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Monday, July 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 August 9, 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.

The Council conducted the meeting in a “hybrid” format allowing the public to attend both virtual and in-person in the Community Auditorium. Members of the public could observe the meeting **LIVE** on **Zoom Webinar** or on television on Tualatin Valley Community Television (TVCTV) Government Access Programming. 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, Assistant City Manager/Finance Director; Bryan Pohl, Community Development Director; Elizabeth Stover, Communications/Program Coordinator; and Anna Ruggles, City Recorder.

ZOOM ATTENDEES: 4

2. PUBLIC COMMENT SIGN-IN:

The following written e-mail correspondence was received and added to the Council Packet:

	Name:	Subject	Dated:
1.	Chris Billman	Taking Stock_countyreviewFINAL.pdf	07/04/2021
2.	Chris Billman	Something to talk about	07/04/2021
3.	Mr. Duncan	4 th of July	07/04/2021
Addendum:			
4.	Chris Billman	CPAC	07/08/2021
5.	Chris Billman	Accessibility work at ODOT	07/08/2021
6.	Stephanie Rose	734_5008 Accessible	07/09/2021
7.	Jason Cox, ODF	August 10 State Forest Management	07/09/2021

		Plan	
8.	Adolph Valfre	HSSN_Grant Opportunity CDBG PY 22-23 Workshop	07/11/2021
9.	Tammi McLaughlin	Mural Policy	07/11/2021

The following testimony was heard via Zoom:

- Stephanie Rose, Forest Grove, addressed Council pertaining to ways that Council could increase citizen communications and build relationships, such as assigning neighborhood districts.

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 (Emergency Operations Plan) Meeting Minutes of June 14, 2021.
- B. Approve City Council Executive Session (City Manager Performance Evaluation) Meeting Minutes of June 28, 2021.
- C. Approve City Council Work Session (Police Annex) Meeting Minutes of June 28, 2021.
- D. Approve City Council Regular Meeting Minutes of June 28, 2021.
- E. Accept Community Policing Advisory Commission Meeting Minutes of May 20, 2021.
- F. Accept Sustainability Commission Meeting Minutes of May 27, 2021.

MOTION: Councilor Rippe moved, seconded by Councilor Kottkey, 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:

City Manager: None.

Proposed by Councilors:

1st MOTION: Councilor Kottkey moved, seconded by Council President Wenzl, to Add to September Council Meeting Agenda a Discussion (Work Session) about Council Rules pertaining to Council Communications in regards to Structure and Purpose. (Section 6. 4. Agenda and Order of Business, subsection 7.

A. Council Communications)

Note: VanderZanden recommended a work session instead, to which Council collectively concurred. Due to pre-planned vacations in August, it was determined the above-noted work session would be scheduled on September 13, 2021.

Kottkey referenced her Communications Report, dated July 12, 2021, which was added to the packet, noting she is proposing to structure Council Communications as a written Action Item Report based on Council Goals and Objectives and including links if documents are referenced. Kottkey pointed out the redundancy of reporting on liaison reports when each board and commission submits their minutes to Council. Kottkey noted that Rippe made a similar proposal to Council (Council meeting of May 24, 2021).

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

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

2nd MOTION: Councilor Rippe moved, seconded by Councilor Uhing, to add a Work Session to a future Council Meeting Agenda to Discuss Council Rules pertaining to Roles and Responsibilities of Mayor and Council President. (Section 4. The Presiding Officer, Subsections 4.1 Mayor and 4.2 Council President)

Kottkey was under the impression that Council completed its review and action taken.

Uhing clarified Council postponed reviewing these sections and has taken no action, noting she spoke about the urgency of finishing the Council Rules at a previous Council meeting (Council meeting of June 14, 2021).

In response if both motions could be held in the same work session, Mayor Truax advised he prefers scheduling two separate work sessions because each item could take a significant time to review, to which Council collectively concurred.

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

2nd VOICE VOTE: AYES: Councilors Gustafson, Rippe, Uhing, Valenzuela, and Wenzl. NOES: None Councilor Kottkey and Mayor Truax. MOTION CARRIED 5-2.

5. **PRESENTATIONS:** None.

6. **PUBLIC HEARINGS**: None.

7. A. **COUNCIL COMMUNICATIONS**:

Gustafson reported she plans to attend the upcoming Washington County Public Safety Coordinating Council meeting.

Kottkey reported she plans to attend the upcoming Legislative Town Hall. Kottkey referenced her Communications Report, dated July 12, 2021, noting she structured her Action Item Report based on Council Goals and Objectives and added quick reference links to documents. In addition, Kottkey reported she plans to attend the upcoming Community Policing Advisory Commission (CPAC) meeting.

Rippe reported attending Economic Development Commission (EDC) meeting, noting EDC is working on developing a Latinx welcome event in the fall. Rippe reported he plans to attend the upcoming Legislative Town Hall. Rippe briefed on Chamber retreat and activities as well as other matters of interest. In addition, Rippe commended James Reitz, Senior Planner, for his tenure with the City, noting Reitz is retiring after 32 years. Reitz was commended for his many notable accomplishments, outstanding representation on the Historic Landmarks Boards and establishing the City's historic neighborhood districts.

Valenzuela reported she plans to attend the upcoming Legislative Town Hall. In addition, Valenzuela reported Shawn Cardwell is the new Forest Grove Foundation Director.

Council President Wenzl thanked Kottkey for attending the Committee for Community Involvement (CCI) meeting on her behalf. As a reminder, Wenzl noted CCI wants to be part of the Communication Plan implementation. Wenzl commended Parks and Recreation staff, noting the Summer O'Fun Recreation Program kicked off July 6, 2021, with great success. Wenzl reported her and Rippe plan to visit some community shelters in Eugene. In addition, Wenzl asked if staff could publish an announcement on the City's website and/or Facebook about the Aquatic Center's Spray Park opening on July 19 and noting the fee is currently waived for the summer (spots are by reservation), to which VanderZanden concurred.

7. B. **City Manager's Report**:

VanderZanden presented the City Manager's Report, dated July 12, 2021, noting the optional work session with Forest Grove Foundation on Homelessness is Monday, July 19, 2021, 5:30 pm. The subcommittee appointed by the Budget Committee will meet on Monday, July 26, 2021, 6 pm, to review potential programs for spending American Rescue Plan (ARP) funding. VanderZanden recapped the levy planning as

outlined in his report, noting the City is considering putting the renewal or replacement out to the voters on the May 2022, primary election. VanderZanden briefed on other various department-related projects, activities and calendar updates. In addition, VanderZanden commended James Reitz, Senior Planner, for his tenure with the City, noting Reitz is retiring after 32 years of exemplary service with the Community Development Department.

7. C. MAYOR'S REPORT:

Mayor Truax reported the Council is returning to in-person meetings on September 13, 2021. In response to various concerns, Mayor Truax advised the Council Rules currently allows telephonic attendance when a councilor is unable to attend, noting he will consider making attendance accommodations in the interim. Ruggles noted IT staff is currently working with TVCTV to attempt to resolve the audio/video issues and screen sharing options when running two separate platforms (in-person and Zoom) and televising live simultaneously from the studio. In addition, due to pre-planned vacations in August, Mayor Truax proposed scheduling the Resolution Accepting City Manager's Annual Performance Review and Resolution Authorizing Compensation for City Manager for Fiscal Year 2021-22 to the meeting of September 13, 2021, to which Council collectively concurred.

8. ADJOURNMENT:

Mayor Truax adjourned the regular Council meeting at 8:05 p.m.

Respectfully submitted,



Anna D. Ruggles, CMC, City Recorder