



Malynda Wenzl, Mayor

Timothy A. Rippe, Council President
Donna Gustafson, Councilor
Michael Marshall, Councilor

Karen Martinez, Councilor
Elena Uhing, Councilor
Mariana Valenzuela, Councilor

[TVCTV Livestream](#)

[Zoom Webinar](#) Meeting ID: 850 7572 2488 Passcode: 97116

Americans with Disabilities Act (ADA) Notice: The City is committed to providing equal access to public meetings. Requests for accommodation can be submitted to the City Recorder at least 48 hours before the meeting at: mwoods@forestgrove-or.gov or 503-992-3235

EXECUTIVE SESSION

EXECUTIVE SESSIONS ARE CLOSED TO THE PUBLIC. No formal decisions or actions will be taken. Representatives of the news media may attend, but may not disclose any information discussed. News media representatives can request a link to attend via Zoom by emailing the City Recorder's Office at: mwoods@forestgrove-or.gov

5:30 The City Council will convene to hold an executive session: ORS 192.660(2)(f) to consider information or records that are exempt by law from public inspection.

CITY COUNCIL WORK SESSIONS

No public comment will be taken. The Council will take no formal action.

5:50 Senior Center Proposal Selection Process

Staff: Paul Downey, Assistant City Manager/Finance Director

6:20 Proclamation Process

Staff: Mariah Woods, City Recorder

6:50 TVCTV Holiday Greeting Recording

CITY COUNCIL MEETING

A. 7:00 Call to Order

1. Roll Call
2. Land Acknowledgement
3. Pledge of Allegiance

4. Recognition of Outgoing Councilors Timothy Rippe and Elena Uhing

B. Public Comment: Time provided for anyone wishing to speak to City Council on an item not on the agenda or on the agenda but not scheduled for a public hearing. Comments are limited to 2 minutes unless additional time is granted by the Presiding Officer. The public comment period shall not exceed 30 minutes unless a majority of Councilors present vote to extend the time. Zoom attendees may use the “Raise Hand” option to be called on.

1. Written Public Comment

C. Consent Agenda: Items under the Consent Agenda are considered routine and will all be adopted with a single motion, without separate discussion. Councilors who wish to remove an item from the Consent Agenda may do so prior to the motion. Any item(s) removed will be discussed and acted upon following the approval of the remaining item(s).

1. Approve Annual Liquor License Renewal
2. Accept Resignations on Public Arts Commission and Historic Landmarks Boards
3. Approve Public Arts Commission Lincoln Park Mural Selection
4. Approve Public Arts Commission Minutes of 08.15.2024
5. Approve Public Arts Commission Minutes of 08.27.2024
6. Approve Public Arts Commission Minutes of 09.18.2024

D. Additions/Deletions

1. City Manager
2. Proposed by Councilors

E. Presentations: The Council will hold questions until the end of each presentation. A two-minute reminder will be given to the presenter to conclude remarks.

1. **7:15 Metro Update**
Staff: Juan Carlos González, Councilor, Metro District 4
2. **7:30 Watershed Annual Report**
Staff: Gregory Robertson, Public Works Director

F. Public Hearings, Ordinances, and Resolutions

1. Public Hearing & Second Reading
7:45 **ORDINANCE 2024-07 AMENDING THE FOREST GROVE DEVELOPMENT CODE ARTICLE 8- DEVELOPMENT STANDARDS, AND ARTICLE 12- USE CATEGORIES AND DEFINITIONS FILE NO. 311-24-000034-PLNG**
Staff: Bryan Pohl, Community Development Director

2. 7:55 **RESOLUTION 2024-43 ADOPTING CHANGES TO ELECTRIC RATE SCHEDULE 4**
Staff: Paul Downey, Assistant City Manager/Finance Director
3. 8:05 **RESOLUTION 2024-44 AMENDING COUNCIL RULES SECTION 4.2, COUNCIL PRESIDENT, TO LIMIT CONSECUTIVE TERMS OF SERVICE AS COUNCIL PRESIDENT**
Staff: Jesse VanderZanden, City Manager, Mariah Woods, City Recorder

G. 8:10 Council Communications:

1. Councilor Reports
2. City Manager's Report
3. Mayor's Report

H. 8:35 Adjournment



SENIOR CENTER PROPOSAL SELECTION PROCESS - REVISED

Paul Downey| Assistant City Manager

Work Session 11/25/2024

AGENDA

Purpose

Background

Updates

Choices

Discussion

PURPOSE

3

- **Continue discussion on the operations, management, and maintenance of the Forest Grove Senior and Community Center (Center) for the provision of health and wellness, socialization, and personal growth programs for senior and community members after December 31, 2024.**
- **The RFP envisions the name of the Forest Grove Senior and Community Center would remain the same, however, it would be operated by a different operator.**

BACKGROUND

4

- **On July 15, 2024, City staff were asked to attend a Senior Center Board Meeting. Councilor Uhing was in attendance as the Council liaison to the Board. City staff were told by the board members in attendance that they were tired of trying to operate and manage the center and do all the fundraising to keep the doors open. They could no longer do both. They wanted the City to take over operations of the Center and they would operate it during the transition.**
- **Staff told them that the City would need a letter from the Board stating this with a date that the Board planned on exiting the contract so the City knew their intention and could present options to move forward.**
- **The Board asked if the City would be interested in operating the Center if the current board stayed on in a Friends type capacity and continued to do fundraising including bingo.**

BACKGROUND

5

- **At that July 15, 2024, meeting, staff indicated it was a Council decision, and that staff would have to prepare the options for Council consideration including:**
 - The City take over operation and management the Center. Staff told the Board that this option would give the recreation program dedicated space for recreation and control over the space for scheduling. If this was an option to be considered, it would take time to go through the process with Council who would have a lot of questions for staff and the City would need time and resources to do this.
 - Another option was that the City could issue a request for proposal (RFP) and look for another non-profit to operate the Center. Some board members asked why the City just did not take it over and not do an RFP. Staff answered that it must give the Council all viable options and then follow Council's direction.

BACKGROUND

6

- **On August 8, 2024, a letter was received from the FGSCC Board, the current operator of the Center, that they will exit the contract with the City on November 15, 2024. The FGSCC Board later amended that date to December 31, 2024, which is the date that the City has relied on throughout this process. The letter stated:**

“The board of directors for the nonprofit Forest Grove Senior and Community Center (FGSCC) are providing notice to the city of Forest Grove of the decision to exit the contract to operate FGSCC. The board has determined that the current business model is not viable for the ongoing operations to take the Center into the future. The board proposes a transition date of November 15, 2024 and is committed to working with the city to ensure a smooth changeover. Over the coming months, the board would like to collaborate with the city to ensure continued services for the senior community. We understand there are many avenues to achieve these goals and look forward to working with the City to provide a seamless transition.”

BACKGROUND

7

- **In response to the letter, City Council held Work Sessions on August 26, 2024, and September 23, 2024, to determine what the City would do. The August 26, 2024, work session gave the Council some history of the Center including its budget and revenue sources. Two options were presented to the Council :**
 - Do a Request for Proposal which essentially continues the current service model with the possibility of changing the terms of the Operations Agreement.
 - City assume management of the Center in which the service model would transition to City staff management and the non-profit could transition to a supporting entity, like the Friends of the Library, which would focus on fundraising and doing the annual events currently being held. Concerns were time to complete the process and hire staff when there is no budget for that.
- **After discussion, consensus was reached to further discuss soliciting a non-profit, through an RFP Process, to operate and manage the Center.**

BACKGROUND

8

- **The September 23, 2024, work session went over the RFP process, options for services to request, the length of the agreement, the criteria for a proposer, and scoring criterion. The RFP would be issued requesting proposals from qualifying non-profits to operate the Center for two years with a possible one-year extension. The RFP would state the City will enter into an Operation Agreement with the successful Proposer under the following general terms and conditions:**
 - The non-profit will have exclusive use of the Center, and the revenues derived from its use, including the lease of any space, subject to City approval.
 - The non-profit must offer health and wellness, socialization, and personal growth programs for seniors and community members.
 - The non-profit must be certified by the federal government under their non-profit status to offer the aforementioned services.

BACKGROUND

- **Continued:**

- The non-profit must have experience offering the aforementioned services or specifically propose how they will offer the aforementioned services.
- The non-profit must be able to financially self-sustain operations, management, and maintenance of the Center.
- The non-profit will be required to post open hours when the Center is available to the public and must have at least one staff person or volunteer present during those hours.
- The non-profit must be able to administer contracts, rentals, and leases.
- The non-profit will be responsible for all day-to-day maintenance and operations of the Center.
- The non-profit must honor the existing leases until they expire in 2025.
- The non-profit must create and maintain a website for the Center.
- The City will be responsible for landscaping and parking lot maintenance.
- The City will be responsible for all city-provided utility expenses.

BACKGROUND

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- **Continued:**

- The City will be responsible for all structural maintenance of the grounds and Center.
- The City Council liaison will be appointed to attend all non-profit board meetings pertaining to the operation and management of the Center.
- The term of the Operation Agreement is for two (2) years commencing January 1, 2025, and ending December 31, 2026, with an option to extend one (1) year from January 1, 2027, to December 31, 2027, pending approval by City Council.

BACKGROUND

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- **On October 1, 2024, the City issued the RFP and received 2 proposals on October 31, 2024, from Centro Cultural and the City Club.**
- **On November 4, 2024, the City Council interviewed the 2 proposers and reached consensus to offer Centro Cultural the contract for a one-year period with a possible one-year extension.**
- **On November 5, 2024, notices of intent to award were sent to Centro Cultural and City Club informing them of the Council's intent to award the operations agreement to Centro Cultural for an initial one-year period with a possible one-year extension. No protests were filed by the proposers by the deadline of November 12, 2024.**

BACKGROUND

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- **Staff began discussions with Centro Cultural who said a one-year contract would not be acceptable to them as they felt it did not give them sufficient time to do community engagement and change perceptions to assure programs are tailored to the community and fully implemented. Staff told Centro Cultural that we would have to take that back to the Council as staff could only discuss a one-year with a possible one-year extension with Centro.**
- **At the November 12, 2024, work session, staff informed Council that a one-year initial agreement was not acceptable to Centro Cultural as Centro felt it did not give them sufficient time to do community engagement and change perceptions to fully tailor and implement programs.**

BACKGROUND

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3

- **Centro requested the two-year term with a possible one-year extension remain as was included in the RFP or they would not be interested. Council had discussion on this issue:**
 - Two councilors rescinded their consensus to award the contract for one-year with a one-year renewal and wanted public input before making a decision.
 - Other councilors did not specifically rescind their decision but wanted more public input before awarding the contract.
 - The mayor and one councilor were ready to go back to the two-year contract with a possible one-year renewal and continue negotiations with Centro Cultural.
- **As a result, the Council has not changed the 1-year plus 1-year consensus with Centro. If that does not change, Centro is not interested in contracting to operate the Center.**

BACKGROUND

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- **With no clear consensus, a councilor proposed that staff bring back options at a work session at the next council meeting. Two councilors also wanted community engagement included so the senior community can give input. The other councilors did not comment.**
- **Centro Cultural's Marketing and Engagement Strategy listed in their proposal for the Forest Grove Senior & Community Center stated:**
 - *Centro's strategic plans for operating the FGSCC include a community engagement plan to collaborate with the general public, FGSCC users, and key stakeholders to gather feedback, build consensus, and ensure community-centered programming. Which ensures that they are accessible and generates a sense of belonging for all users, no matter their cultural background.*
 - *Our strategy also includes a tailored marketing and outreach campaign to inform the public about Centro's management of the FGSCC, the continuation of existing services and additional programs available.*
- **After the work session and during public comment, fourteen persons offered public comment.**

UPDATES SINCE LAST MEETING

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- **On November 21, 2024, a letter was received from the FGSCC Board which stated:**
 - Their goal has always been to provide for the seniors and the community of Forest Grove.
 - They believe having their board directly involved is the best option for the Center now and into the future and they want to remain in place like the Friends of the Library.
 - They say they have had discussions, with no final decision, about working with other non-profits with similar goals or needs as ours to strengthen ourselves.
 - Their goal is to partner with the City Parks and Rec Department as they feel there is so much synergy working together.
 - They offered to financially assist the City to hire “one full time equivalent” city employee to replace their Executive Director and provide a competitive salary and benefits. A proposed schedule of financial assistance was included.
 - They do not intend to hire a new manager after December 31, 2024.
 - They would continue to support the events that the community has come to look forward to (Bingo, Luau, Car Show, Trunk or Treat, etc.)

UPDATES SINCE LAST MEETING

1
6

- **On Friday, November 22, 2024, the Forest Grove City Club withdrew its proposal to operate and manage the Forest Grove Senior and Community Center (Center). After consulting with the City Attorney's Office, the Assistant City Manager, as administrator of the proposal process, accepted the City Club's withdrawal of its proposal. This withdrawal removes the City Club as a contracting option.**
- **On Friday, November 22, 2024, the City Manager sent an email to the representatives of the Senior and Community Center non-profit corporation affirming the termination date and letting them know staff would present their letter to the Council.**

CENTRO CULTURAL

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- **Authorize staff to negotiate an Operations Agreement for two-years plus a possible one-year extension with Centro Cultural. Centro reiterated on November 15, 2024, that it is not interested in an initial one-year contract; or**
- **Have the City Council interview Centro Cultural for a second time at the December 9, 2024, Council meeting to determine if Council is comfortable awarding an Operations Agreement for two-years plus a possible one-year extension with Centro Cultural. Pending consensus, staff could add a resolution approving the Operations Agreement December 9, 2024. This timeline would require finalizing an agreement with Centro Cultural on a 2+1 agreement before Council gives consensus to such an agreement.**
- **Staff would be interested in negotiating usage of the Center for recreational programming.**

CITY

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- **The letter raises the prospectus of the City operating and managing the Senior Center, as was discussed in August. To consider managing and operating the Center would require:**
 - **Time:**
 - Staff has not worked on a transition plan due to the RFP process.
 - Staff would not be able to staff the Senior Center as of January 1, 2025, and it is uncertain when it could staff and resume services if they are discontinued December 31, 2024.
 - **Resources**
 - It is unclear what the resource requirement would be.
 - A long-term funding plan would have to be developed.
 - The Senior Center Board has offered funding to assist with one FTE for 3 years.
 - Additional resources, potentially through an operating levy, would need to be secured.
 - **Positions**
 - It is unclear what type, level and number of positions would be required.
 - Positions would have to be approved through the budget cycle.



Proclamation Process

Mariah Woods | City Recorder

Jesse VanderZanden | City Manager

Work Session 11.25.2024

Purpose

2

- **Clarify the updated process for issuing proclamations.**

History

3

- **The City Council held a work session on November 12th that discussed the City's process for issuing proclamations.**
- **Consensus was reached to amend the Council Rules of Procedure to include Council approval of proclamations.**

Council Approval Process

Current Process

5

- **Online, email, or written request is received**
 - **Online Form includes contact information, title, date(s), proposed text, and whether the requestor is a community member**
- **The City Recorder forwards the request to the mayor**
- **Upon approval of mayor, the City Recorder prepares the proclamation**
- **Standard request timeline is four (4) weeks**

Proposed Process

6

- **Online request is received**
- **The City Recorder adds the request to the consent agenda for the next available Council meeting**
- **Upon approval of Council, the City Recorder prepares the proclamation**
- **Standard request timeline is five (5) weeks**
- **Requests from staff will be placed on Consent Agenda as a staff memo**
 - **A staff memo with proclamations the city typically issues annually will be placed on Consent Agenda at the beginning of each year.**

Proclamation Request

First and Last Name*

Email:*

Phone Number:*

Title to be Proclaimed*

Such as "Bike Month", "Earth Day", "Volunteer Appreciation Week"

Duration of Proclamation*

☐ Day ☐ Week ☐ Month

What date(s) is the proclamation being requested for?*

Such as "April 22" for Earth Day or "April 16-22" for Volunteer Appreciation Week

When do you need the proclamation or recognition?*

Please refer to our [meetings calendar](#) for correct date.

Proposed Proclamation Text*

Include 4 to 6 one-sentence statements describing the importance, relevance, history, and benefits of the proclamation to the Forest Grove community. The entire proclamation must be under one page. (subject to editing)

Where can we learn more about the topic of this recognition?

This could include a website or links to social media. Please include social handles and relevant hashtags.

Are you a member of the Forest Grove Community?*

☐ Yes ☐ No

Do you want this proclamation recognized publicly by the Mayor at a City Council Meeting?*

☐ Yes ☐ No

Council Rule Language

8

- **Existing language:**
 - **SECTION 13.1 Request for Proclamations – Organizations, citizens, or Councilmembers may request proclamations that proclaim a specified date or dates to recognize the efforts of various community groups and individuals. Upon receipt, the City Recorder will notify the Mayor of the request. Upon approval of the Mayor, the City Recorder shall prepare the proclamation for the Mayor’s signature.**
- **Potential language:**
 - **SECTION 13.1 Request for Proclamations – Organizations, citizens, or Councilmembers may request proclamations that proclaim a specified date or dates to recognize the efforts of various community groups and individuals. Upon receipt, the City Recorder will add the proclamation request to the Consent Agenda for Council approval. Upon approval by Council, the City Recorder shall prepare the proclamation for the Mayor’s signature at the next Council meeting.**

Consensus Items

9

- **Online application required**
- **Only the request is included on the Consent Agenda**
 - **Five-week submission timeline for adding only the request**
 - **Six-week submission timeline for adding full, final text**
- **Staff request process**

Proclamation Policy

Proclamation Policy

11

- **In addition to the Council Rule change, staff recommends establishing a Proclamation Policy:**
 - **Standard practice in many other cities**
 - **Detail in writing the minutia of the process established today**
 - **Create baseline criteria for requests**
 - **The Council has more flexibility in adjusting as needed if adopted outside of Council Rules, as Council Rule changes require notably more staff time to implement**

Consensus Items

12

- **Develop a Proclamation Policy**
 - **Adopt by Resolution**
- **Whether requests that do not meet the guidelines will be added to the Consent Agenda**

Proposed Language – with Policy

13

- **Staff has composed the following draft language:**
 - **SECTION 13.1 Request for Proclamations – The Council will issue proclamations in accordance with a policy adopted by resolution. Upon receipt, the City Recorder will add the proclamation request to the Consent Agenda for Council approval. Upon approval by Council, the City Recorder shall prepare the proclamation for the Mayor’s signature at the next Council meeting.**

Proposed Language – without Policy

14

- **Staff has composed the following draft language:**
 - **SECTION 13.1 Request for Proclamations – Organizations, citizens, or Councilmembers may request proclamations that proclaim a specified date or dates to honor, celebrate, or create awareness of an event or significant issue. Upon receipt, the City Recorder will add the proclamation request to the Consent Agenda for Council approval. Upon approval by Council, the City Recorder shall prepare the proclamation for the Mayor’s signature at the next Council meeting.**

Mariah Woods

From: noreply@civicplus.com
Sent: Tuesday, November 12, 2024 4:58 PM
To: City Councilors
Subject: Online Form Submittal: Contact City Council

Contact City Council

First Name	Maria
Last Name	Caballero Rubio
City	Cornelius
State	OR
Zip	97113
Email	[REDACTED]
Whom would you like to contact?	Entire Forest Grove City Council (Includes Mayor Wenzl)
Would you like a response?	No
Question / Comment	Good evening, Mayor Wenzl and Councilors.

I am writing to express my surprise and sadness at some of the rumors and narratives that have been shared on the Forest Grove Community Face Book page. I have been a member of that page since 2017 and always enjoy keeping up with friends and family who live in FG and to learn about events and news.

I did not to comment on the page but will share my disappointment and sadness that people would feel that Centro would exclude them, just because we serve Latinos. I would like to make it clear that we have always served anyone who comes to our doors or events and currently have Caucasian individuals who participate in our Senior Program, workforce training program, business development program and others. As a community that has historically been excluded by the white majority, will never exclude others because we know what it feels like. We go out of our way to make people feel included and I hope to someday be able to convince you.

Two things that came up as rumors (1) "Centro's relationship with Meals on Wheels soured" alluding to the fact that we no longer have them bring food to our senior center. Washington County Disabilities Aging & Veteran Services (DAVS) put out an RFP for senior centers who wanted to prepare their own food onsite and we received the grant a few years ago. Prior to that and currently, we enjoy a great relationship with them. There have never been situations of conflict between us.

(2) "Centro is just looking for free space". No, the City of FG put out an RFP announcing that they were seeking a nonprofit who would be interested in delivering programs at the Center since the current nonprofit chose not to continue doing so. It was fortuitous that there is enough space to meet our needs for our Health and Wellness - related programs for families, youth, and seniors. AND we have programs to add to current senior center programs that will continue under our management.

Please know that we are already in your community. We live here and we work here and our kids go to FG schools. We also serve FG residents at Centro.

We are part of the community and we look forward to serving you!

Email not displaying correctly? [View it in your browser.](#)

Mariah Woods

From: kristin ludwig [REDACTED]
Sent: Tuesday, November 12, 2024 5:15 PM
To: City Councilors
Subject: What Centro Cultural could provide for the FG Senior & Community Center

Thank you for permitting me to offer these words regarding Centro and its capacity to operate the Senior Center.

