CITY COUNCIL MEETING

Monday, January 27, 2025
Community Auditorium, 1915 Main Street

Malynda Wenzl, Mayor

Mariana Valenzuela, Council President
Angel Falconer, Councilor
Donna Gustafson, Councilor
Michael Marshall, Councilor
Karen Martinez, Councilor
Brian Schimmel, Councilor

TVCTV Livestream
Zoom Webinar Meeting ID: 850 7572 2488 Passcode: 97116

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CITY COUNCIL WORK SESSIONS

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

5:30 Goals & Objectives Refinement

Staff: Jesse VanderZanden, City Manager; Ashley Sonoff, SSW Consulting

6:15 Transient Lodging Tax Review

Staff: Bryan Pohl, Community Development Director

6:45 Police Building Ballot Title Review

Staff: Henry Reimann, Police Chief; Paul Downey, Assistant City Manager/Finance Director

CITY COUNCIL MEETING

A. 7:00 Call to Order

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

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).

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 **TV Highway Bus Rapid Transit Project**
   Jessica Zdeb, Metro Principal Regional Planner; David Aulwes, Metro Capital Planning Manager

2. 7:30 **Washington County Housing Services Update**
   Molly Rogers, Director; Jill Chen, Assistant Director; and Emily Roots, Communications Coordinator

F. Public Hearings, Ordinances, and Resolutions

G. 8:00 Council Communications:

1. Councilor Reports

2. City Manager's Report

3. Mayor's Report

H. 8:25 Adjournment: The Council will adjourn to hold a closed executive session under ORS 192.660(2)(d) to conduct deliberations with persons designated by the governing body to carry on labor negotiations. No formal decisions or actions will be taken. Representatives of the news media may not attend executive sessions on labor negotiations per ORS 192.660(4)

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. Media cannot attend executive sessions on labor negotiations per ORS 192.660(4)

8:30 The City Council will convene to hold an executive session: ORS 192.660(2)(d) to conduct deliberations with persons designated by the governing body to carry on labor negotiations.

URBAN RENEWAL AGENCY 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

9:00 The URA Board will convene to hold an executive session: ORS 192.660(2)(e)
To conduct deliberations with persons designated by the governing body to negotiate real property transactions.

Values

Financial Stewardship

We will be responsible stewards of the City's financial resources.

Community Engagement

We will invite members of the community in developing City policies and programs.

Equity, Diversity and Inclusion

We are committed to fair inclusion where diverse members of our community can participate and thrive.

Strategic Planning

We are dedicated to proactive long-term planning that anticipates evolving political, economic, and environmental conditions.

FOREST GROVE OREGON

Goals and Objectives 2025 - DRAFT

GOAL	#	OBJECTIVES	DEPT	YRS	1.18 Retreat Updates
ADDRESS LONG-TERM GROWTH AND SUPPORT HOUSING AND ECONOMIC STABILTY	1	Initiate policy discussions on an urban reserve growth strategy	CD	1	Refined
	2	Update the Economic Opportunities Analysis and the Economic Development Strategic Plan	CD	1	Refined
Outcome: • Proactive and strategic planning that meets community needs. • Robust business community. • Environmentally sustainable policies and programs.	3	Update, adopt, and implement the Comprehensive Plan	CD	3	Refined
		Host workshop on ADU development			Proposed New - needs consensus to move forward
		Clarify strategic direction for downtown redevelopment and partnerships			Proposed New - needs consensus to move forward

GOAL	#	OBJECTIVES			Retreat Comments
ENSURE AN INCLUSIVE, ACCESSIBLE, AND SUSTAINABLE COMMUNITY	7	Adopt a 2040 Vision and Action Plan	ADM	1	Refined
	8	Hold a work session to discuss DEI policies and programs	CC	1	Refined
Outcomes: • Community growth and enhancement that considers the needs of the diverse community.	9	Evaluate funding options and implement the Urban Renewal Plan	CD	1	Refined
		Inventory all unfunded mandates			Proposed New - needs consensus to move forward
		Develop a community academy			Proposed New - needs consensus to move forward
		Evaluate City Council accessibility and compensation options			Proposed New - needs consensus to move forward
		Evaluate staff capacity in administration and parks maintenance			Proposed New - needs consensus to move forward
		Create a parking management plan			Proposed New - needs consensus to move forward
		Conduct an efficiency study			Proposed New - needs consensus to move forward

GOAL	#	OBJECTIVES			Retreat Comments
MAINTAIN COMMUNITY SAFETY AND WELL-BEING	14	Complete alternatives analysis for a northern fire station and select a preferred alternative	FIRE	2	Continue
		Pass the Police Station Bond Measure			Proposed New - needs consensus to move forward
Outcomes: • Plans that support consistent community safety services that align with projected City growth.		Implement public safety response times dashboard			Proposed New - needs consensus to move forward
		Identify code updates to improve code enforcement services			Proposed New - needs consensus to move forward

GOAL	#	OBJECTIVES			Retreat Comments
ENHANCE RECREATION OPPORTUNITIES FOR ALL	15	Completes P+R cost recovery plan	P&R	1	Refined
	16	Construct Eastside Park.	P&R	2	Refined
Outcomes: • Increased quality of life for a happy and healthy community. • Fiscal sustainability for maintenance and operations. • Accessible recreation opportunities for all ages and abilities.	17	Update the Parks, Recreation, and Open Space Master Plan	P&R	3	Continue
	18	Complete design for Kyle Park.	P&R	1	Refined
	19	Develop the Forest Grove Loop Trail Master Plan	P&R	2	Continue
		Increase awareness of WCCLS library governanance and funding			Proposed New - needs consensus to move forward
		Develop the Council Creek Regional Trail			Proposed New - needs consensus to move forward

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FOREST GROVE OREGON

Goals and Objectives 2024

GOAL	#	OBJECTIVES	LEAD	YRS	B+C	STATUS REPORT
ADDRESS LONG-TERM GROWTH AND SUPPORT HOUSING STABILTY	1	Develop an urban reserve concept plan to evaluate a growth strategy.	CD	2	PC	RFP planned for Summer 2025, after completion of 2040 Plan. Draft Concept Plan to Council in Spring 2026.
Outcomes: • Proactive and strategic planning that meets community needs. • Equitable distribution of state, county, and regional funds.	2	Lobby the State, County and Metro to develop a small city policy that ensures the equitable distribution of funds and resources.	ADM	1		City funding being discussed in the context of potential Metro ballot measure for May 2025.
	3	Update the Economic Opportunities Analysis.	CD	1	EDC	Council work session held on preliminary findings October 28, 2024. Draft completed and scheduled for Planning Commission in March 2025. Scheduled for City Council in April/May.
	4	Update the Economic Development Strategic Plan.	CD	1	EDC	Last updated in 2020. Staff updating portions now; other portions are pending completion of Economic Opportunities Analysis.
	5	Update the Comprehensive Plan.	CD	3	PC	Pending completion of 2040 Plan, staff to hold work session on scope in Summer/Fall of 2025.

GOAL	#	OBJECTIVES	DEPT	YRS	B+C	STATUS REPORT
PLAN AN INCLUSIVE AND SUSTAINABLE COMMUNITY	6	Complete the City Charter review process.	CA	1	CRC	DONE. Passed November 2024.
Outcomes: • Updated governance policies to meet current community needs. • Robust business community. • Community growth and enhancement that considers the needs of the diverse community. • Environmentally sustainable policies and programs.	7	Develop a 2040 Vision and Action Plan.	ADM	2	CCE	Council Work Session to be held January 18, 2025. Expected completion in July 2025.
	8	Develop a diversity, equity, and inclusion toolkit/lens to evaluate policies and programs.	ADM	1		Revised website to assure all documents are multilingual and accessible. Implemented bilingual quarterly newsletter (10,500 households). Expanded ADA accessibility. Incorporated DEI into 2040 outreach.
	9	Evaluate funding options to clarify and implement the Urban Renewal Plan.	CD	1	EDC	Held several work sessions that clarified and implemented URA Plan. Changes included adopting a Building Improvement Grant program; issuing a 10-year $4.25 million revenue bond; and purchase and sale agreements for two properties.
	10	Develop a climate action plan.	ADM	2		Passed Climate Friendly and Equitable Communities ordinance. Need feedback regarding scope. Monitoring as part of 2040 Plan process.
	11	Explore a biennial budget and Council retreat process.	ADM	2	BC	Implementing biennial budget as part of FY 25-27 budget.

GOAL	#	OBJECTIVES	DEPT	YRS	B+C	STATUS REPORT
IMPROVE COMMUNITY SAFETY	12	Update and approve the Emergency Operations Plan.	FIRE	1		Final draft. Staff to conduct final review and approve in March. Presentation to Council in April.
Outcomes: • Increased public safety. • Plans that support consistent community safety services that align with projected City growth.	13	Make a decision regarding fire district governance.	FIRE	1		Current changes trending toward municipal model of governance; i.e., Cornelius hiring own Fire Chief which will result in changes to the Fire Chief services intergovernmental agreement. Gaston cancelled the intergovernmental agreement with FG in 2022.
	14	Complete alternatives analysis for a northern fire station and select a preferred alternative.	FIRE	1	PC	Awaiting completion of Emergency Operations Plan.

GOAL	#	OBJECTIVES	DEPT	YRS	B+C	STATUS REPORT
ENHANCE RECREATION OPPORTUNITIES FOR ALL	15	Complete the Parks and Recreation Fee Study and develop a long-term funding structure for the "fun for all" fund.	P&R	1	PRC	Proposed fee study being vetted by Parks and Recreation Commission. Pending a recommendation, will hold work session with Council.
Outcomes: • Increased quality of life for a happy and healthy community. • Fiscal sustainability for maintenance and operations. • Accessible recreation opportunities for all ages and abilities.	16	Complete the concept plan for an Eastside Park.	P&R	1	PRC	Concept Plan completed. Next phase is construction documents.
	17	Update the Parks, Recreation, and Open Space Master Plan.	P&R	3	PRC	Will start pending completion of Eastside Park and completion of Loop Trail and Kyle Park designs.
	18	Complete the concept plan for Kyle Park.	P&R	2	PRC	Concept Plan completed. Next phase is final design.
	19	Develop the Forest Grove Loop Trail Master Plan.	P&R	3	PRC	Nearing completion which is expected in July.

FOREST GROVE COUNCIL RETREAT

January 18, 2025

AGENDA

8:00 AM	ARRIVAL + REFRESHMENTS
8:30 AM	WELCOME + AGENDA
9:00 AM	ROLES + RESPONSIBILITIES
9:30 AM	FOREST GROVE FORWARD
10:30 AM	BREAK
10:35 AM	FOREST GROVE FORWARD
11:45 AM	LUNCH BREAK
12:15 PM	2025 GOAL REFINEMENT
2:15 PM	WRAP UP + REFLECTION
2:30 PM	ADJOURN

ROLES

Facilitator → Guide the team towards meeting outcomes

Council → Ask questions, make decisions, together as one body

Staff → Quality information, identify trade-offs, listen

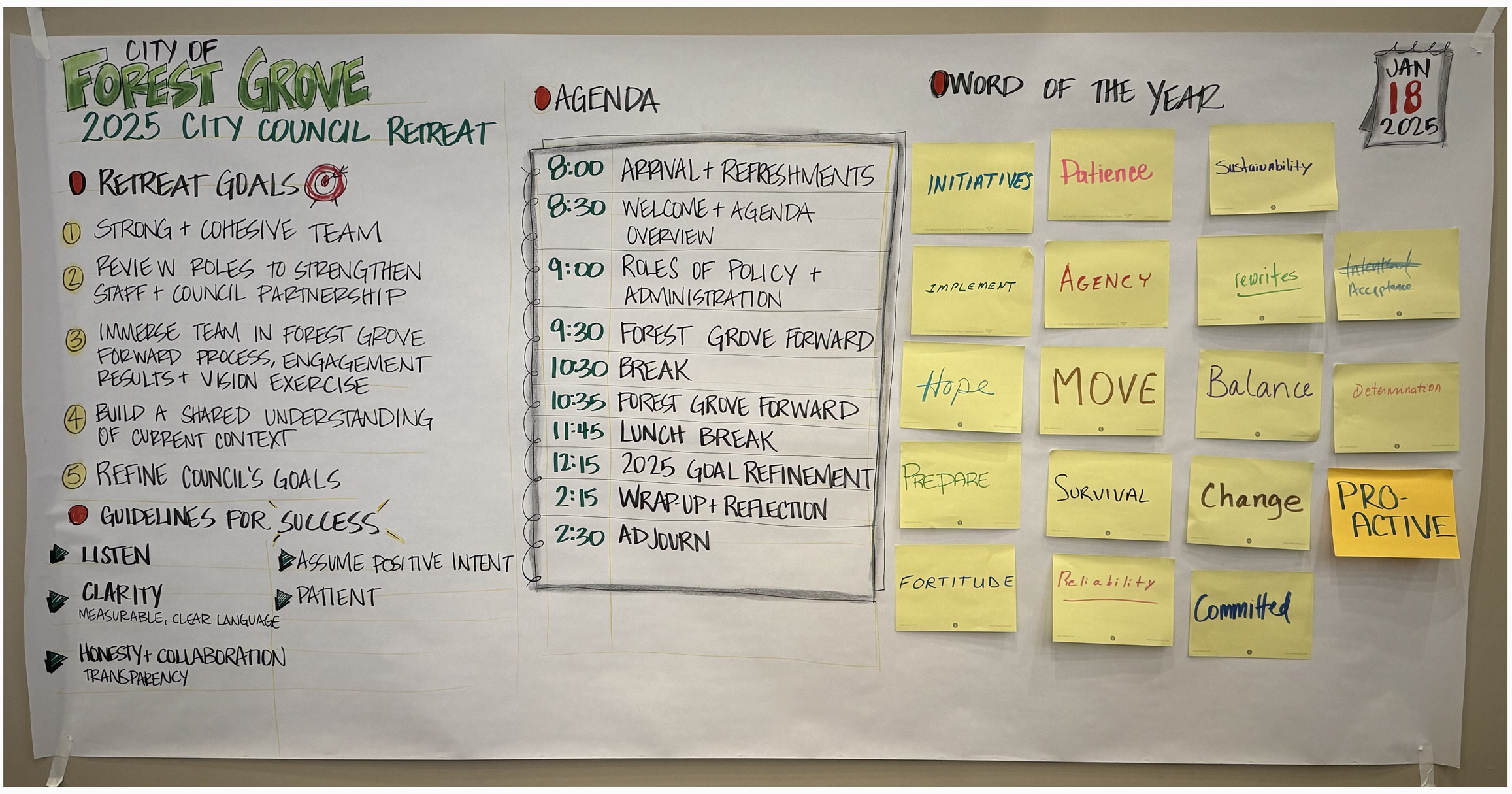
OUTCOMES

- STRONG + COHESIVE TEAM
- REVIEW ROLES TO STRENGTHEN STAFF AND COUNCIL PARTNERSHIP
- IMMERSE TEAM IN FOREST GROVE FORWARD PROCESS, ENGAGEMENT RESULTS + VISION EXPERIENCE

