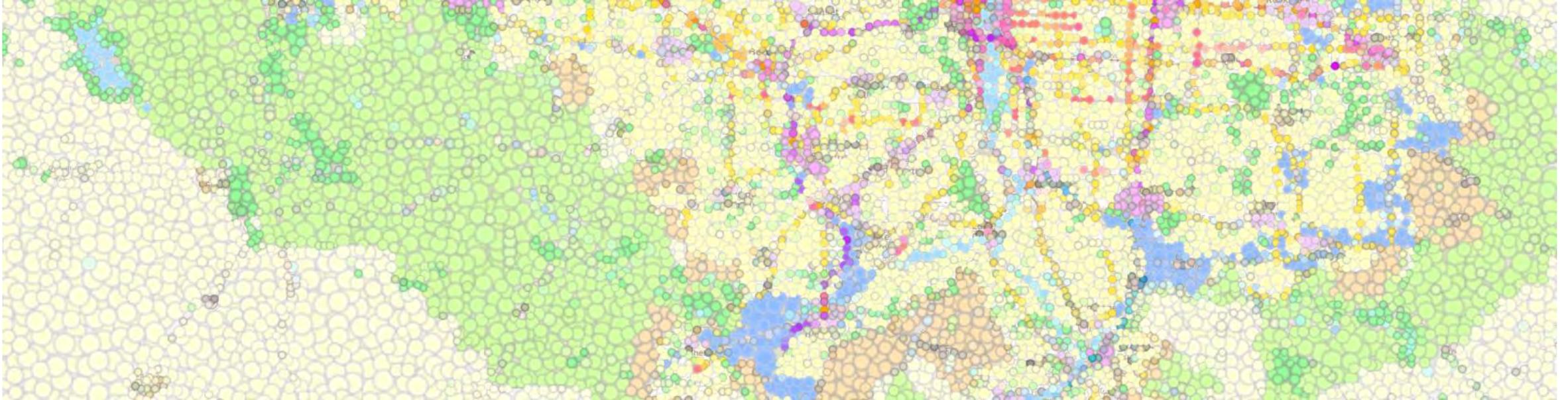
Forest Grove City Council Presentation  
October 12, 2020

# Project Purpose

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The **Employment Land Readiness Toolkit project** is designed to help find tools to move challenged industrial and commercial employment sites within the Metro urban growth boundary to development-readiness to accommodate projected population growth.

The project is funded by a Metro Community Development and Planning Grant with matching funds from 18 regional partners.



# Project Advisory Team

## Project Managers

Lise Glancy and Ken Anderton, Port of Portland

Jeffrey Raker, Metro

Brittany Bagent and Matt Miller, Greater Portland Inc.



## Regional Partners

Michael Williams, *City of Beaverton*

Jon Legarza, *Clackamas County*

Ryan Wells, *City of Cornelius*

Sarah Selden, *City of Fairview*

Jeff King, *City of Forest Grove*

Erika Fitzgerald, *City of Gresham*

Joseph Briglio, *City of Happy Valley*

Dan Dias, *City of Hillsboro*

Kelly Ross, *NAIOP Oregon chapter of National Association of Industrial and Office Parks)*

Erin Maxey, *City of Milwaukie*

Alma Flores and Lori Bell, *City of Oregon City*

Isaac Barrow and Melissa Rogers, *Portland General Electric*

Joana Filgueiras, *Prosper Portland*

Julia Hadjuk, *City of Sherwood*

Jonathan Taylor, *City of Tualatin*

Christina Deffebach, *Washington County*

Jordan Vance, *City of Wilsonville*

# Consultant Team

## Consultant Team

Alex Joyce, Cascadia Partners



In partnership with:

MACKENZIE.

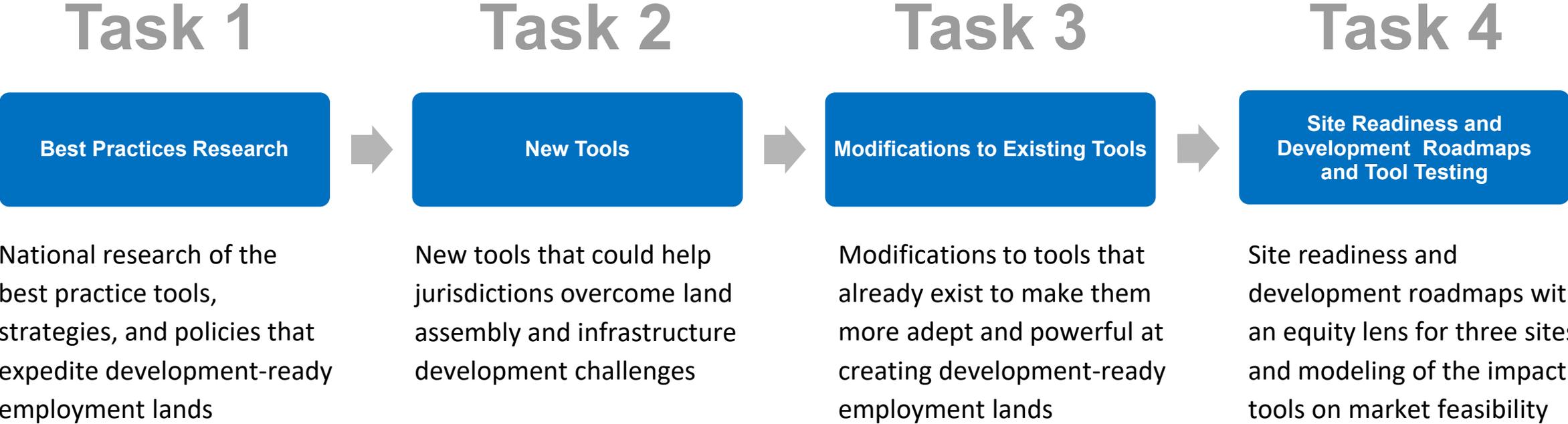


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**Caudaloso**

# Toolkit Project



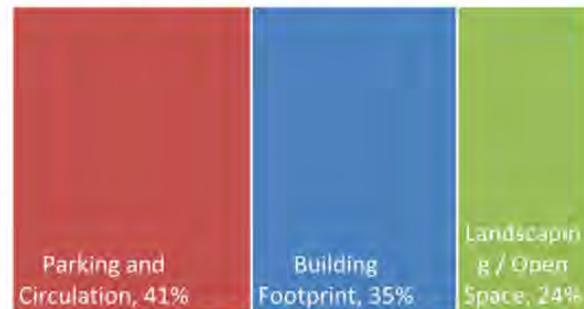
# Development Concept

- 53.7 acres
- 780,000 sq feet of building
- General manufacturing



Buildings	Size (sq ft)	Use
Building 1	315,000	General Manufacturing/Flex
Building 2	114,000	General Manufacturing/Flex
Building 3	30,000	Office
Building 4	200,000	General Manufacturing/Flex
Building 5	55,600	General Manufacturing/Flex
Building 6	67,200	General Manufacturing/Flex
<b>Total</b>	<b>781,800</b>	

Site Use	Size (sq ft)	%
Building Footprint	781,800	35%
Parking and Circulation	908,328	41%
Landscaping / Open Space	527,076	24%



## Site Readiness Challenges

### On-site Issues

- Brownfield Cleanup
- Wetland Fill
- Floodplain Fill
- Slope Mitigation

### Off-site Issues

- Water
- Sewer
- Storm
- Transportation

### Land Use Issues

- Aggregation
- Annexation

### Rent Assumptions

Office: \$19 / Sq Ft  
Industrial: \$14 / Sq Ft

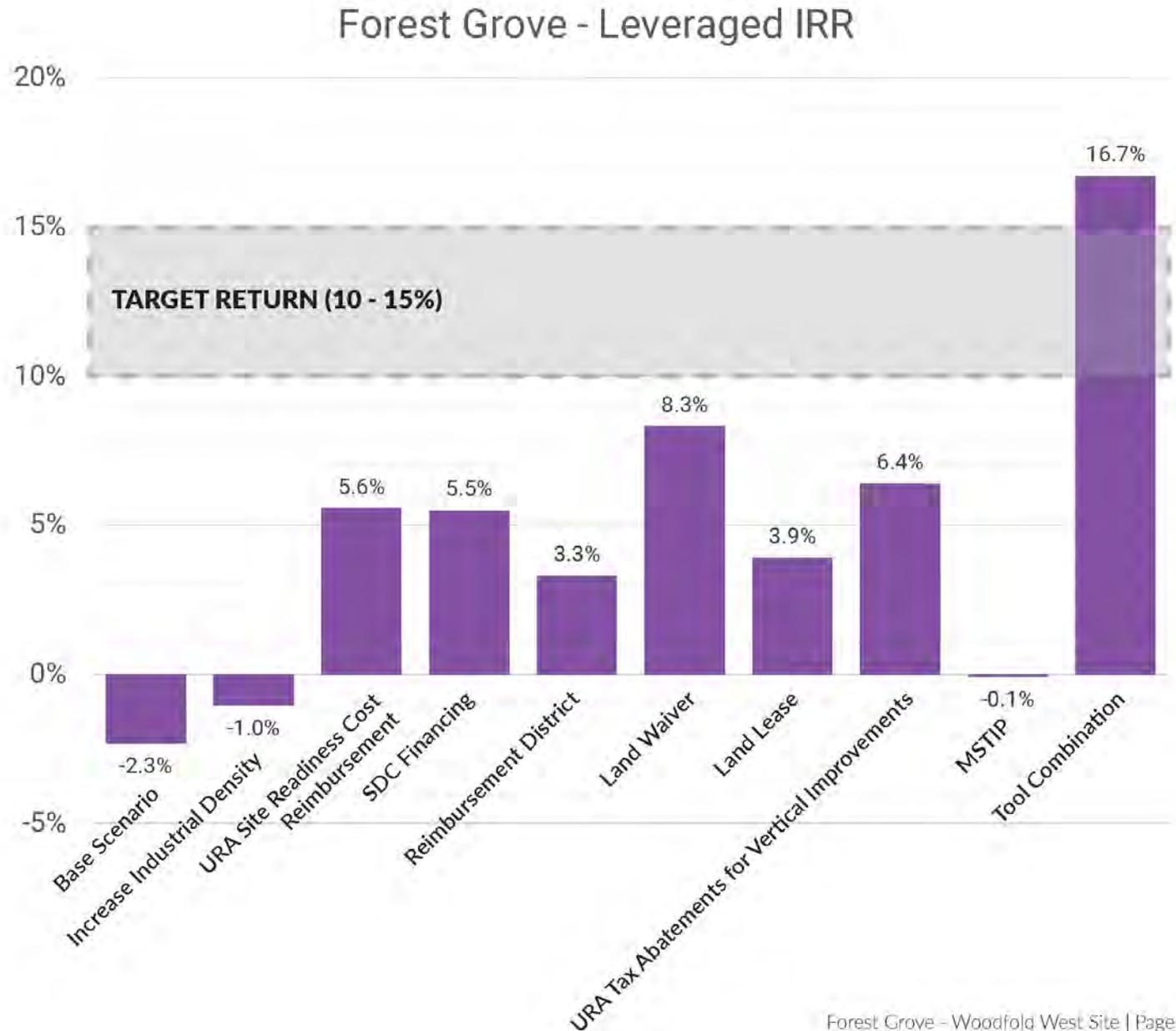
# Development Feasibility Analysis (Pro Forma)

- Account for on- and off-site costs
  - Infrastructure costs
  - Development costs
- Compare costs to achievable rents for uses
- Quantify financial “gap” & calculate return-on-investment
- Baseline is not feasible



# Impact of Tools

- Test impact of each tool individually
- And a layering of tools
- No silver bullet tools
- Layering of multiple tools can achieve feasibility

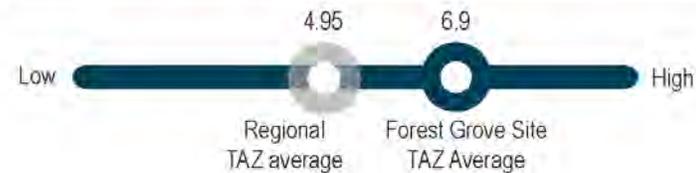


# Equity and Economic Snapshot

Compared to the Regional Average:

- Area is experiencing more community change
- Walkability and transit access are much lower

## Community Change



### CHANGE IN MEDIAN HOUSEHOLD INCOME

REGIONAL TAZ AVERAGE	+\$5,700
FOREST GROVE SITE (TAZ AVERAGE)	+\$4,700

### CHANGE IN HOME SALES PRICE

REGIONAL TAZ AVERAGE	+\$2,000
FOREST GROVE SITE (TAZ AVERAGE)	+\$34,000

### CHANGE IN PERCENT RENTERS

REGIONAL TAZ AVERAGE	1.40%
FOREST GROVE SITE (TAZ AVERAGE)	-4.60%

### CHANGE IN PERCENT PERSONS OF COLOR

REGIONAL TAZ AVERAGE	1.70%
FOREST GROVE SITE (TAZ AVERAGE)	-1.80%

## Walkability and Transit Access



### WALKABILITY

REGIONAL CENSUS TRACT AVERAGE	4.67
FOREST GROVE SITE (CENSUS TRACT AVERAGE)	2.34

### TRANSIT TRAVEL TIMES

REGIONAL TAZ AVERAGE	54 minutes
FOREST GROVE SITE (CENSUS TRACT AVERAGE)	76 minutes

# Equity and Economic Snapshot

Compared to the Regional Average:

- Access to opportunity more challenging
- Housing in area is more affordable

## Access to Opportunity



### PERCENT IN POVERTY

REGIONAL TAZ AVERAGE	13.1%
FOREST GROVE SITE (TAZ AVERAGE)	27.7%

### MEDIAN HOUSEHOLD INCOME

REGIONAL TAZ AVERAGE	\$68,084
FOREST GROVE SITE (TAZ AVERAGE)	\$28,552

### HIGH SCHOOL GRADUATION %

REGIONAL TAZ AVERAGE	85.0%
FOREST GROVE SITE (TAZ AVERAGE)	81.2%

## Affordable Housing



### HOME OWNERSHIP %

REGIONAL TAZ AVERAGE	61.7%
FOREST GROVE SITE (TAZ AVERAGE)	34.7%

### MEDIAN GROSS RENT PER MONTH

REGIONAL TAZ AVERAGE	\$1,141
FOREST GROVE SITE (TAZ AVERAGE)	\$806

### MEDIAN SALES PRICE

REGIONAL TAZ AVERAGE	\$318,300
FOREST GROVE SITE (TAZ AVERAGE)	\$202,700

# Equity Assets & Actions

- Starting point for City to consider Equity
- Identify existing assets and previously identified needs
- Identify equity considerations from demographic data
- Link to potential equity-related actions

## WOODFOLD WEST SITE (FOREST GROVE) - SPECIFIC EQUITABLE DEVELOPMENT

### COMMUNITY ASSETS & NEEDS

- Considerations**
- The site is located in an Opportunity Zone and also an Enterprise Zone.
  - A new roundabout and intersection improvements on Hwy 47 at NW Martin is planned for construction in the near future. Under the Forest Grove Transportation System Plan, an extension of 23rd/24th Avenues to bisect the Woodfold site and connect to the Hwy 47/Martin roundabout at a future unknown date.
  - There is a rail line that abuts the site at Oak Street and the Forest Grove-Hillsboro short line has abandoned track. This presents an opportunity for a bike/pedestrian trail, service or fixed rail bus, especially given that the quarter mile of a frequent bus line.
- Affordable Housing Initiatives**
- The Forest Grove City Council identified two objectives: "Promote Affordable Housing including completion of a housing needs analysis" and "Partner to Address Homelessness" in its 2019 Goals and Objectives Plan.
  - The city completed a Housing Needs Analysis.
  - City Council approved a Non-profit Affordable Housing Property Tax Exemption and a DC Deferral Program for affordable housing.
  - City Council passed a modification to the standard Vertical Housing Tax Credit allowing it to be adapted to affordable housing.
  - The city completed an analysis of city-owned vacant lots to determine if any could be viable for an affordable housing project.