Centro could in English and Spanish provide::

current and extensive Information and Referral sources to the larger community

Rent assistance and eviction prevention resources

Develop an assessment tool to learn what seniors want to learn about and participate in

Educational programs such as

Computer Literacy

fraud prevention

Cyber security measures

Exercise classes for Seniors such as Zumba and chair movement for mobility

Diabetes and healthy heart education classes along with area health agencies

Cooking classes in the Center's commercial kitchen as possibility

as well as sewing and other crafts for engaging seniors and improving their dexterity

Centro could also introduce services presented by Washington County Aging and Veteran Services as well as Pacific University

Without a presence now for decades of the State of Oregon Employment Department that was once available and well-used in Forest Grove, Centro has an employment program called Prosperidad/Prosperity that could bring job search, career advising and coaching to the community.

I am well acquainted with Centro Cultural as an employee of two years and as a volunteer there for decades.

Coming through the door of Centro is a variety of people of various ages, languages they speak and from different walks of life.

I trust a site in Forest Grove operated by Centro would provide a place for educational activities and other needed support.

Thank you.

Kristin Noel Ludwig MSW
[REDACTED]

Mariah Woods

From: David Haworth [REDACTED]
Sent: Thursday, November 14, 2024 10:22 AM
To: City Councilors
Subject: Data center fires

We will soon be a part of the greatest scam forest grove has seen
this will be caused by naïve people drunk with power on the city council of Forest Grove.

Mariah Woods

From: noreply@civicplus.com
Sent: Thursday, November 14, 2024 10:32 AM
To: Lauren Quinsland; City Councilors
Subject: Online Form Submittal: Contact City Council

Contact City Council

First Name	Allan
Last Name	Moreno
City	Forest Grove
State	OR
Zip	97116
Email	
Whom would you like to contact?	Entire Forest Grove City Council (Includes Mayor Wenzl)
Would you like a response?	Yes
Question / Comment	I would like to be put on the agenda for the city council on 12/9/2024 to cover some concerns with the arbitrary enforcement of the city codes . Thanking you in advance for your consideration in this matter

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From: noreply@civicplus.com
 Sent: Thursday, November 14, 2024 1:46 PM
 To: City Councilors
 Subject: Online Form Submittal: Contact City Council

Contact City Council

First Name	Jodi
Last Name	Hailey
City	Forest Grove
State	Oregon
Zip	97116
Email	
Whom would you like to contact?	Entire Forest Grove City Council (Includes Mayor Wenzl)
Would you like a response?	Yes
Question / Comment	Hello, elected Forest Grove leaders — Especially in light of the recent election and the stress and turmoil so many people feel at its outcome, our NW Chapter of FAIR Oregon has decided to invite FAIR's new Executive Director Monica Harris to speak on how we can come together as Americans to build bridges across the political/racial/identity divides in our communities. I think our community would really benefit from listening to what Monica has to say, and I would like to personally invite each one of you to the Hillsboro event -- "Overcoming the Illusion of Division" -- at the Hillsboro Main Library, on December 7th, 11:30-1:30pm. With hope for healing and unity, jodi Hailey

Mariah Woods

From: Jayne Cravens <marketing@westtualityhabitat.org>
Sent: Friday, November 15, 2024 4:25 PM
To: City Councilors
Subject: Annual holiday concert downtown Saturday, December 7 at 3 p.m.

The West Tuality Habitat for Humanity **annual holiday concert** is Saturday, December 7 at 3 p.m. at the Forest Grove United Church of Christ, 2032 College Way, in downtown Forest Grove.

Once again, West Tuality Habitat for Humanity will bring community members together to enjoy a free Holiday concert, and in addition to hearing beautiful music, attendees can walk out afterward & immediately be in a great location for Forest Grove's downtown Holiday Light Parade. This is a terrific opportunity to come together with your neighbors and enjoy seasonal music.

No need to reserve - this is a free, just show up event (but note that last year, we had a full house!).

Thank you,

Jayne Cravens
Marketing & Outreach
West Tuality Habitat for Humanity
503-359-8459 (office)
marketing@westtualityhabitat.org,
Give the gift of HOME in Western Washington County, Oregon.



Mariah Woods

From: noreply@civicplus.com
Sent: Saturday, November 16, 2024 5:02 PM
To: City Councilors
Subject: Online Form Submittal: Contact City Council

Contact City Council

First Name	Devra
Last Name	Webb
City	Forest Grove
State	Oregon
Zip	97116
Email	
Whom would you like to contact?	Entire Forest Grove City Council (Includes Mayor Wenzl)
Would you like a response?	Yes
Question / Comment	Area in Front of Library has slippery wet Leaves Definitely a public safety hazard Parts of sidewalk may also need moss treatment Would rather not have the city sued because they are not doing necessary maintenance Thanks Debra Webb

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Mariah Woods

From: noreply@civicplus.com
Sent: Sunday, November 17, 2024 3:02 PM
To: City Councilors
Subject: Online Form Submittal: Contact City Council

Contact City Council

First Name	John
Last Name	Hummel
City	Forest Grove
State	OR
Zip	97116
Email	[REDACTED]
Whom would you like to contact?	Entire Forest Grove City Council (Includes Mayor Wenzl)
Would you like a response?	Yes
Question / Comment	As the husband of one of the speakers appearing before the Council last Tuesday, let me say that I'm disappointed in some of the offensive verbal attacks on people expressing their opinions on an issue that seems to be one that raises the ire of those who would make accusations, inferred or otherwise, about citizens having a different point of view. It must, at times, be easy for those accusers to be so quick to arrive at the unseemly position of coming to the conclusion that the speakers deserve to be referred to so despicably. Isn't it just a bit below those offenders, as elected officials and others, to impune the integrity of well-meaning fellow citizens? I happen to think so.

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From: noreply@civicplus.com
Sent: Monday, November 18, 2024 7:42 PM
To: City Councilors
Subject: Online Form Submittal: Contact City Council

Contact City Council

First Name	Anne
Last Name	Wellington
City	Forest Grove
State	Oregon
Zip	97116
Email	
Whom would you like to contact?	Entire Forest Grove City Council (Includes Mayor Wenzl)
Would you like a response?	Yes
Question / Comment	To the Entire Forest Grove City Council and Mayor Wenzl My immediate neighbors - all of us homeowners who pay property taxes to Washington County, have had an ongoing and escalating problem with the neighbor residing at , , has committed numerous violations of City ordinances over the past 3-plus years; all of which negatively impact this entire neighborhood. Code Enforcement, the Fire Department, the Police, and the Planning Department have all been called on numerous occasions for excessive noise - including after 10pm, burning construction debris in his driveway or backyard, parking unregistered or expired registered vehicles up and down the street, storing discarded furniture and miscellaneous items in the strip - and most recently in the middle of the street. (Code Enforcement has a photo of this last mentioned violation.)

He attempted to build a second story rental unit on his property over the July 4th weekend, but after Planning found out about this, [REDACTED] was issued a Stop Work Order until he could hire an architect, get a proper permit for the work and construct this second story rental up to Code.

A few weeks after [REDACTED] was issued that Stop Work Order in July, he stripped his entire roof off, and all of the siding off of his house, along with the original sheathing. A second Red Tag was placed on his property for this, but was later removed after [REDACTED] got a permit to replace the siding and shingles.

As of November 18, 2024, these have not been replaced, compromising the structural integrity of his entire house. There are many openings exposing the interior, and there are exposed insulation, plywood and pressboard that is being regularly rained on. Additionally, there are only strips of unsecured plastic covering felt paper on the roof.

About two weeks ago, without informing my neighbor at [REDACTED] - [REDACTED] immediate neighbor, he removed the shared fence between their respective yards. This fence is still down, so my neighbors at [REDACTED], no longer have any privacy buffer between [REDACTED] house and their own. [REDACTED] has stored massive piles of junk in his backyard - including many used tires, furniture and construction debris. My neighbors at [REDACTED], look out at this unsightly junk every time they look out of their East facing windows.

During the past month, [REDACTED] has also set up a three-beam, high-intensity spotlight with a motion sensor that is aimed at my front door, across the street from his house. I own the house at [REDACTED]. This spotlight is on from 4:30pm until dawn. When I go up to my front door after dark, my entire front yard is lit up as if it were midday. I complained about this several times, but apparently, there is no ordinance that addresses such an egregious invasion of privacy. I am convinced [REDACTED] is doing this as flat out harassment, since it is my name that is on record for calling in [REDACTED] July 4th illegal construction project.

For the most part, [REDACTED] has gotten a free pass on nearly all of his activities that violate, harass, and negatively impact the quality of life for all of his neighbors. As a result, his behavior is becoming more and more brazen and outrageous, since over the past 3-plus years, he undoubtedly understands there will be few consequences.

Forest Grove is no longer a small town - thanks to the

aggressive level of development here. It is a city with all of an urban area's attendant problems.

Unfortunately, the ordinances and laws in Forest Grove do not reflect that fact that with a higher population density, it is also necessary to revisit these ordinances and laws so that the quality of life for its citizens can be preserved without suffering the consequences of thoughtless and disrespectful people who skirt around the edges of the law.

Codes need to be expanded and these need to be seriously enforced so that Forest Grove's inhabitants are not subject to the types of abuses that [REDACTED] has wrought upon this neighborhood.

My neighbors and I would very much like to set an agenda item on the City Council's roster that will begin to address the concerns I have described in this message.

Thank you for your time.

Regards -

Anne Wellington

owner: [REDACTED], Forest Grove, OR 97116

Email not displaying correctly? [View it in your browser.](#)

Mariah Woods

From: [REDACTED]
Sent: Tuesday, November 19, 2024 5:17 AM
To: 'Kathryn Harrington'; Jerry Willey; 'Pam Treece'; 'Roy Rogers'; 'Nafisa Fai'; Malynda Wenzl; 'Steve Callaway'
Cc: 'Tanya Ange'; Diane Taniguchi-Dennis Taniguchi-Dennis; Washington County Administrative Office; Amber Ames; City Councilors; Therese Bottomly; Lauren Bishop; 'WC CAN Board'
Subject: Re: Post election - Timothy Snyder, On Freedom thoughts, actions needed

To: Kathryn Harrington, Chair of Washington County Commission and Commissioners Roy Rogers, Jerry Willey, Pam Treece, Nafisa Fai

To: Malynda Wenzl, Mayor of Forest Grove, and City Councilors

To: Steve Callaway, Mayor of Hillsboro, City Councilors

Re: Post election - thoughts by Timothy Snyder, Yale University History Professor, author of On Freedom. Please click on this link:

<https://www.youtube.com/watch?v=5J9G0ET3mEs> Nov. 15, 2024

Excerpts from above short interview of Professor Snyder by Ali Velshi - Trump's picks suggest attempt to make government dysfunctional, "historically bad" proposed appointments to his Cabinet.

.....These appointments are not just poor choices in a traditional sense. These appointments, each of them individually is historically bad. But taken together, these are not people who are going to be bad at their jobs in some sort of normal sense. Taken together, these appointments suggest an attempt to actually make the American government dysfunctional, to make it fall apart, to pervert it, to have it do things that it's not supposed to do until it's not capable of doing anything at all...

... It's not just that they're totally unqualified. It's that they're anti-qualified. That they're qualified to do the opposite of the thing that they're supposed to do...

....What do we do now? ... You've got to maintain your own sense of what is good. You have to maintain your own vocabulary. You can't normalize the other things that people are doing. If it's grotesque, you have to call it out as grotesque. And I'm afraid if we're citizens, we have to get past the post-electoral moment and we have to think in terms of what's coming. We have to stop being angry at one another and perhaps think about some new alliances. And for elected officials, we have to slow this down and give Trump early defeats so there's not a sense of momentum...

... you have to remember that you're the same people you were before the election. Your values are the same as they were before the election. The things you prioritize are the same they were before the election. So do the things that you do to make the world around you better...

...But you have to take your sense of shock and say, okay, shock doesn't license my adapting myself to the new thing. Shock means that something very wrong has happened and I have to remember what I think is right and start from there.

Respectfully,

Dale Feik
Chair, Washington County Citizen Action Network

"Justice and freedom; discussion and criticism; intelligence and character--these are the indispensable ingredients of the democratic state. We can be rich and powerful without them but not for long." -Robert M. Hutchins

Cc: Tanya Ange, WCounty Administrator
Diane Taniguchi-Dennis, Clean Water Services Chief Executive Officer
Kevin Moss, WC Clerk
Amber Ames, Hillsboro City Council clerk
Mariah Woods, Recorder/clerk, Forest Grove City Council
Therese Bottomly, The Oregonian reporter
Lauren Bishop, The Forest Grove and Hillsboro NewsTimes
Washington County Citizen Action Network (WC CAN) Board of Directors

From: noreply@civicplus.com
Sent: Tuesday, November 19, 2024 5:09 PM
To: City Councilors
Subject: Online Form Submittal: Contact City Council

Contact City Council

First Name	Morgan
Last Name	Reed
City	Forest Grove
State	OR
Zip	97116
Email	
Whom would you like to contact?	Entire Forest Grove City Council (Includes Mayor Wenzl)
Would you like a response?	Yes
Question / Comment	Hello, Mayor Wenzl and Forest Grove City Council Members, My name is Morgan Reed, and I am a senior at Pacific University. As a student, I have noticed a difference between communities in my home state and Forest Grove, particularly regarding the safety of visually impaired pedestrians. One notable concern is that none of the major controlled intersections in Forest Grove appear to have auditory crosswalk signals. I wonder, without the aid of a guide dog or a seeing person, how can someone who is blind or visually impaired cross the street at a controlled intersection without an auditory cue? Title II of the Americans with Disabilities Act (ADA) states that accommodations must be made to ensure that visually impaired individuals may “participate in all aspects of civic life” (ADA, 2024). It is my belief that the absence of auditory signals

at these intersections falls short of this standard and compromises the safety and independence of our visually impaired residents and visitors.

To address this issue, I propose a simple remedy: installing auditory signals to correspond with the preexisting visual crosswalk indicators situated within the city's controlled intersections. Since electricity already powers the strictly visual walking signals, perhaps power can be pulled from this source to provide an auditory signal.

I believe it is the city's responsibility to provide an equitable level of service to all citizens. This includes improving accessibility to blind and visually impaired individuals. Adding auditory cues to controlled intersections would enhance safety and ensure compliance with ADA requirements, fostering a safer, more inclusive, and accessible community.

Thank you for taking the time to read this letter and for taking my concerns into consideration, I would be happy to discuss the issue further and provide more information if needed. I can be reached via email at [REDACTED]

Sincerely,

Morgan Reed

Email not displaying correctly? [View it in your browser.](#)

Mariah Woods

From: James Crisp [REDACTED]
Sent: Wednesday, November 20, 2024 8:59 AM
To: City Councilors
Subject: Senior Center

Over the 45 years Jim and I have lived in Forest Grove, we have enjoyed meeting friends at the Senior Center for First Friday dinner, shopping at the Gift Shop, attending Rotary functions and other events. BUT BY FAR, the greatest benefit for a number of us has been being able to attend exercises two or three times a week, which I have faithfully done for at least eight years, maybe more. My orthopedic surgeon marveled five years ago how a 75 year old woman could come through two knee replacements so well--"exercise classes, " I replied.

Deanne Michaud the instructor is a GEM--she is highly qualified , caring, and all the class, whether men or women, feel a bond in our efforts to stay active, and have a little fun doing so.

You may not be aware of the fact there are FIVE exercise classes offered every week at the Senior Center. With the 17 and 19 members attending the last two classes I attended, plus those that attend the other three classes, I would say that the total user-count each month at the Center by those exercising could be higher than the count of any other activity that month!

We thank the city for allowing us to use the Senior Center--and pray that we can continue to do so. On occasions when we could not use the Center, it is very hard to find another building; plus we don't have the benefits of the ballet bars that are in the Center. You may not be aware of the fact that there was only one ballet bar when DeAnne got permission to install three more under the windows in the large room at the back of the building. She bought and paid for those additional bars and their installation. YOU CAN NOT KNOW HOW MUCH DIFFERENCE it makes to have those bars to stretch various parts of our bodies on instead of trying to accomplish the same thing from sitting or holding the back of a chair.

Thank you for your time and your efforts.

Bridget Crisp

From: noreply@civicplus.com
Sent: Wednesday, November 20, 2024 3:33 PM
To: City Councilors
Subject: Online Form Submittal: Contact City Council

Contact City Council

First Name	Becca
Last Name	Sinner
City	Buxton
State	OR
Zip	97109
Email	
Whom would you like to contact?	Entire Forest Grove City Council (Includes Mayor Wenzl)
Would you like a response?	No
Question / Comment	Hello, The last two years my son has played for Forest Grove Youth Baseball and has thoroughly enjoyed the friends, coaches, and all that he has learned. He is already looking forward to the upcoming season. I grew up in Forest Grove and remember the parks always being full of kids playing on the playgrounds or on the fields. I never played baseball but I played soccer and without those fields, we wouldn't have had anywhere to practice or play games. The same goes for my son and his teammates. If the fields aren't available to the players, then where will they play? I understand that the intent isn't to take the fields from the kids, but it feels that way. Every spring season there is a massive work day to clean up the fields we use. We spent over six hours raking, laying red dirt, mowing, removing weeds, etc., just so the kids had a place to play. Also during our season, our coach would show up and mow the field before games a few times.

The city is already receiving taxes to care for the parks within the city. It seems excessive to me that they would need to gather field fees of \$42,000 from a youth program each year to maintain them.

If the city moves forward with the field fee charging, then there are a lot of players who won't be able to play due to the cost. The program was able to sponsor 11% of the 260 players last year and if the fees increase, they won't be able to help as many families and yet, more families would need the assistance. When my siblings were younger, they weren't able to play due to financial hardship with our mom and they were sponsored in their programs, which I believe truly helped them. They were given a chance when they otherwise wouldn't have had one. Our teams even fundraise during the season to keep fees down as it is. There has to be a better solution than increasing fees upwards of \$40,000. The company I work for even sponsors the baseball league every spring to help the kids.

Please reconsider the current increase to the fields in Forest Grove. These students/ players need the space to learn about the sport and themselves, grow within themselves and do what makes them happy while getting to be a kid. They learn so much about themselves, others, being a team player and the sport in general. It would be too bad if even 1 kid couldn't be part of that because of cost.

Thank you for taking the time to read this and please pass this along to the City Manager and Parks Commission.

Sincerely
Becca Sinner
FG Baseball Mom

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Mariah Woods

From: Donna Gustafson [REDACTED]
Sent: Thursday, November 21, 2024 8:07 PM
To: Paul Downey; City Councilors
Subject: FGSCC RFP-Retracton

Dear Paul Downey, City Manager and the FG City Council

On behalf of the City Club of Forest Grove Board of Directors:

Thank you for the opportunity to apply for the FGSCC RFP. We are hopeful the city understands our desire to grow and benefit the city of Forest Grove. We also understand that while the city is in current negotiations with Centro Cultural nothing has been signed and we have been notified the City Club may still be selected if negotiations are unsuccessful and the council instructs you to move to negotiations with the City Club of Forest Grove.

There have been several facts which have been brought to our attention or reinforced this past week.

Initial Proposal: The FGSCC board proposed a partnership with the City of Forest Grove's Parks and Recreation Department to ensure the continued operation of the FGSCC. This model aligns with the practices of similar community centers in other municipalities.

City's Stance: City staff informed the FGSCC board that discussions regarding a potential partnership, including any alternative arrangements involving the city, could not commence until the existing contract between the FGSCC and the city was terminated. This directive was confirmed by the City Manager.

FGSCC's Perspective: The FGSCC board believes that they were misled to terminate the existing contract, as their desired partnership with the city involved a more comprehensive and integrated collaboration.

Financial Commitment: The FGSCC is prepared to discuss the allocation of the available \$400,000 to support staffing costs during the interim period, while the city and the FGSCC jointly develop a strategic plan for a dual-administrative model. This approach directly addresses the city's previous assertion that there are insufficient funds to contribute to the center's operations.

Industry Standard: A comparative analysis of similar municipalities reveals that community centers are often managed either solely by the city or through a collaborative arrangement between the city and a nonprofit organization.

Board's Disappointment: The FGSCC board expresses disappointment with the current trajectory of these discussions. They reiterate their preference for a collaborative partnership with the city, rather than proceeding with a Request for Proposals (RFP) process. The board's decision to terminate the existing contract was made solely in response to the city's directive as a prerequisite for further negotiations.

Lack of Community Communication: Despite repeated requests for timely communication since August, the community has not been adequately informed about the developments surrounding the FGSCC. This does not set up any organization for success.

Considering recent developments and ongoing conflicts, we have determined that continued participation in the RFP process is not conducive to the best interests of our organization or the community. As such, we are formally withdrawing our RFP response.

Thank you for your time,

Donna Gustafson, President
The City Club of Forest Grove



Mayor Malynda Wenzl
1924 Council Street
Forest Grove, OR 97116

Dear Mayor Wenzl,

November 21, 2024

We wanted to reach out and share our goals and potential outcomes moving forward. We feel it is very important to make our commitment clear to the City, the Council and the community at large.