RULES

- LISTEN – TAKE IT IN BEFORE YOU FORMULATE YOUR RESPONSE
- CLARITY – THE LANGUAGE WE USE FOR OUR GOALS
- HONESTY AND COLLABORATION – WE WANT TO KNOW WHAT CAN HAPPEN AND WHAT IT WOULD TAKE
- TRANSPARENCY – UNDERSTAND WHERE EVERYONE IS COMING FROM
- ASSUME POSITIVE INTENT
- PATIENT – THIS WORK TAKES TIME

© THE GROVE



FOREST GROVE TEAM

Word of the year 2025

What would do you want to chose to summarize your year of service?

C. Valenzuela Determination "I will survive"	Bryan Pohl Acceptance Tweezer Meat Pride	C. Angel Commitmed "Sabatage"	Keith Hormann Reliability "More than a feeling"	C. Gustafson Sustainability "Killing in the name"	Anne Fortitude "Eye of the Tiger"	Mariah "High to Go"
C. Martinez Change	Paul Downey Survival "Survivor"	Miles Balance "Confident"	Mayor Balance "So What" "Gasolina"	Greg Move	Coleen Hope "Free Falling"	Chief Reimann Rewrites "Wind Beneath my Wings"
C. Schimmel Agency "Thunderstruct"	Jesse Implement "Texas Sun"	Chief Geering Initiatives "Star Spangled Banner"	Stephanie Patience "All the Single Ladies"	Mariah Pro-active		

FOREST GROVE PLAYLIST

What is a song that energizes you?

- Survivor - Destiney's Child
- So What - Pink
- Gasolina - Daddy Yankee
- Free Falling - Tom petty
- Wind Beneath My Wings - Bette Midler
- Thunderstruck - ACDC
- Texas Sun - Khruangbin
- Star Spangled Banner
- Single Ladies - Beyonce
- Killing in the Name - Rage Against the Machine
- I will Survive - Gloria Gaynor
- Tweezer Reprize - Phish
- Sabotage - Beastie Boys
- More than a Feeling - Boston
- Eye of the Tiger - Survivor
- Confident - Demi Lavato

https://open.spotify.com/playlist/5N9qoeqIPgubeJASwL8aoE?si=59LxGlllQwC5WN7HtusMeQ

POLICY + ADMINISTRATION

January 18, 2025

POLITICS + ADMINISTRATION

- HOW THE ROLES EVOLVED

GOVERNANCE 101:
- COMMISSION
- MAYOR-COUNCIL
- COUNCIL MANAGER

THE POLITICS-ADMINISTRATION DICHOTOMY

THE THEORY THAT CONSTRUCTS THE BOUNDARIES OF PUBLIC ADMINISTRATION + ASSERTS THE NORMATIVE RELATIONSHIPS BETWEEN ELECTED OFFICIALS + ADMINISTRATORS IN A DEMOCRATIC SOCIETY

PARTNERSHIP!

COUNCIL POLICY
- SET 'THE WHAT'
- REPRESENT CONSTITUENTS + KEEP STAFF INFORMED
- SET GOALS, PRIORITIES, + DIRECTION
- APPROVE CONTRACTS + BUDGET

STAFF ADMINISTRATION
- DETERMINES 'THE HOW'
- PROVIDES TECHNICAL EXPERTISE
- ALIGNS GOALS WITH RESOURCES
- CARRIES OUT PROJECTS + PROGRAMS

EXPECTATIONS:

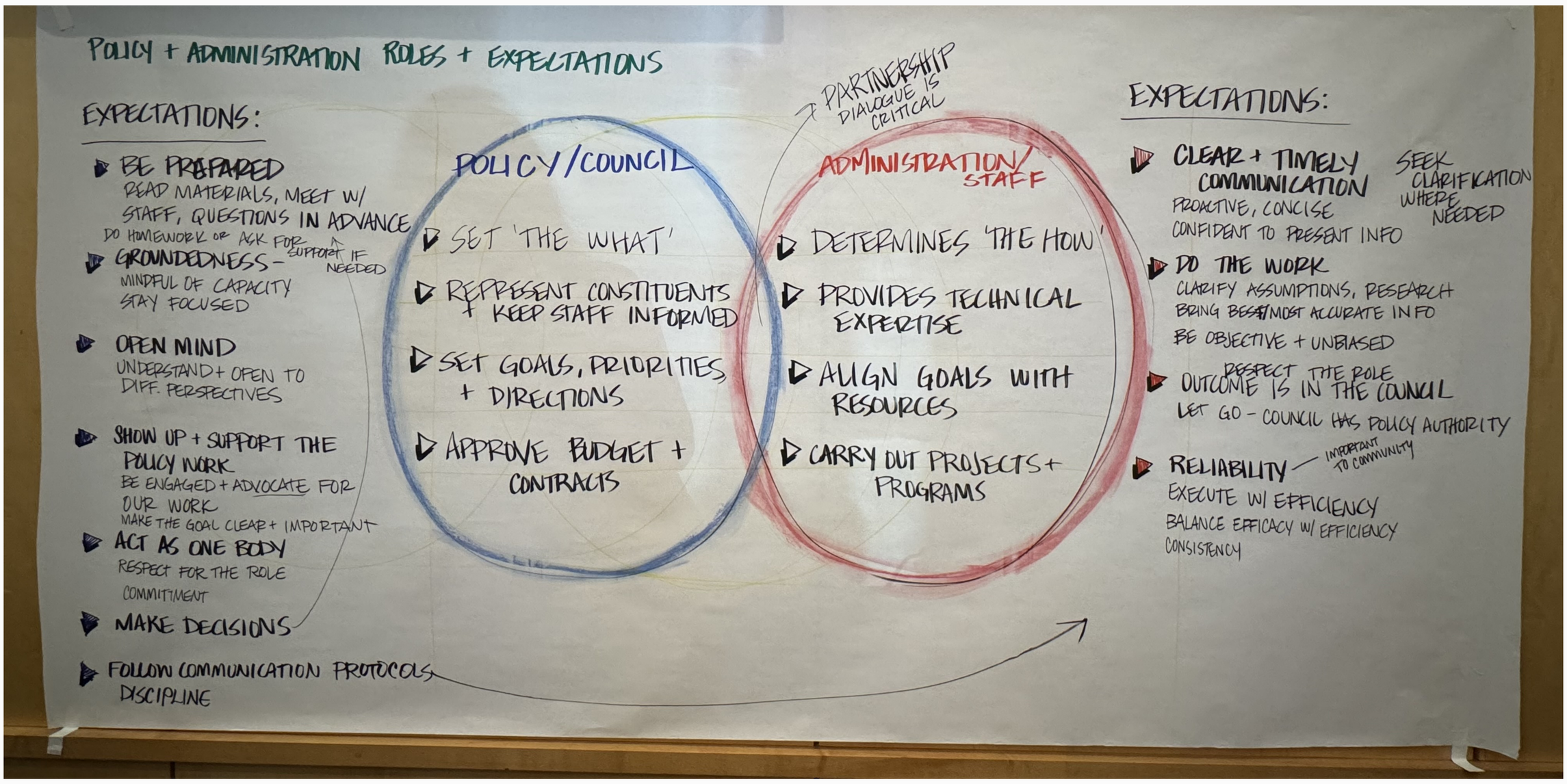
KEEPS THE WORK MOVING, AGENDAS ON SCHEDULE, ESP. WITH CONSULTANTS/ ENGINEERS

- MAKE DECISIONS
- ASK QUESTIONS
- ACT AS ONE BODY

DELIBERATE, DECIDE, COMMIT REGARDLESS OF OUR DECISION, NO SABOTAGE

- PARTNERSHIP WITH STAFF
- FOLLOW COMMUNICATION PROTOCOLS
- BE PREPARED – READ MATERIALS, MEET WITH STAFF, QUESTIONS IN ADVANCE
- GROUNDEDNESS – BEING MINDFUL OF CAPACITY, BEING REALISTIC, STAY FOCUSED
- OPEN MIND – UNDERSTANDING THE RANGE OF CONCERNS. WE ARE HERE TO SERVE THE WHOLE COMMUNITY + DIFFERENT PERSPECTIVES
- SHOW UP AND SUPPORT THE POLICY WORK – ATTEND EVENTS, BE ENGAGED, ADVOCATE FOR THE WORK THE TEAM IS DOING

- PROVIDE PROFESSIONAL/ TECHNICAL EXPERTISE
- NEUTRAL ADVICE
- HIGH-PERFORMING ORGANIZATION
- PARTNERSHIP WITH COUNCIL
- CLEAR + CONCISE TIMELY, PROACTIVE COMMUNICATION
- GET THE BEST QUALITY INFORMATION TO COUNCIL. DO THE WORK – RESEARCH THE TOTALITY, MOST RECENT PRACTICES. BRING UNBIASED INFORMATION. BE OBJECTIVE.
- REMEMBER OUR ROLE – WE ARE NOT THE POLICY MAKERS. DO THE WORK, BUT LET GO OF THE OUTCOME. BEST WE CAN DO IS EQUIP THE COUNCIL TO MAKE A DECISION. COUNCIL HAS POLICY AUTHORITY
- EFFICIENCY – STEWARDSHIP, BALANCING WITH EFFICACY
- IF STAFF NEEDS CLARIFICATION, EXPECTATION TO ASK SO WE CAN MOVE AHEAD
- CONSISTENCY – TERMS ARE UNIFORM AND UNDERSTOOD



FOREST GROVE FORWARD

January 18, 2025

FOREST GROVE FORWARD
YOUR VOICE, YOUR VISION

Community Connectin

- More engagement with Spanish speakers
- Planning for 75 years in the future; equal access
- Access to community "house" for people to gather
- Walkable hubs from different neighborhoods
- Equipped with wifi
- Central point of connection
- Community calendar - single place to go
- Opportunities for community engagement
- Connect with City and other residents
- Senior/ Community Center to be used more
- Gathering spaces
- Downtown lighting project
- Downtown Glow Up
- Festival Street option

Housing

- Choice to live and work here
- Design standards
- Education about housing (UGB, CFEC)
- Keeping State mandates in mind - ther
- Housing design standards
- Get away from cookie-cutter design, but tends to be more expensive
- Intentional housing planning
- Design standards, streamlined process
- Need housing by downtown core to support vibrant downtown
- Abundant, choice, affordable
- Supports every income level and stage of life

Health, Safety + Well-Being

- Performance metrics
- Establish a standard for staffing
- For community understanding on how metrics support a safe community → For community understanding on how metrics support a safe community
- PD: crim decreased in 2024
- Standards for calls for service
- Performance driven; existing dashboard we can use
- Tied to levy
- Services aligned with community need
- Infrastructure stability and economic growth opportunities
- If we hit the other 5 well, they support this goal area
- Do we have the appropriate ordinances in place to support this goal area?

