

**FOREST GROVE CITY COUNCIL REGULAR MEETING
APRIL 13, 2015 – 7:00 P.M.
COMMUNITY AUDITORIUM
PAGE 1**

<i>Minutes are unofficial until approved by Council. Council approved minutes as presented April 27, 2015.</i>

1. ROLL CALL:

Mayor Peter Truax called the regular City Council meeting to order at 7:10 p.m. and led the Pledge of Allegiance. **ROLL CALL: COUNCIL**

PRESENT: Thomas Johnston, Council President; Richard Kidd; Victoria Lowe; Ronald Thompson; Elena Uhing; Malynda Wenzl; and Mayor Peter Truax. **STAFF PRESENT:** Thomas Gamble, City Manager Pro Tem; Paul Elsner, City Attorney; Paul Downey, Administrative Services Director; Jon Holan, Community Development Director; George Cress, Light and Power Director; Michael Kinkade, Fire Chief; Kevin Ellingsburg, Police Captain; Nick Kelsay, Project Engineer; and Anna Ruggles, City Recorder.

2. CITIZEN COMMUNICATIONS: None.

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 Consent Agenda item(s).

- A. Approve City Council Work Session (CIS Public Officials Training Video) Meeting Minutes of March 16, 2015.
- B. Approve City Council Regular Meeting Minutes of March 16, 2015.
- C. Accept Historic Landmarks Board Meeting Minutes of February 24, 2015.
- D. Accept Library Commission Meeting Minutes of February 10, 2015.
- E. Accept Resignation on Library Commission (Dayla Smoland, Term Expiring December 31, 2015)
- F. Accept Resignation on Library Commission (Annelle Hicks, Term Expiring December 31, 2015).
- G. Accept Parks and Recreation Commission Meeting Minutes of February 18, 2015.
- H. Accept Planning Commission Meeting Minutes of February 16, 2015.

**FOREST GROVE CITY COUNCIL REGULAR MEETING
APRIL 13, 2015 – 7:00 P.M.
COMMUNITY AUDITORIUM
PAGE 2**

- I. Accept Public Safety Advisory Commission Meeting Minutes of March 4, 2015.
- J. Community Development Department Monthly Building Activity Informational Report for March 2015.
- K. Library Department Quarterly Statistics Informational Report for January, February and March 2015.
- L. Endorse Liquor License Renewal Applications for Year 2015:
 - 1. Little Monkey Deli (Full On-Premises Sales)
 - 2. McMenamins Grand Lodge (Full On-Premises Sales)
 - 3. Tienda La Rosa (Off-Premises Sales)

Prior to asking for a motion to approve the Consent Agenda, Mayor Truax acknowledged Annelle Hicks's service to the Library Commission and the admirable service that Dayla Smoland provided to the Library Commission.

MOTION: Councilor Uhing moved, seconded by Councilor Kidd, to approve the Consent Agenda as presented. MOTION CARRIED 7-0 by voice vote.

- 4. **ADDITIONS/DELETIONS:** None.
- 5. **PRESENTATIONS:** None.
- 6. **PUBLIC HEARING AND FIRST READING OF ORDINANCE NO. 2015-02 OF THE CITY OF FOREST GROVE ADOPTION OF AMENDMENTS TO DEVELOPMENT CODE, ARTICLES 3, 8 AND 12, TO ESTABLISH PLACEMENT AND REQUIREMENTS FOR MEDICAL MARIJUANA DISPENSARIES. APPLICANT: CITY OF FOREST GROVE. FILE NO. ZA-15-00267**

Staff Report:

Holan presented the above-proposed ordinance for first reading, noting the proposed ordinance is amending Development Code, Article 3 (Zoning Districts), Article 8 (General Development Standards) and Article 12 (Use Categories and Use Definitions), and proposed Ordinance No. 2015-03 (Agenda Item 7) is amending City Code, by adding new Code Section 7.850 through 7.865, to establish standards and operation of medical marijuana dispensaries. Holan reported the City's moratorium on medical marijuana dispensaries ends May 1, 2015, noting the proposed amendments address zoning and development requirements for medical

**FOREST GROVE CITY COUNCIL REGULAR MEETING
APRIL 13, 2015 – 7:00 P.M.
COMMUNITY AUDITORIUM
PAGE 3**

marijuana dispensaries registered under ORS 475.314. Holan summarized SB1531, which establishes minimum locational criteria for medical marijuana dispensaries, as follows:

- Must be located in commercial, industrial and mixed-use or on agricultural land;
- Must not be located at same address as marijuana grow site;
- Must be outside 1,000 feet from the property lines of schools attended primarily by minors (Attachment 2, areas affected by buffer requirements and does not include Pacific University); and
- Must be outside of 1,000 feet from the property lines of other medical marijuana dispensaries.

