

<u>CITY RECORDER USE ONLY:</u>	
AGENDA ITEM #:	Work Session & F. 6.
MEETING DATE:	06.12.2023
FINAL ACTION:	RESO 2023-20

CITY COUNCIL STAFF MEMORANDUM

TO: City Council

FROM: Jesse VanderZanden, City Manager
 Joyce Phillips, Communications and Programs Assistant

MEETING DATE: June 12, 2023

SUBJECT TITLE: Work Session and Resolution: Charter Review Committee
 5:00 - 5:30 p.m., Community Auditorium or Zoom

ACTION REQUESTED:

☐	☐	☒	☐	☐	☒	☐	☐
	Ordinance	Order	X	Resolution	Motion	X	Informational

X all that apply

BACKGROUND:

In 2022, the City Council established Objective 14 to Review the City Charter. In 2023, the City Council established Objective 2.6 to Complete the City Charter Review Process. In furtherance of these objectives, the City Council held work sessions on September 26 and October 10, 2022, and passed Resolution 2023-06 on February 27, 2023, establishing the purpose, process, composition, scope, and timing of a Charter Review Committee and their tasks.

Resolution 2023-06 states the Charter Review Committee shall consist of eleven (11) voting members, appointed by City Council, of which at least 2 members shall reside in each of the four quadrants of the City using TV Highway and Main Street to delineate the boundaries. The remaining 3 members shall be at large. The Resolution further states the City Council shall appoint a Chair and the Mayor may appoint a Council Liaison, who, if appointed, would be non-voting. The City Attorney will serve as the staff liaison and attend all meetings. Please refer to the attachments for additional information regarding the Committee's work.

On May 22, 2023, the City Council interviewed 13 applicants from the NW, SW, and NE quadrants. The Council reached a consensus to appoint the following individuals:

- NW quadrant - Adolph 'Val' Valfre, JR; Elysha Johnson
- SW quadrant - Tammi McLaughlin; Tacy Steele
- NE quadrant - Isaac Echeverria, Bryan Dennis

Council also reached consensus to consider four applicants for possible appointment to the 3 at-large positions. The at-large appointments were delayed until all applicants, including those from the SE quadrant, could be interviewed to assure all applicants were considered. The four applicants, in no particular order, were:

- LaAna Littlefield
- Evelyn Orr
- Wolanda Groombridge
- Lindsey Burnett

Due to insufficient applications, the application period for the SE quadrant was extended to May 26 and interviews were postponed until June 12. The applicants, in the order received, were:

- Stephanie Rose
- Dale Thaler
- Katherine 'Kate' Macdonald
- Roylina Davis

WORK SESSION:

The purpose of the Work Session is to interview the SE quadrant applicants and arrive at a consensus to appoint two applicants from that quadrant. The second purpose is to arrive at a consensus to appoint 3 at-large members from among the 4 consensus applicants above plus the 2 applicants not appointed to the SE quadrant. As with the prior interviews, each SE applicant will be asked the following two questions:

1. Why do you want to serve on the Charter Review Committee?
2. How do you reach consensus on a contentious issue?

The interview schedule is as follows:

5:00 Staff Briefing
5:05 Dale Thayer
5:09 Katherine 'Kate' Macdonald
5:13 Roylina Davis
5:17 Stephanie Rose
5:21 Deliberations
5:30 Adjourn

The consensus appointments for the SE quadrant and the At-Large positions will be placed into the attached resolution for consideration by Council on June 12, 2023.