Parks + Recreation

- Recreation/ Athletic Center
- A place where community can come together, new pool, competitions/ tourism
- Sell current pool to Pacific University
- Do it in stages so it is not a big undertaking
- Multi-use recreation center
- Implement the 10-minute walk to park goal (We are close - only two parks left!)
- Collaborate with Pacific University, non-profits
- Potential rec/pool center with PacU, would take time/ visioning, but interest is there
- Education on a parks fee study to fund

Transportation + Mobility

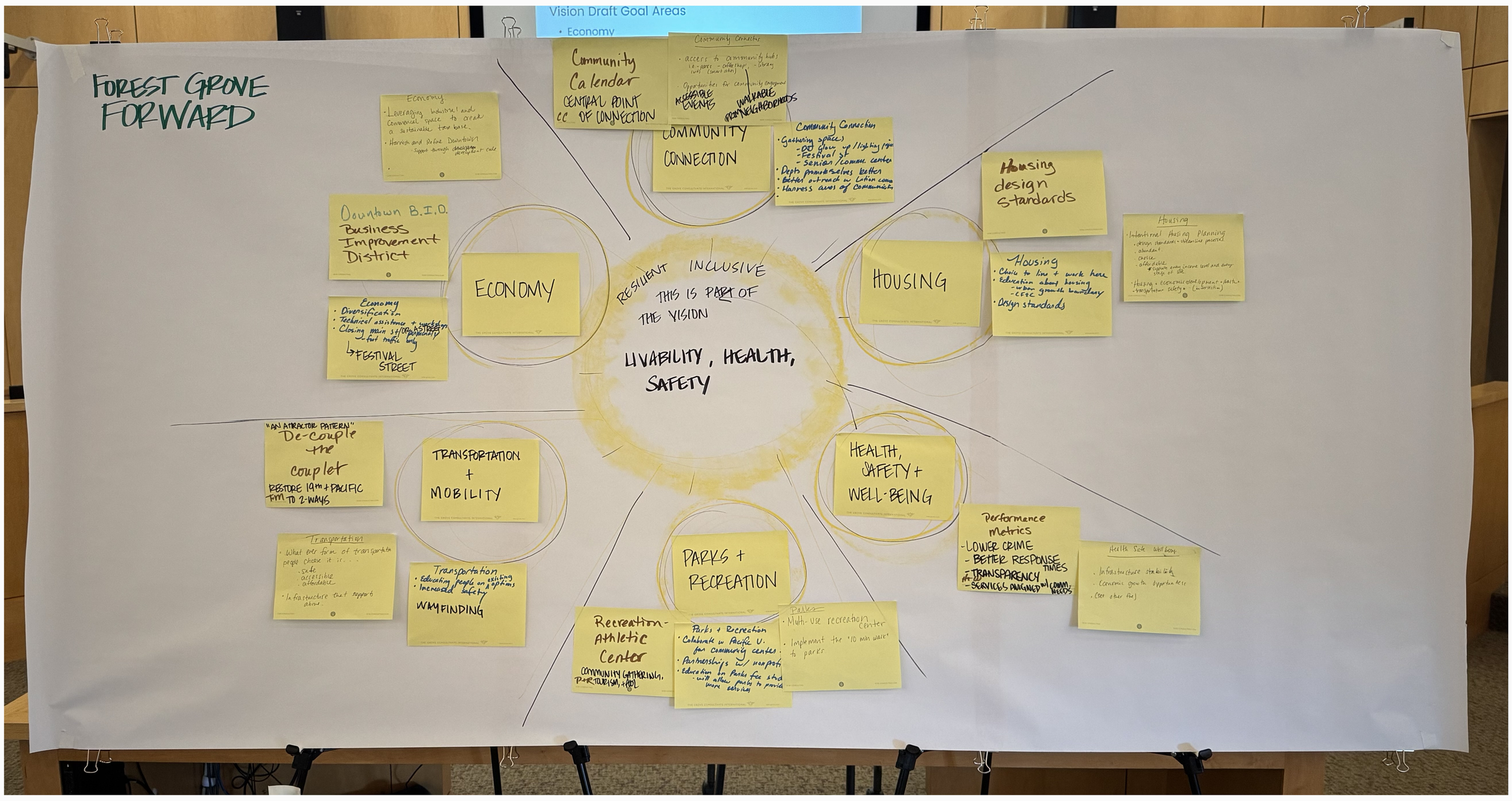
- Fly fishing: attracter pattern
- "Decouple the couplet"
- Cars are currently blasting through these roads, we want people to slow down, stop, stay. Turn to more neighborhood-type streets
- Restore 19th and Pacific to two-way traffic
- ılkability, neighborhood/ community connection, lower speeds, improves safety
- Educate people on parking options, wayfinding
- Whatever form we chose, it it safe, accessible, affordable and we have the inf. to support it

Economy

- Leveraging industrial and commercial space to create a sustainable tax base
- Harness and refine downtown
- Business improvement district
- olster downtown, but limited resources to do so (events, improvements, flower baskets, etc.)
- Diversification, technical assistance, and workshops
- Main Street as a gathering space
- Ties to community connection

Maybe it is not a spoke, but these things are an important piece in all of the areas. Can be explored more at later date.

End result is health and safety, livability, quality of life



FOREST GROVE GOAL REFINEMENT

January 18, 2025

Long-Term Growth + Housing

Addres Long-Term Growth and Housing and Support Economic Stability

1 - Develop an Urban Reserve Concept Plan - Flag for refinement (Broaden?)
Evaluate future and alternative growth options
Initiative policy discussions on urban reserve strategy

2 - Lobby the State, County, and Metro to develop small city policy - OK to remove

3 - Update Economic Opportunities Analysis - Some more work to be done. Council will see it in March. Not going in 25/26 budget. Refine to merge with 1.4
Pending adoption of the EOA, update the Economic Dev SP

4 - Update the Economic Development Strategic Plan - refine and merge with 1.3

6 - Update the Comp Plan - Stays on the list. Project will take 3-5 years. Update, adopt, and implement the Comp Plan

Inclusive + Sustainability Community

Ensure an inclusive, accessible, and sustainable community

6 - Complete City Charter Review process - done, can be removed

7 - Develop 2040 Vision and Action Plan - ongoing

8 - Develop a diversity, equity, inclusion toolkit - refinement
A lot of work to do...Council refine what we want to provide clarity to staff. Make a plan to readdress it in a work session. - REFRAME language to propose at 1/27

9 - Evaluate funding options to clarify and implement the Urban Renewal Plan - refine
Evaluate funding options and implement the Urban Renewal Plan

10 - Climate Action Plan - refine

11 - Explore a biennial budget and Council retreat process - OK to remove, complete

Community Safety

Maintain community safety
Add wellness?

12 - Emergency Operations Plan - OK to remove

13 - Fire District Governance Decision - Cornelius is going back to muni model, hiring Chief. Existing IGA for rural fire. OK to remove

14 - Alternative analysis for northern fire station and select preferred alternative - OK to continue

Recreation for All

15 - Complete parks and rec fee study + develop LT funding structure - Refine to:
Completes P+R cost recovery plan

16 - Eastside Park - concept plan is done, ready to build - Refine

17 - Update Parks, Rec, Open Space Master Plan - Won't start until Eastpark build is done, Kyle Park design done. We are 10 years past last MP, don't want to lose sight. OK to keep as ongoing
update:
18 - Concept plan for Kyle Park - complete. Refine
Complete final design

18 - Forest Grove Loop Trail Master Plan - will be complete in July. Ongoing

Proposed Additions

Host workshop/tech assistance on ADU smaller development with developers, builders. Or a strategy

Update development code and design standards - instead of new, refine #6

Downtown revival - Staff present ideas of what City support would look like (Business improvement district, budget). Already doing a lot with improvement grants, glow-up... "Identify strategic direction for downtown redevelopment and partnerships"

Create a parking management plan (Shared parking agreements)

Explore a 32-hour work week for City employees

Increase efficiency (economic turmoil at county and state level). Conduct an efficiency study.

Pass the Police Station Bond Measure

Institute response times threshold (Fire)

Develop and/or review City Codes for updates - too broad, how can we make it more specific - Related to code enforcement: "Develop and review development code related to code enforcement" - have a work session, scope it more fully, provide direction to staff

Look into options for rec center - going to live in the Parks Master plan. do not need to add

Council Creek Trail - continue collaboration with partnerships to complete it (with other jurisdictions)

New Area - Admin?

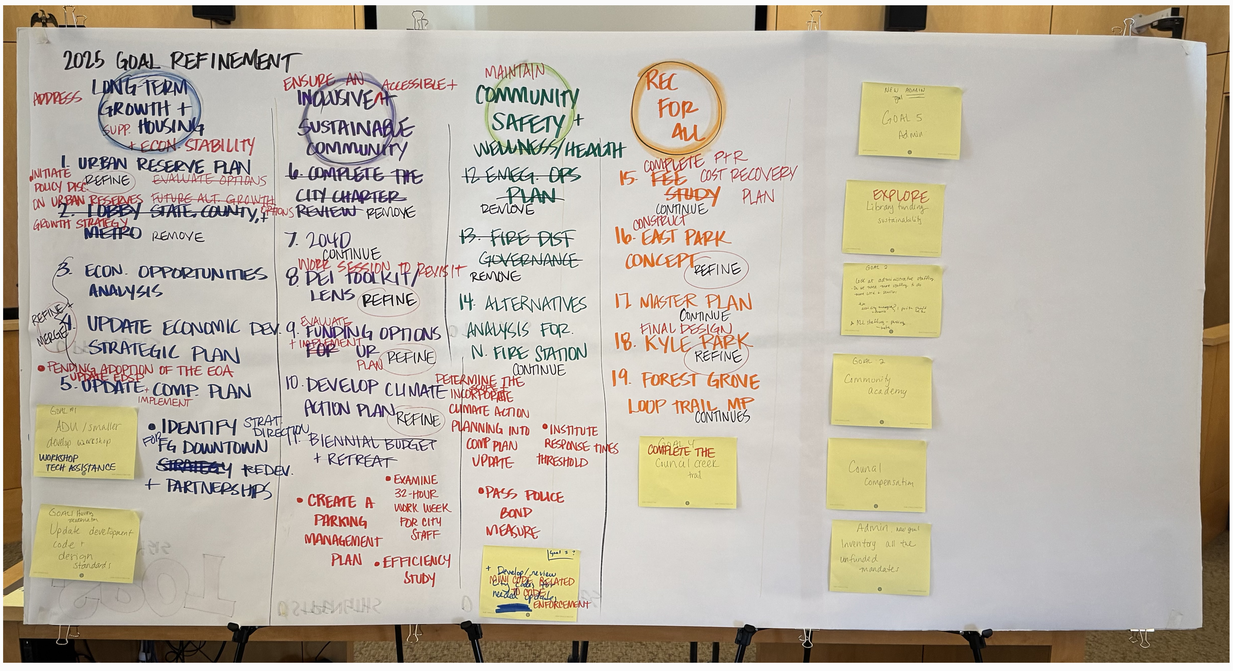
Explore Library fund sust.

Do we need more staffing? (e.g., Paul doing 2 jobs, Parks increasing without maint. staff)

Develop citizen academy

Explore Council compensation

Inventory all the unfunded mandates



Next Steps

Clean up language for 1/27 work session

Reflect on these

For action to move forward, consensus or majority to get into plan

Do brief exercise on data points for prioritization

SSW CONSULTING

TRANSIENT LODGING TAX (TLT)

Bryan Pohl, Community Development Director

Miles Glowacki, Economic Development Coordinator

Work Session

AGENDA

- Purpose
- Background
- Rates
- Programs
- Questions
- Discussion

PURPOSE

- To review and discuss the current programs funded by the Transient Lodging Tax (TLT).
- These programs were created a year ago and staff would like to know if Council desires to make changes to them.

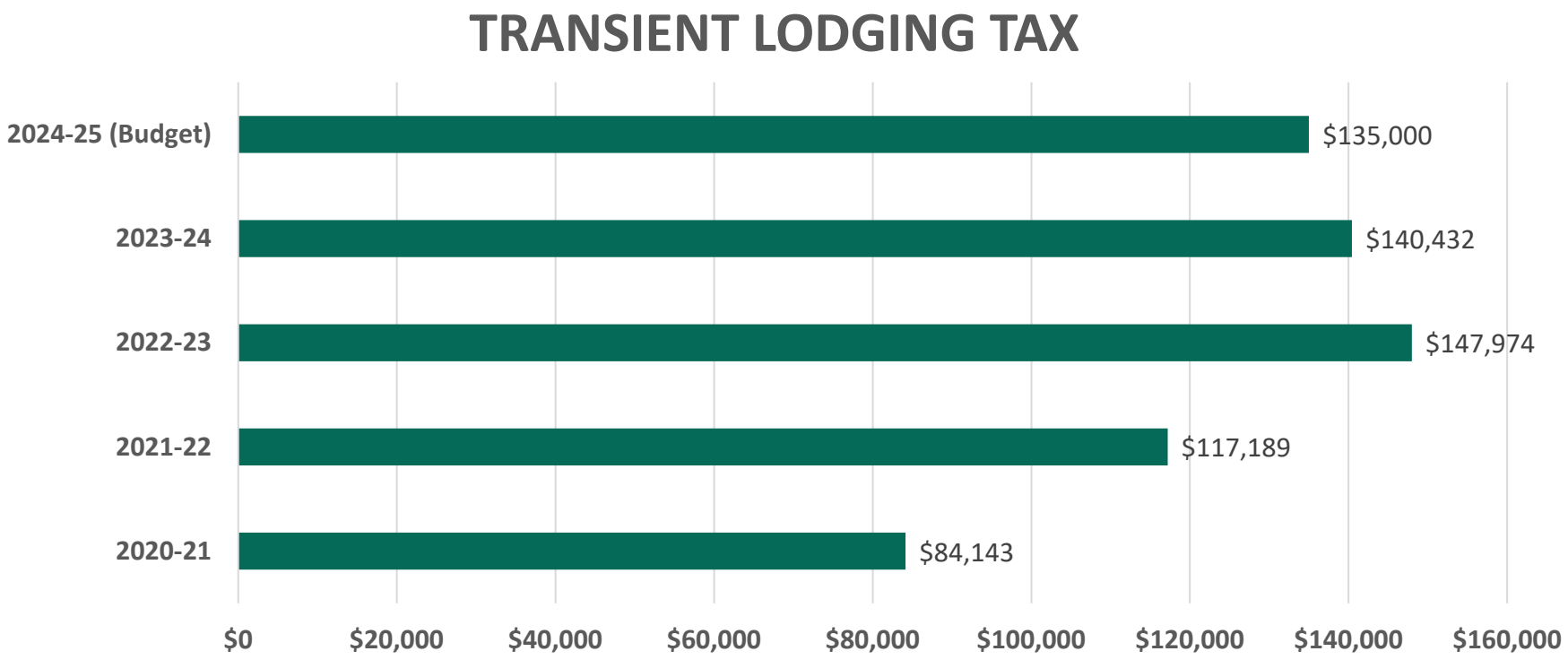
BACKGROUND

- 2016: Washington County amended the County's TLT ordinance to allow local municipalities to keep 100% of locally levied TLT above the existing County and State TLT
- 2017: Council approved ordinance 2017-13 establishing a 2.5% TLT
- 2018: TLT started to be assessed
- 2019: City contracted to develop new brand and logo
- 2020: Council approved new branding guidelines and new logo
- 2023: Council passed Resolution 2023-52 establishing three new tourism programs, effective in 2024:
  - Tourism Events Sponsorship Program
  - Tourism Capital Grant Program
  - Tourism Art Program
- 2024: Council held work session in April to refine programs

