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Monday, April 12, 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 April 26, 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. Written comments were accepted by 3:00 p.m. the day of the meeting.

ROLL CALL: COUNCIL PRESENT ATTENDED BY ZOOM WEBINAR: Donna Gustafson; 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; Bryan Pohl, Community Development Director; Dan Riordan, Senior Planner; Anne Lane, Parks, Recreation and Aquatic Director (attendee); Henry Reimann, Police Chief (attendee); Colleen Winters, Library Director (attendee); and Anna Ruggles, City Recorder (in the Community Auditorium).

ZOOM ATTENDEES: 3

2. PUBLIC COMMENT:

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

	Name:	Subject:	Date:
1.	Michael Perrault	Follow-up to my e-mail of Feb 9	03/16/2021
2.	Kelly Daily	Parking Concerns along Main St	03/18/2021
3.	Lili R	Open Letter, regarding COVID19	04/02/2021
4.	Ethan Jones	Request to speak at Council meeting	04/02/2021
5.	Hope Kramer	Officer Teets news article	04/09/2021

The following testimony was heard via Zoom:

- Ethan Jones, Forest Grove, addressed Council voicing support of extending the light rail system westward to Forest Grove as a priority.

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 (Goals and Objectives Refinement) Meeting Minutes of March 15, 2021.
- B. Approve City Council Work Session (Local Option Levy Planning) Meeting Minutes of March 15, 2021.
- C. Approve City Council Regular Meeting Minutes of March 15, 2021.
- D. Accept Committee for Community Involvement Meeting Minutes of February 2, 2021.
- E. Accept Economic Development Commission Meeting Minutes of March 4, 2021.
- F. Accept Library Commission Meeting Minutes of February 10, 2021.
- G. Accept Planning Commission Meeting Minutes of December 7 and December 21, 2020.
- H. Proclamation Celebrating Arbor Day 2021 and Forest Grove's 31st Anniversary as a Tree City USA®.
- I. **RESOLUTION NO. 2021-19 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 APRIL 26, 2021, UNLESS SUPERSEDED SOONER; AMENDING RESOLUTION NO. 2021-17.**

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

4. ADDITIONS/DELETIONS: None.

5. PRESENTATIONS:

5. A. Metro's 2021 Priorities

Juan Carlos González, Metro Councilor District 4, and Lynn Peterson, Metro President, summarized the PowerPoint presentation in the Council Packet and

reported on garbage and recycling; long-range transportation planning; economic development recovery; affordable housing bond; parks and nature; and homelessness services. In addition, González and Peterson gave an update on the status of the Local Implementation Plan (LIP) Program, noting Washington County's LIP recommendation to Metro Council is on target to be completed by the deadline date of June 30, 2021.

5. B. Annual Financial Reports for City and Urban Renewal Agency (URA) for Year Ending June 30, 2020

Downey introduced Brad Bingenheimer, SingerLewak, LLP, City Auditor (a division of Boldt, Carlisle & Smith), who outlined the audit process and Financial Audit Report for period ending June 30, 2020. Bingenheimer highlighted the City's financial activities and financial position, noting the General Fund reported an ending fund balance of \$7,349,552, which is a decrease of \$317,281 from the prior fiscal year. In addition, Bingenheimer highlighted the Urban Renewal Agency's (URA) audit process and Financial Audit Report for period ending June 30, 2020, noting the Agency's Total Assets were \$815,135 and Net Position was (\$991,769). This is the Agency's fifth fiscal year.

5. C. Community Forestry Commission (CFC) Annual Report

Riordan introduced Mark Nakajima, CFC Chair, who presented a PowerPoint Presentation highlighting CFC's Accomplishments for 2020. The Proclamation under Consent Agenda Item 3. H. was acknowledged in Celebration of Arbor Day 2021 and Commemorating Forest Grove's 31st consecutive year as a Tree City USA®.