Our goal has always been to provide for the seniors and the community of Forest Grove. We, still believe that having our board directly involved is the best option for the Center now and into the future. We have provided unquestioned service for over two decades. That will not change. We want to remain in place as a Board to support the Senior and Community Center, like the Forest Grove Library Board. We have also had discussions, with no final decision, about working with other non-profits with similar goals or needs as ours to strengthen ourselves moving forward. Our goal is to partner with the City, as there is so much synergy by working together. The City Parks and Rec department gets office space without worrying about sharing space or not having enough space. The City Parks and Rec department would have a place for meetings with umpires, coaches, or other groups needing to learn more about their fields or facility rentals and programs. The City already has a process and system in place for managing reservations, so adding in the space and rooms at the Center would be almost seamless.

To ease the financial strain of adding "one full time equivalent" to replace our Executive Director and provide a competitive salary and **benefits** we are offering to financially assist the city to transition to a "municipal model" for senior services with the Parks and Rec Department. After acceptance of this letter, the city would be responsible to hire and staff a manager / coordinator. The City needs to add a new hire as soon as feasible as we do not intend to hire a new manager. We would supplement the city to assist in offsetting the cost of the additional person as follows:

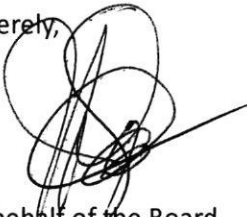
From Hire date to June 30, 2025, we would contribute \$10,000 monthly
From July 1, 2025 to December 31, 2025, we would contribute \$7,000.00 monthly
From January 1, 2026 to June 30, 2026, we would contribute \$6,000.00 monthly
From July 1, 2026 to December 31, 2026, we would contribute \$5,000.00 monthly
From January 1, 2027 to June 30, 2027, we would contribute \$4,000.00 monthly
From July 1, 2027 to December 31, 2027, we would contribute \$3,000.00 monthly

Additionally, we would continue to support the events that the community has come to look forward to (Bingo, Luau, Car Show, Trunk or Treat, etc.)

We **want** to be here for the community. We **are** here for the community.

We request a formal reply from the Council by November 26th as we have business requirements and leases and future planning that needs to be accomplished starting January 1, 2025 and we must have time to prepare and execute things no matter the direction chosen.

Sincerely,

A handwritten signature in black ink, appearing to be 'Jeff Duyck', written over a circular stamp or seal.

On behalf of the Board
Vice President Jeff Duyck

Mariah Woods

From: noreply@civicplus.com
Sent: Thursday, November 21, 2024 8:39 PM
To: City Councilors
Subject: Online Form Submittal: Contact City Council

Contact City Council

First Name	Morgan
Last Name	Knapp
City	Forest Grove
State	OR
Zip	97116
Email	
Whom would you like to contact?	Entire Forest Grove City Council (Includes Mayor Wenzl)
Would you like a response?	No
Question / Comment	I am a resident of Forest Grove, writing today to express my disappointment in Monday's city council proceedings. I am firmly in support of Centro Cultural acting as a new steward for the Senior Center, but more importantly would like to ask the city to invest in immediate professional development for city council members. It is clear that councilors require additional skills in respectful disagreement and dialogue across differences, as well as diversity training to remove outdated language such as "colored people" from their vernacular. In these polarizing times, it is more important than ever that our local elected officials model thoughtful and community-minded decision making, and I am afraid our council fell far short of this goal on Monday.

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Amy Tracewell

Forest Grove, OR 97116

11/22/2024

Forest Grove City Council
City of Forest Grove
1924 Council Street
Forest Grove, OR 97116

Dear Forest Grove City Council,

I am writing to formally express my concern regarding the conduct of Councilor Donna Gustafson during the City Council work session held on November 12th, specifically concerning the Request for Proposals (RFP) process for the management of the Senior and Community Center.

As the President of the City Club, one of the two organizations that applied through the RFP process to provide services at the Center, Councilor Gustafson had a clear conflict of interest in this matter. While I understand that she recused herself from the scoring and evaluation process, she nonetheless continued to participate in discussions when the Council was deciding whether to move forward with the competing organization, Centro Cultural. This participation undermines the integrity of the process and could create the appearance of undue influence, even if unintentional.

According to conflict-of-interest guidelines, public officials must fully remove themselves from all aspects of a decision in which they have a financial or personal interest. Participation in deliberations, even without casting a vote, can contribute to biased decision-making and erode public trust in the process. Furthermore, ethical guidelines suggest that recusal involves completely abstaining from any involvement in the matter, which includes refraining from discussions during the decision-making process. Councilor Gustafson's continued presence and participation while the Council deliberated on the RFP, particularly regarding the alternative applicant, casts doubt on the impartiality of the decision and could be perceived as an inappropriate influence on the outcome.

I request that the City Council take appropriate measures to address this matter, ensuring that future discussions and decisions maintain the highest ethical standards, free from conflicts of interest. I appreciate your attention to this issue and hope that steps will be taken to restore confidence in the City's decision-making processes.

Sincerely,
Amy Tracewell

Cc: Jesse VanderZanden, Oregon Government Ethics Commission

From: noreply@civicplus.com
Sent: Sunday, November 24, 2024 9:53 AM
To: City Councilors
Subject: Online Form Submittal: Contact City Council

Contact City Council

First Name	Flor
Last Name	deC
City	Beaverton
State	Or
Zip	97006
Email	
Whom would you like to contact?	Entire Forest Grove City Council (Includes Mayor Wenzl)
Would you like a response?	Yes
Question / Comment	Washington County has experienced how hard it is for a culture-specific organization to open services to people from groups they haven't traditionally served. This is a legitimate concern. Look at the history of Virginia Garcia Memorial Health Center. They operated in Western Washington County for years, serving Hispanic and Latino patients, particularly seasonal farmworkers. As the county grew there developed a need for affordable healthcare in other parts of the county, especially for the county's Asian residents. A healthcare access work group talked w Virginia Garcia about whether they could fill this need, or if it made more sense for us to bring an Asian-serving organization to the county. Virginia Garcia's board held a retreat to discuss this in depth. They did not want the competition from a new healthcare provider, and they promised they could pivot to serving a different population than they have historically.

My group wrote a significant federal grant to get the money for Virginia Garcia to expand into Beaverton. The grant focused exclusively on setting up Virginia Garcia's new Beaverton clinic to serve Asian patients. We put a lot of effort into partnerships with Asian specific services in other parts of the metro area, setting up relationships for interpreting, access to an Oriental medicine pharmacy, and other resources to support Virginia Garcia in broadening it's target population.

Fast-forward to today, Virginia Garcia Beaverton is once again an almost exclusively, Hispanic/Latino clinic. They started sliding back into their original mission almost immediately. Non Hispanic/Latino patients, especially Asians, did not feel welcome there. They never became the clinic they promised, and we hoped for. Washington County Asians continued to travel to the opposite side of the metro area to access affordable healthcare that feels welcoming to them.

Culture runs very deep within organizations, more so when the organization has operated for 50 years, more so when the organization traditionally served marginalized people. Even with the best of intentions, I am not optimistic that Centro Cultural, which I have worked with for years and respect tremendously, can become an all-culture encompassing senior center.

Flor

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From: noreply@civicplus.com
Sent: Sunday, November 24, 2024 2:46 PM
To: City Councilors
Subject: Online Form Submittal: Contact City Council

Contact City Council

First Name	Tiffany
Last Name	Boggis
City	FOREST GROVE
State	OR
Zip	97116
Email	
Whom would you like to contact?	Entire Forest Grove City Council (Includes Mayor Wenzl)
Would you like a response?	Yes
Question / Comment	November 24, 2024

RE: Senior and Community Center

Dear Forest Grove Council Members,

I am a recently retired 23-year resident of Forest Grove. Currently I volunteer for the Forest Grove Senior and Community Center (FGSCC) to help with garden care and fund-raising events.

After attending the most recent council meeting, I am aware that there is a search for a non-profit to take over the Center. First, thank you to all council members for your quick response to get out an RFP and evaluate the received proposals according to criteria that you had set forth. I would also like to thank you for recognizing the importance to gather input from community members, even at this late date.

From a personal perspective, my primary concerns are as

follows:

1. Prevent the Center from closing, even for a short time, so as to limit disruption and momentum of current operations.
2. Assure that current programming continues to offer current leaders/instructors the same or improved benefits to lead their programming.
3. Strive to ensure that the center is welcoming to all community members, regardless of ethnic background, age and other demographics of difference.

To share a personal example: I would be devastated if the fitness groups (1. Stretching 2. Strength & Balance and 3. Walking group) were discontinued. These three groups are led in a manner that for the first time in my life I have actually enjoyed and consistently participate. My health and wellness have benefitted greatly. The leader bills Medicare Silver Fit and Silver Sneakers programs and thus it is free to me. She is able to lead these programs for the tiny amount of reimbursement received from Medicare due to the volume of participants and given the Senior Center offers the space at no charge. If this were to change, myself and the 20 + other participants in this group would be without. Personally, a gym, aquatic activities or other substitutes are not something that motivates me. Some of the others in my group feel the same way.

From a broader perspective, though I have no issues with Centro Cultural taking over FGSCC as long as my primary concerns above can be met, I do know that a number of my colleagues are concerned that it may become unwelcoming for those outside of a Latinx population. Anything you can do to alleviate these fears and help insure inclusivity in your decision-making is greatly appreciated.

Respectfully,

Tiffany Boggis

[REDACTED]

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Mariah Woods

From: noreply@civicplus.com
Sent: Monday, November 25, 2024 12:18 PM
To: City Councilors
Subject: Online Form Submittal: Contact City Council

Contact City Council

First Name	Kate
Last Name	Grandusky
City	Gales Creek
State	Oregon
Zip	97117
Email	
Whom would you like to contact?	Entire Forest Grove City Council (Includes Mayor Wenzl)
Would you like a response?	Yes
Question / Comment	Please support the RFP for Centro. As a senior and community member, I know Centro has the experience and staff to manage the Center and would not only keep the programs and enhance the programs plus adding some new vision and energy to the Center. Thank you. Kate Grandusky

Email not displaying correctly? [View it in your browser.](#)

Mariah Woods

From: DONNA THOMPSON [REDACTED]
Sent: Monday, November 25, 2024 2:35 PM
To: Mariah Woods
Subject: Fwd: Forest Grove City Council Meeting for Monday November 25, 2024
Attachments: image001.png; image001.png

----- Forwarded message -----

From: DONNA THOMPSON [REDACTED]
Date: Mon, Nov 25, 2024, 2:22 PM
Subject: Re: Forest Grove City Council Meeting for Monday November 25, 2024
To: <dedadee1@gmail.com>

Hello Mariah

I met you in the city office a couple of weeks ago.

I wanted to let the Council Members & Centro Cultural know how much the Exercise Classes at the Forest Grove Senior Center have made a Wonderful Impact On My Life!!

After my Husband

(Ron Thompson)

Passed Away in 2020

I Found Myself

Lost & Lonely.

The Exercise Classes Filled That Void.

I Attend 4 Classes A Week.

Not Only Did All Those Exercise Classes Strengthen My Body,

But All That Exercise Got Me A Great Job With NAPA Auto Parts As A Stock Clerk. They Were Hesitant To Hire Me Because Of My Advancing Age (82) Once I Told Them Of Workout Regimen, They Decided To Give Me A Chance. I've Been Working There For 3 1/2 Years Now.

Not Only Have The Classes Been Helpful In My Work, But Also Brought Me So Many New Friends To Hang With Both Inside Class, And Outside Class As Well.

NO More Loneliness!!

My Biggest Concern Is That Centro Cultural May Charge My Exercise Instructor (Deanne) For The Use Of The Exercise Room.

If That Happens, I Don't Think I Can Afford To Continue Going To The Exercise Classes At The Senior Center.

Thanks For Listening To My Tale Of Woe.

Sincerely,

Donna Thompson 😊

On Fri, Nov 22, 2024, 11:20 AM <dedadee1@gmail.com> wrote:

Sent from my iPhone

CITY COUNCIL MEMORANDUM

TO: *City Council*

FROM: *Jesse VanderZanden, City Manager*

PROJECT TEAM: *Mariah Woods, City Recorder*

DATE: *November 25, 2024*

SUBJECT TITLE: *Annual Liquor License Renewal 2024*

BACKGROUND:

The Oregon Liquor Control Commission (OLCC) has notified the City of the eligible liquor licenses seeking renewal for 2024. City Code Sections §110.071-110.073 requires any applicant/business requesting endorsement for a new liquor license application or liquor license renewal to submit to a criminal background check and have a valid City business license in accordance with City Code. A first round of renewal application has been received by the City. The Police Chief has reviewed the applicable criminal records check of the licensee and has made recommendation to:

- ***Forward with approval – No legal basis for denial noted.***

The OLCC also conducts its investigation, i.e., if the business location has had problems with OLCC, police or neighbors; the applicant has a criminal history; the applicant has provided false information; and/or the applicant has a history of abusing drugs or alcohol.

STAFF RECOMMENDATION:

Staff recommend that the Council authorize endorsement of the attached Annual Liquor License Renewal. The City's endorsement will be submitted to OLCC and OLCC approves, denies, restricts, or make recommendations to OLCC Commissioners. If application is approved, the OLCC will issue the license. If application is denied or restricted, there is a process by OLCC to contest the decision.

ATTACHMENTS:

MOD Pizza Annual Liquor License Renewal Recommendation
OLCC Reasons to Deny or Restrict a License



A place where families and businesses thrive.

CITY RECORDER USE ONLY:

AGENDA ITEM #: _____

RECEIVED: _____

MEETING DATE: _____

FINAL ACTION: _____

LIQUOR LICENSE RECOMMENDATION

BUSINESS NAME / INDIVIDUAL: MOD Pizza

BUSINESS LOCATION ADDRESS: 3424 Pacific Ave, Forest Grove, OR 97116

LIQUOR LICENSE TYPE: Limited On-Premise Sales

CITY BUSINESS LICENSE: _____

1. TYPE OF LICENSE:			2. LICENSE FEE:	
F-COM – Full On-Premises Sales	X	L – Limited On-Premises Sales		\$100.00 New Application
F-CAT – Full ON-Premises Sales, Caterer		O – Off-Premises Sales		\$ 75.00 Change of License
F-FPC/F-CLU – Full On-Premises, Private		SEW – Special Event Winery		\$ 35.00 Temporary Sales
F-PL – Full On-Premises Public Location		SEG – Special Event Grower	X	\$ 35.00 Annual Renewal
TSL – Temporary Sales License		SED – Special Event Distillery		\$ 20.00 Event License
BP – Brewery Public House		Distillery		\$ No Charge: Temp Annual Use
FULL ON-PREMISES SALES	X	LIMITED ON-PREMISES SALES		OFF-PREMISES SALES
Allows sale and service of distilled spirits, malt beverages, wine and cider for consumption on licensed premises and required to have dining seating. Allows sale of malt beverages, wine and cider in securely covered container (growler) for consumption off licensed premises. Also allows applying for temporary use of annual license for special events off-premises.		Allows sale and service of malt beverages, wine and cider for consumption on licensed premises. Allows sale of malt beverages, wine and cider in securely covered container (growler) for consumption off licensed premises. Also allows applying for temporary use of annual license for special events off-premises.		
		Allows the sale of malt beverages, wine and cider in factory sealed containers for consumption off licensed premises. Also allows applying for sample tasting on premises.		
		BREWERY – PUBLIC		
		Allows manufacturing malt beverages and to sell and distribute to patrons and wholesalers. Allows sale of malt beverages, wine and cider in securely covered container (growler) for consumption off licensed premises.		

APPLICABLE CRIMINAL RECORDS CHECK:

☐ NONE

☒ SUPPORTING DOCUMENTATION ATTACHED

RECOMMENDED ACTION:

☒ FORWARD WITH APPROVAL

☐ REJECT APPLICATION (Memorandum Required)



Chief of Police/Designee

11.12.24

Date

REASONS WE MAY DENY OR RESTRICT A LICENSE
ORS 471.313(4)(5), OAR 845-005-0320, 845-005-0321, 845-005-0322
845-005-0325, 845-005-0326(4)(5) or 845-005-0355

The following is a list of problems relating to the **APPLICANT** or **BUSINESS** that OLCC **can** consider to refuse or restrict a license:

1. Applicant has a habit of using alcohol or drugs to excess
2. Applicant makes a false statement to OLCC (must be related to a refusal basis)
3. Applicant has been convicted of local, state or federal laws that are substantially related to the fitness of holding a liquor license
4. Applicant has demonstrated poor moral character
5. Applicant has a poor record of compliance when previously licensed by OLCC
6. Applicant is not the legitimate owner of the business
7. The business has a history of serious and persistent problems at this location.

The problems can include:

- Obtrusive or excessive noise, music or sound vibrations
- Public drunkenness
- Fights or altercations
- Harassment
- Unlawful drug sales
- Alcohol or related litter

OLCC is **not** able to consider the following issues when deciding to renew a liquor license:

- Lack of parking
- Increase in traffic
- Too many licenses in a specific area (saturation)
- Entertainment type - nude dancing, gambling, live bands, etc.
- Increased noise
- Zoning issues

Visit www.oregon.gov/olcc/ to see the full text of ORS and OAR referenced above. In order for an unfavorable recommendation from a local government to be valid, the grounds must be found in the license refusal bases of ORS 471.313(4), 471.313(5), OAR 845-005-0320, 845-005-0321, 845-005-0322, 845-005-0325 or 845-005-0326(4)(5) or the license restriction bases of OAR 845-005-0355, and must be supported by reliable factual information.



A place where families and businesses thrive.

CITY RECORDER USE ONLY:

AGENDA ITEM #: _____

MEETING DATE: _____

FINAL ACTION: _____

CITY COUNCIL STAFF REPORT

TO: *City Council*

FROM: *Jesse VanderZanden, City Manager*

PROJECT TEAM: *Mariah Woods, City Recorder*

MEETING DATE: *November 25, 2024*

SUBJECT TITLE: *Accept Boards/Commissions Resignations*

ACTION REQUESTED:	☐ Ordinance	☐ Order	☐ Resolution	☐ Motion	☒ X	☐ Informational
--------------------------	------------------------------------	--------------------------------	-------------------------------------	---------------------------------	---------------------------------------	--

X all that apply

ISSUE STATEMENT

Staff have received notice of resignation from the following Board and Commission members:

- Historic Landmarks Board (Heidi Ruby, Appointed 1/21, Term Expiring 12/31/24)
- Public Arts Commission (Laurie Kerns, Appointed 1/24, Term Expiring 12/31/27)

STAFF RECOMMENDATION

Staff recommend City Council accept the above-noted resignations and deem seats vacant.



A place where families and businesses thrive.

CITY RECORDER USE ONLY:

AGENDA ITEM #: _____

MEETING DATE: _____

FINAL ACTION: _____

CITY COUNCIL STAFF REPORT

TO: *City Council*

FROM: *Jesse VanderZanden, City Manager*

PROJECT TEAM: *Colleen Winters, Library Director*

MEETING DATE: *November 25, 2024*

SUBJECT TITLE: *Lincoln Park Mural*

ACTION REQUESTED:

☐ Ordinance

☐ Order

☐ Resolution

☒ x

☐ Motion

☐ Informational

X all that apply

ISSUE STATEMENT:

In 2023, the City Council allocated a portion of Transient Lodging Tax (TLT) funds for the purchase of installation art and murals. The Public Arts Commission (PAC) has been tasked with seeking out such art to recommend to the Council. The recommendations are placed on the consent agenda for Council approval.

BACKGROUND:

To determine how to spend the funds, the PAC held a series of brainstorming sessions to select a location and medium of art. The size, location, and surroundings of various potential sites were considered. Ultimately the Lincoln Park restrooms were chosen for a mural project, with the theme of “fun”. The cost is determined by the measurements of the space, with a rate of approximately \$15-25 per square foot. A Call for Art went out in September, and eleven proposals were received by the November 1st deadline.

A selection jury was formed from members of the PAC, community, and the Parks and Recreation Director, as the mural will be located in Lincoln Park. The jury met on November 19th, 2024, and narrowed the selection to two proposals, which were recommended to the PAC for their consideration. At their November 21st meeting, the PAC reviewed all eleven submissions and ultimately agreed with the selection jury.

The PAC is recommending that the City Council select the submission by Forest Grove artist Nate Marcel.

STAFF RECOMMENDATION:

Staff recommend that Council accept the PAC’s recommendation.