TLT RATES

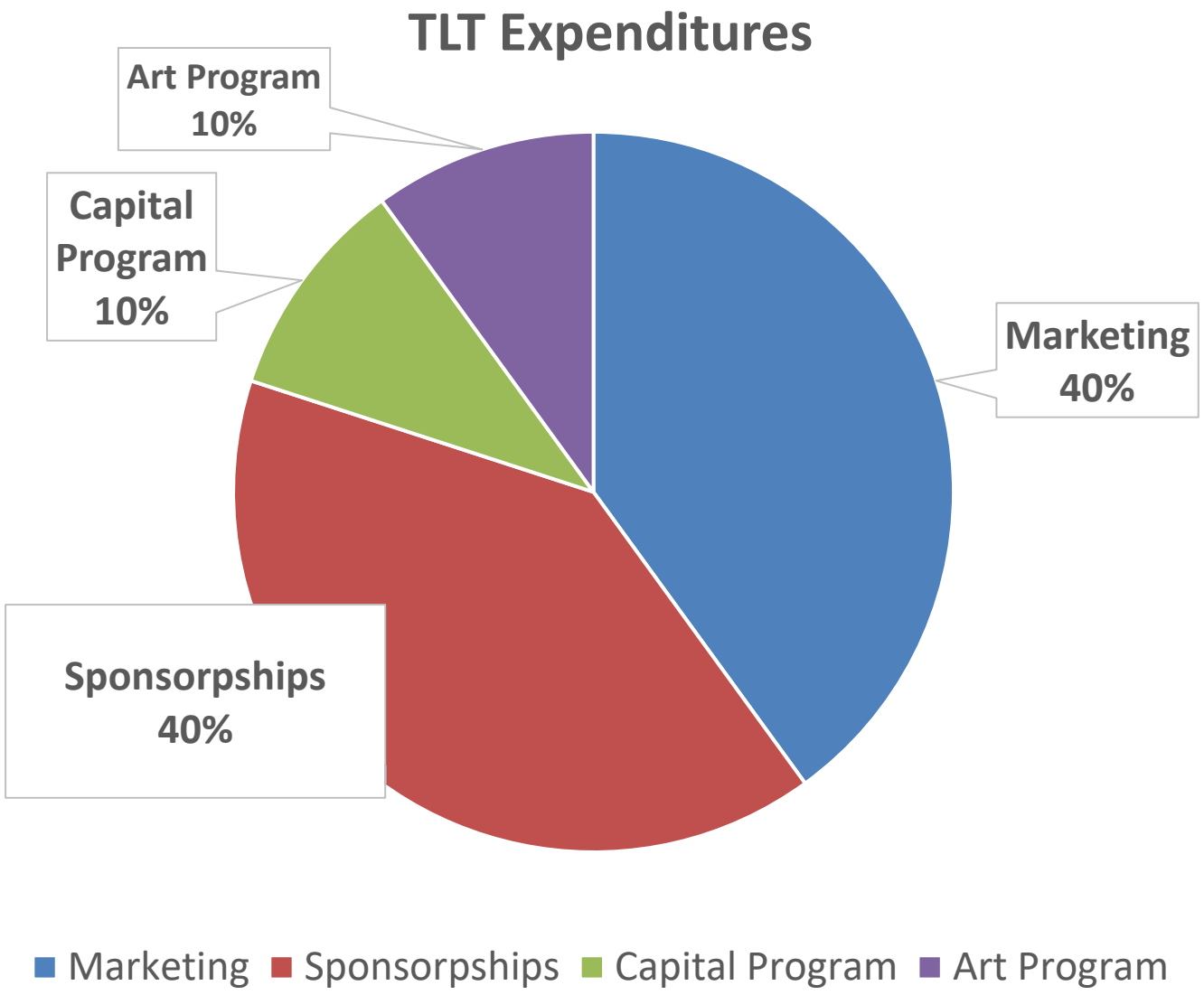
- Wash. County: 9%
- Forest Grove 2.5%
- Tualatin 2.5%
- Sherwood 3.0%
- Hillsboro 3.0%
- Beaverton 4.0%

- Every .5% = ~$25,000



TLT RATES

- A municipality may impose a tax on transient lodging at any rate.
- Under State law, a city may use 30% of gross TLT revenues for the general fund and 70% for tourism marketing efforts.

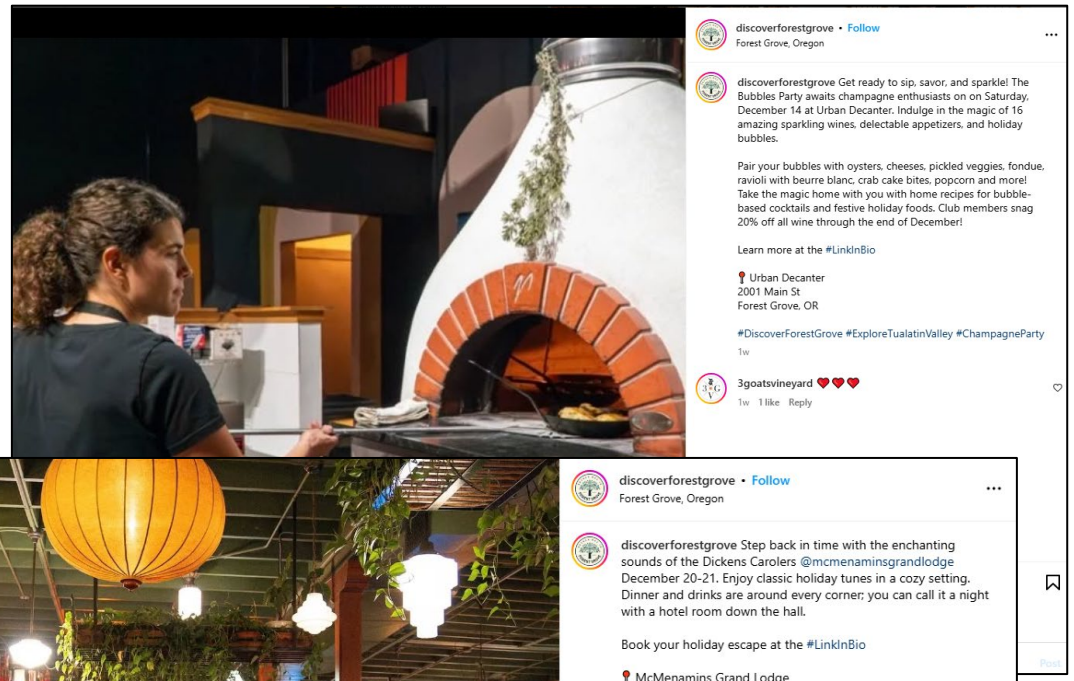


TOURISM MARKETING

- JayRay Marketing is currently implementing a digital marketing campaign.

- The Chamber of Commerce manages the DiscoverForestGrove.org website. (Thru Jun. 30, 2025)

- Metrics:
  - Views: 14,485
  - Instagram followers: 1,254 (5.2% increase)
  - Profile Visits: 85% increase



TOURISM SPONSORSHIP PROGRAM

The purpose of this program is to provide financial assistance to events that directly contribute to the growth, development, and promotion of tourism to increase overnight lodging stays in the City.

TOURISM SPONSORSHIP PROGRAM

Criteria: Up to $5,000 per event

- The event must be open to the public.
- A portion of attendees will travel from outside of Forest Grove.
- A portion of the attendees will stay overnight in the city.
- Application must be received 90 days before the event.
- Sponsorship is equal to or less than the maximum sponsorship level.
- If an event lacks a predetermined sponsorship program, the maximum award will be $2,500.
- Event organizers must produce marketing materials and those materials must include the City.
- Annual cap of $12,000 per organization.
- Funded as 40% net annual TLT revenue.
- 11 events sponsored in 2024.

TOURISM CAPITAL GRANT PROGRAM

- Criteria: Up to $2,500 in reimbursements for the purchase of capital expenses related to Tourism.
- Only non-profits are eligible.
- Up to $2,500 per organization annually.
- Funded as 10% of net annual TLT revenues.
- Four grants awarded in 2024.

TOURISM ART PROGRAM

- Dedicated funding directed by the Forest Grove Arts Commission to increase the city's supply of public art.
- Must be used for installation art or murals.
- Funded as 10% of net annual TLT revenues.

DISCUSSION

- Are there any questions?
- Are there any changes Council would like to make to the programs?
- Regarding tourism, are there any areas Council would like staff to focus on this year?

DRAFT BALLOT LANGUAGE

Caption: (Max 10 words): General Obligation Bonds to replace 48-year old police facility. (9 words)

Question: (Max 20 words): Is Forest Grove authorized to issue general obligation bonds not to exceed $29.5 million to construct a new police facility? (20 words)

Summary (Max 175 words):

Approval of this measure would authorize the city to issue up to $29.5 million in general obligation bonds to construct a new police facility on city property at the corner of Birch Street and 19th Avenue.

The police facility was constructed 48 years ago in 1977. Since then, the department has grown from 12 to 40 personnel while the facility has remained the same. Renovating or expanding the current facility is more expensive than building a new police facility.

Approval of this measure would:

- Add space for evidence
- Create a safe and private place to interview victims
- Ensure separation of adults and juvenile offenders
- Provide access for those with disabilities
- Meet seismic and building codes
- Provide space for police officers and code enforcement to work on cases

The cost for the average assessed household would be approximately $263 per year or $22 per month. The average levy rate over the life of the bond is estimated to be $0.77 per $1,000 of assessed property value. Bonds would mature in 21 years or less. (173 words)

Explanatory Statement (Max 500 words)

Proceeds from this bond measure would construct a new policy facility for the Forest Grove Police Department. The current police facility was constructed in 1977. Since then, the police department has grown from 12 to 40 personnel, while the 12,120-square-foot facility has remained unchanged.

Police officers utilize the police facility to investigate cases, secure and process evidence, temporarily detain and process offenders, meet with victims, interview suspects, train on current practices and procedures, park and secure vehicles and equipment, and write reports.

A Police Facility Needs Assessment, in 2016, identified 34 significant deficiencies including:

- Inadequate space for processing and storing evidence which can jeopardize cases.
- Lack of a safe and private place to interview victims which can result in sensitive information being overheard.
- Lack of adequate separation between adult and juvenile offenders as required by state law.
- Limited accessibility to critical areas for persons with disabilities.
- Does not meet current Americans with Disabilities Act, building, and seismic safety codes.
- Insufficient secure parking for police vehicles and equipment.
- Inability to expand or cost effectively remodel the existing building.

In 2018, an Alternatives Analysis was conducted to evaluate whether to remodel, expand, or replace the current facility.

Findings include:

- Remodeling or expanding the existing building is impractical and more expensive than constructing a new facility.
- The current structure cannot support a second story.
- Does not meet current building codes and safety standards.
- The lot size is insufficient to expand the building and secure parking.

Based on these findings, Mackenzie Architecture designed a new policy facility. The facility was valued engineered from approximately 25,000 to 21,500 square feet to reduce the cost. The new facility is about 45% larger than the current structure.

The design provides:

- Expanded storage for evidence and records in a climate-controlled environment to support evidence integrity.
- Dedicated, private and safe interview spaces for victims and families.
- Separate holding areas for adult and juvenile offenders to comply with state law and address safety concerns.
- Accessibility for all by complying with current ADA standards.
- Meets all current building and seismic safety codes.
- Secure parking to protect vehicles and equipment.
- Adequate space for officers to work on cases and effectively train.
- Meets the needs of the community for 40 years or more.

The new facility will be located on the corner of 19th and Birch on city-owned land, adjacent to other city facilities. This site is centrally located to ensure equidistant response times and convenient public access. The new design incorporates elements of Forest Grove's history and proximity to nature, utilizing materials such as brick, wood, and glass.