ATTACHMENTS:

- SE quadrant applications (redacted)
- At-Large consensus applications (redacted)
- Resolution 2023-06, Exhibit A, and staff memo
- Charter Review Committee Appointment Resolution

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[Home](#) > [City Charter](#) > [City Charter Review Committee 2023 Application](#) > [Webform results](#) > City Charter Review Committee 2023 Application

Submission information

Form: [City Charter Review Committee 2023 Application](#) ^[1]

Submitted by Visitor (not verified)

Wed, 04/26/2023 - 1:50pm

50 109 244 106

First Name and Last Name

Dale Thaler

Home Address

[REDACTED]

City, State and Zip Code

Forest Grove

Mailing Address, if different

[REDACTED]

E-Mail Address

[REDACTED]

Telephone/Cell Phone Number

[REDACTED]

Work Telephone Number

[REDACTED]

Employer

retired

Occupation/Profession

letter carrier

Do you reside within the City limits?

yes

Years residing in Forest Grove?

22 and a half

Why are you interested in serving on this Committee?

It seems that whenever the average citizen becomes aware of something changing in the city it's pretty much already a done deal. This document defines how our city government operates. It seems like a good place to start

What contributions do you hope to bring to the Committee?

Year of looking out the window and watching the landscape change A voice from the common resident whose definition of progress may not be that of the decision makers.

List your educational experience

High School, Caledonia, Michigan; BS Sociology Michigan State University; approx 20 credits toward Master Degree in Communication, University of Oklahoma; Pilot training United States Air Force as well as several other Instructor pilot courses.

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

I was a member of the township Board of Appeals for a few years when I lived in Michigan. I am an active spokesman attempting to get true information on possible emergency shelter locations in town. I am the Vice Commander of our local American Legion Post 2. I was a union steward for a decade and negotiated settlements on other member's behalf.

How did you hear about this opportunity?

City newsletter and announcement at City Council meeting.

Please type your name below as a signature. By signing below, you are affirming that if appointed, you have sufficient time to devote to this responsibility and attend meetings. Please note that information provided on this form is a public record that may be subject to disclosure upon request.

Harold Dale Thaler

Date

Wed, 04/26/2023

Source URL:<https://www.forestgrove-or.gov/node/17741/submission/16688>

Links

[1] http://www.forestgrove-or.gov/citycouncil/webform/city_charter_review_committee_2023_application

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Submission information

Form: [City Charter Review Committee 2023 Application](#) ^[1]

Submitted by Visitor (not verified)

Mon, 05/15/2023 - 5:54pm

50 38 43 45

First Name and Last Name

Katherine

Home Address

[REDACTED]

City, State and Zip Code

Forest Grove

Mailing Address, if different

n/a

E-Mail Address

[REDACTED]

Telephone/Cell Phone Number

[REDACTED]

Work Telephone Number

n/a

Employer

[REDACTED]

Occupation/Profession

homemaker

Do you reside within the City limits?

yes

Years residing in Forest Grove?

5

Why are you interested in serving on this Committee?

Because it needs to be done The Charter is important

What contributions do you hope to bring to the Committee?

I consider myself very practical

List your educational experience

I have some college credit to my name, but no degree I am an obsessive reader though

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

This would be the first one

How did you hear about this opportunity?

On the community FaceBook page.

Please type your name below as a signature. By signing below, you are affirming that if appointed, you have sufficient time to devote to this responsibility and attend meetings. Please note that information provided on this form is a public record that may be subject to disclosure upon request.

Kate Macdonald

Date

Mon, 05/15/2023

Source URL:<https://www.forestgrove-or.gov/node/17741/submission/16707>

Links

[1] http://www.forestgrove-or.gov/citycouncil/webform/city_charter_review_committee_2023_application

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Submission information

Form: [City Charter Review Committee 2023 Application](#) ^[1]

Submitted by Visitor (not verified)

Wed, 05/17/2023 - 7:03pm

172 56 152 72

First Name and Last Name

Roylina Davis

Home Address

[REDACTED]

City, State and Zip Code

97116

Mailing Address, if different

[REDACTED]

E-Mail Address

[REDACTED]

Telephone/Cell Phone Number

[REDACTED]

Work Telephone Number

[REDACTED]

Employer

[REDACTED]

Occupation/Profession

LPN

Do you reside within the City limits?

Forest Grove

Years residing in Forest Grove?