5. D. American Rescue Plan (ARP) Act of 2021

Downey presented a PowerPoint Presentation overview of the American Rescue Plan (ARP) Act of 2021 (U.S. House of Representatives, H.R. 1319), which was enacted on March 11, 2021, and provides \$1.9 trillion in additional relief to respond to the novel coronavirus (COVID-19). Downey reported the City is scheduled to receive \$5,208,567 in ARP funding. Funds will be provided over two distributions, the first taking place by June 30, 2021, and the second in 2022. The City will have until December 30, 2024, to expend the funds. Any unused funds will have to be returned to the Federal Government. Downey advised a separate Fund has been established to account for the receipt and expenditures of the funds. The ARP funds can only be used for allowable uses and cannot be used to reduce taxes by legislation, regulation or administration or deposited into pension funds. In conclusion of the above-noted presentation, Downey and VanderZanden addressed Council inquiries pertaining to the Transient Lodging Tax (TLT) revenue loss, economic impacts to the senior center, and creating a flowchart containing information to track all COVID-19 funds, noting staff anticipates additional work sessions once expenses, lost revenues, and city infrastructure projects are known. In addition, staff will brief the Budget Committee at its Informational Meeting on April 20, 2021.

6. RESOLUTION NO. 2021-20 ADOPTING CITY COUNCIL 2021 GOALS AND OBJECTIVES AND REPEALING RESOLUTION NO. 2020-36

Staff Report

VanderZanden presented the above-proposed resolution for Council consideration, noting the Council met in pre-Retreat work session February 8, Council and Management Team Goal-Setting Retreat on February 20 and post-Retreat work session on March 15, 2021, which were facilitated by Sara Wilson, SSW Consulting. In conclusion of the above-noted staff report, VanderZanden advised staff is recommending Council consider approving the proposed resolution as outlined in Exhibit A, noting the Council Goals (7) and Objectives (26) for 2021/2022 will be integrated into Department Work Plans and briefed in detail during the budget process and budget priorities. In addition, VanderZanden referenced each of the corresponding objectives assigned to departments and Boards/Commissions (B/C) and projected timelines.

Questions of Staff:

In response to Rippe's concerns pertaining to an opportunity for more discussion and input on the assigned B/C, i. e., tweaking assignments, VanderZanden explained the assignments can change as work progresses.

Council President Wenzl asked that there be date placeholders so the sequence of events and goal-setting process allows time for community feedback, i.e., pre-retreat work session, Annual Town Meeting, followed by Council Retreat.

Before proceeding with Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2021-20.

VanderZanden read Resolution No. 2021-20 by title.

MOTION: Council President Wenzl moved, seconded by Councilor Rippe, to approve Resolution No. 2021-20 Adopting City Council Goals and Objectives 2021/2022 and Repealing Resolution No. 2020-36.

Council Discussion:

Kottkey reported that she was voting no, citing the process feels unfinished because there needs to be more discussion and input on the assigned B/C and objectives. Kottkey pointed out proposed Objective 7.4, provide mobile checkout spots for the Library, was removed with no input. Kottkey suggested evolving in the future by setting goals that were community-driven, specific and measureable action goals. In addition, finding ways to hear and get input from the community, i.e., ATM, followed by Council Retreat. Kottkey asked to consider holding a work session soon to conduct follow-up and perhaps inviting all B/C Chairs.

Gustafson indicated the process feels as if decisions are already made without reaching out to residents to hear their say. Gustafson suggested setting strategic, tactical goals with achievable timeframes. Gustafson asked to consider holding a work session soon to reassess the goal-setting process.

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

ROLL CALL VOTE: AYES: Councilors Gustafson, Rippe, Uhing, Valenzuela, Wenzl, and Mayor Truax. NOES: Councilor Kottkey. MOTION CARRIED 6-1.

7. A. COUNCIL COMMUNICATIONS:

Gustafson asked for an update on the response to residents about the homeless encampments located north of Highway 47, to which VanderZanden gave an update under the City Manager's Report.

Kottkey presented updates on her neighborhood meeting, noting Police Chief Reimann attended as a guest speaker. Kottkey reported attending Community Policing Advisory Commission (CPAC) meeting, noting each member told their story and vision. Kottkey suggested holding a joint work session with CPAC to discuss Council's vision for CPAC. Kottkey reported attending Cornelius Council meeting, noting she would like to consider holding an informal joint work session with Cornelius. In addition, Kottkey reported touring the City's water treatment plant.