Construction of the new police facility is estimated to cost $29.5 million. For the average assessed household, this is approximately $263 per year or $22 per month over the life of the bond. A new police facility is the next step in the City's long-term building plan and an investment to ensure the safety, accessibility, and operational efficiency of the Forest Grove Police Department.

Submitted by the City Council (495 words)

FOREST GROVE OREGON

Police Facility Ballot Language

Work Session

Paul Downey, Assistant City Manager

Henry Reimann, Chief of Police

01/27/2025

Purpose

- Seek Council Consensus on draft ballot language

Review

September 9, 2024, Council work session

- Council reached consensus to place the Police Facility on the May 2025 ballot

January 13, 2025, Council work session

- Council reached consensus to place a $29.5 million G.O. Bond on the May 2025 ballot

Timelines

February 10, 2025: Resolution approving ballot language

February 28, 2025: Last day to file with City Recorder. 10-day challenge period begins

March 20, 2025: Last day to file ballot language with County Elections (10-day challenge must be completed).

March 24, 2025: Last day to file arguments voter's pamphlet

May 20, 2025: Election

Ballot Form Example

Notice of Measure Election

City

SEL 802

rev 01/18 ORS 250.035, 250.041, 250.275, 250.285, 254.095, 254.465

Notice

Date of Notice	Name of City or Cities	Date of Election

Final Ballot Title The following is the final ballot title of the measure to be submitted to the city's voters. The ballot title notice has been published and the ballot title challenge process has been completed.

Caption 10 words which reasonably identifies the subject of the measure.

Question 20 words which plainly phrases the chief purpose of the measure.

Summary 175 words which concisely and impartially summarizes the measure and its major effect.

Explanatory Statement 500 words that impartially explains the measure and its effect.

If the county is producing a voters' pamphlet an explanatory statement must be drafted and attached to this form for:

→ any measure referred by the city governing body; **or**

→ any initiative or referendum, if required by local ordinance.

Explanatory Statement Attached? ☐ Yes ☐ No

Ballot Caption (Title)

Title: (Max 10 words):

- General Obligation Bonds to replace 48-year old police facility. (9 words)

Ballot Question

Question: (Max 20 words):

Is Forest Grove authorized to issue general obligation bonds not to exceed $29.5 million to construct a new police facility? (20 words)

Ballot Summary

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Ballot Explanatory Statement

Statement (Max 175 words):

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Statement Cont.(Max 500 words):

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Statement Cont. (Max 500 words):

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Submitted by the City Council (495 words)

The End

Mariah Woods

From: noreply@civicplus.com
Sent: Tuesday, January 14, 2025 10:13 AM
To: City Councilors
Subject: Online Form Submittal: Contact City Council

Contact City Council

First Name	Holly
Last Name	Long
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	Good morning, I am writing to inquire about the pending purchase of the property on the SE corner of Main and 19th. Is the city purchasing this property and if so, what is the intended use? Additionally, if the city is purchasing this property, is there a plan to offer any type of rent subsidy or stipend to the displaced small businesses? Thank you, Holly Long

Email not displaying correctly? View it in your browser.

Mariah Woods

From: Nansi Lopez <nlopez@centrocultural.org>
Sent: Thursday, January 16, 2025 8:00 AM
To: Juan Carlos Gonzalez; Olivia Alcaire; Kipperlyn Sinclair; Mariana Valenzuela; Jerry Willey; Nafisa Fai; Rep Sosa; Rep McLain; Sen Sollman; Sen Woods; Sen Campos; Beach Pace; Donna Gustafson; Kathryn Harrington; kathryn_harrington@co.washington.or.us; Simone Brooks; Peter Brandom; Robby Hammond; Rahim Harji; angeles.godinez@corneliusor.gov; Jeffrey Dalin; Pam Treece; pam_treece@co.washington.or.us; Elizabeth Case; Lopez, Erika; Tanya Ange; tanya.ange@co.washington.or.us; boardofdirectors@thprd.org; justice_rajee@beaverton.k12.or.us; tammy_carpenter@beaverton.k12.or.us; Ugonna_Enyinnaya@beaverton.k12.or.us; Sunita_Garg@beaverton.k12.or.us; melissa_potter@beaverton.k12.or.us; Karen Perez; susan_greenberg@beaverton.k12.or.us; kteater@beavertonoregon.gov; ekimmi@beavertonoregon.gov; Nadia Hasan; jdugger@beavertonoregon.gov; Ashley Hartmeier-Prigg; ativnon@beavertonoregon.gov; Mayor Lacey Beaty; jharuyama@beavertonoregon.gov; CouncilMail@tigard-or.gov; Kevin Barton; Angel Falconer; City Councilors; Malynda Wenzl; Rep.FarrahChaichi@oregonlegislature.gov; Rep Bowman; BBafaro@fgsd.k12.or.us; vingram@fgsd.k12.or.us; meverett@fgsd.k12.or.us; KGrandusky@fgsd.k12.or.us; kkottkey@fgsd.k12.or.us; nancy.thomas@hsd.k12.or.us; SeeEun.Kim@hsd.k12.or.us; patrick.maguire@hsd.k12.or.us; monique.ward@hsd.k12.or.us; Mark.Watson@hsd.k12.or.us; ivette.pantoja@hsd.k12.or.us; jdugger@beavertonoregon.go; boardmember@pcc.edu; gustavo balderas; Reiman, Travis; Rep.shannonisadore@oregonlegislature.gov; Rep.KenHelm@oregonlegislature.gov; Rep.DaciaGrayber@oregonlegislature.gov; Rep Neron; Rep.JulesWalters@oregonlegislature.gov; Sen.KateLieber@oregonlegislature.gov; Rep Pham H; Rep.LisaReynolds@oregonlegislature.gov; adrien.bennings@pcc.edu; Caprice Massey; boardmember.weston@ttsd.k12.or.us; boardmember.Irvin@ttsd.k12.or.us; David Jaimes; Boardmember.Miles@ttsd.k12.or.us; boardmember.Zurschmeide@ttsd.k12.or.us; iudosenata@ttsd.k12.or.us
Subject: Centro - Know Your Rights/Conozca Sus Derechos Event
Attachments: Conozca sus derechos Instagram (2) (1).png; Conozca sus derechos facebook (1) (1).png; Sabado Saludable 18 January English.png; Sabado saludable 18 Enero.png

Dear Electeds & Partners,

Centro will host the Conozca Sus Derechos/Know Your Rights event on Saturday at Lincoln Street Elementary in Hillsboro. This event demonstrates our commitment to the community during unprecedented times. We have partnered with the ACLU, Oregon DOJ, and organizations that provide legal/immigration services. Our guest speaker, Congresswoman Bonamici, will join us for a Q&A with our media partner, TV Jam. If you would like to join us, I ask that you notify me, and only have one to two representatives from your office/council/commission because the event is growing by the hour, and we want to make sure there is space for community members.

Initially, we had planned for a more intimate event. However, in response to the overwhelming interest and outreach from the community, we have decided to make this a public event. Our partnership with

CBO's and TV Jam has been instrumental in spreading the word, and our Centro social media platforms are also a great source of information. We invite you to like or follow us for more updates.

**Remember that Sabado Saludable is scheduled for this day at the exact location! Join us for Zumba!*

Facebook - TV Jam
Facebook - Centro Cultural

If you have any questions, please let me know.

~nansi

Nansi López | *Policy Director*
Pronouns:She/her/ella

Sign up for Centro Cultural's newsletter!
www.centrocultural.org

Mariah Woods

From: Charlotte Lumae [redacted]
Sent: Thursday, January 16, 2025 10:05 AM
To: City Councilors; Miles Glowacki
Cc: Jesse VanderZanden
Subject: Please make an informative public statement ASAP about the Urban Renewal activity along the Pacific Ave / 19th Ave corridor

Good morning Forest Grove City Council and Economic Development Coordinator Miles Glowacki,

I have been a microbusiness owner in downtown Forest Grove for many years, and I am writing to you in solidarity with every microbusiness in town, and their clients. I ask you to please make an informative public statement as soon as possible about the Urban Renewal activity along the Pacific Ave / 19th Ave corridor. This work is incredibly important for Forest Grove, but it needs the public trust to succeed to potential.

Many people care deeply about the micro-businesses affected by the recent property change, and will be looking for reassurance that their favorite food cart owners will not lose their livelihood due to the Urban Renewal related property ownership changes. Microbusiness may not look high impact on the tax records, but many micro-business owners are community leaders in other important ways, including advocacy, mentoring, volunteering, and charitable giving. The news about the latest Urban Renewal project is travelling fast on local social media, and not always accurately. Neighbors are feeling blindsided, confused, and upset. This fallout is not ideal for building local support for future urban renewal projects.

The public needs not only transparency, but beyond that, proactive public educational outreach from the City about what is happening. It is key to have widespread public understanding and local support for urban renewal projects. Please use your words and help people know what is happening and what to expect. Urban renewal works best when a community can feel we are all in it together.

Charlotte Lumae, M.Ed.
Forest Grove Microbusiness Owner

Mariah Woods

From: David Haworth [redacted]
Sent: Sunday, January 19, 2025 7:08 PM
To: City Councilors
Subject: Fire reignites at Moss Landing Power Plant, world's largest battery stor...

https://youtu.be/_tyCV5RpLIY?si=3p6eHVdxQ9l3IoV9

Sent from my iPhone

FOREST GROVE OREGON

A place where families and businesses thrive.

January 23, 2025

The Reser Family Foundation
RE: Mid-Size Grant
P.O. Box 8
Beaverton, OR 97075

Dear Reser Family Foundation Grant Review Committee,

The City of Forest Grove has worked with Meals on Wheels People at their Forest Grove Senior and Community Center location for many years. I am writing on behalf of the Forest Grove City Council to lend support to their grant proposal for meals and social programs for older adults. Meals on Wheels People has been an invaluable partner in our efforts to address food insecurity among seniors in our city.

Their commitment to providing access to nutritious meals and addressing social isolation is a vital service that enhances our community's health. Their initiatives, such as the congregate dining program, holiday and cultural events, and technology classes, are not only effective but also innovative, reaching many seniors who otherwise might face hunger and social isolation.

I urge you to support Meals on Wheels People's request for funding. Their initiatives will undoubtedly improve our seniors' quality of life and foster a healthier, more connected community.

Thank you for your time and consideration of this paramount request.

Sincerely,

Malynda H. Wenzl

Malynda H. Wenzl
Mayor, City of Forest Grove

TV Highway Transit and Safety Project

Forest Grove City Council | January 27, 2025

Transit and safety study

Project partners are seeking to improve safety and the travel experience for transit riders on TV Highway

Building on many years of planning and community-identified needs for safety and better transit

Moving toward a project with funding from the Federal Transit Administration

Why address the Line 57?

Safety: More serious and fatal crashes than other roads, including near transit stops

Ridership: Most daily boardings in Washington County; highest bounce back in ridership since COVID-19

Rider experience: Many stops have no shelter, seating or lighting

Travel times: Bus can take up to 2x longer than driving

Previous milestones & Steering Committee decisions

- Past planning efforts on TV Highway
- Purpose and need, existing conditions
- Design & cost refinement
- July 2024 SC decision to pursue CIG project
- Three phases of public outreach

Project benefits: safety & accessibility

- Enhanced crossing or traffic signal at all stations
- Eliminate partial pullout stop design
- Station platforms with curbs and waiting areas

Project benefits: rider experience

- Stations with shelters, lighting, seating, real-time arrival info
- Increased speed and reliability
- Access for people using mobility devices
- Zero emission buses