2yrs

Why are you interested in serving on this Committee?

I want to be an active servant of our community to help in its growth and betterment

What contributions do you hope to bring to the Committee?

I hope to advocate for my neighbors with positivity and an open mind

List your educational experience

Graduated with my GED, Bates technical institute Executive Secretary, Pioneer Pacific College graduate and Oregon State Licensed Practical Nurse. Case Management at OHSU Hillsboro before moving on to Providence Portland

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

Served on jury duty twice and grand jury once.

How did you hear about this opportunity?

Nextdoor app

Please type your name below as a signature. By signing below, you are affirming that if appointed, you have sufficient time to devote to this responsibility and attend meetings. Please note that information provided on this form is a public record that may be subject to disclosure upon request.

Roylina M. Davis, LPN

Date

Wed, 05/17/2023

Source URL:<https://www.forestgrove-or.gov/node/17741/submission/16710>

Links

[1] http://www.forestgrove-or.gov/citycouncil/webform/city_charter_review_committee_2023_application

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Submission information

Form: [City Charter Review Committee 2023 Application](#) ^[1]

Submitted by Visitor (not verified)

Mon, 03/20/2023 - 9:16pm

174 204 193 79

First Name and Last Name

Stephanie Rose

Home Address

[REDACTED]

City, State and Zip Code

Forest Grove, OR 97116

Mailing Address, if different

N/a

E-Mail Address

[REDACTED]

Telephone/Cell Phone Number

[REDACTED]

Work Telephone Number

N/a

Employer

[REDACTED]

Occupation/Profession

Safe Pod Shelter Staff Member

Do you reside within the City limits?

Yes

Years residing in Forest Grove?

14

Why are you interested in serving on this Committee?

I like to be involved with my local government, and want to be sure we are moving forward equitably.

What contributions do you hope to bring to the Committee?

Community voices/input. I like to get feedback from the community and bring it to the table discussions

List your educational experience

High school graduate and some college

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

—City of FG CCI 2013-2017 & 2021-2022

-FGSD Budget Committee Member 2022-present

-Washington County Behavioral Health Advisory Member 2021-present

-Washington County Developmental Disabilities

Committee Member 2022-present

-Disability, Aging and Veteran Service—Alternate position 2022-present

How did you hear about this opportunity?

City website

Please type your name below as a signature. By signing below, you are affirming that if appointed, you have sufficient time to devote to this responsibility and attend meetings. Please note that information provided on this form is a public record that may be subject to disclosure upon request.

Stephanie Rose

Date

Mon, 03/20/2023

Source URL:<https://www.forestgrove-or.gov/node/17741/submission/16634>

Links

[1] <https://www.forestgrove-or.gov/citycouncil/webform/city-charter-review-committee-2023-application>

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Submission information

Form: [City Charter Review Committee 2023 Application](#) ^[1]

Submitted by Visitor (not verified)

Tue, 03/21/2023 - 10:14am

50 38 43 245

First Name and Last Name

LaAna Littlefield

Home Address

[REDACTED]

City, State and Zip Code

Forest Grove, Oregon 97116

Mailing Address, if different

NA

E-Mail Address

[REDACTED]

Telephone/Cell Phone Number

[REDACTED]

Work Telephone Number

NA

Employer

NA

Occupation/Profession

NA

Do you reside within the City limits?

Forest Grove

Years residing in Forest Grove?

14

Why are you interested in serving on this Committee?

It is important for us as community members to be involved in our city government and to add to the vision, progress and success of our city. Having the opportunity to add the local voters voice and ideas to how our city operates greatly interests me. As someone who is actively engaged in our community I would enjoy the opportunity to continue that service on this committee.

What contributions do you hope to bring to the Committee?

As an invested citizen, a parent of 3 boys (one who is a junior at FGHS, one who is a student at Pacific University, and one who is an electrical apprenticeship) who have been raised in Forest Grove, as someone who has given thousands of hours in service to the community and who runs board/club/presidency meetings, and as someone who went through the process of running for a

FG city council seat, I would bring a well rounded perspective, insights and vision to this committee as we review the charter.

