



CITY COUNCIL MEETING

Monday, April 14, 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

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 Council will convene to hold an executive session: ORS 192.660(2)(i) to review and evaluate the employment-related performance of the City Manager.

CITY COUNCIL WORK SESSIONS

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

6:00 Council Compensation

Staff: Jesse VanderZanden, City Manager

6:30 Economic Opportunities Analysis

Staff: Dan Riordan, Senior Planner, Jerry Johnson, Principle at Johnson Economics

CITY COUNCIL MEETING

A. 7:00 Call to Order

1. Roll Call
2. Land Acknowledgement
3. Pledge of Allegiance
4. Arbor Day Proclamation
5. Voices of Hope Proclamation

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. **RESOLUTION 2025-14 CONSENTING TO BOARD AND COMMISSION APPOINTMENTS TO CITY ADVISORY BOARDS, COMMITTEES AND COMMISSIONS**
2. Monthly Building Report March 2025
3. Approve Community Forestry Commission Minutes
4. Approve Library Commission Minutes
5. Approve Parks & Recreation Minutes
6. Accept Historic Landmarks Board Resignation
7. Approve Annual Liquor License Renewals
8. 2025 Annual Proclamations

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 Family Justice Center**
Rachel Schutz, FJC Executive Director
2. **7:30 Community Forestry Commission Annual Report**
Justin Marble, CFC Chair, Daniel Riordan, Senior Planner
3. **7:45 Library Commission Annual Report**
Morgan Knapp, LC Chair, Colleen Winters, Library Director

4. 8:00 **City Water and Fluoridation**
Gregory Robertson, Public Works Director

F. Public Hearings, Ordinances, and Resolutions

1. 8:15 **RESOLUTION 2025-15 APPOINTING THE CITY AUDITOR FOR THE FISCAL YEAR ENDING JUNE 30, 2025 THROUGH THE FISCAL YEAR ENDING JUNE 30, 2027**
Staff: Paul Downey, Assistant City Manager/Finance Director

G. 8:20 Council Communications

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

H. 8:45 Adjournment

URBAN RENEWAL AGENCY MEETING

See separate agenda



COUNCIL COMPENSATION

Paul Downey| Assistant City Manager and Finance Director

PURPOSE

2

- Address City Council Objective 11: Evaluate City Council accessibility and compensation options to inform the budget process.
- Ensure compliance with Oregon Revised Statutes (ORS) regarding how and when compensation for elected officials can be changed.

AGENDA

Background

Current Compensation

Budget Committee Findings

Budget Committee Recommendation

Compensation Implementation

Council Resolution

Referral to Voters

BACKGROUND

4

Consensus to Consider Council Compensation:

- Council compensation was raised at a Budget Committee meeting and there was consensus to consider it.

Budget Committee Work Sessions:

- The resident members of the Budget Committee held two work sessions in April and May 2024 and composed recommendations to City Council.

City Council Work Sessions:

- The City Council held work sessions in May and June 2024 to consider Council compensation. A consensus was reached it should be subject to a public process. Consensus on the process and policy was not reached.

CURRENT COMPENSATION

5

- Mayor: \$3,744 stipend annually
- Councilors: \$2,496 stipend annually
- Mayor and Councilors: \$240 internet access stipend annually
- Mayor and Councilors: \$850 credit towards device every 3 years

- Mayor and Councilors can elect health insurance coverage (at any level) and pay 5% of the premiums (95/5).
- Health Insurance Benefits range from \$0 to \$30,000 annually, depending upon the level of coverage selected.
- There is no “opt-out” provision whereby a Councilor can elect the cash equivalent of the policy expense.

City	Total Annual Stipend	Electronic Stipend	Health Insurance	Life Insurance	Long – Term Disability	Pension
Beaverton	Mayor: \$134,454 + COLA Councilor: \$25,068 + COLA	?	Mayor: 95/5 Councilor: N/A	Mayor: \$50k Life Councilor: N/A	Mayor: Yes Councilor: N/A	Mayor: PERS Councilor: PERS eligible if 600 hours/yr
Canby	Mayor: \$1,200 Councilor: \$1,200	City provides device Tablet	N/A	N/A	N/A	N/A
Cornelius	Mayor: \$3,000 Councilor: \$3,000	N/A	N/A	N/A	N/A	N/A
Forest Grove	Mayor: \$3,744 Councilor: \$2,496	\$20/mo \$850/3 yrs	Mayor: 95/5 Councilor: 95/5	N/A	N/A	N/A
Gladstone	N/A	N/A	N/A	N/A	N/A	N/A
Hillsboro	Mayor: \$54,180 Council President: \$16,500 Councilor: \$13,500	Mayor: \$165/mo Council President: \$75/mo Councilor: \$75/mo	N/A	Mayor: \$10k Life Councilor: \$10k Life	N/A	N/A
Lake Oswego	Mayor: \$6,133 Councilor: \$2,689	City provides device Tablet	N/A	N/A	N/A	N/A
McMinnville	N/A	City provides device Tablet	N/A	N/A	N/A	N/A
Milwaukie	Mayor: \$4,428 + COLA Councilor: \$3,684 + COLA	N/A	N/A	N/A	N/A	N/A
Newberg	Mayor: \$3,600 Councilor: \$2,400	City provides device Phone	N/A	N/A	N/A	N/A
Oregon City	N/A	N/A	N/A	N/A	N/A	N/A
Sherwood	N/A	N/A	N/A	N/A	N/A	N/A
Tigard	Mayor: \$61,236 Councilor: \$11,247	\$33/mo	Mayor: 90/10 Councilor: 90/10	N/A	N/A	N/A
Troutdale	Mayor: \$6,000 Councilor: \$600	N/A	N/A	N/A	N/A	N/A
Tualatin	N/A	\$750 at beginning of term	Mayor: 90/10 (family) Councilor: 90/10 (emp. only)	N/A	N/A	N/A
West Linn	Mayor: \$9,445 Councilor: \$5,910	City provides device Tablet + Phone	N/A	N/A	N/A	N/A
Wilsonville	Mayor: \$27,600 + COLA Council President: \$18k + COLA Councilor: \$10,200 + COLA	City provides device Tablet + Phone	N/A	N/A	N/A	N/A

CURRENT COMPENSATION

7

Total Council Compensation Expense for Forest Grove:

- Approximately \$146,000 / Annually from the General Fund
 - \$125,000 Health Insurance Benefits
 - \$21,000 Wage and Electronic Stipend

BUDGET COMMITTEE FINDINGS

8

Committee Findings:

- The current compensation structure lacks transparency, as the public is unaware of the individual elections and their associated expenses.
- Current compensation is heavily weighted toward insurance benefits, primarily benefiting retired or self-employed individuals.
- Compensation does not always align with the duties and responsibilities of a position, with potential discrepancies of up to \$30,000.
- Council compensation needs to align more closely with the City values of financial stewardship and equity, diversity, and inclusion.

BUDGET COMMITTEE RECOMMENDATION ⁹

Committee Recommendations:

- Retain the existing stipend differential between Mayor and Council.
- Create a new stipend category for Council President.
- Change health insurance option to employee-only.
 - Retain the 95/5 premium.
 - Allow additional insurance at members expense (approximately \$8,800 per individual).

BUDGET COMMITTEE RECOMMENDATION ¹⁰

Committee Recommendations:

- Increase wage stipend for Mayor to \$12,000 / annually.
- Increase wage stipend for Council President to \$9,500 / annually.
- Increase wage stipend for Councilors to \$8,000 / annually.
- No change to electronic stipend.
- Review every 3-years commensurate with employee salary survey.
- Total expense for Councilor compensation would decrease by \$16,000, from \$146,000 to \$130,000 annually.

BUDGET COMMITTEE FINDINGS

11

Proposed Compensation Structure:

- Would be more transparent to residents.
- Would be more equitable as all Councilors would be compensated at the same level (apart from Council President).
- Address the primary inequity in the compensation structure - health insurance - by maintaining coverage for the elected official while offering the option to pay for additional qualified individuals.
- Enhance accessibility by enabling individuals to run for office who may **not** otherwise have the financial means to do so.
- Would align more closely with City values.

COMPENSATION IMPLEMENTATION

12

Resolution:

- The most common approach, used by many cities and historically in Forest Grove.
- Compensation decisions are an administrative decision, not a legislative decision, and therefore are done by resolution and not by ordinance.
- Council can choose to hold a Public Hearing to receive public input prior to consideration of a resolution.

COUNCIL RESOLUTION

13

Avoiding Conflict of Interest & Abuse of Office (ORS 244.120 & ORS 244.040)

Option 1 – Delayed Implementation:

- Increases take effect at the end of each term.
- All Councilors may vote, as there is no *actual* conflict of interest.
- If a Councilor has filed for candidacy, they may declare a *potential* conflict but can still participate.

Option 2 – Immediate Implementation:

- Increases take effect immediately but require multiple resolutions:
 - A resolution for the Mayor, with the Mayor abstaining.
 - A resolution for three Councilors, with them abstaining.
 - A resolution of the remaining Councilors, with them abstaining.

Per Council Rules:

- Section 2.2.2: A majority of Councilors must be present to constitute a quorum.
- Section 2.2.3: A majority of the quorum is required for any Council decision.

COUNCIL RESOLUTION

14

What Have Other Cities Done?

- The City of Beaverton passed a resolution making compensation effective after each election cycle.
- Cornelius, Hillsboro, and Tigard each passed several resolutions making compensation effective immediately.
- Staff was unable to locate any cities that referred compensation to voters unless it was otherwise required by their City Charter.

DISCUSSION ITEMS

1
5

- Accept Budget Committee Recommendation
- Do not accept Budget Committee Recommendation
- Modify Budget Committee Recommendation
- Approval process



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: *April 14, 2025*

PROJECT TEAM: *Bryan Pohl, Community Development Director
Dan Riordan, Senior Planner
Miles Glowacki, Economic Development Coordinator*

SUBJECT TITLE: *Forest Grove Economic Opportunities Analysis Update Work Session*

ACTION REQUESTED:

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

ISSUE STATEMENT:

City Council adopted Goal Objective 1.2 for 2025 to update and adopt an Economic Opportunities Analysis (EOA) for the City. The current EOA was adopted by the City Council in 2019. A draft of the updated EOA is finished and ready for review. Tonight's work session provides an opportunity for Council to comment on the information contained in the 2025 EOA update.

BACKGROUND:

Economic Opportunities Analysis Overview

Under Oregon Statewide Land Use Planning Goal 9 (Economic Development), and the associated Oregon Administrative Rules (OARs), most cities in Oregon are required to prepare and adopt an EOA. As noted above, the City's current EOA was adopted in 2019. A reason for reviewing and updating the 2019 EOA is to account for increased interest in industrial land in the City since the current EOA was adopted six years ago.

The Oregon Administrative Rules includes specific requirements for EOAs. Under the rules an EOA must include the following elements:

1. Description of national, state, regional, county and local trends affecting the economy;
2. Identification of the type of lands/sites needed for local economic development needs;
3. Inventory of industrial, retail, office, and employment land supply;
4. Assessment of local economic development potential and the planning area's economic advantages and disadvantages; and

5. Projection of short-term (5-year) and long-term (20-year) employment land demand. The 2025 EOA update (Attachment A), addresses each of the elements listed above.

Employment in Forest Grove

Data from the Oregon Employment Department indicates that estimated employment in Forest Grove at about 7,600 employees. The data also indicates that employment in the City is concentrated in several sectors including educational services, manufacturing, healthcare and social assistance and accommodation and food services. These sectors make up approximately 58% of local employment.

Professional, scientific and technical services are not well represented in Forest Grove. The employment level in this sector was 147 in 2022, representing about 1.9% of the local employment base. Employment levels in this sector increased by two people between 2012 and 2022.

Local access to subsea cables reducing latency to high value Asia-Pacific markets is attractive for firms in the information sector which includes publishing, telecommunications and other information services such as data centers. Employment in this sector is currently low comprising 0.5% of the local employment base. Employment in the information sector is projected to increase from 37 employees to 56 or 111 during the next twenty years depending on the growth scenarios described in the EOA.

Employment Growth Scenarios

Three employment growth scenarios based on different sources and assumptions were prepared for the EOA update. The scenarios are described below.

Scenario 1 is based on the Oregon Employment Department Regional Forecast. This growth Scenario 1 is what's called a safe harbor scenario since the methodology complies with the Oregon Administrative Rules. Since the safe harbor method complies with the administrative rules it is not subject to challenge or appeal. Scenario 1 assumes a 1.3% annual growth rate that translates to an estimated increase of about 2,400 jobs in the City over the next 20 years.

Scenario 2 based on Metro's Urban Growth Report. Scenario 2 assumes a 0.3% employment growth rate reflecting a net gain of 589 jobs for the next 20 years in Forest Grove. This scenario was rejected by the EOA update technical advisory committee.

Scenario 3 is aspirational and assumes a more optimistic 1.9% growth rate. Scenario 3 is based on identified economic trends, a more optimistic growth outlook for targeted industries and input from technical advisory committee. This scenario recognizes that public policy and economic development efforts can influence growth in targeted employment sectors. This scenario results in an estimated increase of about 3,800 jobs in the City over the next 20 years.

Buildable Employment Land Inventory

The City's buildable land inventory includes about 62 acres of land zoned for commercial use that is either vacant or partially vacant. Based on the employment projections for the three growth scenarios described above, the estimated 20-year land need for commercial use ranges from about 7 acres under Scenario 2 to 133 acres under scenario 3. The estimated commercial land need under Scenario 1 is estimated to be about 46 acres. This means there is an estimated surplus of land for commercial needs under Scenarios 1 and 2 and a deficit of commercial land under Scenario 3.

The City's buildable land inventory includes about 250 acres of land for industrial use that is either vacant or partially vacant. Based on the employment projections for the for the three growth scenarios the estimated 20-year land need for industrial use ranges from about 25 acres under Scenario 2 to about 102 acres under Scenario 3. The estimated industrial land need under Scenario 1 is about 94 acres. This means there is an estimated surplus of land zoned for industrial use under all three growth scenarios raging between 148 acres and 225 acres. Scenario 3. Some or all of the surplus industrial land could be banked for very long-term needs or depending on site characteristics the land could be rezoned for other uses.

Commission Review

The Economic Development Commission served as the technical advisory committee and provided informal input into the EOA update. After review by the EDC the Planning Commission held a public hearing on the update on March 3rd and approved a motion recommending that City Council adopt an ordinance amending the Comprehensive Plan to include the EOA update. The Commission's motion passed unanimously.

The Planning Commission also recommended that the City Council endorse employment growth Scenario 1 as a basis for making future land use decisions affecting the zoning of employment lands in the City since it is based on a methodology accepted under the Oregon Administrative Rules.

Next Steps

After tonight's work session, public hearings will be scheduled with City Council to allow for public comment on an ordinance amending the Forest Grove Comprehensive Plan to replace the 2019 EOA with the 2025 update. The Comprehensive Plan amendment will also formally add the EOA update to Comprehensive Plan as an appendix. Including the EOA update as part of the Comprehensive Plan provides the legal basis for relying on the information contained in the update when making zoning decisions affecting employment lands.

ATTACHMENT(s):

- A. Economic Opportunities Analysis Update, March 2025
- B. PowerPoint Presentation



CITY OF FOREST GROVE, OREGON ECONOMIC OPPORTUNITIES ANALYSIS

Prepared For:
CITY OF FOREST GROVE, OREGON
March 2025

ACKNOWLEDGMENTS

Johnson Economics prepared this report for the City of Forest Grove. Johnson Economics and the City of Forest Grove thank the many people who helped to develop this document.

This report was prepared in accordance with the requirements of OAR 660 Division 9: Economic Development.

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TABLE OF CONTENTS

I.	INTRODUCTION	1
II.	FOREST GROVE ECONOMIC TRENDS.....	2
	A. FOREST GROVE EMPLOYMENT AND FIRMS	2
	B. LOCAL POPULATION AND WORKFORCE TRENDS.....	4
III.	COMMUNITY ECONOMIC DEVELOPMENT POTENTIAL.....	11
IV.	INDUSTRY DIFFERENTIATION ANALYSIS	13
	ECONOMIC SPECIALIZATION (WASHINGTON COUNTY)	13
	ECONOMIC SPECIALIZATION (CITY OF FOREST GROVE).....	15
	ECONOMIC DRIVERS	17
	PROJECTED EMPLOYMENT GROWTH (OED)	21
V.	FOREST GROVE TARGET INDUSTRIES ANALYSIS.....	22
	CITY OF FOREST GROVE TARGET INDUSTRIES	22
VI.	FORECAST OF EMPLOYMENT AND LAND NEED	31
	CITY OF FOREST GROVE EMPLOYMENT FORECAST	31
	EMPLOYMENT LAND FORECAST	35
VII.	RECONCILIATION OF EMPLOYMENT NEED AND INVENTORY	38
VIII.	FINDINGS AND RECOMMENDATIONS	43
	SUMMARY OF FINDINGS	43
	EOA IMPLEMENTATION RECOMMENDATIONS	45
	APPENDIX A: INDUSTRY SITE REQUIREMENTS	48

I. INTRODUCTION

This report introduces analytical research presenting an Economic Opportunities Analysis (EOA) for the City of Forest Grove, Oregon.

Cities are required to reconcile estimates of future employment land demand with existing inventories of vacant and redevelopable employment land within their Urban Growth Boundary (UGB). The principal purpose of the analysis is to assess the degree to which the city has an adequate land supply and capacity to accommodate anticipated employment growth.

To this end, this report is organized into six primary sections:

- **Economic Trends:** Provides an overview of national, state, and local economic trends affecting Washington County and the City of Forest Grove, including population projections, employment growth and a demographic profile.
- **Economic Development Potential:** A discussion of the comparative advantages of the local community and work force.
- **Target Industries:** Analysis of key industry typologies the City of Forest Grove should consider targeting as economic opportunities over the planning period.
- **Employment Land Needs:** Examines projected demand for industrial and commercial land based on anticipated employment growth rates by sector.
- **Capacity:** Summarizes the City's inventory of vacant and redevelopable industrial and commercial land (employment land) within City of Forest Grove's UGB.
- **Reconciliation:** Compares short- and long-term demand for employment land to the existing land inventory to determine the adequacy and appropriateness of capacity over a five and twenty-year horizon.
- **Conclusions and Recommendations:** Summary of findings and policy implications.

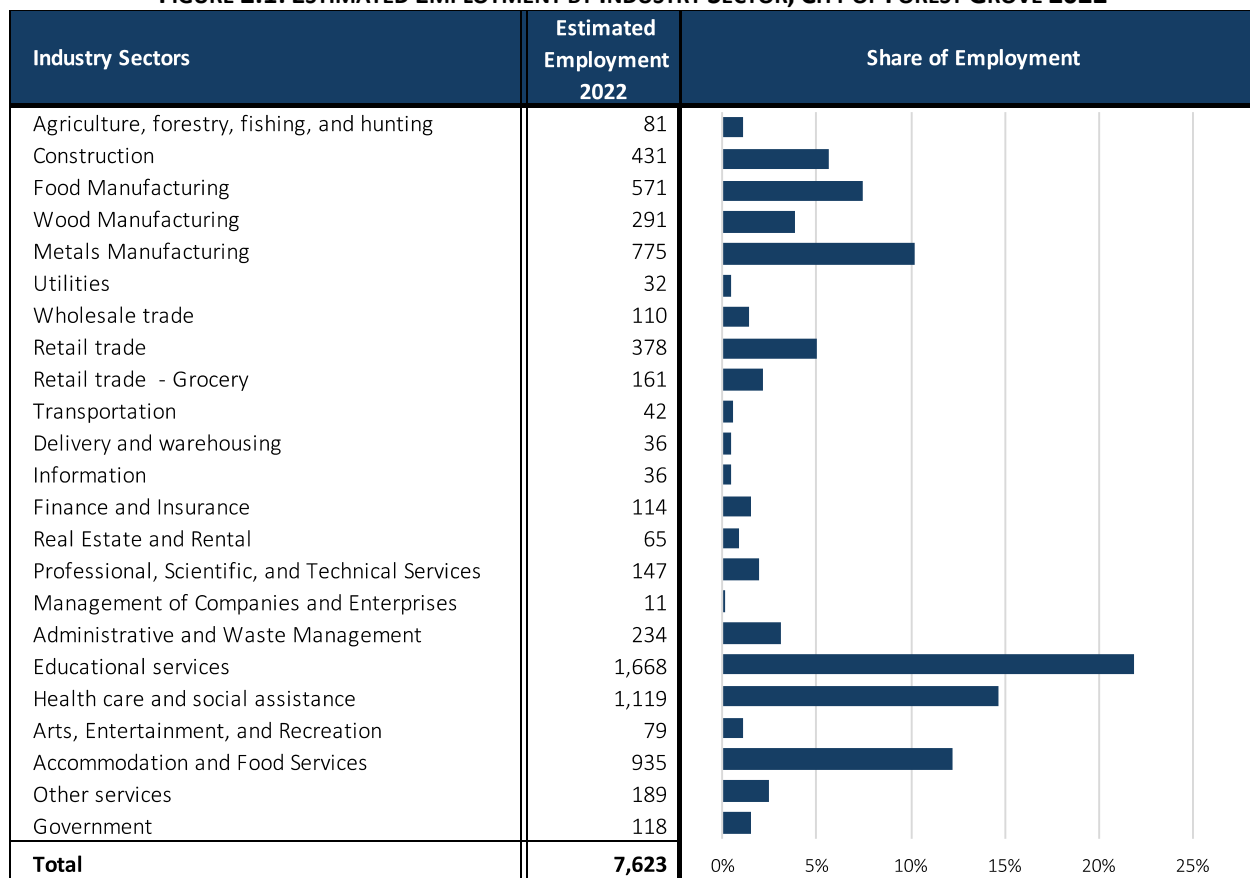
II. FOREST GROVE ECONOMIC TRENDS

This section summarizes employment, demographic, and workforce trends at the local level that will influence economic conditions in the City of Forest Grove over the 20-year planning period. This section provides the economic context for growth projections and includes a socioeconomic profile of the community.

A. FOREST GROVE EMPLOYMENT AND FIRMS

As of 2022, the City of Forest Grove is home to 667 businesses with roughly 7,623 employees. The largest industries by employment are educational services, health care and social services, and accommodation & food services, followed by metals manufacturing, food manufacturing, and construction. Forest Grove has the lowest employment representation in the management of companies and enterprises and utilities sectors. (Industry sectors are discussed in more detail in Section IV of this report.)

FIGURE 2.1: ESTIMATED EMPLOYMENT BY INDUSTRY SECTOR, CITY OF FOREST GROVE 2022

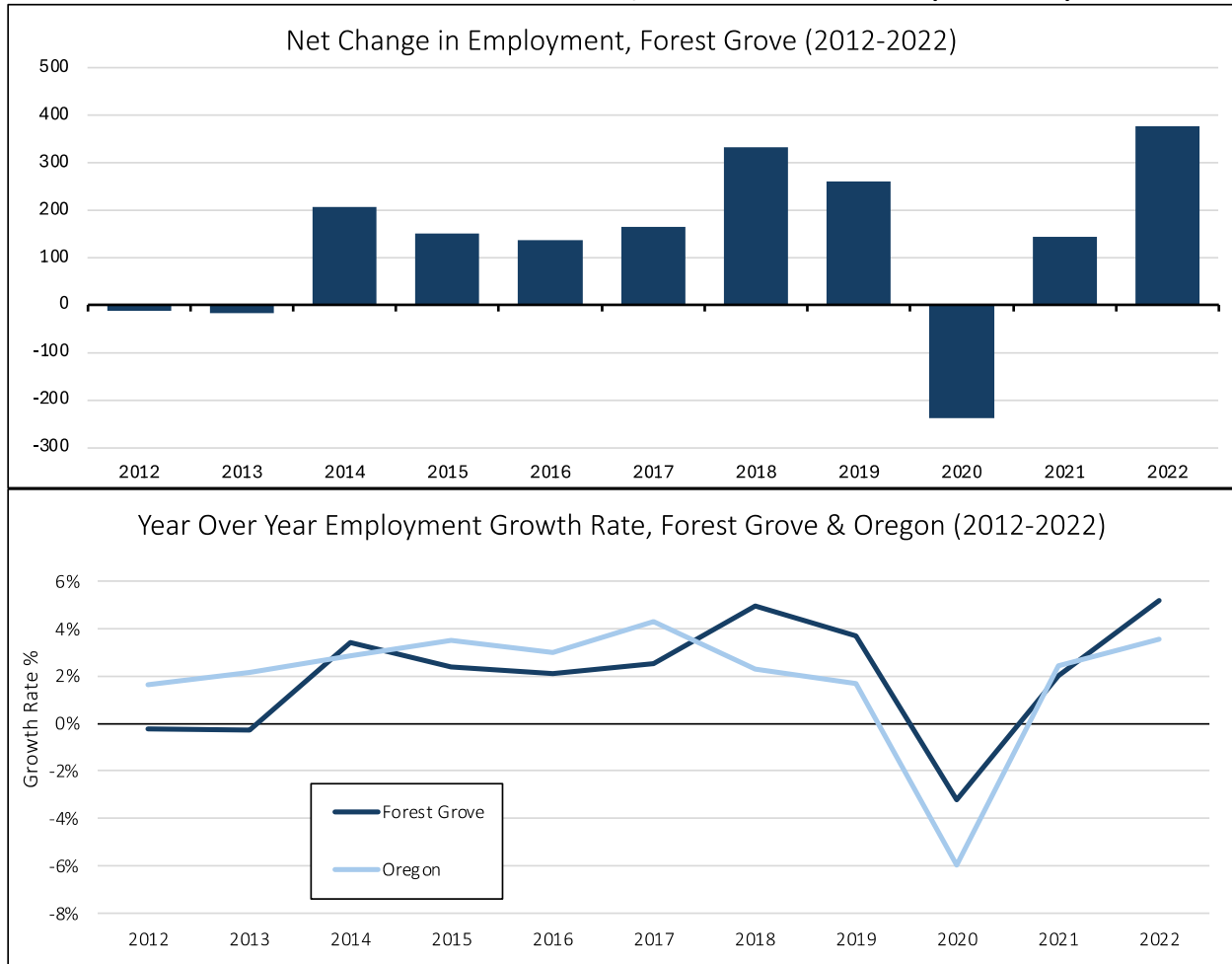


SOURCE: Oregon Employment Department, 2022 QCEW data, Johnson Economics

Forest Grove's rate of employment growth surpassed the state in 2018 and has remained higher every year except for 2021. From 2014 through 2019, Forest Grove experienced a steady rate of employment growth in the 2% to 5% range. While Forest Grove did lose roughly 237 workers in 2020, the employment base displayed resilience during the

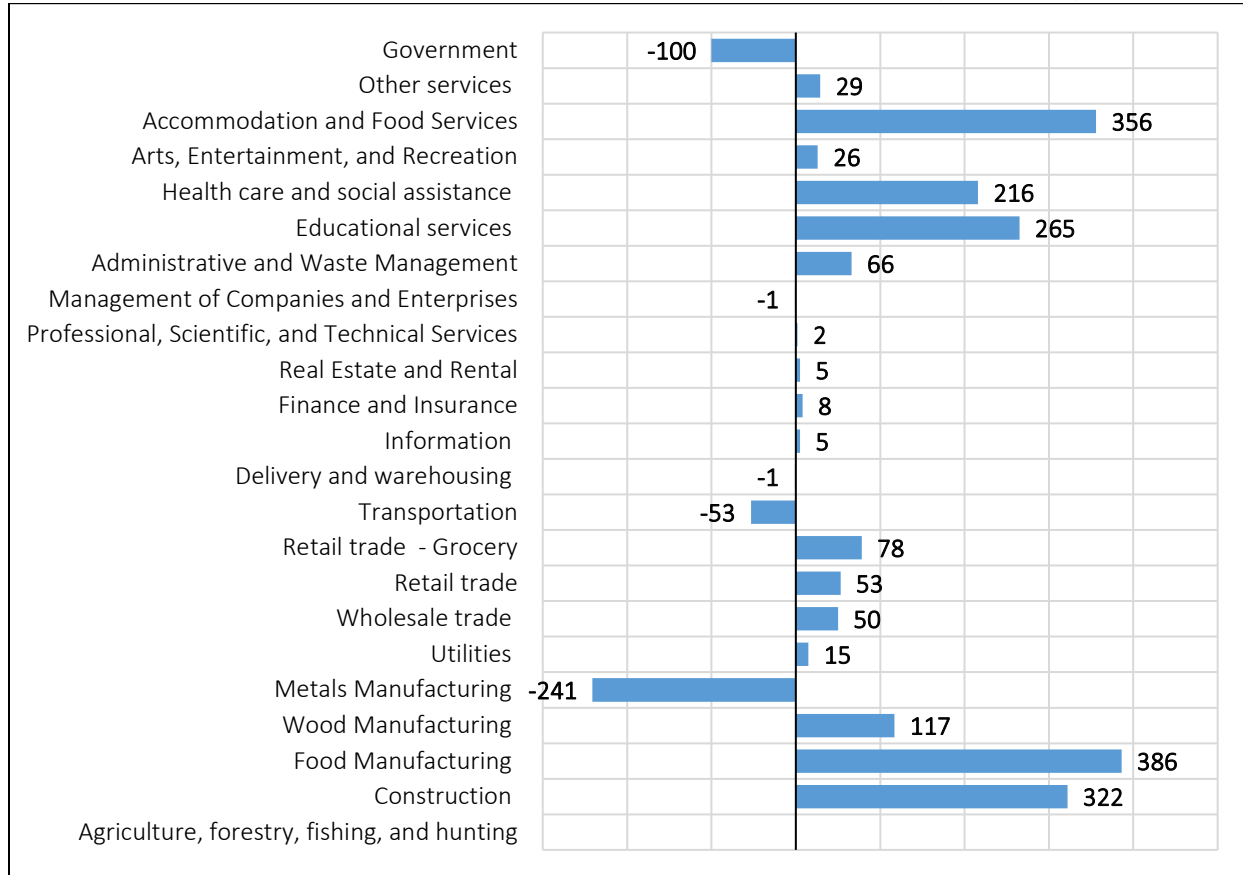
COVID-19 downturn, losing less workers proportionally as compared to the state and experiencing a stronger recovery from 2021 to 2022. In 2022, the city reached a growth rate of 5.2% and added an estimated 376 jobs.

FIGURE 2.2: EMPLOYMENT GROWTH TRENDS, FOREST GROVE & OREGON (2012-2022)



SOURCE: Oregon Employment Department, JOHNSON ECONOMICS

FIGURE 2.3: EMPLOYMENT CHANGE BY SECTOR, CITY OF FOREST GROVE (2012-2022)

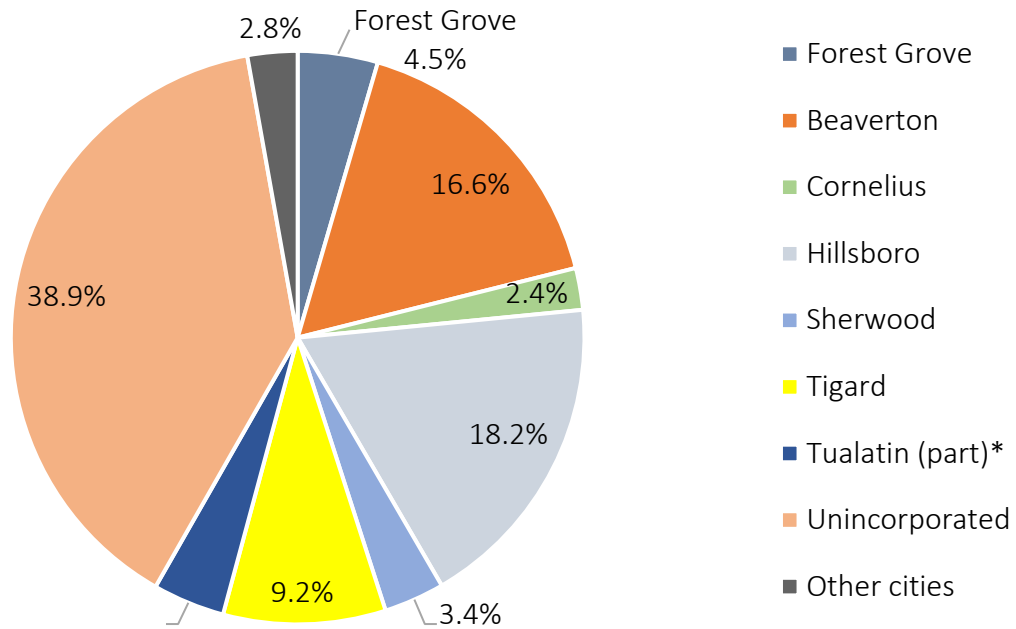


SOURCE: Oregon Employment Department, JOHNSON ECONOMICS

B. LOCAL POPULATION AND WORKFORCE TRENDS

Population: Forest Grove is the fifth largest population group in Washington County, with roughly 4.5% of Washington County's total population. The only groups with a larger share of Washington County's population are Beaverton, Hillsboro, Tigard, and "unincorporated" areas.

FIGURE 2.4: SHARE OF TOTAL POPULATION IN WASHINGTON COUNTY (2023)

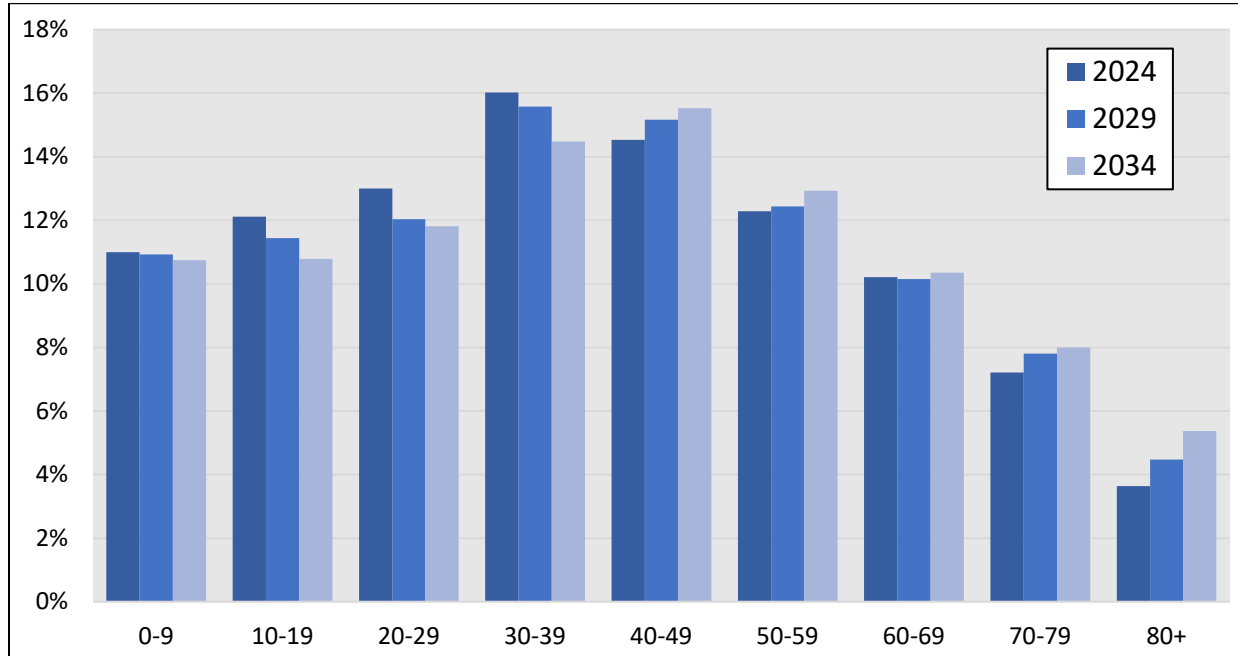


SOURCE: Population Research Center, Portland State University

The City of Forest Grove has grown at an estimated average annual rate of 2.1% per year since 2010, outpacing the county and state's growth rate by a substantial margin. The city saw large growth in 2013 and then dropped below the state and county level in 2017. The rate of population growth jumped back up to over 4% in 2019 and 2020, before seeing a slight decrease in 2021. Since then, the rate of population growth has remained above the state or county.

Washington County has a sizable proportion of all ages 59 and below, particularly in the 30 to 39 age group. Washington County has far fewer people than 60 years old and up when compared to the state. These numbers show that the county has a disproportionately large work force and far less retirees. This is likely in large part due to the presence of Nike and the emergence and concentration of tech employers in Washington County, both of which draw their labor force from a younger age demographic.

FIGURE 2.5: PROJECTED BROAD AGE DISTRIBUTION, WASHINGTON COUNTY (2024-2034)

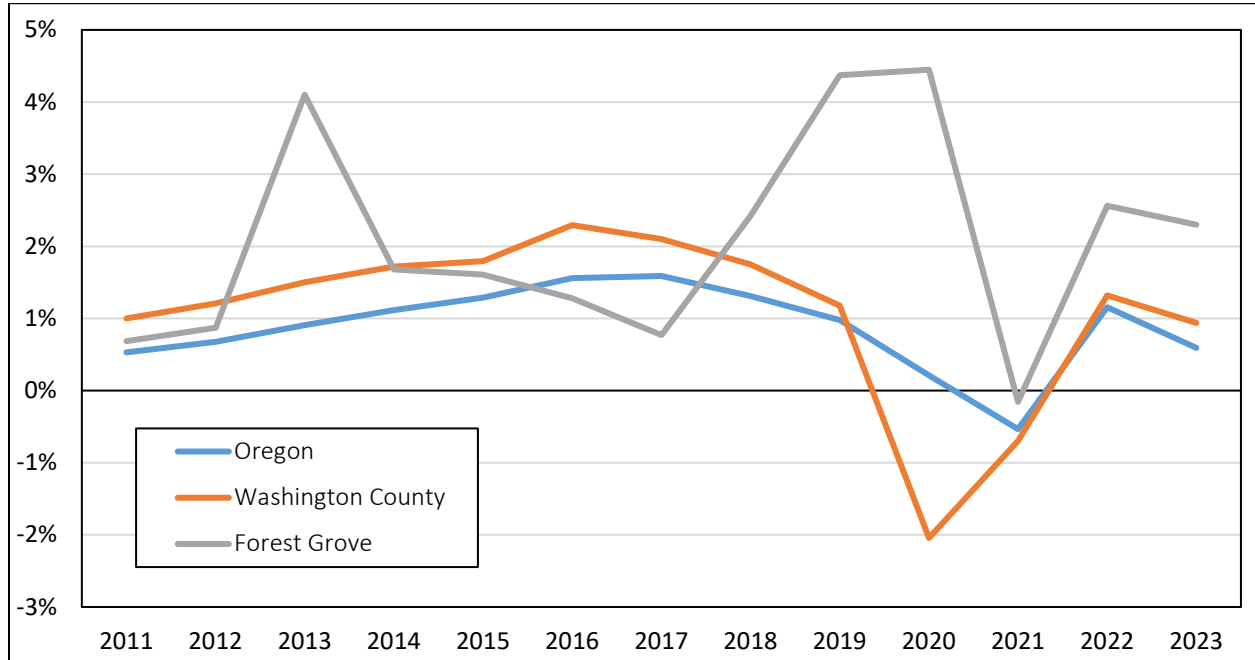


SOURCE: Population Research Center, Portland State University

The Portland State University Population Research Center projects growth in every age group above 40, with the largest growth in the 80+ age group. Each age group under 40 is projected to shrink, with the biggest decrease in the 30 to 39-year-old group. These numbers reflect the general aging of the population in Washington County. This will further the need for nearby healthcare.

Population Growth Rate: The rate of population growth for Forest Grove has consistently been higher than Washington County or the state of Oregon every year since 2018. In 2019 and 2020, the Forest Grove growth rate passed 4%, while Washington County's growth rate dropped to -2% in 2020. These numbers show that Forest Grove's rate of population growth has remained above the county or state level since the beginning of the pandemic, likely in part due to the emergence of work from home and the ongoing construction of residential units in the city. Forest Grove experienced a small dip of negative growth in 2021, before jumping back to 2.5% in 2022. Forest Grove also saw a jump in population in 2019.

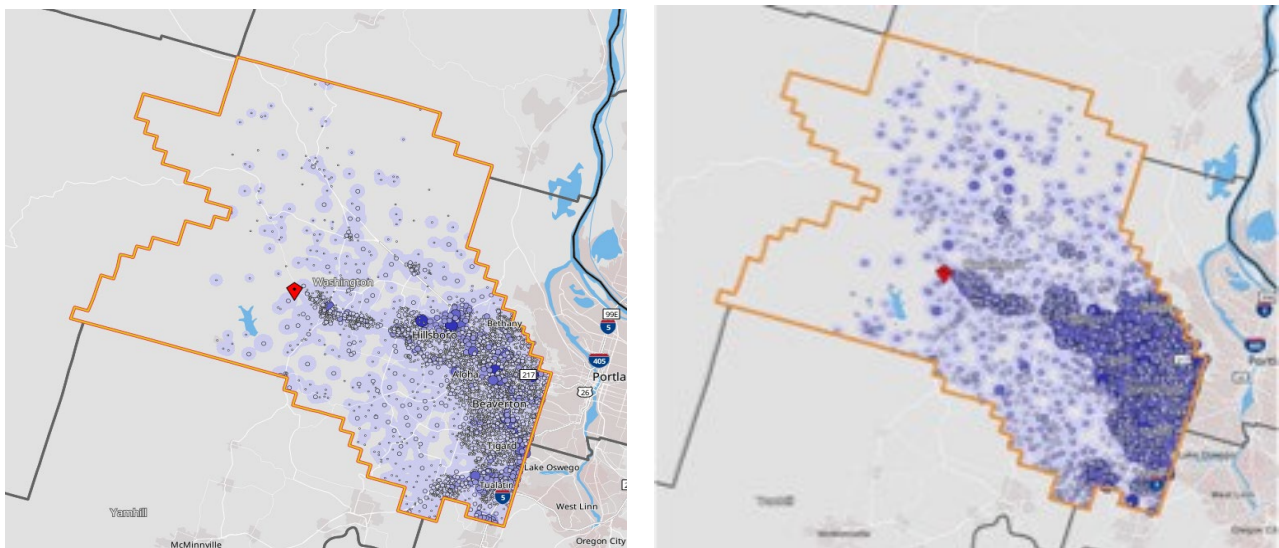
FIGURE 2.6: POPULATION GROWTH OF FOREST GROVE AND WASHINGTON COUNTY, 2021



SOURCE: Population Research Center, Portland State University

Employment and Population Concentrations: The distribution of employment in Washington County is concentrated around the southeastern quadrant of the county, with the distribution of employment greatly dissipating west of Forest Grove (outside of the metro area’s Urban Growth Boundary). The distribution of population is somewhat more evenly distributed across the northern side of the county although it is still mostly concentrated around in the southeastern quadrant.

FIGURE 2.7: DISTRIBUTION OF EMPLOYMENT AND WORKFORCE, WASHINGTON COUNTY, 2021
DISTRIBUTION OF EMPLOYMENT **DISTRIBUTION OF POPULATION**

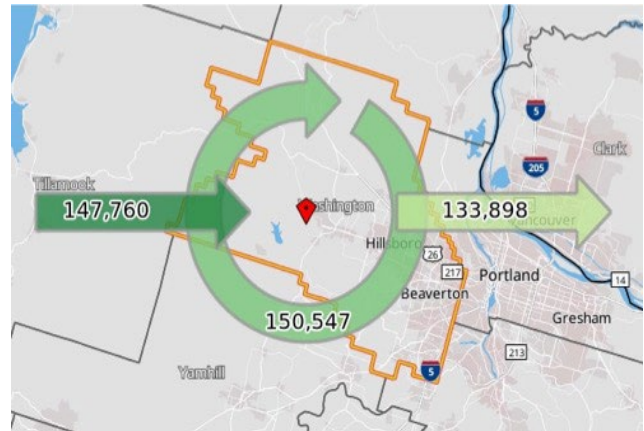
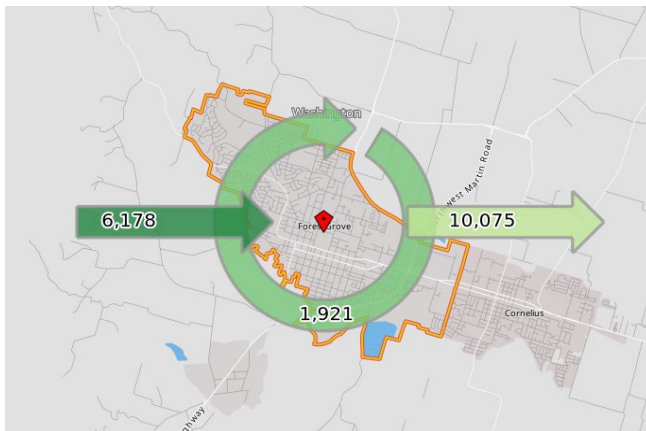


SOURCE: Census Bureau, Longitudinal Employer-Household Dynamics (LEHD) Data

Commuting Trends: In 2021 (the most recent data available), the City of Forest Grove was estimated to have 6,178 people commuting in for work, 10,075 people commuting out and 1,921 residents both lived and worked in the city. These figures reflect “covered employment” as of 2021, the most recent year available. Covered employment refers to those jobs where the employee is covered by federal unemployment insurance. This category does not include many contract employees and the self-employed and therefore is not a complete picture of local employment. The figure discussed here is best understood as indicators of the general pattern of commuting and not exact figures.

Of those residents who work outside of the city, the most common commute destinations are Hillsboro, Cornelius, Portland, and Beaverton. For local employees who commute in from outside of Forest Grove, most live in Hillsboro, Portland, and Beaverton.