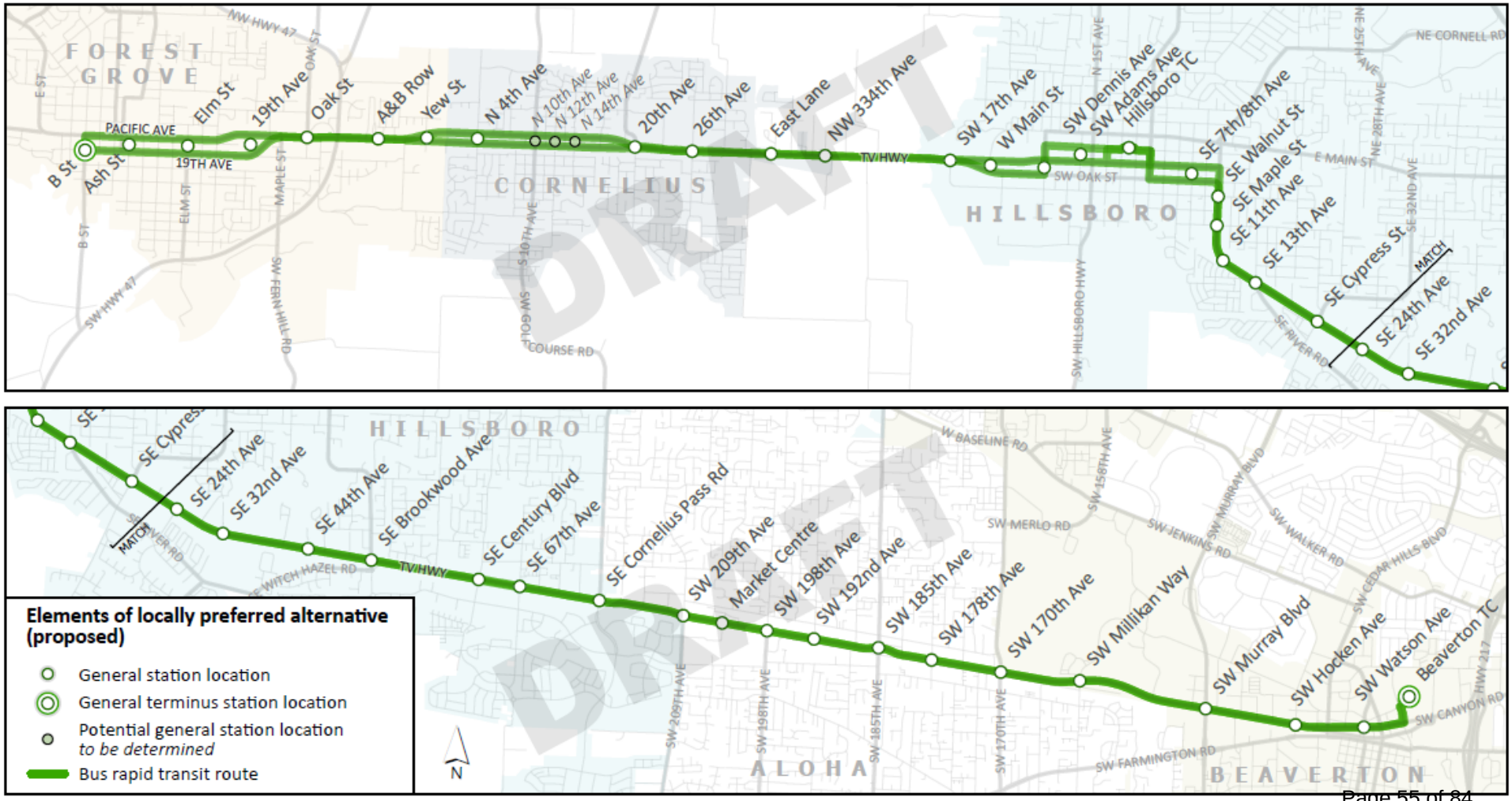
Project benefits: service enhancement

- TV Highway would be upgraded to **12-minute service** every day of the week, most hours of the day

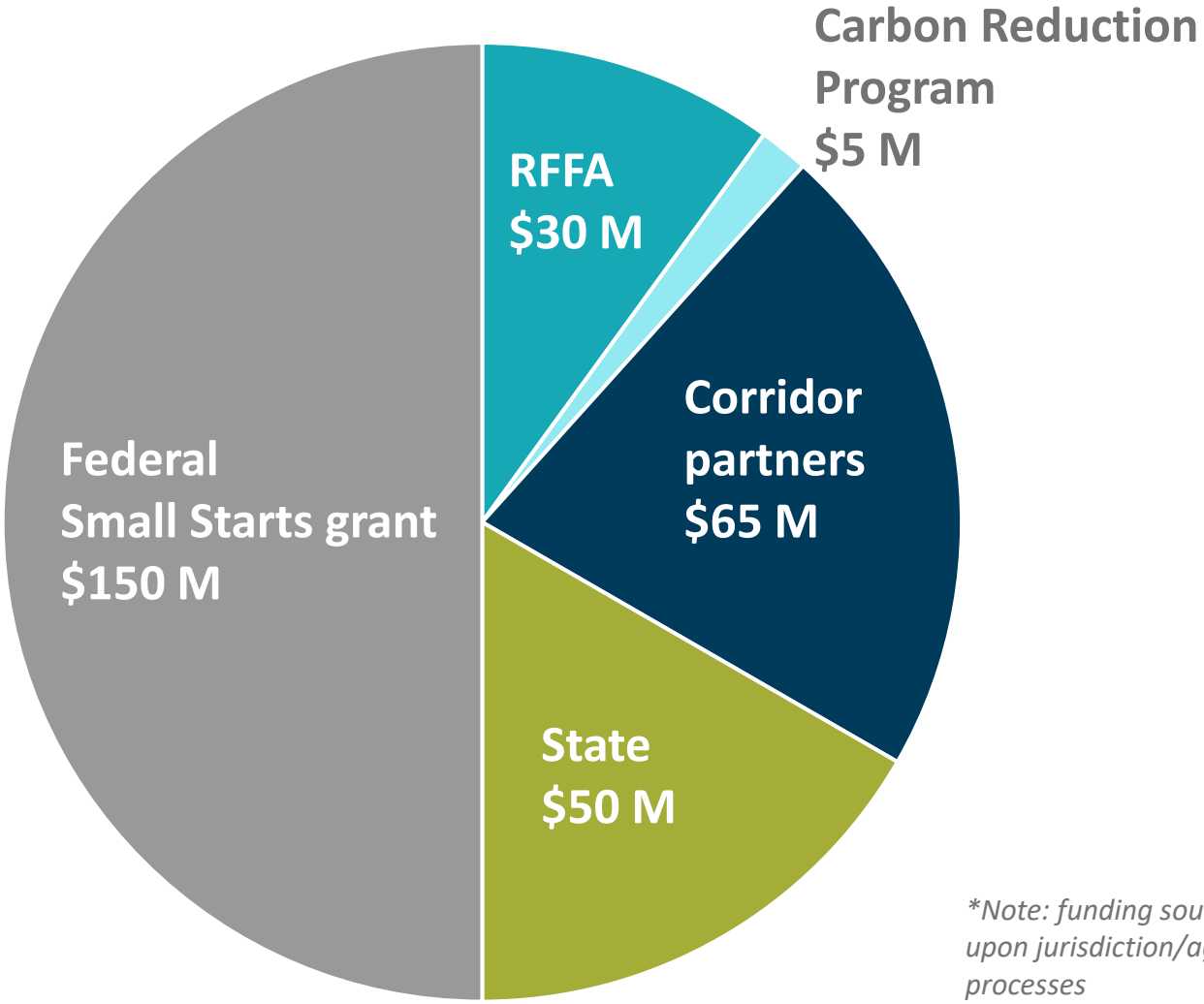
Station location process

- Key factors guiding station location
  - High-ridership stops
  - Transfers to TriMet and Ride Connection
  - Stops with more riders using mobility devices
  - Community-identified priorities: access to daily needs, e.g., grocery stores

Proposed general station locations & alignment

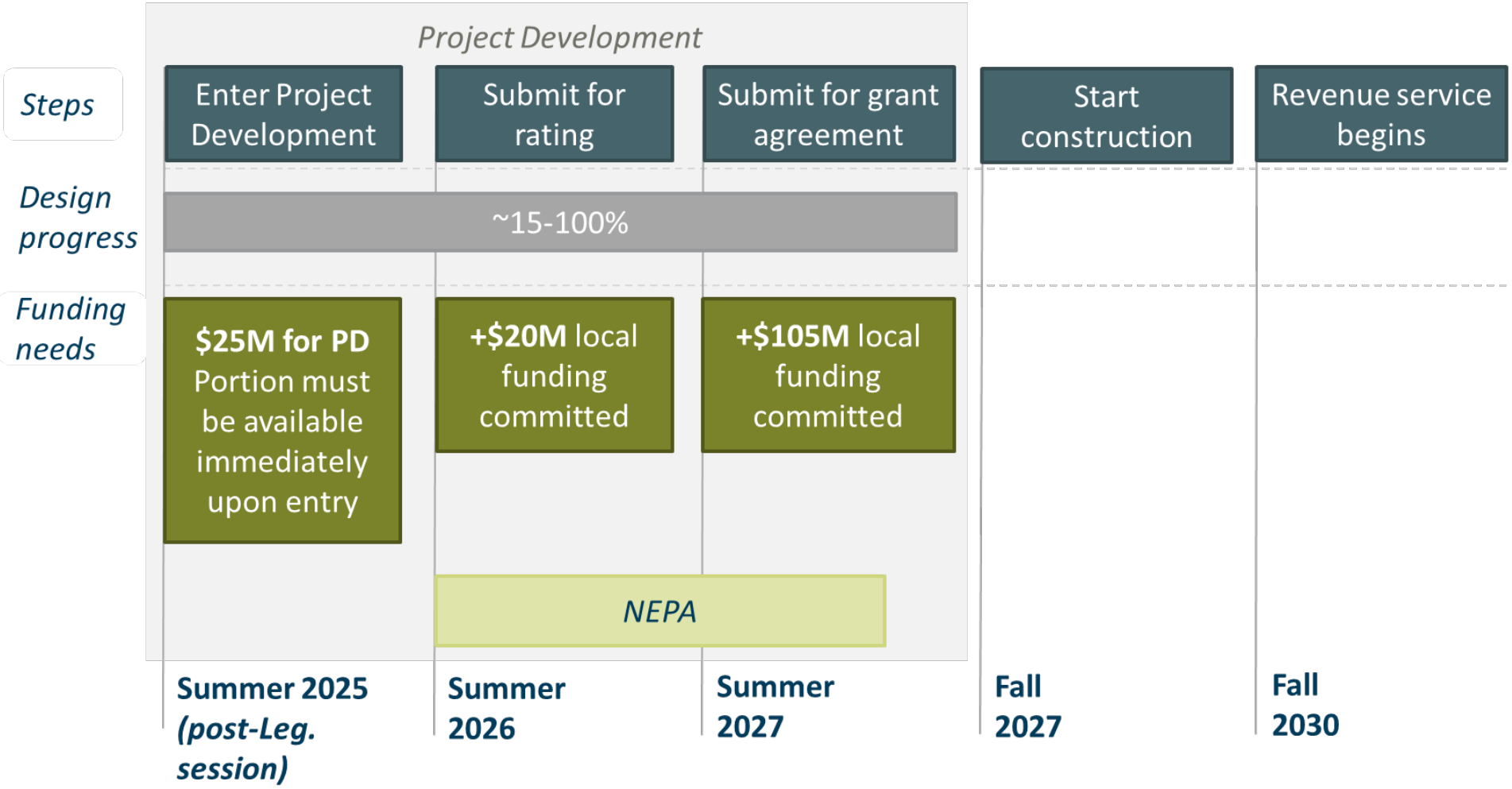


Funding strategy



**Note: funding sources contingent upon jurisdiction/agency approval processes*

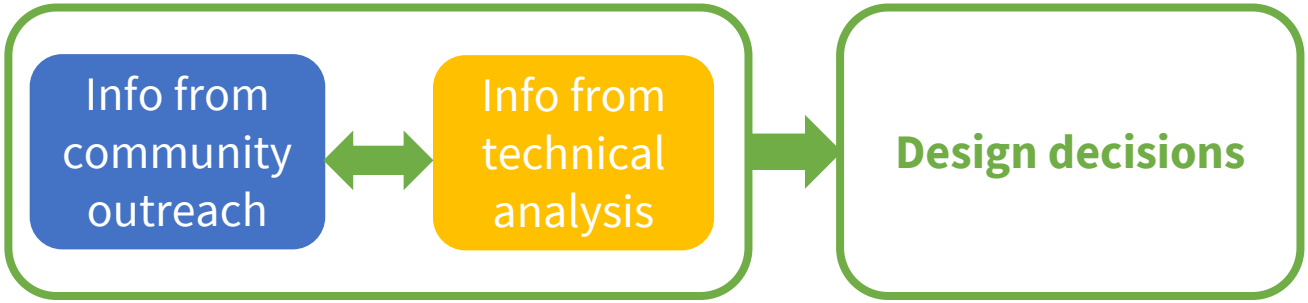
Small Starts project timeline



Next Steering Committee actions

- Approve Locally Preferred Alternative (LPA)
  - Identifies the key components of a bus rapid transit project: mode, alignment, general station locations
- Approve funding strategy
  - High-level agreement to contribute $100M as local and regional project partners

Post-LPA public process



- Expanded community engagement
  - Web page, mailings, open houses, event tabling, etc.
- Advisory committees
  - Community Advisory Committee
  - Policy & Budget Committee
- Two geographically-based outreach staff
- Continuing multi-jurisdictional collaboration

Post-LPA advisory committees

Community Advisory Committee

- Diverse perspectives from residents, community organizations, businesses and property owners
- Sounding board for design questions, outreach activities
- Two-way communication; shared agenda setting
- Advise staff and Policy & Budget Committee

Policy & Budget Committee

- One elected/executive from each partner jurisdiction, plus one CAC member
- Advise project leadership

Project next steps

- **January/February**
  - City Council/County Board presentations as requested
- **February Steering Committee Meeting**
  - LPA & funding strategy approval
- **Spring 2025**
  - LPA adoption by local jurisdictions, approval by the TriMet Board, and endorsement by JPACT and Metro Council
  - Local jurisdiction IGA approvals to commit Project Development funds
- **Summer 2025**
  - Legislative session determines state contribution
  - Apply for admission to Project Development

Questions?