List your educational experience

Honors Diploma

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

President of the Vikings Booster Club at FGHS for 9 years - a member for 10 years, president of local children primary and youth groups for a total of 8-9 years, and I have volunteered/served at numerous local senior communities and local events.

How did you hear about this opportunity?

Kristy Kottkey approached me about the opportunity and I also saw the posting on the City of Forest Grove Facebook page.

Please type your name below as a signature. By signing below, you are affirming that if appointed, you have sufficient time to devote to this responsibility and attend meetings. Please note that information provided on this form is a public record that may be subject to disclosure upon request.

LaAna L Littlefield

Date

Tue, 03/21/2023

Source URL:<https://www.forestgrove-or.gov/node/17741/submission/16635>

Links

[1] <https://www.forestgrove-or.gov/citycouncil/webform/city-charter-review-committee-2023-application>

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Submission information

Form: [City Charter Review Committee 2023 Application](#) ^[1]

Submitted by Visitor (not verified)

Thu, 04/27/2023 - 11:34pm

76 144 221 146

First Name and Last Name

Evelyn Orr

Home Address

[REDACTED]

City, State and Zip Code

Forest Grove

Mailing Address, if different

[REDACTED]

E-Mail Address

[REDACTED]

Telephone/Cell Phone Number

[REDACTED]

Work Telephone Number

[REDACTED]

Employer

[REDACTED]

Occupation/Profession

Production Control/Master Scheduling

Do you reside within the City limits?

Yes

Years residing in Forest Grove?

21 +

Why are you interested in serving on this Committee?

Based on the latest 2022 data from the US census, the current population of Forest Grove is 26,089. Forest Grove's population has grown from around 17,000 in 2000 to 21,000 in 2010, then to around 26,000 in 2020. Forest Grove has grown 43.9% since 2000. It goes to reason that by 2030 we will reach 30,000 +. Growth like this comes with many challenges and we need to make sure our City Charter is up to date and we understand what our city needs for governing our city into the future.

What contributions do you hope to bring to the Committee?

I've attended most of the council meetings via zoom for several years and I've served on the Committee for Community Involvement. I have a pretty good understanding of our City Governance.

I've lived in Forest Grove for almost 22 years and care about our community. I work well in teams and enjoy the process of meeting the goals and objectives.

List your educational experience

Community college certification for Production Control, Master Scheduling, Materials Requirement Planning and Operations Management. Many continuing education classes throughout my career including Chamber of Commerce Certification.

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

Committee for Community involvement, Main Street Committees, Chamber of Commerce Board member, Rotary Board member, Oregon Emerge Graduate, Forest Grove School District Volunteer Coordinator, many, many fundraising committees.

How did you hear about this opportunity?

From listening to the City Council meetings.

Please type your name below as a signature. By signing below, you are affirming that if appointed, you have sufficient time to devote to this responsibility and attend meetings. Please note that information provided on this form is a public record that may be subject to disclosure upon request.

Evelyn Orr

Date

Thu, 04/27/2023

Source URL:<https://www.forestgrove-or.gov/node/17741/submission/16692>

Links

[1] http://www.forestgrove-or.gov/citycouncil/webform/city_charter_review_committee_2023_application

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Submission information

Form: [City Charter Review Committee 2023 Application](#) ^[1]

Submitted by Visitor (not verified)

Fri, 04/14/2023 - 1:09pm

174 204 194 240

First Name and Last Name

Wolanda Groombridge

Home Address

[REDACTED]

City, State and Zip Code

Forest Grove, OR 97116

Mailing Address, if different

[REDACTED]

E-Mail Address

[REDACTED]

Telephone/Cell Phone Number

[REDACTED]

Work Telephone Number

[REDACTED]

Employer

Murray Highland Memory Care

Occupation/Profession

Executive Director

Do you reside within the City limits?