Holan reported the first ordinance is proposing Development Code amendments that would allow medical marijuana dispensaries in Community Commercial District, along Pacific/19th Avenues couplet both east and west of the Town Center, where such uses may be established consistent with State law provisions; prohibits medical marijuana dispensaries in industrial-zoned lands, consistent with the City's industrial provisions; and prohibits medical marijuana dispensaries in the Town Center District, noting it is unknown at this time the impact of redevelopment in the Town Center and the Town Center is currently enclosed with school buffers. Holan reported the Planning Commission at its meeting also approved prohibiting medical marijuana dispensaries in the Institutional District, because zoning conflicts with State law provisions, noting staff concurs with the Commission's modification. In addition, Holan advised the code amendments prevent the use of drive-through service, requires well-viewed entrances to enhance security, allows security bars and grates if they are integrated in design to maintain the visual integrity of commercial districts while providing security consistent with State laws and regulations for medical marijuana dispensaries. Holan explained the Development Code requirements would be administered by the Community Development Director as part of the permit review for a new dispensary. In conclusion of the above-noted staff report, Holan advised staff is recommending Council consider adopting Ordinance No. 2015-02 amending the Development Code as outlined in Exhibit A, noting Ordinance No. 2015-03 (Agenda Item 7) is proposing to adopt City Code standards and operation of medical marijuana dispensaries.

Before proceeding with the Public Hearing and Council discussion, Mayor Truax asked for a motion to adopt Ordinance No. 2015-02 for first

**FOREST GROVE CITY COUNCIL REGULAR MEETING
APRIL 13, 2015 – 7:00 P.M.
COMMUNITY AUDITORIUM
PAGE 4**

reading.

Gamble read Ordinance No. 2015-02 by title for first reading.

Motion To Table/Died: Uhing moved to Table proposed Ordinance No. 2015-02 until staff could obtain feedback, i.e., security measures, from other medical marijuana dispensaries; however, motion died due to lack of a second and because Holan indicated that he would attempt to arrange a medical marijuana dispensary site visit prior to the next Council meeting of Monday, April 27, 2015, second reading of the ordinance.

MOTION: Councilor Uhing moved, seconded by Councilor Lowe, to approve Ordinance No. 2015-02 of the City of Forest Grove Adoption of Amendments to Development Code, Articles 3, 8 and 12, to Establish Placement and Requirements for Medical Marijuana Dispensaries. Applicant: City of Forest Grove. File No. ZA-15-00267. The second reading of Ordinance No. 2015-02 by title and final vote is scheduled to occur at the meeting of Monday, April 27, 2015.

Public Hearing Opened:

Mayor Truax opened the Public Hearing and explained hearing procedures.

Written Testimony Received:

No written testimony was received prior to the deadline of April 13, 2015, 7:00 p.m.

Proponents:

Paul Sansone, Gales Creek, testified as a proponent and urged Council to adopt the proposed ordinance allowing medical marijuana dispensaries to be established locally. Sansone also encouraged the Council to visit dispensaries in Portland to see firsthand the enhanced security at these dispensaries.

No one else 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.

**FOREST GROVE CITY COUNCIL REGULAR MEETING
APRIL 13, 2015 – 7:00 P.M.
COMMUNITY AUDITORIUM
PAGE 5**

Council Discussion:

In response to Uhing's inquiry pertaining to Institutional zoning area, Holan referenced Attachment 2, map showing zoning designations and school buffers, noting Institutional District applies to medical facilities around Tuality Hospital and this location is enclosed with a school buffer (Joseph Gale Elementary). In addition, Uhing reiterated she would like staff to conduct site visit(s) of medical marijuana dispensaries and provide feedback to Council at the next meeting.