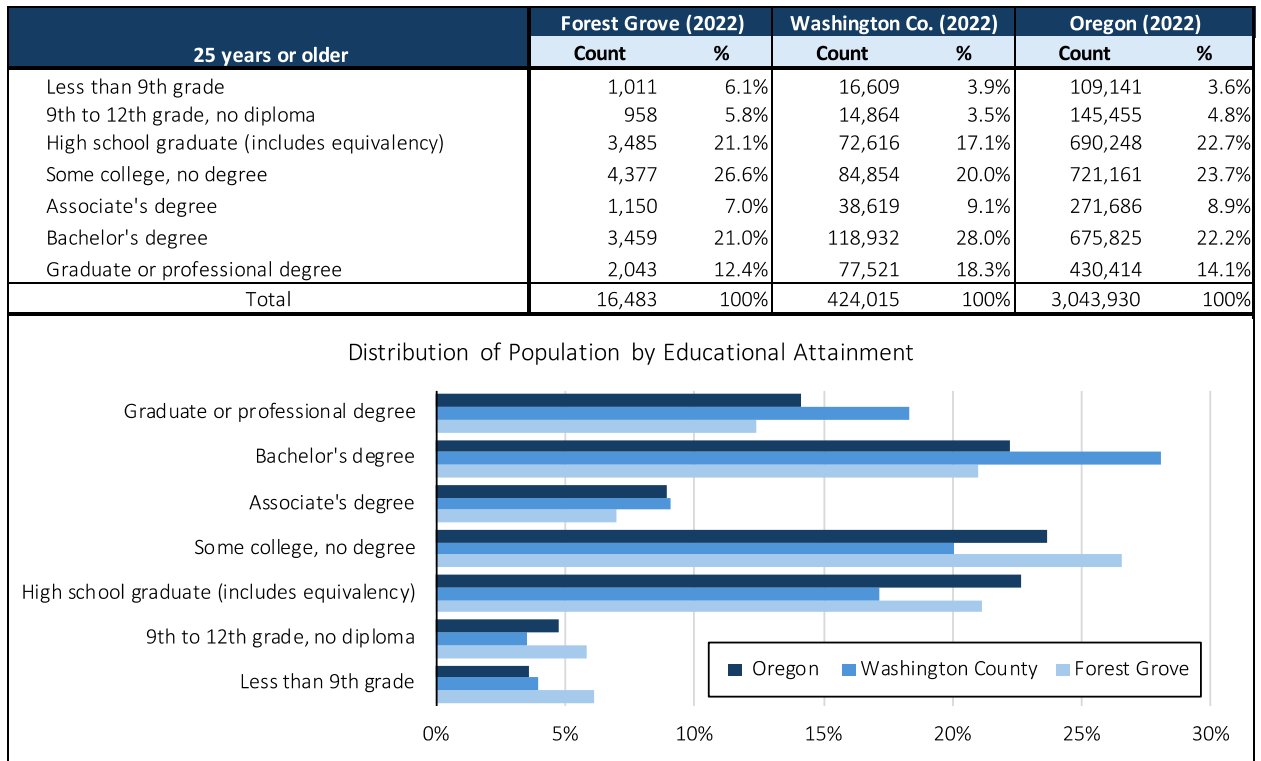
FIGURE 2.8: NET INFLOW-OUTFLOW OF EMPLOYEES, FOREST GROVE AND WASHINGTON COUNTY, 2021
FOREST GROVE COMMUTING TRENDS **WASHINGTON COUNTY COMMUTING TRENDS**



SOURCE: Census Bureau, LEHD Data

Workforce Characteristics: Forest Grove has a smaller share of adults with higher education than the county or state. In contrast, Washington County has a much higher concentration of adults with higher education when compared with the state. The recent residential expansion in the city includes a significant concentration of higher-end homes, which is expected to increase the educational attainment profile in the city over the next decade.

FIGURE 2.9: EDUCATIONAL ATTAINMENT PROFILE, 2022

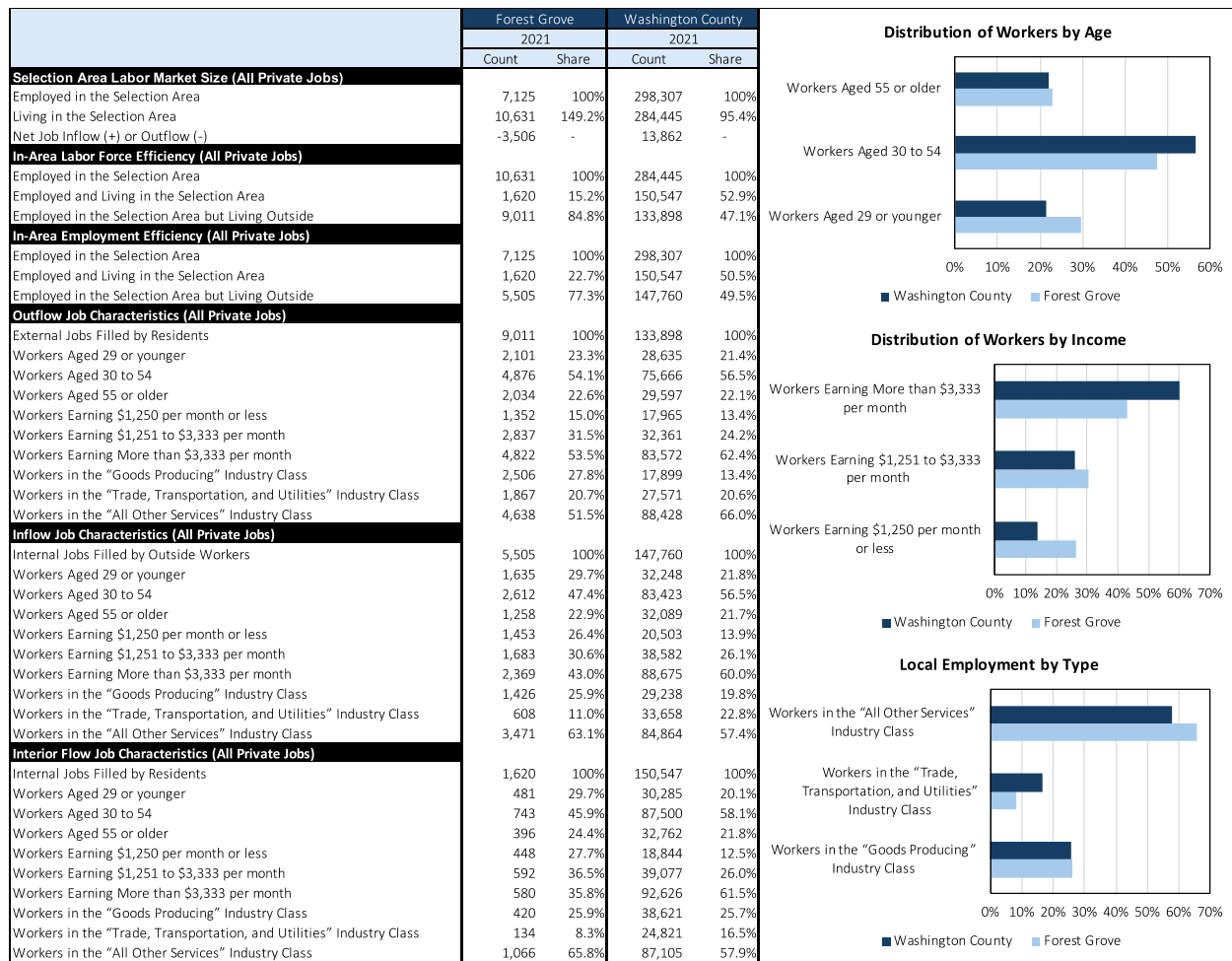


SOURCE: U.S. Census Bureau

- 21% of the local population have a bachelor's degree, as compared to 28% countywide and 22% statewide.
- An additional 12% hold a graduate or professional degree, compared to 18% countywide and 14% statewide. This means nearly a third of the local workforce in Forest Grove has a bachelor's degree or higher.
- Around a third (33%) of Forest Grove's population has a high school degree or less.

The education level in Forest Grove points to a greater presence of blue-collar workforce when compared to the county and state.

FIGURE 2.10: CHARACTERISTICS OF LOCAL WORKFORCE, CITY OF FOREST GROVE AND WASHINGTON COUNTY, 2021



SOURCE: Census Bureau, LEHD Data

- Only 15% of the population of Forest Grove both live and work in the area. Of those, just under 30% are aged 29 or younger. This is significantly higher than the concentration of that age group in Washington County, which comes in at roughly 20%. 66% work in the "All Other Services" industry class, compared to 58% countywide. These jobs typically have lower rates of compensation. 28% of workers earn \$1,250 or less, compared to 13% in Washington County. 36% of these workers earn over \$3,333, while 62% of workers countywide earn over \$3,333.
- 54% of residents who live in Forest Grove but commute outside the city for work are between 30 and 54 years old. Among the outflow jobs, the distribution of age is similar to the numbers of the rest of the county. 28% of these jobs are in the "Goods Producing" industry, which is over twice the amount of the same group county wide.
- Forest Grove has a larger proportion of younger workers than the county, with a larger concentration of its workers less than 30 years of age when compared to countywide. However, the county has a larger proportion of workers 30 to 54 years of age.

III. COMMUNITY ECONOMIC DEVELOPMENT POTENTIAL

The economic climate of a community helps foster growth of existing firms and industry clusters and make the area attractive for new businesses. The City of Forest Grove has several advantages that boost its potential as a location for current and future business.

Location: Forest Grove enjoys proximity to the remainder of the Portland Metro area, as well as the significant technology cluster concentrated in Hillsboro. The location puts the city's businesses near a large, addressable market area and region. At the same time, the city is somewhat separated from the remainder of the metro area, which has allowed it to maintain a small-town identity and establish a durable base of manufacturing industries based in the surrounding area.

Transportation Connectivity: Forest Grove has transportation access via the Tualatin Valley Highway, with the Sunset Highway roughly nine miles away. The area is conveniently located for commuting to the Sunset Corridor, and the expansion of remote-working opportunities has strengthened the area's residential appeal.

Labor Market: The availability of ample and skilled labor is a key factor in economic development potential. Beyond the talent pool of Forest Grove's residents, the city's central location and freeway access give local businesses the ability to draw on a large labor pool from the region. An estimated 76% of the local workforce commutes to Forest Grove, with many coming from the Hillsboro Metro region. While ideally these workers may eventually choose to relocate to the community, in the meantime businesses know they can attract workers with a full range of skills and experience from a broader area if necessary.

The Washington County Chamber of Commerce identified workforce shortage as a major issue in both the county and the state. They recommend providing a tax credit or incentive for qualified work training organizations, as well as promoting specified education programs to help high school and college graduates to be able to find work.

With the potential growth in the manufacturing industries and data centers, Forest Grove will need to continue to find and develop skilled labor with experience in these fields. The continued population growth in Forest Grove and some of the surrounding areas will help this effort. Local businesses coupled with Pacific University and Portland Community College will also assist in developing the specific skills and education they will need from their workforce. Hillsboro and Washington County have partnered with Intel to create a 10-day course designed to train people for semi-conductor fabrication at Portland Community College. As much of the potential employment growth in Forest Grove may be in the manufacturing of products used as inputs for chip manufacturing and data centers, chip manufacturing companies such as Intel would have an incentive to work to develop a nearby complementing industry.

Quality of Life: Forest Grove offers a high quality of life and urban amenities to attract new workers and businesses to the city. The city offers a mixture of small-town lifestyles with access to nature, while also being a quick trip away from larger metro areas with additional urban amenities. The community features relatively affordable housing in comparison to other parts of the region, good schools, parks, and ample shopping and local services. This provides an attractive alternative for people working in Hillsboro.

Forest Grove's location in the northwest Willamette Valley offers ready access to a full range of mountain recreation to the east, Oregon's wine country to the south, and the Tualatin River to the east.

Economic Development Partnerships: Forest Grove has several partners in economic development, including the Forest Grove/Cornelius Chamber of Commerce, Portland General Electric (PGE), the Oregon Cascades West Council of Governments, Washington County Chamber of Commerce, and Business Oregon. Forest Grove features local outposts of Pacific University and Portland Community College to offer ongoing education and training to the local workforce.

Local and regional employers are also key partners in promoting and growing their industries. Forest Grove works with these and other regional partners to provide the infrastructure and services needed to retain and attract businesses to the city.

Economic Development Tools: Forest Grove features an Enterprise Zone and Opportunity Zones which allow for tax abatements to incentivize new business development across the city. The Forest Grove Economic Development department also offers low-interest rate loans and grants through the Urban Renewal Agency. These loans and grants are distributed based on building improvement, storefront improvement, community enhancement, tourism, and community impact. The Forest Grove Economic Development Partnership can assist with site searches, tax incentives, financing, regulatory assistance, market information, and workforce development.

IV. INDUSTRY DIFFERENTIATION ANALYSIS

This element of the Economic Opportunities Analysis utilizes analytical tools to assess the economic landscape in Marion County and the City of Forest Grove. The objective of this process is to identify a range of industry types that can be considered targeted economic opportunities over the planning period.

A range of analytical tools to assess the local and regional economic landscape are used to determine the industry typologies the county and individual cities should consider targeting over the planning period. Where possible, we look to identify the sectors that are likely to drive growth in current and subsequent cycles.



ECONOMIC SPECIALIZATION (WASHINGTON COUNTY)

The most common analytical tool to evaluate economic specialization is location quotient analysis. This metric compares the concentration of employment in an industry at the local level to a larger geography. All industry categories are assumed to have a quotient of 1.0 on the national level, and a locality's quotient indicates if the local share of employment in each industry is greater or less than the share seen nationwide. For instance, a quotient of 2.0 indicates that locally, that industry represents twice the share of total employment as seen nationwide. A quotient of 0.5 indicates that the local industry has half the expected employment.

A location quotient analysis was completed for Washington County, which evaluated the distribution of local employment relative to national averages, as well as average annual wage levels by industry (Figure 4.01). The industries that are well-represented countywide are good candidates for growth in localities such as Forest Grove as the city can tap into some of the regional advantages to grow locally.

FIGURE 4.01: INDUSTRY SECTOR SPECIALIZATION BY MAJOR INDUSTRY, WASHINGTON COUNTY, 2022

Industry	Annual Establishments	Average Employees	Total Annual Wages	Average Annual Wages	Employment LQ
Natural resources and mining	238	3,220	\$ 136,821,489	\$ 42,491	0.79
Construction	1,992	18,517	\$ 1,550,865,903	\$ 83,754	1.07
Manufacturing	903	53,861	\$ 6,985,542,567	\$ 129,696	1.88
Wholesale trade	1,494	13,977	\$ 1,635,286,001	\$ 116,998	1.04
Retail trade	1,560	32,772	\$ 1,473,084,138	\$ 44,949	0.94
Transportation, warehousing & utilities	364	7,480	\$ 411,520,884	\$ 55,016	0.48
Information	830	7,632	\$ 1,021,695,215	\$ 133,870	1.11
Financial activities	2,033	14,305	\$ 1,251,771,827	\$ 87,506	0.74
Professional and business services	4,792	56,570	\$ 6,279,817,664	\$ 111,010	1.11
Education and health services	3,616	37,889	\$ 2,268,190,330	\$ 59,864	0.72
Leisure and hospitality	1,654	25,561	\$ 742,163,893	\$ 29,035	0.72
Other services	3,422	10,214	\$ 711,188,365	\$ 69,629	1.03
Government	308	22,756	\$ 1,639,387,509	\$ 72,042	1.45
Total	23,206	304,754	\$ 26,107,335,785	\$ 85,667	-

SOURCE: U.S. Bureau of Labor Statistics

Among major industries, the “manufacturing” industry was the most strongly represented, with government being the next. The “transportation, warehousing & utilities,” “education and health services,” and “leisure and hospitality” industries were the most under-represented major industries. The information sector provided the highest average wages among these industries, while the other services industry has the lowest average wages.

A more detailed industry analysis shows that the industries with the highest LQ in the county are metal manufacturing, construction, and “administrative and support and waste management.” Metal manufacturing, retail trade, and “health care and social assistance” employ the most people out of all the industries, employing a little over 36% of the county’s entire employment base. The most under-represented industries are federal government, transportation and warehousing, state government, and utilities.

FIGURE 4.02: INDUSTRY SECTOR SPECIALIZATION BY DETAILED INDUSTRY, WASHINGTON COUNTY, 2022

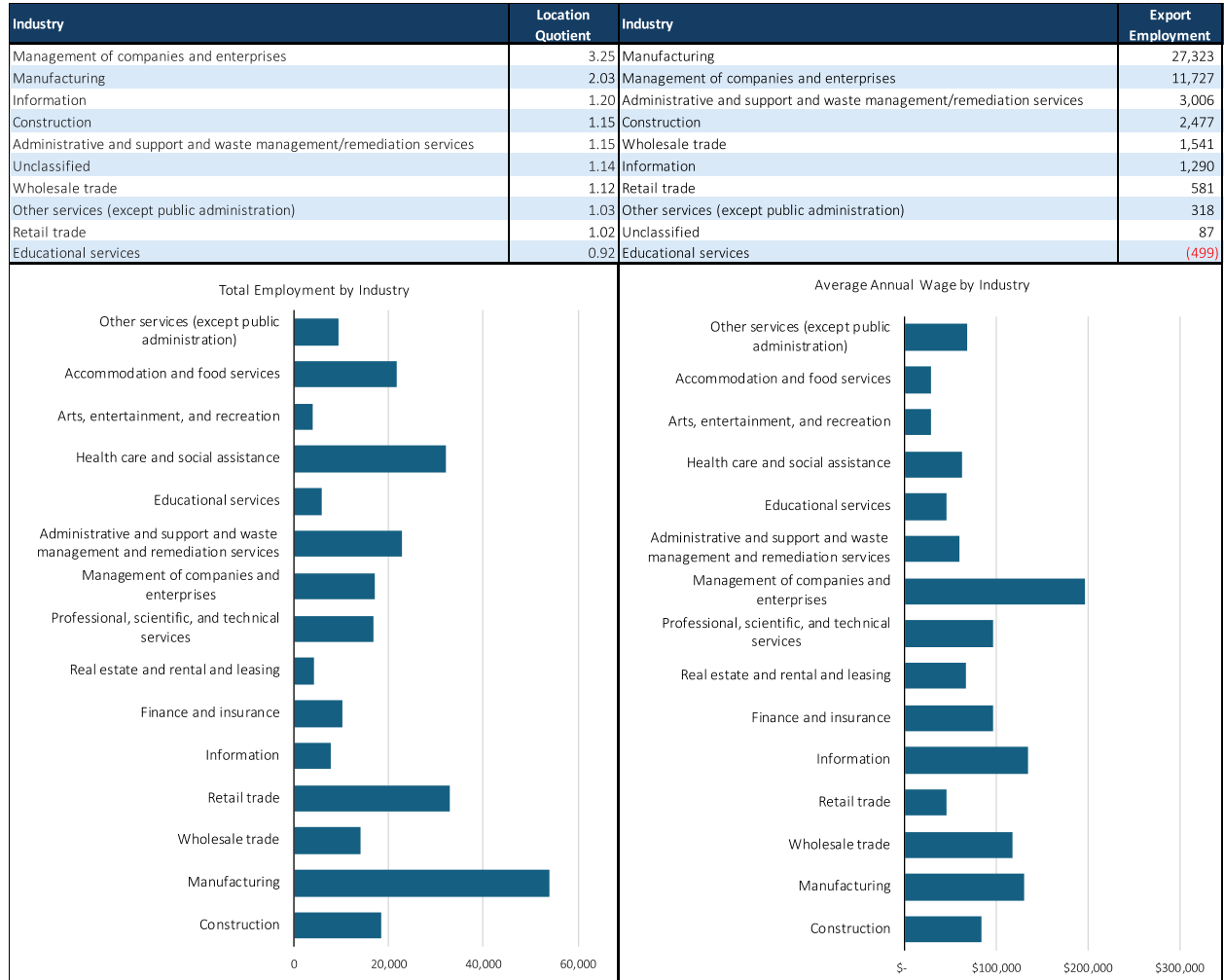
Industry	Annual Establishments	Average Employees	Total Annual Wages	Average Annual Wages	Employment LQ
Natural resources and mining	238	3,220	\$136,821,489	\$42,491	0.87
Construction	1,992	18,517	\$1,550,865,903	\$83,754	1.18
Food manufacturing	166	3,205	\$163,628,223	\$51,054	0.68
Wood product manufacturing	191	5,627	\$387,196,216	\$68,810	0.83
Metal Manufacturing	546	45,011	\$6,433,616,174	\$142,934	3.12
Wholesale trade	1,494	13,977	\$1,635,286,001	\$116,998	1.15
Retail trade	1,560	32,772	\$1,473,084,138	\$44,949	1.04
Transportation and warehousing	354	6,810	\$323,771,471	\$47,544	0.52
Utilities	10	670	\$87,749,413	\$130,969	0.60
Information	830	7,632	\$1,021,695,215	\$133,870	1.23
Finance and insurance	1,070	10,122	\$973,573,681	\$96,184	0.80
Real estate and rental and leasing	962	4,182	\$278,198,146	\$66,523	0.88
Professional, scientific, and technical services	3,230	16,808	\$1,605,073,820	\$95,495	0.78
Management of companies and enterprises	174	16,910	\$3,315,404,959	\$196,062	3.32
Administrative and support and waste management	1,388	22,852	\$1,359,338,885	\$59,484	1.18
Educational services	368	5,728	\$255,541,581	\$44,613	0.94
Health care and social assistance	3,248	32,161	\$2,012,648,749	\$62,580	0.78
Arts, entertainment, and recreation	268	3,839	\$111,669,819	\$29,088	0.82
Accommodation and food services	1,386	21,722	\$630,494,074	\$29,026	0.80
Other services	1,896	9,481	\$649,146,426	\$68,468	1.06
Unclassified	1,527	751	\$63,143,893	\$84,641	1.25
Federal government	28	871	\$77,503,006	\$88,982	0.15
State government	34	2,206	\$170,333,523	\$77,214	0.24
Local government	246	19,680	\$1,391,550,980	\$70,709	0.70
Total	23,206	304,754	\$26,107,335,785	\$85,667	-

SOURCE: State of Oregon Employment Department

The level of indicated export employment is estimated by sector by combining the location quotients and overall employment levels. Export industries are important in that they grow the overall size of the local economy by bringing in dollars from outside the community, rather than recirculating internal spending. The industries with the highest level of export employment are manufacturing, management of companies and enterprises, and “administrative and support and. Waste management and remediation services.”

Furthermore, industries with the highest annual average wages in Washington County are management of companies and enterprises, information, manufacturing, and wholesale trade. All these industries also have location quotients above 1, indicating that these have a high concentration of employment in the region relative to the rest of the nation.

FIGURE 4.03: TOP TEN INDUSTRIES IN TERMS OF TOTAL AND EXPORT EMPLOYMENT, WASHINGTON COUNTY(2022)



SOURCE: U.S. Bureau of Labor Statistics

ECONOMIC SPECIALIZATION (CITY OF FOREST GROVE)

The same analysis for the City of Forest Grove reveals elevated levels of employment concentration in industries such as educational services, food manufacturing, metals manufacturing, wood manufacturing, and accommodation and food services. In terms of employment concentration, educational services far out-perform any other industries in the city with a location quotient of 9.94, with the next highest employment concentration in the city being food manufacturing with a location quotient of 4.37. This is largely due to the presence of Pacific University in Forest Grove.

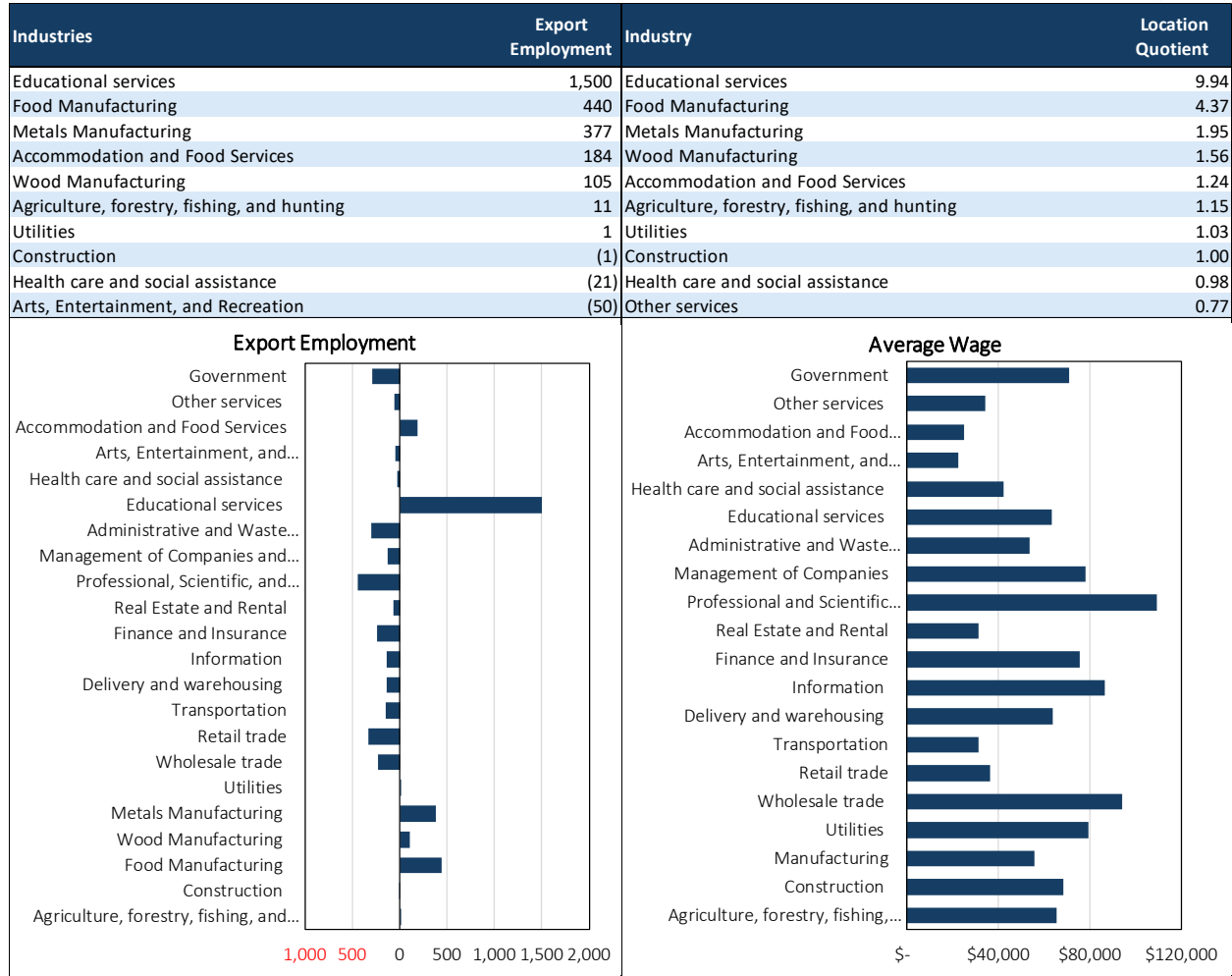
FIGURE 4.04: INDUSTRY SECTOR SPECIALIZATION BY DETAILED INDUSTRY, CITY OF FOREST GROVE, 2022

Industry	Average Employment	Annual Establishments	Total Annual Wages	Average Annual Wages	Employment LQ
Agriculture, forestry, fishing, and hunting	81	5	\$5,298,515	\$65,414	1.15
Construction	431	90	\$29,511,626	\$68,472	1.00
Food Manufacturing	571	14	\$31,957,976	\$55,968	4.37
Wood Manufacturing	291	8	\$16,696,298	\$57,376	1.56
Metals Manufacturing	775	13	\$42,591,064	\$54,956	1.95
Utilities	32	4	\$2,541,590	\$79,425	1.03
Wholesale trade	110	25	\$10,343,722	\$94,034	0.33
Retail trade	539	51	\$19,763,643	\$39,388	0.62
Transportation	42	9	\$1,319,937	\$31,427	0.22
Delivery and warehousing	36	4	\$2,291,426	\$63,651	0.21
Information	36	14	\$3,120,955	\$86,693	0.21
Finance and Insurance	114	30	\$8,612,866	\$75,551	0.33
Real Estate and Rental	65	34	\$2,043,570	\$31,440	0.49
Professional, Scientific, and Technical Services	147	50	\$16,037,648	\$109,100	0.25
Management of Companies and Enterprises	11	5	\$858,280	\$78,025	0.08
Administrative and Waste Management	234	27	\$12,553,739	\$53,648	0.44
Educational services	1,668	17	\$105,988,170	\$63,542	9.94
Health care and social assistance	1,119	126	\$47,165,436	\$42,150	0.98
Arts, Entertainment, and Recreation	79	11	\$1,799,323	\$22,776	0.61
Accommodation and Food Services	935	64	\$23,644,828	\$25,289	1.24
Other services	189	63	\$6,524,421	\$34,521	0.77
Government	118	3	\$8,383,959	\$71,051	0.29
Total	7,623	667	\$ 399,048,992	\$ 52,348	

SOURCE: Oregon Employment Department

The top sectors in terms of overall employment were educational services, health care & social assistance, accommodation & food services, and metals manufacturing. There were seven industries with positive export employment, the largest being educational services, food manufacturing, and metals manufacturing. The large concentration of educational services is in large part contributed by Pacific University, who employs 845 people and is the largest employer in Forest Grove.

FIGURE 4.05: TOP TEN INDUSTRIES IN TERMS OF TOTAL AND EXPORT EMPLOYMENT, CITY OF FOREST GROVE (2022)



SOURCE: Oregon Employment Department and Bureau of Labor Statistics

ECONOMIC DRIVERS

The identification of the economic drivers of a local or regional economy is critical in informing the character and nature of future employment, and by extension land demand over a planning cycle. To this end, we employ a shift-share analysis of the local economy emerging out of the latter half of the recent expansion cycle¹.

A shift-share analysis is an analytical procedure that measures the local effect of economic performance within a particular industry or occupation. The process considers local economic performance in the context of national economic trends—indicating the extent to which local growth can be attributed to unique regional competitiveness or simply growth in line with broader trends. For example, consider that Widget Manufacturing is growing at a 1.5% rate locally, about the same rate as the local economy. On the surface we would consider the Widget Manufacturing industry to be healthy and contributing soundly to local economic expansion. However, consider also that Widget Manufacturing is booming across the country, growing at a robust 4% annually. In this context, local widget manufacturers are struggling, and some local or regional conditions are stifling economic opportunities.

¹ Measured from 2011 through 2021

We can generally classify industries, groups of industries, or clusters into four groups:

Growing, Outperforming: Industries that are growing locally at a rate faster than the national average. These industries have characteristics locally leading them to be particularly competitive.

Growing, Underperforming: Industries that are growing locally but slower than the national average. These industries generally have a sound foundation, but some local factors are limiting growth.

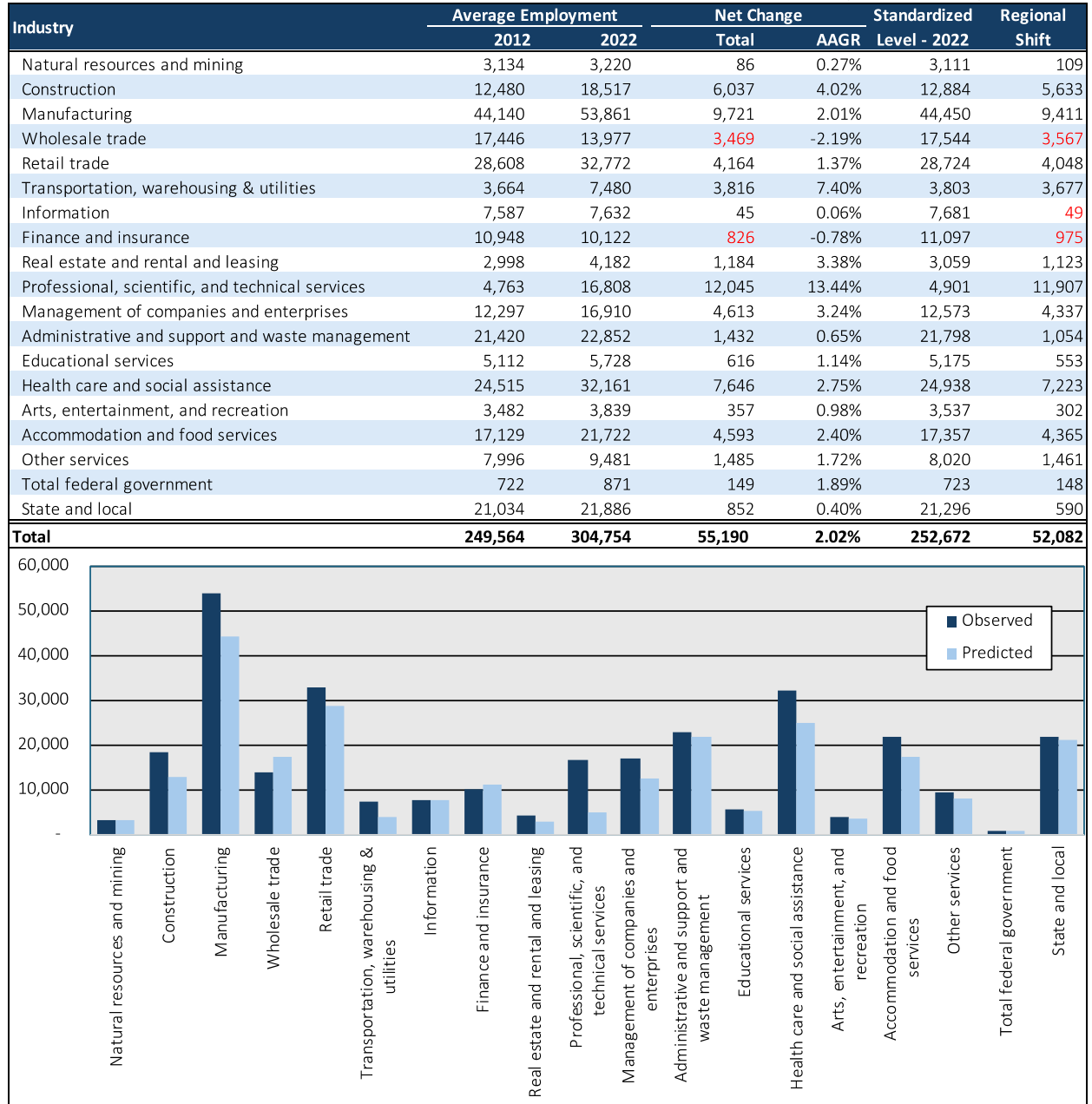
Contracting, Outperforming: Industries that are declining locally but slower than the national average. These industries have structural issues that are impacting growth industry wide. However, local firms are leveraging some local or regional factor that is making them more competitive than other firms on average.

Contracting, Underperforming: Industries that are declining locally at a rate faster than the national average. These industries have structural issues that are impacting growth industry wide. However, some local or regional factors are making it increasingly tough on local firms.

The average annual growth rate by industry from 2012 to 2022 in Washington County was compared to the national rate. The observed local change was compared to a standardized level reflecting what would be expected if the local industry grew at a rate consistent with national rates for that industry.

As shown in Figure 4.07, more county industries grew at a faster rate than the rest of the country than those that grew at a slower rate. Sectors that experienced the most notable positive regional shift in employment during this period were professional, scientific, and technical services, manufacturing, health care & social assistance, construction, and management of companies and enterprises. The sectors that showed negative regional shift in employment were wholesale trade, finance and insurance, and information.

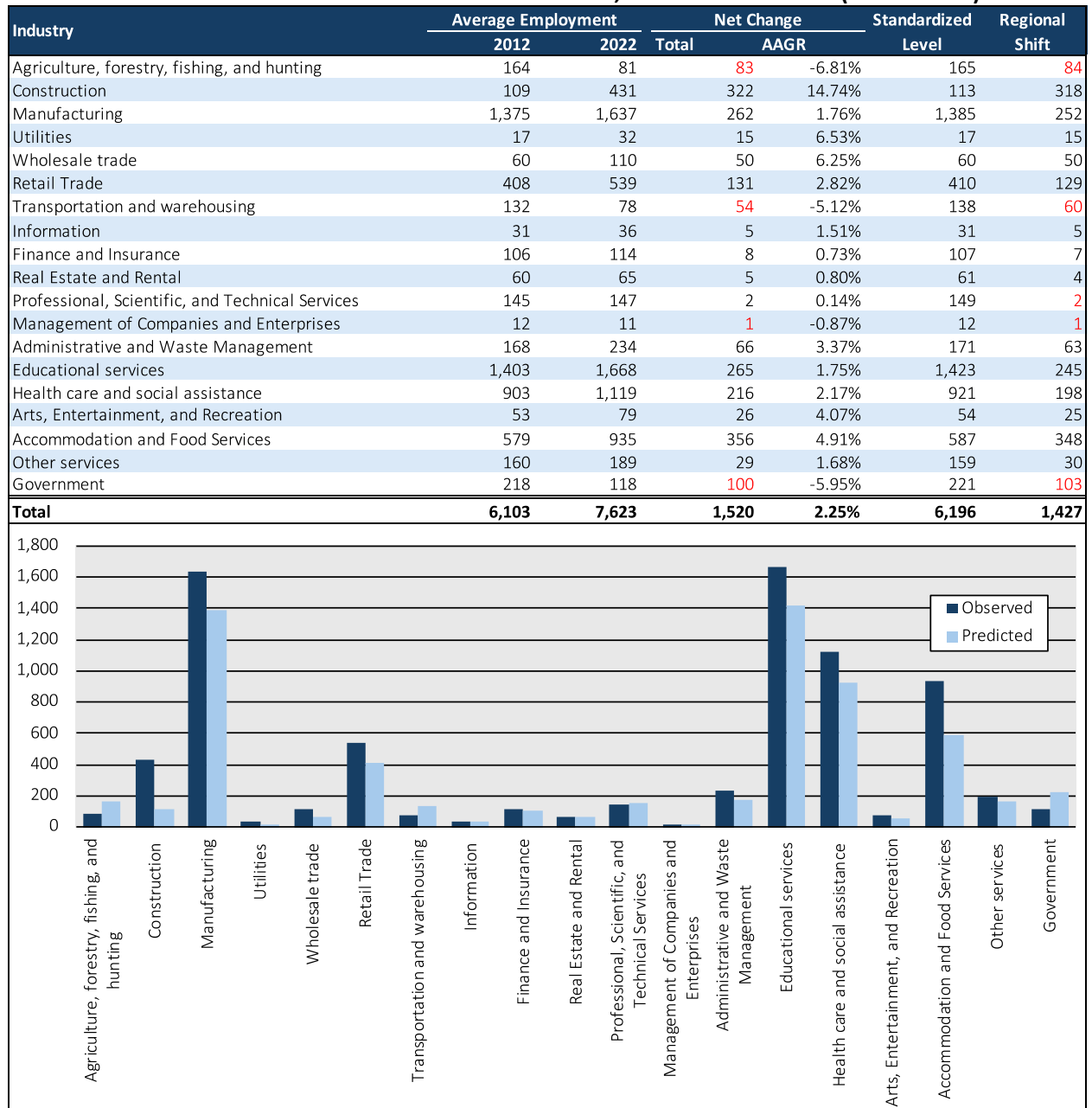
FIGURE 4.07: INDUSTRY SECTOR SHIFT SHARE ANALYSIS, WASHINGTON COUNTY (2012 – 2022)



SOURCE: Oregon Employment Department

When the same analysis is done for the City of Forest Grove, the city's growth outperformed the rest of the country in additional industries. The best performing sectors on this measure in the local economy were accommodation & food services, construction, manufacturing, and educational services. The sectors that showed a negative shift in employment were government, agriculture, forestry, fishing and hunting, and transportation and warehousing.

FIGURE 4.08: INDUSTRY SECTOR SHIFT SHARE ANALYSIS, CITY OF FOREST GROVE (2012 – 2022)



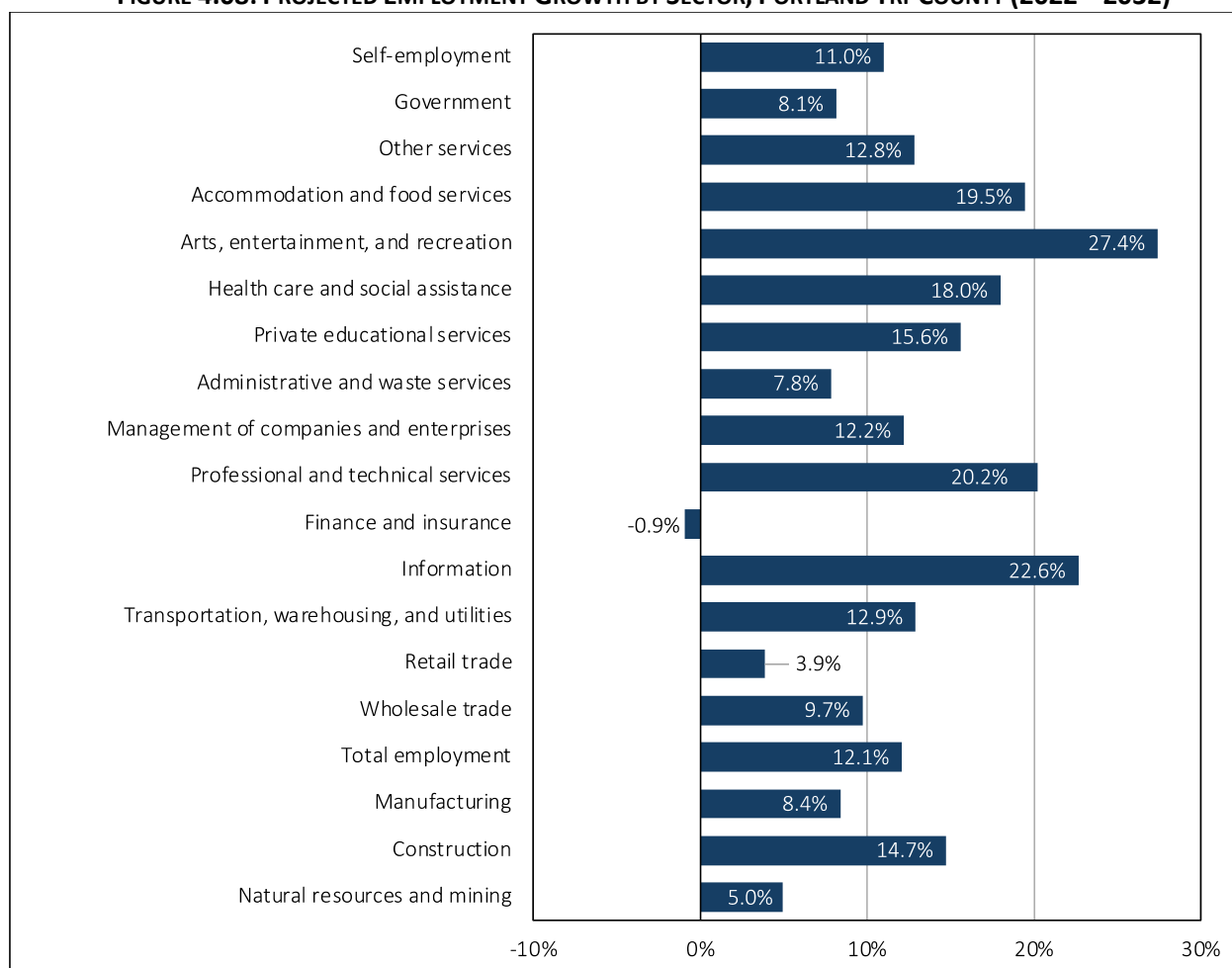
SOURCE: Oregon Employment Department

PROJECTED EMPLOYMENT GROWTH (OED)

The State of Oregon produces employment forecasts by sector at the broader regional level, which groups Clackamas, Washington, and Multnomah Counties together into one “Portland Tri-County” region. The most recent forecast anticipates a gain of 127,500 jobs from 2022 through 2032, reflecting an average annual growth rate of about 1.2% during the period.

In this region, the industries with the fastest growth rates are projected to be arts, entertainment, and recreation, information, & professional and technical services, followed by accommodation & food services, and health care and social assistance. Furthermore, the only industry projected to experience negative growth in the coming years is finance and insurance.

FIGURE 4.08: PROJECTED EMPLOYMENT GROWTH BY SECTOR, PORTLAND TRI-COUNTY (2022 – 2032)



SOURCE: Oregon Employment Department, Workforce and Economic Research Division

V. FOREST GROVE TARGET INDUSTRIES ANALYSIS

The preceding analysis provides a basis for narrowing target industries for the City of Forest Grove. These indicators point to sectors of past and potential growth, as well as locally expressed economic development vision for the community. The following is a summary of targeted sectors and indicators for Forest Grove.

FIGURE 5.01: FOREST GROVE TARGET INDUSTRIES AND KEY INDICATORS

City of Forest Grove Forest Grove Target Industries:	City of Forest Grove Current Largest Employers
Educational Services	Educational services
Health & Social Assistance	Health care and social assistance
Food Product Manufacturing	Accommodation and Food Services
Wood Product Manufacturing	Metals Manufacturing
Metals Manufacturing	Food Manufacturing
Information	Construction
Professional, Scientific, and Technical Services	Retail trade

STRONG SHIFT SHARE INDICATOR	STRONG LOCATION QUOTIENT
Education	Metal Manufacturing
Metal Manufacturing	Education
Food Manufacturing	Food Manufacturing
Accommodation and Food Services	Wood Manufacturing
Wood Manufacturing	Accommodation and Food Services
	Agriculture, forestry, fishing, and hunting

CITY OF FOREST GROVE TARGET INDUSTRIES

The preceding analysis of industry strengths and regional priorities provided a foundation for the discussion of local target industries for the City of Forest Grove. Through the EOA planning process, the city's Economic Development Commission reviewed the economic goals, priorities, and target industries from the prior adopted plans, and agreed upon the following list of priority sectors to help meet the community's economic development goals.

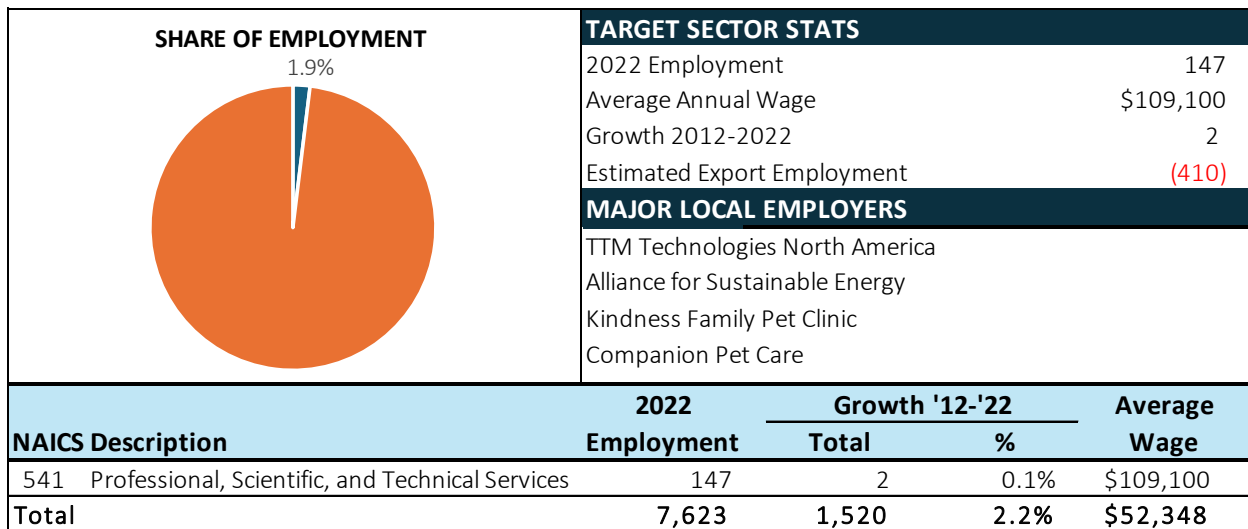
The selected industries reflect the community's historical strengths and advantages, regional trends, and local goals and objectives. These are discussed in more detail in the following pages:

- Professional, Scientific, and Technical Services
- Information
- Health Care and Social Services
- Technology
- Education
- Food Manufacturing
- Wood Manufacturing
- Metal Manufacturing

Note: The following discussion of target sectors relies on the most recent QCEW data from the Oregon Employment Department, dating to 2022.