### Diversity & Inclusion Initiatives

- The Forest Grove City Council identified Equity Assessment and Education including an Equity Plan in its 2019 Goals and Objectives statement.
- Economic Development has translated a "Starting a Business Brochure" into Spanish and its broader "Starting a Business in Forest Grove Guide" into Spanish.
- Economic Development helped fund a Small Business Equity Research Project. The purpose of this research is to identify the successes, needs, and barriers to market entry for Latino owned small businesses in the area.

### Local Organizations

- *Adelante Mujeres - the Empresas Small Business Development* program - teaches and supports small business owners to create a vibrant local economy and open up opportunities for all individuals to pursue their business goals.
- *Bienestar* is a local housing development corporation based in Hillsboro that builds affordable housing in the metro area.
- *GroveLink* is free public transportation for the Forest Grove community.
- *Centro Cultural* is an organization that provides business training, workshops and other social services.
- Other local organizations offer programs that provide workforce training and General Education Diploma for High School classes.

### KEY EQUITY CONSIDERATIONS

- Most existing initiatives revolve around housing production and affordability. More support for the program that boosts equitable economic development is needed.
- Area is lower income than average Forest Grove census tract and experiencing higher than average community change.
- Walkability and transit access scores in the site area are well below the regional average.

### POTENTIAL EQUITY ACTIONS

#### Engagement + Empowerment (ability for diverse community groups to exercise power and benefit from development outcomes)

- Consult the "Equity in the Context of Employment / Industrial Lands" of Task 4 for a general approach to community involvement and empowerment.
- Continue and expand on affordable housing equity work to provide larger context for industrial development equity strategies including but not limited to Community Benefit Agreements.

#### Workforce and Business Stability (access to finances, resources, and programming that help establish new employment uses)

- Foster relationships with local organizations that can help support small, minority-owned businesses that can provide services and supplies to site businesses.
- Connect Latino workforce and other communities of color with job opportunities, and affordable housing, workforce support and transit support.

#### Access (geographic access and increased mobility options)

- Include a bike/pedestrian trail to increase site access with the rail line abandonment.
- Consider opportunities to expand GroveLink services to regional employment sites to provide better access, especially to populations without access to vehicles.

# Consultant Recommendations to City

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## Specific Recommendations

- Parking and landscaping accounts for 63% of the site program – explore zoning changes
- Explore expanding GroveLink services to site to provide better access; possibility of reducing parking requirements
- Relatively high off-site transportation costs compared to other sites – explore tools to offset costs (e.g., MSTIP)

# Consultant Recommendations to City

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## General Recommendations

- Consider near term implementation of available tools identified by this project
- Consider using Horizontal Development Agreement (HDA)
- Consider employment land readiness in Capital Improvement Plan project and funding prioritization
- Implement market-feasible System Development Charge (SDC) financing program, possibly as a Business Oregon pilot
- Expand the responsible use of Tax Increment Financing (TIF) to employment land readiness
- Assist landowners in forming and administering Local Improvement Districts (LIDs)
- Advocate for state and regional action on new tools and funding that would improve your city's ability to help overcome site readiness challenges

# City Staff Action

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- Cross-department team to identify next steps
- Recommendation back to Council

# Council Action

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- City Council acceptance of roadmap

# Questions?



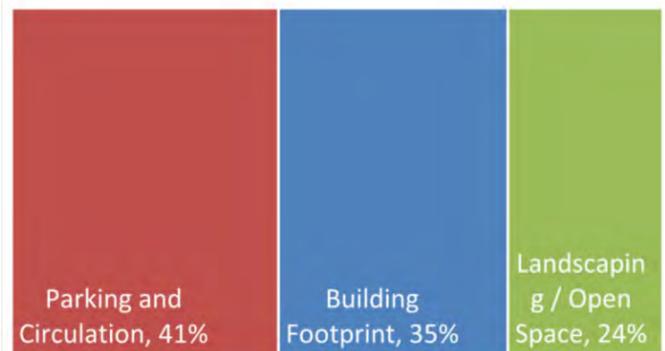
# WOODFOLD WEST SITE (FOREST GROVE) - BASE DEVELOPMENT SCENARIO

## Development Concept



Six building Advanced/High tech manufacturing campus. Buildings 1, 2 and 4, 5, and 6 are manufacturing facilities and Building 3 is a 30,000 sf office building.

Buildings	Size (sq ft)	Use	Site Use	Size (sq ft)	%
Building 1	315,000	General Manufacturing/Flex	Building Footprint	781,800	35%
Building 2	114,000	General Manufacturing/Flex	Parking and Circulation	908,328	41%
Building 3	30,000	Office	Landscaping / Open Space	527,076	24%
Building 4	200,000	General Manufacturing/Flex			
Building 5	55,600	General Manufacturing/Flex			
Building 6	67,200	General Manufacturing/Flex			
<b>Total</b>	<b>781,800</b>				



Rent Assumptions	Office: \$19 / Sq Ft	Industrial: \$14 / Sq Ft
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## Development Timeline



Total Development Timeline: 21 months

## Site Readiness Challenges

On-site Issues	Off-site Issues	Land Use Issues
Brownfield Cleanup	Water	Aggregation
Wetland Fill	Sewer	Annexation
Floodplain Fill	Storm	
Slope Mitigation	Transportation	

## Development Programs Details

### DEVELOPMENT PROGRAM

	Size (ac)	Size (sq ft)
Lot Area	53.7	2,339,172
Net Development Area	50.9	2,217,204
Office	0.6	25,500
General Industrial	14.7	639,030

# WOODFOLD WEST SITE (FOREST GROVE) - BASE DEVELOPMENT SCENARIO (COSTS)

## Development Costs

### PRE-DEVELOPMENT COSTS

	2020 Dollars	\$ / sq ft
Land Acquisition	\$14,035,032	\$6.00
Land Carry	\$762,134	-
Other Fees	\$280,701	-

### SITE READINESS COSTS

Site readiness costs represent all the costs prior to vertical construction of buildings

	2020 Dollars	\$ / sq ft	
Off-Site	Sanitary Sewer	\$626,000	\$0.27
	Water	\$503,000	\$0.22
	Storm Water	\$1,052,500	\$0.45
	Transportation	\$3,985,000	\$1.70
On-Site	Wetland Mitigation	-	-
	Slope Mitigation	-	-
	Building Pad Surcharge	-	-
	Floodplain	-	-
	Environmental Cleanup	\$55,000	\$0.02
Total On-site and Off-site Costs	\$6,221,500	\$2.66	
Time Costs	\$762,134	\$0.33	
Soft Costs (includes SDCs)	\$1,244,300	\$0.53	
Threshold Return	\$3,495,870	\$1.49	

**Total Site Readiness Costs: \$26,801,670 \$11.46**

### VERTICAL CONSTRUCTION COSTS

Vertical construction costs represent costs associated with the construction of buildings

	2020 Dollars	\$ / sq ft
Parking and Pavement Construction	\$7,518,000	\$3.21
Office Construction Costs	\$6,300,000	\$210.00
Industrial Construction Costs	\$89,320,000	\$118.81
Soft Costs (includes SDCs)	\$18,875,140	\$24.14
<b>Total All-In Costs:</b>	<b>\$171,137,032</b>	<b>\$218.90</b>

## Land Readiness Viability Gap / Surplus

	2020 Dollars	\$ / sq ft
Finished Lot Sale Price	\$22,172,040	\$10.00
Site Readiness Costs	\$26,801,670	\$11.46
<b>Viability Gap</b>	<b>\$4,629,630 (Deficit)</b>	



## Vertical Construction Viability Gap / Surplus

	Percentage
Threshold Return	15.0%
Actual Return	3.4%
<b>Financial Gap</b>	<b>\$110,391,362</b>
% of Project Costs	73.7%



# WOODFOLD WEST SITE (FOREST GROVE) - BASE DEVELOPMENT SCENARIO (ECONOMIC IMPACTS)

## Annual Employment Impact

### JOB AND INCOME CREATION

Estimated job and income creation at full buildout

	Jobs	Jobs / Acre	Labor Income	Output
<b>Direct:</b>				
Office	81	1.5	\$7,569,193	\$27,856,598
General Industrial	1,190	22.2	\$110,648,984	\$407,217,036
<b>Indirect / Induced:</b>				
Office	47	1.5	\$4,395,563	\$11,298,453
General Industrial	691	22.2	\$64,255,800	\$165,164,557
<b>Total</b>	<b>2,010</b>			

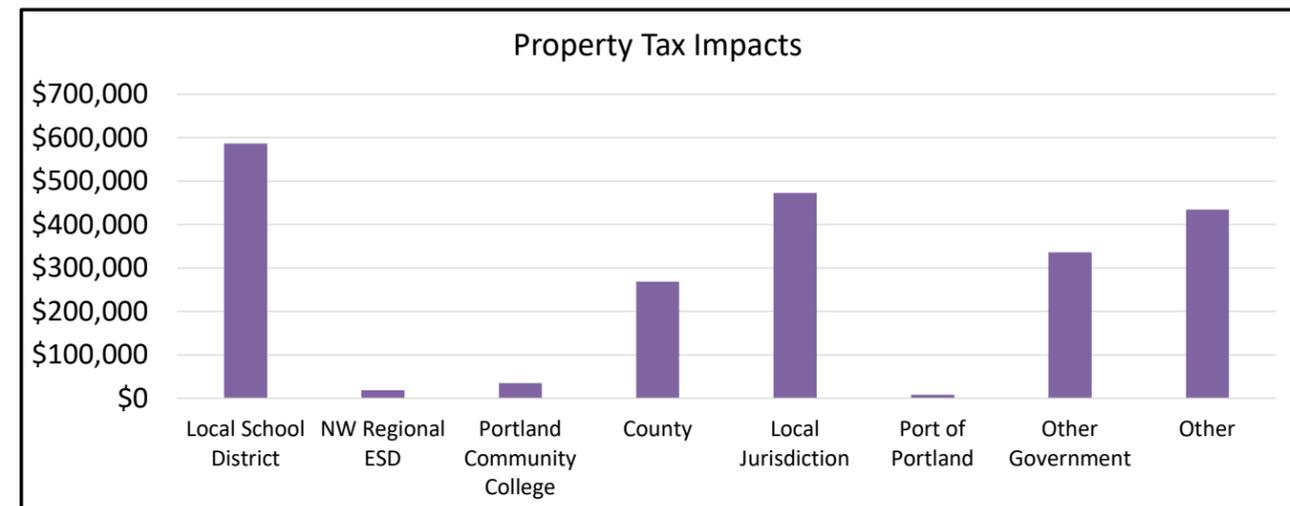
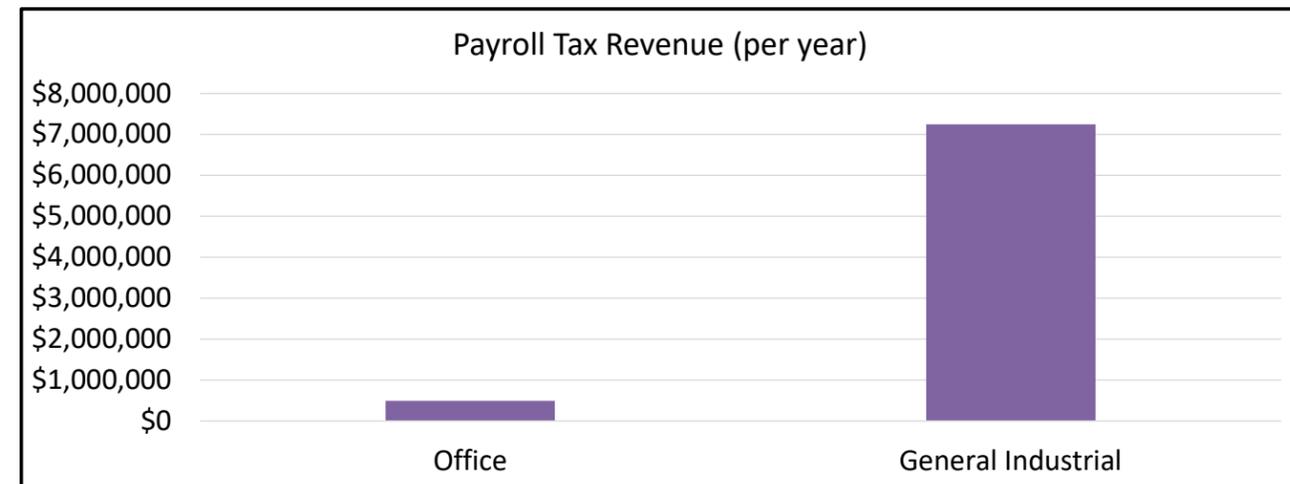
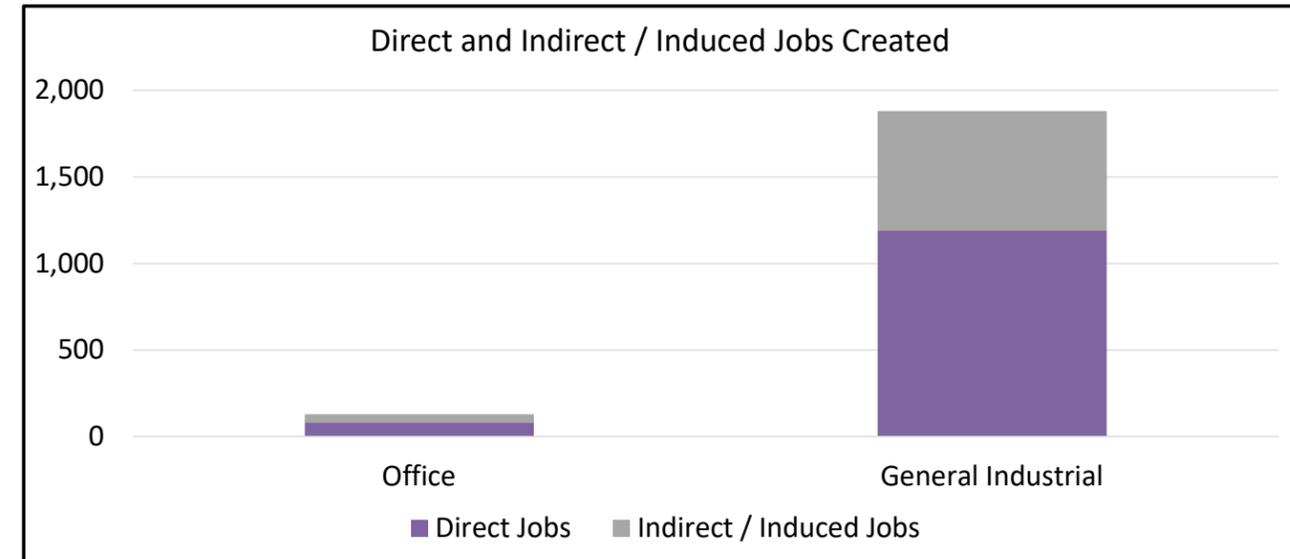
### ANNUAL PAYROLL TAX REVENUE

Estimated annual payroll tax revenues based on direct jobs

Employment Type	Payroll Tax Revenue (per year)
Office	\$495,593
General Industrial	\$7,244,742
<b>Total</b>	<b>\$7,740,335</b>

## Property Tax Impacts

Project Value	Annual Property Tax Revenue
\$142,217,964	\$2,157,195



# WOODFOLD WEST SITE (FOREST GROVE) - TOOL IMPACT

## TOOL DESCRIPTION

**Base Scenario:** the development scenario as proposed with no additional tools tested

**Increase Industrial Density:** assume a 20% increase in gross building area through modest reductions in landscaping and parking to accommodate for greater building area

**URA Site Readiness Cost Reimbursement:** reimburse costs associated with site readiness preparation; structured as property tax abatements scaled to site readiness cost figure reimbursed over ten years

**SDC Financing:** a public loan to cover system development costs associated with the project

**Reimbursement District:** public reimbursement in off-site infrastructure costs over 10 years

**Industrial Land Bank (Land Waiver):** a complete land cost waiver

**Industrial Land Bank (Land Lease):** a land lease with more favorable terms compared to a private loan to offset land acquisition costs