In response to Wenzl's inquiry pertaining to Town Center zoning area, Holan referenced Attachment 2, map showing zoning designations and school buffers, noting the whole Town Center is currently enclosed with school buffers. Holan explained when the Town Center District expands to Elm Street to implement the Comprehensive Plan, it would place 2.5 blocks outside the school buffer area, just north of 19th Avenue, between Cedar and Elm Streets.

In response to Mayor Truax's inquiry pertaining to Planning Commission's discussion of a buffer to daycare centers (similar to Cornelius), Holan advised the Planning Commission opted to not include daycare buffers.

Council President Johnston stressed he would like the City to consider including a 1,000-foot buffer to daycare centers (similar to Cornelius), to which Holan indicated daycare centers open and close inconsistently, noting setting a buffer to daycare centers would be difficult for the City to regulate.

Hearing no further discussion from the Council, Mayor Truax recessed the Public Hearing as noted below.

Public Hearing Recessed:

Mayor Truax recessed the Public Hearing, noting the second reading of Ordinance No. 2015-02 by title and final vote will occur at the meeting of Monday, April 27, 2015.

7. PUBLIC HEARING AND FIRST READING OF ORDINANCE NO. 2015-03 AMENDING CITY CODE CHAPTER 7 BY ADDING NEW CODE SECTION 7.850 THROUGH 7.865 ESTABLISHING OPERATION OF MEDICAL MARIJUANA DISPENSARIES

**FOREST GROVE CITY COUNCIL REGULAR MEETING
APRIL 13, 2015 – 7:00 P.M.
COMMUNITY AUDITORIUM
PAGE 6**

Staff Report:

Holan presented the above-proposed ordinance for first reading, noting the ordinance is proposing to amend City Code by adding new Code Section 7.850 through 7.865 to establish standards and operation of medical marijuana dispensaries registered with the Oregon Health Authority under ORS 475.314. Holan summarized the proposed operational standards for medical marijuana dispensaries as follows:

- Must comply with applicable requirements of State laws;
- Must obtain a City business license;
- May not be open to the public between the hours of 10pm and 8am;
- All product must be enclosed in opaque bag or container upon exiting the facility; and
- Must provide secure disposal for marijuana remnants or by-products, including any item with marijuana residue.
- Violations and Penalties: Civil penalty in the amount of not less than \$100 for the first violation, \$500 for the second violation, and \$1,000 for each subsequent violation within a two-year period starting from the issuance of the first notice of violation. Each day constitutes a separate violation. The Enforcement Officer may cite into Municipal Court.

In conclusion of the above-noted staff report, Holan advised staff is recommending Council adopt the proposed City Code amendments as outlined in Exhibit A.

Before proceeding with the Public Hearing and Council discussion, Mayor Truax asked for a motion to adopt Ordinance No. 2015-03 for first reading.

Gamble read Ordinance No. 2015-03 by title for first reading.

MOTION: Councilor Kidd moved, seconded by Councilor Uhing, to adopt Ordinance No. 2015-03 Amending City Code Chapter 7 by Adding New Code Section 7.850 through 7.865 Establishing Operation of Medical Marijuana Dispensaries. The second reading of Ordinance No. 2015-03 by title and final vote is scheduled to occur at the meeting of Monday, April 27, 2015.

Public Hearing Opened:

**FOREST GROVE CITY COUNCIL REGULAR MEETING
APRIL 13, 2015 – 7:00 P.M.
COMMUNITY AUDITORIUM
PAGE 7**

Mayor Truax opened the Public Hearing and explained hearing procedures.

Written Testimony Received:

No written testimony was received prior to the deadline of April 13, 2015, 7:00 p.m.

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.

Council Discussion:

Hearing no discussion from the Council, Mayor Truax recessed the Public Hearing as noted below.

Public Hearing Recessed:

Mayor Truax recessed the Public Hearing, noting the second reading of Ordinance No. 2015-03 by title and final vote will occur at the meeting of Monday, April 27, 2015.