A. PROFESSIONAL, SCIENTIFIC, AND TECHNICAL SERVICES

Professional, scientific, and technical services are not well represented in Forest Grove. This sector has poor location quotient and shift share indicators, with the sector only employing 1.9% of the local population. TTM Technologies North American provide a lot of the jobs in this industry, as well as the metal manufacturing industry. The majority of these jobs from companies providing one to four jobs. The trends in working from home could be a major benefit to this industry. Since the pandemic, work from home jobs have skyrocketed, leading to more people moving away from the city where they can live a quieter life in a more inexpensive living area. As a city that is small but still close in proximity to Portland, Forest Grove has the potential to be attractive to some of these higher-earning individuals.



Professional, scientific, and technical services has a very high average income, at \$109,100. The covered employment level in this sector was 147 in 2022, representing roughly 1.9% of the local employment base. Employment levels in the sector increased by only two people from 2012 through 2022.

Cluster Strengths

- High wages.
- Promising wave of people working from home.

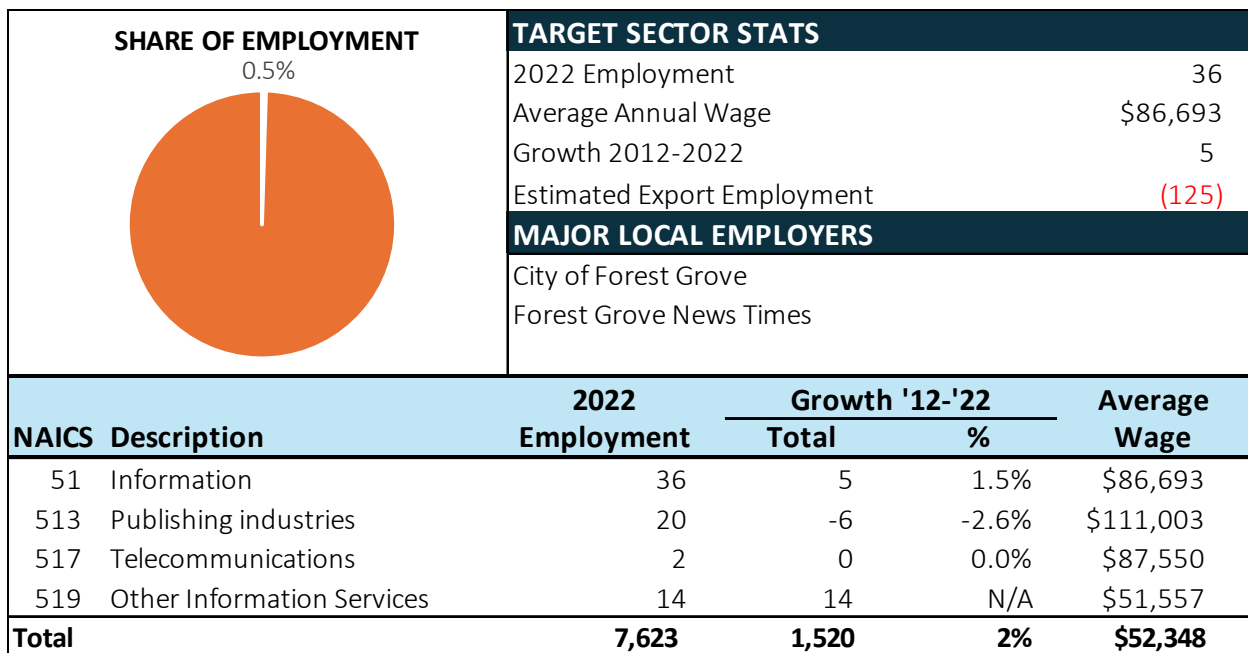
Cluster Challenges

- Very little realized growth.



B. INFORMATION

The Information sector is small and with a small location quotient and negative export employment. The City of Forest Grove and the Forest Grove News Times were the only two significant employers with more than two employees. The overall employment level in this sector was very low, however Forest Grove has the potential to attract a large information center project. An information center like this is unlikely to bring many jobs, but it could provide significant fiscal benefits to the city in terms of taxes and fees without increasing traffic or home prices.



The employment level of the information industry was only 36 in 2022, making up 0.5% of the total employment. The average annual wage was approximately \$86,693 per year in 2022, significantly higher than average. Employment levels in the sector increased by 16% from 2012 through 2022. The key prospects in this sector are data centers, which have seen aggressive expansion nationwide over the last several years.

Cluster Strengths

- High paying jobs.
- Potential to bring in a large information center.
- Can bring the city income by form of energy usage.
- Proximity to high-tech manufacturing and biotechnology firms.
- Low seismic threat relative to other West Coast markets
- Access to subsea cables, reducing latency to high value Asia-Pacific markets.



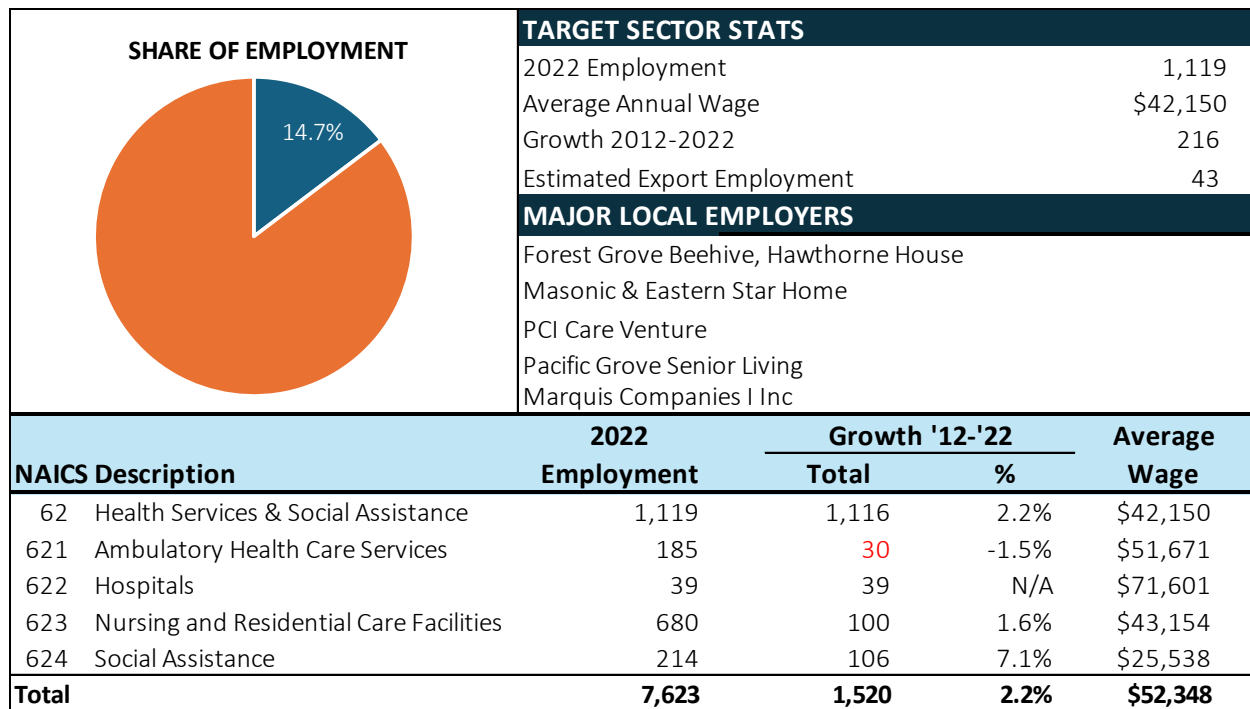
Cluster Challenges

- Low employment densities
- High electrical needs and limited availability
- Significant water needs

The information industry, particularly data centers, has a very high level of anticipated growth, but the availability of power will limit the city's ability to accommodate growth in this sector. While the City of Forest Grove manages its own electrical utility, it does not generate its own power and relies upon the Bonneville Power Administration (BPA) for supply. The availability of electricity and transmission line capacity represent significant limiting factors in the ability of the jurisdiction to attract and serve large scale data centers in the future. The city has requested additional power allocation from BPA, but it will be five to seven years at a minimum before any is available.

C. HEALTH CARE AND SOCIAL SERVICES

Like most communities, Forest Grove will increasingly face growing health care needs from a growing and aging population. The health care needs of the Baby Boom generation, the oldest of which are approaching 80 years old and the youngest approaching 60, are expected to increase the need for health care facilities and workforce over the next 20 years. Forest Grove can be an ideal location for retirees, furthering the need for stable healthcare facilities and jobs.



The overall employment level in this sector was 1,119 in 2022, representing just under 15% of the local employment base. The average annual wage was approximately \$42,150 per year in 2022, with an average wage range of \$26,117 for social workers and \$55,202 for ambulatory health care workers. Employment levels in the sector increased by 24% from 2012 to 2022.

Cluster Strengths

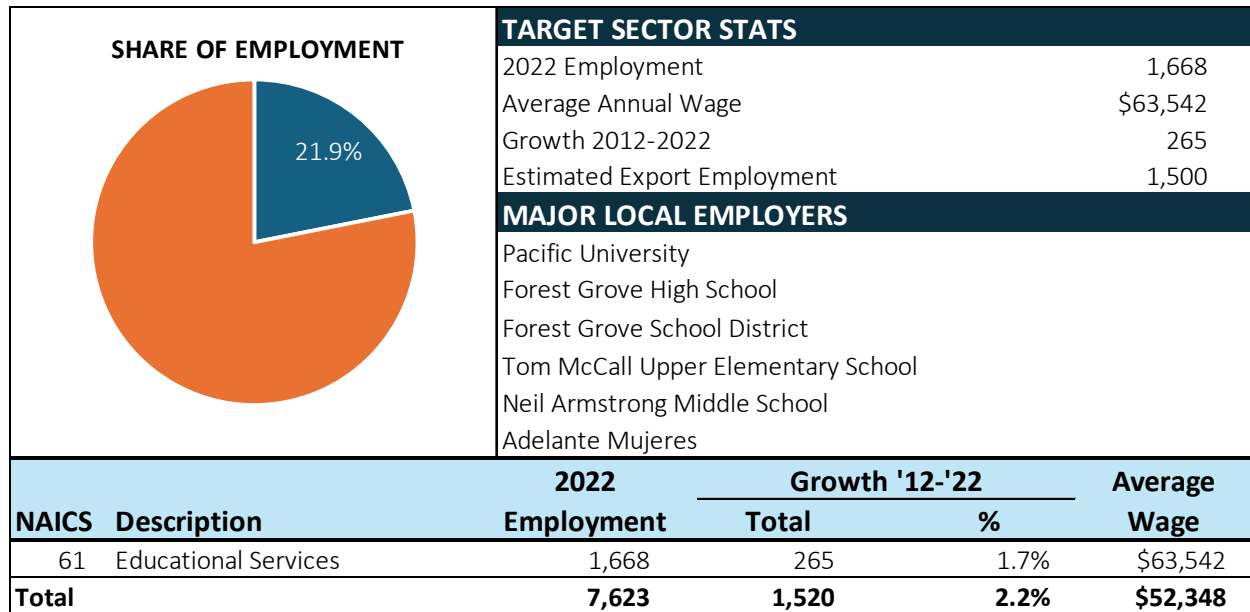
- Growing and aging population base.
- Low local competition for many specialties and more advanced healthcare for rural populations to the north, west, and south of the city.
- Ability to serve larger market of the far western Portland Metro suburbs.

Cluster Challenges

- Attracting a major medical group.
- Potential competition with Hillsboro/Portland Metro market.

D. EDUCATION

Education is one of the most well-represented industries in Forest Grove, with a location quotient of 9.94. A substantial portion of this employment is from Pacific University. Besides professors and other staff, Pacific University also brings in students who would otherwise not spend money in the area. Other major employers are from the public school system. The employment growth of this industry will generally rely on the growth of Pacific University and the youth population.



The overall employment level in this sector was 1,668 in 2022, representing roughly 22% of the local employment base. The average annual wage was \$63,542. Employment levels in the sector grew by roughly 19% from 2012 through 2022.

Cluster Strengths

- Presence of Pacific University.
- Students at the University spend money in Forest Grove.
- Well-paid employees.

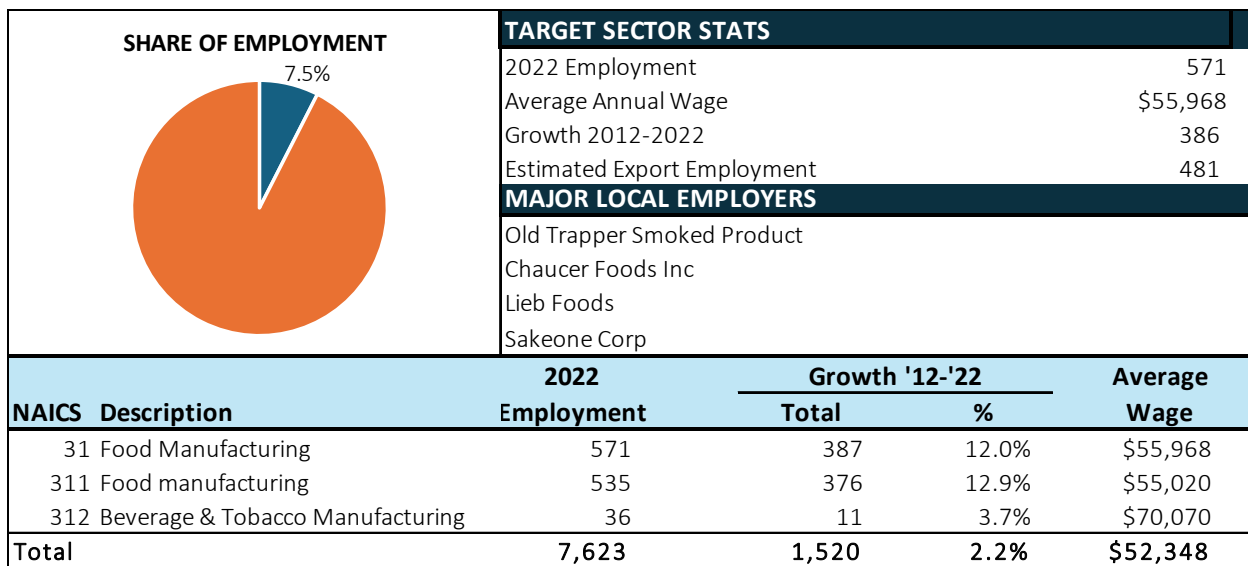
Cluster Challenges

- Reliance on Pacific University for growth.



E. FOOD MANUFACTURING

The food manufacturing industry is much more concentrated in Forest Grove compared to the nation, as shown by high location quotient and export employment numbers. The biggest employer by a significant margin is Old Trapper Smoked Products, followed by Chauncer Foods, Lieb Foods, and SakeOne Corp. Forest Grove's proximity to Portland provides the city a lot of potential for growth in the manufacturing sector, allowing manufacturing companies to quickly transport goods to a larger market while enjoying the friendlier rental prices of Forest Grove.



Cluster Strengths

- Very fast industry growth
- Proximity to agricultural production
- Above average wages.

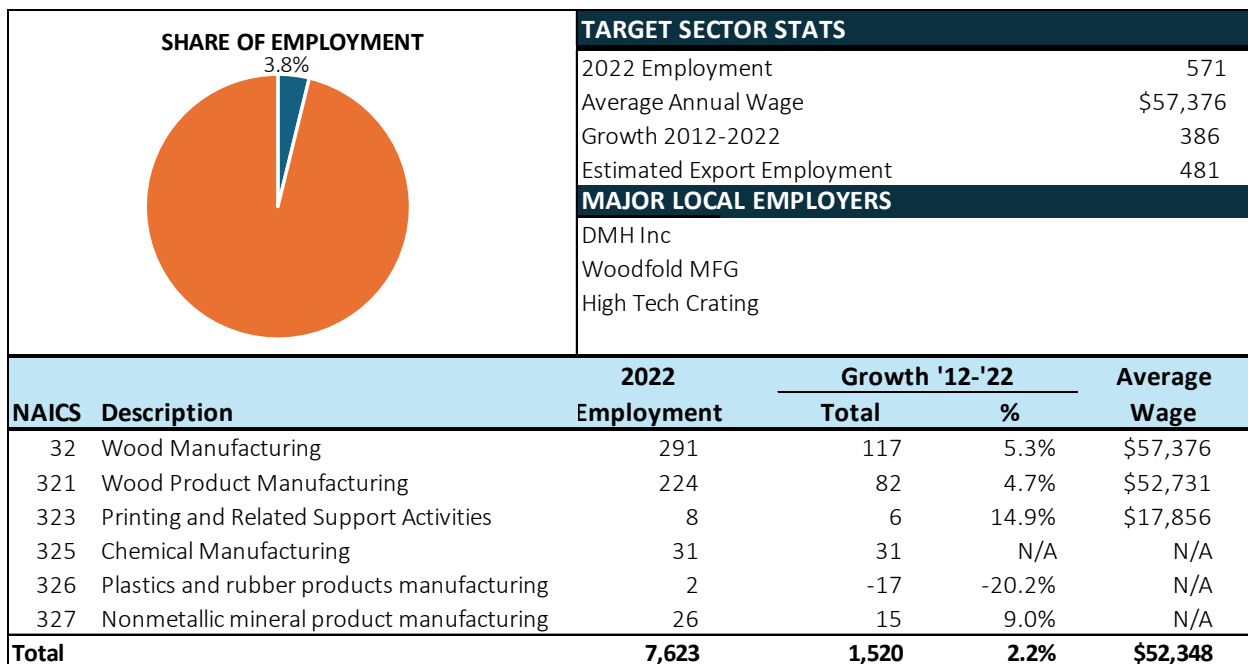
Cluster Challenges

- Other cities surrounding Portland have better access to the I-5 corridor.

The overall employment level in this sector was 571 in 2022, representing roughly 7.5% of the local employment base. The average annual wage was \$53,836 per year in 2022. Employment levels grew at an astonishing rate, increasing by 208.6% from 2012 to 2022.

F. WOOD MANUFACTURING

This sector features a high location quotient and shift share rating, indicating a larger than usual share of employment. The wood manufacturing has grown at a very fast rate, increasing employment by 67% from 2012 to 2022. A lot of this growth is due to DMH Inc, who has increased their employment by 130%, as well as MGC Pure Chemicals moving to Forest Grove in 2017. This industry greatly benefits from the presence of the timber industry in rural western Oregon.



Cluster Strengths

- Fast growing industry.
- Experienced labor force.
- Supported by the timber industry.
- Above average wages

Cluster Challenges

- Strong reliance on one company

The employment level in this sector was roughly 291 in 2022, representing roughly 3.8% of the local employment base. The average annual wage is higher than average at approximately \$57,376 per year in 2022.

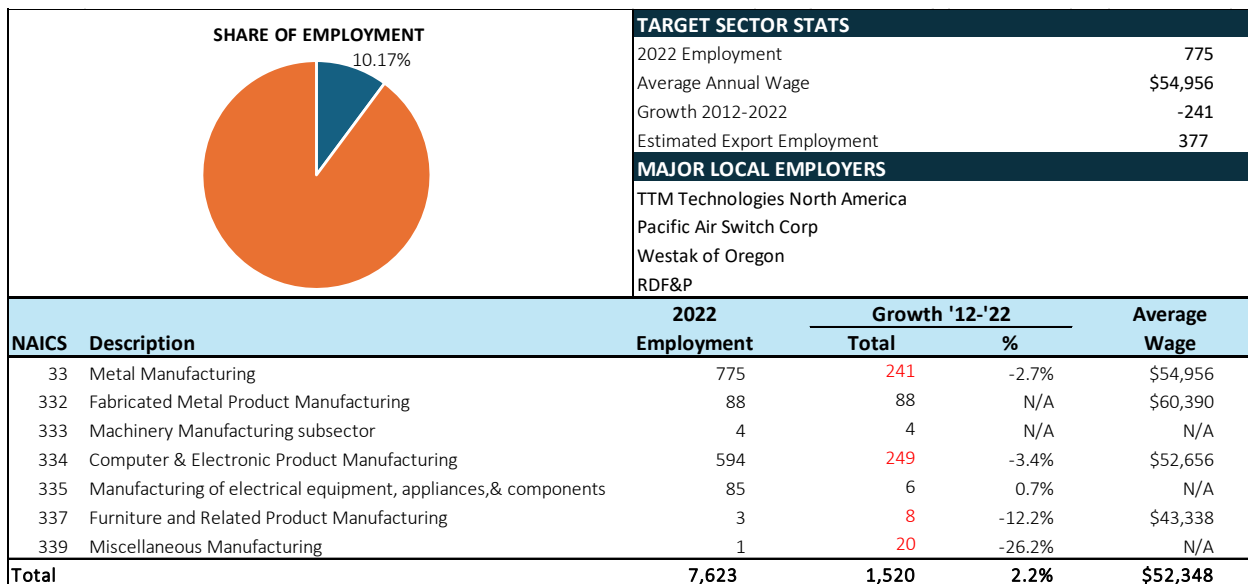
G. METAL MANUFACTURING

Metal manufacturing is one of the most strongly represented industry in Forest Grove when compared with the nation, having a location quotient of 1.95 and an estimated export employment of 377. The majority of these employees work for TTM Technologies, a global corporation whose Forest Grove location specializes in manufacturing circuit boards. Their 2014 acquisition of Viasystems Corporation decreased employment by just under 200 employees, but the large investment in the location provides some employment security. The presence of other chip processing factories and companies in the nearby area can provide an opportunity. Over the last 10 years, the metal manufacturing industry employment has decreased by roughly 24%.



Chip manufacturing can have huge benefits for other related industries, such as industrial gas manufacturing, electric power transmission & distribution, and facilities support services. Like all manufacturing, it also increases the need for warehousing and building the facilities increases construction and concrete manufacturing.

The City of Forest Grove is expected to see opportunities over the planning horizon in the technology sector. While the city is unlikely to capture a major chip manufacturing facility, proximity to the Silicon Forest concentration in Hillsboro will provide opportunities to capture related industries.



The overall employment level in this sector was roughly 775 in 2022, representing roughly 10.2% of the local employment base. The average annual wage is slightly above average in Forest Grove at approximately \$54,956 in 2022.

Cluster Strengths

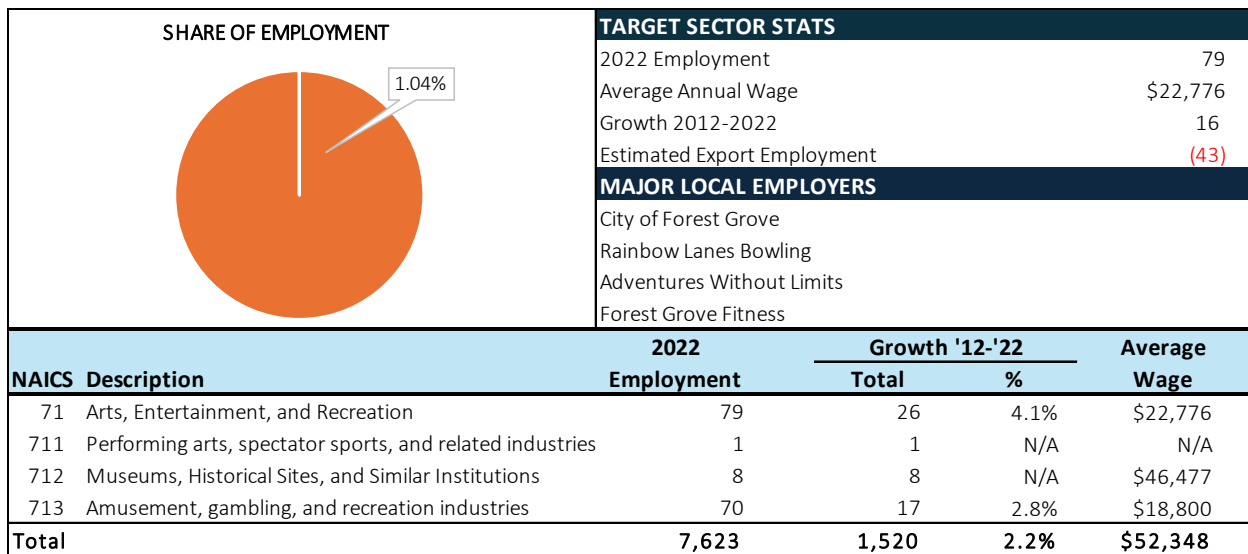
- Large companies anchoring the industry.
- Experienced labor force already living in the surrounding areas, Intel.
- Existence of established chip manufacturing companies in nearby areas gives Forest Grove potential to bring new companies to the city.
- Proximity to Oregon's largest high-tech manufacturing concentration.

Cluster Challenges

- Negative recent growth rate
- Limited supply of industrial land, specifically shovel-ready large parcels.
- Lack of direct transportation connections to the north Hillsboro employment area.

H. ARTS, ENTERTAINMENT, AND RECREATION

The arts, entertainment, and recreation industry has a low location quotient and negative export employment. However, the industry has grown at a relatively fast rate, averaging a 4.1% increase in employment every year since 2012. There is certainly potential for growth in this industry, especially in targeting the younger population attending Pacific University. Potential entertainment tenants that could fill this role are a pickle ball venue, arcades, or go karts. Creating more night life options such as bars, karaoke, or a comedy club is also a potential option.



Cluster Strengths

- Fast growing industry.
- Large population of potential young consumers due to Pacific University.

Cluster Challenges

- Low wages
- Little current employment

The employment level in this sector was roughly 79 in 2022, representing roughly 1.03% of the local employment base. The average annual wage is significantly lower than average at approximately \$22,776 per year in 2022.

VI. FORECAST OF EMPLOYMENT AND LAND NEED

CITY OF FOREST GROVE EMPLOYMENT FORECAST

Goal 9 requires that jurisdictions plan for a 20-year supply of commercial and industrial capacity. Because employment capacity is the physical space necessary to accommodate new workers in the production of goods and services, employment need forecasts typically begin with a forecast of employment growth in the community. The previous analysis of economic trends and targeted industries set the context for these estimates. This analysis translates those trends into estimates of employment growth by industry sector. Forecasts are produced at the sector or subsector level (depending on available information) and subsequently aggregated into two-digit North American Industry Classification System (NAICS) sectors. Estimates in this analysis are intended for long-range land planning purposes and are not designed to predict or reflect short-term business cycle fluctuation.

The projections in this analysis are built on an estimate of employment in 2024, the commencement year for the planning period. Employment growth will come as the result of net-expansion of existing businesses in the community, new business formation, or the relocation/recruitment of new firms. Forecast scenarios consider a range of factors influencing growth. Long-range forecasts typically rely on a macroeconomic context for growth. The forecast does not consider the impact of a significant exogenous shift in employment such as recruitment of an unforeseen major employer.

OVERVIEW OF EMPLOYMENT FORECAST METHODOLOGY

Our methodology starts with employment forecasts for major commercial and industrial sectors. Forecasted employment is allocated to building type, and a space demand is a function of the assumed square footage per employee ratio multiplied by projected change. The need for space is then converted into land and site needs based on assumed development densities using floor area ratios (FARs).

FIGURE 6.01: UPDATE TO 2024 BASELINE AND CONVERSION OF COVERED TO TOTAL EMPLOYMENT



The first analytical step of the analysis is to update covered employment to the 2024 base year. The Quarterly Census of Employment and Wages (QCEW) data was used to determine the City of Forest Grove's covered employment by industry through 2022, the latest year available. To update these estimates, we use observed industry specific growth rates for Washington County between 2022 and 2024.

The second step in the analysis is to convert “covered”² employment to “total” employment. Covered employment only accounts for a share of overall employment in the economy. Specifically, it does not consider sole proprietors or commissioned workers. Covered employment was converted to total employment based on observed ratios at the national level derived from the Bureau of Economic Analysis from 2014 through 2021. The differential is the most significant in administration services, professional & technical services, and other services. The adjusted 2024 total employment base for the City of Forest Grove is 8,449 jobs.

FIGURE 6.02: UPDATE TO 2022 BASELINE AND CONVERSION OF COVERED TO TOTAL EMPLOYMENT, CITY OF FOREST GROVE (2022 – 2024)

Major Industry Sector	QCEW Employment			Total Emp. Conversion ²	2024 Estimate
	2022 Employment	'22-'24 County Δ ¹	2024 Estimate		
Agriculture	81	0.0%	81	38.5%	210
Construction	431	1.7%	438	77%	569
Manufacturing	1,637	-0.8%	1,624	98%	1,659
Wholesale Trade	110	3.8%	114	98%	116
Retail Trade	539	-1.7%	530	95%	558
T.W.U.	110	0.8%	111	91%	121
Information	36	-2.2%	35	95%	37
Finance & Insurance	114	-3.1%	110	91%	121
Real Estate	65	3.4%	67	91%	74
Professional & Technical Services	147	-2.1%	144	90%	161
Administration Services	245	1.9%	250	90%	279
Education	1,668	-1.1%	1,649	95%	1,735
Health Care & Social Assistance	1,119	11.2%	1,244	95%	1,309
Leisure & Hospitality	1,014	5.8%	1,073	95%	1,132
Other Services	189	6.3%	201	83%	243
Government	118	5.4%	124	100%	124
TOTAL	7,623	2.3%	7,796	92%	8,449

1/Growth rate calculated using CES data for the Portland-Vancouver-Hillsboro, OR-WA MSA

2/ Bureau of Economic Analysis

SCENARIO 1: BASELINE “SAFE HARBOR” FORECAST

The Goal 9 statute does not have a required method for employment forecasting. However, OAR 660-024-0040(9)(a) outlines several safe harbor methods, which are intended to provide jurisdictions with a methodological approach that will not be challenged. The recommended approach for the City of Forest Grove is 660-024-0040(9)(a)(A), which allows reliance on the most recent regional forecast published by the Oregon Employment Department.³ This method applies industry specific growth rates for the Workforce Region (Clackamas, Multnomah, and Washington counties) to the City of Forest Grove’s 2024 base employment. This method results in an average annual growth rate of 1.3%, with a total growth of 2,427 jobs over the forecast period.

² The Department of Labor’s Quarterly Census of Employment and Wages (QCEW) tracks employment data through state employment departments. Employment in the QCEW survey is limited to firms with employees that are “covered” by unemployment insurance.

³ The second safe harbor method described under OAR 660-024-0040(9)(B) allows using the most recently forecasted population growth rate for the City from the PSU Population Research Center. The employment growth rate may be assumed to match the population growth rate. This option was reviewed by the Technical Advisory Group but ultimately declined.

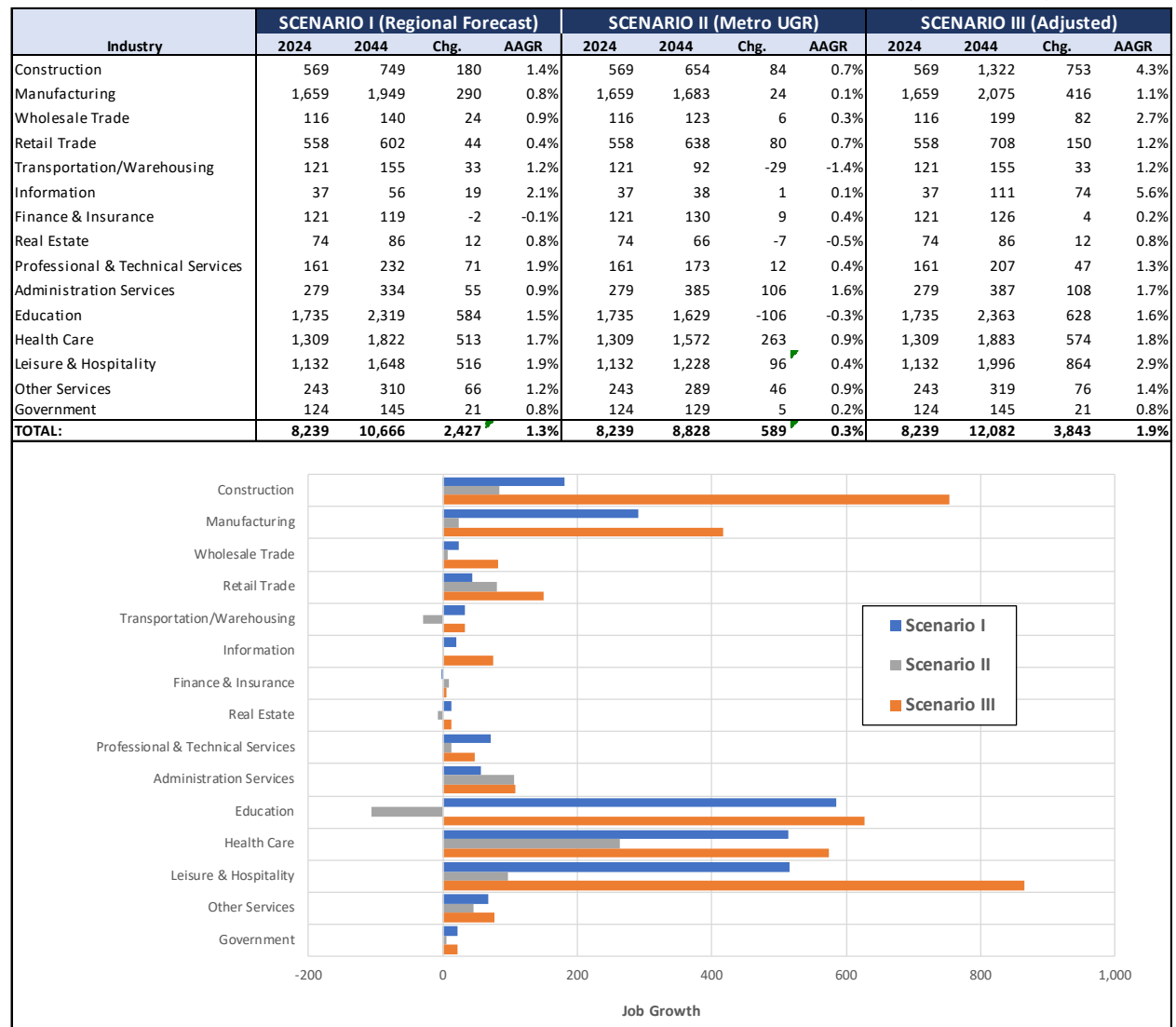
SCENARIO 2: METRO URBAN GROWTH REPORT

Metro's current draft Urban Growth Report (UGR) includes a regional forecast for the Portland metropolitan area. This forecast included projected growth by industrial sector for the region. This scenario applied the projected growth rates at the industry level to the City of Forest Grove's current employment base. The resulting average annual growth rate was a very modest 0.3%, reflecting a net gain of 589 jobs over the next twenty years.

SCENARIO 3: ADJUSTED EMPLOYMENT FORECAST

A third adjusted forecast scenario was informed by the research and analysis conducted in the EOA. This scenario formulates an employment growth trajectory based on identified trends, a more optimistic growth outlook for targeted industries, and input from the project technical advisory group. Further, the alternative scenario recognizes that economic development efforts and public policy can influence realized growth in targeted sectors. Under this scenario employment growth would be 3,843 over the period, reflecting a 1.9% average annual growth rate.

FIGURE 6.03: COMPARISON OF ALTERNATE FORECASTS, CITY OF FOREST GROVE (2024 - 2044)



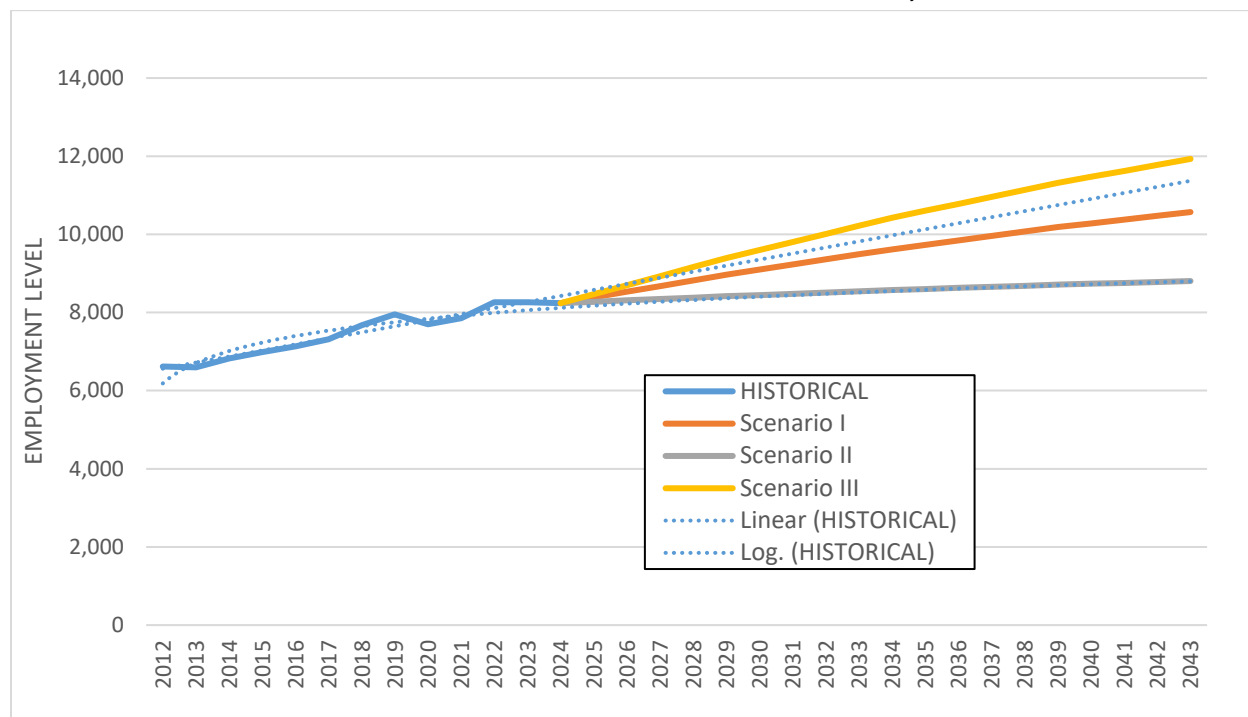
Source: Oregon Employment Department, Johnson Economics

The adjusted scenario considers the influence of known or anticipated development over the near- and medium-term horizon, and local economic development goals. The forecasted rate is consistent with the realized employment growth rate since 2010 of 1.9% per year, (source: Oregon Employment Department, QCEW data).

SUMMARY OF EMPLOYMENT FORECAST SCENARIOS

The three forecast scenarios in this analysis range from 0.3% to 1.9% average annual growth. Job growth estimates range from 589 to 3,786 jobs over the 20-year period. Forecasts grounded in broad based economic variables cannot account for all the realities of local businesses and trends among evolving industries. Any long-term forecast is inherently uncertain and should be updated on a regular basis to reflect more current information. This is particularly true in a smaller jurisdiction such as Forest Grove, in which a single large firm's location and/or operational decision may substantively impact on the rate of growth.

FIGURE 6.04: HISTORIC EMPLOYMENT GROWTH AND PROJECTION SCENARIOS, CITY OF FOREST GROVE



The forecasts were further broken into four five-year increments, assuming a declining rate of growth over the period. We would expect that a twenty-year forecast will include multiple business cycles, and that growth will be more variable than shown.

FIGURE 6.05: SUMMARY OF PROJECTION SCENARIOS, CITY OF FOREST GROVE

Industry	Overall Employment					Net Change by Period				Total 24-44
	2024	2029	2034	2039	2044	24-29	29-34	34-39	39-44	
SCENARIO I (Regional Forecast)	0									
Construction	569	623	672	714	749	54	48	42	36	180
Manufacturing	1,659	1,746	1,823	1,891	1,949	87	78	68	58	290
Wholesale Trade	116	124	130	136	140	7	6	6	5	24
Retail Trade	558	571	583	594	602	13	12	10	9	44
Transportation/Warehousing	121	131	140	148	155	10	9	8	7	33
Real Estate	74	77	81	83	86	4	3	3	2	12
Professional & Technical Services	161	182	201	218	232	21	19	17	14	71
Administration Services	279	295	310	323	334	17	15	13	11	55
Health Care	1,309	1,463	1,601	1,720	1,822	154	138	120	102	513
Leisure & Hospitality	1,132	1,287	1,425	1,545	1,648	155	138	120	102	516
Other Services	243	263	281	296	310	20	18	15	13	66
Government	124	131	136	141	145	6	6	5	4	21
TOTAL:	8,239	8,967	9,619	10,184	10,666	728	651	566	482	2,427
SCENARIO II (Metro UGR)	0									
Construction	569	595	617	637	654	25	23	20	17	84
Manufacturing	1,659	1,666	1,672	1,678	1,683	7	6	6	5	24
Wholesale Trade	116	118	120	122	123	2	2	2	1	6
Retail Trade	558	582	603	622	638	24	21	19	16	80
Transportation/Warehousing	121	113	105	98	92	-9	-8	-7	-6	-29
Real Estate	74	71	70	68	66	-2	-2	-2	-1	-7
Professional & Technical Services	161	164	168	171	173	4	3	3	2	12
Administration Services	279	311	339	364	385	32	29	25	21	106
Health Care	1,309	1,388	1,459	1,520	1,572	79	71	61	52	263
Leisure & Hospitality	1,132	1,161	1,187	1,209	1,228	29	26	22	19	96
Other Services	243	257	269	280	289	14	12	11	9	46
Government	124	126	127	128	129	1	1	1	1	5
TOTAL:	8,239	8,416	8,574	8,711	8,828	177	158	137	117	589
SCENARIO III (Adjusted)	0									
Construction	569	795	997	1,173	1,322	226	202	176	150	753
Manufacturing	1,659	1,784	1,895	1,992	2,075	125	112	97	83	416
Wholesale Trade	116	141	163	182	199	25	22	19	16	82
Retail Trade	558	603	643	678	708	45	40	35	30	150
Transportation/Warehousing	121	131	140	148	155	10	9	8	7	33
Real Estate	74	77	81	84	86	4	3	3	2	12
Professional & Technical Services	161	175	187	198	207	14	13	11	9	47
Administration Services	279	311	340	365	387	32	29	25	21	108
Health Care	1,309	1,481	1,635	1,769	1,883	172	154	134	114	574
Leisure & Hospitality	1,132	1,391	1,623	1,825	1,996	259	232	201	172	864
Other Services	243	266	286	304	319	23	20	18	15	76
Government	124	131	136	141	145	6	6	5	4	21
TOTAL:	8,239	9,392	10,423	11,319	12,082	1,153	1,031	896	763	3,843

Source: Johnson Economics

EMPLOYMENT LAND FORECAST

The next analytical step in our analysis is to convert projections of employment into forecasts of land demand over the planning period. The generally accepted methodology for this conversion begins by allocating employment by sector into a distribution of building typologies those economic activities typically use. As an example, insurance agents typically locate in traditional office space, often along commercial corridors. However, a percentage of these firms are also located in commercial retail space adjacent to retail anchors. Cross tabulating this distribution provides an estimate of employment in each typology.

The next step converts employment into space using estimates of the typical square footage exhibited within each typology. Adjusting for typical stabilized market vacancy we arrive at an estimate of total space demand for each building type. Finally, we can consider the physical characteristics of individual building types and the amount of land they typically require for development. The site utilization metric commonly used is referred to as a “floor area ratio” or FAR. For example, assume a 25,000-square foot general industrial building requires roughly a site of roughly 100k

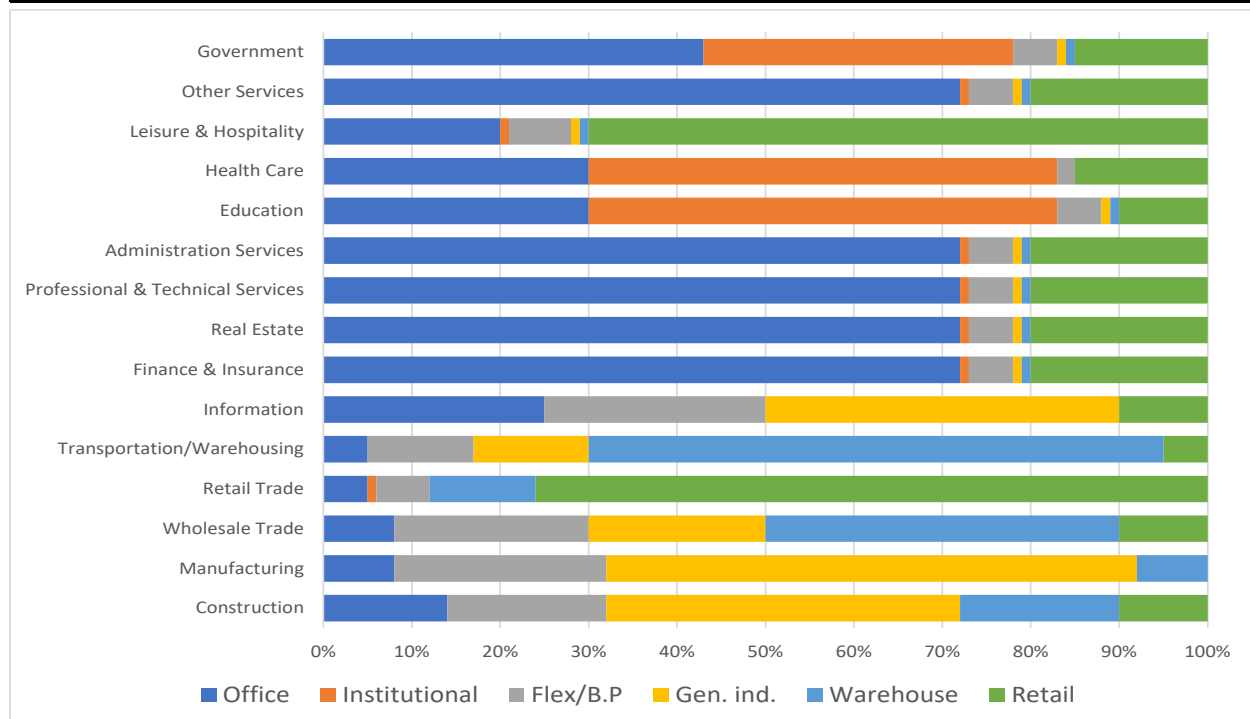
square feet to accommodate its structure, setbacks, parking, and necessary yard/storage space. This building would have a FAR of roughly 0.25. Demand for space is then converted to net acres using a standard floor area ratio FAR for each development form.