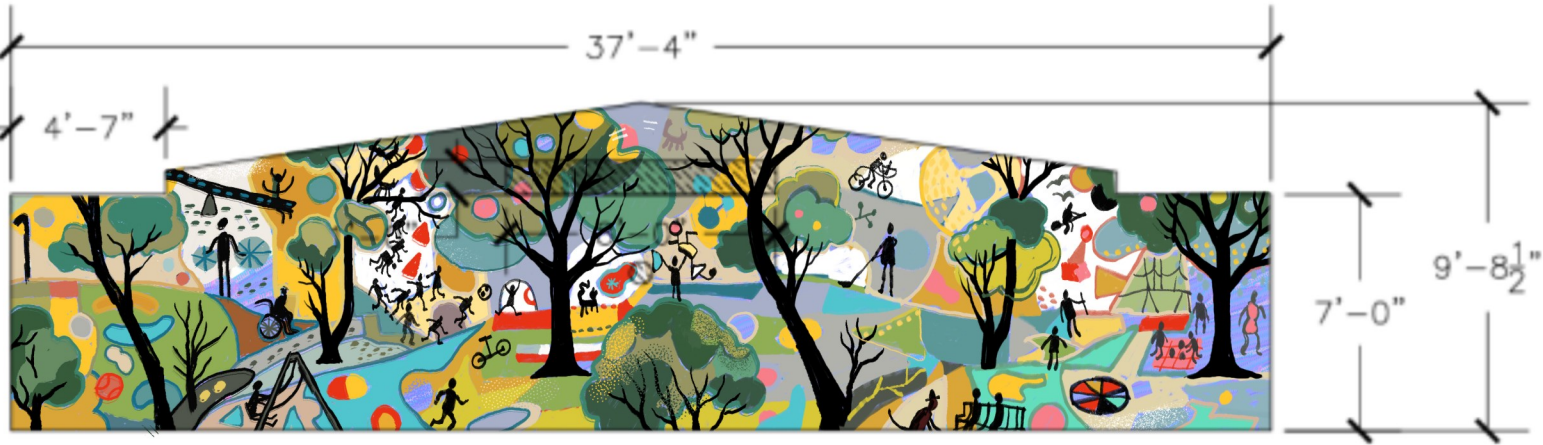
FISCAL IMPACT:

There is currently approximately \$20,000 of TLT funds allocated for installation art and murals, as the designated funds from 2023 have not yet been used. The budget for the mural is \$16,120. This covers the artist fees and all necessary supplies.

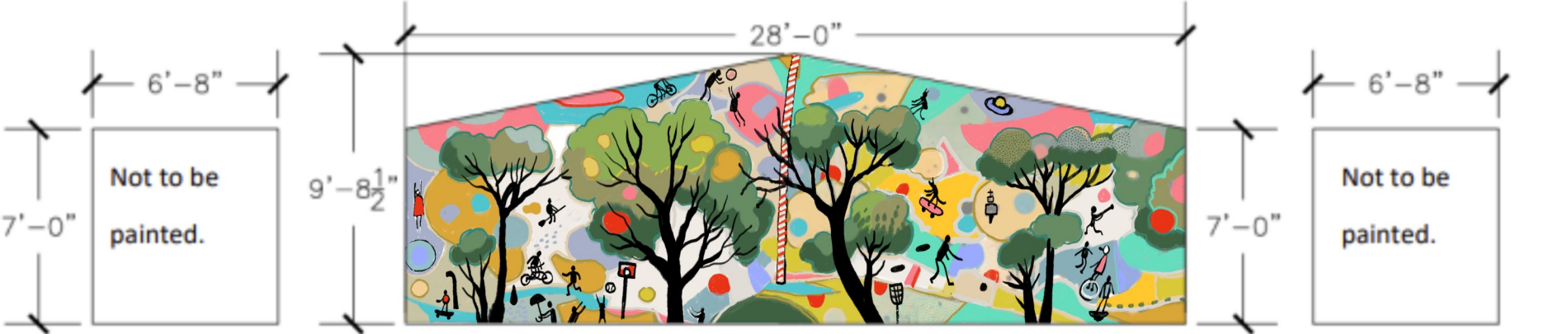
ATTACHMENT:

Nate Marcel submission

Artist: Nate Marcel
Forest Grove, OR



WEST FACE
300 SQ FT



NORTH PRIVACY WALL
47 SQ FT

EAST FACE
234 SQ FT

SOUTH PRIVACY WALL
47 SQ FT



NORTH FACE
136 SQ FT



SOUTH FACE
136 SQ FT

Minutes Approved by B/C 09.18.2024

PUBLIC ARTS COMMISSION

MEETING

Thursday, August 15, 2024

Forest Grove Library, Rogers Room

- A. Call to Order 5:00 pm
 - 1. Roll Call – Kristin Cast, Brenna Cooper (zoom), Laurie Kerns (absent), Dana Eytzen, Brian Harris, Kathleen Leatham, Emily Lux, Orson Marcel, Linda Taylor, Pat Truax, Colleen Winter (Staff Liaison), Donna Gustafson, (Council Liaison)
- B. Public Comment – None
- C. Consent Agenda
 - 1. Approve PAC Meeting Minutes of July 18, 2024 – Pat Truax moved and Kathleen seconded. Minutes approved
- D. Additions/Deletions – Summer Rec Program at Bard Park
- E. Discussion/Decision Items
 - 1. Festival of the Arts – Linda reported that we had over 58 events over the 4 months. At this time, only \$150 is left for expenditure reimbursement. On August 27th there will be a wrap-up meeting. At 5:30 pm there will be a meeting of Stakeholders. Linda will guide a full discussion of feedback regarding the festival from the viewpoint and experience of the participants. Linda will send out an agenda to stakeholders prior to the meeting. This will be a joint meeting with the PAC present. At 6:30 pm, PAC members will meet to discuss the festival and feedback to determine if this is an event we would like to continue and grow. Jaime will send out the agenda for the PAC special meeting. Linda further reported that the feedback so far from participants has been mainly positive. Linda spoke with Adelante Mujares staff who were also supportive of the festival and had some suggestions for changes should we continue to another year.
 - 2. Advertising and increased visibility – A discussion was held regarding methods to make PAC more visible in the community. The following are suggestions to be followed up on:
 - Reserve space in the library to give info to patrons re: what we do
 - Repetitive imagery for PAC
 - Distribute PAC logo napkins to restaurants, venues
 - Small vignette of videos of artists to be put on web site – video interviews
 - Linda reported that she will be reserving a square on Main Street and the chalk for PAC on the advance registration evening at Valley Art and will deliver to Pat for the folks who will be doing Chalk Art to promote PAC.

3. Dana updated the Call for Art for the Lincoln Park Mural. Mural will be 850 sq. ft at \$20 per sq. ft. The mural must be able to be pressured washed. Anti-graffiti coating that can be cleaned by being lightly pressured washed will be applied. The city has approved the location. Colleen commented that TNT monies are to be spent for tourism. In planning to spend TNT money, incorporate into the plan the goal to enhance tourism. Dana responded with a quote from Emily supporting all public art is potentially just for tourists. Conversation ensued regarding the importance of a greater level of art into the community. Consensus was to proceed with the Call as directed. Kathleen moved and Pat seconded. Unanimous. Dana to get contract from Paul.
4. Dana shared the invitation to artists who want to participate in Fall Into Art this coming November. Currently, four have applied. Kristen suggested that we add some information regarding PAC. Dana will add logo to invitation.

F. Information Updates

1. Finance Report – No change until next meeting
2. Seven Generations Update – A woman fell over the stone, so the area will be protected with posts and chains. There has been some negative feedback from the public. A dedication/celebration will be held on 9/11/24 at 4:00 pm.
3. Guardians of the Grove Update – A dedication of the piece was hosted by the Rotary on August 16, 2024 at 3 pm. The artist and Mayor Wenzl spoke.
4. Bard Park Information – PAC commissioned the mural for the Fitness Court. In 2023, Linda started calling Parks and Rec to see about having a porta potty placed in the park for just three months out of the year. The park is the site of structured kids' activities plus lunch during the summer. Additionally, she requested that the six tables that had been removed during Covid be brought back to the park. The city returned three of the tables, which are not enough to support the program of activities and lunch. This summer program supports the full community at no cost and serves predominantly low-income children. This is in line with the stated goals of the city, and certainly of the program. Donna Gustafson said she would include this report in her comments to the Council.

G. Commission Communications

1. Commission Members – Emily shared that she has a gallery opening and artist talk. ADX Gallery Friday Sept. 6th and Saturday, Sept. 7th.
2. Staff Liaison – Colleen reported that the restrooms in the library are nearly completed. The Adult summer reading program, Read for a Cause, benefited Meals on Wheels. To date, this effort has provided for sixty meals.
3. Council Liaison – No report

H. Next Meeting Date/Time/ Location

1. The date for the next meeting will be September 23, 2024 at 5 pm in the Rogers Room of the library.

Meeting Adjourned – 6:13

Minutes Approved by B/C on 10.17.2024

Minutes – Public Arts Commission Special Meeting on Festival of the Arts

Members in Attendance: Kristin Cast, Brenna Cooper, Dana Eytzen, Brian Harris, Kathleen Leatham, Emily Lux, Orson Marcel, Linda Taylor, Pat Truax, Colleen Winters – Staff Liaison, Donna Gustafson, Council Liaison

Call to Order – 1830

Additions and Deletions: Kidd Court, 7 Generations Sculpture

Discussion/Decisions Items:

Provide and Discuss the feedback received from Arts Stakeholders:

1. Commission members commented that folks liked the events and most who commented were not connected to arts in Forest Grove or to PAC
2. It was observed that many market goers would not venture beyond Main Street and 21st Street to search out events/performances. Suggestions were made to include those businesses on Main who are virtually shut off from the crowd by vendors. This could be accomplished by having music events inside different venues on Main. The Masonic Building and Legion were mentioned, but one is not ADA and the other houses a business. Kristen commented that she felt the Festival of the Arts felt separate from PAC. Recommendation to be more involved as a total group for creativity and communication.
3. There was good participation, particularly in those events that involved children. Many people each First Wednesday engaged in conversation and information regarding what the festival and PAC are. The City was cooperative regarding what permissions we needed, We had good collaboration with Adelante Mujeres which drew different people to the event and somewhat distinguished us from other, similar events.
4. Suggested that, should we do it next year, we try to have booths on 21st to draw attendees from Main toward other businesses. Also suggested that PAC sponsor conjoined booths that are paid through discretionary funds. This would allow us to have a “set” location throughout the event. Additionally, it was suggested PAC consider sponsoring a stage to be set up at the juncture of Main and 21st. Linda stated that there would have to be greater volunteer participation to do either of these things as they would be labor intensive. All members present consented to participate at a greater level. We could also enlist the assistance of HS kids who are in the community service program, the leadership class, and Honor Society.
5. We are awaiting Adelante’s agreement to collaborate for 2025.
6. Kathleen moved and Pat seconded that we commit to Festival of the Arts 2025.
Unanimous.

7. Emily moved and Pat seconded that we allocate \$2,000 from the discretionary fund to sponsor the stage. Unanimous.
8. Linda indicated that we would need a sub-committee to work on the Festival planning. Brian, Kristin, Orson and Linda will serve. There will be no monthly meeting until Adelante agrees to coordinate. Linda will submit a request to Council to form this sub-committee. It will not be necessary to convene the committee until January, 2025.
9. Linda agreed to let the Stakeholders know that PAC is committed to 2025.
10. Colleen stated that the rental of a fork lift to move the rock for 7 Generations would be \$427.49. Emily moved and Pat seconded to cover this cost from discretionary funds. Unanimous.
11. Pat spoke to PAC regarding Habitat wanting to erect a monument to Richard Kidd at Kidd Court, a Habitat project. They would like us to consider partnering with them for this project. Pat described to PAC some of the sculptors in the vicinity who have excellent pieces in their studio/shops that could be used. Pat will bring back more information after telling Habitat that we are interested in finding out more. Pat and Kathleen to visit the site for measurements and appropriate placements.

Special Meeting does not require a second meeting.

There were no further comments.

Adjourned at 1945.

PUBLIC ARTS COMMISSION	September 18, 2024
MEETING MINUTES	Library Rogers Room, ZOOM

Minutes are approved by the B/C October 17, 2024.

1. CALLED TO ORDER:	
	Emily Lux, Co-Chair, called the meeting to order at 5:11 p.m.
	ROLL CALL: Dana Eytzen, Pat Truax, Brian Harris, Kristin Cast, Brenna Cooper, Orson Marcel, Emily Lux, Laurie Kerns
	ABSENT:
	EXCUSED: Kathleen Leatham, Linda Taylor
	STAFF PRESENT: Colleen Winters
	COUNCIL PRESENT: Donna Gustafson
2. PUBLIC COMMENT:	Councilperson Gustafson relayed that City Club is interested in approaching PAC for an official partnership and to get a conversation between both groups started. Asks PAC for advice on how to proceed.
	Dana suggests having PAC member attend City Club meeting and then report back.
	Colleen asked Councilperson Gustafson if City Club has a project in mind. Councilperson Gustafson said various ideas have been voiced by City Club but nothing specific in mind, however they are interested in PAC assisting with identifying projects/ideas that might garner future grants with the goal of encouraging citizens "play where they live."
	Colleen states that city would likely need to be involved on how to proceed and PAC is in agreement. She will schedule a meeting with Jesse, Councilor Gustafson and Colleen to discuss.
3. CONSENT AGENDA:	
	a) Approve B/C Meeting Minutes of August 15, 2024 Moved by Pat Truax as corrected, 2nd by Dana Eytzen.

4.	<u>ADDITIONS/DELETIONS:</u>
5.	Discussion/Decision Items: 1. Kidd Court Memorial Project Pat and Kathleen found some artwork that might be a good fit. Pat explained that after talking to folks involved with project that perhaps placing art in a location that can't be seen might not be the best way to honor Richard Kidd. Pat does not recommend PAC spending PAC funds on this project. PAC agrees to table the discussion on this project until a future time 2. Advertising and Increased Visibility Presentation by Kristin Cast Refer to additional slides and packet provided by Kristin 3. TLT Project Update: Mural in 2025 Dana informed PAC that the call is out for artists. She shared: • Deadline is November 1st • Around November 10th the jury meets and selects • PAC will choose final artist • PAC presents to council at November meeting • In December will inform artists of decision and artist will sign a contract • Artist then responsible for logistics of project Dana asks PAC to submit nominations for jurors (5-7 people)
6.	<u>INFORMATION / UPDATE ITEMS:</u>
	1. Plaques Three plaques total – language being finalized and Jamie will order once finished 2. Seven Generations Update Unveiling happened and was well attended. Emily expressed desire to do something similar for future installations. Colleen wanted to recognize Friends of the Library and library staff for their involvement in the event. She also wanted to relay that the city is interested in doing something to prevent tripping and climbing on the sculpture and base, which they have identified as an issue. Colleen spoke to city staff and they are interested in some advocacy ie., metal stanchions or something with similar gravitas. They are looking for other ideas or

	perspectives from PAC. Discussion proceeded and it was decided that more time would be needed to consider options 3. Finance Report From Dana: • Added 7 generations rock and install • Festival of the arts 4. Fall Into Art From Dana: Waiting to pick the location until we find out how many artists will be in it.
7.	<u>B/C COMMUNICATIONS:</u> Emily: Restore mural is up
8.	<u>STAFF COMMUNICATIONS:</u> Colleen: Excited to report that bathrooms in east library are complete. Still waiting for inspections to complete then will officially open. Once open, remaining bathrooms will be done. Colleen also mentioned that Simmer & Slurp owner is looking for a mural.
9.	<u>COUNCIL LIAISON REPORT:</u> Councilperson Gustafson: Council has new recruitment process that staff is taking on and made recommendation to accept B & C applications all throughout the year which should expedite the process.
10.	<u>ANNOUNCEMENT OF NEXT MEETING:</u> Next meeting October 17 @ 5pm
11.	<u>ADJOURNMENT:</u> The meeting was adjourned by Emily Lux at 6:35pm. Respectfully Submitted by Brian Harris

Future Regional Funding for Housing and Homeless Services

Forest Grove City Council

November 25, 2024



Presentation overview

Where we are

What we've heard

Metro Council direction

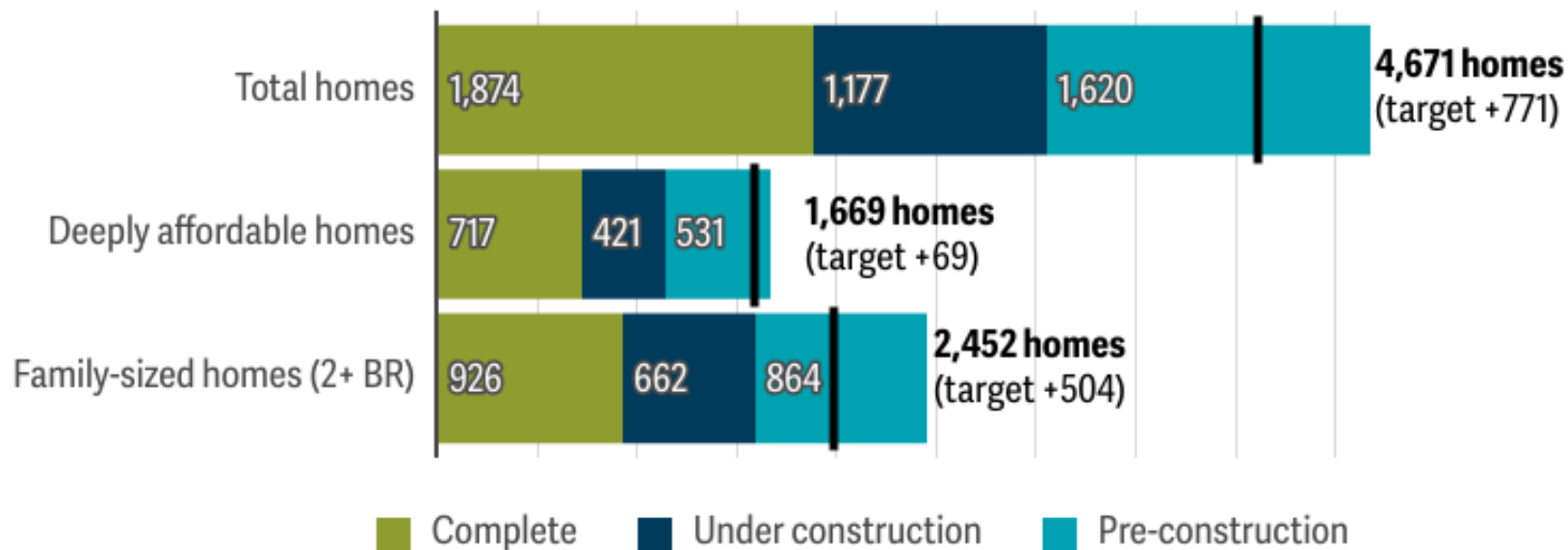
Next steps

Presenting today

Juan Carlos González
Metro Councilor, District 4
juancarlos.gonzalez@oregonmetro.gov

Andy Shaw
Director of Government Affairs and
Policy Development
andy.shaw@oregonmetro.gov

2018 Metro Affordable Housing Bond: Exceeding goals



Metro's housing bond is projected to achieve about 120% of its production target, **providing affordable housing for 9,000 to 15,000 people.**

Aligned to address homelessness



SHS is making a difference.



6,297

households placed
in housing



15,073

eviction
preventions



1,890

shelter units created
or sustained

3-year tri-county totals, July 2021 through June 2024

Where we are

- Metro housing bond successful, yet soon will be complete; SHS taxes end in 2031
- Housing need continues, especially at lowest incomes and in communities of color
- Clear links between cost of housing and homelessness, cascading impacts across region

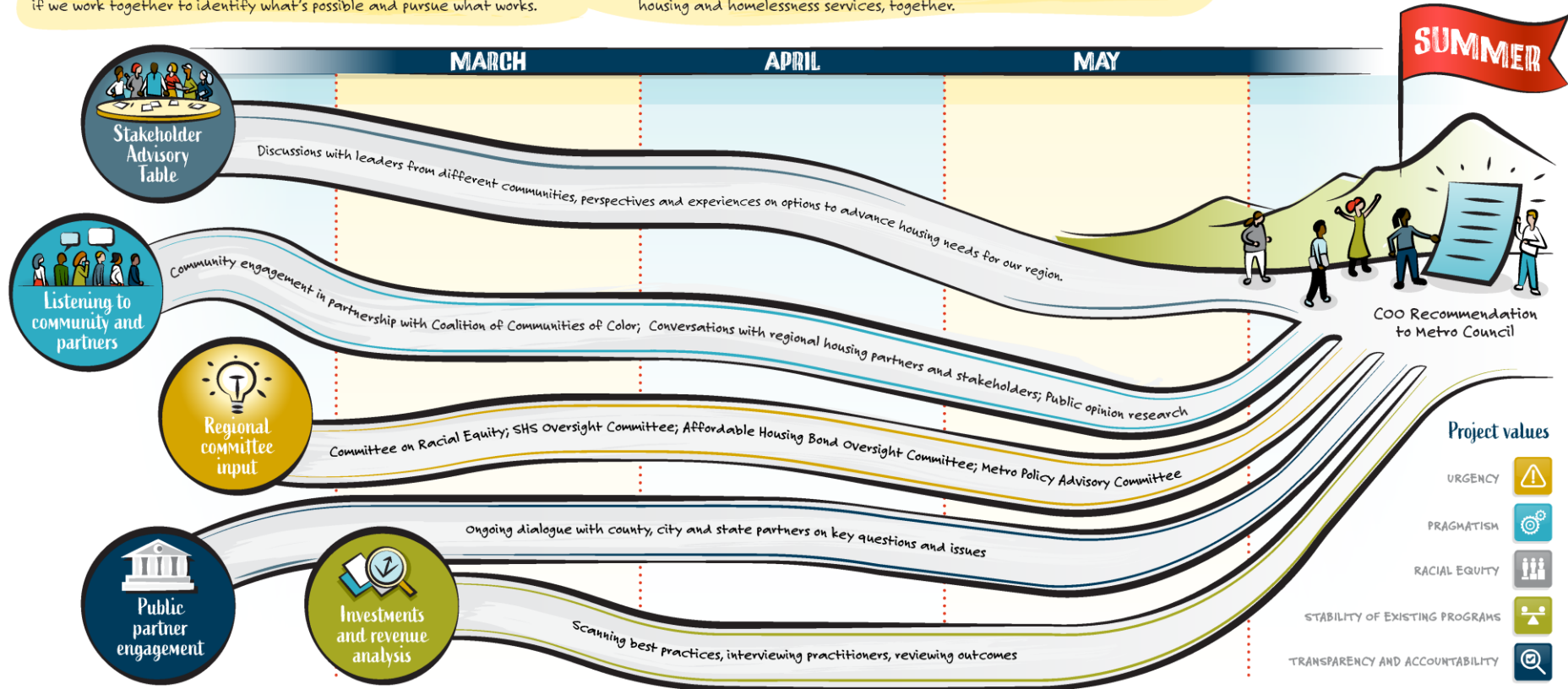
Future Housing Funding Project



Path to a regional housing recommendation

The Portland region is facing a persistent housing and homelessness crisis. We have made progress, but there is more to do. We know there are solutions if we work together to identify what's possible and pursue what works.