8. RESOLUTION NO. 2015-24 AUTHORIZING THE MAYOR TO ENDORSE AN INTERGOVERNMENTAL AGREEMENT BETWEEN CITY OF FOREST GROVE AND WASHINGTON COUNTY FOR CONSTRUCTION OF UTILITIES ON DAVID HILL ROAD (WC BCC-15-0181)

Staff Report:

Kelsay presented the above-proposed resolution requesting to authorize the Mayor to endorse an Intergovernmental Agreement (IGA) (Exhibit A) between the City and Washington County, Major Streets and Transportation Improvement Program (MSTIP3d) Funds, for installation of City utilities as part of the construction of David Hill Road, from Forest Grove High School to Highway 47. Kelsay reported the City will be responsible for infrastructure costs pertaining to waterline installation, sanitary sewer installation and electrical facilities installation at a total cost of approximately \$232,000, noting the County will reimburse the City \$125,000 for installation of approximately 40 streetlights as part of

**FOREST GROVE CITY COUNCIL REGULAR MEETING
APRIL 13, 2015 – 7:00 P.M.
COMMUNITY AUDITORIUM
PAGE 8**

MSTIP3d funding. In conclusion of the above-noted staff report, Kelsay advised staff is recommending Council adopt the proposed resolution, noting the agreement must be endorsed in order to receive County funding.

Before proceeding with Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2015-24.

Gamble read Resolution No. 2015-24 by title.

MOTION: Council President Johnston moved, seconded by Councilor Thompson, to adopt Resolution No. 2015-24 Authorizing the Mayor to Endorse an Intergovernmental Agreement between City of Forest Grove and Washington County for Construction of Utilities on David Hill Road (WC BCC-15-0181).

Council Discussion:

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

ROLL CALL VOTE: AYES: Councilors Johnston, Kidd, Lowe, Thompson, Uhing, Wenzl, and Mayor Truax. NOES: None. MOTION CARRIED 7-0.

9. **RESOLUTION NO. 2015-25 AUTHORIZING THE MAYOR AND CITY MANAGER PRO TEM TO ENDORSE AMENDMENT NO. 2 TO THE LOCAL AGENCY AGREEMENT BETWEEN CITY OF FOREST GROVE AND THE OREGON DEPARTMENT OF TRANSPORTATION SAFE ROUTES TO SCHOOL PROGRAM GRANT FUNDING FOR HARVEY CLARKE ELEMENTARY ('B' STREET) SIDEWALK PROJECT (CONTRACT NO. 28167)**

Staff Report:

Kelsay presented the above-proposed resolution requesting to authorize the Mayor and City Manager Pro Tem to endorse Amendment No. 2 to the Local Agency Agreement (Exhibit A) between City and the Oregon Department of Transportation (ODOT) Safe Routes to School Program Grant Funding for Harvey Clarke Elementary (B Street) Sidewalk Project Contract No. 28167, noting that ODOT has authorized an additional \$35,000 in funding for the project. In conclusion of the above-noted staff

**FOREST GROVE CITY COUNCIL REGULAR MEETING
APRIL 13, 2015 – 7:00 P.M.
COMMUNITY AUDITORIUM
PAGE 9**

report, Kelsay advised staff is recommending Council adopt the proposed resolution, noting the agreement must be endorsed in order to receive the increased funding.

Before proceeding with Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2015-25.

Gamble read Resolution No. 2015-25 by title.

MOTION: Councilor Lowe moved, seconded by Councilor Kidd, to adopt Resolution No. 2015-25 Authorizing the Mayor and City Manager Pro Tem to Endorse Amendment No. 2 to the Local Agency Agreement between City of Forest Grove and the Oregon Department of Transportation Safe Routes to School Program Grant Funding for Harvey Clarke Elementary ('B' Street) Sidewalk Project (Contract No. 28167).

Council Discussion:

In response to Kidd's inquiry pertaining to the City's shared costs, Kelsay explained the City's shared cost for the additional obligation (IGA, Amendment No. 2) is approximately \$65,000, depending on project bids, noting the City's shared cost in the original IGA was \$50,000.

In response to Uhing's inquiry pertaining to total project costs, Kelsay referenced cost breakdown spreadsheet, noting the total estimated project cost is \$531,000, of which the City's total shared costs will be approximately \$115,000, depending on project bids.

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

VOICE VOTE: AYES: Councilors Johnston, Kidd, Lowe, Thompson, Uhing, Wenzl, and Mayor Truax. NOES: None. MOTION CARRIED 7-0.