LAND DEMAND ANALYSIS – ADJUSTED FORECAST

In this analytical step we allocate employment growth to the standard building typologies. The building typology matrix represents the share of sectoral employment that is located across various building types.

FIGURE 6.05: DISTRIBUTION OF EMPLOYMENT BY SPACE TYPE, CITY OF FOREST GROVE (ADJUSTED FORECAST)

Industry Sector	20-year Job Forecast		BUILDING TYPE MATRIX					
	Number	AAGR	Office	Institutional	Flex/B.P	Gen. ind.	Warehouse	Retail
Construction	753	4.3%	14%	0%	18%	40%	18%	10%
Manufacturing	416	1.1%	8%	0%	24%	60%	8%	0%
Wholesale Trade	82	2.7%	8%	0%	22%	20%	40%	10%
Retail Trade	150	1.2%	5%	1%	6%	0%	12%	76%
Transportation/Warehousing	33	1.2%	5%	0%	12%	13%	65%	5%
Information	74	5.6%	25%	0%	25%	40%	0%	10%
Finance & Insurance	4	0.2%	72%	1%	5%	1%	1%	20%
Real Estate	12	0.8%	72%	1%	5%	1%	1%	20%
Professional & Technical Services	47	1.3%	72%	1%	5%	1%	1%	20%
Administration Services	108	1.7%	72%	1%	5%	1%	1%	20%
Education	628	1.6%	30%	53%	5%	1%	1%	10%
Health Care	574	1.8%	30%	53%	2%	0%	0%	15%
Leisure & Hospitality	864	2.9%	20%	1%	7%	1%	1%	70%
Other Services	76	1.4%	72%	1%	5%	1%	1%	20%
Government	21	0.8%	43%	35%	5%	1%	1%	15%
TOTAL	3,843	1.9%	23%	17%	10%	16%	7%	26%



Source: Johnson Economics

Under the employment forecast scenario, employment housed in retail space accounts for the greatest share of growth, followed by employment housed in office and institutional space. The combined employment forecast for commercially zoned space (~2,500 jobs) is greater than that forecast for industrially zoned space (~1,280 jobs).

FIGURE 6.06: NET GROWTH IN EMPLOYMENT BY BUILDING TYPE, CITY OF FOREST GROVE (ADJUSTED FORECAST)

Industry Sector	NET CHANGE IN EMPLOYMENT BY BUILDING TYPE - 2023-2043						Total
	Office	Institutional	Flex/B.P	Gen. Ind.	Warehouse	Retail	
Construction	105	0	136	301	136	75	753
Manufacturing	33	0	100	250	33	0	416
Wholesale Trade	7	0	18	16	33	8	82
Retail Trade	7	1	9	0	18	114	150
Transportation/Warehousing	2	0	4	4	22	2	33
Information	19	0	19	30	0	7	74
Finance & Insurance	3	0	0	0	0	1	4
Real Estate	9	0	1	0	0	2	12
Professional & Technical Services	34	0	2	0	0	9	47
Administration Services	78	1	5	1	1	22	108
Education	188	333	31	6	6	63	628
Health Care	172	304	11	0	0	86	574
Leisure & Hospitality	173	9	60	9	9	605	864
Other Services	55	1	4	1	1	15	76
Government	9	7	1	0	0	3	21
TOTAL	894	657	402	619	259	1,013	3,843

Source: Johnson Economics

Employment growth estimates by building type are then converted to demand for physical space. This conversion assumes the typical space needed per employee on average. This step also assumes a market average vacancy rate, acknowledging that equilibrium in real estate markets is not 0% vacancy. We assume a 10% vacancy rate for office, retail, and flex uses, as these forms have high rates of speculative multi-tenant usage. A 5% rate is used for general industrial and warehouses. These uses have higher rates of owner occupancy that lead to lower overall vacancy. Institutional uses are assumed to have no vacancy, as they are typically purpose-built for healthcare, nonprofit, government, or related users.

The demand for space is converted into an associated demand for acreage using an assumed Floor Area Ratio (FAR), based upon the observed FAR in existing commercial and industrial properties. The combined space and FAR assumptions further provide estimates indicated of job densities, determined on a net-developable acre basis.

FIGURE 6.08: NET ACRES REQUIRED BY BUILDING TYPOLOGY, CITY OF FOREST GROVE (ADJUSTED FORECAST) – 20-YEAR

	DEMAND BY GENERAL USE TYPOLOGY, 2023-2043						Total
	Office	Institutional	Flex/B.P	Gen. Ind.	Warehouse	Retail	
Employment Growth	894	657	402	619	259	1,013	3,843
Avg. SF Per Employee	350	600	990	600	1,850	500	640
Demand for Space (SF)	313,000	394,000	398,000	371,000	479,000	506,000	2,461,000
Floor Area Ratio (FAR)	0.35	0.35	0.30	0.30	0.30	0.25	
Market Vacancy	10.0%	0.0%	10.0%	5.0%	5.0%	10.0%	
Implied Density (Jobs/Acre)	28.0	18.2	11.9	20.7	6.7	15.7	16.4
Net Acres Required	31.9	36.2	33.8	29.9	38.6	64.5	235.0
Industrial Acreage	0.0	0.0	33.8	29.9	38.6	0.0	102.3
Commercial Acreage	31.9	36.2	0.0	0.0	0.0	64.5	132.6

Source: Johnson Economics

Commercial office and retail densities are 28 and 16 jobs per acre, respectively. Industrial uses range from 21 for general industrial to less than 7 jobs per acre for warehouse/distribution. The overall weighted employment density is 16.4 jobs per acre, with the projected 3,843-job expansion in the local employment base through 2044 requiring an estimated 235 net acres of employment land. An estimated 56% of this forecasted need is commercial land, and 44% industrial land.

VII. RECONCILIATION OF EMPLOYMENT NEED AND INVENTORY

This section summarizes the demand for employment land as well as the current inventory of land zoned for employment uses.

SUMMARY OF LAND DEMAND (ACRES)

The estimate of future land need is re-presented below. A total need for 235 net acres was identified across a range of land use and building types under Scenario III, based on the adjusted growth forecast. The need under Scenario I was 140.4 acres, and only 32.3 under Scenario I.

FIGURE 7.1: SUMMARY OF FORECASTED 20-YEAR LAND NEED BY BUILDING TYPOLOGY

	DEMAND BY GENERAL USE TYPOLOGY, 2023-2043						Total
	Office	Institutional	Flex/B.P	Gen. Ind.	Warehouse	Retail	
SCENARIO I							
Net Acres Required	23.1	32.9	17.3	13.4	15.7	38.1	140.4
Industrial Acreage	0.0	0.0	17.3	13.4	15.7	0.0	46.3
Commercial Acreage	23.1	32.9	0.0	0.0	0.0	38.1	94.1
SCENARIO II							
Net Acres Required	7.3	4.9	3.3	2.3	1.8	12.6	32.3
Industrial Acreage	0.0	0.0	3.3	2.3	1.8	0.0	7.4
Commercial Acreage	7.3	4.9	0.0	0.0	0.0	12.6	24.8
SCENARIO III							
Net Acres Required	31.9	36.2	33.8	29.9	38.6	64.5	235.0
Industrial Acreage	0.0	0.0	33.8	29.9	38.6	0.0	102.3
Commercial Acreage	31.9	36.2	0.0	0.0	0.0	64.5	132.6

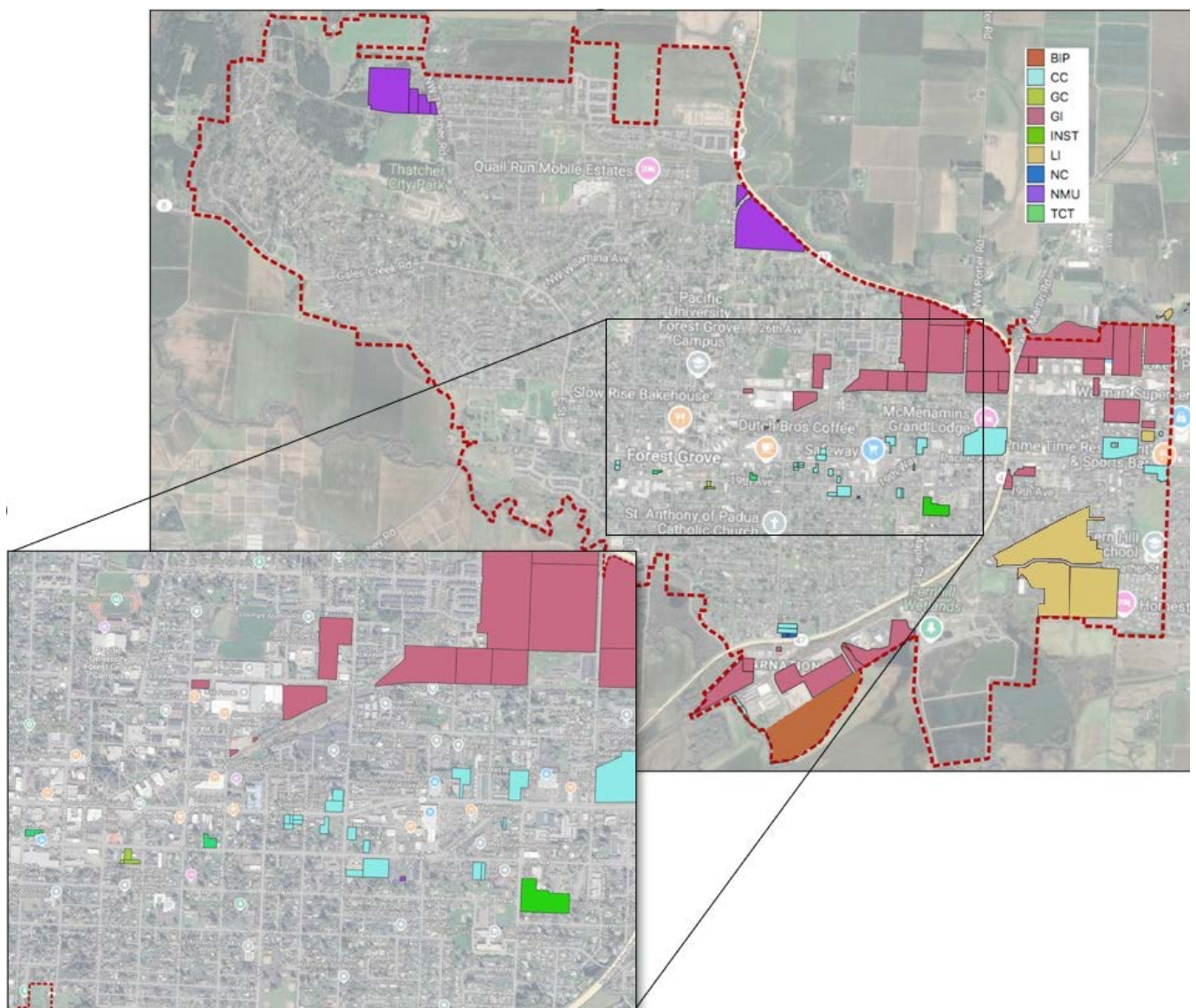
Source: Johnson Economics LLC

An estimated 35% of this forecasted need is industrial land (business park, general industrial, warehouse), and 65% commercial land (office, retail, institutional). There is a forecasted need for a total of 102 net acres of industrial land, and 133 net acres of commercial land.

SUMMARY OF LAND SUPPLY (ACRES)

To assess the remaining supply of buildable employment land suitable to accommodate the 20-year land need, an inventory of land with the proper zoning is required. For this analysis we rely upon the Buildable Lands Inventory maintained by Metro, which was adjusted to reflect local knowledge. The following map depicts Forest Grove’s fully and partially vacant employment land.

FIGURE 7.2: REDEVELOPABLE EMPLOYMENT LANDS BY ZONE, FOREST GROVE (2024)



Most of the city’s vacant employment parcels are made up of industrial-zoned parcels, specifically designated as “General Industrial” (GI). These zones are found along the peripheries to the northeast and southeast of the city’s boundaries. There is also a group of “Light Industrial” (LI) land to the very east of the city. There also two sizable

groups of “Neighborhood Mixed Use” (NMU) parcels in the north and northwest of the city. There are a few “Community Commercial” (CC), “Institutional” (INT), and “General Commercial” (GC) parcels that are potentially redevelopable along 19th Ave and Pacific Way which are commercial hubs in the city. Overall, the most of the redevelopable employment lands are found towards the east of the city as the west side is made up of mostly residential land.

The following table details the number of parcels and total acreages based on zoning code in the City of Forest Grove. The following is a summary of the results on that inventory.

FIGURE 7.3: LAND INVENTORY BY ZONE, FOREST GROVE (2024)

		Vacant		Partially Vacant		Total	
		Sites	Acres	Sites	Acres	Sites	Acres
COMMERCIAL							
TCT	Town Center Transition	2	0.7	0	0.0	2	0.7
CC	Community Commercial	17	4.6	11	23.0	28	27.5
NC	Neighborhood Commercial	3	0.6	0	0.0	3	0.6
INST	Institutional	0	0.0	1	0.0	1	0.0
NMU	Neighborhood Mixed Use	4	29.6	3	3.3	7	32.9
Total Commercial		26	35.4	15	26.3	41	61.7
INDUSTRIAL							
BIP	Business Industrial Park	1	0.0	0	0.0	1	0.0
LI	Light Industrial	3	12.7	3	30.1	6	42.8
GI	General Industrial	14	68.6	18	139.1	32	207.8
Total Industrial		18	81.3	21	169.2	39	250.6
TOTAL		44	116.7	36	195.6	80	312.3

SOURCE: Metro BLI and Johnson Economics

As shown, there are an estimated 61.7 acres of buildable Commercial land and an estimated 250.6 acres of buildable Industrial land. The BLI filtered all zoned employment land in Forest Grove by Commercial or Industrial zoning category, environmental constraints that will limit development, and whether the parcel is already developed, vacant, or partially vacant. The inventory was vetted to address development projects in the pipeline and known limitations on specific sites that will prevent development on all or a portion of the site.

The BLI was also broken down by site size, which is summarized in the following table.

FIGURE 7.4: VACANCY AND PARTIALLY DEVELOPED PROPERTY, FOREST GROVE (2024)

	< 5		5-10		10-20		20-50		50+	
	Sites	Acres	Sites	Acres	Sites	Acres	Sites	Acres	Sites	Acres
COMMERCIAL										
Town Center Transition	2	0.7	0	0.0	0	0.0	0	0.0	0	0.0
Community Commercial	26	12.5	2	15.1	0	0.0	0	0.0	0	0.0
Neighborhood Commercial	3	0.6	0	0.0	0	0.0	0	0.0	0	0.0
Institutional	1	0.0	0	0.0	0	0.0	0	0.0	0	0.0
Neighborhood Mixed Use	5	4.7	0	0.0	2	28.2	0	0.0	0	0.0
Total Commercial	37	18.4	2	15.1	2	28.2	0	0.0	0	0.0
INDUSTRIAL										
Business Industrial Park	1	0.0	0	0.0	0	0.0	0	0.0	0	0.0
Light Industrial	3	3.7	1	5.9	1	10.2	1	23.0	0	0.0
General Industrial	19	35.4	6	44.3	6	97.7	1	30.4	0	0.0
Total Industrial	23	39.1	7	50.2	7	107.9	2	53.4	0	0.0
TOTAL	60	57.5	9	65.3	9	136.1	2	53.4	0	0.0

SOURCE: Metro BLI and Johnson Economics

COMPARING RECONCILIATION OF 20-YEAR LAND SUPPLY AND DEMAND

Comparing the Buildable Land Inventory (including known sites under development) to the 20-year forecast of employment land need indicates that the City of Forest Grove has adequate industrial land capacity but may face a shortage of commercial land. A summary of the comparison of land supply and demand is presented below.

FIGURE 7.05: RECONCILIATION OF NEED AND CAPACITY BY SCENARIO

	BLI ACRES	DEMAND BY SCENARIO			NEED BY SCENARIO		
		I	II	III	I	II	III
COMMERCIAL	61.7	46.3	7.4	132.6	(15.4)	(54.3)	70.9
INDUSTRIAL	250.6	94.1	24.8	102.3	(156.5)	(225.7)	(148.3)
TOTAL	312.3	140.4	32.3	235.0	(171.9)	(280.0)	(77.3)

Source: Johnson Economics LLC

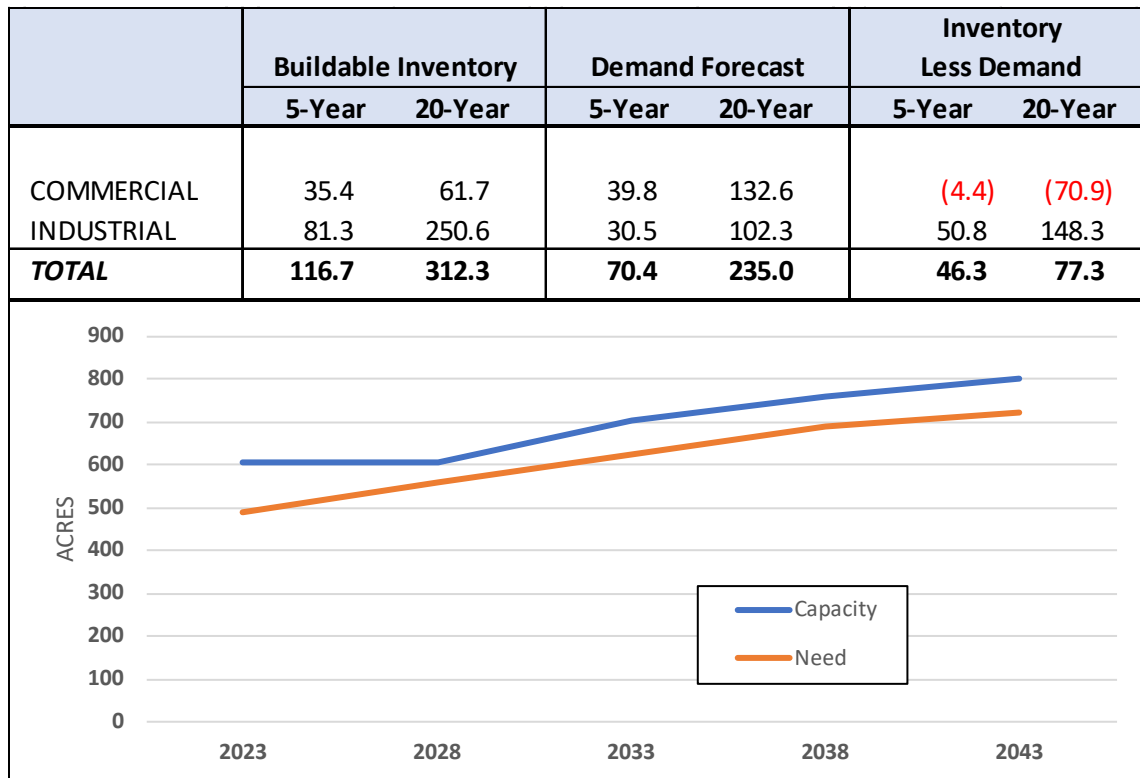
This analysis indicates that the City of Forest Grove faces a deficit of approximately 70 net commercial acres over a twenty-year horizon. This is consistent with the rapidly expanding household base in the city and limited supply of land.

The industrial land supply in aggregate appears to be adequate to accommodate anticipated industrial land demand over the next twenty years. The city has a limited inventory of larger sites, and this could limit the potential to attract and/or retain companies that will require these types of sites.

It is important to note that some of the forecasted growth will include employers who may have specific site needs and preferences that are not reflected in the available buildable inventory. (See Appendix A for more details on site preferences for certain key industries.)

Some commercial demand is likely to be met on properties zoned for industrial uses, as many industrial developments include an office component. These sites tend to be poorly located for retail commercial uses though.

FIGURE 7.06: RECONCILIATION OF LAND SUPPLY AND 20-YEAR DEMAND



Source: Johnson Economics LLC

VIII. FINDINGS AND RECOMMENDATIONS

SUMMARY OF FINDINGS

The EOA report points to several key conclusions regarding economic development goals and target industries in Forest Grove over the next 20 years. It also quantifies projected employment growth and land need within the UGB, and the adequacy of the current supply of employment land to meet that need.

Employment Growth

Forest Grove is home to an estimated 8,449 jobs as of 2024. Based on a forecasted annual growth rate of 1.9%, the city is expected to add roughly 3,800 jobs by 2044. Employment growth over the next two decades is expected to include substantive growth in leisure and hospitality, construction, education, health care, manufacturing, and retail trade. The city's proximity and access to the broader Silicon Forest technology concentration is expected to drive future growth, while robust demographic growth is expected to drive future need for retail and other services. The education sector is expected to continue to represent a major component of the city's employment profile.

Expanding & Target Industries

The city has current advantages in several key industries including manufacturing, education, and a range of services. The following is a list of priority sectors to help meet the community's economic development goals. The selected industries reflect the community's historical strengths and advantages, regional trends, and local goals and objectives.

- | | |
|--|-----------------------|
| ▪ Professional, Scientific, and Technical Services | ▪ Education |
| ▪ Information | ▪ Food Manufacturing |
| ▪ Health Care and Social Services | ▪ Wood Manufacturing |
| | ▪ Metal Manufacturing |

Supporting growth in a range of industries will help the community build a more diverse and sustainable employment and tax base for the future and be more resilient to economic impacts on the traditional local industries.

Employment Land Need

The EOA analysis finds that the forecasted 20-year job growth by industry will translate to a need for 235 total net acres of land zoned for employment uses. The distribution of land demand between commercial uses (Office, Institutional, Retail) and industrial uses (Industrial, Warehouse, Business Park) leans towards commercial (57% vs. 43%).

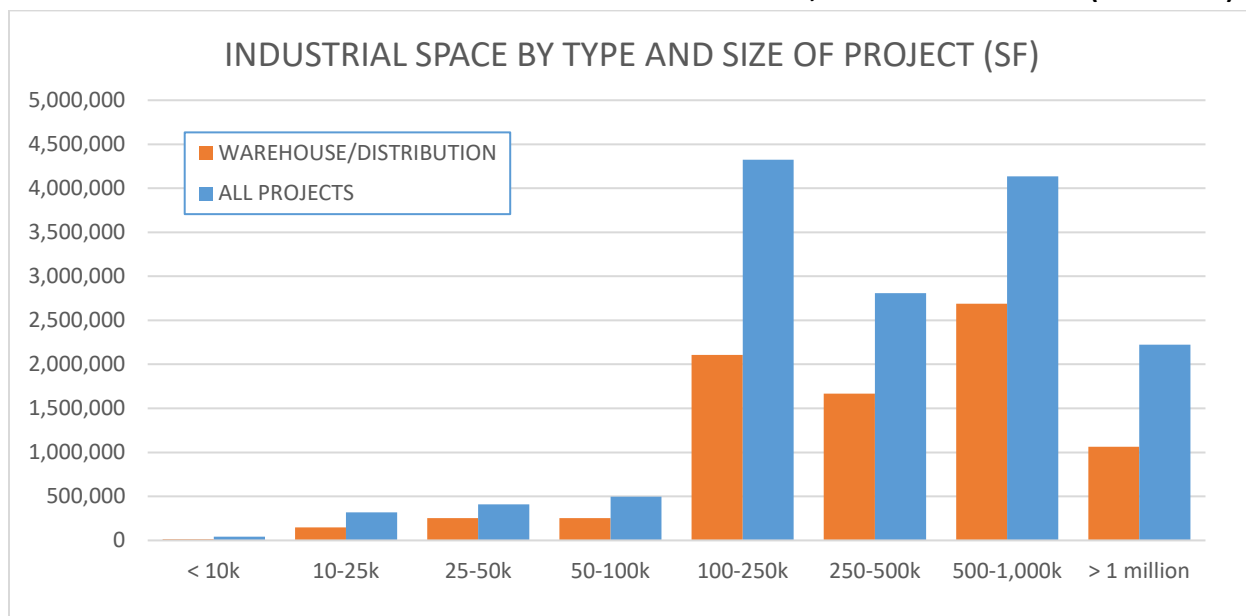
A range of site sizes will be needed, ranging from small to large to accommodate the projected business expansion. Different commercial and industrial users have different site requirements driven by the specific nature of their business operations, firm size, location and infrastructure requirements, and other factors. While the city appears to have an adequate developable inventory to meet its employment needs over the next twenty years in aggregate, it may lack sites meeting the requirements of specific employers.

Adequacy of Employment Land Supply

The Buildable Land Inventory (BLI) of employment lands completed in conjunction with the EOA found a total of 312.3 net buildable acres in Commercial and Industrial zones. This includes both vacant as well as partially vacant sites and was based on Metro's most current regional BLI reviewed and adjusted by city staff.

- The projected 20-year need for commercial land exceeds the available supply, with an estimated 62 acres of commercial land remaining to meet a projected need for 133 acres. This indicates a deficit of 71 acres of commercial land.
- There is a projected supply of 251 acres of Industrial land to meet a forecasted need for 102 acres. This indicates a surplus of 148 acres of Industrial land.
- The total estimated surplus of employment land is just over 77 net acres.
- It is important to recognize that aggregate site balance inherently understates needs, as the character of demand is not identical to supply.
- While the City of Forest Grove has adequate land capacity in aggregate, it currently has only two sites over 20-acres in size, and no sites over 50 acres. This could limit the city’s ability to attract and/or retain businesses that may require larger sites.
 - Over the last decade, demand for industrial space has been dominated by projects over 100,000 SF in size.
 - 62% of space demand in projects over 250,000 SF in size, reflects an approximately 35-acre site.
 - 28% of demand for sites 35-70 acres in size
 - 15% of demand for sites over 70 acres

FIGURE 8.01: INDUSTRIAL SPACE DEVELOPMENT PROFILE BY SIZE OF SITE, PORTLAND METRO AREA (2018-2024)



- It is important to note that some prospective employers may have specific site needs and preferences that are not reflected in the available buildable inventory. (See Appendix A for more details on site preferences for certain key industries.)

EOA IMPLEMENTATION RECOMMENDATIONS

This section discusses a range of strategies and/or action items that the city may consider that are consistent with the findings of this report. (Adoption of this report does not imply official commitment to any of these steps although some of these strategies may be incorporated in Comprehensive Plan policies in some form.)

PROVIDE AN ADEQUATE SUPPLY OF EMPLOYMENT LAND & SITES		
CORE INITIATIVE		
Actions		Notes
MEETING INDUSTRIAL AND COMMERCIAL LAND NEEDS		
1	Establish and maintain a competitive short-term and long-term supply of employment land, in readily developable sites.	The city should maintain an inventory of available employment land to meet the 20-year economic development needs of the community, including identifying sites of varying sizes that can be readily served with new infrastructure in the short-term. The City currently has an adequate capacity to meet employment needs, but it should evaluate options to increase commercial capacity.
2	Prioritize serving key industrial subareas and sites in the TSP and Capital Improvement Plan	Given limited public resources, ensure that all planning efforts reflect the prioritization and sequencing of infrastructure projects to serve key sites identified as providing capacity in the BLI.
3	Encourage infill, redevelopment, and/or adaptive reuse of obsolete or underused properties in current employment zones.	Some existing commercial and retail space in the Downtown area and along commercial corridors might be more intensively used, accommodating more job growth in existing employment areas. More intensive development and mixed-use construction often encounter a feasibility gap between costs and end value. Common approaches to bridging this gap include TIF funding, tax credit programs, tax incentives, and public/private partnerships.
4	Inventory properties that might be good opportunity sites for potential public/private catalyst projects.	Public control of a property by the City, TIF agency, or other public agency provides the public with a valuable incentive with which to forge a public/private deal that provides public benefits that a private development might not. Examples include incentivizing the developer to build at greater density, mixed uses, design elements, transit-oriented or other design elements, and other public goods.
5	Confirm the capacity in the BLI	Evaluate in greater detail the development readiness of the current site inventory in the BLI, including issues such as infrastructure availability, wetland and/or environmental restrictions, or brownfields.

POLICY AND CODE STRATEGIES		
6	Continuing to improve and streamline development regulations and review processes where possible, to reduce cost and time, and provide predictability.	The community and city work to be development and employer friendly.
7	Ensure that applicable Comp Plan designations and zoning allow the mix of uses sought in employment areas, and if necessary, limit those uses that do not contribute to goals.	Ensure that the desired zones are in place and permit the uses that are foreseen in the City's existing and future employment areas. Where current zoning does not match the vision, consider rezoning, or amending zone standards.
8	Review and update Development Code language to support the desired development types and patterns.	A review of code standards can reveal where the adopted standards for elements like building height, setbacks, floor-area-ratio, parking, etc. may be posing difficulties in achieving feasible development in the target industries. Some large commercial businesses and industrial users may benefit from more flexibility in site and building design to allow for creative design solutions and make projects more feasible.

TARGET INDUSTRIES AND BUSINESS DEVELOPMENT		
CORE INITIATIVE		
	Actions	Notes
SUPPORT AND EXPAND EMPLOYMENT IN TARGETED INDUSTRIES		
9	Adopt and regularly update target industry profiles.	Industry patterns can change significantly over time, and target industries should be assessed regularly. This may include shifts in the targeted industries and changes in site requirements for targeted industries.
10	Maintain and enhance business outreach and communication.	Coordinate business cluster and employment district networking opportunities. Participate in efforts of major regional economic development partners. Potential actions in support of this strategy include developing and updating marketing materials, attending industry trade shows, following up on referrals by partner organizations, publicizing the success of local businesses, and highlighting competitive advantages of the area for proposals.
11	Develop a marketing plan to attract businesses within the identified target industry business sectors.	Assemble and distribute materials of specific interest to targeted industries and identify key industry groups.
12	Support and engage regional and statewide partners.	Regularly meet and coordinate with groups such as the Westside Economic Alliance, Greater Portland Inc. (GPI), and Business Oregon. Promote available employment space and land.

13	Regularly update Oregon Prospector to promote available employment space and land to site selectors.	Business Oregon provides the Oregon Prospector tool which provides open, free data on available employment lands across the state, including both industrial and commercial properties. Ensure that all key sites are listed, and information is accurate and up to date.
14	Promote locally available tools: Enterprise Zone and Urban Renewal Grant Programs.	In all site listings and marketing materials, ensure that the benefits of the existing zones are mentioned where applicable.
SUPPORT SMALL BUSINESS DEVELOPMENT		
15	Develop and/or market programs to assist emerging and under-capitalized firms	Technical assistance, micro loans, storefront improvement programs, master leases, and credit enhancement. Refer businesses to partner agencies providing grants, training, and other programs.
16	Evaluate the development of incubator space or shared or collective space.	A shared work or incubator space, often affiliated with a college, economic development agency, or other agency, to provide space for small but promising companies to work and collaborate in a subsidized environment while they grow. These provide small spaces for professionals or craftsmen to work and share tools and knowledge, to incubate new businesses. This can also provide options for remote workers.
17	Connect small business opportunities with property owners.	The City can serve as a clearinghouse or matchmaker, matching business needs with local property owners. This could include food carts, which can serve as an incubator for future food service tenants. Consider using public land for food carts, artisan/craft fairs, or similar options that can support emerging businesses.
WORKFORCE INITIATIVES		
18	Support connections between local industry, K-12, PCC, and state education and training courses.	Help match training programs to employers, potentially coordinating internships, or regular interaction with local businesses. Ensure that these programs address target industries and stay up to speed on rapidly evolving industry norms and technology. Employers often report finding qualified workers to be a key challenge.
19	Promote workforce training resources.	Increase knowledge of existing resources for job seekers.
20	Ensure the housing policies allow for an appropriate mix of housing for the local workforce.	The community should strive to provide the full range of housing types and price points to meet the needs of the full workforce and encourage residents to both live and work in Forest Grove. This can include support for local affordable housing developers.
21	Prioritize childcare as a workforce readiness issue.	Childcare is a commonly identified need for working households. This topic is increasingly raised as an important part of attracting and maintaining an available workforce. Home-based childcare businesses are also usually a category of self-employment.

APPENDIX A: INDUSTRY SITE REQUIREMENTS

This section presents a series of tables that summarize key site requirements for a range of prospective tenant types.⁴ This is followed by further discussion of needs for some industry sectors relevant to the local market.

The 14 site requirements listed on the matrix provide a basis for establishing a profile of the physical and other site needs of the identified industry. The site requirements are intended to address the typical needs of each of the industry categories, and it is recognized that there will likely be unique or non-typical needs of a specific user that will need to be evaluated on a case-by-case basis.

The following describes a few general requirements that apply to *all* industry type categories under consideration and then an overview of the 14 site requirements listed on the matrix.

GENERAL REQUIREMENTS:

- The underlying zoning on the site must allow the use outright within the identified category. For example, no zone change, conditional use, and/or similar land use review is necessary. Many jurisdictions typically require a design or development review which is acceptable, since the timeframe for obtaining such design-related approvals will be addressed in the State's rating system.
- The site under consideration must be located geographically within a UGB.
- The site is not located within a 100-year floodplain as mapped by FEMA, although sites with approved FEMA map amendments (e.g., LOMA & LOMR) are acceptable.
- The net contiguous developable area (NCDA) of the site does not include hazardous contaminants as verified by a Level 1 Environmental Report, or a Level 2 Report that has received a No Further Action approval from DEQ; or existing wetlands or other natural features which are regulated at the State, Federal or local level; or federally endangered species.
- The NCDA does not contain any cultural or historical resources that have been identified for protection at the State, Federal or local level.
- The NCDA does not have mitigation plans that can be implemented in 180 days or less.

SITE REQUIREMENTS:

1. **Total Site Size:** The site size is taken to mean the size of the building footprint and includes buffers, setbacks, parking, mitigation, and expansion space.
2. **Competitive Slope:** Most industrial uses require relatively large building footprints that do not accommodate steps in floor slabs, and sloping topography will require extensive excavation and retaining systems that increase development cost over flat sites. The figures given are the preferred maximum average slope across the developable portion of the site, recognizing that sites with additional area outside the building, or developments with multiple building pads, generally will have lower slope earthwork costs than sites with limited space outside the building footprint.
3. **Trip Generation:** Sites are frequently limited by a jurisdiction to a specified total number of vehicle trips entering and exiting the site. This site requirement is an estimate of the minimum number of average daily trips per acre (based on the range of building coverage) that should be available for each of the industrial categories based on the Institute of Traffic Engineers (ITE) Manual-Ninth Edition. The following table lists

⁴ Business Oregon, Mackenzie.

the ITE codes used to estimate average trips for the industry profiles represented in the matrix.

4. **Miles to Interstate or Freight Route:** With few exceptions, access to major freeways or freight routes is critical for the movement of goods. This site requirement indicates the typical maximum distance, in miles, from the site to the freeway or highway access. The roadways/intersections between the site and freeway/highway must generally operate at a level of service 'D' or better in accordance with the Highway Capacity Manual methodologies and general engineering standards.
5. **Miles to Frequent Transit Service:** **Businesses** located walking distance (within one-quarter of a mile) to a bus stop that is serviced by a frequent bus line enjoy a competitive advantage over others that are more limited in transportation access options.⁵
6. **Railroad Access:** The need for access to railroad for the movement of goods within each industrial category is dependent upon individual users, so the site requirements are identified as either "Preferred," "Not Required," or "Avoid" in some cases where the presence of rail may be considered a deterrent to business.
7. **Proximity to Marine Port:** The need for access to a marine port for the movement of goods within each industrial category is dependent upon individual users.
8. **Proximity to International/Regional Airport:** The need for access to a regional airport for the movement of goods or business travel within each industrial category is dependent upon individual users.
9. **Availability of Water:** This requirement indicates the minimum sizes of domestic water and fire lines immediately available to the site. In certain rural cases, a comparable supply from an on-site water system (i.e., well or reservoir with available water rights) may be acceptable. In addition to lines sizes, preference for high-pressure water capabilities and average flow demand in gallons per day is specified for each industry type.
10. **Availability of Sanitary Sewer:** This requirement indicates the minimum size of public sanitary sewer service line immediately available to the site. In certain rural cases, an on-site subsurface system providing a comparable level of service may be acceptable. Sewer flow requirements were determined by calculating a percentage of the water flow for each industry type.
11. **Natural Gas:** This requirement indicates the minimum size natural gas line that is immediately available to the site. It is assumed that the pressure demand for all industry categories is 40-60 psi.
12. **Electricity:** This requirement indicates the minimum electrical demand readily available to each industry and where proximity to a substation and redundancy dependency rank on the continuum of less critical to more critical. Estimated demand is based on review of existing usage from local utility providers, referencing industrial NAICS codes for the various profiles.
13. **Telecommunications:** This requirement indicates whether the availability of telecommunication systems is readily available, and where major commercial capacity, route diversity and fiber optic lines rank on the continuum of less critical to more critical. All sites are assumed to have a T-1 line readily available.
14. **Special Considerations:** Notes on industry-specific factors.

⁵ We have defined "frequent bus line" as one with service occurring in no longer than 15 minute intervals.

CRITERIA		PROFILE	A	B	C	D	E	F	G	H	I	J
			Computer & Electronic Manufacturing (High-Tech R&D)	Software & Media	Multi-Tenant Office	Food Processing	Other Manufacturing	Life/Bioscience R&D Campus	Wholesaling	Retail	Data Center	Incubator
GENERAL REQUIREMENTS			Use is permitted outright, located in UGB or equivalent and outside flood plain; and site (NCDA) does not contain contaminants, wetlands, protected species, or cultural resources or has mitigation plan(s) that can be implemented in 180 days or less.									
PHYSICAL SITE												
1	TOTAL SITE SIZE*	Competitive Acreage**	5 - 100+	5 - 15	5 - 20	5 - 25+	5 - 50+	20 - 100+	10 - 100+	5 - 20	10 - 100+	5 - 25+
2	COMPETITIVE SLOPE:	Maximum Slope	0 - 5%	0 - 7%	0 - 7%	0 - 5%	0 - 5%	0 - 7%	0 - 3%	0 - 7%	0 - 7%	0 - 5%
TRANSPORTATION												
3	TRIP GENERATION:	Average Daily Trips per Acre	40 - 60	80 - 200 ₁	120 - 240 ₂	50 - 60	40 - 50	60 - 150	50 - 60 ₃	400 - 500 ₄	20 - 30	40 - 50
4	MILES TO INTERSTATE OR FREIGHT ROUTE:	Miles	w/in 10	w/in 5	w/in 5	w/in 30	w/in 20	w/in 5	w/in 5	w/in 5	w/in 30	N/A
5	MILES TO FREQUENT TRANSIT SERVICE (15 MIN OR LESS)	Miles	0.6	0.5	0.8	< 0.1	0.2	0.1	0.3	< 0.1	0.1	< 0.1
6	RAILROAD ACCESS:	Dependency	Preferred	Not Required	Not Required	Preferred	Preferred	Preferred	Preferred	Avoid	Avoid	N/A
7	PROXIMITY TO MARINE PORT:	Dependency	Preferred	Not Required	Not Required	Preferred	Preferred	Preferred	Preferred	Not Required	Not Required	N/A
8	PROXIMITY TO INTERNATIONAL/ REGIONAL AIRPORT:	Dependency	Competitive	Required	Preferred	Preferred	Preferred	Required	Not Required	Not Required	Competitive	N/A
		Distance (Miles)	This criteria cannot be met in Eastern Oregon									

PROFILE			A	B	C	D	E	F	G	H	I	J
			Computer & Electronic Manufacturing (High-Tech R&D)	Software & Media	Multi-Tenant Office	Food Processing	Other Manufacturing	Life/Bioscience R&D Campus	Wholesaling	Retail	Data Center	Incubator
CRITERIA												
9	UTILITIES											
	WATER:	Min. Line Size (Inches/Dmtr)	12" - 16"	6" - 8"	8" - 10"	12" - 16"	6" - 10"	8" - 12"	6" - 10"	8" - 12"	16"	4" - 8"
		Min. Fire Line Size (Inches/Dmtr)	12" - 18"	8" - 10"	8" - 12"	10" - 12"	8" - 10"	8" - 12"	8" - 10"	8" - 12"	10"-12"	6" (or alternate source)
		High Pressure Water Dependency	Required	Not Required	Not Required	Required	Not Required	Preferred	Not Required	Not Required	Required	Not Required
		Flow (Gallons per Day per Acre)	5,200	1,200	1,500	3,150	1,850	2,450	1,200	1,800 _s	50 - 200†	1,200
10	SEWER:	Min. Service Line Size (Inches/Dmtr)	12" - 18"	6" - 8"	8" - 10"	10" - 12"	6" - 8"	10" - 12"	6" - 8"	6" - 10"	8" - 10"	4" - 6" (or on-site source)
		Flow (Gallons per Day per Acre)	4,700	1,000	2,000	2,600	1,700	2,000	1,000	1,500 _s	1,000‡	1,000
11	NATURAL GAS:	Preferred Min. Service Line Size (Inches/Dmtr)	6"	4"	4"	4"	4"	6"	4"	4" - 6"	4"	N/A
		On Site	Competitive	Preferred	Competitive	Preferred	Competitive	Competitive	Preferred	Competitive	Preferred	Preferred
12	ELECTRICITY:	Minimum Service Demand	4 - 6 MW	1 - 2 MW	0.5 - 1 MW	2 - 6 MW	0.5 MW	2 - 6 MW	0.5 MW	0.5 - 1 MW	5 - 25 MW	1 MW
		Close Proximity to Substation	Competitive	Competitive	Preferred	Not Required	Preferred	Competitive	Not Required	Preferred	Required, could be on site	Not Required
		Redundancy Dependency	Preferred	Preferred	Preferred	Not Required	Not Required	Competitive	Not Required	Preferred	Required	Not Required
13	TELECOMMUNICATIONS:	Major Communications Dependency	Required	Required	Required	Preferred	Required	Required	Preferred	Required	Required	Preferred
		Route Diversity Dependency	Required	Required	Required	Not Required	Not Required	Required	Preferred	Preferred	Required	Not Required
		Fiber Optic Dependency	Required	Required	Required	Preferred	Preferred	Required	Competitive	Preferred	Required	Not Required

PROFILE		A	B	C	D	E	F	G	H	I	J
CRITERIA		Computer & Electronic Manufacturing (High-Tech R&D)	Software & Media	Multi-Tenant Office	Food Processing	Other Manufacturing	Life/Bioscience R&D Campus	Wholesaling	Retail	Data Center	Incubator
14	SPECIAL CONSIDERATIONS:	Acreage allotment includes expansion space (often an exercisable option). Very high utility demands in one or more areas common. Sensitive to vibration from nearby uses.	1: Research & Development @ 80 ADTs per acre on the low end, estimated 200 ADTs per acre for general office on the high end. Location specific.	2: Range represents FAR 0.25 - 0.5 of office uses Location to other cluster industries.	May require high volume/supply of water and sanitary sewer treatment. Often needs substantial storage/yard space for input storage. Onsite water pre-treatment needed in many instances.	Adequate distance from sensitive land uses (residential, parks) necessary. Moderate demand for water and sewer. Higher demand for electricity, gas, and telecom.	High diversity of facilities within business parks. R&D facilities benefit from close proximity to higher education facilities. Moderate demand on all infrastructure systems.	3: General warehousing rates	4: Based on discount warehouse @ 0.25 FAR 5: Dependent on use, i.e., brewery vs. restaurant Location to cluster industries.	Site size differs due to land cost and availability. Urban-area centers may require 10-20 acres, while E. Oregon centers will typically use larger sites. Also the trend is towards increasing site size as cloud storage needs continue to increase. Power delivery, water supply, and security are critical. Surrounding environment (vibration, air quality, etc.) is crucial. May require high volume/supply of water and sanitary sewer treatment.	Often established by municipalities and have symbiotic relationships with colleges and/or universities.

Terms:

More Critical ↑ Less Critical	'Required' factors are seen as mandatory in a vast majority of cases and have become industry standards.
	'Competitive' significantly increases marketability and is <i>highly recommended by Business Oregon</i> . May also be linked to financing in order to enhance the potential reuse of the asset in case of default.
	'Preferred' increases the feasibility of the subject property and its future reuse. Other factors may, however, prove more critical.
	'Not Required' does not apply for this industry and/or criteria.
	'Avoid' factors act as deterrents to businesses in these industries because of negative impacts.
*Total Site: Building footprint, including buffers, setbacks, parking, mitigation, and expansion space.	
**Competitive Acreage: Acreage that would meet the site selection requirements of the majority of industries in this sector.	
† Data Center Water Requirements: Water requirement is reported as gallons per MWh to more closely align with the Data Center industry standard reporting of Water Usage Effectiveness (WUE).	
‡ Data Center Sewer Requirements: Sewer requirement is reported as 200% of the domestic usage at the Data Center facility. Water and sewer requirements for Data Centers are highly variable based on new technologies and should be reviewed on a case-by-case basis for specific development requirements.	

Source: Business Oregon, Mackenzie



City of Forest Grove Economic Opportunities Analysis

City Council Work Session
April 14, 2025

Jerry Johnson, Johnson Economics
Bryan Pohl, Community Development Director
Miles Glowacki, Economic Development Coordinator
Dan Riordan, Senior Planner

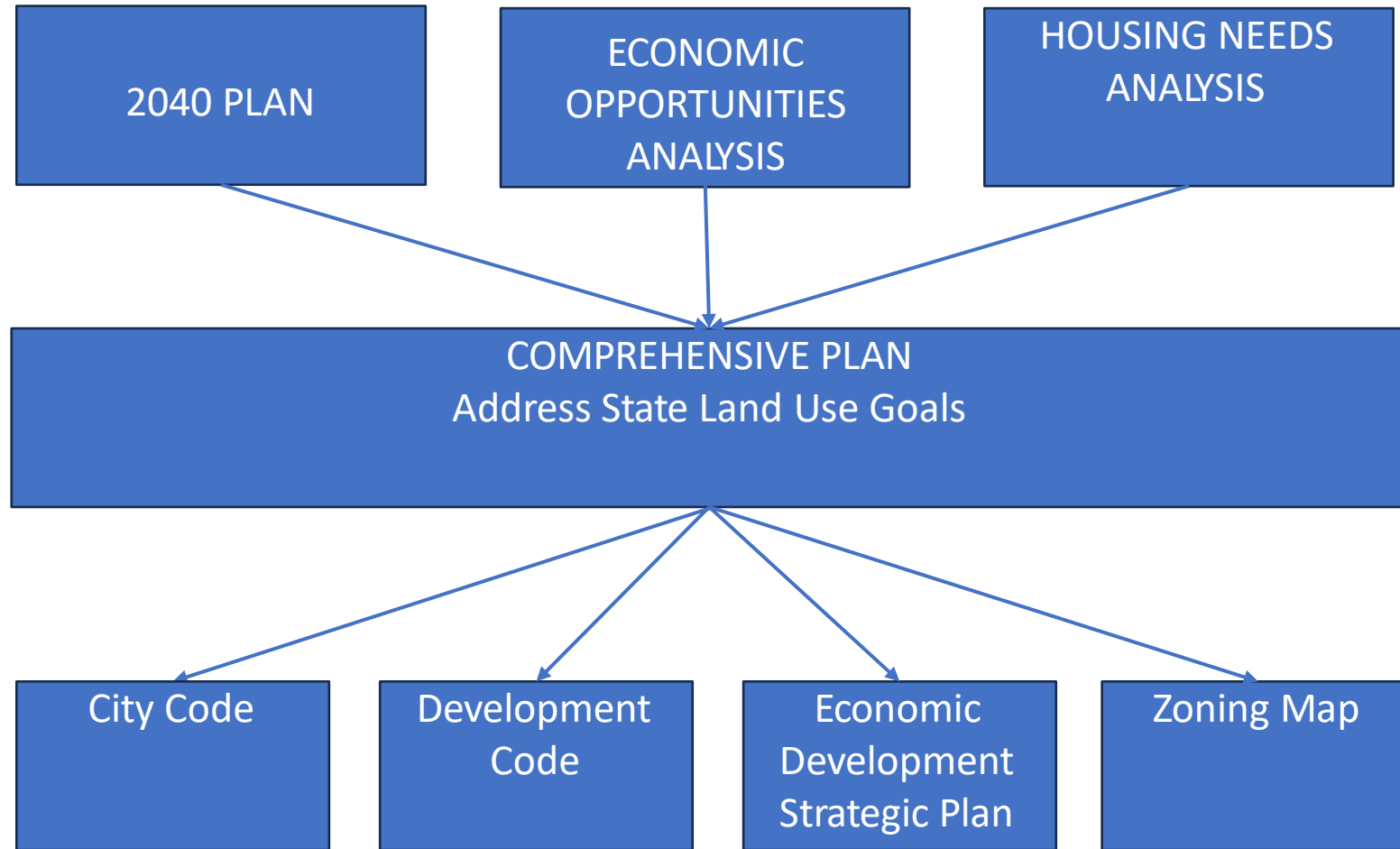


What is an EOA?