In spring 2024, Metro convened a conversation with stakeholders, partners and communities across the region to explore how to keep making progress on housing and homelessness services, together.



Overall Metro Council direction

Continue regional affordable housing and homelessness funding for the long-term

Evolve a regional program to better meet regional needs and opportunities

Learn from our shared successes,
address systemic challenges

Proposed policy changes

What we heard

Revenue Use

Both housing and ongoing services/rent assistance are needed to help people escape homelessness

Current

Successful Metro housing bond winding down; SHS can only fund services

Cities have unique needs and opportunities but do not currently receive SHS funds

Proposed Actions



Expand SHS investments to include affordable housing



Create a program to fund city investments to address homelessness

Proposed policy changes

What we heard

Tax Policy

People and communities depend on funding to stay housed. Funding will be needed for the long-term, but the region needs to be strategic in finding and using funding..

Current

SHS income taxes are expected to be highly volatile

SHS tax expires in 2031, but the need for housing and services will continue

A broad coalition built SHS and the bond; continued support is critical

Proposed Actions



Prioritize ongoing services and rent assistance for the most stable funding



Extend SHS high-earner and business income taxes for 20 years



Adjust personal tax rate for longevity; index threshold to keep focus on higher-earners

Proposed policy changes

What we heard

Equity

Housing and homelessness affect us all, but especially communities of color, older adults and low-income communities

Current

SHS and Metro housing bond were built with equity as a key value

There are limited ways for community to inform SHS spending decisions today

Proposed Actions



Carry forward equity values; create inclusive oversight structure with a diversity of voices



Improve opportunities for community members and people with lived experience to provide input

Proposed policy changes

What we heard

Transparency & Accountability

We've learned a lot in the implementation of SHS and bond that can be applied moving forward

Current

Current oversight structures have unclear roles and overlapping authorities

There is a need for stronger accountability mechanisms and evidence of impact

Proposed Actions



Create a single oversight and planning committee to strategically guide investments



Develop a regional action plan with key performance indicators and priorities that partners are required to advance in local plans

Next steps

Analysis

- Considerations of programmatic, fiscal, community impacts
- Public opinion research

Policy refinement

- Engaging county and coalition partners
- Metro Council work session discussions

Council decisions

- Possible May 2025 ballot measure
- Other potential actions

Questions and discussion

What should Metro Council consider in these potential policy changes to achieve an effective approach to addressing homelessness?



FOREST GROVE WATERSHED 2024/25 ANNUAL REPORT

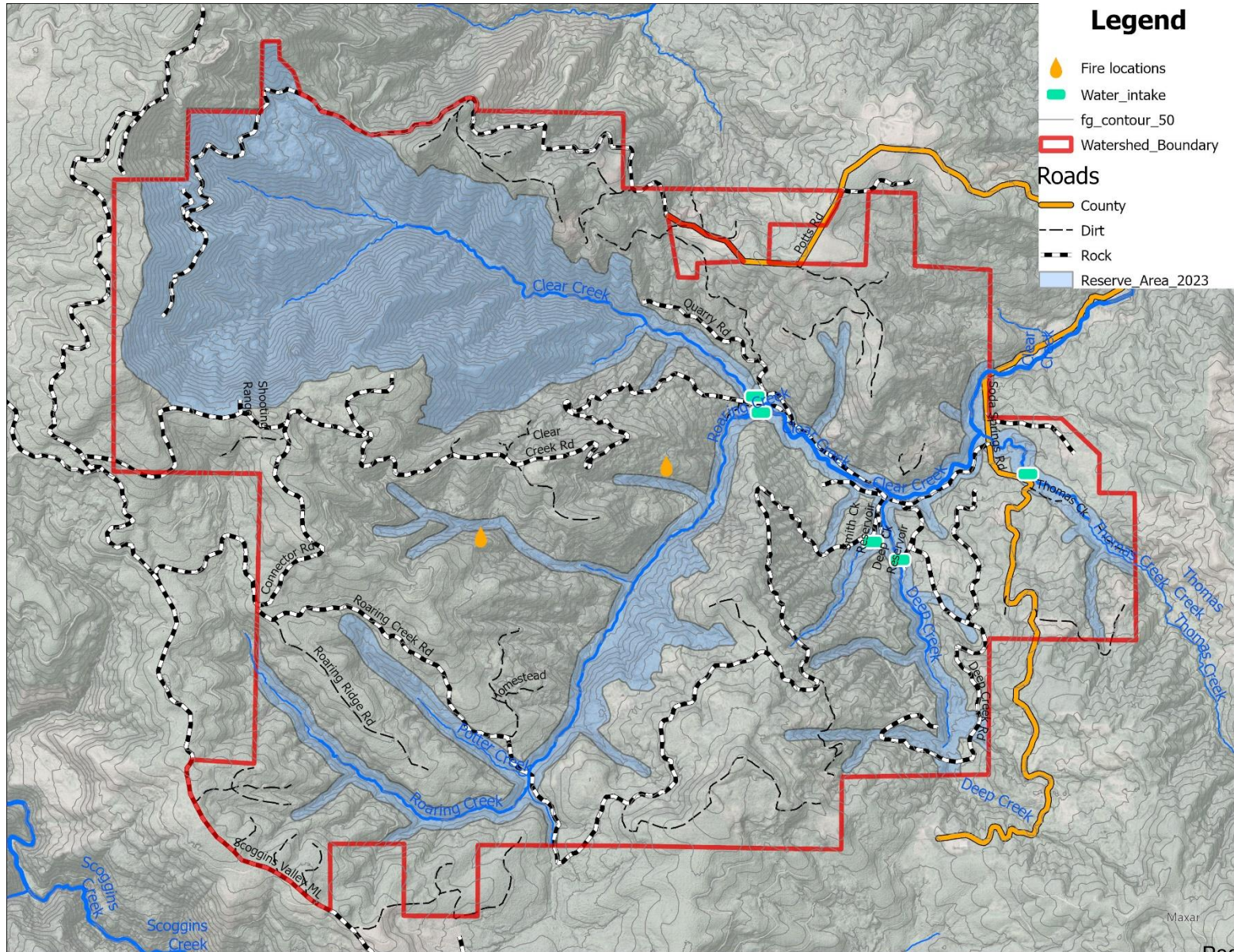
FOREST MANAGEMENT REPORT

Barry Sims

Trout Mountain Forestry

A place where families and businesses thrive.

August 17 lightning event



ODF crews extinguished both



Lessons learned

- Road system allowed reasonable access
- Prior thinning provided enhanced access and safety for crews
- Thinning reduces fuel loads

Fuel loads in un-thinned stands



2024 – after thinning



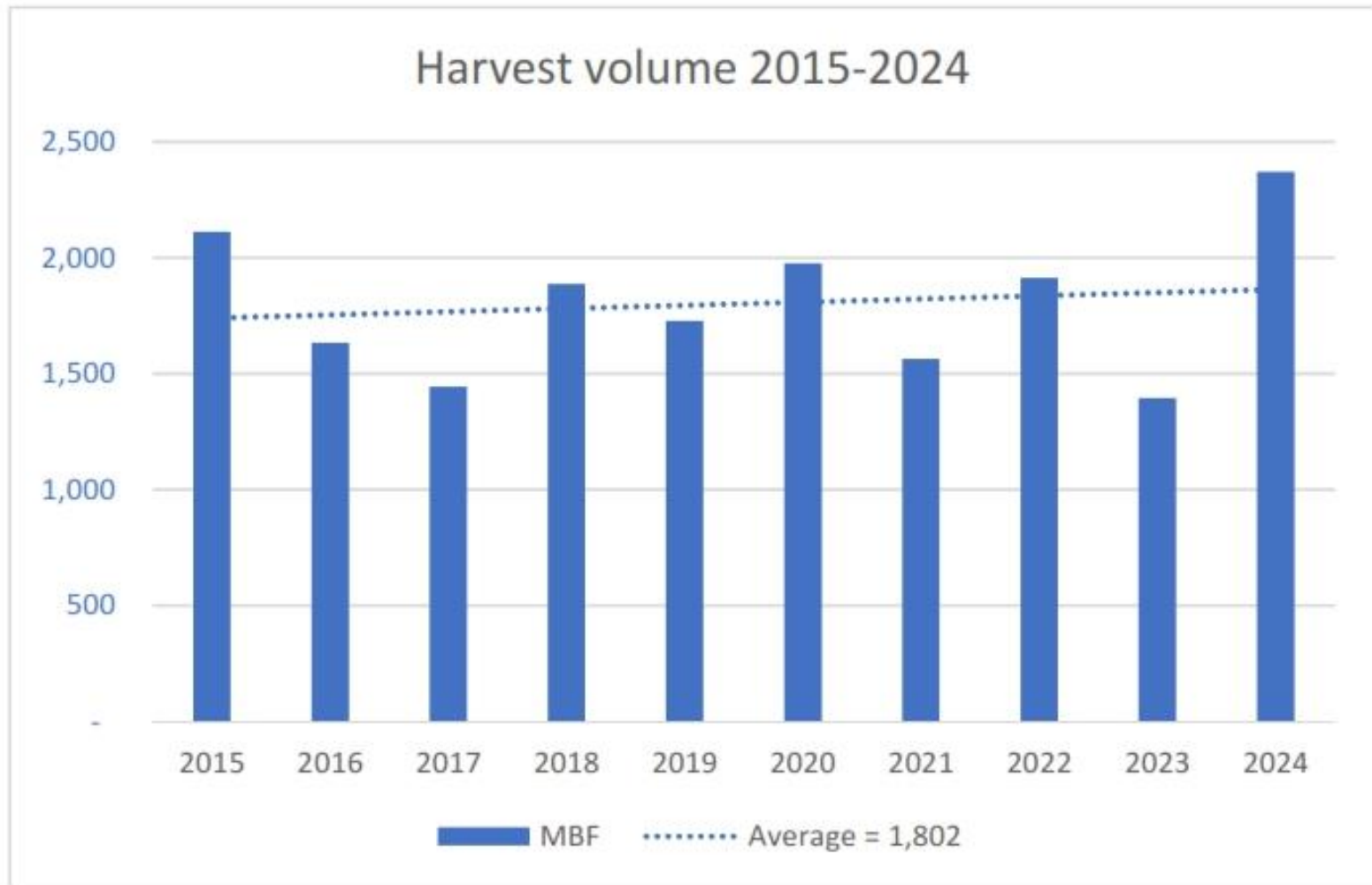
Stewardship Plan Implementation

- Water quality focus of plan
- 1 / 3 of Watershed reserved from active timber management
- Remainder subject to some form of forest management provided no impacts to water quality
- Plan establishes limits on harvest levels — must be sustainable over time
- Limits on size of openings, retention, use of herbicides, etc.
- Road and culvert monitoring and maintenance

2024 harvest results

- 2.37 million board feet
- Net to City: \$1.3 million
- 59 acres thinned
- 12 acres patch cut
- 27 acres harvested with Variable Retention (VR)

10-year timber harvest history

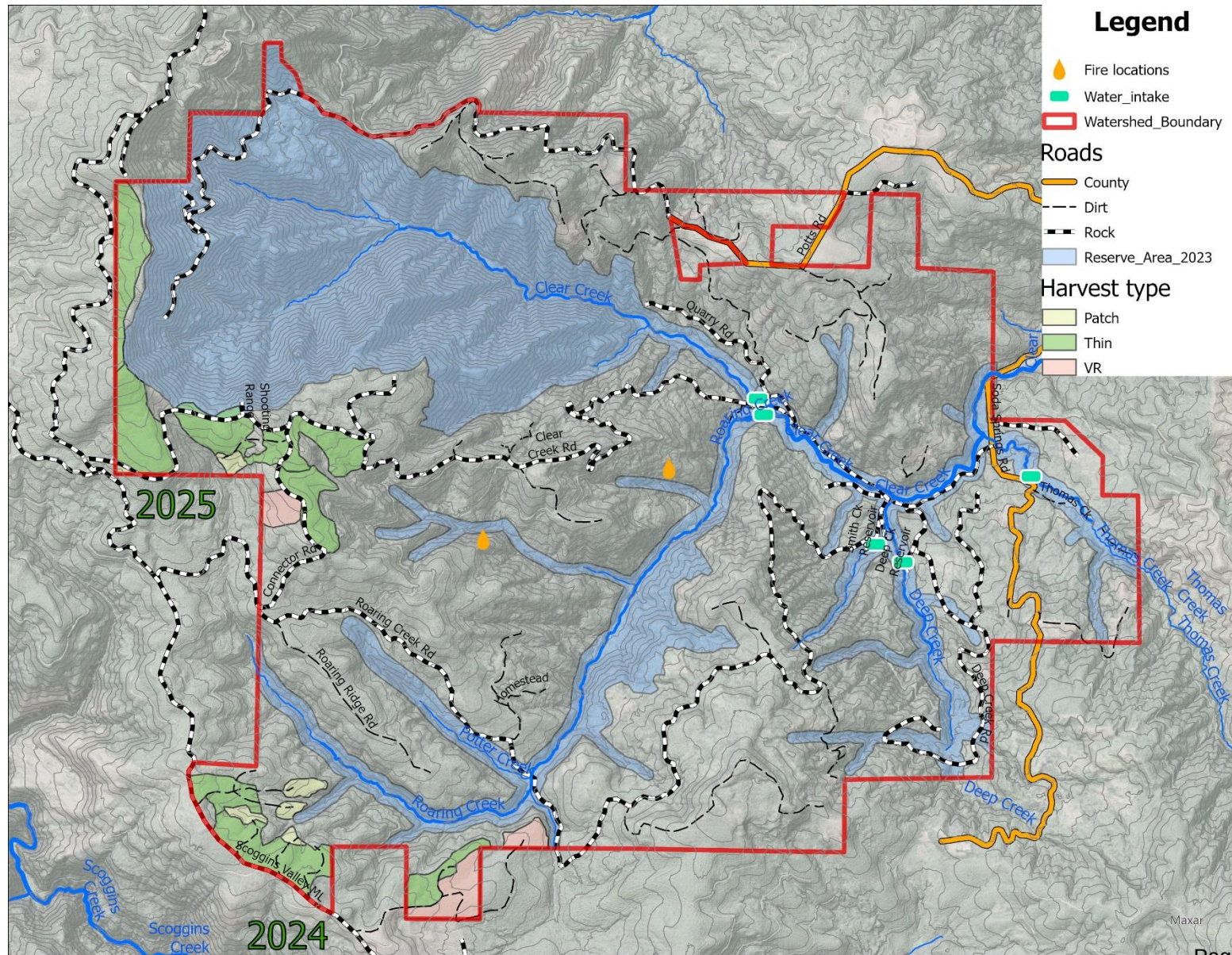


2025 harvest plan

Focus on areas that have never been thinned

- 120 acres thinning
- 10 acres patch cuts
- 9 acres Variable Retention (VR)
- Total estimated volume 1.9 million board feet
- All ground-based logging

Timber harvest plans



Climate-Smart Commodity Production

- Trout Mountain participating in USDA grant program to incentivize climate-smart practices:
 - Thinning vs. clearcutting
 - Longer rotations
 - Retention of slash and down logs
- Plan to enroll watershed and help offset potentially higher logging costs

Timber inventory update

- Last timber inventory 2011
 - Static/out of date
- Begin new rolling inventory system winter 2025
 - Collect timber data every year/every other year
 - Continuous system is never out of date
 - Provides for more continuous monitoring of forest conditions

Roads

- 2024 - completed Road Condition Assessment (RCA)

New ODF requirement for systematic look at forest roads

- Road drainage
 - Road instability
 - Water crossings
 - Fish passage
- Road brushing/mowing – 4 miles

Independently audited/certified



**The mark of
responsible forestry**

Group Certificate # SCS-FM/COC-00062G

www.fsc.org, FSC® C019411

Questions/comments?



AGENDA ITEM #: _____

MEETING DATE: _____

FINAL ACTION: _____

CITY COUNCIL STAFF REPORT

TO: *City Council*

FROM: *Jesse VanderZanden, City Manager*

MEETING DATE: *November 25, 2024*

PROJECT TEAM: *Matt Johnson, AICP, Senior Planner*
Bryan Pohl, Community Development Director

SUBJECT TITLE: *Ordinance No. 2024-07 a public hearing and second reading to amend the Forest Grove Development Code Article 8- Development Standards, and Article 12- Use Categories and Definitions File No. 311-24-000034-PLNG*

ACTION REQUESTED:

☒	Ordinance	☐	Order	☐	Resolution	☐	Motion	☐	Informational
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X all that apply

ADDENDUM FOR NOVEMBER 25, 2024:

At the November 12, 2024, City Council meeting, the Council discussed issues and concerns surrounding the lack of provisions regarding off-street handicap parking. Council directed City Staff to include a minimum of one, off-street handicap parking space for all multi-family, commercial, and industrial uses. The maximum 200-foot accessible route will continue to apply to any additional handicap spaces that are proposed off-site. This change is reflected in Exhibit B §17.8.515 (B). The Council voted in favor of the text amendments (6-0), with the condition to require a minimum of one, on-site handicap parking space for multi-family, commercial, and industrial uses. There was no public testimony.

NOVEMBER 12, 2024:

ISSUE STATEMENT:

The proposal would amend the Development Code addressing Climate-Friendly and Equitable Communities (CFEC) Rules mandated by the State, with revisions to Article 8 “General Development Standards”, and Article 12 “Use Categories and Definitions”.

BACKGROUND:

The Development Code was adopted in 2009. Occasionally it is necessary to update the code to address changes in state rules, policies, and definitions. In 2020, the Governor issued Executive Order 20-04, directing the state to reduce greenhouse gas emissions (GHG’s). Shortly thereafter, the LCDRC adopted the CFEC rules to help meet the State’s long-term goals to reduce GHG’s, which primarily affects transportation related development standards. Local jurisdictions subject to the State rules are required to choose one of three options to reform their development code.

The first option is to repeal all parking mandates, and the second and third options contain various mandates that reduce parking burdens. The City Council held a work session to discuss CFEC rules on September 26, 2022. During the Joint Work Session held on July 8th, 2024, members of the City Council and Planning Commission directed City Staff to pursue “option 2” under State Rule OAR660-012-0445. Option 2 requires

the City to choose two of the following five options: unbundle parking for residential units, unbundle leased commercial parking, flexible commute benefit with more than 50 employees, tax on parking lot revenue, and no more than one-half parking space mandated for multifamily development. In lieu of repealing all parking mandates, the City chose to require parking spaces that serve leased commercial developments and multi-unit housing developments to be unbundled. All options are described in detail within the Joint Work Session PowerPoint (attached).

Post Acknowledgement Plan Amendment (PAPA) notice of this proposal was provided to the Department of Land Conservation and Development (DLCD) on September 18, 2024, and published in the *News Times* on October 25, 2024. As of the date of this report, no comments have been received in response to these notices.

The specifics of each proposed amendment are described in the Planning Commission staff report. On November 4, 2024 the Planning Commission voted 7-0 to recommend the adoption of the proposed amendments to the Development Code. There was no public testimony offered. Below are summaries of the proposed amendments.

Exhibit A: Off Street Parking and Loading- Applicability (FGDC §17.8.505)

- Eliminates the requirement to provide conforming parking whenever there is a change of use on the property.

Exhibit B: Off Street Parking and Loading- Off Street Parking Requirements (FGDC §17.8.515)

- Increases the distances for off-site parking (2000 ft of pedestrian travel from the site).
- Prioritizes the location of car/van pool parking on sites that provide more than 50 parking spaces.
- Increases the distance for the classification of parking requirements near a transit corridor (Parking Zone A).
- Provides a revision to multifamily parking requirements in parking table 8-4.

Exhibit C: Reduction or Modification of Off- Street Parking Requirement (FGDC §17.8.520)

- Provides opportunity to allow existing spaces to be converted into alternative transit-oriented facilities.
- Provides additional opportunities for reductions in parking requirements.

Exhibit D: Climate Mitigation Actions for Parking Areas (FGDC §17.8.525)

- Creates additional standards for larger parking areas (parking lot trees, pedestrian connections, etc.).

Exhibit E: Unbundling of Parking (FGDC §17.8.530)

- Creates policy for parking in multi-unit residential and commercial tenant parking.

Exhibit F: Design and Maintenance Standards for Off- Street Parking and Loading (FGDC §17.8.535)

- Requires certain types of development to provide the basic infrastructure to allow retroactive installation of electric vehicle charging stations.