10. **RESOLUTION NO. 2015-26 AUTHORIZING THE CITY MANAGER PRO TEM TO ENDORSE AN INTERGOVERNMENTAL AGREEMENT (IGA) BETWEEN CITY OF FOREST GROVE AND METRO FOR THE COMMUNITY ENHANCEMENT PROGRAM (CEP) AND REPLACING AND SUPERSEDING METRO CONTRACT NO. 901195; AND**

**FOREST GROVE CITY COUNCIL REGULAR MEETING
APRIL 13, 2015 – 7:00 P.M.
COMMUNITY AUDITORIUM
PAGE 10**

REPEALING RESOLUTION NO. 1989-35

Staff Report:

Downey presented the above-proposed resolution requesting to authorize the City Manager Pro Tem to endorse an Intergovernmental Agreement (IGA) (Exhibit A) between the City and Metro for the Community Enhancement Program (CEP), effective July 1, 2015, and terminating June 30, 2020, noting the IGA is replacing Metro's Contract No. 901195, which was signed in 1989. Downey reported staff met in Work Session with Council on February 23, 2015, to review the proposed changes to the IGA, noting the major changes to the IGA include:

- Increased funding at the Forest Grove Transfer Station from \$0.50 to \$1.00 per ton, effective July 1, 2015.
- Revised Committee structure – Council selected the option where Council is the committee who determines funding, along with Metro Councilor District 4, who has chosen to be co-chair and a voting member of the committee.
- Revised Eligibility Criteria for CEP Projects – as listed in Metro Code Section 5.06. Based on discussion with Metro, the City does not expect changes to the type of projects the City has funded.
- Revised Goals for CEP projects – as listed in Metro Code Section 5.06. Allows the committee to adopt additional funding goals.
- Based on discussions with Metro, Metro revised Section 4. G. of the IGA to read: "The City shall ensure funding decisions are made by the majority vote of the committee. Funding for projects or programs sponsored by the city, city advisory committees, departments or special districts shall be approved at the discretion of the committee." This language allows the City to avoid potential issues (funding criteria for city advisory committee projects) that could have arisen from Metro Administrative Rule 6.1.2.4.
- New IGA allows the City to charge up to 20 percent for staff time and costs to administer CEP program.

In conclusion of the above-noted staff report, Downey advised staff is recommending Council adopt the proposed resolution, noting if Council approves the IGA, Council will be asked to adopt a resolution appointing the Solid Waste Community Enhancement Program Advisory Committee, which will then meet to develop committee bylaws and determine any additional allowable criteria for funding eligibility and program goals.

**FOREST GROVE CITY COUNCIL REGULAR MEETING
APRIL 13, 2015 – 7:00 P.M.
COMMUNITY AUDITORIUM
PAGE 11**

Before proceeding with Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2015-26.

Gamble read Resolution No. 2015-26 by title.

MOTION: Councilor Kidd moved, seconded by Councilor Uhing, to adopt Resolution No. 2015-26 Authorizing the City Manager Pro Tem to Endorse an Intergovernmental Agreement (IGA) between City of Forest Grove and Metro for the Community Enhancement Program (CEP) and Replacing and Superseding Metro Contract No. 901195; and Repealing Resolution No. 1989-35.

Council Discussion:

In response to Lowe's inquiry pertaining to appointing the committee and program goals, Downey referenced Resolution No. 2015-27 (Agenda Item 11), noting once the committee is established, the committee will meet to review proposed bylaws, funding criteria and program goals.

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

VOICE VOTE: AYES: Councilors Johnston, Kidd, Lowe, Thompson, Uhing, Wenzl, and Mayor Truax. NOES: None. MOTION CARRIED 7-0.