Jess Zdeb

Principal Regional Planner, Metro

jessica.zdeb@oregonmetro.gov

David Aulwes

Capital Planning Manager, TriMet

aulwesd@trimet.org

Learn more

oregonmetro.gov/tv highwaytransit

oregonmetro.gov

Department of Housing Services

Housing Services Update

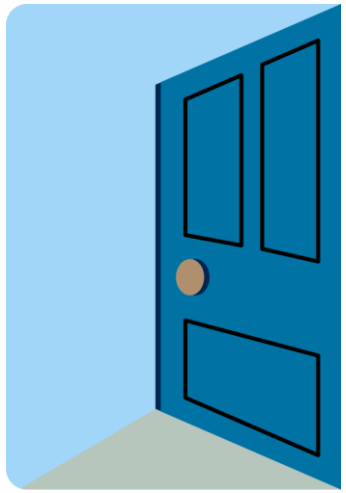
Molly Rogers, Director

Jill Chen, Assistant Director

Emily Roots, Communications Coordinator

January 27, 2024

Refreshing our Strategy



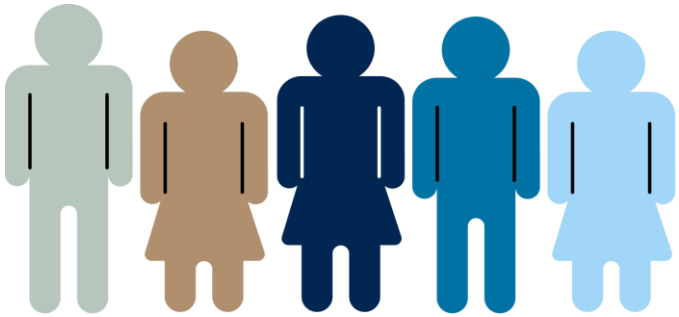
Our Mission: The Department of Housing Services creates pathways out of homelessness, promotes housing stability, and invests in affordable communities for Washington County and our residents.

Our Vision

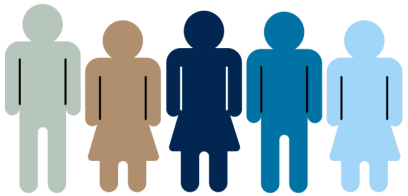
We envision a Washington County where everyone has an affordable home with the supports and opportunities each of us needs to thrive.

Equity Statement

To achieve our vision, we advance racial equity and increase access for all who face barriers to housing. We address inequities in housing opportunity while prioritizing services to populations disproportionately impacted by these disparities.



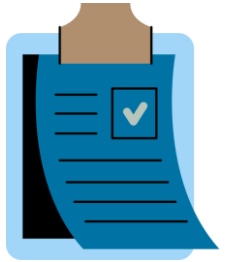
Leading with our Values



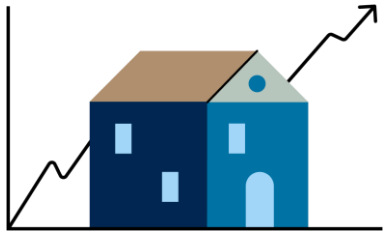
Equity

Responsiveness

Collaboration



Accountability



Sustained impact

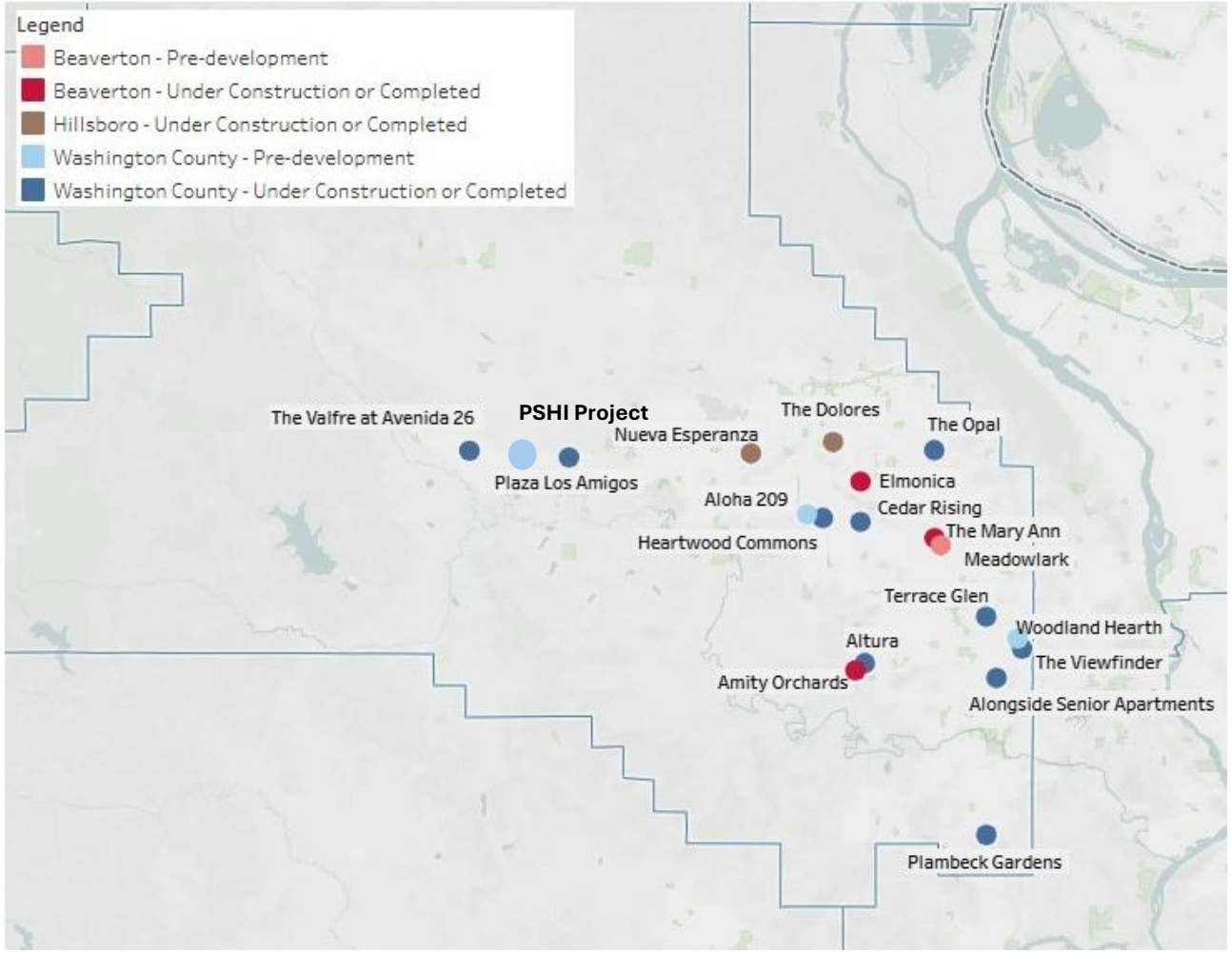
Forest Grove Impact

Krishelle, an outreach provider for the Forest Grove Foundation at the former Highway 47 site

- 306 total housing vouchers
- Outreach Provider: Forest Grove Foundation
- Casa Amparo shelter operations funded by SHS
- Time, Place, Manner, and Highway 47
- Metro Affordable Housing Bond: The Valfre at Avenida 26

Housing Services Updates

Affordable Housing Bond Projects – New Rentals



- 10 projects completed, bringing 809 new affordable units to 6 communities
- Housing Authority owned projects in Forest Grove: The Valfre at Avenida 26 with a new PSHI project in development
- Washington County exceeding all goals:
  - ✓ 958 affordable homes (goal 814)
  - ✓ 359 for extremely low-income households (goal 334)
  - ✓ 495 built for families (goal 407)
  - ✓ 149 Permanent Supportive Housing units (goal 100)

Plaza Los Amigos

One of our latest metro bond-funded developments was in neighboring Cornelius, bringing 113 new affordable homes to the area & doubling the town's regulated affordable housing.

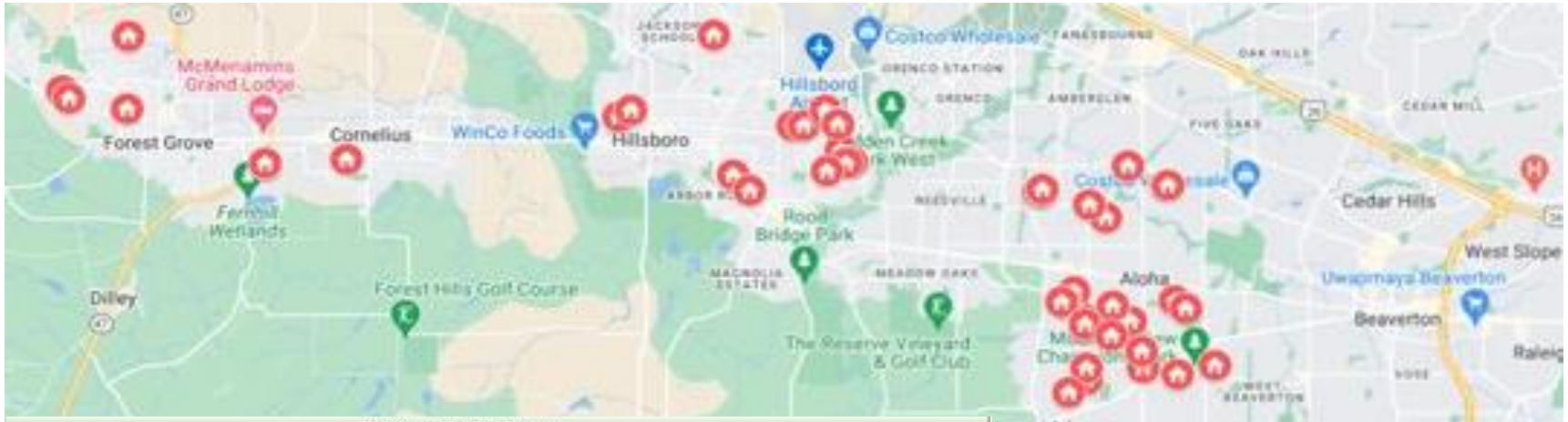
Preservation of Existing Affordable Rental Housing

An external view of Villager post-rehab

- Portfolio Preservation Project part of larger effort to rehabilitate 10 Housing Authority properties, with two in Forest Grove
- Of 592 homes being renovated in two phases, 60 are in Forest Grove - Parkside on Main St and Villager on Fir Rd
- Both finished their renovations end of 2023
- Rehab includes ADA modifications, new roofing, plumbing, ventilation systems & more

Home Ownership Opportunity - Section 18 Dispo

- Opportunity for Affordable Home Ownership for Washington residents / workers
- Out of 60 homes, six 3-BR homes available in Forest Grove
- No households will be displaced. All will have a tenant protection voucher.
- Working with local CBO partners, e.g., West Tuality Habitat for Humanity



60 Single Family Homes						
60 available for disposition	3 BR - 51 homes 4 BR - 9 homes	Year Built				
		1950s	1960s	1970s	1980s	1990s
Beaverton - 27 homes	(Aloha - 25 homes)	1	0	10	16	0
Hillsboro 24 homes	(Aloha - ~9 homes)	0	3	10	11	0
Forest Grove - 6 homes	na	0	0	2	2	2
Tigard - 2 homes	na	0	0	0	2	0
Cornelius - 1 homes	na	0	0	0	1	0

Rental Assistance – Federal Sources

2,732

Housing Choice Vouchers (Section 8)

2,579 currently help low-income families, individuals, seniors & people with disabilities pay their monthly rent in privately owned apartments or houses.

208

Mainstream Vouchers

169 currently assist non-elderly persons with disabilities.

October 2024 Data

272

Veteran Affairs Supportive Housing Vouchers

218 currently serve homeless veterans with case management and clinical services provided through the VA.

89

Emergency Housing Vouchers

82 currently assists individuals and families experiencing homelessness or at high risk of housing instability.

Homeless Services Update

Stories of Hope

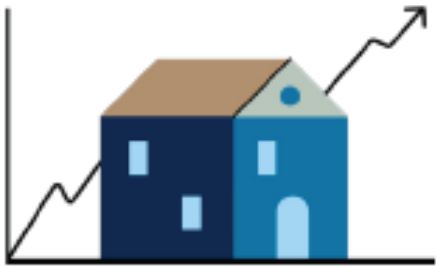
Russell moved into long-term housing this year.

"Washington County has been very successful… It worked for me, and it's working."

Last year, we shared Russell's story as he transitioned from an encampment to staying at a bridge shelter. ***Today, Russell lives in his own apartment thanks to SHS!***

SHS Year 3 Highlights

FY 2023-24



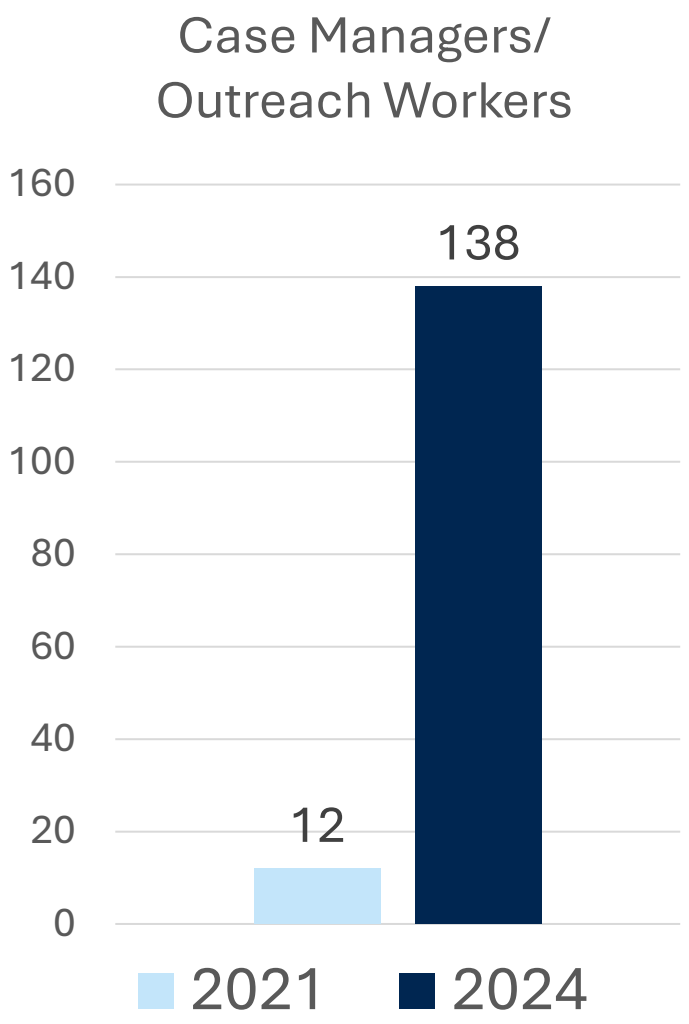
100%
SHS Budget Spent
exceeding the 85% goal.