Exhibit G: Definitions – Meaning of Specific Words and Terms (FGDC §17.12.210)

- Section numbers following CFEC amendments are revised to maintain order.
- The proposed amendment includes two new definitions to support CFEC amendments.

FISCAL IMPACT:

Adoption of the ordinance will have no fiscal impact to the City's budget.

STAFF RECOMMENDATION:

Staff recommends adoption of the ordinance to amend the Development Code as recommended by the Planning Commission.

ATTACHMENTS:

- Ordinance to Amend the Forest Grove Development Code
- Planning Commission Findings and Decision #2024-07
- Planning Commission Staff Report dated November 4, 2024
- Joint Work Session PowerPoint dated July 8th, 2024

ORDINANCE NO. 2024-07

**ORDINANCE AMENDING FOREST GROVE DEVELOPMENT
CODE ARTICLE 8- DEVELOPMENT STANDARDS, AND ARTICLE 12 – USE
CATEGORIES AND DEFINITIONS
FILE NO. 311-24-000034-PLNG**

WHEREAS, the Development Code was adopted in 2009 and needs periodic updating to reflect changes in regional and state policies, codes and definitions; and

WHEREAS, the State of Oregon adopted rules addressing climate-friendly communities, with application to all urban and metropolitan areas; and

WHEREAS, the city desires to amend the Development Code to update procedures and review standards to comply with rules mandated by the State; and

WHEREAS, the City Council held a work session to discuss State rules on September 26, 2022; and

WHEREAS, the City Council and Planning Commission held a joint work session to determine options to comply on July 8, 2024; and

WHEREAS, notice of the proposed amendments was provided to the Department of Land Conservation and Development on September 18th, 2024; and

WHEREAS, the Planning Commission held a public hearing on the proposed ordinance on November 4, 2024, and recommended approval of the proposed amendments; and

WHEREAS, the City Council held a duly-noticed public hearing on the proposed ordinance on November 12, 2024, and continued the hearing on November 25, 2024.

NOW, THEREFORE, THE CITY OF FOREST GROVE ORDAINS AS FOLLOWS:

Section 1. The City Council of the City of Forest Grove hereby adopts text amendments to Development Code Article 8, General Development Standards, and Article 12, Use Categories and Definitions, as shown on Exhibits A through G.

Section 2. The City Council hereby finds that the proposed amendments are consistent with and meet the provisions of Development Code section 17.2.630 Review Criteria pertaining to Zoning Text Amendments.

Section 3. The City Manager is hereby authorized to make necessary edits to the Development Code amendments (Exhibits A-G) for purposes of formatting, correcting scrivener errors and ensuring consistency with City Council's final decision.

Section 4. This ordinance is effective 30 days upon its enactment by the City Council.

PRESENTED AND PASSED the first reading the 12th day of November, 2024.

PASSED the second reading the 25th day of November, 2024.

Mariah S. Woods, City Recorder

APPROVED by the Mayor this 25th day of November, 2024.

Malynda H. Wenzl, Mayor

Exhibit A

OFF-STREET PARKING AND LOADING

§ 17.8.500 PURPOSE.

A. *Ensure adequate vehicle parking.* These parking requirements are intended to provide sufficient vehicle parking in close proximity to the various uses for residents, customers and employees , and to establish standards that will maintain the traffic carrying capacity of nearby streets .

B. *Adequate capacity.* These regulations are also intended to establish vehicle parking areas which have adequate capacity and which are appropriately located and designed to minimize any hazardous conditions on the site and at access points.

(Ord. 2009-01, passed 3-9-2009; Ord. 2013-3, passed 5-22-2013)

§ 17.8.505 APPLICABILITY.

A. *New construction* . At the time of the erection of a new structure within any residential, commercial, institutional and industrial zoning district , off-street vehicle parking shall be provided in accordance with this section. Except as specified in subsection D. below, uses in the Town Center zones are exempt from the requirement to provide off-street parking.

B. *Expansion of existing use* . At the time of an enlargement of a structure , which increases the on-site vehicle parking requirement, off-street vehicle parking shall be provided in accordance with this section, subject to the following:

1. On the date of adoption of this Code, the number of vehicle parking and loading spaces required shall be based only on floor area or capacity of such enlargement .
2. Except in multi-tenant buildings or complexes with shared parking facilities, where a change results in an intensification of use in terms of the number of vehicle parking spaces required, additional vehicle parking spaces shall be provided in an amount equal to the difference between the number of spaces required for the existing use and the number of spaces required for the more intensive use.

~~C. *Change of use* . When an existing structure is changed from one use to another as listed in this section, the following provisions shall apply.~~

~~—1. If the parking requirements for each use are the same, no additional vehicle parking shall be required.~~

~~—2. Except in multi-tenant buildings or complexes with shared parking facilities, where a change results in an intensification of use in terms of the number of vehicle parking spaces required, additional vehicle parking spaces shall be provided in an amount equal to the difference between the number of spaces required for the existing use and the number of spaces required for the more intensive use.~~

~~—3. Where the change results in a decrease in intensity of use , the applicant may eliminate excess vehicle parking spaces in an amount equal to the difference between the number of spaces required for the existing use and the number of spaces required for the less intensive use.~~

~~D. *Parking exemption for the town center zones.* Except for new multi-family dwelling units, all development in the Town Center zones shall be exempt from off-street parking requirements for new construction , expansion of existing use and change of use . New multi-family or mixed-use developments (residential portion only) shall provide the minimum required spaces in accordance with Table 8-4 except that:~~

~~—1. In order to encourage the preservation and reuse of historic buildings , no parking shall be required for new or existing multi-family units above the ground floor in buildings built before 1950;~~

Exhibit A

~~— 2. A 25% reduction in the minimum number of parking spaces required is allowed for age-restricted senior housing; and~~

~~— 3. A reduction of three parking spaces is allowed for every one dedicated carshare space provided.~~

(Ord. 2009-01, passed 3-9-2009; Ord. 2013-3, passed 5-22-2013; Ord. 2020-05, passed 11-9-2020)

Exhibit B

§ 17.8.515 OFF-STREET PARKING REQUIREMENTS.

A. *Multiple uses.* In the event several uses occupy a single building or parcel of land, a reduction of 25% of the total required parking is allowed for projects that utilize shared parking on a blended ratio for complementary uses.

B. *Location of off-street parking.* ~~Off-street parking spaces for dwellings shall be located on the same lot with the dwelling . For all other uses, required off-street parking spaces shall be located not farther than 500 feet from the building or use they are required to serve, except as exempted in the Town Center zones.~~ **Required parking spaces may be provided off-site, within 2,000 feet pedestrian travel of a site. If any non-loading parking is provided on-site, all required parking for people with disabilities shall be on-site. Except for in the Town Center zones, at least one, on-site handicap parking space must be provided for multi-family, commercial, and industrial uses. In any instance where a handicap parking space is proposed off-site, the space must be located within the shortest possible distance of an accessible entrance via an accessible path and no greater than 200 feet from that entrance.**

C. *Improvements.* Required parking spaces shall be improved to the standards as contained in this article and available for use at the time of the final building inspection.

D. *Carpool and vanpool parking.* Commercial, industrial and institutional developments (including but not limited to hospitals, nursing and retirement homes, schools , churches, auditoriums and transit park-and-ride facilities) with 20 or more long-term parking spaces shall designate at least 10% of those spaces for carpool and vanpool parking. These spaces shall be located closer to the primary public or employee entrance than all other parking spaces with the exception of handicapped parking spaces . Carpool and vanpool parking spaces shall be full-sized and clearly designated for use by carpools or vanpools. **Designated employee parking areas in new developments with more than 50 parking spaces shall provide preferential parking for carpools and vanpools.**

E. *Minimum/maximum parking.* Unless specified below or otherwise exempted by this Code, the minimum and maximum number of required parking spaces shall be provided for all uses in accordance with the specifications of Table 8-4.

F. *Exemptions from maximum parking standards.* The following uses shall be exempt from the maximum allowable parking standards of Table 8-4. This exemption does not limit any provision or authority to restrict the size, location or design of such uses. On sites where the following parking is provided, it shall not be included in the parking count used for determining the maximum allowable number of parking spaces :

1. Structured parking;
2. Valet lots;
3. Pay lots;
4. Employee carpool parking, when such areas are dedicated by way of on-site reservation;
5. Fleet parking;
6. Automobile sales lots; and
7. Park-and-ride lots and area-wide public parking facilities.

G. *Unlisted use .* Where a use is not specifically listed in Table 8-4, determination of the applicable parking standards shall be made in accordance with the following procedure:

1. The Director shall determine the minimum and maximum parking spaces for all uses not listed in Table 8-4, unless an application is under review by the Planning Commission or Design Review Commission, in which case the Commission shall make the determination.

2. In all determinations for unlisted uses, the applicant shall be required to submit studies or technical information about the use , parking demand, vehicle trip generation and/or other

Exhibit B

information as deemed necessary to make a determination. The city may consider testimony and publications of individuals, agencies or institutions experienced in parking and traffic engineering in its determination of parking standards.

H. *Determination of parking zone classification.* Except as provided for in this article or as modified under the variance process outlined in § 17.2.700, parking provided shall not be less than the amount specified in the “Minimum Parking Required” column nor greater than the amount specified in the “Maximum Parking Allowed” column of Table 8-4 based on the appropriate Parking Zone Classification.

1. *Parking Zone A.* **All properties located within the town center core (TC Core) zone, town center transition (TC transition) zone, and properties one-quarter-half mile walking distance of a transit bus stop corridor that provides at least 20-15-minute peak hour service shall be classified as Parking Zone A. This measurement shall be measured from the nearest right-of-way line of the subject corridor to the subject site. If a portion of a property is within the one-half mile walking distance, the entire property shall be deemed to fall within Parking Zone A**

~~—In determining walking distance, the shortest distance measured along sidewalks, improved pedestrian ways or streets, where sidewalks or improved pedestrian ways are not present, shall be used. Walking distance shall be measured from the nearest point of the subject lot located along the nearest street frontage that allows for the shortest walking distance.~~

~~—The transit provider shall be the official source for transit stop location and peak service availability.~~

2. *Parking Zone B.* All properties not located within Parking Zone A shall be classified as Parking Zone B.

Exhibit B

Table 8-4: Parking Requirements			
Land Use	Minimum Parking Required	Maximum Parking Allowed	
		Parking Zone A	Parking Zone B
RESIDENTIAL	-	-	-
Household Living	-	-	-
—Single Units, Attached/Townhomes	1.0/DU	None	None
—Single Units, Detached	1.0/DU	None	None
—Accessory Dwelling Units	None	None	None
—Duplexes	1.0/DU	None	None
—Triplexes	3.0/Development	None	None
—Quadplexes	4.0/Development	None	None
—Cottage Clusters	1.0/DU provided for individual units or in shared parking areas	None	None
—Courtyard Housing	1.0/DU provided for individual units or in shared parking areas	None	None
—Multi-Family Units (outside the Town Center)	DU<500 sq. ft: 1.0/DU 1 bedroom: 1.25/DU 2 bedroom: 1.50/DU 3 bedroom: 1.75/DU	None	None
—Multi-Family Units (within the Town Center)	DU<500 sq. ft: 0.5/DU 1 bedroom: 0.75/DU 2 bedroom: 1.25/DU 3 bedroom: 1.75/DU	None	None
—Manufactured Units	1.0/DU	None	None
—Mobile Home Parks	1.0/DU	None	None
Group Living	1.0/room 1.0/2.5 beds	None 2.7/1000[2]	None
Transitional Housing	1.0/2.5 beds	None	None
Home Occupation	None	None	None
CIVIC	-	-	-
Basic Utilities	None	None	None
Colleges	1.0/5 students/staff	1.0/3.3 students/staff	1.0/3.3 students/staff
Community Recreation	2.0/1,000[2]	2.5/1,000[2]	4.0/1,000[2]
Cultural Institutions	2.5/1,000[2]	3.5/1,000[2]	4.5/1000[2]
Day Care—Home	None	None	None
—Commercial	2.0/classroom	2.7 / 1,000[2]	3.2/1,000[2]

Exhibit B

Emergency Services	3.0/1,000[2]	3.5/1,000[2]	4.5/1,000[2]
Postal Services	2.5/1,000[2]	3.0/1,000[2]	4.5/1,000[2]
Religious Institutions	1.0/4 seats in main assembly area	1.0/1.7 seats in main assembly area	1.0/1.3 seats in main assembly area
Schools	-	-	-
—Preschool	5.0 + 1/classroom	7.0 + 1/classroom	10.0 + 1/classroom
—K-8	2.0/classroom	2.5/classroom	3.5/classroom
—9-12	1.0/5 students/staff	1.0/3.3 students/staff	1.0/3.3 students/staff
Social/Fraternal Clubs/Lodges	10.0/1,000[2] in main assembly area	12.0/1,000 in main assembly area	14.0/1,000[2] in main assembly area
COMMERCIAL	-	-	-
Commercial Lodging	1.0/room	1.2/room	1.4/room
Eating and Drinking Establishments	Fast food: 9.9/1,000[2] Other: 15.3/1,000[2]	12.4 / 1,000[2] 19.1/1,000[2]	14.9/1,000[2] 23.0/1,000[2]
Entertainment Oriented:	-	-	-
—Major Event	1.0/3 seats or 1.0/6' bench	1.0/ 2.5 seats or 1.0/5' bench	1.0/2 seats or 1.0/4' bench
Entertainment	-	-	-
—Outdoor Entertainment	4.0/1,000[2]	4.5/1,000[2]	5.0/1,000[2]
—Indoor Entertainment	4.3/1,000[2]	5.4/1,000[2]	6.5/1,000[2]
—Theater	1.0/3 seats	1.0/2.5 seats	1.0/2.0 seats
General Retail	-	-	-
—Sales Oriented	3.7/1,000[2]	5.1/1,000[2]	6.2 / 1,000[2]
—Personal Services	2.5/1,000[2]	3.0/1,000[2]	4.5/1,000[2]
—Bank with drive-in	4.3/1,000[2]	5.4/1,000[2]	6.5/1,000[2]
—Repair Oriented	3.3/1,000[2]	4.0/1,000[2]	4.5/1,000[2]
—Bulk Sales	1.0/1,000[2] but not less than 10.0	1.3/1,000[2]	2.0 / 1,000[2]
—Outdoor Sales	1.0/1,000[2] sales area	1.3/1,000[2] sales area	2.0/1,000[2] sales area
—Animal Related	3.3/1,000[2]	4.0/1,000[2]	4.5/1,000[2]
Medical Centers	2.0/1,000[2][3]	2.7/1,000[2][3]	3.2/1,000[2][3]
Motor Vehicle Related	-	-	-
—Motor Vehicle Sales/Rental	2.0/1,000[2] but no less than 4.0	2.3/1,000[2] but no less than 4.0	2.0/1,000[2] but no less than 4.0
—Motor Vehicle Servicing/Repair	2.0/1,000[2] but no less than 4.0	2.3/1,000[2] but no less than 4.0	2.6/1,000[2] but no less than 4.0
—Vehicle Fuel Sales	3.0 + 2.0/service bay	4.0 + 2.0/service bay	4.0 + 2.5/service bay

Exhibit B

Office	2.7/1,000[2]	3.4/1,000[2]	4.1/1,000[2]
–Medical/Dental Office	3.9/1,000[2]	4.9/1,000[2]	5.9/1,000[2]
Self-Service Storage	4.0 at office	None	None
Non-Accessory Parking	None	None	None
INDUSTRIAL	-	-	-
Industrial Services	0.8/1,000[2]	1.2/1,000[2]	1.8/1,000[2]
Manufacturing and Production:	-	-	-
–Light Industrial	1.6/1,000[2]	None	None
–General Industrial	1.6/1,000[2]	None	None
Railroad Yards	None	None	None
Research and Development	2.0/1,000[2]	3.0/1,000[2]	3.8/1,000[2]
Warehouse/Freight Movement	<150,000 square feet: 0.5/1,000[2] >150,000 square feet 0.3/1,000[2]	0.8 / 1,000[2] - 0.4/1,000[2]	1.2/1,000[2] - 0.5/1,000[2]
Waste Related	5.0	7.0	10.0
Wholesale Sales	0.8/1,000[2]	1.2/1,000[2]	1.8/1,000[2]
Agriculture/Horticulture	2.5/1,000[2] sales area but no less than 4.0	None	None
Cemeteries	Exempt	Exempt	Exempt
Detention Facilities	1.0/2.5 beds	None	None
Heliports	None	None	None
Mining	<5.0	None	None
Wireless Communication Facilities	None	None	None
Rail Lines Utility Corridors	None	None	None
NA: Not Addressed — DU: Dwelling Unit			
[1] To be determined by the City of Forest Grove based on Metro criteria.			
[2] Refers to 1,000-square feet of floor area, unless otherwise stated.			
[3] Does not include outpatient clinics or medical offices; see Medical/Dental Office.			

Exhibit B

Table 8-4: Parking Requirements				
<u>Land Use</u>	<u>Minimum Parking Required</u>		<u>Maximum Parking Allowed</u>	
	<u>Parking Zone A</u>	<u>Parking Zone B</u>	<u>Parking Zone A</u>	<u>Parking Zone B</u>
<u>Affordable Housing</u>	<u>None</u>	<u>None</u>	<u>None</u>	<u>None</u>
<u>Single Units, Attached/Townhomes</u>	<u>None</u>	<u>1.0/DU</u>	<u>None</u>	<u>None</u>
<u>Single Units, Detached</u>	<u>None</u>	<u>1.0/DU</u>	<u>None</u>	<u>None</u>
<u>Accessory Dwelling Units</u>	<u>None</u>	<u>None</u>	<u>None</u>	<u>None</u>
<u>Duplexes</u>	<u>None</u>	<u>1.0/DU</u>	<u>None</u>	<u>None</u>
<u>Triplexes</u>	<u>None</u>	<u>1.0/DU</u>	<u>None</u>	<u>None</u>
<u>Quadplexes</u>	<u>None</u>	<u>1.0/DU</u>	<u>None</u>	<u>None</u>
<u>Cottage Clusters</u>	<u>None</u>	<u>1.0/DU</u>	<u>None</u>	<u>None</u>
<u>Courtyard Housing</u>	<u>None</u>	<u>1.0/DU</u>	<u>None</u>	<u>None</u>
<u>Units smaller than 750 square feet</u>	<u>None</u>	<u>None</u>	<u>None</u>	<u>None</u>
<u>Multi-Family Units</u>	<u>None</u>	<u>1.0/DU</u>	<u>1.2 per studio / 2.0 per non-studio</u>	<u>None</u>
<u>Manufactured Units</u>	<u>None</u>	<u>1.0/DU</u>	<u>None</u>	<u>None</u>
<u>Mobile Home Parks</u>	<u>None</u>	<u>1.0/DU</u>	<u>None</u>	<u>None</u>
<u>Group Living</u>	<u>None</u>	<u>None</u>	<u>2.7/1000[2]</u>	<u>None</u>
<u>Transitional Housing</u>	<u>None</u>	<u>None</u>	<u>None</u>	<u>None</u>
<u>Home Occupation</u>	<u>None</u>	<u>None</u>	<u>None</u>	<u>None</u>
<u>CIVIC</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<u>Basic Utilities</u>	<u>None</u>	<u>None</u>	<u>None</u>	<u>None</u>
<u>Colleges</u>	<u>None</u>	<u>1.0/5 students/staff</u>	<u>1.0/3.3 students/staff</u>	<u>1.0/3.3 students/staff</u>
<u>Community Recreation</u>	<u>None</u>	<u>2.0/1,000[2]</u>	<u>2.5/1,000[2]</u>	<u>4.0/1,000[2]</u>
<u>Cultural Institutions</u>	<u>None</u>	<u>2.5/1,000[2]</u>	<u>3.5/1,000[2]</u>	<u>4.5/1000[2]</u>
<u>Day Care - Home</u>	<u>None</u>	<u>None</u>	<u>None</u>	<u>None</u>
<u>Day Care - Commercial</u>	<u>None</u>	<u>None</u>	<u>2.7 / 1,000[2]</u>	<u>3.2/1,000[2]</u>
<u>Emergency Services</u>	<u>None</u>	<u>3.0/1,000[2]</u>	<u>3.5/1,000[2]</u>	<u>4.5/1,000[2]</u>
<u>Postal Services</u>	<u>None</u>	<u>2.5/1,000[2]</u>	<u>3.0/1,000[2]</u>	<u>4.5/1,000[2]</u>
<u>Religious Institutions</u>	<u>None</u>	<u>1.0/4 seats in main assembly area</u>	<u>1.0/1.7 seats in main</u>	<u>1.0/1.3 seats in main</u>