11. RESOLUTION NO. 2015-27 ESTABLISHING FOREST GROVE SOLID WASTE COMMUNITY ENHANCEMENT PROGRAM (CEP) ADVISORY COMMITTEE AND AMENDING RESOLUTION NO. 2006-10

Staff Report:

Downey presented the above-proposed resolution authorizing to establish the Forest Grove Solid Waste Community Enhancement Program Advisory Committee, noting by adopting Resolution No. 2015-26 (Agenda Item 10), Council must establishing a committee to administer the Community Enhancement Program. Downey reported once the committee is established, the committee is tentatively scheduled to meet on April 16, 2015, 6 pm, to review proposed bylaws, funding criteria and program goals. Downey added once the committee approves the above-noted items, the intent is to bring the items back to Council for the formal adoption process. Downey explained once Council approves the above-

**FOREST GROVE CITY COUNCIL REGULAR MEETING
APRIL 13, 2015 – 7:00 P.M.
COMMUNITY AUDITORIUM
PAGE 12**

noted items, the CEP grant application process will begin May 1, 2015, noting this will allow grants and funding to be approved by July 13, 2015. In conclusion of the above-noted staff report, Downey advised staff is recommending Council adopt the proposed resolution, noting Council has determined that the committee will consist of City Council, with Mayor and Metro Councilor District 4 as co-chairs.

Before proceeding with Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2015-27.

Gamble read Resolution No. 2015-27 by title.

MOTION: Councilor Uhing moved, seconded by Councilor Kidd, to adopt Resolution No. 2015-27 Establishing Forest Grove Solid Waste Community Enhancement Program Advisory Committee and Amending Resolution No. 2006-10.

Council Discussion:

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

ROLL CALL VOTE: AYES: Councilors Johnston, Kidd, Lowe, Thompson, Uhing, Wenzl, and Mayor Truax. NOES: None. MOTION CARRIED 7-0.

12. RESOLUTION NO. 2015-28 ADOPTING FOREST GROVE PUBLIC SAFETY ADVISORY COMMISSION AMENDED BYLAWS AND STRATEGIC PLAN 2015-16; REPEALING RESOLUTION NO. 2011-25

Staff Report:

Fire Chief Kinkade, Police Captain Ellingsburg, Nathan Seable, Public Safety Advisory Commission (PSAC) Chair, and PSAC members who were present, presented the above-proposed resolution requesting to approve the PSAC Bylaws as amended and Strategic Plan 2015-16, noting PSAC is recommending changes to its bylaws to strengthen and improve the commission and is submitting a short-term strategic plan to address immediate needs, which will be followed-up with a development of a long-term strategic plan. In conclusion of the above-noted staff report, Fire Chief Kinkade advised staff is recommending Council adopt the proposed resolution amending PSAC Bylaws as outlined in Exhibit A and approving Strategic Plan 2015-16 as outlined in Exhibit B.

**FOREST GROVE CITY COUNCIL REGULAR MEETING
APRIL 13, 2015 – 7:00 P.M.
COMMUNITY AUDITORIUM
PAGE 13**

Council Discussion:

Chief Kinkade and Seable addressed various Council inquiries pertaining to health and safety concerns, National Night Out, Neighborhood Watch, and other-related PSAC responsibilities and event-related activities.

Mayor Truax pointed out that he disagrees with the language in PSAC Bylaws, Section 6. C., Role of Council Liaison to PSAC, to which Seable affirmed that PSAC made no changes to the above-noted section, noting the language is existing boilerplate language. Chief Kinkade and Seable advised they would be willing to reexamine the existing boilerplate language and bring back input from PSAC. In response to Council's concerns, Gamble suggested striking out the word "not" and striking out the last sentence as noted below in the motion to amend. At the conclusion of roundtable discussion, Council made the following motion to amend Resolution No. 2015-28 as noted below.

Gamble read Resolution No. 2015-28 by title as amended.

MOTION TO AMEND: Council President Johnston moved, seconded by Councilor Wenzl, to approve Resolution No. 2015-28 as amended Adopting Forest Grove Public Safety Advisory Commission amended Bylaws and Strategic Plan 2015-16; Repealing Resolution No. 2011-25. (Amending Exhibit A, PSAC Bylaws, Section 6. C., to read: "Council's liaison role is not to convey the majority and/or the minority PSAC actions and recommendations to the Council. ~~This is the chairperson's responsibility.~~").

Council Discussion:

Mayor Truax advised Gamble that he would like all council-appointed advisory boards, committees and commissions to review their existing bylaws and amend boilerplate language if applicable, noting all bylaws should be consistent.

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

VOICE VOTE: AYES: Councilors Johnston, Kidd, Lowe, Thompson, Uhing, Wenzl, and Mayor Truax. NOES: None. MOTION CARRIED 7-0.