- Identify local economic goals and target industries
- Forecast economic trends and job growth
- Inventory and evaluate land for employment
- Formulate new policies and action items
- Update the Comprehensive Plan, address “Goal 9: Economic Development”
- Required by state law
 - Last Updated 2019
 - Best practice is every 5 years
- After adoption, the EOA can be used as a basis for zoning decisions



Why an EOA?



Council Goal #3: Update the EOA

Council Goal #4: Update the Economic Development Strategic Plan

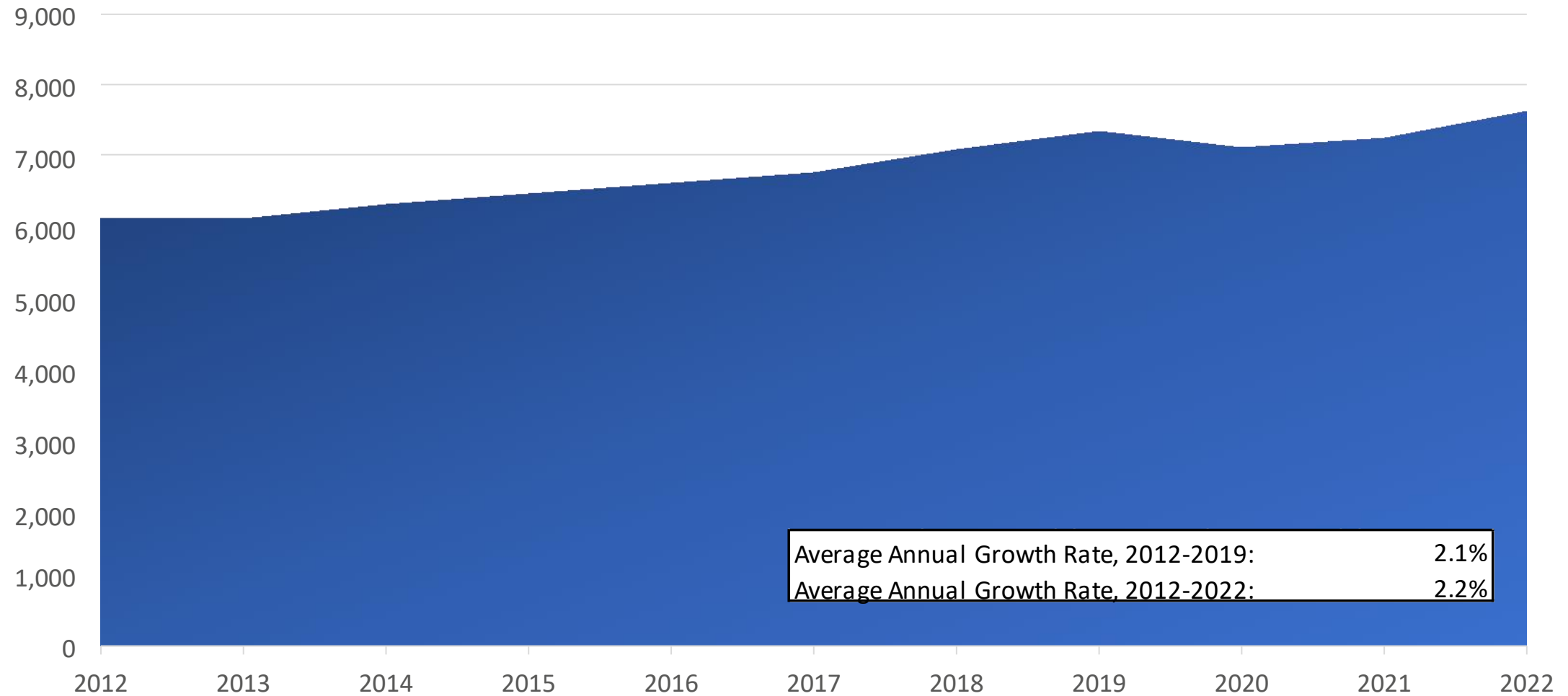
Council Goal #5: Update the Comprehensive Plan

Demographic and Employment Trends

City of Forest Grove

OVERALL EMPLOYMENT LEVELS

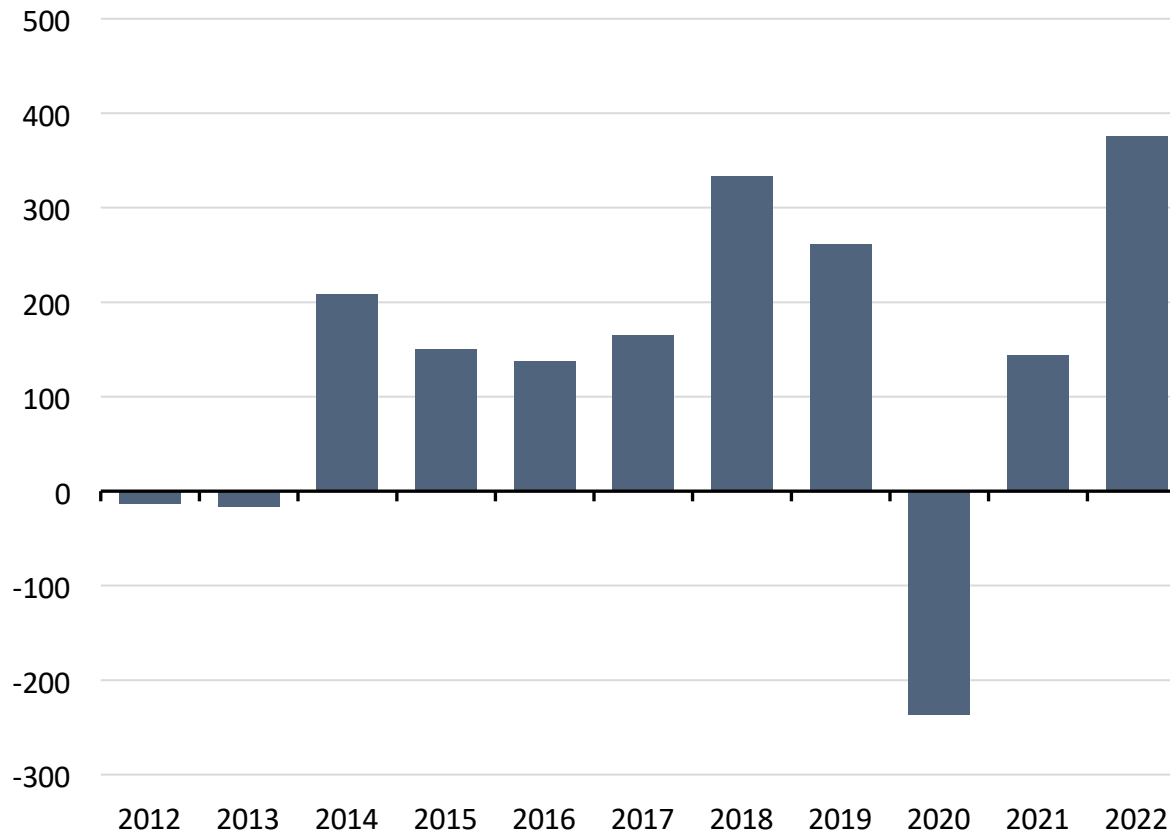
CITY OF FOREST GROVE



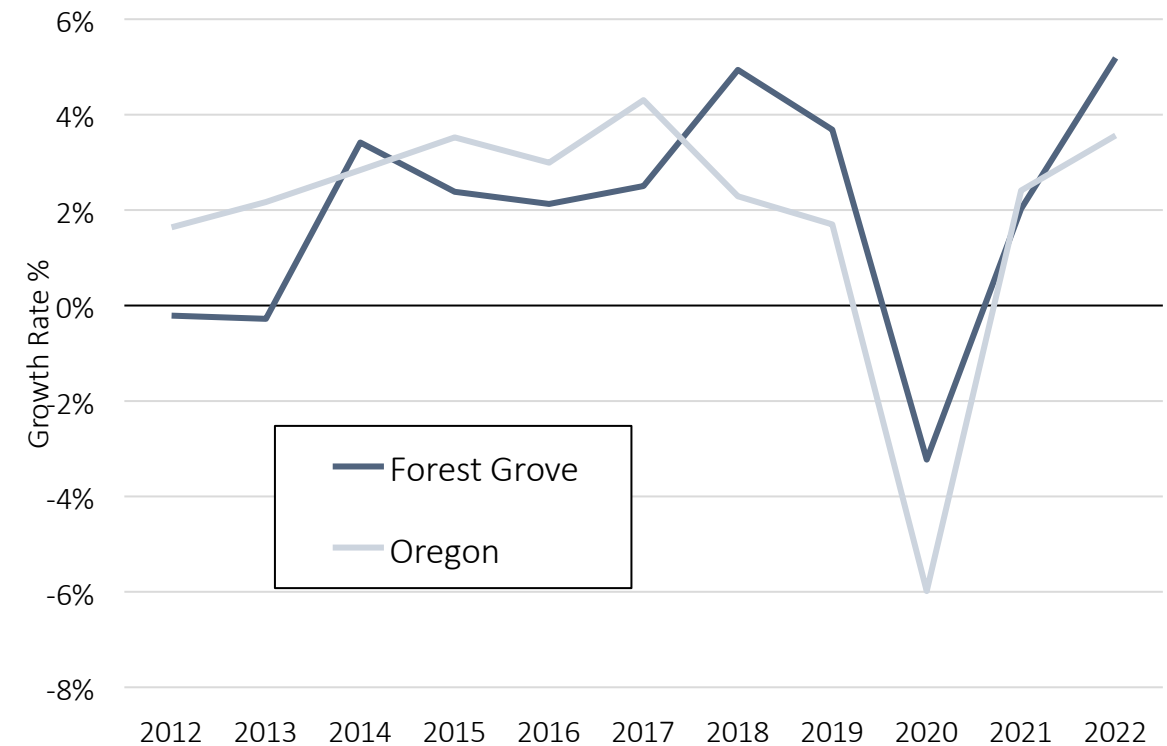
COMPARATIVE ANNUAL RATE OF EMPLOYMENT GROWTH

CITY OF FOREST GROVE & STATE OF OREGON

Net Change in Employment, Forest Grove (2012-2022)



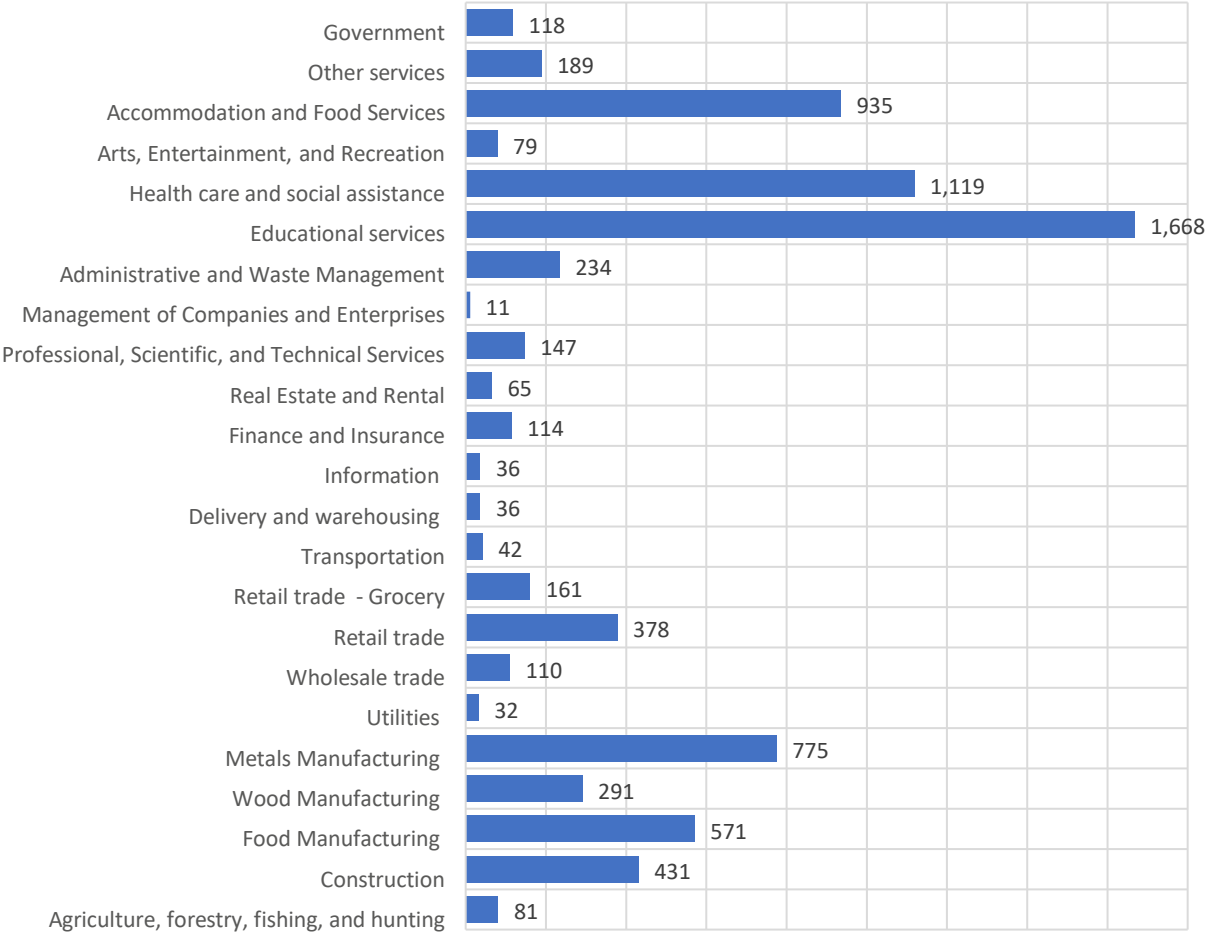
Year Over Year Employment Growth Rate, Forest Grove & Oregon (2012-2022)



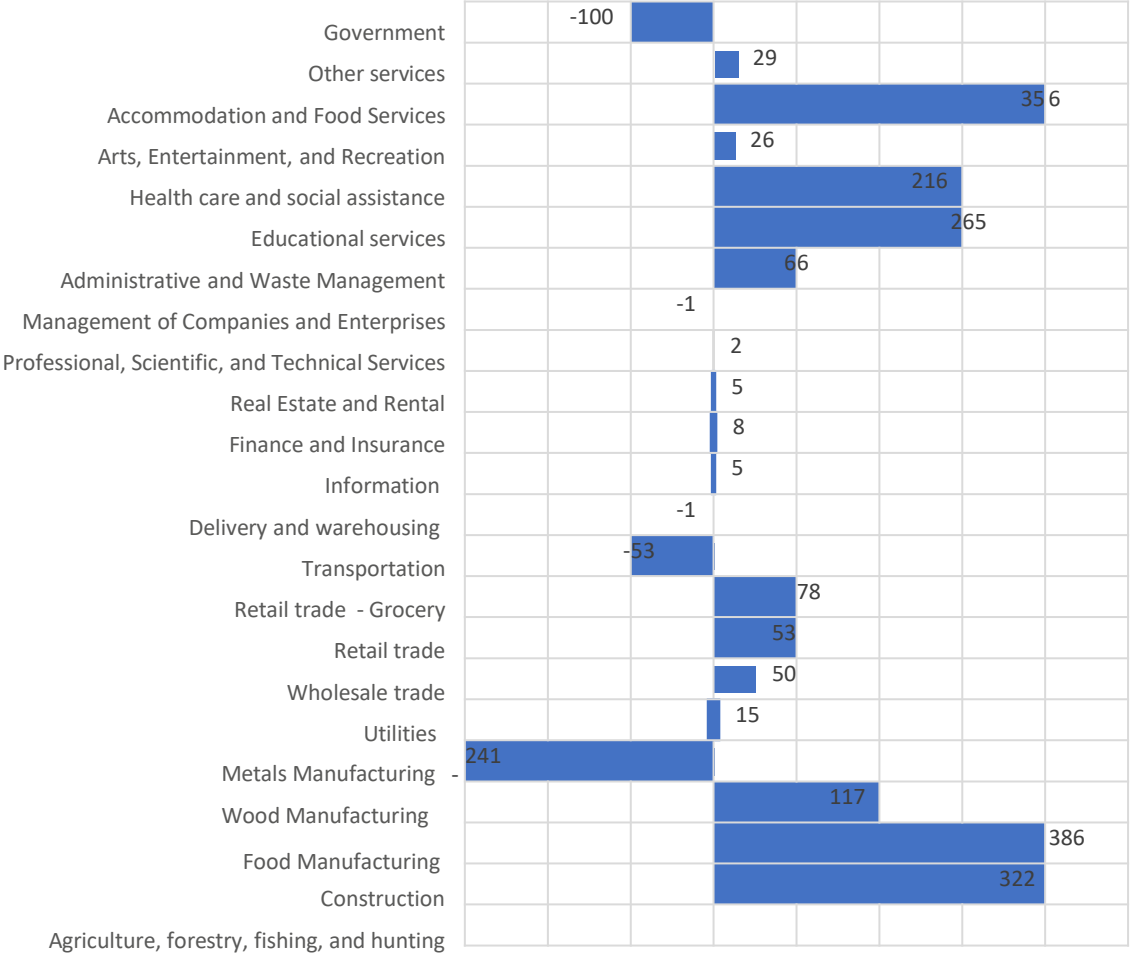
EMPLOYMENT DISTRIBUTION AND TRENDS

By Industry Sector, City of Forest Grove

2022 COVERED EMPLOYMENT BY SECTOR



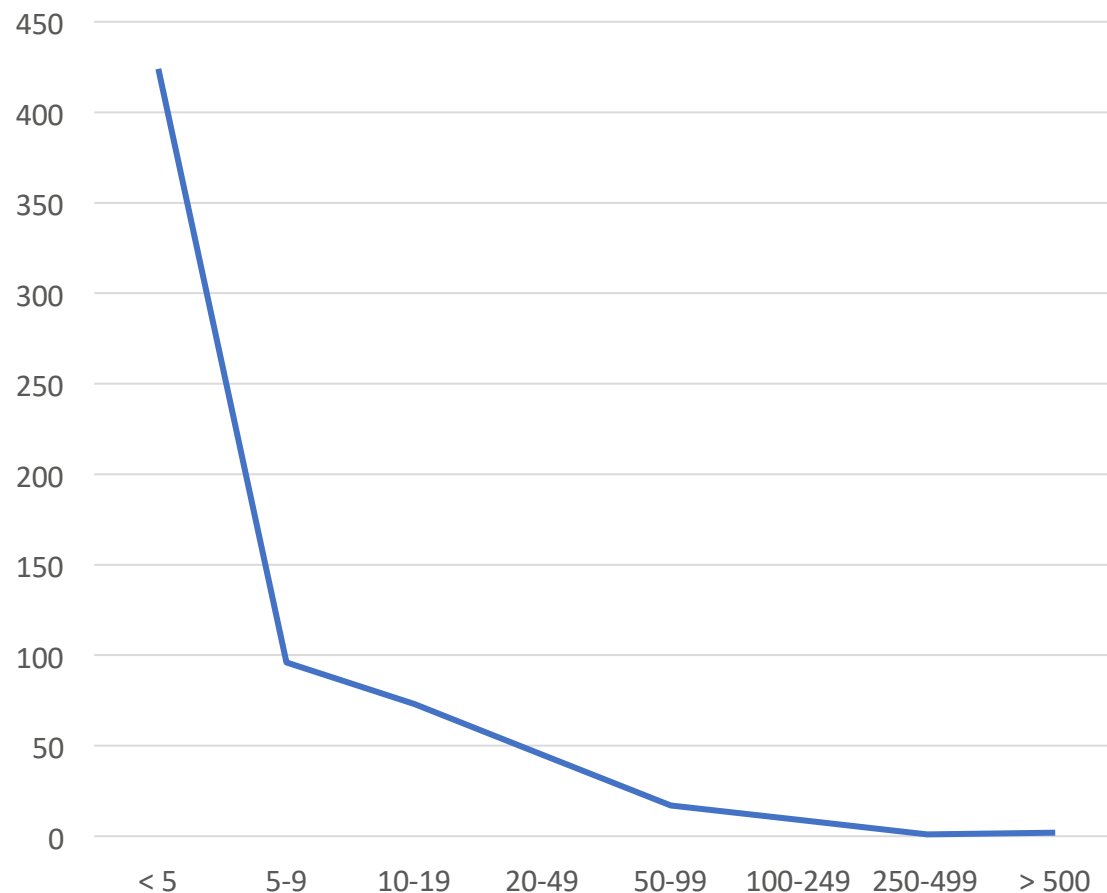
EMPLOYMENT CHANGE BY SECTOR/2012-22



EMPLOYMENT BY SIZE OF FIRM

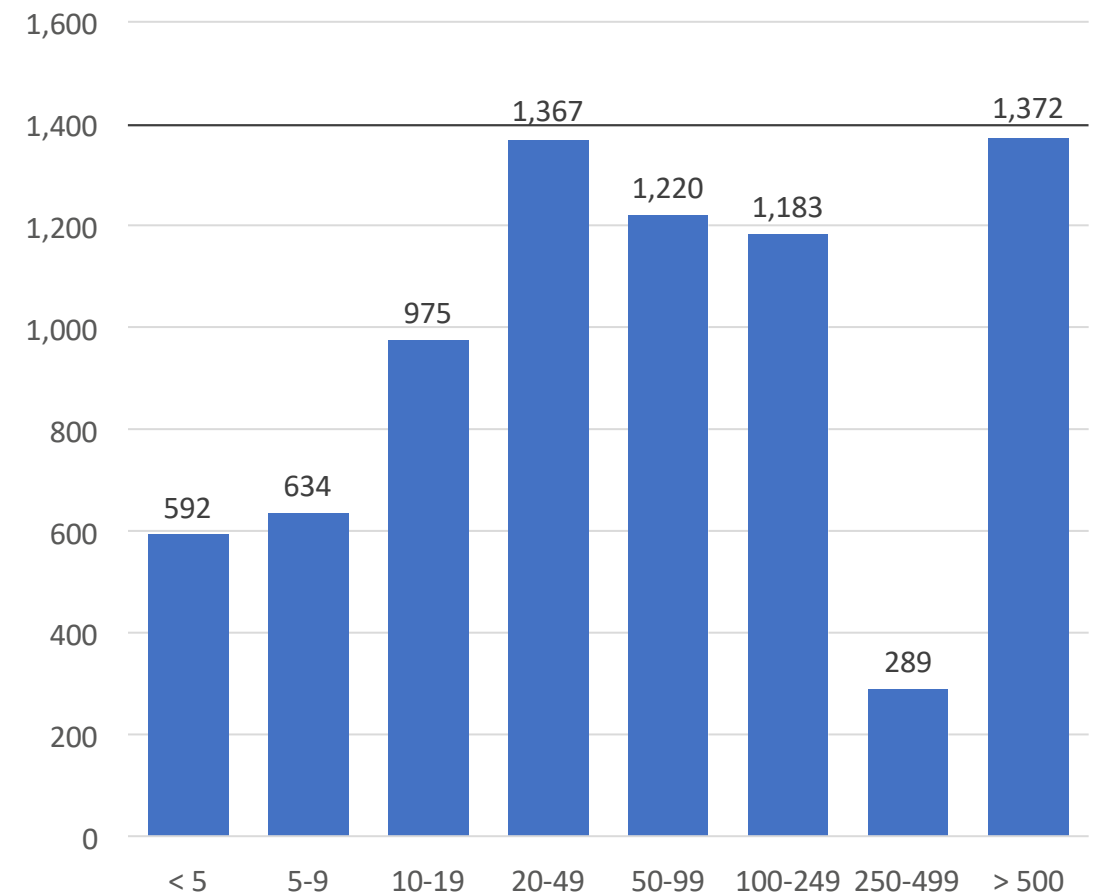
City of Forest Grove, 2022

DISTRIBUTION OF FIRMS BY SIZE, 2022

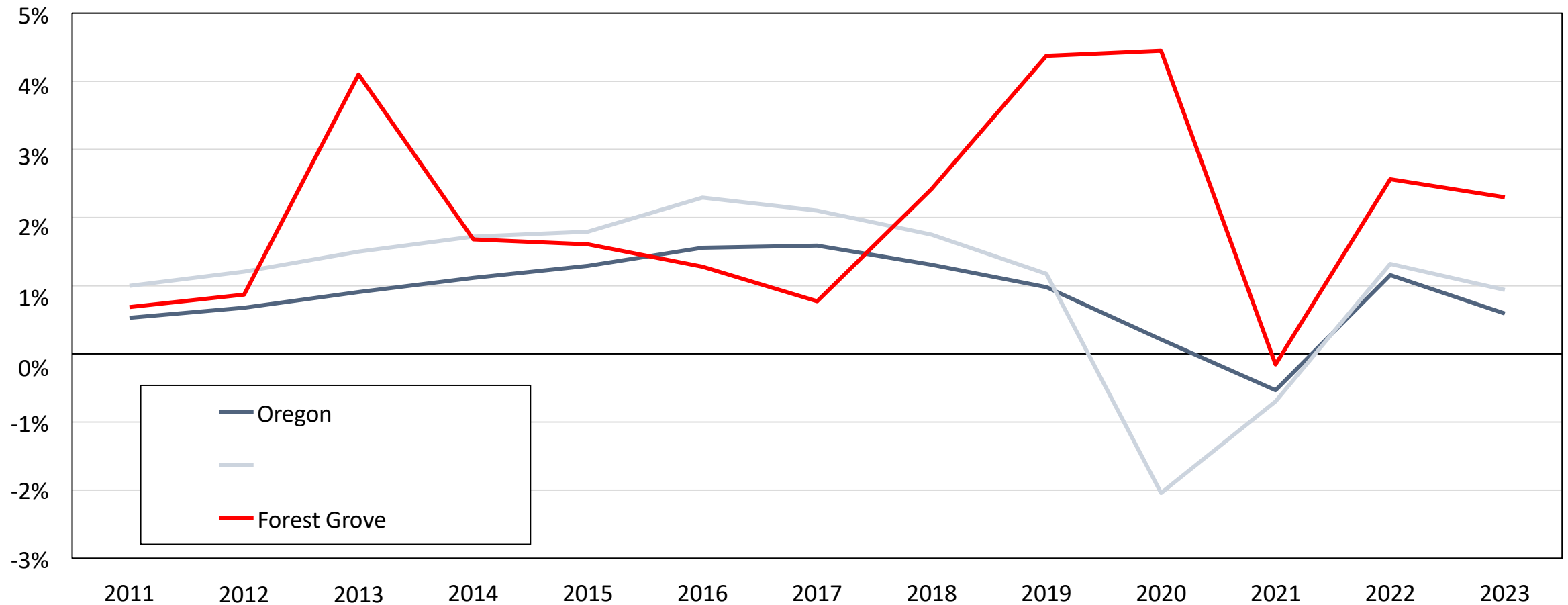


QCEW EMPLOYMENT DATA

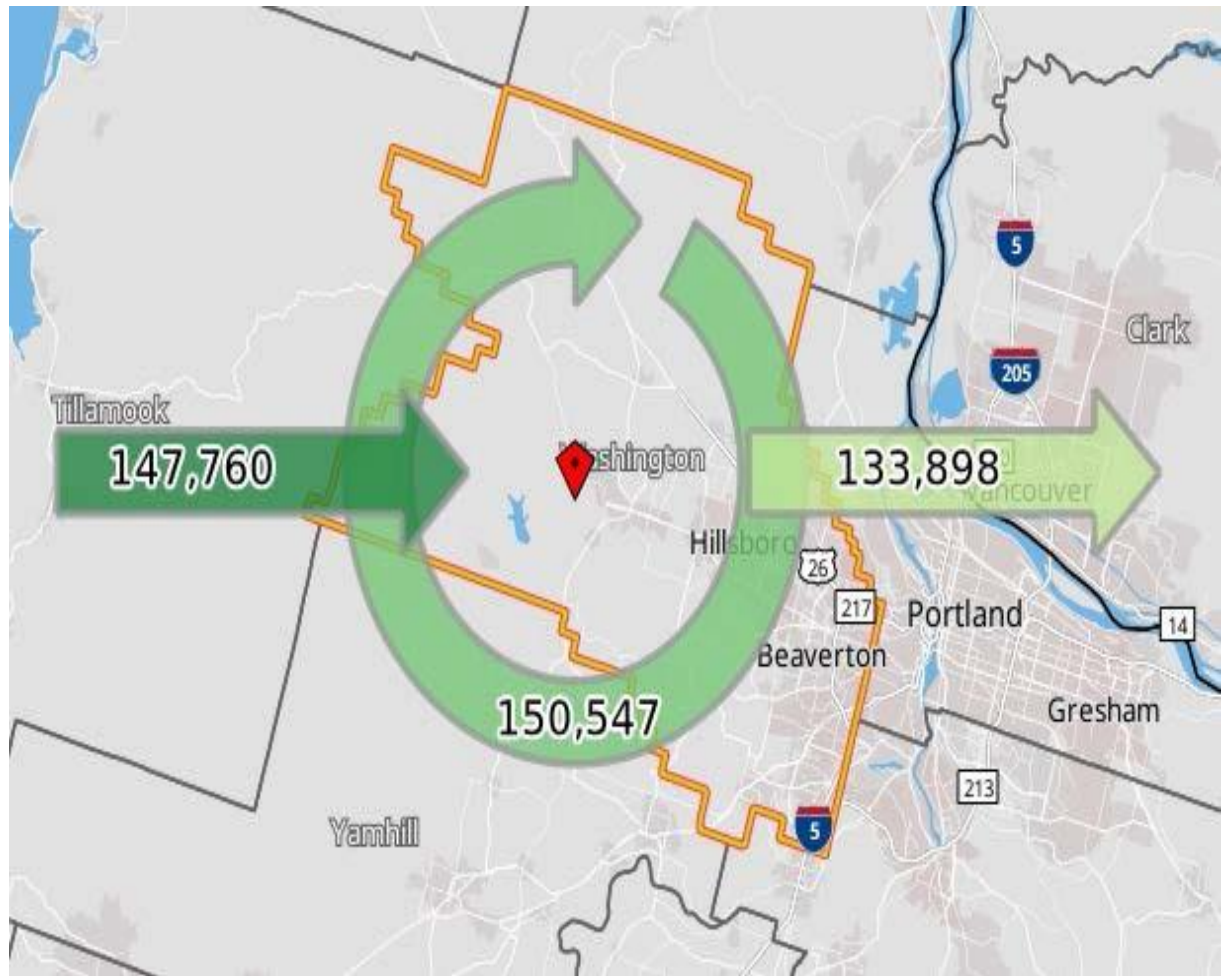
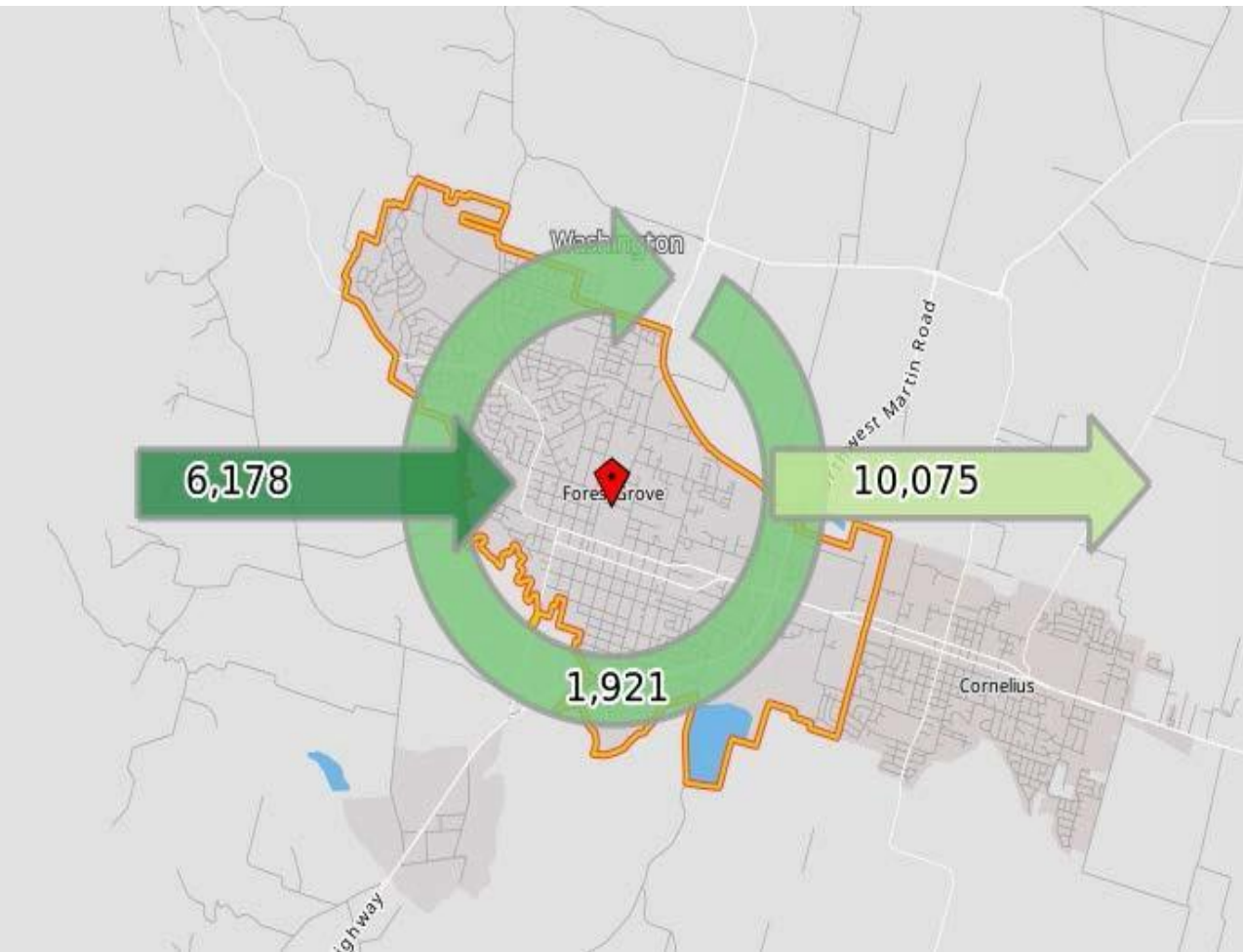
EMPLOYMENT BY FIRM SIZE, 2022



POPULATION GROWTH RATE TRENDS



COMMUTING



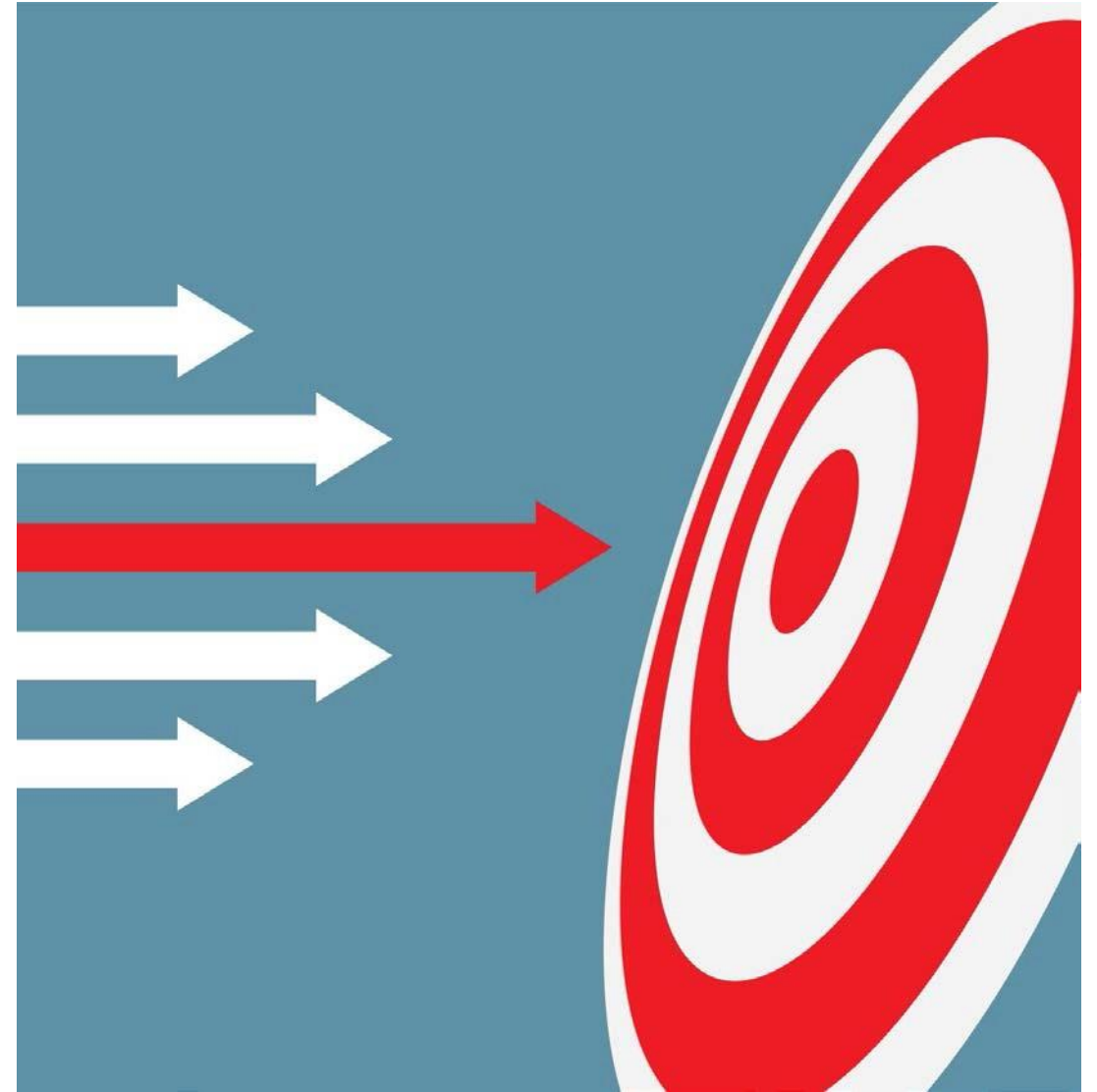
TARGET INDUSTRIES ANALYSIS

City of Forest Grove

TARGET INDUSTRIES

TYPICAL CRITERIA

- Current Concentration
- Growth Prospects
- Attractive Characteristics
- Regional/Statewide Targets
- Local Advantages
- High Impact
 - Traded Sector



FOREST GROVE EMPLOYMENT CONCENTRATION

The most common analytical tool to evaluate economic specialization is location quotient analysis. This metric compares the concentration of employment in an industry at the local level to a larger geography. All industry categories are assumed to have a quotient of 1.0 on the national level, and a locality's quotient indicates if the local share of employment in each industry is greater or less than the share seen nationwide. For instance, a quotient of 2.0 indicates that locally, that industry represents twice the share of total employment as seen nationwide. A quotient of 0.5 indicates that the local industry has half the expected employment.