Rippe reported his term is ending on the Washington County Public Safety Coordinating Council (PSCC), noting Gustafson will be appointed to PSCC. Rippe reported attending Forest Grove Rural Fire Protection District Board meeting, noting the Board reviewed its budget, heard a brief update on the Fire Task Force and Fire Chief Fale gave a presentation on the explosive fire that occurred in Cornelius. Rippe asked Fire Chief Fale to give a presentation to Council as well.

Uhing gave updates on Historic Landmarks Board (HLB) and Sustainability Commission (SC)-related projects, noting the committees are asking what role they will have in the City's 150th Sesquicentennial Anniversary. Uhing asked to consider holding a work session to discuss amending City Code pertaining to Council prospective candidates having the option to pay a fee, i.e., \$50, in lieu of collecting 25 certified signatures to run for City Council, to which Ruggles advised she would follow-up with other entities and report back at a later date. Uhing added it was a very difficult task collecting signatures, especially with COVID-19. In response to Uhing's concerns pertaining to Wauna Credit Union's proposed reimbursement district, VanderZanden advised he would report back to Council at a later date, noting Council tabled discussion (January 25, 2021).

Valenzuela gave an update on Chehalem Ridge Nature Park, noting she was asked to name a trail. In addition, Valenzuela reported attending Public Arts Commission (PAC) meeting, noting PAC is working on several projects.

Council President Wenzl announced Anne Lane was hired as the new Director of Parks, Recreation, and Aquatics. Wenzl reported the City received the check from Harper's Playground's for \$407,000 for Anna and Abby's yard. Wenzl reported attending Committee for Community Involvement (CCI) meeting, noting CCI would like to be invited when the Communication Plan work session is held. CCI is also working on the questions from the Annual Town Meeting (ATM) presentation that CCI would like answered by staff and posted on the City's website by May 15, 2021. CCI made a motion to hold Quarterly Town Meetings (QTM). The first QTM has been scheduled on June 10, 2021, with the topic Homelessness/Houseless Communities, and then September and December, 2021. CCI would like Council to consider holding its Goal-Setting Retreat in January, 2022 and the ATM in February, 2022, so Council would have community feedback before finalizing its goals and objectives by March, 2022. In addition, Wenzl indicated she would like CPAC to consider working on some policy-related issues, such as 8 Can't Wait. Wenzl asked that the Forest Grove Library open soon, noting the Aquatic Center is at 50 percent and schools are resuming.

7. B. City Manager's Report:

VanderZanden referenced the City Manager's Report, dated April 12, 2021, which was included in the Council Packet. VanderZanden introduced Anne Lane, Director of Parks, Recreation, and Aquatics, noting Lane's first day was today. VanderZanden gave an update on the status of homeless encampments located north of Highway 47, noting staff has reached out to the residents who testified and staff is continuing to follow-up. VanderZanden noted the Forest Grove Library will be announcing a soft opening date soon. VanderZanden reported the Forest Grove Planning Commission (6-1 vote) approved the Forest Grove Family Housing Project, 6-building, 36-unit apartment complex, located at 2524 Main Street (File No. 311-21-000002-PLNG), and is pending the appeal process. In addition, VanderZanden briefed Council on various updates on Boards/Commissions and department-related activities and projects.

7. C. MAYOR'S REPORT:

Mayor Truax advised he met with the Library Commission (LC) regarding the removal of proposed Objective 7.4, provide mobile checkout spots for the Library, noting the reason was because the resources to provide services were currently not available. Mayor Truax reported on various legislative-related issues, noting there is a number of legislative bills pertaining to police enforcement. Mayor Truax reported his term will expire June 30, 2021, on Oregon Department of Transportation Region Act 1. Mayor Truax noted he will try to meet with pertinent Boards/Commissions regarding the

City's 150th Sesquicentennial Anniversary no later than June 30, 2021. In addition, Mayor Truax reported on Washington County-related transportation matters of interest and miscellaneous updates.

8. ADJOURNMENT:

Mayor Truax adjourned the regular Council meeting at 9:41 p.m.

Respectfully submitted,



Anna D. Ruggles, CMC, City Recorder