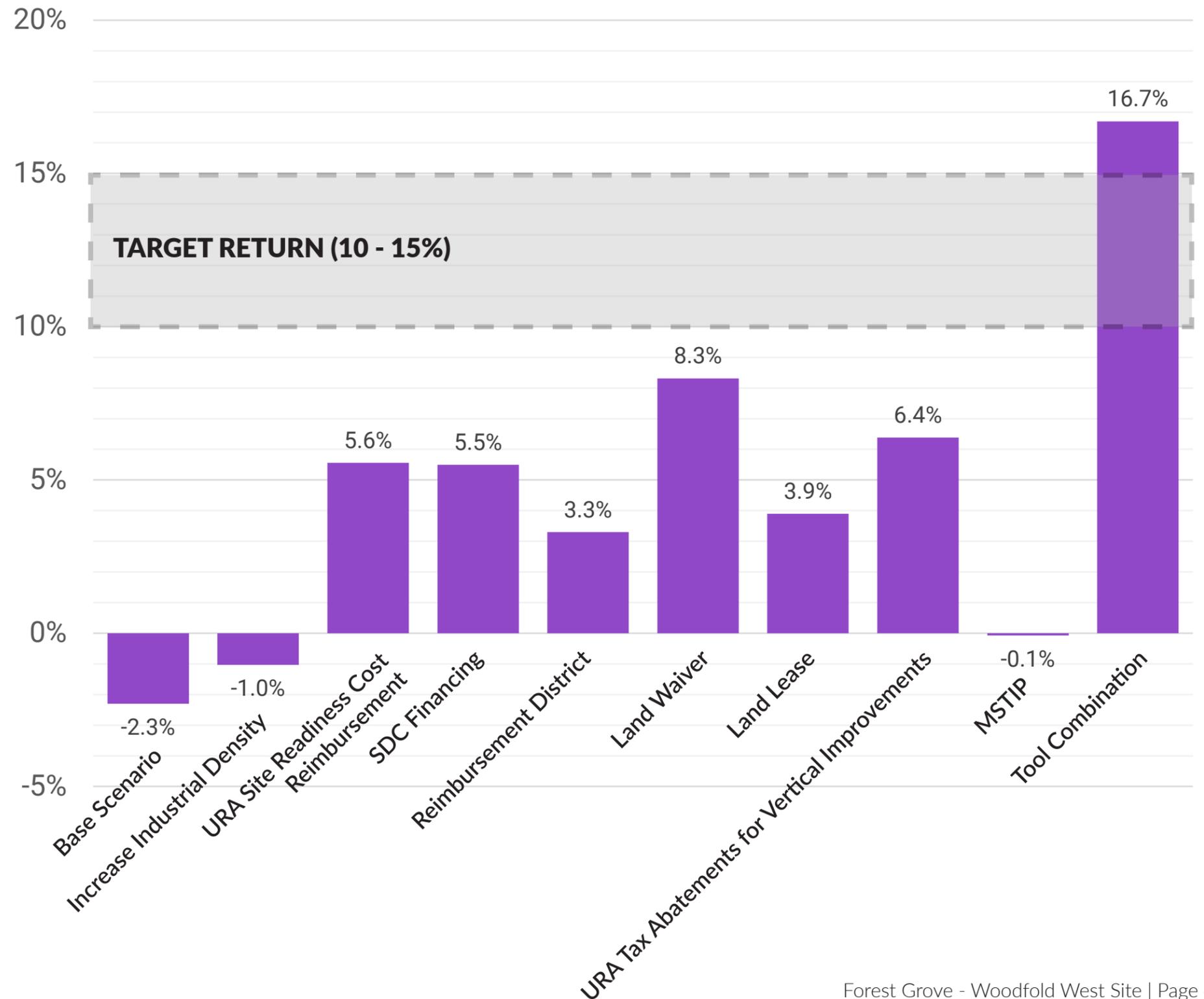
**URA Tax Abatement for Vertical Improvements:** a 10-year tax abatement for the vertical improvements (building investments) associated with the project

**Major Streets Transportation Improvement Program (MSTIP):** county funding to cover off-site transportation costs

**Tool Combination:** modeling the cumulative impacts of SDC Financing, URA Tax Abatements for Vertical Improvements, MSTIP, and Increased Industrial Density

A **Horizontal Development Agreement (HDA)** could be used to package or combine several tools in exchange for specific community benefits (see page 8).

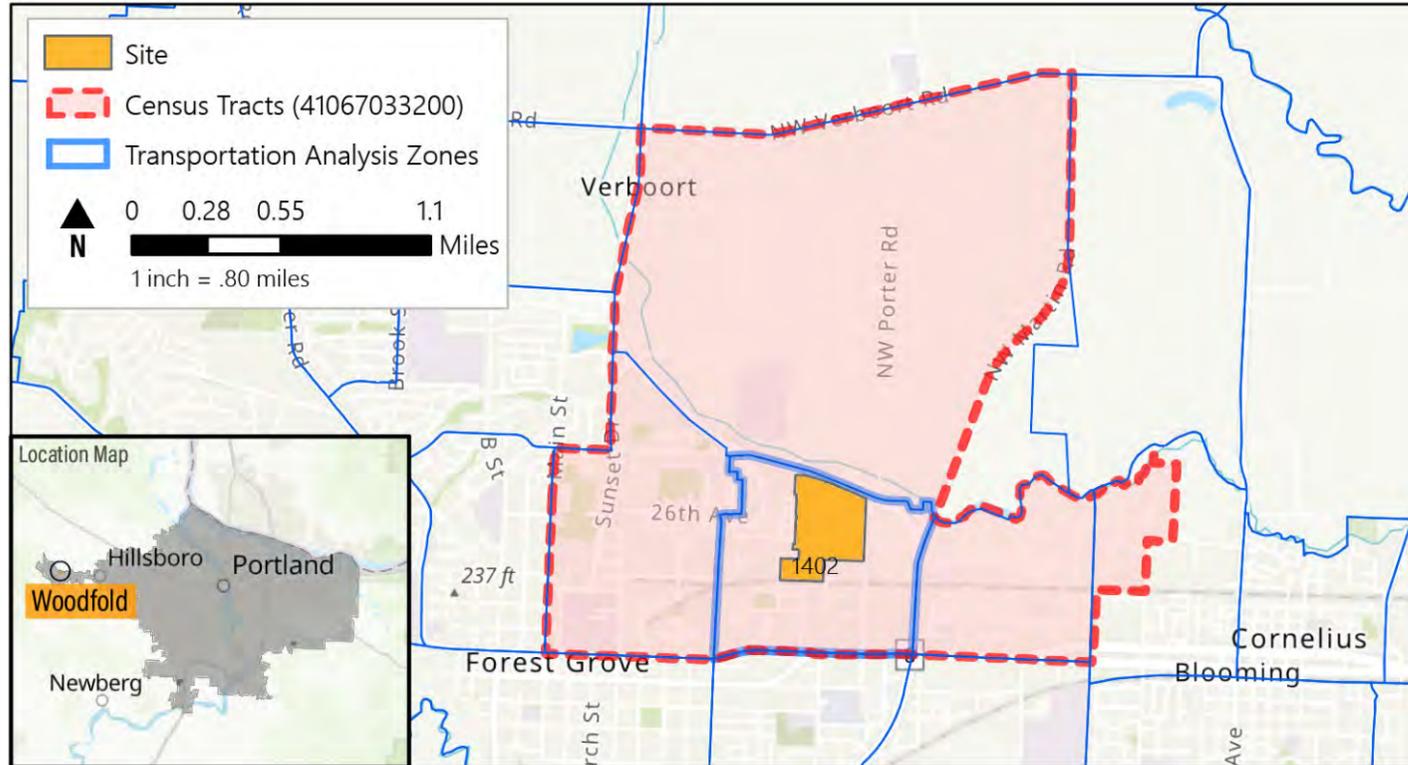
## Forest Grove - Leveraged IRR



Individual testing of tools is found in Task 4 Appendix B

# WOODFOLD WEST SITE (FOREST GROVE) - DEMOGRAPHIC SNAPSHOT

## Site & Surrounding Area Map



Metro coordinates its regional forecasts with local governments to distribute, or allocate, the regional forecasts to smaller geographic areas known as TAZ, or Transportation Analysis Zones. TAZs are generally smaller than Census tracts and more closely align with site boundaries.

## Key Takeaways

**Almost half of the census tract residents are persons of color, an almost 13% higher share than Forest Grove.**

A noticeable share difference is seen among Hispanic and Asian communities.

**Census tract residents are younger and of lower income than the average Forest Grove resident.**

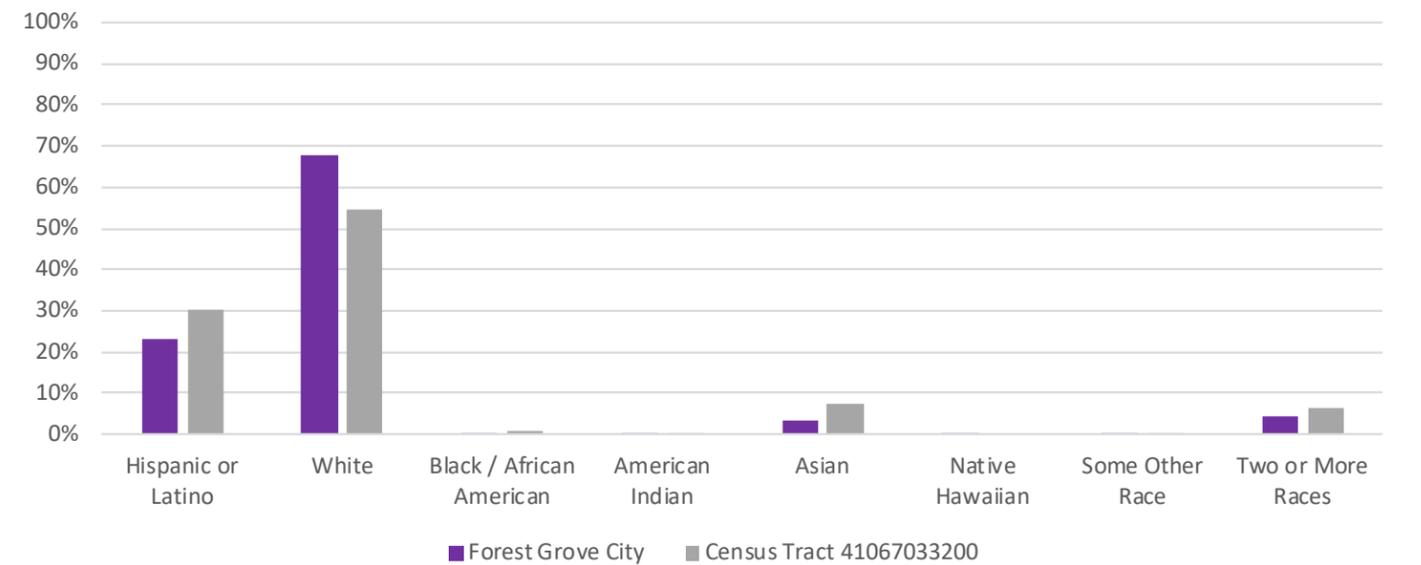
The census tract median income is at 70% of the city's median income.

## Demographic Indicators

### TOTAL POPULATION; AGE; GENDER \* Reflects a 10% margin of error or greater

	Total Population	Median Age	Sex
CITY	23,554	33.1 years	49% male, 51% female
CENSUS TRACT 41067033200	6,978	26 years*	45% male*, 55% female*

### RACE AND ETHNICITY



### MEDIAN INCOME \* Reflects a 10% margin of error or greater

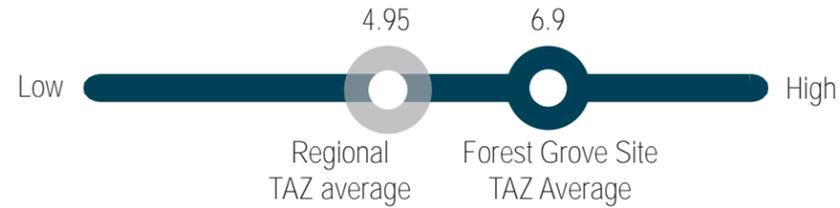
CITY	\$54,500
CENSUS TRACT 41067033200	\$37,983*

### PERCENT HIGH SCHOOL GRADUATE OR HIGHER

CITY	84.5%
CENSUS TRACT 41067033200	79.4%

# WOODFOLD WEST SITE (FOREST GROVE) - EQUITY AND ECONOMIC SNAPSHOT

## Community Change



### CHANGE IN MEDIAN HOUSEHOLD INCOME

REGIONAL TAZ AVERAGE	+\$5,700
FOREST GROVE SITE (TAZ AVERAGE)	+\$4,700

### CHANGE IN HOME SALES PRICE

REGIONAL TAZ AVERAGE	+\$2,000
FOREST GROVE SITE (TAZ AVERAGE)	+\$34,000

### CHANGE IN PERCENT RENTERS

REGIONAL TAZ AVERAGE	1.40%
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### CHANGE IN PERCENT PERSONS OF COLOR

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## Walkability and Transit Access



### WALKABILITY

REGIONAL CENSUS TRACT AVERAGE	4.67
FOREST GROVE SITE (CENSUS TRACT AVERAGE)	2.34

### TRANSIT TRAVEL TIMES

REGIONAL TAZ AVERAGE	54 minutes
FOREST GROVE SITE (CENSUS TRACT AVERAGE)	76 minutes

## Site-Specific Key Takeaways

The site TAZ is experiencing higher than average community change.

The site TAZ experienced a significant increase in average home sale prices (\$32,000 higher) when compared to the regional average increase. Median household incomes did not follow suit and experienced a less than average increase. All the while, the percentage of renters and persons of color living in the site TAZ are decreasing but seem to be increasing on average in the region. This could indicate that market rate housing prices are increasing at a much faster rate than household incomes and pushing out populations that are most vulnerable to increasing housing costs as a result.

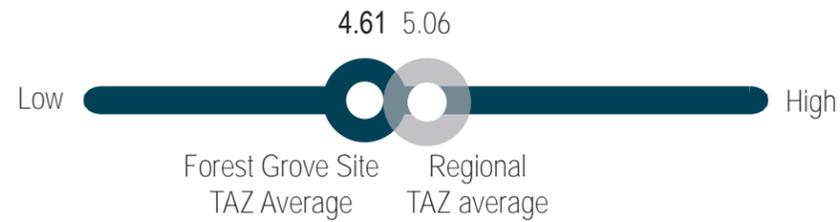
Walkability and transit access scores for the site TAZ are significantly below the regional average.

Compared to the region, walkability and transit travel times for the site TAZ are 22 minutes longer and result in communities more reliant on auto-vehicles to move around.

The Economic Value Atlas and Equitable Development Index Tool are offered as a public service, integrating various government records into a region-wide mapping system. Metro assumes no legal responsibility for the compilation of multi-source government information displayed herein. Users of this information are cautioned to verify all information with Metro staff.

# WOODFOLD WEST SITE (FOREST GROVE) - EQUITY AND ECONOMIC SNAPSHOT

## Access to Opportunity



### PERCENT IN POVERTY

REGIONAL TAZ AVERAGE	13.1%
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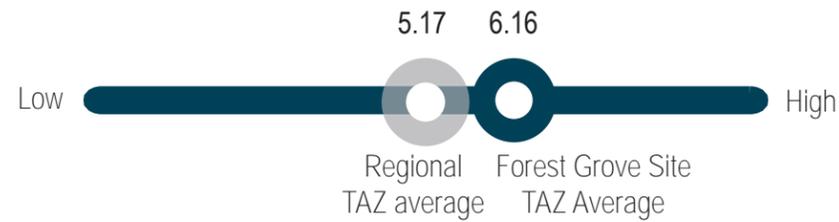
### MEDIAN HOUSEHOLD INCOME

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REGIONAL TAZ AVERAGE	85.0%
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## Affordable Housing



### HOME OWNERSHIP %

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### MEDIAN GROSS RENT PER MONTH

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FOREST GROVE SITE (TAZ AVERAGE)	\$806

### MEDIAN SALES PRICE

REGIONAL TAZ AVERAGE	\$318,300
FOREST GROVE SITE (TAZ AVERAGE)	\$202,700

## Site-Specific Key Takeaways

Access to opportunity is limited in the site TAZ.