Exhibit B

			<u>assembly area</u>	<u>assembly area</u>
<u>Schools</u>				
<u>Preschool</u>	<u>None</u>	<u>5.0 + 1/classroom</u>	<u>7.0 + 1/classroom</u>	<u>10.0 + 1/classroom</u>
<u>Grades K through 8</u>	<u>None</u>	<u>2.0/classroom</u>	<u>2.5/classroom</u>	<u>3.5/classroom</u>
<u>Grades 9 through 12</u>	<u>None</u>	<u>1.0/5 students/staff</u>	<u>1.0/3.3 students/staf f</u>	<u>1.0/3.3 students/staf f</u>
<u>Social/Fraternal Clubs/Lodges</u>	<u>None</u>	<u>10.0/1,000[2] in main assembly area</u>	<u>12.0/1,000 in main assembly area</u>	<u>14.0/1,000[2] in main assembly area</u>
<u>COMMERCIAL</u>				
<u>Commercial Lodging</u>	<u>None</u>	<u>1.0/room</u>	<u>1.2/room</u>	<u>1.4/room</u>
<u>Eating and Drinking Establishments</u>	<u>None</u>	<u>Fast food: 9.9/1,000[2] Other: 15.3/1,000[2]</u>	<u>12.4 / 1,000[2] 19.1/1,000[2] 1</u>	<u>14.9/1,000[2] 1 23.0/1,000[2] 1</u>
<u>Multi-tenant Commercial Buildings or Commercial facilities with Shared Parking – NC and NMU Zones</u>	<u>None</u>	<u>2.5/1,000[2]</u>	<u>5/1,000 [2]</u>	<u>5/1,000 [2]</u>
<u>Multi-tenant Commercial Buildings or Commercial Facilities with Shared Parking – CC Zone</u>	<u>None</u>	<u>3.5/1,000[2]</u>	<u>5/1,000 [2]</u>	<u>5/1,000 [2]</u>
<u>Entertainment</u>				
<u>Major Event Entertainment</u>	<u>None</u>	<u>1.0/3 seats or 1.0/6' bench</u>	<u>1.0/ 2.5 seats or 1.0/5' bench</u>	<u>1.0/2 seats or 1.0/4' bench</u>
<u>Outdoor Entertainment</u>	<u>None</u>	<u>4.0/1,000[2]</u>	<u>4.5/1,000[2]</u>	<u>5.0/1,000[2]</u>
<u>Indoor Entertainment</u>	<u>None</u>	<u>4.3/1,000[2]</u>	<u>5.4/1,000[2]</u>	<u>6.5/1,000[2]</u>
<u>Theater</u>	<u>None</u>	<u>1.0/3 seats</u>	<u>1.0/2.5 seats</u>	<u>1.0/2.0 seats</u>
<u>General Retail</u>				
<u>Sales Oriented</u>	<u>None</u>	<u>3.7/1,000[2]</u>	<u>5/1,000 [2]</u>	<u>5/1,000 [2]</u>
<u>Personal Services</u>	<u>None</u>	<u>2.5/1,000[2]</u>	<u>5/1,000 [2]</u>	<u>5/1,000 [2]</u>
<u>Bank with drive-in</u>	<u>None</u>	<u>4.3/1,000[2]</u>	<u>5/1,000 [2]</u>	<u>5/1,000 [2]</u>
<u>Repair Oriented</u>	<u>None</u>	<u>3.3/1,000[2]</u>	<u>5/1,000 [2]</u>	<u>5/1,000 [2]</u>
<u>Bulk Sales</u>	<u>None</u>	<u>1.0/1,000[2] but not less than 10.0</u>	<u>5/1,000 [2]</u>	<u>5/1,000 [2]</u>
<u>Outdoor Sales</u>	<u>None</u>	<u>1.0/1,000[2] sales area</u>	<u>5/1,000 [2]</u>	<u>5/1,000 [2]</u>
<u>Animal Related</u>	<u>None</u>	<u>3.3/1,000[2]</u>	<u>5/1,000 [2]</u>	<u>5/1,000 [2]</u>
<u>Medical Centers</u>	<u>None</u>	<u>2.0/1,000[2][3]</u>	<u>5/1,000 [2]</u>	<u>5/1,000 [2]</u>

Exhibit B

<u>Motor Vehicle Related</u>				
<u>Motor Vehicle Sales/Rental</u>	<u>None</u>	<u>2.0/1,000[2] but no less than 4.0</u>	<u>2.3 / 1,000 [2] but no less than 4.0</u>	<u>2.0 / 1,000 [2] but no less than 4.0</u>
<u>Motor Vehicle Servicing/Repair</u>	<u>None</u>	<u>2.0/1,000[2] but no less than 4.0</u>	<u>2.3/1,000[2] but no less than 4.0</u>	<u>2.6/1,000[2] but no less than 4.0</u>
<u>Vehicle Fuel Sales</u>	<u>None</u>	<u>3.0 + 2.0/service bay</u>	<u>4.0 + 2.0/service bay</u>	<u>4.0 + 2.5/service bay</u>
<u>General Office</u>	<u>None</u>	<u>2.7/1,000[2]</u>	<u>3.4/1,000[2]</u>	<u>4.1/1,000[2]</u>
<u>Medical/Dental Office</u>	<u>None</u>	<u>3.9/1,000[2]</u>	<u>4.9/1,000[2]</u>	<u>5.9/1,000[2]</u>
<u>Self-Service Storage</u>	<u>None</u>	<u>4.0 at office</u>	<u>None</u>	<u>None</u>
<u>Non-Accessory Parking</u>	<u>None</u>	<u>None</u>	<u>None</u>	<u>None</u>
<u>INDUSTRIAL</u>				
<u>Industrial Services</u>	<u>None</u>	<u>0.8/1,000[2]</u>	<u>1.2/1,000[2]</u>	<u>1.8/1,000[2]</u>
<u>Manufacturing and Production:</u>				
<u>Light Industrial</u>	<u>None</u>	<u>1.6/1,000[2]</u>	<u>None</u>	<u>None</u>
<u>General Industrial</u>	<u>None</u>	<u>1.6/1,000[2]</u>	<u>None</u>	<u>None</u>
<u>Railroad Yards</u>	<u>None</u>	<u>None</u>	<u>None</u>	<u>None</u>
<u>Research and Development</u>	<u>None</u>	<u>2.0/1,000[2]</u>	<u>3.0/1,000[2]</u>	<u>3.8/1,000[2]</u>
<u>Warehouse/Freight Movement</u>	<u>None</u>	<u><150,000 square feet: 0.5/1,000[2]</u> <u>>150,000 square feet 0.3/1,000[2]</u>	<u>0.8 / 1,000[2]</u> <u>0.4/1,000[2]</u>	<u>1.2/1,000[2]</u> <u>0.5/1,000[2]</u>
<u>Waste-Related</u>	<u>None</u>	<u>5</u>	<u>7</u>	<u>10</u>
<u>Wholesale Sales</u>	<u>None</u>	<u>0.8/1,000[2]</u>	<u>1.2/1,000[2]</u>	<u>1.8/1,000[2]</u>
<u>Agriculture/Horticulture</u>	<u>None</u>	<u>2.5/1,000[2] sales area but no less than 4.0</u>	<u>None</u>	<u>None</u>
<u>Cemeteries</u>	<u>None</u>	<u>Exempt</u>	<u>Exempt</u>	<u>Exempt</u>
<u>Detention Facilities</u>	<u>None</u>	<u>1.0/2.5 beds</u>	<u>None</u>	<u>None</u>
<u>Heliports</u>	<u>None</u>	<u>None</u>	<u>None</u>	<u>None</u>
<u>Mining</u>	<u>None</u>	<u>< 5.0</u>	<u>None</u>	<u>None</u>
<u>Wireless Communication Facilities</u>	<u>None</u>	<u>None</u>	<u>None</u>	<u>None</u>
<u>Rail Lines Utility Corridors</u>	<u>None</u>	<u>None</u>	<u>None</u>	<u>None</u>
NA: Not Addressed DU: Dwelling Unit				
<u>[1] To be determined by the City of Forest Grove based on Metro criteria.</u>				
<u>[2] Refers to 1,000 square feet of floor area , unless otherwise stated.</u>				
<u>[3] Does not include outpatient clinics or medical offices; see Medical/Dental Office.</u>				

Exhibit C

§ 17.8.520 REDUCTION OR MODIFICATION OF OFF-STREET PARKING REQUIREMENT.

A. *Parking reductions allowed by right.* The following reductions of minimum required parking may be taken by right. Reductions provided below may not be taken jointly. The reductions allowed by this section may not be used in conjunction with the reductions allowed by subsection B. below. In determining walking distance, the shortest distance measured along sidewalks, improved pedestrian ways or streets, where sidewalks or improved pedestrian ways are not present, shall be used. Walking distance shall be measured from the point on the subject lot located nearest to the transit stop along the shortest course.

~~1. Parking for multi-family, commercial and industrial uses may be reduced by 10% providing the development is within one-fourth mile distance of frequent transit service with at least 20-minute headways.~~

~~2. Parking facilities may be reduced to the extent necessary to accommodate transit stop and shelters.~~

1. Property owners shall be allowed to redevelop any portion of existing off-street parking areas for bicycle-oriented and transit-oriented facilities, including bicycle parking, bus stops and pullouts, bus shelters, park and ride stations, and similar facilities. This provision applies even if the reduction in parking spaces results in fewer parking spaces than this code requires.

2. Parking requirements shall be reduced by one off-street parking space for each three kilowatts of capacity in solar panels or wind power that will be provided in a development

3. Parking requirements shall be reduced by one off-street parking space for each dedicated car-sharing parking space in a development. Dedicated car-sharing parking spaces shall count as spaces for parking requirements.

4. Parking requirements shall be reduced by two off-street parking spaces for every electric vehicle charging station provided in a development. Parking spaces that include electric vehicle charging while an automobile is parked shall count towards parking requirements.

5. Parking requirements shall be reduced by one off-street parking space for every two units in a development above minimum requirements that are fully accessible to people with mobility disabilities

6. Any reductions under options (2) through (5) of this section shall be cumulative and not capped

B. *Modification of minimum off-street parking requirements.* Minimum parking required may be decreased as follows: **Subject to § 17.2.200, Conditional Uses:**

~~1. For uses requiring a minimum of ten or more parking spaces, inclusive of all uses in the case of mixed-use development, required parking may be reduced by up to 15% of the minimum required for sites located in Parking Zone A, upon demonstration that the modification is warranted and meets the following criteria:~~

~~a. Will not result in undue site congestion;~~

~~b. Will not result in traffic hazards on the site or adjoining streets; and~~

Exhibit C

~~—c. Will not result in an undue reduction in the availability of on-street parking or parking located in facilities owned and/or operated by the city—~~

2.1. Subject to § 17.2.200, Conditional Uses, A reduction of up to 25% of the total required parking may be granted for new development, redevelopment and substantial improvements , subject to the other requirements of this section, in such cases where:

a. The project is utilizing shared parking where the amount of shared parking is based on a blended ratio and the land uses are shown to be complimentary and will, by virtue of their proximity, reduce the number of vehicle trips generated and the amount of parking needed.

b. For mixed use projects, the site is located within Parking Zone A and no less than one-half of the total gross floor area is dedicated to residential uses.

c. For the purposes of this section, “substantial improvement ” shall mean any construction, renovation, or modification where the value of the proposed site and building improvements exceeds 30% of the value of the land and buildings thereon.

C. *Modification of maximum off-street parking requirements.* Maximum parking allowed may be ~~increased~~ **modified** as follows.

1. Maximum parking allowed may be increased up to 15% of the applicable standard, subject to the requirements of this section and further subject to compliance with all zoning standards and management of related stormwater runoff.

2. Overflow parking areas using “grass-crete” or similar reinforced, drained and seeded hard surface alternatives may be approved for up to an additional 25% of parking spaces allowed in Table 8-4.

3. Mitigation of adverse impacts may be required as a condition to make an increase of required parking acceptable.

4. Non-surface parking, such as tuck-under parking, underground and subsurface parking, and parking structures may be exempted from the calculations in this section

D. *Procedure for review.* The Director may authorize modifications pursuant to this section; unless the application is under review by the Planning Commission or the Design Commission, in which case the Planning Commission or the Design Commission shall consider the request for modification.

1. Parking and traffic analyses needed to demonstrate the feasibility of modifications requested pursuant to this section shall be prepared by a qualified professional, using methods generally accepted in the field.

2. The applicant shall follow procedures and criteria for Adjustments or Variances as described in Article 2.

(Ord. 2009-01, passed 3-9-2009; Ord. 2013-3, passed 5-22-2013; Ord. 2022-01, passed 5-9-2022)

Exhibit D

§ 17.8.525 CLIMATE MITIGATION ACTIONS FOR PARKING AREAS.

A. Uses containing more than 65,000 square feet of floor area. For land uses with more than 65,000 square feet of floor area, surface parking may not consist of more area than the floor area of the building.

B. New development that includes more than one-half acre of new off-street surface parking.

1. Developments not required to comply with OAR 330-135-0010 (1.5% for Green Public Buildings) that provide more than one-half acre of new off-street parking must provide a climate mitigation action. Climate mitigation actions shall include at least one of the following:

a. Installation of solar panels with a generation capacity of at least 0.5 kilowatt per new off-street parking space. Panels may be located anywhere on the property.

b. Payment of at least \$1,500 per new off-street parking space into a city or county fund dedicated to equitable solar or wind energy development or a fund at the Oregon Department of Energy designated for such purpose;

c. Tree canopy covering at least 40 percent of the new parking lot area at maturity but no more than 15 years after planting; or

d. A mixture of actions under paragraphs (a) through (c) the city or county deems to meet the purpose of this section.

2. Developments must provide tree canopy. Developments shall provide either trees along driveways or a minimum of 30 percent tree canopy coverage over new parking areas. Developments are not required to provide trees along drive aisles. The tree spacing and species planted must be designed to maintain a continuous canopy except when interrupted by driveways, drive aisles, and other site design considerations. Developments providing 40 percent tree canopy to comply with paragraph (1)(c) comply with this subsection.

3. Developments must provide pedestrian connections throughout the parking lot, connecting at minimum the following, except where not practical due to site-specific conditions:

a. building entrances;

b. existing or planned pedestrian facilities in the adjacent public rights-of-way;

c. transit stops; and

d. accessible parking spaces.

4. Development of a tree canopy plan under this section shall be done in coordination with the local electric utility, including pre-design, design, building and maintenance phases.

5. In providing trees under subsections (1) and (2), the following standards shall be met.

a. Trees must be planted and maintained to maximize their root health and chances for survival, including having ample high-quality soil, space for root growth, and reliable irrigation according to the needs of the species.

b. Trees should be planted in continuous trenches where possible.

c. The minimum standards for tree planting are no lower than the 2021 American National Standards Institute (ANSI A300 standards).

Exhibit E

§ 17.8.530 UNBUNDLING OF PARKING

A. **In new developments, parking spaces for each residential unit in multi-unit housing developments must be unbundled parking upon lease creation, lease renewal, or sale.**

B. **In new developments, parking spaces serving leased commercial developments must be unbundled parking upon lease creation or renewal.**

Exhibit F

§ 17.8.525~~35~~ DESIGN AND MAINTENANCE STANDARDS FOR OFF-STREET PARKING AND LOADING.

A. *No backing movement.* Excluding single-family and duplex residences, groups of more than two parking spaces shall be served by a service drive so that no backing movements or other maneuvering within a street or other public right-of-way would be required.

B. *Free flow of traffic.* Service drives shall be designed and constructed to facilitate the flow of traffic, provide maximum safety of traffic access and egress , and maximum safety of pedestrians and vehicular traffic on the site .

C. *Parking accessible from street .* Each parking and/or loading space shall be accessible from a street and the access shall be of a width and location as described in §§ 17.8.100 et seq. for Access and Circulation.

D. *Parking space , stall and access aisle dimensions.* Parking space configuration, stall and access aisle size shall be of sufficient width for all vehicles turning and maneuvering, based on the standards shown in Figures 8-11 and 8-12.

E. *Permanent marking.* Except for single-family and duplex residences, any area intended to be used to meet the off-street parking requirements shall have all parking spaces clearly marked using permanent paint. All interior drives and access aisles shall be clearly marked and signed to show direction of traffic flow and maintain vehicular and pedestrian safety.

F. *Surfacing.*

1. Except for single-family and duplex residences, all areas used for the parking and/or storage and/or maneuvering of any vehicle, boat and/or trailer shall be improved with asphalt or concrete surfaces according to the same standards required for the construction and acceptance of city streets .

2. Off-street parking spaces for single-family and duplex residences shall be improved with an asphalt or concrete surface to specifications as approved by the Building Official.

3. Where possible, pervious surfacing should be used for off-street parking areas.

4. The uses and operations listed below may provide alternative surfacing, such as gravel or other similar semi-pervious surfaces, from the above requirements for vehicular parking or storage areas. Driveways and access aprons which connect to any paved access road and/or public street shall meet the surfacing requirements listed above.

- a. Community recreation;
- b. Agriculture/horticulture;
- c. Outdoor storage.

i. Allowed as an accessory use to a primary use and limited to uses located in the Light Industrial (LI) and General Industrial (GI) zones;

ii. Any outdoor storage that would otherwise be visible at the property line shall be screened from view at the abutting property line by a sight obscuring fence or planting not less than six feet in height;

iii. The property owner shall maintain a gravel storage area to ensure continued drainage and dust control; and

iv. Does not include self-service storage provided for rental of storage space to the public for personal vehicles, recreational vehicles, boats or other personal property. Self-service storage shall be subject the surfacing requirements of § 17.8.525.F.1 above.

G. *Wheel stops.* Parking spaces along the boundaries of a parking lot or adjacent to interior landscaped areas or sidewalks shall be provided with a wheel stop at least four inches high located one and one-half feet back from the front of the parking stall as defined in Figure 8-7.

Exhibit F

H. *Drainage*. Off-street parking and loading areas shall provide stormwater drainage in accordance with specifications approved by the City Engineer . Off-street parking and loading facilities shall be drained to avoid flow of water across public sidewalks.

I. *Lighting*. Artificial lighting on all off-street parking facilities shall be designed to deflect all light away from surrounding residences and so as not to create a glare hazard to the public use of any road or street .

J. *Maintenance*. All parking lots shall be kept clean and in good repair at all times. Breaks in paved surfaces shall be repaired promptly and broken or splintered wheel stops shall be replaced so that their function will not be impaired.

K. *Parking lots over three acres in size*. Parking lots over three acres in size shall be designed to incorporate curbs and sidewalks along major drive aisles .

L. *Electric Vehicle Charging*. For new multifamily residential buildings with five or more residential dwelling units, and new mixed-use buildings consisting of privately owned commercial space and five or more residential dwelling units, cities shall require the provision of electrical service capacity, as defined in ORS 455.417, to serve 40 percent of all vehicle parking spaces.

(Ord. 2009-01, passed 3-9-2009; Ord. 2013-3, passed 5-22-2013; Ord. 2022-01, passed 5-9-2022; Ord. 2022-03, passed 8-8-2022)

Exhibit G

§ 17.8.53040 RESERVOIR REQUIREMENTS.

A. All uses providing drive-in service as defined by this Code shall provide on the same site a reservoir for inbound vehicles as shown in Table 8-5.

B. Minimum required reservoir space may be decreased based on the following criteria:

1. Will not result in undue site congestion;
2. Will not result in traffic hazards on the site or adjoining streets ; and
3. Will not result in an undue reduction in the availability of on-site or on-street parking.

C. Modifications to this section may be authorized by the Planning Director; unless the application is under review by the Planning Commission or the Design Review Commission, in which case the Planning Commission or the Design Review Commission shall consider the request for modification.

D. Article 2 procedures and criteria for Adjustments and Variances shall be applicable to a request for modification of the reservoir requirements.

Table 8-5: Minimum Reservoir Requirements	
Use	Reservoir Requirement
Table 8-5: Minimum Reservoir Requirements	
Use	Reservoir Requirement
Drive-in banks	4 spaces/service terminal
Drive-in restaurants	10 spaces/service window
Drive-in theaters	10% of theater capacity
Gasoline service stations	3 spaces/fueling position
Mechanical car washes	3 spaces/washing unit
Parking facilities – free flow entry	1 space/entry driveway
Parking facilities – ticket dispense entry	2 spaces/entry driveway
Parking facilities – manual ticket dispensing	8 spaces/entry driveway
Attendant parking	10% of portion of parking capacity served by the driveway
All other drive-in facilities	Determined by the Director

(Ord. 2009-01, passed 3-9-2009; Ord. 2013-3, passed 5-22-2013)

Exhibit G

§ 17.8.53~~54~~⁴⁵ OFF-STREET LOADING SPACE.

A. *Required.* Buildings or structures to be built or substantially altered which receive and distribute material or merchandise by truck shall provide and maintain off-street loading and maneuvering space in accordance with the requirements of Table 8-6.

B. *Separation from off-street parking area.* Any area to be used for the maneuvering of delivery vehicles and the unloading or loading of materials shall be separated from designated off-street parking areas and appropriately designed to prevent the encroachment of delivery vehicles into off-street parking areas or into public streets .

C. *Loading area for schools .* A driveway designed for continuous forward flow of passenger vehicles for the purpose of loading and unloading children shall be located on the site of any school having a capacity greater than 25 students.

D. *Reduction of loading space .* Minimum loading berths may be decreased based on the following criteria:

1. Will not result in undue site congestion;
2. Will not result in traffic hazards on the site or adjoining streets ; and
3. Will not result in undue reduction in the availability of on-site or on-street parking.

E. *Modifications.* The Director may grant modifications to this section; unless the application is under review by the Planning Commission or the Design Review Commission, in which case the Planning Commission or the Design Review Commission shall consider the request for modification.

Article 2 procedures and criteria for Adjustments and Variances shall apply, depending on the magnitude of the adjustment requested.