FOREST GROVE

Years residing in Forest Grove?

10 years

Why are you interested in serving on this Committee?

I love serving the City of Forest Grove

I want to help, support, educate and serve the people of Forest Grove

What contributions do you hope to bring to the Committee?

Dedication, commitment, support, accountability, transparency and resources to strengthen the City at large

List your educational experience

Associates in General Education

Completing BA in Healthcare Administration 2025

License Administrator through Oregon Healthcare Association
Completing ICS (Infection Control Specialist) certification in June 2023

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

Board member for the West Tuality Habitat for Humanity
Board member for the Forest Grove Senior and Community Center
Volunteer member for City of Forest Grove Budget Committee

How did you hear about this opportunity?

City of Forest Grove website and recommendations from a City Council member.

Please type your name below as a signature. By signing below, you are affirming that if appointed, you have sufficient time to devote to this responsibility and attend meetings. Please note that information provided on this form is a public record that may be subject to disclosure upon request.

Wolanda Groombridge

Date

Fri, 04/14/2023

Source URL:<https://www.forestgrove-or.gov/node/17741/submission/16670>

Links

[1] http://www.forestgrove-or.gov/citycouncil/webform/city_charter_review_committee_2023_application

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Submission information

Form: [City Charter Review Committee 2023 Application](#) ^[1]

Submitted by Visitor (not verified)

Wed, 04/12/2023 - 2:00pm

107 127 14 144

First Name and Last Name

Lindsey Burnett

Home Address

[REDACTED]

City, State and Zip Code

Forest Grove, Or 97116

Mailing Address, if different

Same

E-Mail Address

[REDACTED]

Telephone/Cell Phone Number

[REDACTED]

Work Telephone Number

Same

Employer

[REDACTED]

Occupation/Profession

Office Specialist

Do you reside within the City limits?

Yes

Years residing in Forest Grove?

4

Why are you interested in serving on this Committee?

I am interested in serving the community where I live to bring about good change, fair policies, and to represent more voices being heard in how to make the community more inclusive.

What contributions do you hope to bring to the Committee?

I hope to bring a positive, fair voice to the community of Forest Grove.

List your educational experience

Some college.

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

I have none as of yet, but would like to change that by getting involved now, with the City Charter Review Committee.

How did you hear about this opportunity?

The city website as well as our Progressive Community page on Facebook.

Please type your name below as a signature. By signing below, you are affirming that if appointed, you have sufficient time to devote to this responsibility and attend meetings. Please note that information provided on this form is a public record that may be subject to disclosure upon request.

Lindsey Burnett

Date

Wed, 04/12/2023

Source URL:<https://www.forestgrove-or.gov/node/17741/submission/16662>

Links

[1] <http://www.forestgrove-or.gov/citycouncil/webform/city-charter-review-committee-2023-application>

RESOLUTION NO. 2023-06

**RESOLUTION ESTABLISHING THE CHARTER REVIEW PROCESS AND THE
CHARTER REVIEW COMMITTEE**

WHEREAS, the City of Forest Grove City Charter was last reviewed and amended in 2009; and

WHEREAS, the League of Oregon Cities published an updated model city charter and the City should periodically review the existing Charter to determine if it adequately serves the community; and

WHEREAS, the City Council has determined that it wishes to form a Charter Review Committee and Charter review process to make recommendations to the City Council whether the Charter should be updated or amended.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF FOREST GROVE
AS FOLLOWS:**

SECTION 1. The City Council establishes a Charter Review Committee that shall consist of eleven (11) voting members appointed by the City Council. At least two (2) members shall reside in each of the four quadrants of the City of Forest Grove (northeast, northwest, southeast, and southwest; using Main Street and TV Highway as the delineating boundaries). The remaining three (3) members shall be at large.

SECTION 2. The Committee shall be subject to and follow the attached document (Exhibit A) entitled "Expectations of the Charter Review Committee".