With a relatively high poverty rate (15% higher than region), significantly lower median household incomes (\$39,000 lower), and slightly lower than average graduation rates (3.8% lower), people residing within the site TAZ have more limited access to opportunities than the average resident living in the region.

Housing within the site TAZ is relatively more affordable.

Housing within the site TAZ is generally more affordable for both renters and home buyers. Despite a lower than average median sales price, home ownership rates remain 27% lower than the regional average, indicating a higher than average percentage of renters residing within the site TAZ.

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# WOODFOLD WEST SITE (FOREST GROVE) - EQUITABLE DEVELOPMENT

## COMMUNITY ASSETS & NEEDS

### Site Considerations

- The site is located in an Opportunity Zone and also an Enterprise Zone.
- A new roundabout and intersection improvements on Hwy 47 at NW Martin is planned for construction in the near future. Under the Forest Grove Transportation System Plan, an extension of 23rd/24th Ave is to bisect the Woodfold site and connect to the Hwy 47/Martin roundabout at a future unknown date.
- There is a rail line that abuts the site at Oak Street and the operator of the Forest Grove-Hillsboro short line has abandoned this track. This presents an opportunity for a bike/pedestrian trail, dedicated bus service or fixed rail bus, especially given that the track is within a quarter mile of a frequent bus line.

### Affordable Housing Initiatives

- The Forest Grove City Council identified two objectives: “Promote Affordable Housing including completion of a housing needs analysis” and “Partner to Address Homelessness” in its 2019 Goals and Objectives Plan.
- The city completed a Housing Needs Analysis.
- City Council approved a Non-profit Affordable Housing Property Tax Exemption and a SDC Deferral Program for affordable housing.
- City Council passed a modification to the standard Vertical Housing Tax Credit allowing it to be adapted to affordable housing.
- The city completed an analysis of city-owned vacant lots to determine if any could be viable for an affordable housing project.

### Diversity & Inclusion Initiatives

- The Forest Grove City Council identified Equity Assessment and Education including an Equity Plan in its 2019 Goals and Objectives statement.
- Economic Development has translated a “Starting a Business Brochure” into Spanish and its broader “Starting a Business in Forest Grove Guide” into Spanish.
- Economic Development helped fund a Small Business Equity Research Project. The purpose of this research is to identify the successes, needs, and barriers to market entry for Latino owned small businesses in the area.

### Local Organizations

- *Adelante Mujeres - the Empresas Small Business Development* program - teaches and supports small business owners to create a vibrant local economy and open up opportunities for all individuals to pursue their business goals.
- *Bienestar* is a local housing development corporation based in Hillsboro that builds affordable housing in the metro area.
- *GroveLink* is free public transportation for the Forest Grove community.
- *Centro Cultural* is an organization that provides business training, workshops and other social services.
- Other local organizations offer programs that provide workforce training and General Education Diploma for High School classes.

## KEY EQUITY CONSIDERATIONS

- Most existing initiatives revolve around housing production and affordability. More support for the program that boost equitable economic development is needed.
- Area is lower income than average Forest Grove census tract and experiencing higher than average community change.
- Walkability and transit access scores in the site area are well below the regional average.

## POTENTIAL EQUITY ACTIONS

### Engagement + Empowerment (ability for diverse community groups to exercise power and benefit from development outcomes)

- Consult the “Equity in the Context of Employment / Industrial Lands” of Task 4 for a general approach to community involvement and empowerment.
- Continue and expand on affordable housing equity work to provide larger context for industrial development equity strategies including but not limited to Community Benefit Agreements.

### Workforce and Business Stability (access to finances, resources, and programming that help establish new employment uses)

- Foster relationships with local organizations that can help support small, minority-owned businesses that can provide services and supplies to site businesses.
- Connect Latino workforce and other communities of color with job opportunities, and affordable housing, workforce support and transit support.

### Access (geographic access and increased mobility options)

- Include a bike/pedestrian trail to increase site access with the rail line abandonment.
- Consider opportunities to expand GroveLink services to regional employment sites to provide better access, especially to populations without access to vehicles.

# TASK 5:

## Employment Land Site Readiness Toolkit Executive Summary



Consultant team:



### EXECUTIVE SUMMARY

Several site readiness challenges have long hindered the development of key employment lands in the Portland metro region. Meanwhile, employment space and site needs have increased over the last decade as the region's economy has expanded and the population has increased. Solving these difficult issues is a key priority of leadership at the local, regional and state level.

The Employment Land Site Readiness Toolkit project was designed to help find tools to move challenged industrial and commercial employment sites within the Metro urban growth boundary to development-readiness to accommodate projected population growth. The project is a follow-up from the Regional Industrial Site Readiness Lands inventories completed in 2011, 2014 and 2017 that tiered industrial sites based on time to market and highlighted seven key site readiness challenges limiting market development of these sites.

#### Key Site Readiness Challenges:

- infrastructure
- natural resource mitigation
- brownfield remediation
- local entitlements
- land assembly
- gravel pit remediation
- redevelopment

The project was funded by a Metro 2040 Planning and Development Grant with matching funds from 19 regional partners (2 counties, 13 cities and 4 regional entities). The Port of Portland, Greater Portland Inc and Metro managed the project, working with a consultant team lead by Cascadia Partners.

This Employment Land Site Readiness Toolkit contains **four separate reports** that provide new ideas and important refinements to existing tools that, if implemented and funded, can give local leaders greater ability to ready employment lands for the development and job growth needed to support the economy of the Portland region. This set of reports also provides some preliminary considerations for how to incorporate issues of equity into both the approach and tools deployed to address employment land readiness. Equity has not traditionally been considered within the context of employment land policy and this report is intended to serve as an initial guide for how to meaningfully consider equity in such projects.

The **Task 1 Report** identifies national best practices and innovative tools for addressing key employment land readiness challenges and equitable development. The **Task 2 Report** details two new real estate and finance tools that could make a significant impact on site readiness. The **Task 3 Report** summarizes recommended modifications to existing economic development tools in Oregon. The **Task 4 Report** outlines site readiness roadmaps for three sites in the region and tests several of these tools to help demonstrate the impact of individual tools and the layering of tools needed to achieve financial feasibility for each of these sites. This set of Reports should serve as a resource for local practitioners as well as a source of potential legislative ideas for local and state leaders focused on improving employment site readiness.

# TASK 1 REPORT:

## National Best Practices Research

### OVERVIEW:

Many states and localities have encountered the seven key site readiness challenges that are the focus of this project and developed unique tools not currently or widely available in Oregon. The Task 1 Report provides a summary of 28 of these innovative tools. At least three tools were identified for each of the seven site development challenges. Each tool was ranked in terms of its relative effort and level of impact, and whether implementation action is needed at the local, regional, or state level. In addition, the Report includes three equitable impact assessment models that jurisdictions can use to apply an equity lens to employment land policies, programs and projects to help better understand community impacts and incorporate community benefits in design and decision-making.

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### KEY FINDINGS:

#### Financing is a Fundamental Challenge

Oregon has fewer and more limited sources of revenue for economic development than other states. The lack of available low-cost financing is a major challenge to several employment land readiness tools. There are potential financing tools that could provide large-scale, low-cost, long-term financing to projects to overcome major cost hurdles, such as off-site transportation improvements. These tools include new financing districts and enhanced redevelopment authorities. They would require state legislative action and a source of seed capital to be most effective.

#### Opportunities Now

About half of the tools identified can be deployed on a short timeline. These tools are focused on reducing regulatory and process barriers to capture market strength in places where the market is strong. However, these tools generally have a more narrow or limited impact than the financing tools because many of the region's employment sites face challenges beyond regulation and process.

#### Integrate Equity into the Development Process

Equity can and should be integrated into the planning, funding and development process. Any assessments or tools should provide a framework for considering equitable outcomes in development projects. Considering issues of equity early in the process of establishing employment land policy and prioritizing investments is important. Meaningful representation and empowerment of underrepresented groups within the decision-making itself is critical.

# TASK 2 REPORT:

## New Real Estate and Finance Tools

### OVERVIEW:

The Task 2 Report details two new tools that could help jurisdictions overcome some of the most intractable employment land site readiness challenges: assembling land with multiple owners and paying for new infrastructure costs. A **Horizontal Development Agreement (HDA)** is a vehicle for packaging multiple development incentives and community benefits into a legal contract that can entice multiple property owners to work together with a local jurisdiction on a common site development vision and timeline. A **Regional Employment Land Investment Fund (RELIF)** would enable public and private parties to pool resources and prioritize spending on site readiness and development. In addition to the potential benefits of pooled capital, the fund participants would also realize any gains associated with development projects, much like a traditional investment fund.



### KEY FINDINGS:

#### **HDA: Timing is Important for Maximum Leverage**

When crafting a HDA, a jurisdiction's leverage is the greatest when it has incentives to offer. The earlier in the planning-annexation-zoning-funding process a city can step in to negotiate an HDA, the more potential incentives and leverage a city has to compel cooperation and other community benefits. The bundle of incentives a city can offer includes pre-development funding, annexation, zoning and other development entitlements, and infrastructure planning and construction. Access to city incentives can be predicated on all or a majority of property owners cooperating and participating in the agreement.

#### **RELIF: Diversified Investment Risk and Shared Upside**

RELIF is a pooled investment fund that mingles dollars from public and private partners. The principal benefits are similar to a traditional investment fund: diversification of project types and locations helps mitigate risk and even small investors can benefit from the upside on large projects. In addition, the pooling of funds and targeting of those funds on the region's most well-positioned properties and projects brings large, meaningful dollar amounts to these projects and positions the fund for maximum potential upside. The current model of individual jurisdictions working independently to finance site development limits access to financial resources and may delay site readiness particularly for larger sites and sites in communities with fewer resources.

# TASK 3 REPORT:

## Modifications to Existing Development Tools

### OVERVIEW:

While new tools offer innovative solutions to the land readiness challenge, modifications to existing economic development tools can be faster and less costly, especially because the legal framework, program staff and procedures are already in place. Task 3 explores changes to the following tools that could expand their effectiveness:

- Land bank authorities (LBAs)
- Advanced wetland mitigation planning
- Tax increment / urban renewal financing
- Local improvement districts (LID)
- Oregon cleanup funds
- System development charge (SDC) financing
- Conversion of gravel pits
- Regionally Significant Industrial Site Readiness program

These changes include: expanding the classification of properties that LBAs have authority over beyond brownfields, expanding the scope of power and capital sources for urban renewal, providing state revolving loan and grant funding to support several programs, removing barriers to LID formations, and explicitly allowing second position SDC loans.

The goal of these proposed changes is to unlock the economic potential of the region's employment lands, many of which have been stuck in the site readiness pipeline for years. If successful, the additional tax revenue and job growth from expanded employment land development should help compensate for increases in funding and staff resources required to make these changes. The proposed modifications to existing tools included in Task 3 require a mix of strategies. Some require state statutory and/or administrative changes; others require local administrative changes; some require a mix of statutory and regional/local administrative changes; and some require program funding.



### KEY FINDINGS:

#### Existing Tools Limited

By themselves, existing tools are inadequate for providing a robust supply of regional employment land. To overcome some of the most significant challenges, such as off-site transportation and other infrastructure costs, and to yield the greatest regional impacts, state action is required to enhance implementation of existing economic development tools and secure needed funding.

# TASK 4 REPORT:

## Development Roadmaps

### OVERVIEW:

The Task 4 Report provides local practitioners with a development roadmap for three employment land sites in the region and an understanding of how specific tools could impact site readiness and financial feasibility of these sites. In addition, the report provides a framework for cities to explore how equity can be considered in employment land development. These assessments include: demographic data, equity and economic data, community assets and needs, key equity considerations and potential equity actions.



### KEY FINDINGS:

#### **Not All Sites are Created Equal - Small Differences Have a Big Impact**

Each site has a different assumed use mix and small changes have the potential to yield big differences in the financial performance of the site. Several economic factors can have big impacts including: small changes in rent (especially for larger projects with large square footage), changing zoning to allow for greater buildable area, and a greater share of uses that are strong in today's market, such as logistics and warehousing.

#### **Big Tools Needed for Big Results**

Public infrastructure is the single most significant cost barrier facing employment lands in the region and access to capital is the single largest local government barrier to their being able to help solve this issue. Some tools are too small to make a difference. Even with the possibility of integrating more effective tools, individual tools are seldom able to achieve market feasibility alone. However, modeling what happens when several tools are layered together has demonstrated the potential for a stronger level of market feasibility.

#### **Large Sites Represent Major Equitable Development Opportunities**

All three roadmap site cities are in the early stages of identifying and incorporating equitable development outcomes in their city planning processes. Most cities have local organizations identified to support potential equity initiatives and some larger citywide affordable housing and economic development initiatives are underway, but equity has not been incorporated into their employment land site development policies and practices. The scale of site readiness projects associated with these roadmap sites represent major opportunities for the three cities to advance equity outcomes in the planning, development, and operations for these sites.

# CONCLUSIONS

## CHAMPIONING STATE ACTION THROUGH ADVOCACY

Many of the most effective strategies for unlocking employment lands require changes to existing tools or legislation to create new tools and funding sources. Making headway requires local and state level champions to identify legislative priorities for the short term and long term and sustain advocacy on an ongoing basis. Coalition building with stakeholders statewide will be critical to turning these ideas into reality.

## LOCAL ACTION ON EMPLOYMENT LANDS

Moving the region's employment lands to development-ready status requires the focus of local and regional interests. Many of these sites face significant site readiness challenges and will require creative approaches to bring them to market. Integrating equitable development outcomes in employment land planning and development is vital.



### Recommendations for Local and State Action

1. Secure greater flexibility and funding for existing tools
2. Secure administrative and legislative support for a prioritized set of new tools
3. Develop a plan of action and next steps for 3 city roadmap sites
4. Explore ways to secure equitable development outcomes in employment land policies, programs and projects



*A place where families and businesses thrive.*

<u>CITY RECORDER USE ONLY:</u>	
AGENDA ITEM #:	<u>6.</u>
MEETING DATE:	<u>09/28/2020</u>
FINAL ACTION:	<u>RESO 2020-91</u>

**CITY COUNCIL STAFF REPORT**

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**TO:** *City Council*

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

**MEETING DATE:** *September 28, 2020*

**PROJECT TEAM:** *Paul Downey, Administrative Services Director*

**SUBJECT TITLE:** *Resolution Appropriating Additional Small Business Assistance Funds*

**ACTION REQUESTED:**  Ordinance  Order  Resolution  Motion  Informational

*X all that apply*

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**ISSUE STATEMENT:** The City will be receiving additional small business emergency assistance funding through Washington County from Coronavirus Aid Relief and Economic Security Act (CARES Act) Funds and will also receive funds that were remaining from a previous allocation of small business emergency assistance. The funds were not included in the budget and need to be appropriated before they can be spent. Staff has prepared a resolution appropriating the expenditure of the funds for Council consideration.

**BACKGROUND:** The City will be receiving an additional \$212,000 in funding for eligible expenditures for small business that meet the requirements of the program the City established. The City will also receive \$16,938 in remaining assistance funds from a previous award for eligible businesses for past rent or mortgage payment assistance. The City advertised the new program and received 54 applications with total assistance requested of \$178,000. City staff are reviewing the applications so the final total that will be approved is not yet known. If the full amount requested is paid, there will be \$34,000 in funding remaining. Staff will be discussing if and how those remaining assistance can be used. Staff will also be preparing a report on the grant program after the review of applications has been completed and payments to the businesses have been made.

**FISCAL IMPACT:** There is no fiscal impact to the City other than the costs of advertising and administering the program.