**FOREST GROVE CITY COUNCIL REGULAR MEETING
APRIL 13, 2015 – 7:00 P.M.
COMMUNITY AUDITORIUM
PAGE 14**

13. DEPARTMENT WORK PLANS FOR FY 2015-16:

Light and Power Department:

Cress presented a PowerPoint presentation outlining the Light and Power Department's (L&P) Work Plan for 2015-16 as noted in the staff report. Cress's report focused on the purpose of the L&P Department; Thatcher Junction and Forest Grove substation projects; service to Pacific University; commercial, industrial and residential conservation; replacement of existing street lights with LED lamps; and providing staff support to the Sustainability Commission. In addition, Cress reported on other various department-related action plans and addressed various Council inquiries.

Economic Development:

Cress presented, on behalf of Jeff King, Economic Development Manager, the Economic Development's Work Plan for 2015-16 as noted in the staff report. Cress's report focused on the Economic Development Commission-related projects; business recruitment and retention efforts; promoting tourism and marketing opportunities; downtown development (Times Litho site); small/new business development; pursuing various grant opportunities; assisting with key community events; and collaboration with various committees and county-wide agencies. In addition, Cress reported on other various department-related action plans and addressed various Council inquiries.

Parks and Recreation Department:

Gamble presented a PowerPoint presentation outlining the Parks and Recreation Department's Work Plan for 2015-16 as noted in his staff report. Gamble's report focused on various park-related projects (Parks Master Plan Update, SDC Update, identifying additional community garden areas, studying four-plex softball/baseball complex, trails; future park acquisition, and feasibility study for community center); ongoing Aquatic Center-related programs; developing additional volunteer opportunities, promoting teen activities; promoting youth representative for Parks and Recreation Commission; examining sustainable practices at Aquatic Center; promoting Public Arts Commission-related projects; and other administrative-related projects and goals. In addition, Gamble reported on other various department-related action plans and addressed various Council inquiries.

**FOREST GROVE CITY COUNCIL REGULAR MEETING
APRIL 13, 2015 – 7:00 P.M.
COMMUNITY AUDITORIUM
PAGE 15**

Community Development Department:

Holan presented a PowerPoint presentation outlining the Community Development Department's Work Plan for 2015-16 as noted in his staff report. Holan's report focused on pursuing Town Center Plan; planned residential Development Code amendments; updating and completing affordable housing white paper; completing Sustainability Plan white papers; and succession planning with Committee for Citizen Involvement. In addition, Holan reported on other various department-related action plans and addressed various Council inquiries.

Fire Department:

Fire Chief Kinkade presented a PowerPoint presentation outlining the Fire Department's Work Plan for 2015-16 as noted in his staff report. Kinkade's report focused on fire-related work plan and action items outlined in the Cornelius/Forest Grove Fire and Rescue Strategic Plan, including providing highest level of service delivery; maintaining long-term strategic planning; expanding community outreach; developing and maintaining strategic partnerships; and reoccurring annual community-related events. In addition, Kinkade reported on other various department-related action plans and addressed various Council inquiries.

14. CITY MANAGER PRO TEM'S REPORT:

Gamble reported on various upcoming activities and meetings as noted in the Council calendar. Gamble added to the calendar the Solid Waste Community Enhancement Program Advisory Committee meeting on April 16, 2015, 6 pm, and reminded Council of the upcoming Informational Budget Committee meeting on April 16, 2015, 7 pm. Gamble reported staff is holding a presentation on the Westside Planning Project on Monday, April 20, 2015, 5:30 pm, in lieu of Planning Commission meeting, noting invitations were mailed to all property owners in the areas of David Hill Road and Purdin Road. Gamble provided an update on Highway 47 Road Safety Audit, noting a work session has been set with stakeholders. Gamble reported the Parks and Recreation Commission plans to meet with Committee for Citizen Involvement to provide an overview of the Parks and Recreation Master Plan update. Gamble reported the first transformer is scheduled for delivery in May for Thatcher Park Substation. In addition, Gamble distributed a copy of his written report, which outlined various meetings he attended and provided updates on various City department-related activities, projects, and upcoming city-wide events.

