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Monday, February 22, 2021

City Council Regular Meeting Minutes

7:00 p.m., Zoom Community Auditorium

***Minutes are unofficial until approved by Council.
Council approved minutes as presented March 15, 2021.***

1. CALLED TO ORDER AND ROLL CALL:

Mayor Peter Truax called the regular City Council meeting to order at 7:00 p.m. via Zoom Webinar Video Conference.

COVID-19: Due to the emergency declaration resulting from COVID-19 (Coronavirus disease) and protocols, the City Council conducted the Council meeting in a “hybrid” format allowing the public to attend both virtual and in-person in the Community Auditorium as spaced allowed. Members of the public could observe the meeting **LIVE on Zoom Webinar** or on television on Tualatin Valley Community Television (TVCTV) Government Access Programming Channel 30. The Council accepted written comments on items not on the agenda submitted by 3:00 p.m. the day of the meeting.

ROLL CALL: COUNCIL PRESENT ATTENDED BY ZOOM WEBINAR: Donna Gustafson (arrived at approximately 8:26 p.m.); Kristy Kottkey; Timothy Rippe; Elena Uhing; Mariana Valenzuela; Malynda Wenzl, Council President; and Mayor Peter Truax.

STAFF PRESENT ATTENDED BY ZOOM WEBINAR: Jesse VanderZanden, City Manager; Paul Downey, Administrative Services Director; Tom Gamble, Parks & Recreation Director; Bryan Pohl, Community Development Director; Keith Hormann, Light and Power Director; Eddie Littlefield, Power Services Manager; and Anna Ruggles, City Recorder (in the Community Auditorium).

ZOOM ATTENDEES: 4

2. CITIZEN COMMUNICATIONS:

The following written e-mail correspondence was received by 3:00 p.m. and was distributed to Council in the Council Packet. An addendum was added to the Council Packet as outlined below.

	Name:	Subject:	Date:
1.	Hope Kramer	Houselessness in FG	02/09/2021
2.	Osuna	B Street snow conditions	02/13/2021
3.	Chris Billman	Support of House Bill 2985	02/17/2021

4.	Michael Perrault	Future use of city lot on 19 th Avenue	02/17/2021
5.	Amanda Everson	Homeless Camp along Hwy 47	02/17/2021
	ADDENDUM		
6.	Kayla Richardson	Parking in Residential Areas	02/20/2021

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 Work Session (Council Rules) Meeting Minutes of January 25, 2021.
- B. Approve City Council Regular Meeting Minutes of January 25, 2021.
- C. Approve City Council Regular Meeting Minutes of February 8, 2021.
- D. Accept Committee for Community Involvement (CCI) Meeting Minutes of December 1, 2020, January 14 and January 26, 2021.
- E. Accept Community Forestry Commission (CFC) Meeting Minutes of January 20, 2021.
- F. Accept Library Commission (LC) Meeting Minutes of December 9, 2021.
- G. Accept Historic Landmarks Board (HLB) Meeting Minutes of August 25, 2020.
- H. Accept Resignation on Sustainability Commission (SC) (Kenneth Cobleigh, Term Expiring December 31, 2023).
- I. **RESOLUTION NO. 2021-12 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 MARCH 15, 2021, UNLESS SUPERSEDED SOONER; AMENDING RESOLUTION NO. 2021-10.**
- J. **Endorse Liquor License Renewal Applications for Year 2021:**
 - 1) 7 Star Convenience Store #2, Off-Premises Sales
 - 2) 7-Eleven #20715D, Off-Premises Sales
 - 3) Buffet Dynasty, Limited On-Premises Sales
 - 4) Coaster's Deli & Pub, Full On-Premises Sales
 - 5) Cornerstone Pub & Grill, Limited On-Premises Sales and Off-Premises Sales
 - 6) Diamond Palace Restaurant, Full On-Premises Sales
 - 7) Diversity Café, Full On-Premises Sales
 - 8) Elk Lodge #2440 Forest Grove, Full On-Premises Sales
 - 9) FG Sushi, Limited On-Premises Sales
 - 10) Forest Grove Liquor Store, Off-Premises Sales
 - 11) Hello Market, Off-Premises Sales

- 12)Jade Green Palace, Full On-Premises Sales
- 13)Plaid Pantry #20, Off-Premises Sales
- 14)Plaid Pantry #99, Off-Premises Sales
- 15)Prime Time Sports Bar & Restaurant, Full On-Premises Sales
- 16)Rainbow Lanes, Full On-Premises Sales
- 17)Ridgewalker Brewing, Full On-Premises Sales and Brewery Public House;
Ridgewalker Brewing Event Center, Full On-Premises Sales
- 18)The Masonic Grand Lodge of Oregon, Full On-Premises Sales
- 19)Urban Decanter, Full On-Premises Sales
- 20)Waltz Brewing, Brewery Public House

MOTION: Councilor Rippe moved, seconded by Councilor Uhing, to approve the Consent Agenda as presented. **VOICE VOTE:** AYES: Councilors Kottkey, Rippe, Uhing, Valenzuela, Wenzl, and Mayor Truax. NOES: None. ABSENT: Councilor Gustafson. MOTION CARRIED 6-0.