SECTION 3. This resolution is effective immediately upon enactment by the City Council.

PRESENTED AND PASSED this 27th day of February, 2023.


Jaime Zaik, Interim City Recorder

APPROVED by the Mayor this 27th day of February, 2023.

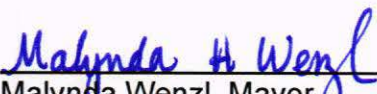

Malinda Wenzl, Mayor

EXHIBIT A

EXPECTATIONS OF THE CHARTER REVIEW COMMITTEE

Purpose and Overview

The primary function of the Charter Review Committee ("Committee") is to review the existing Charter to determine if it will adequately serve the community well into the future. The Committee is to review and recommend to the City Council a proposed Charter, Charter amendment(s), or no changes to the Charter.

The Council requests the Committee begin holding its meetings in early 2023. The Committee may recommend which election to place proposed changes to the Charter on the ballot and how to structure the ballot measure(s). For example, one ballot measure encompassing all the proposed changes, or multiple ballot measures proposing individual changes to the Charter. The Council may accept, amend, or reject the Committee's recommendations and for those recommendations that are approved, determine the best method to structure the ballot measure(s).

The Committee must be impartial, unbiased, and free of any perceived political gain. The Committee may approach the task in whatever means results in a document that best serves the citizens of Forest Grove. The Committee must adhere to the Oregon Public Meetings law and strive to include and educate the community about the process and purpose of a Charter Review, the importance of a City Charter and to solicit community input on proposed changes prior to making a recommendation to the Council.

Membership

The Charter Review Committee shall consist of eleven (11) voting members who shall be appointed by the Council. At least two (2) members shall reside in each of the four quadrants of the City of Forest Grove (northeast, northwest, southeast, and southwest; using TV Highway and Main Street to delineate the boundaries). The remaining three (3) members shall be at large. The City shall hold an open recruitment for the members.

The City Council will appoint a member from among the confirmed members to serve as Chair of the Committee. The Mayor may appoint a Council Liaison, to be confirmed by Council, who will act in a liaison role and shall be a non-voting member to the Committee. The City Attorney, or designee, will attend all Committee meetings and will staff the Committee in an advisory role. The Charter Review Committee will adhere to the following:

Scope of Review

The Committee is authorized to review the entire Charter, using the most recent League of Oregon Cities Model Charter as a template, and to make recommendations to the Council on any aspect of the Charter. In addition, the Council would like specific recommendations on the following issues/subjects:

- Geographic representation for Council members
- Term limits for the Mayor and Council members
- The necessity of a city manager residency requirement
- Roles of the Mayor and Council president

Meetings

Meeting dates will be set as determined by the majority of the Committee. Meetings will be held in the Community Auditorium or other City public facility and all meetings shall be open to the public. The Committee shall hold at least one publicly advertised public hearing and will consider written and oral testimony offered during the review process. At the first meeting, the Committee shall elect a vice-chair who will serve as Chair in the absence of the Chair. A quorum must be present to conduct business and is necessary to adopt a motion.

Subcommittees

Subcommittees may be formed for the purpose of gathering information and forming a recommendation to the full Committee. However, only the full Committee can vote on and accept the recommendation. A subcommittee must be composed of no less than three (3) members and no more than five (5) members from the Committee.

Motions

The Chair will strive to reach consensus of the Committee whenever possible. Motions on changes to the Charter constitute tentative approval of such changes pending approval of the final report that contains all the recommendations to the City Council.

Staff Support

The city attorney or designee shall do the following:

- Act in an advisory role to the Committee and attend all Committee meetings.
- Support the work of the Committee and assist the Chair/Vice Chair in preparing the agenda. Agendas will be mailed electronically to the Committee in advance of the meetings.
- Conduct research as needed.
- Review the existing Charter and identify housekeeping changes and present the changes to the Committee for its review.
- Prepare and explain substantive provisions for consideration and draft alternative provisions for discussion and consideration.
- Draft a Charter and revise the draft based on input from the Committee.
- Prepare a final version of the new recommended Charter for Committee review and Council consideration.
- Prepare the ballot title and explanatory statement.