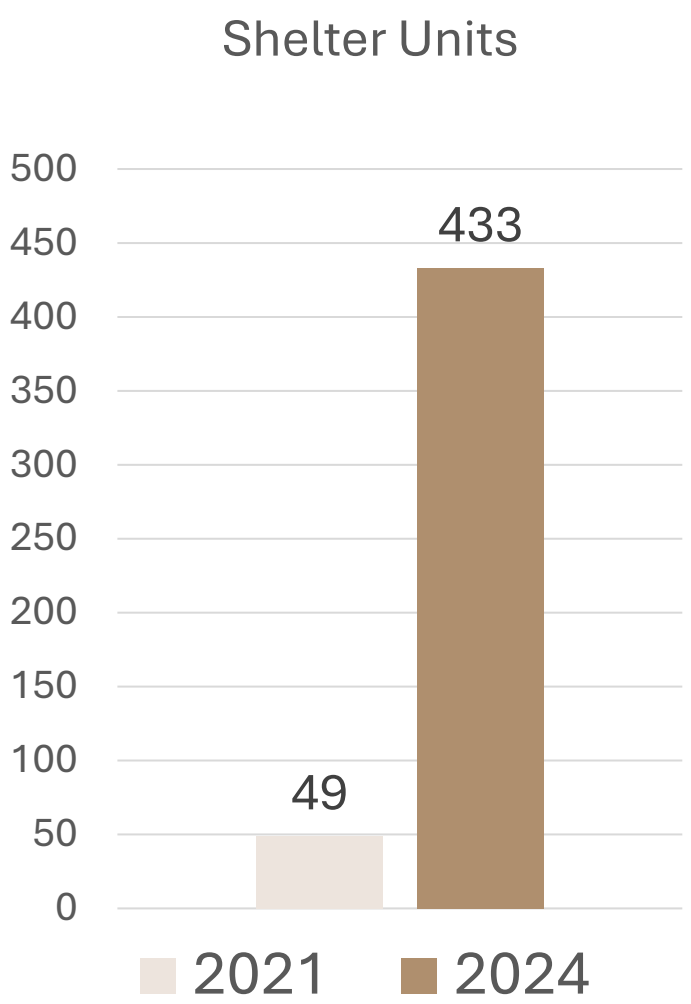
1,200+
People
moved into housing through SHS-funded programs.

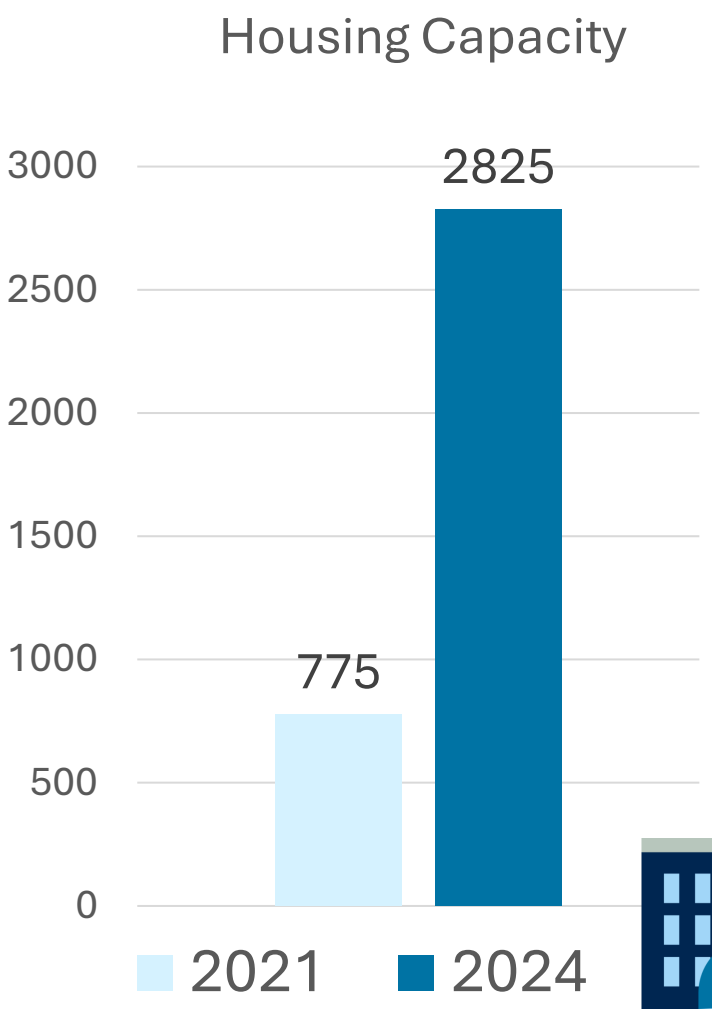
10,400+
People
served through SHS-funded services.

4,400+
People
remained housed with eviction prevention and rent assistance programs.

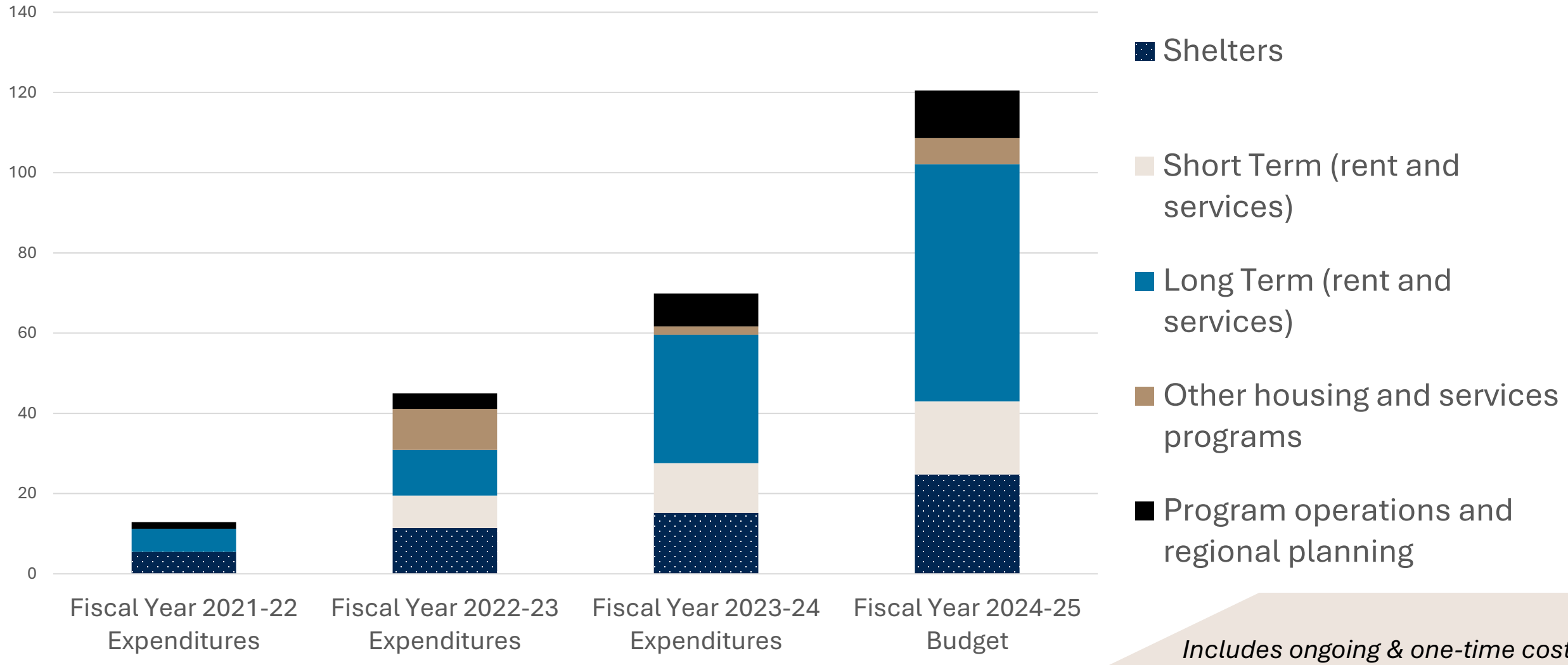
Building a System of Care





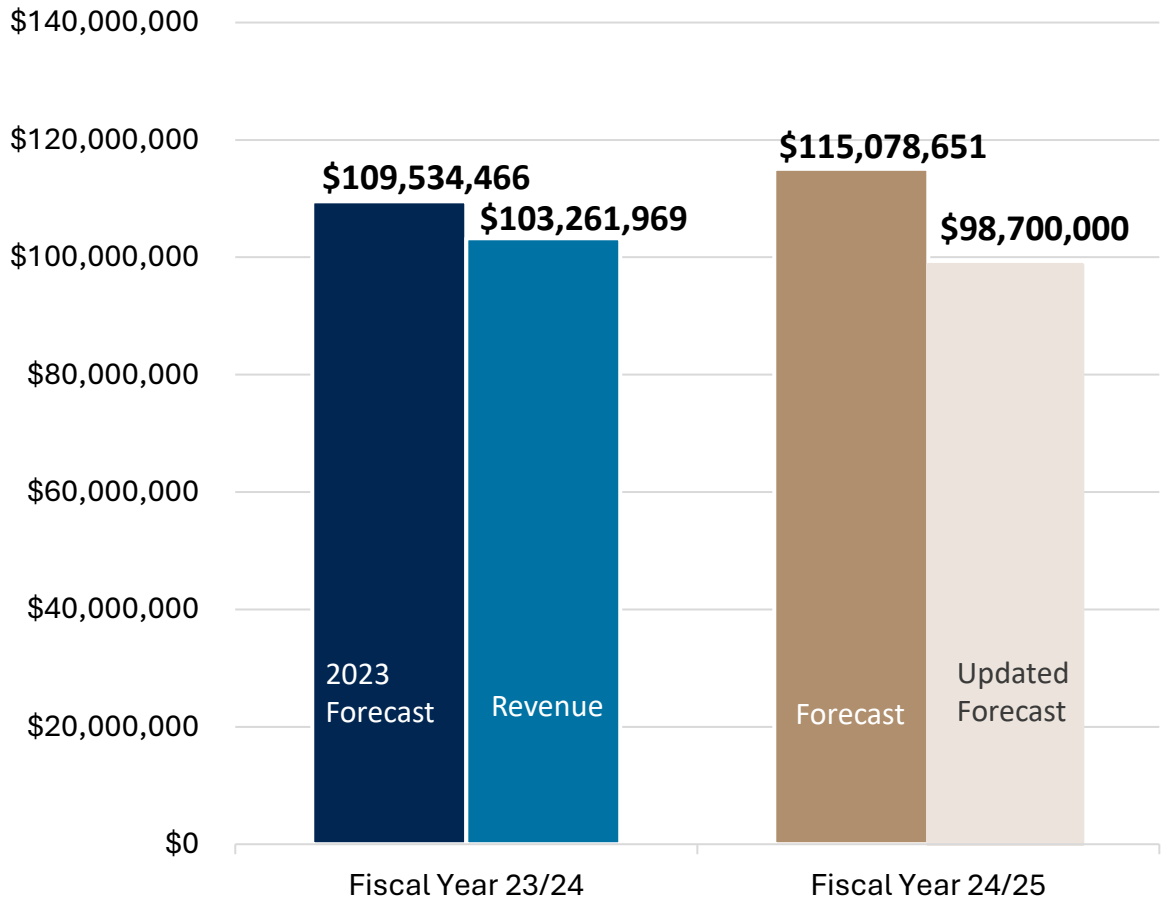


Financial Overview: SHS Growth (in millions)



Includes ongoing & one-time costs

Financial Constraints – Revenue Forecast v Collections



Revenue collections differed from forecast by **$6.2 million** last fiscal year.

The latest forecast is a **$16+ million reduction** from the November 2023 forecast to the December 2024.

Revenue trending down; County planning for reductions.

SHS Impact

Washington County has **housed 2,941 people** (1,817 households) with investments from the voter approved Supportive Housing Services measure.

While state and national trends show the rate of homelessness has ticked up, **unsheltered homelessness has declined by 35.5%** in Washington County.

Potential SHS measure reductions would impact this progress.

Thank you

Department of Housing Services