4. **ADDITIONS/DELETIONS:**

MOTION: Councilor Kottkey moved, seconded by Council President Wenzl, to approve adding Agenda Item 4. A. below.

4. A. **2021 Legislative House Bill (HB) 2985**

Kottkey presented a draft testimony letter of support for Council consideration and a copy of the 2021 Legislative House Bill (HB) 2985, noting HB 2985 directs the Oregon Department of Transportation to ensure that membership of advisory committees reflects racial and ethnic and ability composition of Oregon. Kottkey referenced Chris Billman's written testimony under Item 2. A.

MOTION: Council President Wenzl moved, seconded by Councilor Rippe, to approve the letter of support on HB 2985.

Council Discussion:

There was discussion that the letter of testimony be submitted on behalf of City Council, to which there were no objections. There was proposed edits to the letter to request the HB include elderly, disability and Veteran statuses and under-served and marginalized individuals and groups, to which there were no objections. Mayor Truax and Kottkey concurred to finalize the letter of testimony in support on behalf of City Council. Hearing no further discussion from the Council, Mayor Truax asked for a voice vote on the above motion.

VOICE VOTE: AYES: Councilors Kottkey, Rippe, Uhing, Valenzuela, Wenzl, and Mayor Truax. NOES: None. ABSENT: Councilor Gustafson. MOTION CARRIED 6-0.

5. PRESENTATIONS:

5. A. Annual Town Meeting (ATM) Report

Pohl introduced David Andersen, Committee for Community Involvement (CCI) Chair, who presented a PowerPoint presentation summary of the Annual Town Meeting (ATM), noting the ATM was held Saturday, January 30, 2021, via Zoom Webinar. Andersen reported overall the ATM ran smoothly, and Total Participant Count was 135 and the format included the first hour of Community Policing Presentations and the second hour of Moderated Questions/Answers (Q&A) Session, noting 42 people submitted questions prior to the ATM and 39 responded to the post-meeting survey. Survey responses were referenced as Attachment A of the presentation.

5. B. Light and Power Update

- *Filbert Substation / Transmission Loop Line Update*

Hormann presented a PowerPoint Presentation overview, noting the new transmission line interconnection between Filbert and Thatcher Substations were budget approved in late spring of 2019. Hormann presented a map and diagram of the Transmission 1-Line, noting the new line will allow Thatcher Substation's incoming power to be fed from a more stable source than the current line that feeds between Forest Grove and Tillamook. The construction will also create a connecting ring of transmission sources around the City providing substations with loop capabilities and two sources if needed, increasing service reliability. The expansion of the Filbert Substation was completed within project timeline and provides the termination points for the incoming Bonneville Power Administration-owned 115,000 volt line and the new City-owned 115,000 volt line feeding to Thatcher Substation. The project also updated protection scheme apparatus to protect the substation transformer.

- *Electric Vehicle (EV) Program & Future Infrastructure Update*

Littlefield presented a PowerPoint Presentation overview of the Electric Vehicle (EV) Program, noting Council adopted Goal 6.3: Incorporate electric and/or hybrid vehicles into the City fleet; and Goal 6.4: Provide adequate charging stations at public facilities. The City currently owns and maintains eight (8) public EV charging stations at four (4) locations. Littlefield presented a map showing locations of four (4) new public EV charging stations, which were purchased through a grant, noting two (2) new stations will be installed on the NE corner of College Way and Pacific Avenue and two (2) new stations will be installed on the SE corner of 21st Avenue and Cedar Street. Littlefield reported the next steps include rebates for residents who install EV charges in their homes and review of additional sites, such as schools, low-income and underserved areas, apartment complexes and shopping centers. In conclusion of the above-noted presentation, roundtable discussion ensued pertaining to the imminent need of providing services to underserved areas located at the east side of town (Rose Grove Mobile Home Park); offering incentives to developers for installing charging stations for private/public use, which is currently not offered; and exploring

the possibility of installing charging stations for e-bikes, e-scooters and/or electric wheelchairs.