Table 8-6: Minimum On-Site Loading Requirement		
Land Use	Gross Floor Area at Which 1st Berth is Required	Gross Floor Area at Which 2nd Berth is Required
Table 8-6: Minimum On-Site Loading Requirement		
Land Use	Gross Floor Area at Which 1st Berth is Required	Gross Floor Area at Which 2nd Berth is Required
Industrial		
- Manufacturing	5,000 square feet	40,000 square feet
- Warehouse	5,000 square feet	40,000 square feet
- Storage	10,000 square feet	100,000 square feet
Commercial		
- Wholesale	10,000 square feet	40,000 square feet
- Retail	10,000 square feet	20,000 square feet
- Service Establishments	10,000 square feet	40,000 square feet
- Commercial Recreational (including bowling alleys)	10,000 square feet	100,000 square feet
- Restaurants	5,000 square feet	25,000 square feet
- Laundry	10,000 square feet	25,000 square feet

Exhibit G

- Office Building	10,000 square feet	100,000 square feet
- Hotel	10,000 square feet	100,000 square feet
Institutional		
- Schools	10,000 square feet	100,000 square feet
- Hospitals	10,000 square feet	100,000 square feet
- Sanitariums (homes)	10,000 square feet	100,000 square feet
Public Buildings		
- Terminals	5,000 square feet	40,000 square feet
- Auditoriums	10,000 square feet	100,000 square feet
- Arenas	10,000 square feet	100,000 square feet
- Funeral Homes	10,000 square feet	100,000 square feet

(Ord. 2009-01, passed 3-9-2009; Ord. 2013-3, passed 5-22-2013)

Exhibit G

§ 17.8.54050 BICYCLE PARKING.

A. *When required.* Bicycle parking shall be provided on-site in conjunction with the following uses:

1. Multi-family housing;
2. Retail and office development ;
3. Industrial development ;
4. Institutional development ; and
5. Transit stations, park-and-ride lot and automobile parking structures .

B. *Required number of spaces.* The number of bicycle parking spaces required shall be at least 20% of the required automobile parking for the use , but not less than two spaces.

C. *Location and design standards.* Bicycle parking facilities shall be:

1. Located within 75 feet of a primary building entrance and dispersed for multiple entrances;
2. Designed to provide direct access to a public right-of-way, but not to obstruct sidewalks or walkways. Public sidewalks may be utilized for bicycle parking when parking can't be reasonably accommodated on-site and the location is convenient to the building 's primary entrance . If a public sidewalk is used for bicycle parking, a minimum of six feet of clear and unobstructed sidewalk must be maintained;
3. In a location visible to building occupants or from the main parking lot;
4. Thoroughly illuminated during working hours. Bicycle parking areas shall be at least as well lit as automobile parking areas;
5. Bicycle parking facilities shall offer security in the form of either a lockable enclosure in which the bicycle can be stored or a stationary rack to which the bicycle can be locked. All bicycle racks, lockers or other facilities shall be securely anchored to the ground or to a structure . Bicycle racks shall be designed so that bicycles may be securely locked to them without undue inconvenience. Such racks shall be designed to hold bicycles securely by means of the frame, with the frame supported so that the bicycle cannot be pushed or fall to one side in a manner that will damage the wheels; and
6. Bicycle parking spaces shall be at least six feet long and two feet wide with an overhead clearance of at least seven feet. An access aisle of at least five feet shall be provided and maintained beside or between each row of bicycle parking. Each required bicycle parking space shall be accessible without moving another bicycle.

(Ord. 2009-01, passed 3-9-2009; Ord. 2013-3, passed 5-22-2013)

Exhibit G

§ 17.8.54~~55~~ LANDSCAPING AND SCREENING OF PARKING AND LOADING AREAS.

A. *Purpose.* The purpose of this section is to improve the appearance of off-street parking and open lot sales and service areas in Forest Grove and to protect and preserve the appearance, character and value of the surrounding neighborhoods. It is also the purpose of this section to allow for increased seepage by providing openings in impervious surface ; increased safety by breaking up large expanses of pavement; and increased shading to reduce overheating of car interiors, and reduce glare and radiation from large number of vehicles.

B. *Applicability.* This section is applicable to all areas used for the display or parking of any and all types of vehicles, boats or heavy construction equipment, whether such vehicles, boats or equipment are self-propelled or not, and all land upon which vehicles traverse the property as a function of the primary use , hereinafter referred to as “other vehicular uses,” including but not limited to activities of a drive-in nature such as, but not limited to, filling stations, grocery and dairy stores, banks, restaurants and the like. Screening and landscaping of parking and loading areas is required, with the exception of parking areas serving single-family dwellings and duplexes , and parking areas that are under or within buildings . The interior landscaping requirements do not apply to parking areas for industrial uses in the industrial zones.

C. *Required landscaping for parking lots adjacent to public rights-of-way.* A minimum five-foot landscaped strip is required between the abutting right-of-way and the off-street parking area or vehicle use area.

D. *Perimeter parking lot landscaping.* When the off-street parking area or other vehicular use area is not visually screened from an abutting property by an intervening building or structure , a minimum five-foot landscaped strip shall be installed between the common property line and the off-street parking area or other vehicular use area that is visually exposed.

E. *Interior parking lot landscaping.* Landscaped areas shall be appropriately distributed to break up large expanses of pavement, improve the appearance and climate of the site , improve safety and delineate pedestrian walkways and traffic lanes. For the purpose of this section, interior parking lot area is defined as the hard surface parking area (parking stalls and aisles). Such area does not include loading and unloading zones or perimeter landscaping around the lot .

1. At least 8% of the interior parking lot area shall be landscaped. Landscaped areas should include water quality features such as bio-swales or wetlands , trees , grass, shrubs and other material when possible so as to cover the landscape area.

2. A required landscaped area shall have a minimum interior dimension of six feet and be no less than 48 square feet in area. Landscaping shall be protected from vehicular damage by some form of wheel guard or curb.

3. One tree shall be required for every 1,600 square feet of interior parking lot area. Trees shall have a minimum two-inch caliper and six-foot branch height at the time of planting.

4. Interior parking area landscaping and trees must be dispersed throughout the parking area. Some trees may be grouped, but the groups must be dispersed.

5. Perimeter landscaping may not substitute for interior landscaping. However, interior landscaping may join perimeter landscaping as long as it extends four feet or more into the parking area from the perimeter landscape line.

F. *Landscaping within clear vision areas .* All landscaping of parking lots within clear vision areas shall provide unobstructed cross-visibility at a level between three to ten feet above the curb line. With the exception of grass or groundcover, no landscaping shall be located closer than three feet from the edge of any accessway pavement.

(Ord. 2009-01, passed 3-9-2009; Ord. 2013-3, passed 5-22-2013)

Exhibit G

DEFINITIONS

§ 17.12.210 MEANING OF SPECIFIC WORDS AND TERMS.

Pedestrian Travel- The measurement of pedestrian travel as it relates to off-street parking shall be as follows: Measured in a direct line from the property line of the site and in a direct line across street intersections. If all parking is located off-site, parking for people with disabilities must be located within the shortest possible distance of an accessible entrance via an accessible path and no greater than 200 feet from the that entrance.

Unbundled Parking- A requirement that parking spaces for each unit in a development be rented, leased, or sold separately from the unit itself. The parking space(s) must be rented, leased, or sold at market rates for compatible local off-street parking. The renter, lessor, or buyer of the unit must be allowed to opt out of renting, leasing, or buying the parking space.



A place where families and businesses thrive.

CITY RECORDER USE ONLY:

AGENDA ITEM #: _____

MEETING DATE: _____

FINAL ACTION: _____

CITY COUNCIL STAFF REPORT

TO: *City Council*

FROM: *Jesse VanderZanden, City Manager*

MEETING DATE: *November 25, 2024*

PROJECT TEAM: *Keith Hormann, Light & Power Director
Eddie Littlefield, Light & Power Services Manager
Paul Downey, Assistant City Manager/Finance Director*

SUBJECT TITLE: *Resolution 2024-43 Adopting Changes to Electric Rate Schedule 4*

ACTION REQUESTED:

☐	Ordinance	☐	Order	☒	Resolution	☐	Motion	☐	Informational
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X all that apply

ISSUE STATEMENT

On November 27, 2023, City Council approved the addition of Electric Rate Schedule 4, which applies to customers whose new or increased loads are larger than 2 megawatts but smaller than 10 megawatts. During a recent review of the Electric Rate Schedule 4 language, a needed revision regarding load forecasting was identified. This language revision will require customers under Rate Schedule 4 to purchase power based on the load forecast, which they are required to provide. Additional billing will be applied if actual usage is higher than the forecasted amount. If actual usage is lower than forecasted load, the City will attempt to remarket the power with any resulting credit received will be returned to the customer.

A City Council work session was held on November 12, 2024, to discuss the need for the change to Electric Rate Schedule 4 and the requested language revisions. Council gave consensus on approving the change. Staff indicated the change would come to the Council at the next meeting.

FISCAL IMPACT

These revisions will alleviate the risk of stranded power costs to the City which could be substantial without this change in language.

RECOMMENDATION

Staff recommends the City Council approve the attached resolution.

ATTACHMENTS

Exhibit A: Current Rate Schedule 4 language

Exhibit B: Proposed Rate Schedule 4 language

RESOLUTION NO. 2024-43

RESOLUTION ADOPTING CHANGES TO ELECTRIC RATE SCHEDULE 4

WHEREAS, the City of Forest Grove Light & Power Department applies Electric Rate Schedule 4 for large industrial customers whose new or increased loads are larger than two megawatts but smaller than ten megawatts; and

WHEREAS, the current Rate Schedule 4 puts the City at financial risk for customers who use less power than the forecasted power load for that customer under Rate Schedule 4 since the City has to pay for the forecasted power load; and

WHEREAS, the proposed changes to Rate Schedule 4 will alleviate the risk of stranded power costs to the City; and

WHEREAS, a work session was held with City Council on November 12, 2024, to discuss proposed language revisions in Rate Schedule 4 addressing load forecasting, and staff received Council consensus on approving the proposed changes.

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

Section 1. The City Council hereby authorizes to execute the revisions to Electric Rate Schedule 4 (Exhibit A).

Section 2. The City Manager is hereby authorized to administer the attached policy (Exhibit B) on behalf of the City.

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

PRESENTED AND PASSED this 25th day of November, 2024.

Mariah S. Woods, City Recorder

APPROVED by the Mayor this 25th day of November, 2024.

Malynda H. Wenzl, Mayor

SCHEDULE 4
NEW LARGE COMMERCIAL AND INDUSTRIAL SERVICE
EXCEEDING 2,000 kW DEMAND

Page 1 of 2

AVAILABILITY:

Available in all territory served by the City Light and Power Department.

APPLICABILITY

Applicable to any request for new electrical service, or an increase to existing electrical service, received on or after January 1, 2024, exceeding 2,000 kW maximum measured demand or 8,760,000 annual kWh consumption. Not applicable to agricultural irrigation or pumping.

Any new electrical service, or increase in existing electrical service, under this Schedule 4 must be established pursuant to the City Light and Power Department's New Large Retail Customer Interconnection Policy. Energy supplied under this schedule shall not be resold to others.

SERVICE AGREEMENT:

At all times while receiving service under Schedule 4, the customer must have in place a valid and binding Energy Service Agreement with City Light & Power Department in a form prescribed by the City Light and Power Department. The terms and conditions of any written agreement between the City and customer for electric service may supersede the applicable requirements of this schedule if expressly stated in the written agreement.

CHARACTER OF SERVICE:

Three Phase, sixty-hertz alternating current of such voltage as the City Light and Power Department may have available.

CHARGES PER BILLING INTERVAL

Customer's monthly billing will consist of the the following energy charges (customer and demand charges are applicable based on schedule 3).

Energy Charge

:

BPA Rate Year 2024 through 9/30/24	\$6.92 cents/kWh
BPA Rate Year 2025 (10/01/24-9/30/25)	\$6.53 cents/kWh

FY2025 Renewable Energy Compliance: passthrough based on actual cost \$/kWh

Customer's energy rates will be based on the greater of the average energy rate for schedule 3 or any additional costs the City incurs from either Bonneville Power Administration (BPA) Short Term Tier 2, or equivalent rates being procured to provide above rate high watermark energy compared to the (BPA) Tier 1 rate. The rate may recover costs incurred by the City, including transmission, scheduling, overhead, in-lieu of tax transfers, cost of renewable, costs associated with regulatory compliances, and losses.

DEMAND CHARGE:

Based on the highest 15-minute average demand recorded during the billing period measured in kilowatts (kW).

SCHEDULE 4
NEW LARGE COMMERCIAL AND INDUSTRIAL SERVICE
EXCEEDING 2,000 kW DEMAND

Page 2 of 2

REACTIVE DEMAND:

In addition to the energy and demand charges, the customer shall pay \$2.80 for each kilovolt ampere of reactive demand in excess of 40 percent of the kilowatt billing demand.

DELIVERY POINT:

The above rates are based on the supply of service at a single voltage through a single delivery and metering point. Separate supply to the same customer at a different voltage or at other points of consumption shall be separately metered and billed.

ALTERNATE SERVICE:

Customers receiving alternate service under this rate schedule shall pay an additional \$1.02 per kilowatt of demand per month.

SPECIAL CONDITIONS:

If the Department's transformers are used exclusively for service to the customer, the Department may, at its option, permit installation of metering equipment on the primary voltage side of the transformers. In this case, billing will be based on meter registration less a deduction of 2.0 percent to compensate for transformer losses. Metering equipment will be installed at customer expense and all distribution and service facilities on the load side of the meter, except for transformers, will be owned and maintained by the customer.

RULES AND REGULATIONS:

Service under this classification is subject to the rules and regulations of the City as set out in Code Sections 51.01 through 51.03 and elsewhere.

SCHEDULE 4
NEW LARGE COMMERCIAL AND INDUSTRIAL SERVICE
EXCEEDING 2,000 kW DEMAND

Page 1 of 2

AVAILABILITY:

Available in all territory served by the City Light and Power Department.

APPLICABILITY

Applicable to any request for new electrical service, or an increase to existing electrical service, received on or after January 1, 2024, exceeding 2,000 kW maximum measured demand or 8,760,000 annual kWh consumption. Not applicable to agricultural irrigation or pumping.

Any new electrical service, or increase in existing electrical service, under this Schedule 4 must be established pursuant to the City Light and Power Department's New Large Retail Customer Interconnection Policy. Energy supplied under this schedule shall not be resold to others.

SERVICE AGREEMENT:

At all times while receiving service under Schedule 4, the customer must have in place a valid and binding Energy Service Agreement with City Light & Power Department in a form prescribed by the City Light and Power Department. The terms and conditions of any written agreement between the City and customer for electric service may supersede the applicable requirements of this schedule if expressly stated in the written agreement.

CHARACTER OF SERVICE:

Three Phase, sixty-hertz alternating current of such voltage as the City Light and Power Department may have available.

LOAD FORECAST AND MINIMUM BILLING DETERMINANT:

Except as may otherwise be agreed by the parties in an Energy Service Agreement, all energy and capacity used to serve the customer load will be procured by the City Light and Power Department from the Bonneville Power Administration (BPA) or equivalent market purchases. As part of the power planning process, Customer shall provide forecasts of customer's reasonably expected demand and energy usage for each calendar month of the following twenty-four (24) month period (or for such longer period as may be required by BPA or market purchase agreements). The load forecast will, in part, determine the amount of power that the City Light and Power Department is required to purchase from BPA or market equivalent sources. Thus, the City Light and Power department will charge customer a minimum monthly Energy Charge and Demand Charge based on customer's load forecast, even if customer's actual demand and energy consumption is less than the forecast. If, and to the extent that, the City is able to remarket any energy and capacity that has been forecasted by customer but is not actually needed to serve the customer load, then the City Light and Power Department will allocate to customer's account any corresponding bill credit actually received from BPA or market equivalent resale. The City will determine the wholesale power supply at its discretion.

CHARGES PER BILLING INTERVAL

Customer's monthly billing will consist of the the following energy charges (customer and demand charges are applicable based on schedule 3).

ENERGY CHARGE:

Customer's energy rates will be based on the greater of the average energy rate for schedule 3 or any additional costs the City incurs from either BPA Short Term Tier 2, or equivalent rates being procured to provide above rate high watermark energy compared to the BPA Tier 1 rate. The rate may recover costs incurred by the City, including but not limited to, transmission, scheduling, overhead, in-lieu of tax transfers, cost of renewable, costs associated with regulatory compliances, and losses.

Customer's energy charge will be calculated each billing period by multiplying the applicable energy rate with the greater of: (1) the forecasted customer load for such billing period; or (2) customer's actual energy consumption during such billing period.

DEMAND CHARGE:

Based on the greater of: (1) the peak demand forecasted by customer for such billing period; or (2) the highest 15-minute average demand recorded during the billing period measured in kilowatts (kW).

REACTIVE DEMAND:

In addition to the energy and demand charges, the customer shall pay \$2.80 for each kilovolt ampere of reactive demand in excess of 40 percent of the kilowatt billing demand.

DELIVERY POINT:

The above rates are based on the supply of service at a single voltage through a single delivery and metering point. Separate supply to the same customer at a different voltage or at other points of consumption shall be separately metered and billed.

ALTERNATE SERVICE:

Customers receiving alternate service under this rate schedule shall pay an additional \$1.02 per kilowatt of demand per month.

SPECIAL CONDITIONS:

If the Department's transformers are used exclusively for service to the customer, the Department may, at its option, permit installation of metering equipment on the primary voltage side of the transformers. In this case, the parties shall mutually agree in the Energy Service Agreement whether, and to what extent, there may be a deduction in metered energy to compensate for transformer losses. In no case, however, shall such deduction exceed two percent (2%). Metering equipment will be installed at customer expense and all distribution and service facilities on the load side of the meter, except for transformers, will be owned and maintained by the customer.

RULES AND REGULATIONS:

Service under this classification is subject to the rules and regulations of the City as set out in Code Sections 51.01 through 51.03 and elsewhere.



A place where families and businesses thrive.

CITY RECORDER USE ONLY:

AGENDA ITEM #: _____

MEETING DATE: _____

FINAL ACTION: _____

CITY COUNCIL STAFF MEMORANDUM

TO: *City Council*

FROM: *Jesse VanderZanden, City Manager*

PROJECT TEAM: *Mariah Woods, City Recorder*

MEETING DATE: *November 25, 2024*

SUBJECT TITLE: *Resolution 2024-44 Amending Council Rules Section 4.2, Council President, to Limit Consecutive Terms of Service as Council President*

ACTION REQUESTED:

☐ Ordinance

☐ Order

☒ X

☐ Resolution

☐ Motion

☐ Informational

X all that apply

BACKGROUND:

On February 27th, 2023, the City Council established a Charter Review Committee (CRC) to recommend updates to the City's Charter. Among the proposed updates was a limit on the number of consecutive terms a Councilor could serve as Council President.

After some discussion, the Council determined that this change would be better addressed within the Council Rules of Procedure, rather than in a change to the Charter. At a work session on November 12, 2024, the Council reached consensus to institute this change into the Council Rules by establishing a limit of two consecutive terms of service as Council President. The change would update Section 4.2 to include the following underlined language:

4.2. COUNCIL PRESIDENT

Pursuant to City Charter, Section 9, the Council shall elect a Council President from its membership. The President shall not serve for more than two consecutive years. The Council President presides in the absence of the Mayor and acts as the Mayor when the Mayor is unable to perform duties. In the absence of the Mayor and Council President at a meeting where a quorum is present, the Councilmember with the longest continuous service shall serve as Presiding Officer pro tem until such time the meeting is adjourned.

STAFF RECOMMENDATION:

Staff recommend that the Council consider the attached resolution. If approved, the changes will be incorporated into the Council Rules, distributed to the Council, and posted on the website.

ATTACHMENTS:

- Resolution 2024-44

RESOLUTION NO. 2024-44

**RESOLUTION AMENDING COUNCIL RULES
SECTION 4.2, COUNCIL PRESIDENT, TO LIMIT CONSECUTIVE
TERMS OF SERVICE AS COUNCIL PRESIDENT**

WHEREAS, the Charter Review Committee recommended limiting the number of consecutive terms a Councilor can serve as Council President; and

WHEREAS, the City Council held a work session on November 12, 2024 to discuss adopting this recommended change into the City Council Rules of Procedure; and

WHEREAS, the Council reached consensus at that work session to add language to the Council Rules to establish a limit of two consecutive terms of service in the role of Council President.

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

Section 1. The City Council amends the City Council Rules of Procedure as follows:

Amend Section 4.2 to read:

4.2. COUNCIL PRESIDENT

Pursuant to City Charter, Section 9, the Council shall elect a Council President from its membership. The President shall not serve for more than two consecutive years. The Council President presides in the absence of the Mayor and acts as the Mayor when the Mayor is unable to perform duties. In the absence of the Mayor and Council President at a meeting where a quorum is present, the Councilmember with the longest continuous service shall serve as Presiding Officer pro tem until such time the meeting is adjourned.

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

PRESENTED AND PASSED this 25th day of November, 2024.

Mariah S. Woods, City Recorder

APPROVED by the Mayor this 25th day of November, 2024.

Malynda H. Wenzl, Mayor