**STAFF RECOMMENDATION:** Staff has prepared a resolution appropriating the grant funds for City Council consideration.

**ATTACHMENT(s):** Resolution Authorizing the Expenditure of Coronavirus Aid Relief, and Economic Security Act (Cares Act) Funds for Additional Small Business Grant Assistance in the General Fund



**RESOLUTION NO. 2020-91**

**RESOLUTION AUTHORIZING THE EXPENDITURE OF CORONAVIRUS AID RELIEF, AND ECONOMIC SECURITY ACT (CARES ACT) FUNDS FOR ADDITIONAL SMALL BUSINESS GRANT ASSISTANCE IN THE GENERAL FUND**

**WHEREAS**, the Local Budget Law (ORS 294.326(3)) allows the expenditure of proceeds from grant or gifts to be made during the current fiscal year after the enactment of a resolution or ordinance; and

**WHEREAS**, the City of Forest Grove (City) is receiving an additional \$212,000 in CARES Act funding for additional small business assistance due to the emergency caused by COVID-19; and

**WHEREAS**, the City will receive \$16,938 in CARES Act funds remaining from a prior allocation of CARES Act funding that can be used for small business assistance; and

**WHEREAS**, the City has requested and received applications from small businesses in Forest Grove to receive assistance from these grant funds; and

**WHEREAS**, the expenditure of the additional grant funds needs to be appropriated so the funds can be distributed.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF FOREST GROVE AS FOLLOWS:**

**Section 1.** In the General Fund, CARES Act Relief Payment Revenue (1001800 4123) is increased by \$228,938 and appropriations expenditure account titled Emergency Response Expenditures (1001800 6900) is increased by \$228,938 for the payment of the additional business assistance. Total General Fund Non-Departmental Appropriations are increased to \$978,398.

**Section 2.** This resolution is effective immediately upon its enactment by the City Council.

**PRESENTED AND PASSED** this 28<sup>th</sup> day of September, 2020.

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

**APPROVED** by the Mayor this 28<sup>th</sup> day of September, 2020.

\_\_\_\_\_  
Peter B. Truax, Mayor



*A place where families and businesses thrive.*

<u>CITY RECORDER USE ONLY:</u>	
AGENDA ITEM #:	<u>7.</u>
MEETING DATE:	<u>09/28/2020</u>
FINAL ACTION:	<u>RESO 2020-92</u>

**CITY COUNCIL STAFF REPORT**

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**TO:** *City Council*

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

**MEETING DATE:** *September 28, 2020*

**PROJECT TEAM:** *Paul Downey, Administrative Services Director*

**SUBJECT TITLE:** *Resolution Approving IGA with City of Hillsboro - Community Psyche Funds*

**ACTION REQUESTED:**

<input type="checkbox"/>	Ordinance	<input type="checkbox"/>	Order	<input checked="" type="checkbox"/>	X	<input type="checkbox"/>	Resolution	<input type="checkbox"/>	<input type="checkbox"/>	Motion	<input type="checkbox"/>	<input type="checkbox"/>	Informational
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*X all that apply*

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**ISSUE STATEMENT:** The City will be receiving \$32,600 in funding from the City of Hillsboro who is acting as the convener of funds for Community Psyche funding for Washington County Commissioner District 4 area for funds from the Cities and Special Districts Assistance (CSDA) Program as part of funding from Coronavirus Aid Relief and Economic Security Act (CARES Act) Funds. The City of Hillsboro has requested that Forest Grove act as the administrator of the funds for projects to be done by non-profits that were applied for by the City of Forest Grove who has agreed to act as administrator of the funds for those projects. An intergovernmental agreement (IGA) is required for Forest Grove to receive the funds. Staff has prepared a resolution approving an IGA with the City of Hillsboro for Council consideration.

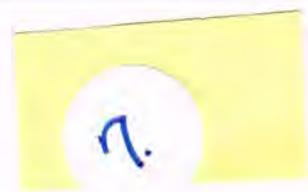
**BACKGROUND:** The County is making \$1,000,000 in funding from the Protect Public Health – CSDA Program available for the purpose of building public mental health and community psyche. The funds are being divided up equally among the four county commissioner districts in Washington County so District 4 will receive \$250,000 in funding. The City of Hillsboro agreed to be the convener of funds in this district and added up to \$250,000 of its own funds toward the program. As part of the process, the City applied for and was allocated \$32,600 in funding based on applications from five non-profits in the City. Hillsboro submitted all of the projects, which are attached as an exhibit to the IGA, to the County who approved the projects and the funding of those projects.

Hillsboro will receive the funds from the County and then will pay them to Forest Grove after the projects are completed and an invoice is submitted to Hillsboro. The City needs to execute an IGA with the City of Hillsboro in order to administer the funds for the Forest Grove projects. The proposed IGA is attached to this staff report. City will award grants to the non-profits if this IGA is approved, a budget appropriation request to spend the funds is approved, and a grant agreement with each non-profit is completed.

**FISCAL IMPACT:** There is no fiscal impact to the City other than the costs of administering the program and a small loss of interest income as the City will pay the non-profit and then be reimbursed by Hillsboro.

**STAFF RECOMMENDATION:** Staff has prepared a resolution for Council consideration to approve the IGA with the City of Hillsboro so the community psyche project can proceed.

**ATTACHMENT(s):** Resolution Authorizing City Manager to Endorse an Intergovernmental Agreement (IGA) Between the City Of Forest Grove and the City Of Hillsboro for the Administration of the Community Psyche Funds Under the City and Special Districts Assistance (CSDA) Program Funds



**RESOLUTION NO. 2020-92**

**RESOLUTION AUTHORIZING CITY MANAGER TO ENDORSE AN INTERGOVERNMENTAL AGREEMENT (IGA) BETWEEN THE CITY OF FOREST GROVE AND THE CITY OF HILLSBORO FOR THE ADMINISTRATION OF THE COMMUNITY PSYCHE FUNDS UNDER THE CITY AND SPECIAL DISTRICTS ASSISTANCE (CDSA) PROGRAM FUNDS**

**WHEREAS**, Washington County is making \$250,000 in CSDA Program funding available to Washington County Commissioner District 4 for events designing to improve community psyche; and

**WHEREAS**, Washington County is contracting with the City of Hillsboro to act as the convener of funds for Commissioner District 4 in which Forest Grove is located; and

**WHEREAS**, Hillsboro has requested the City to act as the administrator of funds based on the City's applications for projects submitted by non-profits located in Forest Grove to help share the administrative burden; and

**WHEREAS**, the City has agreed to act as administrator of the funds for projects proposed on behalf of non-profits located in Forest Grove.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF FOREST GROVE AS FOLLOWS:**

**Section 1.** The City Council hereby approves the Intergovernmental Agreement (IGA) between to act as administrator of funds awarded for projects submitted by non-profits located in Forest Grove as provided in the attached Exhibit A.

**Section 2.** The City Manager is hereby authorized to execute the final IGA on behalf of the City of Forest Grove, notwithstanding substantial changes to IGA as provided in the attached Exhibit A.

**Section 3.** This resolution is effective immediately upon its enactment by the City Council.

**PRESENTED AND PASSED** this 28<sup>th</sup> day of September, 2020.

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

**APPROVED** by the Mayor this 28<sup>th</sup> day of September, 2020.

\_\_\_\_\_  
Peter B. Truax, Mayor



## INTERGOVERNMENTAL AGREEMENT

This Agreement ("Agreement") is made by and between the City of Hillsboro, a municipal corporation of the State of Oregon ("City"), and the City of Forest Grove ("Agency"), a municipal corporation of the State of Oregon. City and Agency may be jointly referred to herein as the "Parties" or individually as a "Party."

### RECITALS

1. WHEREAS, ORS 190.010 authorizes units of local government to enter into intergovernmental agreements for the performance of any or all functions and activities that a party to the agreement has the authority to perform; and
2. WHEREAS, on March 8, 2020 the Governor of Oregon declared an emergency under ORS 401.165 *et. seq.* due to the public health threat posed by the novel infectious coronavirus (COVID-19); and
3. WHEREAS, on March 11, 2020, COVID-19, which spreads person-to-person through coughing, sneezing and close personal contact, was declared a pandemic by the World Health Organization; and
4. WHEREAS on March 13, 2020 the President of the United States declared the COVID-19 outbreak a national emergency; and
5. WHEREAS on March 23, 2020, Oregon Governor Kate Brown issued Executive Order 20-12 (EO 20-12) which, among other things, prohibited non-essential social and recreational gatherings of individuals outside of home or place of residence and imposed social distancing requirements that curtailed traditional committee gatherings and events; and
6. WHEREAS, on March 27, 2020 the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) became law and established the \$150 billion Coronavirus Relief Fund (Fund) from which the U.S. Department of the Treasury made payments to eligible units of local government, including the County; and
7. WHEREAS, Washington County ("County") received a payment from the Fund which, subject to the requirements of the CARES Act and 2 CFR 200, can be used to reimburse necessary expenses associated with the COVID-19 Public Health Emergency; and
8. WHEREAS, on June 2, 2020, the Washington County Board of Commissioners approved the distribution of \$1,000,000.00 from the County's allocation of the Fund for building Public Mental Health and Community Psyche as one of the four principles for the utilization of the County's allocation of the Fund. Included in the Public Mental Health and Community Psyche allocation was \$250,000 identified for Washington County District 4. The City was identified as the convener of District 4; and

9. WHEREAS, on the same day, the Washington County Board of Commissioners approved the distribution of \$7,000,000.00 from the County's allocation of the Fund (Cities and Special Districts Assistance Program) to provide economic relief and reimburse cities and special districts within Washington County for necessary expenses related to COVID-19 public health emergency; and
10. WHEREAS the City has applied and is eligible for an allocation of a portion of the Cities and Special Districts Assistance Program funds as a Subrecipient under the CARES Act to cover expenses already incurred or to be incurred in the form of unbudgeted necessary expenses due to the COVID-19 public health emergency; and
11. WHEREAS, in the process of collaborating with the County on the Public Mental Health and Community Psyche Program, City indicated that the County's goal of building public mental health and community psyche could be met with programs financed with unrestricted funds of the City;
12. WHEREAS, the County, in recognition of City's commitment to fund programs supporting the County's Public Mental Health and Community Psyche Program with unrestricted City funds, desired to increase City's allocation of funds under the County's Cities and Special Districts Assistance Program in an equal amount in a fund exchange agreement;
13. WHEREAS, on August 4, 2020 the Washington County Board of Commissioners reallocated \$1,000,000.00 from the Public Mental Health and Community Psyche Program to the Protect Public Health – Cities and Special Districts Assistance Program;
14. WHEREAS, on August 18, 2020 the Washington County Board of Commissioners allocated \$250,000 under the Cities and Special Districts Assistance Grant Program to the City in exchange for obligations associated with the Public Mental Health and Community Psyche Program; and
15. WHEREAS, the County and the City entered into an intergovernmental agreement on September 2, 2020, setting forth City's obligations associated with the Public Mental Health and Community Psyche Program (the "County IGA");
16. WHEREAS, the City agreed to act as convener for District 4 of Washington County, and allocate up to \$32,600 in support of events convened by the City of Forest Grove under the Public Mental Health and Community Psyche Program.

The parties agree as follows:

#### **TERMS AND CONDITIONS**

1. **START AND END DATES.**

The **effective date** of this Agreement is September 15, 2020, or upon signature whichever is later. This Agreement shall continue until April 30, 2021. Agreement may be terminated earlier or term may be extended, as provided in this Agreement.

2. **AGREEMENT DOCUMENTS.**

This Agreement consists of these Terms and Conditions and the documents (“Exhibits”) listed below in descending order of precedence. A conflict in these documents shall be resolved in the priority listed below with these Terms and Conditions taking precedence. The Exhibits to this contract are:

- Exhibit A: Building Public Mental Health & Community Psyche

3. **RESPONSIBILITIES OF THE PARTIES.**

3.1. City of Hillsboro Responsibilities:

In exchange for carrying out Agency’s obligations set forth in this Section 3 of this Agreement (“Agency’s Responsibilities”) City shall reimburse up to \$32,600 to Agency for costs that Agency incurs in carrying out Agency’s Responsibilities.

City shall review, verify, and approve all reporting submissions described in this Sections 3 of this Agreement from Agency, prior to reimbursement of costs.

3.2. Agency Responsibilities:

Agency shall conduct or shall cause the events and activities provided in Exhibit A (the “Activities”), made and incorporated herein, to be conducted in accordance with this Agreement. The Activities, have been identified and planned to satisfy the requirements of the County’s Public Mental Health and Community Psyche Program. Any supplement or amendment of Exhibit A will be submitted to the City, together with corresponding estimated or actual budget, which will be submitted by the City for County prior approval and shall:

- 3.2.1. Aim to supplant and replace other community events and activities that have been cancelled, restricted, or postponed due to the COVID-19 public health crises; and
- 3.2.2. Be designed and implemented in a manner that complies with all applicable Federal, State or local regulations or orders pertaining to the safe operation of any event or activity including regulations or orders that require gatherings to be limited or restricted in occupancy or size; and
- 3.2.3. Be planned and carried out with a focus on diversity, equity, and inclusiveness of County residents within District 4.

3.3. Agency shall complete the events for the purposes described herein between March 1<sup>st</sup>, 2020 and March 31<sup>st</sup>, 2021.

3.4. Agency shall provide three written reports to City, which will be included in the City’s reports to County, describing in reasonable detail all Activities-related expenditures during the reporting period and provide documented proof of said expenditures.

- 3.4.1. The first report will reflect all expenditures from March 1<sup>st</sup>, 2020 through October 31<sup>st</sup>, 2020 and will be due by November 12<sup>th</sup>, 2020.
- 3.4.2. The second report shall cover the period of November 1<sup>st</sup>, 2020 through December 31<sup>st</sup>, 2020 and shall be submitted to City no later than January 13<sup>th</sup>, 2021.

- 3.4.3. The third and final report shall cover the period of January 1<sup>st</sup>, 2021 through March 31<sup>st</sup>, 2021 and shall be submitted to City no later than April 13<sup>th</sup>, 2021. The final report should contain a list of all the Activities-related programs executed, the final amount spent on each program, and the community impact of the program.
  - 3.5. Agency shall supervise or cause the proper supervision of any Activities and be responsible for all Activities participants. Agency shall have full responsibility that all Activities are conducted in a safe and careful manner. Safe and careful manner includes Agency's obligation to ensure the Activities comply with all Federal, State, and local laws, regulations and orders applicable to the Activities.
  - 3.6. Agency shall promptly provide any documentation requested by City in relation to the expenditure of the funds or other obligations under this Agreement.
  - 3.7. Agency expressly assumes toward City all duties, obligations, and responsibilities that City assumed toward County under the County IGA within the scope of City's obligations.
4. **COMPLIANCE WITH APPLICABLE LAWS.**

Each party shall comply with all applicable federal, state and local laws; and rules and regulations on non-discrimination in employment because of race, color, ancestry, national origin, religion, sex, marital status, age, medical condition or handicap. In addition, each party agrees to comply with all local, state and federal ordinances, statutes, laws and regulations that are applicable to the services provided under this Agreement.
5. **RECITALS.**

The recitals above are incorporated herein as if fully set forth.
6. **INDEPENDENT CONTRACTOR.**

Each party is an independent contractor with regard to each other party and agrees that the performing party has no control over the work or the manner in which it is performed. No party is an agent or employee of any other. Nothing herein is intended, nor shall it be construed, to create between the parties any relationship of principal and agent, partnership, joint venture or any similar relationship, and each party hereby specifically disclaims any such relationship.
7. **TERMINATION.**
  - 7.1. Termination for convenience. Subject to any limitations in Exhibit A regarding repayment of funds, this Agreement may be terminated, with or without cause and at any time, by a party by providing 30 days' written notice of intent to the other party.
  - 7.2. Termination for cause. Either party may terminate this Agreement, in whole or in part, immediately upon notice, or at such later date as may be established in such a notice, to the other party upon the occurrence of the following events: One party commits any material breach or default of any covenant, warranty, obligation, certification or agreement under this Agreement, fails to perform the work or services under this Agreement within the time specified herein or any extension thereof, or so fails to pursue the work or services as to endanger the performance under this Agreement in accordance with its terms.
8. **CHANGES.**

Modifications to this Agreement are valid only if made in writing and signed by all parties.