6. **RESOLUTION NO. 2021-13 AUTHORIZING CITY MANAGER TO ENDORSE AN INTERGOVERNMENTAL AGREEMENT (IGA) BETWEEN THE CITY OF FOREST GROVE AND THE FOREST GROVE SCHOOL DISTRICT FOR AN OPTION TO PURCHASE REAL PROPERTY NORTH OF DAVID HILL ROAD**

Staff Report:

Gamble and Downey presented the above-noted proposed resolution for Council consideration, noting the resolution is authorizing the City Manager to endorse an Intergovernmental Agreement (IGA) between the City and Forest Grove School District (District) for an option to purchase real property north of David Hill Road. Downey reported the Council met in executive session on October 26, 2020, to discuss the opportunity of the option to purchase two (2) acres of land north of David Hill Road in an area designated for a future neighborhood park in the City's Parks Master Plan. Downey advised the Forest Grove School District purchased an approximately 16-acre portion (School Property) of a 37.69-acre parcel of land which was recently annexed into the City, located north of David Hill Road and east of Brooke Street. Downey reported the City and District could not reach a consensus on the proposed location of the City's two acres (Park Property) primarily due to the surface water drainage issues of the site, noting as a result, the IGA gives the City an option to purchase up to two (2) acres of School Property after the District completes its site planning, including addressing the drainage issue. In conclusion of the above-noted staff report, Gamble and Downey advised staff is recommending Council consider approving the proposed resolution as outlined in Exhibit A, noting there is no budgetary impact at this time and IGA does not obligate the City to purchase the property in the future if the City does not approve of the District's site plan (Park Property).

Before proceeding with Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2021-13.

VanderZanden read Resolution No. 2021-13 by title.

MOTION: Councilor Uhing moved, seconded by Councilor Rippe, to approve Resolution No. 2021-13 Authorizing City Manager to Endorse an Intergovernmental Agreement (IGA) Between the City of Forest Grove and the Forest Grove School District for an Option to Purchase Real Property North of David Hill Road.

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, Valenzuela, Uhing, Wenzl, and Mayor Truax. NOES: None. ABSENT: Councilor Gustafson. MOTION CARRIED 6-0.

7. A. COUNCIL COMMUNICATIONS:

Gustafson arrived at 8:26 p.m. Gustafson had nothing to report.

Kottkey reported attending Community Forestry Commission (CFC) virtual meeting and presented a PowerPoint Presentation highlighting CFC's updates. In response to Kottkey's inquiry if there was interest from the Council to consider holding brainstorming meetings, i.e., informal discussions and opportunities to share information among Council while sitting around a table and/or focusing around Council goals, Mayor Truax advised he found the request intriguing and he would need to think more about the request. Gustafson thought it was a great idea and beneficial.

Rippe reported attending National League of Cities Transportation and Infrastructure Services Committee and League of Oregon Cities Transportation Policy Committee virtual meetings. Rippe reported attending Chamber Board meeting. In addition, Rippe reported attending Fire Task Force meeting, noting union representatives were invited to attend and discussion focused on options and ongoing work.

Uhing reported attending Historic Landmarks Board (HLB) virtual meeting and highlighted HLB's updates. Uhing noted HLB asked what role they will have in planning the City's 150th Sesquicentennial Anniversary scheduled for October 5, 2022, to which Mayor Truax advised he would follow-up. Uhing reported she plans to attend Sustainability Commission's (SC) virtual meeting on February 25, 2021, noting SC has not met since February 27, 2020, due to COVID. In addition, Uhing reported on other meetings she attended and matters of interest.

Valenzuela reported Kottkey attended Public Arts Commission (PAC) meeting on her behalf, noting she was unable to attend. Valenzuela highlighted PAC's updates. In addition, Valenzuela reported on other meetings she attended and matters of interest.

Council President Wenzl reported Parks and Recreation Commission meeting was canceled. In response to the Kottkey's inquiry, Wenzl explained the thought of having to attend another virtual meeting and sitting for hours after attending virtual meetings all day, is not something that she could agree to at this time, noting it would be beneficial if Council could schedule a work session to discuss when Council will return to in-person meetings as COVID vaccines become wider spread and available, i.e., what is the Council's plan and process.

7. B. City Manager's Report:

VanderZanden reported Washington County is planning to hold an Open House on Martin Road and Highway 47 project, noting the City is awaiting a formal announcement. In addition, VanderZanden briefed Council on various updates on department-related activities and projects.

7. C. MAYOR'S REPORT:

Mayor Truax reported he summarized the year through COVID-19 and highlighted the City accomplishments for 2020 during his Annual State of the City address on Monday, February 22, 2021, which was hosted by the Forest Grove/Cornelius Chamber of Commerce at its monthly meeting. Mayor Truax announced the Council has only one meeting in March, which is scheduled March 15, 2021. In addition, Mayor Truax reported on Washington County-related matters of interest and COVID-19 vaccination program.

8. ADJOURNMENT:

Mayor Truax adjourned the regular Council meeting at 8:52 p.m.

Respectfully submitted,



Anna D. Ruggles, CMC, City Recorder