**FOREST GROVE CITY COUNCIL REGULAR MEETING
APRIL 13, 2015 – 7:00 P.M.
COMMUNITY AUDITORIUM
PAGE 16**

15. COUNCIL COMMUNICATIONS:

Council President Johnston reported attending the Fire Department Awards Banquet and attending Forest Grove Rural Fire Protection District meeting, noting Dierickx and Schmidlkofer have announced they will not be seeking reelection. In addition, Johnston reported on other matters of interest, upcoming community-related events and upcoming meetings he was planning to attend.

Kidd reported attending Historic Landmarks Board (HLB) meeting, noting HLB has selected a recipient for this year's Eric G. Stewart Award. Kidd reported attending Public Arts Commission (PAC) meeting, noting PAC is waiting for the CEP application process to open, so PAC can submit their CEP grant application. Kidd also reported attending the Fire Department Awards Banquet and attending State of the County Address. Kidd provided an update on Sister Cities-related activities. In addition, Kidd reported on other matters of interest, upcoming community-related events and upcoming meetings he was planning to attend.

Lowe reported she is noticing increases in ridership at the Grovelink bus stop near her home, noting the stop was recently installed. In addition, Lowe reported on other matters of interest, upcoming community-related events and upcoming meetings she was planning to attend.

Thompson reported attending Community Forestry Commission's Arbor Day Tree Planting Event, noting 8-10 people attended this year's event. Thompson reported over 200 surveys have been submitted for the Urban Forestry Management Plan, noting the survey ends on May 1, 2015. Thompson reported the Forest Grove Community Sundial unveiling/dedication ceremony is on Sunday, May 17, 2015, 2 pm, Thatcher Park, and will be sponsored by Cohort 2 of the Ford Institute Leadership Program. In addition, Thompson reported on other matters of interest, upcoming community-related events and upcoming meetings he was planning to attend.

Uhing reported attending Economic Development Commission (EDC) meeting, noting EDC discussed 2015 subcommittee assignments and plastic bag ban. Uhing distributed a copy of her report, pointing out the highlights of her report. Uhing also reported attending the State of the County Address and distributed an article about Washington County Public Affairs Forum. In addition, Uhing reported on matters of interest, upcoming community-related events and upcoming meetings she was

**FOREST GROVE CITY COUNCIL REGULAR MEETING
APRIL 13, 2015 – 7:00 P.M.
COMMUNITY AUDITORIUM
PAGE 17**

planning to attend.

Wenzl reported attending Fernhill Wetlands meeting and attending Library Commission meeting, noting Mollie's Garden Dedication is on Sunday, April 19, 2015, 1 pm, Library. Wenzl reported the Library is also celebrating National Library Week, April 12 – April 18, 2015, and encouraged everyone to stop by and thank library staff for their hard work and dedication. Wenzl noted the Committee for Citizen Involvement cancelled its April meeting. In addition, Wenzl reported on other matters of interest, upcoming community-related events and upcoming meetings she was planning to attend.

Mayor Truax announced dates of various upcoming activities and meetings as noted in the Council Calendar. Mayor Truax reported he had the opportunity to speak at the memorial service for Nehalem Mayor Shirley Kalkhoven. Mayor Truax reported attending the State of the County Address and testifying before the House Committee, along with Police Chief Schutz and League of Oregon Cities (LOC) representative, on mental health issues. Mayor Truax distributed a copy of his "Mayor's April Gallimaufry Report", pointing out the highlights of his report. In addition, Mayor Truax's written report highlighted other local, regional, Metro, LOC regional workshops, and Washington County meetings and community-related events he attended during the first part of the month of April and upcoming meetings and events he was planning to attend the remainder of the month of April. In conclusion of the above-noted report, Mayor Truax advised he would like to formalize the role of Council liaison, noting bylaws of all council-appointed advisory boards, committees and commissions need to be consistent. Mayor Truax added as a non-voting Council Liaison, Council may participate when asked, but not barge in, and Council can offer their own opinions and state reasons why, but Council needs to be sure to state that it is their own opinions and not that of the Council as a whole.

**FOREST GROVE CITY COUNCIL REGULAR MEETING
APRIL 13, 2015 – 7:00 P.M.
COMMUNITY AUDITORIUM
PAGE 18**

16. ADJOURNMENT:

Mayor Truax adjourned the meeting at 9:45 p.m.

Respectfully submitted,



Anna D. Ruggles, CMC, City Recorder