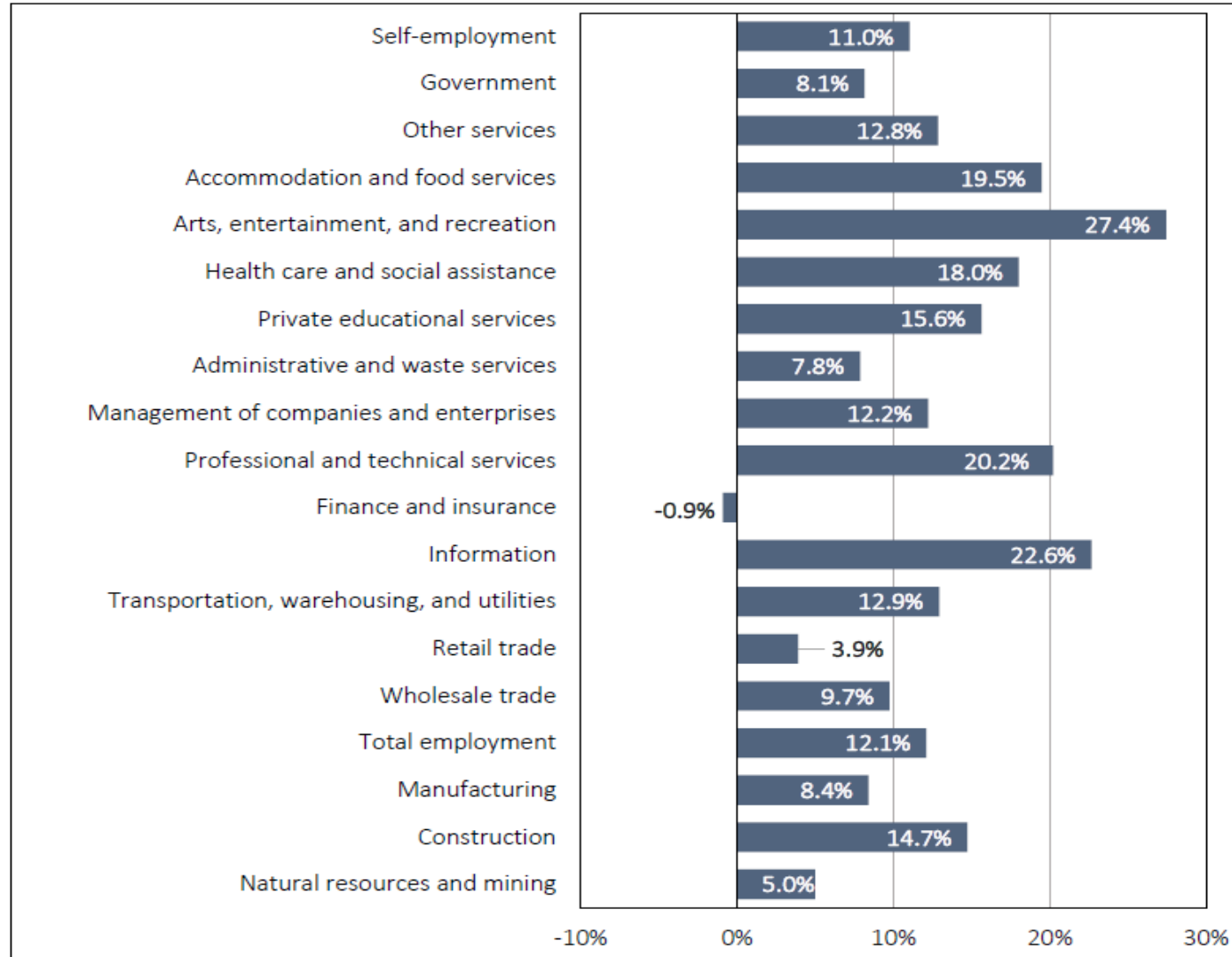
Industry	Location Quotient
Educational services	9.94
Food Manufacturing	4.37
Metals Manufacturing	1.95
Wood Manufacturing	1.56
Accommodation and Food Services	1.24
Agriculture, forestry, fishing, and hunting	1.15
Utilities	1.03
Construction	1.00
Health care and social assistance	0.98
Other services	0.77

WASHINGTON COUNTY EMPLOYMENT CONCENTRATION

Industry	Location Quotient
Management of companies and enterprises	3.25
Manufacturing	2.03
Information	1.20
Construction	1.15
Administrative and support and waste management/remediation services	1.15
Unclassified	1.14
Wholesale trade	1.12
Other services (except public administration)	1.03
Retail trade	1.02
Educational services	0.92

REGIONAL FORECAST (2022-2035)

Clackamas, Multnomah and Washington Counties



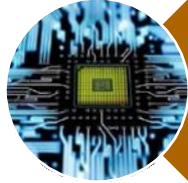
TARGET INDUSTRIES



Tourism & Winery Development



Retirement Services



High-Tech

- Information
- Tier 2 & 3



Manufacturing

- Food, Metals, Wood



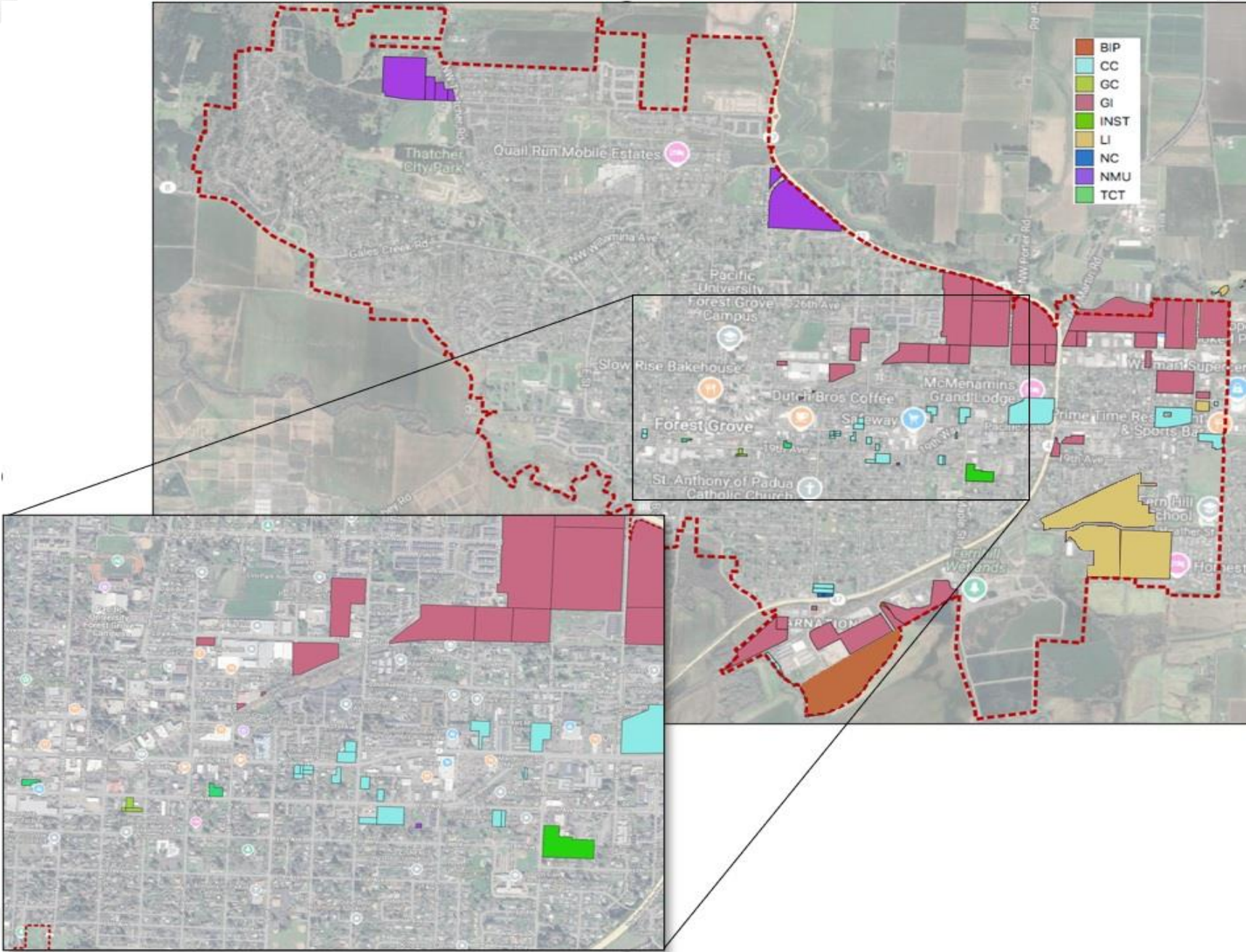
Quality of Life Tenants

- Entertainment

LAND NEEDS ANALYSIS

City of Forest Grove

EMPLOYMENT LANDS BY ZONE



EMPLOYMENT LAND INVENTORY BY ZONE

		Vacant		Partially Vacant		Total	
		Sites	Acres	Sites	Acres	Sites	Acres
COMMERCIAL							
TCT	Town Center Transition	2	0.7	0	0.0	2	0.7
CC	Community Commercial	17	4.6	11	23.0	28	27.5
NC	Neighborhood Commercial	3	0.6	0	0.0	3	0.6
INST	Institutional	0	0.0	1	0.0	1	0.0
NMU	Neighborhood Mixed Use	4	29.6	3	3.3	7	32.9
Total Commercial		26	35.4	15	26.3	41	61.7
INDUSTRIAL							
BIP	Business Industrial Park	1	0.0	0	0.0	1	0.0
LI	Light Industrial	3	12.7	3	30.1	6	42.8
GI	General Industrial	14	68.6	18	139.1	32	207.8
Total Industrial		18	81.3	21	169.2	39	250.6
TOTAL		44	116.7	36	195.6	80	312.3

SOURCE: Metro BLI and Johnson Economics

LAND NEEDS APPROACH



ESTIMATE OF CURRENT EMPLOYMENT BASE

City of Forest Grove

Major Industry Sector	QCEW Employment			Total Emp. Conversion ²	2024 Estimate
	2022 Employment	'22-'24 County Δ ¹	2024 Estimate		
Agriculture	81	0.0%	81	38.5%	210
Construction	431	1.7%	438	77%	569
Manufacturing	1,637	-0.8%	1,624	98%	1,659
Wholesale Trade	110	3.8%	114	98%	116
Retail Trade	539	-1.7%	530	95%	558
T.W.U.	110	0.8%	111	91%	121
Information	36	-2.2%	35	95%	37
Finance & Insurance	114	-3.1%	110	91%	121
Real Estate	65	3.4%	67	91%	74
Professional & Technical Services	147	-2.1%	144	90%	161
Administration Services	245	1.9%	250	90%	279
Education	1,668	-1.1%	1,649	95%	1,735
Health Care & Social Assistance	1,119	11.2%	1,244	95%	1,309
Leisure & Hospitality	1,014	5.8%	1,073	95%	1,132
Other Services	189	6.3%	201	83%	243
Government	118	5.4%	124	100%	124
TOTAL	7,623	2.3%	7,796	92%	8,449

1/Growth rate calculated using CES data for the Portland-Vancouver-Hillsboro, OR-WA MSA

2/ Bureau of Economic Analysis

EMPLOYMENT FORECAST SCENARIOS

City of Forest Grove

Forecast Scenarios

Scenario 1

- This scenario Complies with the Oregon Administrative Rules and is not subject to challenge or appeal
- Based on Oregon Employment Department regional forecast
- 1.3% growth rate = + 2,400 jobs during the next 20 years
- Recommended scenario

Scenario 2

- Based on Metro's Urban Growth Report
- 0.3% growth rate = +589 jobs during the next 20 years
- This scenario was rejected by the Economic Development Commission

Scenario 3

- Adjusted/more optimistic employment forecast with input from technical advisory committee
- Methodology could be challenged or appealed
- 1.9% growth rate = +3,800 jobs during the next 20 years

ALTERNATIVE FORECAST SCENARIOS

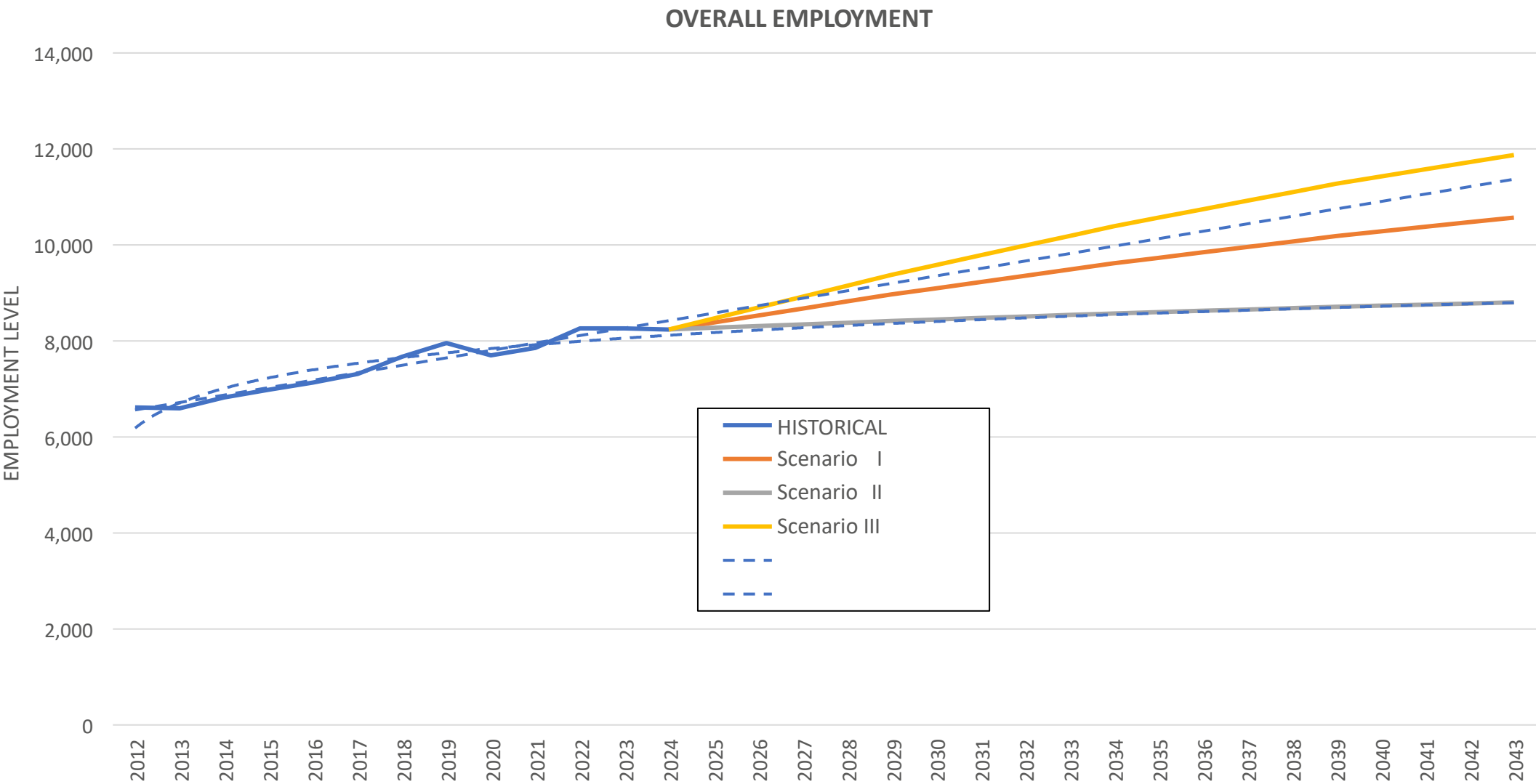
City of Forest Grove

Industry	SCENARIO I (Regional Forecast)				SCENARIO II (Metro UGR)				SCENARIO III (Adjusted)			
	2024	2044	Chg.	AAGR	2024	2044	Chg.	AAGR	2024	2044	Chg.	AAGR
Construction	569	749	180	1.4%	569	654	84	0.7%	569	1,322	753	4.3%
Manufacturing	1,659	1,949	290	0.8%	1,659	1,683	24	0.1%	1,659	2,075	416	1.1%
Wholesale Trade	116	140	24	0.9%	116	123	6	0.3%	116	199	82	2.7%
Retail Trade	558	602	44	0.4%	558	638	80	0.7%	558	708	150	1.2%
Transportation/Warehousing	121	155	33	1.2%	121	92	-29	-1.4%	121	155	33	1.2%
Information	37	56	19	2.1%	37	38	1	0.1%	37	54	17	1.9%
Finance & Insurance	121	119	-2	-0.1%	121	130	9	0.4%	121	126	4	0.2%
Real Estate	74	86	12	0.8%	74	66	-7	-0.5%	74	86	12	0.8%
Professional & Technical Services	161	232	71	1.9%	161	173	12	0.4%	161	207	47	1.3%
Administration Services	279	334	55	0.9%	279	385	106	1.6%	279	387	108	1.7%
Education	1,735	2,319	584	1.5%	1,735	1,629	-106	-0.3%	1,735	2,363	628	1.6%
Health Care	1,309	1,822	513	1.7%	1,309	1,572	263	0.9%	1,309	1,883	574	1.8%
Leisure & Hospitality	1,132	1,648	516	1.9%	1,132	1,228	96	0.4%	1,132	1,996	864	2.9%
Other Services	243	310	66	1.2%	243	289	46	0.9%	243	319	76	1.4%
Government	124	145	21	0.8%	124	129	5	0.2%	124	145	21	0.8%
TOTAL:	8,239	10,666	2,427	1.3%	8,239	8,828	589	0.3%	8,239	12,025	3,786	1.9%

HISTORIC AVERAGE ANNUAL GROWTH RATE OF 1.9% FROM 2012-24

ALTERNATIVE FORECAST SCENARIOS

City of Forest Grove



PROJECTED LAND NEEDS UNDER SCENARIOS

City of Forest Grove

	DEMAND BY GENERAL USE TYPOLOGY, 2023-2043						Total
	Office	Institutional	Flex/B.P	Gen. Ind.	Warehouse	Retail	
SCENARIO I							
Net Acres Required	23.1	32.9	17.3	13.4	15.7	38.1	140.4
<i>Industrial Acreage</i>	0.0	0.0	17.3	13.4	15.7	0.0	46.3
<i>Commercial Acreage</i>	23.1	32.9	0.0	0.0	0.0	38.1	94.1
SCENARIO II							
Net Acres Required	7.3	4.9	3.3	2.3	1.8	12.6	32.3
<i>Industrial Acreage</i>	0.0	0.0	3.3	2.3	1.8	0.0	7.4
<i>Commercial Acreage</i>	7.3	4.9	0.0	0.0	0.0	12.6	24.8
SCENARIO III							
Net Acres Required	31.4	36.2	32.6	28.8	38.6	64.3	232.0
<i>Industrial Acreage</i>	0.0	0.0	32.6	28.8	38.6	0.0	100.1
<i>Commercial Acreage</i>	31.4	36.2	0.0	0.0	0.0	64.3	131.9

ALTERNATIVE FORECAST SCENARIOS

City of Forest Grove

CURRENT EMPLOYMENT LAND INVENTORY

	Number of Lots	Net Acres	Average Acreage	Percent of Area
Commercial				
0-5 Acres	9	12.5	1.4	8.7%
5-10 Acres	2	13.4	6.7	9.3%
>10 Acres	4	67.0	16.7	46.5%
Commercial Subtotal	15	92.9	6.2	64.6%
Industrial				
0-5 Acres	26	9.1	0.4	6.3%
5-10 Acres	0	0.0	N/A	0.0%
>10 Acres	3	41.9	14.0	29.1%
Industrial Subtotal	28	51.0	1.8	35.4%
Total	43	144.0	3.3	100.0%

RECONCILIATION WITH PROJECTED NEED

	BLI ACRES	DEMAND BY SCENARIO			NEED BY SCENARIO		
		I	II	III	I	II	III
COMMERCIAL	61.7	46.3	7.4	132.6	(15.4)	(54.3)	70.9
INDUSTRIAL	250.6	94.1	24.8	102.3	(156.5)	(225.7)	(148.3)
TOTAL	312.3	140.4	32.3	235.0	(171.9)	(280.0)	(77.3)

EOA KEY FINDINGS

City of Forest Grove

KEY FINDINGS

City of Forest Grove

- The projected 20-year need for commercial land exceeds the available supply, yielding a 71-acre deficit.
- There is a current supply of 251 acres of Industrial land to meet a forecasted need for 102 acres.
- The total estimated surplus of employment land is just over 77 net acres.
- Aggregate site balance inherently understates needs, as the character of demand is not identical to supply.
- City currently has only two sites over 20-acres in size, and no sites over 50 acres. This could limit the city's ability to attract and/or retain businesses that may require larger sites.
 - 28% of demand for sites 35-70 acres in size
 - 15% of demand for sites over 70 acres
- Prospective employers may have specific site needs and preferences that are not reflected in the available buildable inventory.

POLICY RECOMMENDATIONS

City of Forest Grove

POLICY RECOMMENDATIONS

Provide an Adequate Supply of Employment Land and Sites

MEETING INDUSTRIAL AND COMMERCIAL LAND NEEDS

- Establish and maintain a competitive short-term and long-term supply of employment land, in readily developable sites.
- Prioritize serving key industrial subareas and sites in the TSP and Capital Improvement Plan
- Encourage infill, redevelopment, and/or adaptive reuse of obsolete or underused properties in current employment zones.
- Inventory properties that might be good opportunity sites for potential public/private catalyst projects.
- Confirm the capacity in the BLI

POLICY AND CODE STRATEGIES

- Continuing to improve and streamline development regulations and review processes where possible, to reduce cost and time, and provide predictability.
- Ensure that applicable Comp Plan designations and zoning allow the mix of uses sought in employment areas, and if necessary, limit those uses that do not contribute to goals.
- Review and update Development Code language to support the desired development types and patterns.

POLICY RECOMMENDATIONS

Support Targeted Industries and Small Business

SUPPORT TARGETED INDUSTRIES

- Adopt and regularly update target industry profiles.
- Maintain and enhance business outreach and communication.
- Develop a marketing plan to attract businesses within the identified target industry business sectors.
- Support and engage regional and statewide partners.
- Regularly update Oregon Prospector to promote available employment space and land to site selectors.
- Promote locally available tools: Enterprise Zone and Urban Renewal Grant Programs.

SUPPORT SMALL BUSINESS DEVELOPMENT

- Develop and/or market programs to assist emerging and under-capitalized firms
- Evaluate the development of incubator space or shared or collective space.
- Connect small business opportunities with property owners.

POLICY RECOMMENDATIONS

Support Targeted Industries and Small Business

- **WORKFORCE INITIATIVES**

- Support connections between local industry, K-12, PCC, and state education and training courses.
- Promote workforce training resources
- Ensure the housing policies allow for an appropriate mix of housing for the local workforce.
- Prioritize childcare as a workforce readiness issue



NEXT STEPS

City of Forest Grove

NEXT STEPS

- The Planning Commission considered the EOA Update on March 3rd and approved a motion recommending City Council approval of an ordinance amending the Comprehensive Plan to include the EOA update. The motion passed unanimously.
- The Planning Commission also recommended that the City Council endorse employment forecast Scenario 1 as the preferred scenario.
- After tonight's work session, public hearings will be scheduled with City Council for consideration of the recommended ordinance.

QUESTIONS?

City of Forest Grove



PROCLAMATION

WHEREAS, Arbor Day was first observed in 1872 with the planting of more than one million trees in Nebraska; and

WHEREAS, the Forest Grove community continues this tradition of environmental stewardship by conserving, preserving, and restoring our local urban forest; and

WHEREAS, our community appreciates the many benefits trees provide to our residents, businesses, and visitors; and

WHEREAS, the National Arbor Day Foundation has recognized Forest Grove as a Tree City USA® due to our community's commitment to effective forest management over the last year; and

WHEREAS, calendar year 2024 marked the 35th consecutive year Forest Grove has received Tree City USA® designation; and

WHEREAS, the Forest Grove Community Forestry Commission recognizes the stewardship of the Forest Grove community over the past 35 years to advance the City's urban forestry efforts.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF FOREST GROVE DOES HEREBY PROCLAIM THE MONTH OF APRIL AS

Arbor Month

In Forest Grove, Oregon and encourages the community to support the spirit and tradition of the first Arbor Day by planting trees for the benefit of our community.



IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Forest Grove, Oregon, to be affixed this 14th day of April, 2025.

Malynnda H. Wenzl, Mayor, City of Forest Grove



PROCLAMACIÓN

CONSIDERANDO QUE, El Día del Árbol se observó por primera vez en 1872 con la plantación de más de un millón de árboles en Nebraska; y

CONSIDERANDO QUE, la comunidad de Forest Grove continúa con esta tradición de administración ambiental conservando, preservando y restaurando nuestro bosque urbano local; y

CONSIDERANDO QUE, nuestra comunidad aprecia los muchos beneficios que los árboles brindan a nuestros residentes, negocios y visitantes; y

CONSIDERANDO QUE, la Fundación Nacional del Día del Árbol ha reconocido a Forest Grove como Tree City USA® debido al compromiso de nuestra comunidad con la gestión forestal eficaz durante el último año; y

CONSIDERANDO QUE, el año calendario 2024 marca el 35 año consecutivo en que Forest Grove ha recibido la designación Tree City USA®; y

CONSIDERANDO QUE, La Comisión Forestal de la Comunidad de Forest Grove reconoce la administración de la comunidad de Forest Grove durante los últimos 35 años para promover los esfuerzos de silvicultura urbana de la ciudad.

AHORA, POR LO TANTO, EL AYUNTAMIENTO DE LA CIUDAD DE FOREST GROVE POR LA PRESENTE PROCLAMA AL MES DE ABRIL 2025 COMO:

Mes del Árbol

En Forest Grove, Oregon, y se alienta a la comunidad de Forest Grove a apoyar el espíritu y la tradición del primer Día del Árbol plantando árboles en beneficio de nuestra comunidad.



EN TESTIMONIO DE LO CUAL, he suscrito la presente y he hecho que el sello de la Ciudad de Forest Grove, Oregon, se emplace en este día 14 de abril de 2025.

Malynda Wenzl, Alcalde, Ciudad de Forest Grove



PROCLAMATION

WHEREAS, Oregon sees higher rates of domestic violence, sexual assault, and childhood trauma than the national average; and

WHEREAS, child abuse and sexual violence are some of the most serious public health issues with numerous studies documenting the link between trauma and a wide range of medical, emotional, psychological, and behavioral experiences with both short-and long-term effects; and

WHEREAS, children who experience abuse are uniquely affected because they are still developing and therefore suffer lifelong effects to their physical and emotional health; and

WHEREAS, sexual violence, childhood abuse, and interpersonal crime affect all people, but disproportionately affect those impacted by systemic inequities; and

WHEREAS, when harm does occur, we are determined to respond by helping survivors find not only safety, healing, and justice, but also equitable access to services, a sense of hope for their future, and the tools to rebuild their lives.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF FOREST GROVE DOES HEREBY PROCLAIM APRIL, 2025 AND APRIL 6 – APRIL 12, 2025 AS

***Child Abuse Prevention Month
Sexual Assault Awareness Month and
Crime Victims' Rights Week***

In Forest Grove, Oregon and reaffirms our commitment to supporting a coordinated and collaborative community of providers that deliver intervention and prevention services of violence and abuse all year long.



IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Forest Grove, Oregon, to be affixed this 14th day of April, 2025.

Malynda Wenzl, Mayor, City of Forest Grove

PROCLAMACIÓN

CONSIDERANDO QUE, Oregon registra tasas más altas de violencia doméstica, agresión sexual y trauma infantil que el promedio nacional; y

CONSIDERANDO QUE, el abuso infantil y la violencia sexual son algunos de los problemas de salud pública más serios y que numerosos estudios documentan el vínculo entre el trauma y una amplia gama de experiencias médicas, emocionales, psicológicas y conductuales con efectos tanto a corto como a largo plazo; y

CONSIDERANDO QUE, los niños que sufren abuso se ven especialmente afectados porque aún se están desarrollando y, por lo tanto, sufren efectos permanentes en su salud física y emocional; y

CONSIDERANDO QUE, la violencia sexual, el abuso infantil y los delitos interpersonales afectan a todas las personas, pero afectan de manera desproporcionada a quienes se ven afectados por desigualdades sistémicas; y

CONSIDERANDO QUE, cuando ocurre un daño, estamos decididos a responder ayudando a los sobrevivientes a encontrar no sólo seguridad, curación y justicia, sino también acceso equitativo a los servicios, un sentido de esperanza para su futuro y las herramientas para reconstruir sus vidas.

AHORA, POR LO TANTO, EL AYUNTAMIENTO DE LA CIUDAD DE FOREST GROVE POR LA PRESENTE PROCLAMA AL MES DE ABRIL 2025, Y A LA SEMANA DEL 6 AL 12 DE ABRIL, 2025, COMO

***Mes de la Prevención del Abuso Infantil
Mes de la Concientización de la Agresión Sexual y
Semana de los Derechos de Víctimas del Delito***

En Forest Grove, Oregon, Condado de Washington, y reafirma nuestro compromiso de apoyar una comunidad coordinada y colaborativa de proveedores que brindan servicios de intervención y prevención de violencia y abuso durante todo el año.



EN TESTIMONIO DE LO CUAL, he suscrito la presente y he hecho que el sello de la Ciudad de Forest Grove, Oregon, se emplace en este día 14 de abril de 2025.

Malynda Wenzl, Alcalde, Ciudad de Forest Grove

Mariah Woods

From: [REDACTED]
Sent: Tuesday, March 18, 2025 5:28 AM
To: 'Kathryn Harrington'; Jerry Willey; 'Pam Treece'; Jason Snider; 'Nafisa Fai'; Malynda Wenzl; beach.pace@hillsboro-oregon.gov
Cc: 'Tanya Ange'; Washington County Administrative Office; Amber Ames; City Councilors; 'WC CAN Board'; Diane Taniguchi-Dennis Taniguchi-Dennis
Subject: Musk Said No One Has Died Since Aid Was Cut. That Isn't True
Attachments: Musk Said No One Has Died Since Aid Was Cut. That Isn't True. by Nick Kristof March 18 2025.docx

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

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

To: Beach Pace, Mayor of Hillsboro, and City Councilors

Please read the body of my email below the Cc or click on this link if you are a subscriber to The New York Times --- "Musk Said No One Has Died Since Aid Was Cut. That Isn't True": <https://www.nytimes.com/interactive/2025/03/15/opinion/foreign-aid-cuts-impact.html>

In regret, as a former special education teacher, for what the Trump/Musk regime is doing,

Dale Feik
dfeik33@comcast.net

Cc: Tanya Ange, Washington County 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
Washington County Citizen Action Network (WC CAN) Board of Directors



By [Nicholas Kristof](#)

Photographs by Malin Fezehai

Graphics by [Sara Chodosh](#)

Mr. Kristof reported from South Sudan and Nairobi, Kenya. Ms. Fezehai is a photographer and visual journalist based in Kenya.

March 15, 2025

Musk Said No One Has Died Since Aid Was Cut. That Isn't True.

Picture deleted:

<https://www.nytimes.com/interactive/2025/03/15/opinion/foreign-aid-cuts-impact.html> But you need to have a NY Times subscription to read Kristof's story using this link. I copied the story and put the active links in the following document. However, you will not get the startling dots used to show the number of deaths caused by the Musk/Trump regime throughout his story if you read it below. You will also not be able to see the pictures of the women/children that his photographer took while they were in the foreign countries – very powerful images that I would think would make you think more than once about cutting a program started by President George W. Bush called PEPFAR which has saved 26 million lives from AIDS, (Dale Feik)

As the world's richest men slash American aid for the world's poorest children, they insist that all is well. "No one has died as a result of a brief pause to do a sanity check on foreign aid funding," [Elon Musk said](#).

<https://x.com/elonmusk/status/1896616928988324143>

"No one."

That is not true. In South Sudan, one of the world's poorest countries, the efforts by Musk and President Trump are already leading children to die.

Peter Donde was a 10-year-old infected with H.I.V. from his mother during childbirth. But American aid kept Peter strong even as his parents died from AIDS. A program started by President George W. Bush called PEPFAR saved 26 million lives from AIDS, and one was Peter's.

Under PEPFAR, an outreach health worker ensured that Peter and other AIDS orphans got their medicines. Then in January, Trump and Musk effectively shuttered the U.S. Agency for International Development, perhaps illegally, and that PEPFAR outreach program ended. Orphans were on their own.

Without the help of the community health worker, Peter was unable to get his medicines, so he became sick and died in late February, according to Moses Okeny Labani, a health outreach worker who helped manage care for Peter and 144 other vulnerable children.

The immediate cause of death was an opportunistic pneumonia infection as Peter's viral load increased and his immunity diminished, said Labani.

"If U.S.A.I.D. would be here, Peter Donde would not have died," Labani said.

We worked with experts at the Center for Global Development who tried to [calculate how many lives are at risk](#)

<https://www.cgdev.org/blog/how-many-lives-does-us-foreign-aid-save>

if American humanitarian assistance is frozen or slashed. While these estimates are inexact and depend on how much aid continues, they suggest that a cataclysm may be beginning around the developing world:

Picture deleted:

Each represents **10** people whose lives depend on U.S. foreign aid for **H.I.V. prevention and treatment**.

An estimated **1,650,000** people could die within a year without American foreign aid for **H.I.V. prevention and treatment.**

Achol Deng, an 8-year-old girl, was also infected with H.I.V. at birth and likewise remained alive because of American assistance. Then in January, Achol lost her ID card, and there was no longer a case worker to help get her a new card and medicines; she too became sick and died, said Labani.

Yes, this may eventually save money for United States taxpayers. How much? The cost of first-line H.I.V. medications to keep a person alive is less than 12 cents a day.

I asked Labani if he had ever heard of Musk. He had not, so I explained that Musk is the world's wealthiest man and has said that no one is dying because of U.S.A.I.D. cuts.

"That is wrong," Labani said, sounding surprised that anyone could be so oblivious. "He should come to grass roots."

Another household kept alive by American aid was that of Jennifer Inyaa, a 35-year-old single mom, and her 5-year-old son, Evan Anzoo, both of them H.I.V.-positive. Last month, after the aid shutdown, Inyaa became sick and died, and a week later Evan died as well, according to David Iraa Simon, a community health worker who assisted them. Decisions by billionaires in Washington quickly cost the lives of a mother and her son.

"Many more children will die in the coming weeks," said Margret Amjuma, a health worker who confirmed the deaths of Peter and Achol.

On a nine-day trip through East African villages and slums I heard that refrain repeatedly: While some are already dying because of the decisions in Washington, the toll is likely to soar in the coming months as stockpiles of medicines and food are drawn down and as people become weaker and sicker.

Two women, Martha Juan, 25, and Viola Kiden, 28, a mother of three, have already died because they lived in a remote area of South Sudan and could not get antiretroviral drugs when U.S.A.I.D. shut down supply lines, according to Angelina Doki, a health volunteer who supported them.

Doki told me that her own supply of antiretrovirals is about to run out as well.

"I am going to develop the virus," Doki said. "My viral load will go high. I will develop TB. I will have pneumonia." She sighed deeply and added, "We are going to die."

In South Africa, where more than seven million people are H.I.V.-positive, the Desmond Tutu Health Foundation estimates that ending PEPFAR would lead to more than 600,000 deaths over a decade in that country alone.

Pictures deleted:

Refugees on the Sudan-South Sudan border are at particular risk.

Until recently, Moses Okeny Labani was working with 145 orphans and vulnerable children with H.I.V. in Juba, South Sudan. Without American assistance, he says, they have begun to die.

Angelina Doki, a health outreach worker there, told of two women with H.I.V. who have died since American assistance was cut.

Some of you may be thinking: *This is very sad, but why is it our job to keep kids alive in poor countries?*

There are two answers to that. The first is that U.S.A.I.D. was established to advance our national interests as well as our values, and its demolition means that the United States loses soft power and China gains. Already, China has [moved](#)

<https://www.khmertimeskh.com/501649798/china-unicef-to-help-strengthen-education-health-for-cambodias-most-vulnerable-children/>

to replace the United States as the most visible supporter of Cambodia, and we'll see the same elsewhere, particularly in Africa and the South Pacific.

Antiterrorism programs in Syria and West Africa are faltering and may lead to new attacks on Americans. Surveillance for early detection of avian flu and Ebola [is weakened](#),

<https://www.nytimes.com/2025/03/07/health/usaid-funding-disease-outbreaks.html>

and an epidemic of either disease could reach America and cost billions of dollars. Trump's defunding of the polio eradication effort may lead, [by one U.S.A.I.D. official's estimate](#),

<https://www.nytimes.com/interactive/2025/03/03/health/usaid-memo.html>

to 200,000 cases of paralytic polio each year.

The same official warned that the aid stoppage could lead to nearly a one-third increase in tuberculosis cases. Some of those will reach the United States and lead to enormous expense — a single case of extensively drug-resistant TB can cost \$500,000 to manage.

The second answer to that query reflects not a calculation of self-interest but the moral code we live by. In this century, we are all blessed with miraculous, almost biblical powers: We can heal the sick and save children's lives, all inexpensively: America spends just [0.24 percent](#)

<https://ourworldindata.org/grapher/foreign-aid-given-as-a-share-of-national-income>

of gross national income on humanitarian aid. We properly honor a firefighter who saves a single child, but three cheers for us as taxpayers for rescuing millions of children around the world from AIDS, starvation and disease.

That is, until January.

Picture deleted:

Each represents **10** people whose lives depend on the U.S. for vaccines.

An estimated **500,000** people could die within a year without American funding for **vaccines**.

You never forget the sight of children starving to death, so I wish White House officials could have been with me on this trip to South Sudan, where 70 percent of nutrition assistance has come from the United States. Malnutrition is common in poor countries — more than one-fifth of young children worldwide are stunted from malnutrition — and near the Sudan-South Sudan border, I dropped in on the remote Upper Nile town of Bobonis, where many children are affected. Staff members of a nonprofit supported by U.S.A.I.D. used to visit weekly to provide an emergency high-nutrition paste to save the lives of young children with severe acute malnutrition — but that program was ended by the Trump administration last month.

So now children in the village are starving. I quickly found a half-dozen children with severe acute malnutrition and getting no help.

Fatima Abdulai, 14, held her niece, Nadia, a severely malnourished 2-year-old, and said the household has been reduced to one meal a day of sorghum mush. It was midafternoon when I met them, and nobody in the family had had a bite to eat that day, including Nadia.

“Sometimes she cries from hunger,” Fatima said. “Then we give her water to drink.”

Some of these severely malnourished children will survive, perhaps with cognitive impairments, and others will die, especially if the malnutrition is complicated by some other ailment. At any one time, half of South Sudanese children suffer from malaria, diarrhea or upper respiratory infections, according to UNICEF.

Pictures deleted:

In a village northeast of Renk, South Sudan, people used to get U.S.-supported assistance, but that aid has ended and now some children are severely malnourished

Fatima Abdulai, 14, left, with her niece. Khadija Adam, right, holds her daughter. Both babies are at risk of death and disability from malnutrition.

Mariam Abdalhane’s 2-year-old son has swollen tissue from edema, a consequence of severe malnutrition.

Civil war and famine in neighboring Sudan have sent refugees fleeing that country into South Sudan. Some are unaccompanied children, such as a 10-year-old girl who arrived recently on her own. The United States had supported a program to assist such children near the city of Renk and ensure they are not trafficked. That is one of the programs that has been canceled.

Many of the refugees from Sudan are raped along the way by soldiers or bandits, and upon arrival in South Sudan they used to receive free medical care from a nonprofit supported by the United States. Their sexually transmitted infections were treated, and they were protected from H.I.V.

When I visited, those rape victims were on their own. Sexual assault survivors told me that it was now difficult or impossible for them to get medicines. After my visit, the nonprofit was able to reopen the clinic for the time being and serve these women, but there is immense uncertainty among aid groups about whether they will be paid for their work and whether such operations can continue.

“The bludgeoning of PEPFAR and U.S.A.I.D., one of the most eloquent expressions of American values ever created, might be America’s most spectacular act of self-sabotage in generations,” the musician Bono, a longtime leader in campaigns against global poverty, told me. “U.S. development assistance had its flaws, as its recipients often pointed out, but it was as close to poetry as policy gets.”

Picture deleted:

Each represents **10** people whose lives depend on foreign food aid.

An estimated **550,000** people could die within a year without American funding for **food aid**.

South Sudan is one of the most dangerous places in the world to become pregnant, with women mostly giving birth in their huts, without medical care or trained assistance. While the statistics are uncertain, a girl in South Sudan thus appears more likely to die in childbirth than to graduate from high school. So on the other side of the country, in the northwest, I visited a maternity clinic that opened in December in Aweil East County with funding from the United Nations Population Fund. Until then, there was no health care available in the area, and moms and babies died regularly during unassisted childbirth in the home.

The clinic is a triumph: Since it opened with a trained midwife, Susan Ikoki, not one mother or baby has died.

During my visit, Adeng Dong, 21, was in labor. She was malnourished and severely anemic, like so many women here, and would have been at risk of hemorrhaging and dying. But Ikoki was able to deliver the baby safely, and Adeng was soon nursing her new daughter.

Abuk Makak, 18, eight months pregnant with her first child, told me she is thrilled that when the time comes she will be able to deliver in a clinic, assisted by a trained midwife. “When people delivered at home, babies died and some mothers died,” she said. “So I want to deliver here with the midwife.”

Makak did not realize that unless her baby arrives early, that will not be possible.

The Trump administration has abruptly [cut all funding](#),

<https://www.unfpa.org/press/statement-unfpa-executive-director-united-states-government-funding-cuts>

\$377 million, for the U.N. Population Fund. As a result, the clinic is now scheduled to close this month, along with many Population Fund programs around the world.

How many women will die worldwide from hemorrhage, sepsis or eclampsia as a result of this rash decision in Washington? One gauge is that the Population Fund estimates that American financial support over the last four years prevented 17,000 maternal deaths, so that may be a plausible estimate of how many moms will die unnecessarily in the coming four years as American aid is withdrawn.

Pictures deleted:

Abuk Makak, a pregnant 18-year-old, was delighted that she could give birth in a U.S.-financed maternity clinic east of Aweil, South Sudan. But the money was cut, and the clinic is closing.

Adeng Dong thought I was responsible for opening the clinic, and she was ready to name her baby after me. She was grateful for American generosity and didn’t realize the program was ending.

Susan Ikoki, left, a trained midwife, delivered Dong’s baby in the clinic. Before the clinic opened, many women died in childbirth; since it opened, not one has.

When I arrived at the clinic to ask questions about it, villagers mistakenly assumed I was somehow responsible for its opening/operation, and were exceedingly grateful. Dong, the new mom, wanted to name her newborn for me. Village leaders assembled under a giant tree outside to show their appreciation. “We want to thank you,” said the town’s chief, James Garang Deng. “Women are safe here now.” Everyone then cheered America’s generosity.

They were unaware that the clinic was closing because America’s leaders have already taken actions to let impoverished women bleed to death in the dust here.

Trump and Musk are right that U.S.A.I.D. needed reforms. It was endlessly bureaucratic, and much of the money went not to the needy but to American companies that knew how to work the system. Yet what Trump and Musk undertook was not reform but demolition.

The future of aid will be fought over in the courts, and some remnants may survive, perhaps in the State Department and Agriculture Department. But it’s hard for much to continue when Musk ridicules U.S.A.I.D. as [“evil”](#)

<https://x.com/elonmusk/status/1886099001876832480?lang=en>

Picture deleted:

and “a criminal organization,” adding: [“Time for it to die.”](#)

<https://x.com/elonmusk/status/1886102414194835755?lang=en>

Each represents **10** people whose lives depend on malaria prevention funding.

An estimated **290,000** people could die within a year without American funding for **malaria prevention**.

South Sudan is particularly hard-hit by U.S.A.I.D. cutbacks because it is so fragile, but in Kenya as well I found gaps emerging from the collapse of American assistance. In the Nairobi slum of Mathare, Zilpha Adoyo, a widow, told me that she has been able to find new suppliers of her basic tuberculosis medicine, but not for a secondary medication that relieves its side effects. So Adoyo struggles with painful legs and is no longer able to wash clothes to earn \$1.50 a day to support her children. One child dropped out of school last month to help support the family.

Adoyo worries that medicine shortages will now worsen and that she will follow her husband to the grave. “I fear for my kids,” she told me, and the interview dissolved into tears.

Picture deleted:

Each represents **10** people whose lives depend on tuberculosis prevention funding.

An estimated **310,000** people could die within a year without U.S. funding for **tuberculosis prevention**.

For those readers wondering how they can help, let me offer two suggestions. One is to check out [Helen Keller Intl](#),

<https://helenkellerintl.org/>

which does outstanding work in nutrition and blindness. The other, for those focused on advocacy to reverse these American government decisions, is to engage with the [ONE Campaign](#).

<https://www.one.org/us/>

I recognize we cannot save every hungry child around the world. I agree that U.S.A.I.D. is imperfect and should be reformed. I appreciate that helping people is harder than it looks. I understand that there are difficult trade-offs in allocating tax dollars.

Yet I think most Americans would both welcome some reforms and also be proud to see how we save the lives of hungry children and sick orphans around the world by allocating just [24 cents](#)

<https://ourworldindata.org/grapher/foreign-aid-given-as-a-share-of-national-income>

of every \$100 of national income to aid. And I find it odious when the world’s richest man cackles about America shoving programs for needy children [“into the wood chipper.”](#)

<https://x.com/elonmusk/status/1886307316804263979?lang=en>

When you meet those dying children and look into their eyes and hold their hands and feel faint heartbeats flutter, you can’t bear the gleeful laughter. You see children just like your own and hang your head in shame.

Read more on foreign aid

[The World’s Richest Men Take On the World’s Poorest Children](#)

[I’ve seen U.S.A.I.D. operate around the world, and it’s not woke — it’s lifesaving.](#)

By Nicholas Kristof

[Feb. 5, 2025](#)

Pictures deleted:

[Killing U.S.A.I.D. Is a Win for Autocrats Everywhere](#)

The attacks on the agency are cruel and counterproductive.

By Samantha Power

[Feb. 6, 2025](#)

[The U.S.A.I.D. Chaos Already Has Dire Effects](#)

The agency keeps children alive and us safe.

By Nicholas Kristof

[Feb. 12, 2025](#)

Additional production by Jeremy Ashkenas and Quoc Trung Bui.

Nicholas Kristof became an Opinion columnist in 2001 and has won two Pulitzer Prizes. His new memoir is "[Chasing Hope: A Reporter's Life](#)."

<https://www.penguinrandomhouse.com/books/720814/chasing-hope-by-nicholas-d-kristof/>

[@NickKristof](#)

The Times is committed to publishing a diversity of letters to the editor. We'd like to hear what you think about this or any of our articles. Here are some tips. And here's our email: letters@nytimes.com.

Mariah Woods

From: Giesbers, Denise <dgiesbers@pacificu.edu>
Sent: Thursday, March 20, 2025 4:35 PM
To: Mariah Woods
Subject: You are invited and please share - Women's Military History Week Event March 22, 2025
Attachments: 2025 military history week (3).pdf

Hi Mariah,

Would you please forward the message to Mayor Wenzl and the City Council Members as I was unable to include the flyer when I went to fill out the online form. Thank you!

Good Afternoon Mayor Wenzl and City Council Members,

I would like to personally invite you to an event we are hosting, in partnership with the Oregon Department of Veterans' Affairs and Washington County Disability, Aging and Veteran Services, for Women's Military History Week. The event is this Saturday the 22nd from 10-noon. I do apologize for the short notice and understand if you already have other commitments. I made a short list this afternoon of people I wanted to make sure knew of the event and you were on it. We would love to have you in attendance.

We have a great lineup of panelists and time to be in community with one another. Everyone is welcome to attend. Below is a little more information.

[Registration](#) is not required but appreciated.

Please feel free to share with your contacts and anyone who might be interested in attending.

I'm attaching the flyer and have also put it in the email below. If you have an area to post the flyer for others to see, please do so. We would appreciate all the help we can get in spreading the word.

If you have any questions, please feel free to contact me at dgiesbers@pacificu.edu.

Thanks,

Denise and planning committee

Women's Military History Week Social and Panel Discussion March 22nd 10:00 am - 12:00 pm

Women's Military History Week is recognized nationwide the third week every March as part of March's commemoration of Women History month. Pacific University, in partnership with the Oregon Department of Veterans' Affairs and Washington County Disability, Aging and Veteran Services, will be hosting a panel discussion on this year's theme, "Moving Forward Together! Women Educating and Inspiring Generations." Please join us for light refreshments and panel on March 22nd at 10 am.

ODVA's "I Am Not Invisible" exhibit, as well as women military uniforms from all eras of service will be on display on the Forest Grove Pacific Campus March 16th - March 22nd.

HONORING WOMEN'S MILITARY HISTORY WEEK

MARCH 16 - 22, 2025

WE ARE NOT INVISIBLE



WE ARE MORE THAN 28,000 OREGON STRONG.
WE ARE MOTHERS, SISTERS, FRIENDS, PARTNERS, AND WIVES.
WE ARE ADVOCATES, BOSSES, STUDENTS, AND SURVIVORS.
WE ARE ALL ERAS AND BRANCHES OF SERVICE.
WE ARE WOMEN. WE ARE VETERANS.

I AM NOT INVISIBLE & UNIFORM EXHIBIT

MARCH 16 - 22

Pacific University
Forest Grove Campus
University Center

SOCIAL AND PANEL DISCUSSION

"MOVING FORWARD TOGETHER!

WOMEN EDUCATING AND INSPIRING GENERATIONS"

MARCH 22, 2025

10am-Noon

Pacific University
Forest Grove Campus
University Center
Everyone Welcome



Registration Appreciated

WOMEN'S MILITARY HISTORY WEEK IS
RECOGNIZED NATIONWIDE THE THIRD WEEK
EVERY MARCH AS PART OF MARCH'S
COMMEMORATION OF WOMEN'S
HISTORY MONTH.

**A PANEL DISCUSSION AND LIGHT
REFRESHMENTS PROVIDED**

Questions: dgiesbers@pacificu.edu



F. Denise (Price) Giesbers '00

Director: Transfer, Military and Veteran Student Outreach | Student Affairs

Pacific University | 2043 College Way UC 103A | Forest Grove, OR 97116
p: 503.352.3173 | c: 503.349.8777 | dgiesbers@pacificu.edu



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From: noreply@civicplus.com
Sent: Friday, March 21, 2025 6:52 PM
To: City Councilors
Subject: Online Form Submittal: Contact City Council

Contact City Council

First Name	David
Last Name	Rose
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	Police Facility Bond To the city of Forest Grove. 1. Issues that cannot be resolved through building repairs or renovation. You show a picture of ceiling tiles falling down. As a homeowner I would have to figure a cost and way to repair, find this in your budget to make repairs, that is what I would have to do. Reaching out to the city is inappropriate and shameful. Your pictures in flyer is deceiving as the appear fixable. 2. Storage of Evidence. All homeowners face this problem of storage but we do not whine about this problem. We work out other ways to solve. Utilize your available resources and funds. Rent a storage facility, trailer or container. When facing this problem electronically refer to a data center problem. Businesses have to keep their servers offsite and secure all the time but not at

the cost of a new building. Do you need a cost inspector?

Interviewing Victims.

3. Utilize other offices, not all offices need to be used for officers, spaces can be shared. Refer to private business practices.

Separation, adults and juvenile.

4. Our county collects taxes and has a huge jail facility in Hillsboro. Rent a space from them.

Expand and Remodel.

5. Not all adult tax payers that have homes have the ability to expand and remodel. We feel your pain. Make do.

Cost and Funding.

6. \$263 per year or \$22 per month. This bond would cause more taxes for all homeowners for 20 years. Homeowners have repairs and problems of their own. We make do so should you. Get your hands out of our pockets. At the rate of inflation and the fact that a large amount of your community are seniors. We are in fear of losing our retirements and Social Security. Young families are turning to Food Banks to survive a month. Vote No.

City Goals.

Ensure an Inclusive, Accessible and Sustainable Community.

DEI Programs

1. USA Government is killing programs. Teach your staff the Golden Rule.

RMA

Uniform Collection List.

2. Not everyone has the ability to do this. Elderly and disabled have very few options, resulting in just putting it in the garbage instead. You will be failing the ecology of our community.

Enhance Recreation Opportunities.

3. No need to enhance this. We are already satisfied. Focus on

maintaining what we have. Not new.

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

Mariah Woods

From: [REDACTED]
Sent: Monday, March 24, 2025 6:20 AM
To: Malynda Wenzl; City Councilors
Subject: Public comment for March 24, 2025, Title I Funding by Dale Feik
Attachments: The Education Department was created to ensure equal access title I funding what happens to it March 23 2025.docx

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

Bcc: Forest Grove School Board Chair Kristy Kottkey - Please share with the other school board members and the administration; and

Bcc: Bridget Cooke, Executive Director of Adelante Mujeres.