In addition, staff will prepare minutes for the Committee meetings and will post to the City's web page all information related to the Committee's proceedings. Should the Committee require additional staff support beyond what is provided, a request will be made to the City Manager.

Duration

The Charter Review Committee shall terminate at the time upon recommending to the Council a proposed Charter, Charter amendment(s), or no changes to the Charter. The Council encourages the Committee to complete their work within 9-12 months of appointment.



A place where families and businesses thrive.

CITY RECORDER USE ONLY:

AGENDA ITEM #: _____
MEETING DATE: 02.27.2023
FINAL ACTION: Reso No. 2023-06

CITY COUNCIL STAFF MEMORANDUM

TO: City Council

FROM: Ashley Driscoll, City Attorney

MEETING DATE: February 27, 2023

SUBJECT TITLE: Resolution 2023-06 establishing a Charter Review Committee

ACTION REQUESTED:

Ordinance

Order

X

Resolution

Motion

Informational

X all that apply

BACKGROUND:

In 2022, the City Council established Objective 14 to *Review the City Charter*. In furtherance of this objective, the City Council held work sessions on September 26 and October 10 and reached a consensus on the purpose, process, composition, scope, and timing of a Charter review process and committee. The City Attorney presented these consensus items to the City Council on December 12 to summarize the efforts thus far and affirm the consensus.

CURRENT STATUS:

Staff has prepared a resolution initiating the Charter review process and forming a Charter Review Committee. Attached to the resolution is Exhibit A outlining the purpose, process, composition, scope, and timing of a Charter Review Committee.

If passed, City staff will immediately advertise and recruit for Charter Review Committee members through March 31. Depending on the number of applicants, a work session may be held April 10 to conduct interviews. Council will then appoint the Committee members by resolution and work can begin with the intent of making recommendations 9-12 months after appointment.

FISCAL IMPACT:

The City has budgeted for this effort, including the City Attorney's time, in the FY 22-23 budget.

ATTACHMENTS:

1. Resolution establishing a Charter Review Committee
2. Exhibit A outlining expectations of the Charter Review Committee
3. December 12, 2022, presentation summarizing Charter Review efforts thus far

RESOLUTION NO. 2023-20

RESOLUTION APPOINTING THE CITY CHARTER REVIEW COMMITTEE

WHEREAS, Pursuant to Resolution 2023-06, the City Council shall appoint 11 members to the Charter Review Committee of which at least 2 members shall reside in each of the four quadrants of the City of Forest Grove using Main Street and TV Highway as the delineating boundaries and the remaining three (3) members shall be at large, and

WHEREAS, the Charter Review Committee application process was open, inclusive, highly publicized, and resulted in 19 applications that were certified for eligibility and residency requirements pursuant to City Resolution 2023-06; and

WHEREAS, the Council conducted interviews in work sessions on May 22, 2023 and June 12, 2023, and reached a consensus from the among the applicants to appoint all vacant positions.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF FOREST GROVE AS FOLLOWS:

Section 1. Pursuant to City Charter, § 32, the City Council hereby appoints to serve as members of the Forest Grove Charter Review Committee:

NE Quadrant

ISAAC ECHEVERRIA
BRYAN DENNIS

NW Quadrant

ADOLPH "VAL" VALFRE, JR
ELYSHA JOHNSON

SW Quadrant

TAMMI MCLAUGHLIN
TACY STEELE

SE Quadrant

To be filed in
To be filed in

Members-At-Large

To be filed in
To be filed in
To be filed in

Section 2. This resolution is effective immediately upon its enactment by the City Council.

PRESENTED AND PASSED this 12th day of June, 2023.

Anna D. Ruggles, City Recorder

APPROVED by the Mayor this 12th day of June, 2023.

Malynda Wenzl, Mayor