9. **INDEMNIFICATION.**  
Subject to the limitations of liability for public bodies set forth in the Oregon Tort Claims Act, ORS 30.260 to 30.300, and the Oregon Constitution, each party agrees to hold harmless, defend, and indemnify each other, including their officers, agents, and employees, against all claims, demands, penalties, actions and suits (including the cost of defense thereof and all attorney fees and costs, through all appeals) arising from the indemnitor's performance of this Agreement where the loss or claim is attributable to the acts or omissions of that party or its officers, employees or agents.
10. **ACTION, SUITS OR CLAIMS.**  
Each party shall give the other immediate written notice of any action or suit filed or any claim made against that party that may result in claims or litigation in any way related to this Agreement.
11. **INSURANCE.**  
Each party agrees to maintain insurance levels or self-insurance in accordance with ORS 30.282, for the duration of this Agreement at levels necessary to protect against public body liability as specified in ORS 30.269 to 30.274.
12. **NO THIRD PARTY BENEFICIARIES.**  
Except as set forth herein, this Agreement is between the parties and creates no third-party beneficiaries. Nothing in this Agreement gives or shall be construed to give or provide any benefit, direct, indirect or otherwise to third parties unless such third parties are expressly described as intended to be beneficiaries of its terms.
13. **REMEDIES, NON-WAIVER.**  
The remedies provided under this Agreement shall not be exclusive. The parties shall also be entitled to any other equitable and legal remedies that are available. No waiver, consent, modification or change of terms of this Agreement shall bind the parties unless in writing and signed by all parties. Such waiver, consent, modification or change, if made, shall be effective only in the specific instance and for the specific purpose given. The failure of a party to enforce any provision of this Agreement shall not constitute a waiver by a party of that or any other provision.
14. **OREGON LAW, DISPUTE RESOLUTION AND FORUM.**  
This Agreement shall be construed according to the laws of the State of Oregon. The parties shall negotiate in good faith to resolve any dispute arising out of this Agreement. If the parties are unable to resolve any dispute within fourteen (14) calendar days, the parties are free to pursue any legal remedies that may be available. Any litigation between the parties arising under this Agreement or out of work performed under this Agreement shall occur, if in the state courts, in the Washington County Circuit Court, and if in the federal courts, in the United States District Court for the District of Oregon located in Portland, Oregon.
15. **ASSIGNMENT.**  
No party shall assign its rights or obligations under this Agreement, in whole or in part, without the prior written approval of the other party or parties.
16. **SEVERABILITY/SURVIVAL OF TERMS.**  
If any provision of this Agreement is found to be illegal or unenforceable, this Agreement nevertheless shall remain in full force and effect and the provision shall be stricken. All provisions concerning indemnity survive the termination of this Agreement for any cause.

17. **FORCE MAJEURE.**

In addition to the specific provisions of this Agreement, performance by any Party shall not be in default where delay or default is due to war, insurrection, strikes, walkouts, riots, floods, drought, earthquakes, fires, casualties, acts of God, governmental restrictions imposed or mandated by governmental entities other than the parties, enactment of conflicting state or federal laws or regulations, new or supplementary environmental regulation, litigation or similar bases for excused performance that are not within the reasonable control to the Party to be excused.

18. **INTERPRETATION OF AGREEMENT.**

This Agreement shall not be construed for or against any party by reason of the authorship or alleged authorship of any provision. The Section headings contained in this Agreement are for ease of reference only and shall not be used in construing or interpreting this Agreement.

19. **INTEGRATION.**

This document constitutes the entire agreement between the parties on the subject matter hereof and supersedes all prior or contemporaneous written or oral understandings, representations or communications of every kind on the subject.

20. **OTHER NECESSARY ACTS.**

The Parties shall execute and deliver to each other any and all further instruments and documents as may be reasonably necessary to carry out this Agreement.

21. **NOTICE.**

Except as otherwise expressly provided in this Agreement, any communications between the parties hereto or notices to be given hereunder shall be given in writing by personal delivery or mailing with postage prepaid to Agency or City at the address set forth below. Any communication or notice so addressed and mailed shall be deemed to be given five (5) days after mailing. Any communication or notice by personal delivery shall be deemed to be given when actually delivered.

**For the City of Hillsboro**

Contract Administrator Name, Title: **Suzanne Linneen**

Address, City, State and ZIP Code: **150 E. Main St, Hillsboro, OR 97123**

Telephone: **503-681-6404**

Email: **Suzanne.Linneen@hillsboro-oregon.gov**

**For the Agency**

Contract Administrator Name, Title: **Enter contract administrator's name and title**

Address, City, State and ZIP Code: **Enter address**

Telephone: **Enter telephone number**

Email: **Enter email address**

22. **COUNTERPARTS.**

This Agreement may be executed in two or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

This writing is intended both as the final expression of the Agreement between the parties with respect to the included terms and as a complete and exclusive statement of the terms of the Agreement.

All of the aforementioned is hereby agreed upon by the parties and executed by the duly authorized representatives of the parties signing on the next page.

FOR THE CITY OF HILLSBORO:

FOR CITY OF FOREST GROVE:

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Name (Printed)*

\_\_\_\_\_  
*Name (Printed)*

\_\_\_\_\_  
*Title*

\_\_\_\_\_  
*Title*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Date*

**Building Public Mental Health & Community Psyche  
Washington County Commissioner District 4**

**City of Hillsboro (Convener of District 4)**

District-Wide Community Events & Programs				
Project Name	Description	Communities Served	Lead	Budget Request
Drive-in to Pix in the Park	A series of two, Friday night, late-summer drive-in movies shown in the parking lot of the Gordon Faber Recreation Complex. This event will be free to the public and will serve up to 600 unique individuals throughout Washington County District 4. Attendees register through a lottery system and are randomly selected for attendance. Timing – dates for event are September 4 and September 11.	District 4 Communities	City of Hillsboro	\$ 8,800.00
El Grito	In partnership with Centro Cultural, the City of Hillsboro will produce a virtual event celebrating Mexico's Independence from colonial occupation. This annual event incorporates recognition of the rich and diverse cultures of the greater Latinx community and acknowledges the independence of other Central and South American countries from colonial rule. El Grito will include the following: a City-sponsored landing page offering information and educational resources; a pre-recorded video featuring elected officials, community leaders and entertainers; community-wide distribution of a free, in-home art & activity kit; and a COH Proclamation, naming September as Hispanic Heritage month.	District 4 Communities	City of Hillsboro	\$ 7,000.00
In this Moment - community art display	In partnership with Centro Cultural, the City of Hillsboro will facilitate a community-driven, public art project in response to the Covid-19 health crisis. The goal is to create a permanent visual display, engaging a wide variety of community members who will contribute to a larger art project in a physically distanced, and safe manner. The outcome will be a permanent visual representation of community members' lived experience and their hopes for the future, in light of the pandemic. Materials will be distributed throughout all of District 4 communities.	District 4 Communities	City of Hillsboro	\$ 15,000.00
Drive Through Holiday Lights Display	A spectacular and festive drive-through light display celebrating the spirit of the winter season. Held at the Gordon Faber Recreation Complex, attendees will view over a half-mile of twinkling lights and animated displays, all from the safety of their vehicle. Currently, nothing like this exists on the west side of the Portland Metro region. Additionally we have been told that Oregon Zoo Lights will be cancelled for the 2020 season.	District 4 Communities	City of Hillsboro	\$ 393,000.00

Cities of Forest Grove, North Plains & Banks				
Project Name	Description	Communities Served	Lead	Budget Request
City of North Plains Block Party	The City and Chamber and some local business partners have been in discussion/planning for a downtown "block party" event. Details still to be determined but it would look similar to how Farmer's Markets are allowed to operate and incorporate local farm products, local restaurant items, local wineries/other beverages, and have appropriate games and activities for the whole family. (May require the County to be in Phase II)	Community at Large	City of North Plains and North Plains Chamber of Commerce	15,000.00

Downtown Trick or Treat	The City Club is reimaging this annual event where we will close main street to provide more spacing for social distancing provide a pre-bagged candy assortment , including trunk distribution and a best costume contest. We are also working out an arrangement with businesses as part of the event distribution and participation.	Community at Large	City Club of Forest Grove	4,000.00
Corn Roast	The 56th Annual Corn Roast and Fall Celebration will carry on the tradition of recognizing the importance of education throughout the community by introducing the teachers new to the community as well as those who have been identified as outstanding contributors to education and community. But the Corn Roast is also an event that brings the community together with food and entertainment in a way that kicks off the school year and fall season. The Corn Roast is a fun-filled, family event which includes grilled hot dog and hamburger meals with corn (picked that morning) for purchase, entertainment, vendors and for the first time, a big outdoor screen full of information culminating in a short film.	Community at Large	City of Forest Grove	5,600.00
Holiday in the Grove	For about 30 years, the Forest Grove Chamber of Commerce has held a holiday tree lighting event in one of several large trees near the Chamber and/or Forest Grove Senior and Community Center. Following the lighting of the tree, cookies, hot chocolate and Santa have been available at the FGSCC. Additional accommodations will have to be made to individually package the cookies and to visit Santa in a Socially Distant way. Also, as part of the Holidays in the Grove, Forest Grove has held a holiday parade.	Community at Large	Forest Grove Chamber of Commerce	7,000.00
Forest Grove Farmers' Market	Forest Grpve has a well established Farmers' Market. Covid has brought new challenges to the operations requiring an increase in staff to ensure compliance with all Covid related guidelines, additional signage, supplies and outreach.	District 4 Communties	Adelante Mujeres	10,000.00
Turkey Trot	The Forest Grove Lions are producing a new event, a 5k Turkey Trot on November 21, 2020. We are intent on bringing our community together to continue to further improve sight and hearing for those in need while partnering with the students in Pacific University's Colleges of Optometry and Audiology. (Note: event is replacing Walk/Run for Sight and Hearing that has taken place for 19 years)	Community at Large	Forest Grove Lions Club	6,000.00
City of Banks Tree Lighting Event	The City of Banks with Banks School District, Banks Fire and Washington Co Sheriff have held an Annual Christmas Tree Lighting Event at Greenville City Park for the past 7 years. Before the lighting of the tree, the Friends of the Banks Library serve hot chocolate and cookies. Banks Fire has Santa riding a fire truck to the event and handouts individual candy canes to the children. The School District has students from difference age groups sing to the community (300-400 individuals). We provide a large tent and some chairs. Additional accommodations will have to be made to individually package the cookies, provide more tents to allow for Social Distancing. The costs requested are the additional costs to put on the event due to Covid-19.	Community at Large	City of Banks	5,000.00
Not Yet Identified		Community at Large		\$ 5,000.00
			Total	<u>\$ 481,400.00</u>

**Note:** The Community Psyche Grant is \$250,000. Any costs exceeding the \$250,000 will be born by the City of Hillsboro.



*A place where families and businesses thrive.*

<i>CITY RECORDER USE ONLY:</i>	
AGENDA ITEM #:	<u>8.</u>
MEETING DATE:	<u>09/28/2020</u>
FINAL ACTION:	<u>RESO 2020-93</u>

**CITY COUNCIL STAFF REPORT**

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**TO:** *City Council*

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

**MEETING DATE:** *September 28, 2020*

**PROJECT TEAM:** *Paul Downey, Administrative Services Director*

**SUBJECT TITLE:** *Resolution Appropriating Community Psyche Funds*

**ACTION REQUESTED:**

<input type="checkbox"/>	Ordinance	<input type="checkbox"/>	Order	<input checked="" type="checkbox"/>	X	Resolution	<input type="checkbox"/>	Motion	<input type="checkbox"/>	Informational
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*X all that apply*

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**ISSUE STATEMENT:** The City will be receiving \$32,600 in funding from the City of Hillsboro who is acting as the convener of funds for Community Psyche funding for Washington County Commissioner District 4 area for funds from the Cities and Special Districts Assistance (CSDA) Program as part of funding from Coronavirus Aid Relief and Economic Security Act (CARES Act) Funds. The funds were not included in the budget and need to be appropriated before they can be spent. Staff has prepared a resolution appropriating the expenditure of the funds for Council consideration.

**BACKGROUND:** The County is making \$1,000,000 in funding from the Protect Public Health – CSDA Program available for the purpose of building public mental health and community psyche. The funds are being divided up equally among the four county commissioner districts in Washington County so District 4 will receive \$250,000 in funding. The City of Hillsboro agreed to be the convener of funds in this district and added \$250,000 of its own funds toward the program. The City applied for and was allocated \$32,600 in funding based on applications from five non-profits in the City. The City will award grants to the non-profits after the intergovernmental agreement and this budget appropriation request is approved.

**FISCAL IMPACT:** There is no fiscal impact to the City other than the costs of administering the program.

**STAFF RECOMMENDATION:** Staff has prepared a resolution appropriating the grant funds for City Council consideration.

**ATTACHMENT(s):** Resolution Authorizing the Expenditure of City and Special Districts Assistance (CSDA) Program Funds for Community Psyche Assistance in the General Fund



**RESOLUTION NO. 2020-93**

**RESOLUTION AUTHORIZING THE EXPENDITURE OF CITY AND SPECIAL DISTRICTS ASSISTANCE (CSDA) PROGRAM FUNDS FOR COMMUNITY PSYCHE ASSISTANCE IN THE GENERAL FUND**

**WHEREAS**, the Local Budget Law (ORS 294.326(3)) allows the expenditure of proceeds from grant or gifts to be made during the current fiscal year after the enactment of a resolution or ordinance; and

**WHEREAS**, the City of Forest Grove (City) is receiving \$32,600 in CSDA Program funds through the City of Hillsboro as part of Coronavirus Aid Relief and Economic Security Act (CARES Act) funding for expenditures for events designed to improve community psyche; and

**WHEREAS**, the City has requested and received applications from non-profits to provide expenditures for events designed to improve community psyche; and

**WHEREAS**, the expenditure of the additional grant funds needs to be appropriated so the funds can be distributed.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF FOREST GROVE AS FOLLOWS:**

**Section 1.** In the General Fund, CARES Act Relief Payment Revenue (1001800 4123) is increased by \$32,600 and appropriations expenditure account titled Emergency Response Expenditures (1001800 6900) is increased by \$32,600 for the payment of the additional business assistance. Total General Fund Non-Departmental Appropriations are increased to \$1,010,998.

**Section 2.** This resolution is effective immediately upon its enactment by the City Council.

**PRESENTED AND PASSED** this 28<sup>th</sup> day of September, 2020.

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

**APPROVED** by the Mayor this 28<sup>th</sup> day of September, 2020.

\_\_\_\_\_  
Peter B. Truax, Mayor



*A place where families and businesses thrive.*

<i>CITY RECORDER USE ONLY:</i>	
AGENDA ITEM #:	<u>9.</u>
MEETING DATE:	<u>09/28/2020</u>
FINAL ACTION:	<u>RESO 2020-94</u>

**CITY COUNCIL STAFF REPORT**

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**TO:** *City Council*

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

**MEETING DATE:** *September 28, 2020*

**PROJECT TEAM:** *Paul Downey, Administrative Services Director*

**SUBJECT TITLE:** *Resolution Approving Musical Art Bench and Location*

**ACTION REQUESTED:**

<input type="checkbox"/>	Ordinance	<input type="checkbox"/>	Order	<input checked="" type="checkbox"/>	X	Resolution	<input type="checkbox"/>	Motion	<input type="checkbox"/>	Informational
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*X all that apply*

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**ISSUE STATEMENT:** The City has received a request from Tualatin Valley Creates (TVC) to locate a musical art bench within the City. The Public Arts Commission (PAC) has been working with TVC on the bench and a location for a bench. The PAC has approved the bench and its location on City-owned property but since TVC will be retaining ownership of the bench, the City Council will need to give final approval of the bench and its location. The PAC’s bylaws allow them to approve art work that will be owned by the City but are silent on the PAC being able to approve art that is owned by somebody else but located on City property. The City Attorney’s Office is recommending that the City Council grant final approval of the bench and its location. Staff has prepared a resolution for Council consideration approving the musical art bench and its location on City-owned property.