In 1971 I was rehired by the Forest Grove School District to start a Title I Reading Clinic at Neil Armstrong Junior High. I taught and ran that clinic in a room next to the Library from 1971 thru 1982, the year I earned my Doctor of Education in Reading Education. Students did not have to be classified as having any special education disability. About 50 of the lowest-performing students in grades seven through nine in reading qualified and I served them. Title I is a federal program for school districts that have a high proportion of economic disadvantaged parents with the assumption that many times the children have not had as many advantages for high quality education; and they need extra instruction to catch up.

In the attached document and printed after my closing I quote: "The Title I federal funding was created even before the Federal Education Department was created in 1979, which emerged partly from the anti-poverty and civil rights movements of the 1960s and 1970s. The act crafting the department described its mission, in part, as: 'To strengthen the Federal commitment of ensuring access to equal educational opportunity for every individual'."

"Now, President Trump wants to dismantle the Department of Education and return control of schools to the states. The biggest question for many is what happens to the billions of dollars sent to run public schools every year, such as Title I funding which supports schools in communities with high concentrations of poverty. Educating low-income children, students learning English and those with disabilities often costs more because it requires specialized teaching or smaller class sizes. Districts without a strong tax base to fund schools often struggle to meet these students' needs which Congress recognized by authorizing the money.

Please work with the Forest Grove School Board to lobby for the continuation of Federal Title I Funding via the Department of Education for the students in Forest Grove School District.

Sincerely,

Dale Feik
dfeik33@comcast.net

Cc: Mariah Woods, Recorder/clerk, Forest Grove City Council

The Education Department was created to ensure equal access. Who would do that in its absence?

President Donald Trump on Friday began sketching a roadmap for dismantling the Education Department.

By [The Associated Press](#) and BIANCA VÁZQUEZ TONESS

Published: Mar. 23, 2025 at 1:10 PM PDT | Updated: 16 hours ago

Published in The Oregonian March 23, 2024

(AP) - As the Trump administration moves to dismantle the [Education Department](#), officials have suggested other agencies could take over its major responsibilities: civil rights enforcement to the Justice Department, perhaps; student loans to Treasury or Commerce; oversight of student disability rights to Health and Human Services.

Less clear is what could happen with a more lofty part of its mission — promoting equal access for students in an American education system that is fundamentally unequal.

Trump on Thursday [signed an executive order](#) calling for a plan to eliminate the department. In recent weeks, his administration already had been overhauling the department, [cutting the workforce in half](#) at an agency he has called wasteful and [infiltrated by leftists](#).

Without the department, advocates worry the federal government would not look out in the same way for poor students, those still learning English, disabled students and racial and ethnic minorities.

“Cutting the agency that is charged to ensure equal access to education for every child is only going to create an underclass of students,” said Weadé James, senior director of K-12 education policy for the Center for American Progress, a think tank that advocates for racial equity policies and increased investment in public schools.

The equity goal of the Education Department, which was created by Congress in 1979, emerged partly from the anti-poverty and civil rights movements of the 1960s and 1970s. The act creating the department described its mission, in part, as: “To strengthen the Federal commitment to ensuring access to equal educational opportunity for every individual.”

If new Education Secretary Linda McMahon really does work herself “out of a job,” as Trump has said he wants, the government will lose a bully pulpit to draw attention to the nation’s challenges and evangelize solutions, said Michael Petrilli, president of the Thomas B. Fordham Institute, an education think tank that advocates for more rigorous academic standards and accountability for public schools.

But Petrilli doubts that significantly paring back the department — if not completely eliminating it — will be “noticeable in the real world.”

Test scores continue to show many school children are struggling academically. The latest national tests showed one-third of eighth grade students [missing fundamental skills](#) in reading, and a widening gap between the highest-performing and lower-performing students. That’s the justification McMahon and other Trump allies have used for dismantling the department and sending its funding directly to states to spend.

Far from perfect, the department has offered a valuable “north star” for schools, said Wil Del Pilar, senior vice president of EdTrust, a Washington, D.C.-based think tank that advocates for educational equity. It is the role of the department to institute guardrails, investments and protections “that support equal outcomes for students,” he said.

Trump has said he wants to return all control of schools to states.

The biggest question for many is what happens to the billions of dollars sent to run public schools every year, such as Title I funding, which supports schools in communities with high concentrations of poverty.

Educating low-income children, students [learning English](#) and those with disabilities often costs more because it requires specialized teaching or smaller class sizes. Districts without a strong tax base to fund schools often struggle to meet these students' needs, which Congress recognized by authorizing the money.

McMahon has said she wants to send the money directly to states, with fewer restrictions. Some have worried that without guardrails or federal oversight, states will use the money to advance their own priorities in ways that potentially entrench inequality.

If the funding is distributed to states as block grants, it's potentially a "way to defund public education," said Del Pilar. Block grants allow politicians to "direct funds as they see fit, and that could be away from schools," he said.

Students in Mississippi, South Dakota, Arkansas, Montana and Alaska could be affected the most if rules or oversight changes for how states spend this money. During the 2021-2022 school year, these states relied on federal aid for at least 20% of school funding, according to government data.

The agency traditionally has worked on behalf of disadvantaged students through its Office for Civil Rights, with an emphasis defending the rights of [students with disabilities](#) and students facing harassment tied to their skin color. Under the Trump administration, the agency has prioritized [allegations of antisemitism](#).

While some advocates worry about the pivot in priorities, some attorneys say they had given up on recommending parents pursue complaints with the Office for Civil Rights, which they perceived as understaffed and too slow to provide relief.

Well before Trump was sworn in for a second term, the system moved slowly, but it has now gotten even worse, said A. Kelly Neal, a special education attorney in Macon, Georgia.

"Usually they were a little bit more responsive," Neal said. "It may not have been the response you wanted. But at least they tried to pretend they were doing something."

She said she would have no problem if the Department of Justice took on enforcement of these cases.

As part of a crackdown on diversity, equity and inclusion initiatives, the Trump administration last month ended the contract for the Equity Assistance Center-South, a technical assistance program for Southern school districts still operating under federal desegregation orders. Last week, the Southern Education Foundation appealed the decision to cancel its contract to run the center.

The attempt to close these such centers abdicates the government's responsibility to "help school districts address educational inequities and provide greater education opportunities for our students," said Raymond Pierce, Southern Education Foundation's president and chief executive officer.

Associated Press writers Heather Hollingsworth and Chris Megerian contributed to this report.

Mariah Woods

From: Charlotte Lumae [REDACTED]
Sent: Thursday, March 27, 2025 1:02 PM
To: City Councilors
Subject: Pedestrian Safety in front of Ford Dealership

To the Forest Grove City Council:

I am writing with a complaint about pedestrian safety and ADA access between Yew and Mountain View along the north side of Adair and then Pacific once they merge. It is really unsafe to walk or use a mobility device past that Ford dealership property. Please familiarize yourself with this issue and also forward my concern to the appropriate City staff.

If you have not experienced this hazard yourself, please consider investigating this problem yourself in person, by parking at Walmart at morning or evening rush hour, getting out of your car, and walking or using a mobility device to go west along Adair, on the very nice and accessible sidewalks in front of Walmart and Auto Zone, then cross Yew, and notice how your sense of safety changes for a very long walk until you finally get to Mountain View. You will find that the sidewalk is again properly maintained as you walk past Best Western and Rose Grove. Now turn around and walk or roll back to your car.

How did it feel to take this excursion? Did you know that hundreds of residents deal with this unsafe route regularly for their shopping trips?

What can we do to get this pedestrian and ADA hazard fixed? This section needs a safe and accessible sidewalk. This is public safety 101, to not force vulnerable road users into heavy traffic.

Thank you for considering my complaint.

Charlotte Lumae

Charlotte Lumae, M.Ed. (she/her pronouns) [Hear my name](#)

[REDACTED]
email: [REDACTED]
web: www.facebook.com/clumae

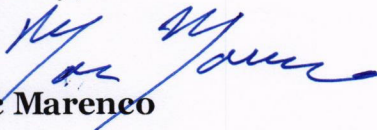
April 2nd, 2025
City of Forest Grove
1924 Council St.
Forest Grove, OR 97116

Members of the council,

I am writing with regards to Rogers Park and plans to replace the merry-go-round on the north side. I am attaching a letter I sent in 2021 concerning safety for children playing here. I expressed regret in not being more involved in the plan for Rogers Park at that time because of patterns we've noticed in park use. The basic problem is that parking is on the south side. This combined with the fact that kids in cars parked on the north side of the park must cross the street often excitedly run between cars and into the street to get to the merry-go-round, a very popular addition to Rogers Park. Please read the attached letter from 2021 for details.

I see that the merry-go-round has been removed and there are plans to install a new one that is better built for use in the park. I would like to suggest there be some discussion about using this situation to install the merry-go-round in the south east corner, near the parking lot. I believe it is only a matter of time before a potentially fatal accident occurs on 18th street which would be a terrible irony given the fact the park is now dedicated to the memory of Abby and Anna.

Sincerely,



Marc Marengo

■■■■
Forest Grove, OR 97116
Phone: ■■■■

Marc Marengo, D.Phil.

Forest Grove, OR 97116

April 20th, 2021

Greg Robertson

City of Forest Grove

1924 Council St.

Forest Grove, OR 97116

Dear Mr. Robertson,

Congratulations on completing the Roger's Park Anna and Abby's Yard project! It's wonderful to see the park thriving and so many kids and families enjoying all of the new structures. As sad as we were to see the great Sequoia come down it is healing for us on this side of the park to see it still there in the form of the interesting objects carved out by the gentleman from Carlton. The landscaping, the new sheltered picnic area, the renovated basketball and tennis courts are all being used to the max even though its sometimes still windy and cold in the Grove. As summer approaches and Covid (we hope...) retreats we imagine Rogers Park will be a popular venue for many years to come.

Along with the congratulations and thank you I am also writing to express some concerns that the new interest in Rogers Park raises for us as we observe daily activities here. I've debated whether to send along my worries and decided that if something happened and I did not send this letter, I'd have a hard time forgiving myself. The main concern is with the use of 18th Ave. I wasn't involved in the planning for the park so have little right to critique but assumed the play structures would be installed near the parking area.

Parking for Rogers Park is on the south side. However, the most popular parts of the playground, where most of the younger kids want to go, is on the north side, along 18th Ave. Many parents, rather than parking in the lot and walking across the park to the playground try to park on 18th., a very busy street. Parking on 18th is only on the north side. This means when a family parks and the kids excitedly pile out of the car they often run out between cars. We don't want to be alarmist or to exaggerate the danger, but a child could easily get hit trying to cross 18th in their excitement to get to the park. Just two days ago I nearly hit a young girl myself with our truck, she simply flew down the hill and into the street in front of me her mother screaming. Fortunately, I was already slowing down to turn into our driveway and was able to hit the brakes in time. I have taken some video of the problem which I'm happy to share if there is interest or would be happy to come along to any discussion about park safety in this regard.

A lesser concern is with the four residences on that section of 18th, only one of which has a garage. It is now difficult for home owners, tenants, and their guests to park. This is much less of a problem on Elm and Douglas because there is a good deal of parking on either side of the playground east and west. The playground is mostly concentrated on the north side, along 18th with the merry-go-round being by far the most popular attraction.

One idea would be to install signs on 18th that read, "Residential Parking Only." I've seen similar signs in other areas of Forest Grove. This would reduce the safety hazard as well as any potential liability for the city. Perhaps there are other ideas.

Thank you, once again, for taking on and completing this major renovation of our park... A great tribute to the lives of Anna and Abby. It looks great and will no doubt be a popular venue for many years to come.

Sincerely,

Marc Marengo

[REDACTED]

Mariah Woods

From: kristin ludwig [REDACTED]
Sent: Sunday, April 13, 2025 6:39 PM
To: City Councilors
Subject: Recommendations for FG School Board

Hello, Mayor and Councilors,

I am on the FG Chapter of Indivisible
and i serve on the Elections & Legislative Committee.

For the 20 May FG School Board elections, we seek recommendations for candidates that you consider
would be in alignment with democratic principles and values.

Thank you for your input.

Kristinoel
[REDACTED]

Mariah Woods

From: [REDACTED]
Sent: Sunday, April 13, 2025 9:17 PM
To: 'Kathryn Harrington'; Jerry Willey; 'Pam Treece'; Jason Snider; 'Nafisa Fai'; Malynda Wenzl; beach.pace@hillsboro-oregon.gov
Cc: 'Tanya Ange'; Washington County Administrative Office; Amber Ames; City Councilors; 'WC CAN Board'; Diane Taniguchi-Dennis Taniguchi-Dennis; Jamie Goldberg; John Wheeler; Nicholas LaMora; Chad.Oyler@lamresearch.com
Subject: Re: Local Emergency Planning Committee, Washington County, when requested to be formed, when bylaws established, public comment
Attachments: Washington County Commissioners Public Comment Aug 4 2015 Local Emergency Committees.docx; Scott Porter OAR for SERC Local Planning committees with rules attached effective Jan 1 2015.docx2.docx; Risk Management Plans Washington County Oregon.docx; Local emergency Planning Committee LEPC.DOCX

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

To: Malynda Wenzl, Mayor of Forest Grove, and City Councilors (**To: Mariah Woods, Recorder/clerk, Please forward to Councilors**

so that they can read the attachments in preparation for the Council meeting April 14, 2025. I am making a public comment at 7:00 pm.)

To: Beach Pace, Mayor of Hillsboro, and City Councilors

Re: Update on the establishment of Washington County Local Emergency Planning Committee

A. Please open the first of four attachments, the one titled 'Washington County Commission Public Comment **August 4, 2015** Local Emergency Committee.docx.

By doing so you will read - August 4, 2015:

1. I, Dale Feik, want to participate in a Local Emergency Planning Committee.
2. Who is on the Committee?
3. When is the next meeting?

....So I made an appointment with the Hillsboro Fire Department Fire Marshal, Mark Prince, and he told me that they do not have a Local Emergency Planning Committee. He recommended that I talk with Scott Porter, Emergency Management Cooperative Director of Washington County. I did. Scott also said that the county does not have a Local Emergency Planning Committee as some other counties do, that he had been working to get one started, and that he appreciated my concern...

B. Please open the second of four attachments, the one titled 'Scott Porter OAR for SERC Local Planning Committees with rules attached effective Jan. 1, 2015.docx2'.

By doing so you will read:

.....On an Intel Oregon form, it states that Intel participates in the Local Emergency Planning Committee in Washington County, but no such entity exists. I am working with the Washington County Administrator in charge of Emergency\Planning, Scott Porter,

who has been charged with the task of getting a LEPC formed. Scott and I decided that when we talk with the press and others that we will say:

Scott Porter, OR Admin Rules effective Jan 1, 2015. Scott's and my goal: "As a community, we have failed to fully implement the intent of the Emergency Planning and Community Right to Know law well. Scott and I, Dale Feik, are working to get it implemented..."

C. Please open the third of four attachments, the one titled 'Risk Management Plans Washington County Oregon. docx'.

By doing so you will read:

A long list of facilities in Washington County Hazardous Materials with Extremely Hazardous Substances (EHS) Exceeding the

Threshold Planning Quantity as of December 2022.

Please note the ones that needed to have written a site-specific emergency plan. It listed 35 facilities. It was updated to be

41 facilities and those site-specific plans have been written by Scott Porter and the emergency representative from the facility in Washington County.

D. Please open the fourth of four attachments, the one titled 'Local Emergency Planning Committee LEPC DOCX'.

By doing so you will read:

...Purpose and Scope - These rules establish emergency planning districts as required by the Emergency Planning and Community

Right to Know Act (EPCRA) of 1986 (42 U.S.C. Chapter 116, Section 11001 et seq.). The rules provide guidelines for the establishment of a Local Emergency Planning Committee (LEPC) within each emergency planning district. The rules also establish a State Emergency

Response Commission (SERC) Executive Committee... Then the rules are stated.

Summary: The Washington County Local Emergency Committee's bylaws were adopted in 2022, officers were elected and meetings have been held. In April 2023 Chad Oyler, Chair of LEPC, and I, Dale Feik, attended a State-Wide Local Emergency Planning Committee meeting in Redmond, Oregon.

Questions: When will the County implement a way to inform the residents of Washington County about the County Wide-Local Emergency Planning Committee which should include at least the following:

1. Local Emergency Planning Committee, what it is and why it was formed?
2. Who is on the Committee? Who are the officers, who in the County should they contact?
3. When is the next meeting, and the schedule of meetings?
4. How can residents get access to the Site-Specific Emergency plans for the current 41 facilities who have written plans. What are the names of

the facilities and where are they located?

Sincerely,

Dale Feik

Chair, Washington County Citizen Action Network (WC CAN) <http://www.wc-can.org/>

[REDACTED]

Cc: Tanya Ange, Washington County Administrator

Kevin Moss, WC Clerk

John Wheeler, MANAGER Washington County Emergency Management; Emergency Management Cooperative of Washington County

Chad Oyler, Chair, Washington County Local Emergency Planning Committee

Diane Taniguchi-Dennis, Clean Water Services Chief Executive Officer

Amber Ames, Hillsboro City Council clerk

Mariah Woods, Recorder/clerk, Forest Grove City Council

Washington County Citizen Action Network (WC CAN) Board of Directors

Nicholas LaMora, Forest Grove Hillsboro News-Times reporter

Jamie Goldberg, The Oregonian Reporter

Attachment: four of them are described in the narrative above

Mariah Woods

From: [REDACTED]
Sent: Monday, April 14, 2025 10:05 AM
To: Malynda Wenzl; City Councilors
Cc: 'WC CAN Board'; Nicholas LaMora
Subject: Dale Feik - Re: 65009-RF Crane Data Center, public comment for April 14, 2025

To: Malynda Wenzl, Mayor of Forest Grove, and City Councilors (To: Mariah Woods, Recorder/clerk, Please forward to Councilors

so that they can read the attachments in preparation for the Council meeting April 14, 2025. I am making a public comment at 7:00 pm.)

Please read the following from Michel De Blais, State Land Board representative and person processing Crane Data Center's Application.

I am also going to summarize the email I sent to you about Washington County's Local Emergency Planning Committee. I am a voting member and attended a State LEPC meeting in Redmond. This is what I said at the end of that email with four attachments.

Summary: The Washington County Local Emergency Committee's bylaws were adopted in 2022, officers were elected and meetings have been held. In April 2023 Chad Oyler, Chair of LEPC, and I, Dale Feik, attended a State-Wide Local Emergency Planning Committee meeting in Redmond, Oregon.

Questions: When will the County implement a way to inform the residents of Washington County about the County Wide-Local

Emergency Planning Committee which should include at least the following:

1. Local Emergency Planning Committee, what it is and why it was formed?
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3. When is the next meeting, and the schedule of meetings?
4. How can residents get access to the Site-Specific Emergency plans for the current 41 facilities who have written plans. What are the names of

the facilities and where are they located?

Sincerely,

Dale Feik

Chair, Washington County Citizen Action Network (WC CAN) <http://www.wc-can.org/>
[REDACTED]

Cc: Washington County Citizen Action Network (WC CAN) board of Directors
Nicholas LaMora, The Forest Grove and Hillsboro News-Times reporter

From: DEBLASI Michael * DSL
Sent: Monday, April 14, 2025 9:24 AM
To: DALE FEIK
Subject: 65009-RF Crane Data Center

Dale,
Here is a summary of what we talked about regarding the Crane Data Center removal-fill application.

DSL requires that a corporate applicant be registered with the Oregon Secretary of State's [Business Registry](#). Many corporations are registered elsewhere but we do not accept that other registry. The applicant is now Heather Steet Owner, LLC, which is a subsidiary of Crane. We require that the corporate applicant complete and sign a Certificate of Incumbency so that we have the corporate chain of command and have a person who is responsible should there be an issue.

The consultant sent in a response to public comments, which I have not yet reviewed. The response must also be sent to the commentors. Along with reviewing the information supplied in the application, the concurred wetland delineation, DSL also reviews the response to determine if it adequately addresses the commentor's concerns along with any response from other state agencies. If the response has not been sent to the commentors, DSL will ensure that this is corrected.

Finally, before DSL issues a permit for wetland or waters impacts, the applicant must provide proof of satisfying their mitigation obligation. In this case we need a credit purchase receipt.

Call me if you have any other questions.

Sincerely,
Michael De Blasi
***Aquatic Resources Coordinator
Marion, Polk & Clackamas Counties***

Oregon Department of State Lands
775 Summer St NE, Suite 100
Salem, Ore 97303
503-509-0460
<http://www.oregon.gov/DSL/Pages/index.aspx>

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Its contents, including any attachments, may contain confidential and/or privileged information.

If you are not an intended recipient you must not use, disclose, disseminate, copy or print its contents.

If you receive this e-mail in error, please notify the sender by reply e-mail and delete and destroy the message.

CITY COUNCIL STAFF REPORT

TO: *City Council*

FROM: *Jesse VanderZanden, City Manager*

PROJECT TEAM: *Joyce Phillips, Communications and Programs Assistant
Mariah Woods, City Recorder*

MEETING DATE: *April 14, 2025*

SUBJECT TITLE: *RESOLUTION 2025-14 CONSENTING TO BOARD AND COMMISSION APPOINTMENTS
TO CITY ADVISORY BOARDS, COMMITTEES AND COMMISSIONS*

ACTION REQUESTED:

	Ordinance		Order	X	Resolution		Motion		Informational
--	------------------	--	--------------	----------	-------------------	--	---------------	--	----------------------

BACKGROUND

At a work session on September 9, 2024, the City Council updated its Board and Commission (B/C) recruitment and appointment process. Staff and Council Liaisons interview applicants and make recommendations to the Mayor. Per City Charter, Section 8, and Council Rules, Sections 4.1 and 14.1, the Mayor appoints members of boards, commissions, and committees with consent of Council. The following candidates have been appointed by the Mayor, subject to Council consent:

Rachael Bateman	Budget Committee
Mallory Hiefield	Budget Committee
Carla Kimzey	Budget Committee

Once appointed, the Staff Liaison will reach out to the appointees to ensure they are oriented to the relevant bylaws, rules and regulations.

STAFF RECOMMENDATION

Consider approving Resolution 2025-14.

ATTACHMENT

- Resolution No. 2025-14
- Applications

RESOLUTION NO. 2025-14

**RESOLUTION CONSENTING TO BOARD AND COMMISSION
APPOINTMENTS TO CITY ADVISORY BOARDS,
COMMITTEES AND COMMISSIONS**

WHEREAS, City Charter, Section 8, and Council Rules, Sections 4.1 and 14.1, state the Mayor, with the consent of Council, appoints members of boards, commissions, and committees established by ordinance or resolution; and

WHEREAS, the Mayor has appointed the individuals in the table below at the recommendation of the respective Council and Staff Liaisons.

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

Section 1. The City Council consents to the following appointments to the associated Boards and Commissions as outlined below, terms expiring December 31st, 2028:

Rachael Bateman	Budget Committee
Mallory Hiefield	Budget Committee
Carla Kimzey	Budget Committee

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

PRESENTED AND PASSED this 14th day of April, 2025.

Mariah S. Woods, City Recorder

APPROVED by the Mayor this 14th day of April, 2025.

Malynda H. Wenzl, Mayor

Print

Boards & Commissions Application - Submission #958

Date Submitted: 12/26/2024

First Name*

Rachael

Last Name*

Bateman

Home Address*

[REDACTED]

City*

Forest Grove

State*

Oregon

Zip Code*

97116

Mailing Address (if different)

Address

City

City

State

State

Zip Code

Zip Code

Phone Number*

[REDACTED]

Email Address*

rachael.bateman42@gmail.com

Employer*

City of Cornelius

Occupation/Profession*

City Recorder

Are you a high school student applicant?*

- ☐ Yes
☒ No

Students must be high school grade level and residing or attending school in Forest Grove. Students may serve on any board, except Budget Committee, Planning Commission and Urban Renewal Advisory Committee.

If so, which grade level and school do you attend?*

Are you currently on a board or commission and reapplying?*

- ☐ Yes ☒ No

Which board(s) would you like to apply for? Please select from the dropdowns below your first, second, and third options. Applicants must select 1 board.

Membership Requirement for Planning Commission: Planning Commissioners are required to file an annual [Statement of Economic Interest \(SEI\)](#) with the Oregon Government Ethics Commission Electronic Filing System in March of each year (ORS 244). SEI filers are required to file if they are seated and hold their position on April 15th of any given year.

1.*

Library Commission (Monthly- 3rd Wednesday, 6:30 pm) ▼

2.

Budget Committee (3 to 4 times in April and May) ▼

3.

-- Select One -- ▼

Do you reside within the City limits?*

- ☒ Yes
☐ No

What specific topics interest you that relate to the board(s)?*

For the Library Commission, I am interested in community engagement, inclusivity, and increasing access to library resources. For the Budget Committee, I am interested in learning more about the process.

What contributions do you hope to bring to the board(s)? *

I have experience working in public and school libraries. I have experience planning advisory board meetings, writing agenda, and taking minutes. I have strong ties to the community through work/volunteer experience and Pacific University.

List your educational experience*

I have an undergraduate degree from Pacific University and a Masters Degree in Library Science.

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

I have previously worked as a PSA AmeriCorps member serving at Forest Grove High School.

How did you hear of this opportunity*

NA

Electronic Signature Agreement*

By checking the "I agree" box below, you agree and acknowledge that 1) your application will not be signed in the sense of a traditional paper document, 2) by signing in this alternate manner, you authorize your electronic signature to be valid and binding upon you to the same force and effect as a handwritten signature, and 3) you may still be required to provide a traditional signature at a later date.

☒ I agree.

Electronic Signature

Rachael H. Bateman

Boards & Commissions Application - Submission #762

Date Submitted: 10/15/2024

First Name*		Last Name*	
Mallory		Hiefield	
Home Address*			
[REDACTED]			
City*		State*	Zip Code*
Forest Grove		OR	97116
Mailing Address (if different)			
Address			
City		State	Zip Code
City		State	Zip Code
Phone Number*		Email Address*	
[REDACTED]		mhiefield@gmail.com	
Employer*		Occupation/Profession*	
Pacific University		Assistant Athletic Director	

Are you a high school student applicant?*

- ☐ Yes
☒ No

Students must be high school grade level and residing or attending school in Forest Grove. Students may serve on any board, except Budget Committee, Planning Commission and Urban Renewal Advisory Committee.

If so, which grade level and school do you attend?*

Are you currently on a board or commission and reapplying?*

- ☐ Yes ☒ No

Which board(s) would you like to apply for? Please select from the dropdowns below your first, second, and third options. Applicants must select 1 board.

Membership Requirement for Planning Commission: Planning Commissioners are required to file an annual [Statement of Economic Interest \(SEI\)](#) with the Oregon Government Ethics Commission Electronic Filing System in March of each year (ORS 244). SEI filers are required to file if they are seated and hold their position on April 15th of any given year.

1.*

Parks and Recreation Commission (Monthly- 3rd Wednesday, 7 am) ▼

2.

Economic Development Commission (Monthly- 2nd Thursday, Noon) ▼

3.

Budget Committee (3 to 4 times in April and May) ▼

Do you reside within the City limits?*

- ☒ Yes
☐ No

What specific topics interest you that relate to the board(s)?*

I have a passion for health & fitness and believe Forest Grove has potential to create a robust community recreation program.

What contributions do you hope to bring to the board(s)? *

I have been a group fitness instructor for over 9 years and worked in a variety of gyms. I also as the director of intramurals & recreation at Pacific University so understand the in's and outs of running sports leagues and all that goes into it (facility space, officials/staff, advertising, league registration, playoff rules, etc.) I hope to bring a fresh perspective to the Parks & Recreation Commission.

List your educational experience*

Bachelor's in Biology (Pacific University)

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

Served on Pacific's Staff Senate for the past 2 years.

How did you hear of this opportunity*

Mayor Wenzl

Electronic Signature Agreement*

By checking the "I agree" box below, you agree and acknowledge that 1) your application will not be signed in the sense of a traditional paper document, 2) by signing in this alternate manner, you authorize your electronic signature to be valid and binding upon you to the same force and effect as a handwritten signature, and 3) you may still be required to provide a traditional signature at a later date.

☒ I agree.

Electronic Signature

First M. Last

Print

Boards & Commissions Application - Submission #906

Date Submitted: 11/26/2024

First Name*

Carla

Last Name*

Kimzey

Home Address*

[REDACTED]

City*

Forest Grove

State*

OR

Zip Code*

97116

Mailing Address (if different)

Address

City

City

State

State

Zip Code

Zip Code

Phone Number*

[REDACTED]

Email Address*

Carla.kimzey@comcast.net

Employer*

Farmers Group Inc

Occupation/Profession*

Finance Mgr

Are you a high school student applicant?*

- ☐ Yes
☒ No

Students must be high school grade level and residing or attending school in Forest Grove. Students may serve on any board, except Budget Committee, Planning Commission and Urban Renewal Advisory Committee.

If so, which grade level and school do you attend?*

Are you currently on a board or commission and reapplying?*

- ☐ Yes ☒ No

Which board(s) would you like to apply for? Please select from the dropdowns below your first, second, and third options. Applicants must select 1 board.

Membership Requirement for Planning Commission: Planning Commissioners are required to file an annual [Statement of Economic Interest \(SEI\)](#) with the Oregon Government Ethics Commission Electronic Filing System in March of each year (ORS 244). SEI filers are required to file if they are seated and hold their position on April 15th of any given year.

1.*

Budget Committee (3 to 4 times in April and May) ▼

2.

-- Select One -- ▼

3.

-- Select One -- ▼

Do you reside within the City limits?*

- ☒ Yes
☐ No

What specific topics interest you that relate to the board(s)?*

The budget committee.

What contributions do you hope to bring to the board(s)? *

I manage a field operations budget for an insurance company.

List your educational experience*

BA California State University, Northridge

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

N/A

How did you hear of this opportunity*

Facebook

Electronic Signature Agreement*

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☒ I agree.

Electronic Signature

Carla Kimzey

Monthly Building Activity Report

March-25 2024-2025

	Period: March-24		Period: March-25	
Category	# of Permits	Value	# of Permits	Value
Man. Home Setup				
Accessory Dwelling Unit	1	\$ 47,865.60		
Res 1 & 2 Family New	8	\$4,369,357	27	\$9,864,913
SFR Addition & Alt/Repair	5	\$312,304	1	\$5,353
Mult. Fam. New				
Multi Family Alterations/Repair/Additions			1	\$100
Group Care Facility				
Commercial New	1	\$72,059		
Commerical Addition				
Commercial Alt/Repair	4	\$102,711	1	\$1,000
Industrial New				
Industrial Addition				
Industrial Alt/Repair			2	\$139,969
Gov/Pub/Inst (new/add)	1	\$10,000	2	\$200,000
Signs	1	\$3,500		
Grading	2		1	\$0
Demolitions	2			
Total	25	\$4,917,797	35	\$10,211,335

Fiscal Year-to-Date

2023-2024		2024-2025	
Permits	Value	Permits	Value
185	\$32,609,213	241	\$136,743,785



MINUTES

Wednesday, January 15, 2025

5:30 P.M.

Community Auditorium Conference Room
1915 Main Street

Minutes are unofficial until approved by Community Forestry Commission

A. Call to Order and Roll Call

Chair Justin Marble called the meeting to order at 5:31 pm. Members present: Sachi Arakawa, Bruce Countryman, David Hunter, Justin Marble and Aiden Rydman.

Members absent: Michael Howell, Mark Nakajima.

B. Public Comment No public comments

C. Action Items

1. Elect Chair and Vice Chair for Calendar Year 2025

Bruce nominated the same slate of officers as last year: Justin Marble Chair and Mark Nakajima Vice Chair. Justin accepted the nomination to serve as Commission Chair. David seconded the motion. The motion passed unanimously.

2. Read and Approve Meeting Minutes: December 18, 2024

Dan distributed the December 18, 2025, meeting minutes for review. David made a motion, seconded by Bruce, to approve the December meeting minutes as presented.

The motion passed unanimously. Sachi asked for an update on the downtown street tree planting project. Dan informed the Commission that the Public Works Director, Greg Robertson, is still working on a request for proposals to release. David noted that two maple trees, not one, should be removed in front of the dance studio. Justin requested that street trees be added to future agendas as an ongoing discussion item.

D. Discussion Items

1. Arbor Month 2025 Event Planning

Commission members discussed options for the 2025 Arbor Month event. The Commission discussed the event held last year at Joseph Gale park that was successful. Justin offered to contact Tom Martin with the Parks Department to identify potential planting sites for the 2025 planting. Justin suggested that once a site is identified an appropriate tree species can be selected for planting. David suggested planting more than one tree near an area where there isn't adequate room for street trees. Dan noted that Tom is open to planting again at Joseph Gale park.

2. Future Agenda Items

Dan noted that about 50 street trees will be planted this year at Davis Estates and Parkview Terrace. Dan also noted that 11 trees planted in March 2024 need to be replaced in the Farmstead Crossing development. The Commission discussed reviewing the street tree planting specifications. Sachi asked if the City has an inspector to ensure planting specifications are followed. Justin mentioned that sometimes root mass being taken could be too small and that could affect tree survival. David noted that the trees shouldn't be fertilized when first planted.

The Commission discussed ways for increasing tree canopy in areas where street trees cannot be planted due to insufficient space. Aiden suggested landscaping other than trees to increase vegetation in densely developed areas. This topic will be a future agenda item for further discussion.

E. Council Liaison Report

F. Commissioner Reports

David noted he signed up for a webinar about urban forestry and street trees being held by UMass and sponsored by the New England ISA chapter.

Bruce noted that the first building permits have been issued for the houses at Countryman Estates and there should be an opportunity for planting shrubs at the water quality facilities for the development.

G. Staff Liaison Report

Dan informed the Commission that the Friends of Trees will be planting replacement street trees where the ash trees infected by the Emerald Ash Borer were removed in the 13th Avenue area east of Hawthorne Street and north of Highway 47. Dan noted that the Oregon Department of Forestry funded the tree purchases.

H. Announce Next Meeting and Adjourn

David made a motion, seconded by Sachi, to adjourn the meeting at 6:36 pm. The next meeting will be held on February 19th.

**Community Forestry Commission
Calendar Year 2025 Meeting Calendar**

3rd Wednesday 5:30 PM

January 15th

February 19th

March 19th

April 16th

June 18th

September 17th

December 17th



A place where families and businesses thrive.

**Forest Grove Library Commission, Meeting Minutes Wednesday, January 22, 2025
FGCL Rogers Room & Zoom**

<i>Minutes are unofficial until approved by the B/C.</i>
--

1. CALLED TO ORDER:

Morgan Knapp, Chair, called the meeting of the Forest Grove Library commission to order at 6:47 p.m., on Wednesday January 22, 2025.

ROLL CALL: Morgan Knapp, Pamela Bailey, Kirsten Beier, Colene Lord, Lauren Miller, Kathleen Poulsen, Ed Uecker

ABSENT: None

STAFF PRESENT: Mariana Valenzuela

2. PUBLIC COMMENT: None.

3. CONSENT AGENDA:

Minutes to be at the February meeting.

4. ADDITIONS/DELETIONS: None.

5. DISCUSSION/DECISION/PRESENTATION ITEMS:

ELECTION OF OFFICERS

Morgan Knapp, President
Pamela Bailey, Vice President
Lauren Miller, Secretary

MOTION: Pamela Bailey moved, seconded by Colene Lord, to approve the election of officers as presented/amended. MOTION CARRIED 7-0.

2025-26 ANNUAL GOAL SETTING - There was consensus among members to keep the meeting schedule the same as the previous year. Morgan reviewed the

2024-25 goals, the commission revised and discussed policy inventory review. Morgan will present the revised goals for approval at the February meeting.

The commission would like to continue to host the Gathering of the Groups on an annual basis. The last GOG was held in October of 2024.

6. **B/C COMMUNICATIONS:** Members asked for clarification in regards to continuing the “Board Buddy” program. Some interest was expressed in potential opportunities to connect with other boards, including Forest Grove High School and Pacific University.

7. **STAFF COMMUNICATIONS:**

Director’s Report:

ARPA - Colleen reported that construction on the East End bathrooms was complete. Construction on the West End bathroom project was nearing completion and needed additional signage and furnishings. The Teen Partition Project is also nearing completion and there will be a celebration planned after construction has concluded.

IMAGINATION LIBRARY - The state of Oregon has allocated funds, through United Way for Dolly Parton’s Imagination Library program that provides one free book per month to participating children.

HOLIDAY IN THE GROVE - Acknowledgment of staff and their efforts for another successful event held on the 1st Saturday in December.

CHILDREN’S AREA PROJECT - The Forest Grove Children’s Librarian, Carolina, will potentially present the project at the February commission meeting. The project is hoped to be completed within the next 6-9 months.

LUDLAM DONATION - \$50,000 was donated to the city of Forest Grove to be held in the library endowment fund.

WCCLS - Colleen reported that the consulting firm hired to evaluate the current system has provided their final report. Their recommendations will be given to the Washington County Board of Commissioners at a meeting on February 4th.

FRIENDS - The October sale was successful bringing in \$5600. Plans have started for the May sale.

FOUNDATION - The design process has started for an art installation to recognize donors. The Ginsburg Garden will no longer be maintained by the Parks & Rec

Department, instead the Foundation will be hiring a consultant and maintaining it themselves. They will potentially seek out volunteers for help with weeding the garden.

8. **COUNCIL LIAISON REPORT:** Councilwoman Valenzuela reported that funding for a new police station will be put on the ballot in May. The city of Forest Grove has purchased the lot on 19th & Main to Ash St and have no current plans for the lot.
9. **ANNOUNCEMENT OF NEXT MEETING:** The next meeting will be held at 6:30pm on Wednesday February 12, 2025.
10. **ADJOURNMENT:** The meeting was adjourned at 8:21 p.m.



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**Forest Grove Library Commission, Meeting Minutes Wednesday, February 12, 2025
FGCL Rogers Room & Zoom**

Minutes are unofficial until approved by the B/C.

1. CALLED TO ORDER:

Morgan Knapp, Chair, called the meeting to order at 6:36 p.m.

ROLL CALL: Morgan Knapp, Kathleen Poulsen, Ed Eucker, Kirsten Beier, Pamela Bailey, Colene Lord, Lauren Miller

ABSENT:

STAFF PRESENT: Colleen Winters

COUNCIL LIAISON PRESENT: Mariana Valenzuela

2. PUBLIC COMMENT: None.

3. CONSENT AGENDA:

Approve B/C Meeting Minutes of January 2025.

MOTION: Pamela Bailey moved, seconded by Ed Eucker, to approve the Consent Agenda as presented/amended. MOTION CARRIED 7-0.

4. ADDITIONS/DELETIONS: None.

5. DISCUSSION/DECISION/PRESENTATION ITEMS:

The Library Commission Board 2025 Goals were reviewed and revised.

MOTION: Pamela Bailey moved, seconded by Ed Eucker, to approve the Commission Goals as presented/amended. MOTION CARRIED 7-0.

National Library Week will be April 6-12, 2025. The Commission will coordinate staff appreciation during that week, doing sign-ups for snacks, flowers, etc. Morgan will be sending out a task list and sign-up options.

Library staff has suggested the Materials Selection Policy needs revision. The board reviewed the current policy and steps for reconsideration of materials.

6. **B/C COMMUNICATIONS:** Colleen reached out to Stephanie Fleischer about the Board Buddy Program through the Community Engagement Commission. The board buddy program will continue and a board buddy will be present at a future Library Commission meeting.

7. **STAFF COMMUNICATIONS:**

Director's report:

WCCLS: The Washington County Board of Commissioners received the presentation and recommendations from the consulting firm regarding WCCLS. There are three components to the proposal - a levy increase by \$0.10 on the November ballot, recommendations that all member libraries are to be open a minimum of 45 hours per week, and the county will take over selection and acquisition of library materials.

Friends: The May book sale is scheduled for May 8th-10th. The Friends will be looking for volunteers to help with the sale. Three Friends board members have resigned: Dave Pauli, Susan Schubothe and Charlene McCloskey. The Commission would like to honor them

Foundation report: The Foundation has expanded their contract with their consultant to include planting trees in the library parking lot.

8. **COUNCIL LIAISON REPORT:**

Councilwoman Valenzuela will send a digital report.

9. **ANNOUNCEMENT OF NEXT MEETING:** The next meeting will be held on Wednesday March 12, 2025 at 6:30 p.m.

10. **ADJOURNMENT:**

The meeting adjourned at 8:09 p.m.



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**Parks & Recreation Commission Meeting
Wednesday, October 16, 2024
City Auditorium Conference Room, 1915 Main St.**

Minutes are unofficial until approved by the B/C.

A. CALL TO ORDER:

[Approved as presented on 12.18.2024](#)

The meeting was called to order at 7:00 a.m. by Brad Bafaro, Chair of the Parks and Recreation Commission.

ROLL CALL: Brad Bafaro, Chair; Joe Offer, Vice Chair; Paul Waterstreet; Aaron Johnson; Mackenzie Johnston Carey; Glenn VanBlarcom; Mike Marshall, Council Liaison

ABSENT: Susan Taylor; Michelle Beck

STAFF PRESENT: Anne Lane, Parks & Recreation Director; Tom Martin, Parks Supervisor; Sherri Mead, Aquatics Supervisor; Melissa Williams, Admin. Specialist II. Cody Jeffers, Recreation Coordinator was absent.

B. PUBLIC COMMENT: none

C. CONSENT AGENDA:

- a. *Approve Parks & Recreation Commission meeting minutes of September 18, 2024.*

MOTION: Glenn VanBlarcom moved to approve minutes from September 18, 2024. Mackenzie Johnston Carey seconded. MOTION CARRIED unanimously.

D. ADDITIONS/DELETIONS: addition of Pacific University easement was added as E.3. For discussion during this meeting.

E. DISCUSSION/DECISION ITEMS:

1. Guests: there were several citizens present at this meeting, all of whom have an interest in the Cost Recovery Plan & Policy being discussed by the Commission.

2. Cost Recovery Plan & Policy - DRAFT: Anne Lane reported that the next presentation to City Council has been bumped to late November or December.

The Commission continued their discussion surrounding the policy draft and the potential discount/subsidy for non-profit groups. It was suggested that a sub-

committee be established for further work on the DRAFT policy/process but most of the Commission members had an interest in participating. Because more than four members wanted to be involved, this would create a quorum which creates the need to hold an actual Commission meeting. October 30 was determined to be a good date to hold a Work Session, at 6:30pm. Location to be determined. Notifications will be sent once a location is secured.

3. Pacific University easement – due to the length of discussion related to Cost Recovery Plan & Policy (E.2.), this added item was tabled until the next meeting on November 20.

- F. **COUNCIL LIAISON REPORT:** Councilor Marshall reported that the Crane data center appeal was denied and will now move to site review.
- G. **SCHOOL DISTRICT REPRESENTATIVE REPORT:** none
- H. **COMMISSION COMMUNICATIONS (COMMISSION CHAIR – BRAD BAFARO):**
none
- I. **STAFF COMMUNICATIONS:** none
- J. **ANNOUNCEMENT OF NEXT MEETING:** Wednesday, November 20, 2024, 7:00am at the City of Forest Grove Auditorium, Conference Room, 1915 Main St, Forest Grove.
- K. **ADJOURNMENT:** The meeting was adjourned at 8:06am.



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**Parks & Recreation Commission Work Session
Wednesday, October 30, 2024 – 6:30pm
Forest Grove Light & Power Conference Room, 1818 B St.**

Minutes are unofficial until approved by the B/C.

A. CALL TO ORDER:

[Approved as presented on 12.18.2024](#)

The meeting was called to order at 6:30 p.m. by Brad Bafaro, Chair of the Parks and Recreation Commission.

ROLL CALL: Brad Bafaro, Chair; Joe Offer, Vice Chair; Paul Waterstreet; Aaron Johnson; Mackenzie Johnston Carey; Michelle Beck; Susan Taylor; Glenn VanBlarcom; Mike Marshall, Council Liaison

ABSENT: Shari Exo

STAFF PRESENT: Anne Lane, Parks & Recreation Director; Tom Martin, Parks Supervisor; Sherri Mead, Aquatics Supervisor; Cody Jeffers, Recreation Coordinator; Melissa Williams, Administrative Specialist II

B. WORK SESSION:

1. Cost Recovery Policy – DRAFT: Anne Lane, Parks & Recreation Director provided a recap of the Cost Recovery Project process. Cody Jeffers, Recreation Coordinator and Melissa Williams, Administrative Specialist II presented an overview of the pricing tool being used in the program/rental pricing process.
2. Brad Bafaro, Chair facilitated the work session discussion with the Commission Members.
3. Questions/comments the Commission voiced are as follows:
 - A. How is the 50% indirect expense adjustment determined?
 - B. How would in-kind values be determined? There is some opposition to in-kind reciprocation due to potential imbalance of opportunities for different user groups based on the facilities used or other groups doing the work first. Advocating more for sub-categories for non-profit groups.
 - C. Is there a quality level of baseball/softball fields considered?
 - D. Carry over of benefits, one soccer group benefits from services done by another soccer group
 - E. Different rates for groups hosting a fundraiser
 - F. Different rates for recurring rentals such as pool use by swim teams or field use by baseball/softball groups who reserve a large amount of times/days
 - G. Ability to move certain activities from one category to another

- H. Sub-categories for rentals, example would be non-profit services for youth vs. non-profit services for adults (charge for adults), school districts, etc.
 - I. What are the numbers? (numbers of what?)
 - J. What sub-categories does this Commission want and how will they be defined?
 - K. Commission acknowledges added burden on city staff.
 - L. Annual Partnership Agreements between City and user groups
 - M. Councilor Marshall stated there is time to continue working on draft policy – offer start date once policy is approved to allow groups time to handle budget prep. process. Maybe eight months to a year window.
 - N. Revisit process each year – how is it going
 - O. Addition of for-profit rental category with a high-cost recovery rate
 - P. What are Council goals?
 - Q. Partnerships with local youth groups
4. Items for next meeting – review potential process for Partnership Agreements. What are the specifics, how are they administered, who handles oversight? Anne Lane to create draft of process to present at November Commission meeting. Revisit discussion on rental categories, for-profit vs. non-profits.

C. **ADJOURNMENT**: The meeting was adjourned at 8:18 p.m.



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**Parks & Recreation Commission Work Session
Wednesday, November 20, 2024 – 7:00am
City Auditorium Conference Room**

Minutes are unofficial until approved by the B/C.

A. CALL TO ORDER:

[Approved as presented on 12.18.2024](#)

The meeting was called to order at 7:04 a.m. by Brad Bafaro, Chair of the Parks and Recreation Commission.