**BACKGROUND:** TVC approached the PAC about the concept of a placing a musical art bench on City-owned property in late 2019. TVC is funding four musical art benches that will be placed in cities throughout the county. From November 2019 through February 2020, the PAC has discussed the concepts of the musical art benches, the design of each bench, and members of the PAC have worked with TVC looking at possible locations for the proposed bench in Forest Grove. The tentative location selected was at the city-owned parking lot on the northwest corner of 21<sup>st</sup> Avenue and “A” Street.

Greg Robertson and I met with Raziah Roushan from TVC at that corner to discuss the specific location on that corner and the requirements for the concrete pad on which the bench would be installed. One the reasons that TVC liked the proposed location is that the bench would be located on the western end of the potential festival street. We agreed to a specific location on that corner suggested by Greg Robertson which alleviated his concerns over clear pedestrian access to the intersection and potential ADA concerns. We offered that the City would install the concrete pad as the cost to do so is minimal and City engineering staff could manage the installation of the pad.

At the PAC meeting on September 17, 2020, Raziah Roushan presented the design selected for Forest Grove and the proposed location for the bench that had been reviewed by PAC members and City staff. Raziah told the PAC the bench is being designed and constructed so the noise from the bench does not exceed 60 decibels. PAC members asked questions about the design and if there were any ADA issues concerning the bench. After discussion about the bench and the location, the PAC approved the bench and its location and recommended that the City Council grant final approval for the bench and its location. The design for the bench is included as Exhibit A of the proposed resolution to approve the bench and its location. The reason that the Council is being asked to approve the bench and its location is discussed in the Issue Statement section of this report.

If the Council approves this project, City staff will work with TVC to negotiate a revocable license for TVC to be able to locate the bench at the property.

**FISCAL IMPACT:** The cost estimate of installing the concrete pad is \$300 to \$400 as the City will have a contractor who is already doing other concrete work for the City install the concrete pad.

**STAFF RECOMMENDATION:** Staff has prepared a resolution for Council consideration to approve the musical art bench and its location on City-owned property.

**ATTACHMENT(s):** Resolution Approving Public Arts Commission's (PAC) Recommendation to Locate a Musical Art Bench on the Northwest Corner Of 21<sup>st</sup> Avenue and "A" Street



**RESOLUTION NO. 2020-94**

**RESOLUTION APPROVING PUBLIC ARTS COMMISSION'S (PAC)  
RECOMMENDATION TO LOCATE A MUSICAL ART BENCH ON THE  
NORTHWEST CORNER OF 21<sup>ST</sup> AVENUE AND "A" STREET**

**WHEREAS**, Tualatin Valley Creates (TVC) has requested to locate a musical art bench on the northwest corner of 21<sup>st</sup> Avenue and "A" Street; and

**WHEREAS**, the PAC has been through a process to consider the bench including reviewing the design and location for the proposed musical art bench; and

**WHEREAS**, the PAC bylaws allow the PAC to approve the purchase of art to be owned by the City and the location of that art including conferring with other boards and commissions if required in the PAC's bylaws; and

**WHEREAS**, TVC will be retaining ownership of the bench and will be responsible to maintain the bench; and

**WHEREAS**, the PAC has approved the attached design and location of the musical art bench and is recommending that the City Council give final approval of the design and location of the musical art bench so the project can proceed.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF FOREST GROVE AS FOLLOWS:**

**Section 1.** The City Council hereby approves the design, attached as Exhibit A, and location of the musical art bench to be located on the northwest corner of 21<sup>st</sup> Avenue and "A" Street.

**Section 2.** This resolution is effective immediately upon its enactment by the City Council.

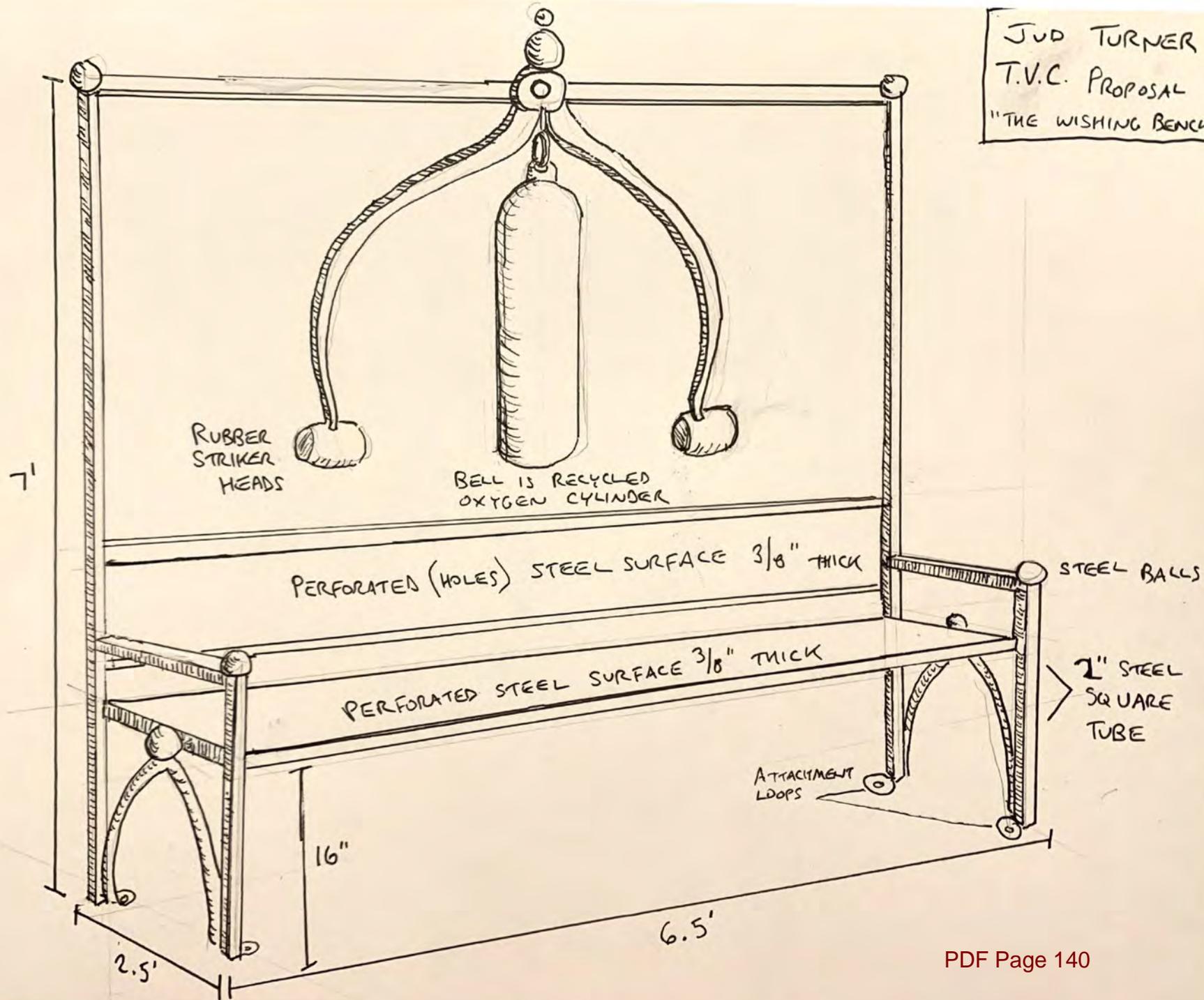
**PRESENTED AND PASSED** this 28<sup>th</sup> day of September, 2020.

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

**APPROVED** by the Mayor this 28<sup>th</sup> day of September, 2020.

\_\_\_\_\_  
Peter B. Truax, Mayor

JUD TURNER  
T.V.C. PROPOSAL  
"THE WISHING BENCH"





*A place where families and businesses thrive.*

<i>CITY RECORDER USE ONLY:</i>	
AGENDA ITEM #:	<u>10.</u>
MEETING DATE:	<u>09/28/2020</u>
FINAL ACTION:	<u>RESO 2020-95</u>

**CITY COUNCIL STAFF REPORT**

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**TO:** *City Council*

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

**PROJECT TEAM:** *Tom Gamble, Director of Parks and Recreation  
Colleen Winters, Library Director*

**MEETING DATE:** *September 28, 2020*

**SUBJECT TITLE:** *Social Justice Mural proposal*

**ACTION REQUESTED:**

<b>Ordinance</b>	<b>Order</b>	<b>X</b>	<b>Resolution</b>	<b>Motion</b>	<b>Informational</b>
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*X all that apply*

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**BACKGROUND:**

In June, 2020, the City received a proposal from two Pacific University students to create a social justice mural on the west wall of the basketball/handball court in Forest Glen Park.

The proposed mural would replace the current mural on the west wall of the basketball/handball court at Forest Glen Park that was an Eagle Scout project from 2015. The Parks and Recreation Commission approved the Eagle Scout project as part of a list of 7 other park projects.

The 2015 mural replaced a mural by students from the Business Management Program at Forest Grove High School that was done in April-May, 2006, as part of a larger collaboration between the students and the City where the students assisted with needed park projects such as planting trees, building a picnic table, painting back boards and poles, repainting basketball court lines, and providing park clean up.

The 2015 mural on the wall at Forest Glen Park has an outline of the State of Oregon on one side and an American flag on the other. The 2006 mural was of handprints by the students who improved the park. This is the only park with a mural on a wall.

At the August 10, 2020 City Council meeting, the Council discussed the social justice mural during a work session. Following that discussion, which included a brief review of prior city art acquisition projects, it was decided to hold a joint work session with the Public Arts Commission (PAC).

The joint work session was held on Monday, September 14, 2020. The staff report included the background of the proposal; the history of the PAC and prior public art acquisitions; the history of the Forest Glen Park murals, and a legal analysis. The City Attorney was in attendance as well as eight members of the PAC and the two student proposers. The mural proposers drafted a memo which was included in the Council packet. That memo has since been updated and is appended to the staff report.

Discussion ensued about how the PAC could be involved. A consensus emerged that social justice aligns with the Council's goal of "supporting diversity, equity, and inclusion in the delivery of city services and

operations” and that a mural could reflect this. In the Council meeting that followed, in keeping with the PAC’s prior involvement with art, the City Council passed the following motion:

*“Refer the proposal for the racial justice mural to the Public Arts Commission to request it consider if the mural aligns with established city goals and objectives and make a recommendation to the Council regarding the proposal. The PAC should work with the requestor to develop their proposal to include but not limited to, a rendering of the mural, a process for final approval for the Council, how long and where the mural shall remain on City property and clarify that the project sponsors are painting the mural at the City’s request and the City will own the mural going forward and then make a recommendation to the City Council.”*

Further, the Council’s motion included:

*“The PAC shall also develop policies and procedures for art in public spaces including written criteria, procedures for submission (i.e., alignment with established city goals and objectives), opportunities for the PAC to give input and require modifications, state duration and ownership terms, explain funding opportunities, and a process for final approval.”* This portion of the motion was brought to the PAC’s attention; however, the PAC was informed that each could be acted on separately.

At the September 17 PAC meeting, the PAC approved a \$500 mini-grant request from the mural proposers. The motion stated *“The PAC accepts this mini-grant proposal to fund the artist and supplies for the mural project using CEP mini-grant funds contingent upon the project moving forward.”*

The PAC also discussed the mural as a follow up from the joint work session. The PAC discussed the proposed location, the design of the mural, and the timing. They also discussed the alignment with Council goals, and when a rendering might become available (the mural rendering is being designed and not yet available, therefore, was not able to be reviewed by the PAC). They also discussed a preference to paint the mural prior to the rainy season. The City Attorney was present and responded to multiple questions about process. The PAC voted 8-0 to approve the mural at the proposed location of the west wall at Forest Glen Park. The motion stated: *“The PAC recommends to the Forest Grove City Council to approve the location and the mural to be painted by the community and students, contingent on the final approval of the design by Council.”* The motion was amended to include: *“five year maximum for the display”*.

#### **STAFF RECOMMENDATION:**

A draft resolution has been included in the Council packet stating the importance of diversity, equity, and inclusion and how a statement of social justice aligns with that value. The options below are intended to generate thought and discussion. The intent of the resolution is to allow the Council to place a resolution on the table for open discussion. The Council can then amend the resolution to include an option or a combination of options, or, it can defer the resolution to another meeting. Potential Options:

1. Accept the PAC’s recommendations. This includes siting the mural on the west wall of Forest Glen Park and allowing the mural to remain for up to five years. The remaining items that would need to be considered include approval of the final mural design and when to allow the mural to be painted.
2. Amend the PAC’s recommendation. This could include, but not be limited to, designating a location, when to paint the mural, the mural design, and how long it may remain in place.
3. Consistent with the Council’s prior motion, request the PAC establish policies and procedures for art in public spaces, i.e., a broader public art mural program (or the Council could do this as well). For example, the PAC could designate City owned locations eligible for public murals and conduct a public call for art for each location.

4. Refer the mural back to the PAC. This could include withholding consideration of the mural proposal until the PAC does one or all of the following: 1) approve the mural design pending submittal by the proposer; 2) recommend when the mural should be painted; and 3) confer with the Parks and Recreation Commission about the placement of mural(s) in public parks.
5. Refer the PAC's recommendation to the Parks and Recreation Commission for recommendation to City Council. Section III (D) of the PAC's bylaws state *"to advise Council, Parks and Recreation Commission....in using public art to enhance existing development in public parks and other public lands and in public structures."*
6. Appoint a joint working group comprised of 3-4 members each from the PAC and the Recreation Commission. This group would represent the interests of each commission and make a joint recommendation directly to the City Council.
7. A combination thereof.

As the Council considers the above options, it is important to also consider how the mural would be maintained. Depending upon exposure and preparation, murals tend to deteriorate as soon as they are finished. Both existing murals have deteriorated. Per City policy, if paint on a city facility is deteriorated, the city cleans and/or paints the facility on an as-needed basis. If graffiti is on a city facility, the city washes or paints over the graffiti as soon as possible.

**ATTACHMENT(s):**

- Revised student mural memo
- Draft Resolution

**Project Name:** Social Justice Mural

**Organization:** Pacific University

**Contacts:** Seema Khatecherian, Karsen Buck

**E-mail address:** [REDACTED], [REDACTED]

## Table of Contents

- I. Introduction ( page 1-3)
  - A. About Us
  - B. Description of the Project
  - C. Concepts in Mural Design
  - D. Explanation of Location Choice
  - E. Action Items
  - F. Name of Organizations that will partner or collaborate with this project
  - G. How this project will benefit the residents of Forest Grove
  - H. Anticipated Volunteers
  - I. Concerns
  - J. COVID Safety Precautions
- II. Budget (page 4)
- III. Calendar/Timeline (page 5-6)
- IV. Photos for Reference (mural location and current conditions) (page 7-9)

## I. Introduction:

### A. About Us

Karsen Buck and Seema Khatcherian are current Seniors at Pacific University. Both have lived in Forest Grove for the past two years in a house about a mile from the current mural site. Karsen Buck is majoring in Applied Sustainability for Environmental Science with minors in Spanish and Philosophy. Seema is double majoring in Anthropology and Applied Sustainability. Both Karsen and Seema are deeply passionate about issues of social injustice and uplifting every member of a community.

### B. Description of the Project:

This Social Justice Mural mural would be located at Forest Glen Park on the handball court Wall in Forest Grove. It will incorporate imagery which helps to celebrate BIPOC and encourage the community to think deeper about the issues

currently occurring in our country. We plan to have community members of color help inform the design so that we are including the local community's input in this project. Additionally, we will welcome the complete painting process for all community members and kids. Signing up will be available online or by phone. Furthermore, we intend to hire a black muralist from the Portland Area, Jamaali Arts, to help us draft a mural design that incorporates elements the community wishes to see in a professionally designed format.

### **C. Concepts in Mural Design**

The following are ideas that will likely be included in some context in the mural:

- BIPOC Flag and an American flag ( BIPOC flag is a very important symbol of intersectionality and holds messages of standing with other marginalized groups)
- Four fists of varying skin tones (for equal representation of all skin tones)
- Images of farm laborers (acknowledges the farmworkers in and around the FG area)
  - Three sisters crop guild incorporated
- Land acknowledgement with ALL different tribes in the FG area

### **D. Explanation of Location Choice: Why Forest Glen Park?**

Forest Glen Park contains a handball court that is located on the left-hand side of Gales Creek Road when entering Forest Grove from the west. The distance and slope this park is on creates a perfect view of the site when driving in and out of Forest Grove. The mural is currently an American Flag which has negative connotations for certain people/groups and does not create a sense of community or acceptance. Due to this location's visibility to those entering Forest Grove it would be a great opportunity for the city to express its commitment to DEI goals and social justice to the current community and those who are driving through Forest Grove. This mural location would show how the city values community dialogue around issues of racial injustices due to its visibility and the neighborhood it resides in.

### **E. Action items**

#### **(What we need/want to see from the council)**

We would like the council to consider our request to paint the mural in the same fashion the Boy Scout mural was approved. This would be in keeping with the process that was in place when our group initially approached the city.

The Council and the Commissions can then embark on an ongoing policy process that would allow for greater oversight and review moving into the future.

**F. Name of organizations that will partner or collaborate with this project:**

Pacific University, Students for Environmental Activism Club (SEA); Diversity, Equity, & Inclusion Office (DEI); Association for Latinx and Ally Students (ALAS); City of Forest Grove

**G. How this project will benefit the residents of Forest Grove:**

The mural will cultivate a sense of acceptance and support for POC in this community and/or those who drive through this community. Furthermore, it will challenge individuals to reevaluate their deeply rooted beliefs and understand that this is indeed a diverse community.

**H. Anticipated Volunteers:**

If the mural is approved we will then create volunteer sheets (through google forms) that we can send out to different groups (including the Forest Grove city Facebook page, Association for Latinx and Ally Students (ALAS), Forest Grove Progressive Facebook page, any other groups/people we are recommended to share to, etc.) Due to the COVID-19 virus, we will be limiting the number of volunteers to for each mural work session (there should be at least 4 different time slots/days where we will work on the mural)

**I. Concerns:**

The two major concerns regarding the mural process would be the timeline and safety. We would like to get this mural started and painted before the rainy season as otherwise, we will encounter significant challenges regarding the painting of the mural. In regards to safety, we are concerned that volunteers may not respect boundaries regarding the current virus pandemic. However, we can mitigate that by providing masks and hand sanitizer (something we accounted for in our budgeting) and setting boundaries that volunteers are required to wear masks.

**J. COVID Safety precautions:**

We will limit volunteer numbers to 10 per mural work session (there will be at least 4 work sessions). We will also provide hand sanitizer and masks in case individuals do not bring their own or we have walk-up volunteers.

## II. Projected Budget:

	Public Arts Commission mini Grant	Students for Env. Activism	Diversity, Equity, and Inclusion Office	Other
<b>Personal (explain)</b> Head muralist + Designer	\$450			
<b>Marketing &amp; Publicity</b>				
<b>Materials + Supplies</b>	\$50			
<b>In-kind contributions</b>				Parents/GoFundMe
<b>Total = \$1000 confirmed (\$1550 we think will be the total after fundraising)</b>	<b>\$500</b>	<b>\$200</b>	<b>\$300</b>	<b>\$550</b>

Supplies:	Cost:	Total Cost of item:	Total cost:
Primer	\$80 x 3 for primer	\$240	
Scrapers	scrapers \$9 x 6	\$60	
Roller pads	3 packages (each package contains 3), \$10 each	\$30	
Paint pans	15 pans (\$2 each)	\$30	
Ladder (to borrow)	From Emily	\$0	
Paint	\$80 x 5 for paint	\$400	
Hand sanitizer/masks for volunteers	\$40	\$40	
Design from Jamalli	\$450	\$450	
Other/Misc:	\$300	Other = \$300	
<b>Total cost of project:</b>			<b>Total = \$1,550</b>

### III. Estimated Calendar/Timeline:

Sept.						
Sunday	Mon.	Tues.	Wed.	Thurs.	Fri.	Saturday
		1	2	3 PAC Grant due	4	5
6	7 Meeting with ALAS regarding mural content	8 Deadline for Memo	9	10 Meeting with Jamaali @11:30 am	11	12
13	14 <b>City Work Session (5:30 pm)</b>	15 Contact Emily if she is willing to help with Wall prep.	16 Pacific meeting regarding work session @11:30 am	17	18	19 Wall prep for mural?
20	21	22	23	24 Estimated date for finalized mural design	25	26 Wall prep/start outline
27	28 Estimated Date for Official Approval	29	30	1	2	3

To be added: Date outlining the mural, and 2-3 days for painting it.

<b>October</b>						
<b>Sunday</b>	<b>Mon.</b>	<b>Tues.</b>	<b>Wed.</b>	<b>Thurs.</b>	<b>Fri.</b>	<b>Saturday</b>
<b>RAINY SEASON BEGINS</b>				<b>1</b>	<b>2</b>	<b>3</b>
<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>
<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b>
<b>18</b>	<b>19</b>	<b>20</b>	<b>21</b>	<b>22</b>	<b>23</b>	<b>24</b>
<b>25</b>	<b>26</b>	<b>27</b>	<b>28</b>	<b>29</b>	<b>30</b>	<b>31</b>

- IV. Photos: Pre Social Justice Mural**
- V. 30ft by 9.4-9.8ft (it is on a slant)**







Back of Mural:



Hello City Council Members,

I am contacting you as a concerned citizen of Forest Grove. First, let me thank you for your service to our community. I appreciate your sacrifice of time and effort as well as your leadership on the City Council. I am thankful to live in a country where concerns can be addressed.

My concern is a recent application for a Public Arts Commission mini grant by two students at Pacific College to paint over an American flag mural at the Forest Glen Park. As you may already know, the American flag on one side, and the State of Oregon on the other, were painted on a handball wall at the park as part of an Eagle Scout project of Tyler Tweet, from Troop 240 in Hillsboro. It has stood for a number of years without objection, serving as a reminder of those traveling into Forest Grove along Highway 8 that Forest Grove is a community joined with the rest of this country in peace and prosperity. It stands as an inspiration to the many neighbors who walk the Forest Glen path and play on the grassy fields of Forest Glen Park. I live near the park and have talked to many of the local families. Nearly all have expressed their fondness in seeing the mural daily as it currently stands. Please don't change it.

I oppose the grant as written. I am concerned with the lack of detail, preparation or ability to sufficiently complete the project. The lack of preparation and generalities of the application will only create poor performance. For example, a Google search did not produce any results for a Jamaali Arts Center in Portland, making it difficult to verify credentials. As the scoutmaster of a local Boy Scout Troop, before an Eagle Scout project is approved it must have an approved project workbook which details the amount of materials necessary, the timeline for completion, where the funds are coming from, who the project leader is, safety protocols and so much more. When you review an Eagle Scout project workbook you know the details from start to finish. The mini grant request does not allow for a plan to be submitted, and therefore creates an uncertain outcome. Questions that come to mind are what exactly will the mural look like, why is a local artist not involved, what provisions have been made for safety, sanitary needs, and environmental safety concerning the use of paint. Remember that there are no bathrooms at Forest Glen park, and currently no public restrooms available. I would like to see a sketch of the mural made available to the public beforehand, as well as a survey of the citizens who live local to Forest Glen Park. There might be a more suitable place for a social justice mural. The two applicants, Seema Khatcherian, Karsen Buck are both students at Pacific College and both are from California, and the organization listed on the request is Pacific College. The groups they plan to partner with are campus based student groups. Their message is better suited on a college campus. It would seem more appropriate to paint a social justice mural either on campus or in close proximity.

Next the application states:

*"The mural will cultivate a sense of acceptance/support for POC in this community and/or who drive through this community. Plus, challenge people to reevaluate their deeply rooted beliefs."*

I have witnessed Forest Grove to be an inclusive community. All persons regardless of age, sex, orientation, color, race or religion have long felt accepted and have flourished in our quiet town. People here are generally caring and giving and support one another. The city continues to serve all segments of society and whose people, policies, protocols, practices and learning spaces serve as a model for inclusive excellence. These are their long held beliefs. The implication that a racist held belief is predominant here is simply not true. This is evident by the direction the city council has led us in, a pattern of bringing industry and more recreational opportunities. In most recent City Council Goals and Objectives there is an indication of the assessment at the city level but does not indicate a specific REI

need. I feel that to paint over an American flag, a symbol of national pride and unity, with a one that would imply we do not already abide by a social justice standard would make many in the community feel uncomfortable. The idea of allowing input from a single group of people of color while excluding all others is divisive in nature and should be avoided. Let me emphasize I am not opposed to the message the two applicants are seeking to express. I am completely opposed to share that message at the sacrifice of another equal or greater message. Again please don't paint over the American flag mural.

My last objection to the mini grant request is that it does not meet the guidelines for approval as outlined on the Public Arts Commission. The website states

*PAC mini-grants provide seed money to leverage the efforts of local organizations and clubs offering Arts programming in Forest Grove at no charge to the community.*

*Preference is given to groups who will provide a substantial in-kind contribution to the event(s) through volunteer support, and/or donation of complimentary goods & services such as publicity, promotion, use of equipment, and refreshments.*

*Eligible activities include music, dance, literary arts, fine arts, crafts, film and drama.*

There is no provision listed to allow a grant for the type of project submitted by the applicants. There is no programming offered free of charge, no substantial in kind contributions will be made, and it does not fall under one of the listed eligible activities. I would oppose the mini grant based on these facts.

I have brought forth a number of objections to painting over the American flag mural at Forest Glen Park. I remember the concerns and debate over the Veteran's Memorial expressed by many still serving Forest Grove today. I am hoping for the same due diligence in this matter. I am certain that the current pandemic has left a limited amount of resources available that could be better served elsewhere. I am one of many who share this same opinion; please don't paint over the American Flag mural. Thank you for your anticipated consideration in this matter. I welcome your comments on this matter

Respectfully

Jim Peterson  
Forest Grove Resident

**RESOLUTION NO. 2020-95**

**RESOLUTION PERTAINING TO A SOCIAL JUSTICE MURAL**

**WHEREAS**, on February 13, 2017, the Forest Grove City Council unanimously adopted Resolution 2017-21, declaring the City of Forest Grove an inclusive community for all persons, regardless of race, color, national origin, immigration or refugee status, religion, sex, gender identity (including gender expression), sexual orientation, mental and physical ability, veteran status, or age; and

**WHEREAS**, on April 13, 2020, the Forest Grove City Council adopted “*Support Diversity, Equity and Inclusion in the delivery of city services and operations*” as one of its top goals; and

**WHEREAS**, the City of Forest Grove supports and encourages community dialogue and processes to address and improve racial and social justice through the creation of the Sustainability Commission and Community Policing Advisory Commission whose membership and purpose is to advise City Council on social and racial justice issues; and

**WHEREAS**, from June, 2020 to present, students from Pacific University (“muralists”) having been collaborating with City and University officials about painting a social justice mural in Forest Glen Park; and

**WHEREAS**, the City Council discussed the social justice mural proposal during a work session on August 10, 2020, that led to a joint work session with the Public Arts Commission (PAC); and

**WHEREAS**, on September 9, the muralists submitted a mural memo to the City that included a description, concept, budget, location, and timeline of proposed project; and

**WHEREAS**, on September 14, 2020, the City Council and PAC met in a joint work session to discuss the proposal and expressed support for social justice and referred the proposal to the PAC for consideration at the September 17, 2020, PAC meeting; and

**WHEREAS**, on September 16, 2020, the muralists submitted a revised mural memo to the PAC that included additional information about the proposed location that was discussed during the September 14, 2020, work session; and

**WHEREAS**, at the September 17, 2020, PAC meeting, the PAC voted to approve the mural (put in conditions) and developed a process to move forward with the mural and recommended approval to the City Council.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY OF FOREST GROVE AS FOLLOWS:**

**Section 1.** The City Council supports the creation of a social justice mural.

**Section 2.** The purpose and intent of a social justice mural is to raise awareness of the principle and meaning of social justice in a collaborative manner and to provide a reminding framework in Forest Grove of the importance of diversity, equity, and inclusion in social justice and governance.

**Section 3.** <Insert Option Here>

**Section 4.** This resolution if adopted is effective immediately upon its enactment by the City Council.

**PRESENTED AND PASSED** this 28<sup>th</sup> day of September, 2020

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Anna Ruggles, City Recorder

**APPROVED** by the Mayor this 28<sup>th</sup> day of September, 2020

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Peter B. Truax, Mayor



*A place where families and businesses thrive.*

**RESOLUTION NO. 2020-96**

**AMENDING CITY OF FOREST GROVE  
DECLARATION OF STATE OF EMERGENCY  
EFFECTIVE, MARCH 14, 2020**

**WHEREAS**, the City of Forest Grove has the authority granted under ORS Chapter 401 and the Emergency Operations Plan, that provides direction to the City, its officials, and others in the event of an emergency that exists within the City, and which provides for the responsibility in times of emergency and specifically delegates authority to declare a state of emergency to the Mayor, and

**WHEREAS**, the following conditions have resulted in the need for the declaration of a state of emergency:

Multiple cases of COVID-19 have been detected in Washington County, and

The Washington County Board of Commissioners has declared a state of emergency relating to COVID-19 in Washington County, Oregon; and

The Governor of the State of Oregon has declared a state of emergency relating to COVID-19 in the State of Oregon; and

The President of the United States has declared a state of emergency relating to COVID-19 in the United States; and

**WHEREAS**, the foregoing circumstances constitute a threat of imminent widespread illness, human suffering, loss of life, and financial loss, which in the determination of the Mayor will cause such significant damage as to warrant disaster assistance from resources other than the City's to supplement the efforts and available City resources to alleviate the damage, loss, hardship or suffering caused, and

**WHEREAS**, the foregoing circumstances require a coordinated response beyond that which occurs routinely, and the required response cannot be achieved solely with the added resources acquired through mutual aid or cooperative assistance agreements; and

**WHEREAS**, the foregoing circumstances affects all of the territory within the City limits, and

**WHEREAS**, the foregoing circumstances are anticipated to remain in effect for a period of at least four weeks;

**NOW, THEREFORE, IT IS DECLARED THAT A STATE OF EMERGENCY NOW EXISTS IN THE CITY OF FOREST GROVE, OREGON, ENCOMPASSING ALL OF THE AREA WITHIN THE CITY LIMITS; and**

**IT IS FURTHER DECLARED** that the City and its officials shall be authorized to take such actions and issue such orders as are determined to be necessary to protect the public and property and efficiently conduct activities that minimize or mitigate the effect of the emergency; and

**IT IS FURTHER DECLARED** that the City shall take all necessary steps authorized by law to coordinate response and recovery from this emergency, including but not limited to, requesting assistance and potential reimbursements from the State of Oregon and appropriate federal agencies; and

**IT IS FURTHER DECLARED** that emergency procurements of goods and services are authorized pursuant to ORS 279B.080, ORS 279C.335(6), ORS 279.380(4), and all other applicable rules.

THIS DECLARATION IS EFFECTIVE MARCH 14, 2020, AT 1:00 PM AND TO BE EXTENDED AND REMAIN IN EFFECT UNTIL 8:00 P.M. ON OCTOBER 12, 2020, UNLESS SUPERSEDED SOONER; AMENDING RESOLUTION NO. 2020-89.

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Peter B. Truax, Mayor City of Forest Grove

Date Amended: September 28, 2020

**AMENDED PRESENTED AND PASSED** this 28<sup>th</sup> day of September, 2020.

ATTESTED:

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