ROLL CALL: Brad Bafaro, Chair; Paul Waterstreet; Aaron Johnson; Mackenzie Johnston Carey; Michelle Beck; Shari Exo; Mike Marshall, Council Liaison

ABSENT: Susan Taylor; Glenn VanBlarcom; Joe Offer, Vice Chair

STAFF PRESENT: Anne Lane, Parks & Recreation Director; Tom Martin, Parks Supervisor; Sherri Mead, Aquatics Supervisor; Cody Jeffers, Recreation Coordinator; Melissa Williams, Administrative Specialist II

B. WORK SESSION:

1. Memorandum of Understanding (MOU) DRAFT:

Questions/comments the Commission voiced are as follows:

- A. Where is mutual benefit for youth clubs?
- B. Chair not supportive of MOU
- C. Currently no fee for youth non-profit
- D. Focus on the things we can control
- E. Like to see smaller Cost Recovery percentage
- F. Emphasize getting kids in the water, formal agreements with Forest Grove School District & Pacific University
- G. Philosophy on funding by City Council for Parks & Recreation Division, budget may look different this year due to community involvement/response from this study
- H. Discuss realistic costs that youth sports groups can pay
- I. Discussions with other groups, specifically Forest Grove High School & Pacific University
- J. Potential to conduct additional stakeholder discussion meeting

2. Items for next meeting:

- A. Invite all stakeholders to additional discussion meeting – request them to bring their numbers/value added

- B. No current timeline to complete this project from City Council
- C. Anne Lane is looking for incremental progress, would request consensus at December meeting (okay to isolate for further discussion, on those pieces Commission still has concerns with)
- D. Provide numbers for Aquatic Center per lane rental rate

C. **ADJOURNMENT:** The meeting was adjourned at 8:04 a.m.



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**Parks & Recreation Commission Meeting
Wednesday, December 18, 2024
City Auditorium Conference Room, 1915 Main St.**

Minutes are unofficial until approved by the B/C.

A. CALL TO ORDER:

[Approved as presented on 1.15.2025](#)

The meeting was called to order at 7:02 a.m. by Brad Bafaro, Chair of the Parks and Recreation Commission.

ROLL CALL: Brad Bafaro, Chair; Joe Offer, Vice Chair; Paul Waterstreet; Mackenzie Johnston Carey; Glenn VanBlarcom; Susan Taylor; Michelle Beck; Mike Marshall, Council Liaison

ABSENT: Shari Exo; Aaron Johnson

STAFF PRESENT: Anne Lane, Parks & Recreation Director; Tom Martin, Parks Supervisor; Sherri Mead, Aquatics Supervisor; Cody Jeffers, Recreation Coordinator; Melissa Williams, Administrative Specialist II.

- B. PUBLIC COMMENT:** Brian Schimmel, newly elected City Councilor introduced himself. Carrie Niemiec representing the FG Swim Club inquired about the status of the upcoming stakeholders meeting and rates for use of pool lanes. Anne Lane confirmed that meeting date will be announced once it is set, and staff is still working with the consultant 110% in establishing final data to provide lane rental rates. Meeting is scheduled with consultant tomorrow to discuss/review data further.

C. CONSENT AGENDA:

- a. *Approve Parks & Recreation Commission meeting minutes of October 16, 2024.*
- b. *Approve Parks & Recreation Commission Work Session meeting minutes of October 30, 2024.*
- c. *Approve Parks & Recreation Commission Work Session meeting minutes of November 20, 2024.*

MOTION: Glenn VanBlarcom moved to approve minutes from October 16, 2024 meeting. Susan Taylor seconded. MOTION CARRIED unanimously.

MOTION: Glenn VanBlarcom moved to approve minutes from Work Session on October 30, 2024 meeting. Paul Waterstreet seconded. MOTION CARRIED unanimously.

MOTION: Glenn VanBlarcom moved to approve minutes from Work Session on November 20, 2024 meeting. Joe Offer seconded. MOTION CARRIED

unanimously.

D. ADDITIONS/DELETIONS:

E. DISCUSSION/DECISION ITEMS:

1. Cost Recovery Plan & Policy Draft – Anne Lane provided a recap. A MOTION was made by Joe Offer and seconded by Paul Waterstreet, for the Commission to reach consensus on the Cost Recovery Plan & Policy Draft except for the rental service category which requires additional work. MOTION CARRIED unanimously. This consensus will allow staff to proceed with much of our work in Parks & Recreation once approved by City Council.

F. COUNCIL LIAISON REPORT: Councilor Marshall reported Angel Falconer and Brian Schimmel were the newly elected City Council members. They will be attending a Council retreat in January.

G. SCHOOL DISTRICT REPRESENTATIVE REPORT: 15 playgrounds are being worked on, currently one is done, and one is in progress. Looking at adding lighting at NAMS but the track is currently open and final construction repairs have been completed.

H. COMMISSION COMMUNICATIONS (COMMISSION CHAIR – BRAD BAFARO): The Commission recognized two outgoing members. Paul Waterstreet has served more than 31 years on this Commission. Susan Taylor has served more than 19 years on this Commission. Both were presented with Certificates of Appreciation for all their hard work, and they were honored with swag bags. Anne Lane thanked each of them for their decades of service and presented the certificates.

I. STAFF COMMUNICATIONS:

1. Department Reports were included with meeting packet.
2. A letter has been sent to Grass Stains by legal counsel to respond by 12/31/24 to correct construction issues.
3. Kyle Park update has been moved to the February meeting.
4. Tom Martin, Parks Supervisor mentioned the huge asset that the WCSO Jail Crew program is for his department. There has been talk about the County dissolving this program and he would like assistance, if that becomes necessary, from the Commission in support of keeping this program going, possibly via emails or letters to the County.

J. ANNOUNCEMENT OF NEXT MEETING: Wednesday, January 15, 2025, 7:00am at the City of Forest Grove Auditorium, Conference Room, 1915 Main St, Forest

Grove.

K. **ADJOURNMENT:** The meeting was adjourned at 7:45am.



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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: *April 14, 2025*

SUBJECT TITLE: *Accept Committee for Community Engagement Resignation*

ACTION REQUESTED:

☐ Ordinance

☐ Order

☐ Resolution

☐ Motion

☒ X

☐ Informational

X all that apply

ISSUE STATEMENT

Accept Resignation on the Historic Landmarks Board (Benjamin Colteaux, Appointed 1/25, Term Expiring 12/31/29)

STAFF RECOMMENDATION

Staff recommend City Council accept the above-noted resignation and deem the seat vacant.

ATTACHMENTS

Resignation email

Mariah Woods

From: Matthew Johnson
Sent: Friday, March 14, 2025 1:14 PM
To: Joyce Phillips; Mariah Woods
Cc: Bryan Pohl
Subject: HLB Member Resignation

Good afternoon- Please see Ben Colteaux's resignation email below and let me know if you require anything else from me.

Matt Johnson, AICP

Senior Planner | Community Development
1924 Council Street, PO Box 326
Forest Grove, OR 97116
503.992.3233



Subscribe to our [newsletter](#) / forestgrove-or.gov

From: Benjamin Colteaux
Sent: Friday, March 14, 2025 1:01 PM
To: Matthew Johnson
Subject: Re: HLB Proposed Restoration Workshop

Good afternoon Matthew,

I am so sorry to announce that I am giving up my seat on the historic landmarks board. The last six months have thrown so much at us that we have to simplify our lives and prioritize our well being. I wish the group well and you should be well positioned with the new board members.

With thanks

Ben

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CITY COUNCIL MEMORANDUM

TO: *City Council*

FROM: *Jesse VanderZanden, City Manager*

PROJECT TEAM: *Mariah Woods, City Recorder*

DATE: *April 14, 2025*

SUBJECT TITLE: *Annual Liquor License Renewals 2025*

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 recommends City Council authorize endorsement of the attached Annual Liquor License Renewals. The City's endorsement will be submitted to OLCC and OLCC approves, denies, restricts, or makes 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

- OLCC Reasons to Deny or Restrict a License
- Annual Liquor License Renewals

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.



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CITY RECORDER USE ONLY:

AGENDA ITEM #: _____

RECEIVED: _____

MEETING DATE: _____

FINAL ACTION: _____

LIQUOR LICENSE RECOMMENDATION

BUSINESS NAME / INDIVIDUAL: A FRAMER'S TOUCH

BUSINESS LOCATION ADDRESS: 1920 21ST AVE
FOREST GROVE, OR 97116

LIQUOR LICENSE TYPE: L

CITY BUSINESS LICENSE: 20124

1. TYPE OF LICENSE:	2. LICENSE FEE:
☒ F-COM – Full On-Premises Sales	☒ L – Limited On-Premises Sales
☐ F-CAT – Full ON-Premises Sales, Caterer	☐ O – Off-Premises Sales
☐ F-FPC/F-CLU – Full On-Premises, Private	☐ SEW – Special Event Winery
☐ F-PL – Full On-Premises Public Location	☒ SEG – Special Event Grower
☐ TSL – Temporary Sales License	☐ SED – Special Event Distillery
☐ BP – Brewery Public House	☐ Distillery
☐ FULL ON-PREMISES SALES	☐ 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 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

3.17.25

Date



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CITY RECORDER USE ONLY:

AGENDA ITEM #: _____

RECEIVED: _____

MEETING DATE: _____

FINAL ACTION: _____

LIQUOR LICENSE RECOMMENDATION

BUSINESS NAME / INDIVIDUAL: BI-MART #635

BUSINESS LOCATION ADDRESS: 3225 PACIFIC HWY
FOREST GROVE, OR 97116

LIQUOR LICENSE TYPE: O

CITY BUSINESS LICENSE: 20270

1. TYPE OF LICENSE:		2. LICENSE FEE:	
F-COM – Full On-Premises Sales		L – Limited On-Premises Sales	\$100.00 New Application
F-CAT – Full ON-Premises Sales, Caterer	X	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		LIMITED ON-PREMISES SALES	X 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.	
		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

3.17.25

Date



A place where families and businesses thrive.

CITY RECORDER USE ONLY:

AGENDA ITEM #: _____

RECEIVED: _____

MEETING DATE: _____

FINAL ACTION: _____

LIQUOR LICENSE RECOMMENDATION

BUSINESS NAME / INDIVIDUAL: BLACKDOG BAR & GRILL

BUSINESS LOCATION ADDRESS: 2835 19TH AVE #900
FOREST GROVE, OR 97116

LIQUOR LICENSE TYPE: F-COM

CITY BUSINESS LICENSE: 30003

1. TYPE OF LICENSE:	2. LICENSE FEE:
☒ F-COM – Full On-Premises Sales	L – Limited On-Premises Sales
☐ F-CAT – Full ON-Premises Sales, Caterer	O – Off-Premises Sales
☐ F-FPC/F-CLU – Full On-Premises, Private	SEW – Special Event Winery
☐ F-PL – Full On-Premises Public Location	SEG – Special Event Grower
☐ TSL – Temporary Sales License	SED – Special Event Distillery
☐ BP – Brewery Public House	Distillery
☒ FULL ON-PREMISES SALES	LIMITED ON-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.	OFF-PREMISES SALES
	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:

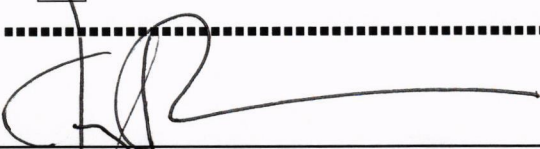
☐ NONE

☒ SUPPORTING DOCUMENTATION ATTACHED

RECOMMENDED ACTION:

☒ FORWARD WITH APPROVAL

☐ REJECT APPLICATION (Memorandum Required)


Chief of Police/Designee

3.17.25
Date



A place where families and businesses thrive.

CITY RECORDER USE ONLY:

AGENDA ITEM #: _____

RECEIVED: _____

MEETING DATE: _____

FINAL ACTION: _____

LIQUOR LICENSE RECOMMENDATION

BUSINESS NAME / INDIVIDUAL: BON APPETIT @ PACIFIC UNIVERSITY

BUSINESS LOCATION ADDRESS: 2043 COLLEGE WAY WASHBURNE RM 207
FOREST GROVE, OR 97116

LIQUOR LICENSE TYPE: L

CITY BUSINESS LICENSE: 21284

1. TYPE OF LICENSE:		2. LICENSE FEE:	
F-COM – Full On-Premises Sales	☒	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	☒ \$ 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	☒	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.	
		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:

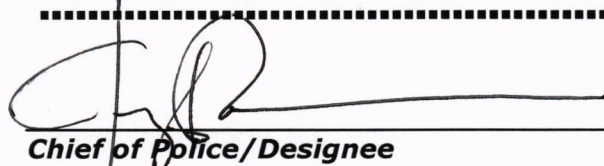
☒ NONE

☐ SUPPORTING DOCUMENTATION ATTACHED

RECOMMENDED ACTION:

☒ FORWARD WITH APPROVAL

☐ REJECT APPLICATION (Memorandum Required)



Chief of Police/Designee

3.17.25

Date



A place where families and businesses thrive.

CITY RECORDER USE ONLY:

AGENDA ITEM #: _____

RECEIVED: _____

MEETING DATE: _____

FINAL ACTION: _____

LIQUOR LICENSE RECOMMENDATION

BUSINESS NAME / INDIVIDUAL: COASTER'S DELI & PUB

BUSINESS LOCATION ADDRESS: 1918 MAIN ST
FOREST GROVE, OR 97116

LIQUOR LICENSE TYPE: F-COM

CITY BUSINESS LICENSE: 21234

1. TYPE OF LICENSE:		2. LICENSE FEE:	
☒ F-COM – Full On-Premises Sales	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	☒	\$ 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	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 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

3.17.25

Date



A place where families and businesses thrive.

CITY RECORDER USE ONLY:

AGENDA ITEM #: _____

RECEIVED: _____

MEETING DATE: _____

FINAL ACTION: _____

LIQUOR LICENSE RECOMMENDATION

BUSINESS NAME / INDIVIDUAL: CORNERSTONE PUB & GRILL

BUSINESS LOCATION ADDRESS: 2307 PACIFIC AVE
FOREST GROVE, OR 97116

LIQUOR LICENSE TYPE: L

CITY BUSINESS LICENSE: 20058

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 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:

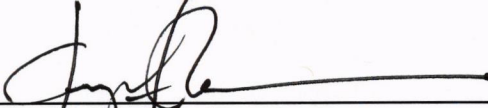
☐ NONE

☒ SUPPORTING DOCUMENTATION ATTACHED

RECOMMENDED ACTION:

☒ FORWARD WITH APPROVAL

☐ REJECT APPLICATION (Memorandum Required)



Chief of Police/Designee

3.17.25

Date



A place where families and businesses thrive.

CITY RECORDER USE ONLY:

AGENDA ITEM #: _____

RECEIVED: _____

MEETING DATE: _____

FINAL ACTION: _____

LIQUOR LICENSE RECOMMENDATION

BUSINESS NAME / INDIVIDUAL: DIAMOND PALACE RESTAURANT

BUSINESS LOCATION ADDRESS: 1921 MAIN ST
FOREST GROVE, OR 97116

LIQUOR LICENSE TYPE: F-COM

CITY BUSINESS LICENSE: 20241

1. TYPE OF LICENSE:	2. LICENSE FEE:
☒ F-COM – Full On-Premises Sales	L – Limited On-Premises Sales
☐ F-CAT – Full ON-Premises Sales, Caterer	O – Off-Premises Sales
☐ F-FPC/F-CLU – Full On-Premises, Private	SEW – Special Event Winery
☐ F-PL – Full On-Premises Public Location	SEG – Special Event Grower
☐ TSL – Temporary Sales License	SED – Special Event Distillery
☐ BP – Brewery Public House	Distillery
☒ FULL ON-PREMISES SALES	LIMITED ON-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.	OFF-PREMISES SALES
	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

3.17.25
Date



A place where families and businesses thrive.

CITY RECORDER USE ONLY:

AGENDA ITEM #: _____

RECEIVED: _____

MEETING DATE: _____

FINAL ACTION: _____

LIQUOR LICENSE RECOMMENDATION

BUSINESS NAME / INDIVIDUAL: ELKS LODGE #2440 FOREST GROVE

BUSINESS LOCATION ADDRESS: 2810 PACIFIC HWY
FOREST GROVE, OR 97116

LIQUOR LICENSE TYPE: F-CLU

CITY BUSINESS LICENSE: 20320

1. TYPE OF LICENSE:	2. LICENSE FEE:
☐ F-COM – Full On-Premises Sales	☐ L – Limited On-Premises Sales
☐ F-CAT – Full ON-Premises Sales, Caterer	☐ O – Off-Premises Sales
☒ F-FPC/F-CLU – Full On-Premises, Private	☐ SEW – Special Event Winery
☐ F-PL – Full On-Premises Public Location	☒ SEG – Special Event Grower
☐ TSL – Temporary Sales License	☐ SED – Special Event Distillery
☐ BP – Brewery Public House	☐ Distillery
☒ FULL ON-PREMISES SALES	☐ LIMITED ON-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.	☐ OFF-PREMISES SALES
	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:

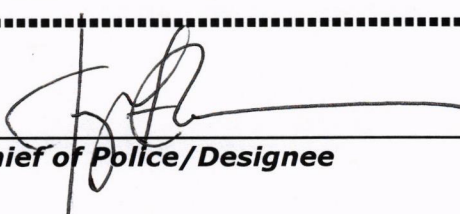
☐ NONE

☒ SUPPORTING DOCUMENTATION ATTACHED

RECOMMENDED ACTION:

☒ FORWARD WITH APPROVAL

☐ REJECT APPLICATION (Memorandum Required)


Chief of Police/Designee

3.17.25
Date



A place where families and businesses thrive.

CITY RECORDER USE ONLY:

AGENDA ITEM #: _____

RECEIVED: _____

MEETING DATE: _____

FINAL ACTION: _____

LIQUOR LICENSE RECOMMENDATION

BUSINESS NAME / INDIVIDUAL: FOREST GROVE LIQUOR STORE

BUSINESS LOCATION ADDRESS: 2811 19TH AVE
FOREST GROVE, OR 97116

LIQUOR LICENSE TYPE: O

CITY BUSINESS LICENSE: 20148

1. TYPE OF LICENSE:	2. LICENSE FEE:
F-COM – Full On-Premises Sales	L – Limited On-Premises Sales
F-CAT – Full ON-Premises Sales, Caterer	O – Off-Premises Sales
F-FPC/F-CLU – Full On-Premises, Private	SEW – Special Event Winery
F-PL – Full On-Premises Public Location	SEG – Special Event Grower
TSL – Temporary Sales License	SED – Special Event Distillery
BP – Brewery Public House	Distillery
FULL ON-PREMISES SALES	LIMITED ON-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 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

3.17.25
Date



A place where families and businesses thrive.

CITY RECORDER USE ONLY:

AGENDA ITEM #: _____

RECEIVED: _____

MEETING DATE: _____

FINAL ACTION: _____

LIQUOR LICENSE RECOMMENDATION

BUSINESS NAME / INDIVIDUAL: GODFATHER'S PIZZA / PLAYERS PUB

BUSINESS LOCATION ADDRESS: 2834 PACIFIC AVE
FOREST GROVE, OR 97116

LIQUOR LICENSE TYPE: F-COM

CITY BUSINESS LICENSE: 20018

1. TYPE OF LICENSE:	2. LICENSE FEE:
☒ F-COM – Full On-Premises Sales	☐ 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 \$ 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	☐ LIMITED ON-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 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

3.17.25

Date



A place where families and businesses thrive.

CITY RECORDER USE ONLY:

AGENDA ITEM #: _____

RECEIVED: _____

MEETING DATE: _____

FINAL ACTION: _____

LIQUOR LICENSE RECOMMENDATION

BUSINESS NAME / INDIVIDUAL: GUIDETTI'S MARKETPLACE

BUSINESS LOCATION ADDRESS: 2004 MAIN ST #100
FOREST GROVE, OR 97116

LIQUOR LICENSE TYPE: L

CITY BUSINESS LICENSE: 30285

1. TYPE OF LICENSE:		2. LICENSE FEE:	
F-COM – Full On-Premises Sales	☒	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	☒	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 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

3.17.25

Date



A place where families and businesses thrive.

CITY RECORDER USE ONLY:

AGENDA ITEM #: _____

RECEIVED: _____

MEETING DATE: _____

FINAL ACTION: _____

LIQUOR LICENSE RECOMMENDATION

BUSINESS NAME / INDIVIDUAL: HELLO MARKET

BUSINESS LOCATION ADDRESS: 1917 19TH AVE
FOREST GROVE, OR 97116

LIQUOR LICENSE TYPE: O

CITY BUSINESS LICENSE: 20085

1. TYPE OF LICENSE:	2. LICENSE FEE:
F-COM – Full On-Premises Sales	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	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 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:

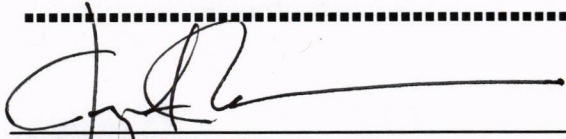
☐ NONE

☒ SUPPORTING DOCUMENTATION ATTACHED

RECOMMENDED ACTION:

☒ FORWARD WITH APPROVAL

☐ REJECT APPLICATION (Memorandum Required)



Chief of Police/Designee

3.17.25

Date



A place where families and businesses thrive.

CITY RECORDER USE ONLY:

AGENDA ITEM #: _____

RECEIVED: _____

MEETING DATE: _____

FINAL ACTION: _____

LIQUOR LICENSE RECOMMENDATION

BUSINESS NAME / INDIVIDUAL: JADE GREEN PALACE

BUSINESS LOCATION ADDRESS: 3018 PACIFIC AVE
FOREST GROVE, OR 97116

LIQUOR LICENSE TYPE: F-COM

CITY BUSINESS LICENSE: 20147

1. TYPE OF LICENSE:	2. LICENSE FEE:
☒ F-COM – Full On-Premises Sales	☐ L – Limited On-Premises Sales
☐ F-CAT – Full ON-Premises Sales, Caterer	☐ O – Off-Premises Sales
☐ F-FPC/F-CLU – Full On-Premises, Private	☐ SEW – Special Event Winery
☐ F-PL – Full On-Premises Public Location	☐ SEG – Special Event Grower
☐ TSL – Temporary Sales License	☐ SED – Special Event Distillery
☐ BP – Brewery Public House	☐ Distillery
☒ FULL ON-PREMISES SALES	☒ 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

3.17.25
Date



A place where families and businesses thrive.

CITY RECORDER USE ONLY:

AGENDA ITEM #: _____

RECEIVED: _____

MEETING DATE: _____

FINAL ACTION: _____

LIQUOR LICENSE RECOMMENDATION

BUSINESS NAME / INDIVIDUAL: LA ESTRELLA TACOS

BUSINESS LOCATION ADDRESS: 2432 - 2434 19TH AVE
FOREST GROVE, OR 97116

LIQUOR LICENSE TYPE: L

CITY BUSINESS LICENSE: 0

1. TYPE OF LICENSE:		2. LICENSE FEE:	
F-COM – Full On-Premises Sales	☒	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	☒ \$ 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	☒	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.	
		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

3.17.25

Date



FINAL ACTION:



A place where families and businesses thrive.

CITY RECORDER USE ONLY:

AGENDA ITEM #: _____

RECEIVED: _____

MEETING DATE: _____

FINAL ACTION: _____

LIQUOR LICENSE RECOMMENDATION

BUSINESS NAME / INDIVIDUAL: LINDO MICHOACAN

BUSINESS LOCATION ADDRESS: 1927-1931 MAIN ST
FOREST GROVE, OR 97116

LIQUOR LICENSE TYPE: F-COM

CITY BUSINESS LICENSE: 30428

1. TYPE OF LICENSE:	2. LICENSE FEE:
☒ F-COM – Full On-Premises Sales	☐ L – Limited On-Premises Sales
☐ F-CAT – Full ON-Premises Sales, Caterer	☐ O – Off-Premises Sales
☐ F-FPC/F-CLU – Full On-Premises, Private	☐ SEW – Special Event Winery
☐ F-PL – Full On-Premises Public Location	☒ SEG – Special Event Grower
☐ TSL – Temporary Sales License	☐ SED – Special Event Distillery
☐ BP – Brewery Public House	☐ Distillery
☒ FULL ON-PREMISES SALES	☐ LIMITED ON-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.	☐ OFF-PREMISES SALES
	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

3.17.25

Date



A place where families and businesses thrive.

CITY RECORDER USE ONLY:

AGENDA ITEM #: _____

RECEIVED: _____

MEETING DATE: _____

FINAL ACTION: _____

LIQUOR LICENSE RECOMMENDATION

BUSINESS NAME / INDIVIDUAL: THE MASONIC GRAND LODGE OF OREGON

BUSINESS LOCATION ADDRESS: 2300 MASONIC WY
FOREST GROVE, OR 97116

LIQUOR LICENSE TYPE: F-CLU

CITY BUSINESS LICENSE: 20977

1. TYPE OF LICENSE:	2. LICENSE FEE:
☐ F-COM – Full On-Premises Sales	☐ L – Limited On-Premises Sales
☐ F- CAT – Full ON-Premises Sales, Caterer	☐ O – Off-Premises Sales
☒ F-FPC/F-CLU – Full On-Premises, Private	☐ SEW – Special Event Winery
☐ F-PL – Full On-Premises Public Location	☒ SEG – Special Event Grower
☐ TSL – Temporary Sales License	☐ SED – Special Event Distillery
☐ BP – Brewery Public House	☐ Distillery
☒ FULL ON-PREMISES SALES	☐ LIMITED ON-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.	☐ OFF-PREMISES SALES
	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:

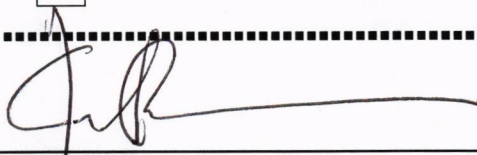
☐ NONE

☒ SUPPORTING DOCUMENTATION ATTACHED

RECOMMENDED ACTION:

☒ FORWARD WITH APPROVAL

☐ REJECT APPLICATION (Memorandum Required)



Chief of Police/Designee

3-26-25

Date



A place where families and businesses thrive.

CITY RECORDER USE ONLY:

AGENDA ITEM #: _____

RECEIVED: _____

MEETING DATE: _____

FINAL ACTION: _____

LIQUOR LICENSE RECOMMENDATION

BUSINESS NAME / INDIVIDUAL: MCMENAMIN'S GRAND LODGE

BUSINESS LOCATION ADDRESS: 3505 PACIFIC AVE
FOREST GROVE, OR 97116

LIQUOR LICENSE TYPE: DISTT

CITY BUSINESS LICENSE: 20027

1. TYPE OF LICENSE:	2. LICENSE FEE:
F-COM – Full On-Premises Sales	L – Limited On-Premises Sales
F- CAT – Full ON-Premises Sales, Caterer	O – Off-Premises Sales
F-FPC/F-CLU – Full On-Premises, Private	SEW – Special Event Winery
F-PL – Full On-Premises Public Location	SEG – Special Event Grower
TSL – Temporary Sales License	SED – Special Event Distillery
BP – Brewery Public House	Distillery
FULL ON-PREMISES SALES	LIMITED ON-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 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:

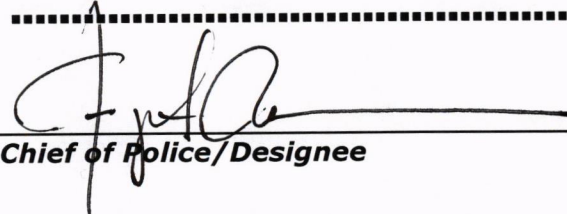
☐ NONE

☒ SUPPORTING DOCUMENTATION ATTACHED

RECOMMENDED ACTION:

☒ FORWARD WITH APPROVAL

☐ REJECT APPLICATION (Memorandum Required)


Chief of Police/Designee

3.17.25
Date



A place where families and businesses thrive.

CITY RECORDER USE ONLY:

AGENDA ITEM #: _____

RECEIVED: _____

MEETING DATE: _____

FINAL ACTION: _____

LIQUOR LICENSE RECOMMENDATION

BUSINESS NAME / INDIVIDUAL: MINI MART

BUSINESS LOCATION ADDRESS: 2705 PACIFIC AVE
FOREST GROVE, OR 97116

LIQUOR LICENSE TYPE: O

CITY BUSINESS LICENSE: 20070

1. TYPE OF LICENSE:	2. LICENSE FEE:
☐ F-COM – Full On-Premises Sales	☐ L – Limited On-Premises Sales
☐ F-CAT – Full ON-Premises Sales, Caterer	☒ O – Off-Premises Sales
☐ F-FPC/F-CLU – Full On-Premises, Private	☐ SEW – Special Event Winery
☐ F-PL – Full On-Premises Public Location	☒ SEG – Special Event Grower
☐ TSL – Temporary Sales License	☐ SED – Special Event Distillery
☐ BP – Brewery Public House	☐ Distillery
☐ FULL ON-PREMISES SALES	☒ LIMITED ON-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.	☒ OFF-PREMISES SALES
	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:

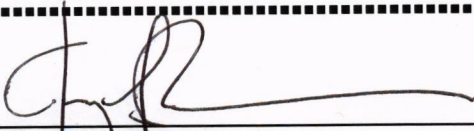
☐ NONE

☒ SUPPORTING DOCUMENTATION ATTACHED

RECOMMENDED ACTION:

☒ FORWARD WITH APPROVAL

☐ REJECT APPLICATION (Memorandum Required)



Chief of Police/Designee

3.26.25

Date



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, STE C
FOREST GROVE, OR 97116

LIQUOR LICENSE TYPE: L

CITY BUSINESS LICENSE: 30491

1. TYPE OF LICENSE:	2. LICENSE FEE:	
F-COM – Full On-Premises Sales	☒ 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	☒ \$ 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	☒ 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:

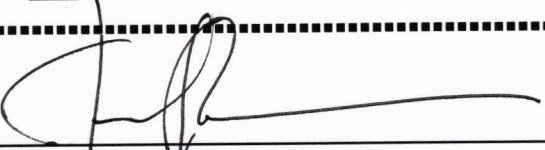
☐ NONE

☒ SUPPORTING DOCUMENTATION ATTACHED

RECOMMENDED ACTION:

☒ FORWARD WITH APPROVAL

☐ REJECT APPLICATION (Memorandum Required)


Chief of Police/Designee

3.17.25
Date



A place where families and businesses thrive.

CITY RECORDER USE ONLY:

AGENDA ITEM #: _____

RECEIVED: _____

MEETING DATE: _____

FINAL ACTION: _____

LIQUOR LICENSE RECOMMENDATION

BUSINESS NAME / INDIVIDUAL: PIZZA SCHMIZZA

BUSINESS LOCATION ADDRESS: 2042 MAIN ST
FOREST GROVE, OR 97116

LIQUOR LICENSE TYPE: L

CITY BUSINESS LICENSE: 20300

1. TYPE OF LICENSE:		2. LICENSE FEE:	
F-COM – Full On-Premises Sales	☒ 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	☒	\$ 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	☒ 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 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:

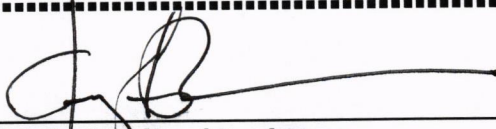
☐ NONE

☒ SUPPORTING DOCUMENTATION ATTACHED

RECOMMENDED ACTION:

☒ FORWARD WITH APPROVAL

☐ REJECT APPLICATION (Memorandum Required)



Chief of Police/Designee

3.17.25

Date



A place where families and businesses thrive.

CITY RECORDER USE ONLY:

AGENDA ITEM #: _____

RECEIVED: _____

MEETING DATE: _____

FINAL ACTION: _____

LIQUOR LICENSE RECOMMENDATION

BUSINESS NAME / INDIVIDUAL: PLAID PANTRY #20

BUSINESS LOCATION ADDRESS: 2436 19TH AVE
FOREST GROVE, OR 97116

LIQUOR LICENSE TYPE: O

CITY BUSINESS LICENSE: 20153

1. TYPE OF LICENSE:	2. LICENSE FEE:
F-COM – Full On-Premises Sales	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	LIMITED ON-PREMISES SALES X 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 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

3-26-25

Date



A place where families and businesses thrive.

CITY RECORDER USE ONLY:

AGENDA ITEM #: _____

RECEIVED: _____

MEETING DATE: _____

FINAL ACTION: _____

LIQUOR LICENSE RECOMMENDATION

BUSINESS NAME / INDIVIDUAL: PLAID PANTRY #99

BUSINESS LOCATION ADDRESS: 2901 THATCHER RD
FOREST GROVE, OR 97116

LIQUOR LICENSE TYPE: O

CITY BUSINESS LICENSE: 20170

1. TYPE OF LICENSE:	2. LICENSE FEE:
F-COM – Full On-Premises Sales	L – Limited On-Premises Sales
F-CAT – Full ON-Premises Sales, Caterer	O – Off-Premises Sales
F-FPC/F-CLU – Full On-Premises, Private	SEW – Special Event Winery
F-PL – Full On-Premises Public Location	SEG – Special Event Grower
TSL – Temporary Sales License	SED – Special Event Distillery
BP – Brewery Public House	Distillery
FULL ON-PREMISES SALES	LIMITED ON-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.	OFF-PREMISES SALES
	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:

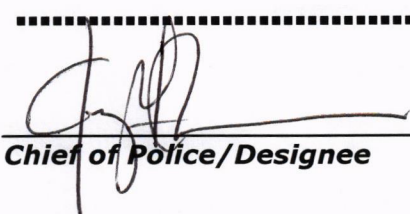
☐ NONE

☒ SUPPORTING DOCUMENTATION ATTACHED

RECOMMENDED ACTION:

☒ FORWARD WITH APPROVAL

☐ REJECT APPLICATION (Memorandum Required)


Chief of Police/Designee


Date



A place where families and businesses thrive.

CITY RECORDER USE ONLY:

AGENDA ITEM #: _____

RECEIVED: _____

MEETING DATE: _____

FINAL ACTION: _____

LIQUOR LICENSE RECOMMENDATION

BUSINESS NAME / INDIVIDUAL: PRIME TIME SPORTS BAR & RESTAURANT

BUSINESS LOCATION ADDRESS: 4450 PACIFIC AVE
FOREST GROVE, OR 97116

LIQUOR LICENSE TYPE: F-COM

CITY BUSINESS LICENSE: 20112

1. TYPE OF LICENSE:	2. LICENSE FEE:
☒ F-COM – Full On-Premises Sales	☐ L – Limited On-Premises Sales
☐ F-CAT – Full ON-Premises Sales, Caterer	☐ O – Off-Premises Sales
☐ F-FPC/F-CLU – Full On-Premises, Private	☐ SEW – Special Event Winery
☐ F-PL – Full On-Premises Public Location	☒ SEG – Special Event Grower
☐ TSL – Temporary Sales License	☐ SED – Special Event Distillery
☐ BP – Brewery Public House	☐ Distillery
☒ FULL ON-PREMISES SALES	☐ 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

3.26.25

Date



A place where families and businesses thrive.

CITY RECORDER USE ONLY:

AGENDA ITEM #: _____

RECEIVED: _____

MEETING DATE: _____

FINAL ACTION: _____

LIQUOR LICENSE RECOMMENDATION

BUSINESS NAME / INDIVIDUAL: RAINBOW LANES

BUSINESS LOCATION ADDRESS: 2748 19TH PL
FOREST GROVE, OR 97116

LIQUOR LICENSE TYPE: F-COM

CITY BUSINESS LICENSE: 20177

1. TYPE OF LICENSE:	2. LICENSE FEE:
☒ F-COM – Full On-Premises Sales	L – Limited On-Premises Sales
☐ F-CAT – Full ON-Premises Sales, Caterer	O – Off-Premises Sales
☐ F-FPC/F-CLU – Full On-Premises, Private	SEW – Special Event Winery
☐ F-PL – Full On-Premises Public Location	SEG – Special Event Grower
☐ TSL – Temporary Sales License	SED – Special Event Distillery
☐ BP – Brewery Public House	Distillery
☒ FULL ON-PREMISES SALES	LIMITED ON-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.	OFF-PREMISES SALES
	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:

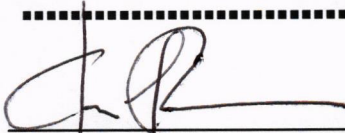
☐ NONE

☒ SUPPORTING DOCUMENTATION ATTACHED

RECOMMENDED ACTION:

☒ FORWARD WITH APPROVAL

☐ REJECT APPLICATION (Memorandum Required)


Chief of Police/Designee

3-26-25
Date



A place where families and businesses thrive.

CITY RECORDER USE ONLY:

AGENDA ITEM #: _____

RECEIVED: _____

MEETING DATE: _____

FINAL ACTION: _____

LIQUOR LICENSE RECOMMENDATION

BUSINESS NAME / INDIVIDUAL: SAFEWAY STORE #406

BUSINESS LOCATION ADDRESS: 2836 PACIFIC AVE
FOREST GROVE, OR 97116

LIQUOR LICENSE TYPE: O

CITY BUSINESS LICENSE: 20078

1. TYPE OF LICENSE:	2. LICENSE FEE:
F-COM – Full On-Premises Sales	L – Limited On-Premises Sales
F-CAT – Full ON-Premises Sales, Caterer	O – Off-Premises Sales
F-FPC/F-CLU – Full On-Premises, Private	SEW – Special Event Winery
F-PL – Full On-Premises Public Location	SEG – Special Event Grower
TSL – Temporary Sales License	SED – Special Event Distillery
BP – Brewery Public House	Distillery
FULL ON-PREMISES SALES	LIMITED ON-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.	OFF-PREMISES SALES
	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

3.17.25
Date



A place where families and businesses thrive.

CITY RECORDER USE ONLY:

AGENDA ITEM #: _____

RECEIVED: _____

MEETING DATE: _____

FINAL ACTION: _____

LIQUOR LICENSE RECOMMENDATION

BUSINESS NAME / INDIVIDUAL: SAWA'S DONBURI

BUSINESS LOCATION ADDRESS: 2036 MAIN ST SUITE B
FOREST GROVE, OR 97116

LIQUOR LICENSE TYPE: F-COM

CITY BUSINESS LICENSE: 21214

1. TYPE OF LICENSE:		2. LICENSE FEE:	
☒ F-COM – Full On-Premises Sales	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	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 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

3.17.25
Date



A place where families and businesses thrive.

CITY RECORDER USE ONLY:

AGENDA ITEM #:

RECEIVED:

MEETING DATE:

FINAL ACTION:

LIQUOR LICENSE RECOMMENDATION

BUSINESS NAME / INDIVIDUAL: SMOKE 4 LESS

BUSINESS LOCATION ADDRESS: 3010 A-C PACIFIC AVE
FOREST GROVE, OR 97116

LIQUOR LICENSE TYPE: O

CITY BUSINESS LICENSE: 20745

1. TYPE OF LICENSE:	2. LICENSE FEE:
F-COM – Full On-Premises Sales	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	LIMITED ON-PREMISES SALES X 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 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:

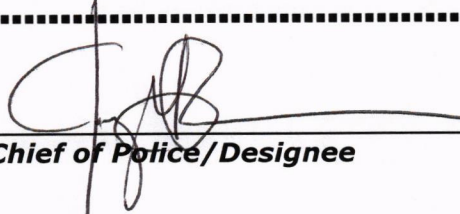
☐ NONE

☒ SUPPORTING DOCUMENTATION ATTACHED

RECOMMENDED ACTION:

☒ FORWARD WITH APPROVAL

☐ REJECT APPLICATION (Memorandum Required)


Chief of Police/Designee

3-26-25
Date



A place where families and businesses thrive.

CITY RECORDER USE ONLY:

AGENDA ITEM #: _____

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MEETING DATE: _____

FINAL ACTION: _____

LIQUOR LICENSE RECOMMENDATION

BUSINESS NAME / INDIVIDUAL: SUPER MERCADO LA MONTANA

BUSINESS LOCATION ADDRESS: 1905 MT VIEW LN #100
FOREST GROVE, OR 97116

LIQUOR LICENSE TYPE: O

CITY BUSINESS LICENSE: 20063

1. TYPE OF LICENSE:	2. LICENSE FEE:
F-COM – Full On-Premises Sales	L – Limited On-Premises Sales
F-CAT – Full ON-Premises Sales, Caterer	O – Off-Premises Sales
F-FPC/F-CLU – Full On-Premises, Private	SEW – Special Event Winery
F-PL – Full On-Premises Public Location	SEG – Special Event Grower
TSL – Temporary Sales License	SED – Special Event Distillery
BP – Brewery Public House	Distillery
FULL ON-PREMISES SALES	LIMITED ON-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.	OFF-PREMISES SALES
	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

3.17.25
Date



A place where families and businesses thrive.

CITY RECORDER USE ONLY:

AGENDA ITEM #: _____

RECEIVED: _____

MEETING DATE: _____

FINAL ACTION: _____

LIQUOR LICENSE RECOMMENDATION

BUSINESS NAME / INDIVIDUAL: SVS FOREST GROVE INC

BUSINESS LOCATION ADDRESS: 2710 19TH AVE
FOREST GROVE, OR 97116

LIQUOR LICENSE TYPE: O

CITY BUSINESS LICENSE: 30504

1. TYPE OF LICENSE:	2. LICENSE FEE:
F-COM – Full On-Premises Sales	L – Limited On-Premises Sales
F- CAT – Full ON-Premises Sales, Caterer	O – Off-Premises Sales
F-FPC/F-CLU – Full On-Premises, Private	SEW – Special Event Winery
F-PL – Full On-Premises Public Location	SEG – Special Event Grower
TSL – Temporary Sales License	SED – Special Event Distillery
BP – Brewery Public House	Distillery
FULL ON-PREMISES SALES	LIMITED ON-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.	OFF-PREMISES SALES
	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

3.17.25

Date



A place where families and businesses thrive.

CITY RECORDER USE ONLY:

AGENDA ITEM #: _____

RECEIVED: _____

MEETING DATE: _____

FINAL ACTION: _____

LIQUOR LICENSE RECOMMENDATION

BUSINESS NAME / INDIVIDUAL: TAQUERIA CORONA

BUSINESS LOCATION ADDRESS: 2009 MAIN ST
FOREST GROVE, OR 97116

LIQUOR LICENSE TYPE: F-COM

CITY BUSINESS LICENSE: 20391

1. TYPE OF LICENSE:	2. LICENSE FEE:
☒ F-COM – Full On-Premises Sales	L – Limited On-Premises Sales
☐ F-CAT – Full ON-Premises Sales, Caterer	O – Off-Premises Sales
☐ F-FPC/F-CLU – Full On-Premises, Private	SEW – Special Event Winery
☐ F-PL – Full On-Premises Public Location	SEG – Special Event Grower
☐ TSL – Temporary Sales License	SED – Special Event Distillery
☐ BP – Brewery Public House	Distillery
☒ FULL ON-PREMISES SALES	LIMITED ON-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.	OFF-PREMISES SALES
	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

3.26.25
Date



A place where families and businesses thrive.

CITY RECORDER USE ONLY:

AGENDA ITEM #: _____

RECEIVED: _____

MEETING DATE: _____

FINAL ACTION: _____

LIQUOR LICENSE RECOMMENDATION

BUSINESS NAME / INDIVIDUAL: THEATRE IN THE GROVE

BUSINESS LOCATION ADDRESS: 2028 PACIFIC AVE
FOREST GROVE, OR 97116

LIQUOR LICENSE TYPE: L

CITY BUSINESS LICENSE: 20436

1. TYPE OF LICENSE:	2. LICENSE FEE:
☒ F-COM – Full On-Premises Sales	☒ L – Limited On-Premises Sales
☐ F-CAT – Full ON-Premises Sales, Caterer	☐ O – Off-Premises Sales
☐ F-FPC/F-CLU – Full On-Premises, Private	☐ SEW – Special Event Winery
☐ F-PL – Full On-Premises Public Location	☒ SEG – Special Event Grower
☐ TSL – Temporary Sales License	☐ SED – Special Event Distillery
☐ BP – Brewery Public House	☐ Distillery
☐ FULL ON-PREMISES SALES	☐ LIMITED ON-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.	☐ OFF-PREMISES SALES
	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

3.17.25

Date



A place where families and businesses thrive.

CITY RECORDER USE ONLY:

AGENDA ITEM #: _____

RECEIVED: _____

MEETING DATE: _____

FINAL ACTION: _____

LIQUOR LICENSE RECOMMENDATION

BUSINESS NAME / INDIVIDUAL: URBAN DECANTER

BUSINESS LOCATION ADDRESS: 2001 MAIN ST
FOREST GROVE, OR 97116

LIQUOR LICENSE TYPE: F-COM

CITY BUSINESS LICENSE: 30244

1. TYPE OF LICENSE:	2. LICENSE FEE:
☒ F-COM – Full On-Premises Sales	☐ L – Limited On-Premises Sales
☐ F-CAT – Full ON-Premises Sales, Caterer	☐ O – Off-Premises Sales
☐ F-FPC/F-CLU – Full On-Premises, Private	☐ SEW – Special Event Winery
☐ F-PL – Full On-Premises Public Location	☒ SEG – Special Event Grower
☐ TSL – Temporary Sales License	☐ SED – Special Event Distillery
☐ BP – Brewery Public House	☐ Distillery
☒ FULL ON-PREMISES SALES	☐ 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:

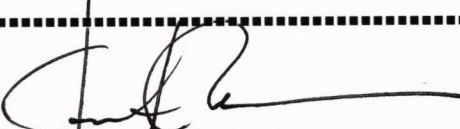
☐ NONE

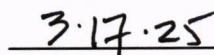
☒ SUPPORTING DOCUMENTATION ATTACHED

RECOMMENDED ACTION:

☒ FORWARD WITH APPROVAL

☐ REJECT APPLICATION (Memorandum Required)


Chief of Police/Designee


Date



A place where families and businesses thrive.

CITY RECORDER USE ONLY:

AGENDA ITEM #: _____

RECEIVED: _____

MEETING DATE: _____

FINAL ACTION: _____

LIQUOR LICENSE RECOMMENDATION

BUSINESS NAME / INDIVIDUAL: US MARKET 399

BUSINESS LOCATION ADDRESS: 3712 PACIFIC AVE STE A
FOREST GROVE, OR 97116

LIQUOR LICENSE TYPE: O

CITY BUSINESS LICENSE: 21197

1. TYPE OF LICENSE:	2. LICENSE FEE:
F-COM – Full On-Premises Sales	L – Limited On-Premises Sales
F- CAT – Full ON-Premises Sales, Caterer	O – Off-Premises Sales
F-FPC/F-CLU – Full On-Premises, Private	SEW – Special Event Winery
F-PL – Full On-Premises Public Location	SEG – Special Event Grower
TSL – Temporary Sales License	SED – Special Event Distillery
BP – Brewery Public House	Distillery
FULL ON-PREMISES SALES	LIMITED ON-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.	OFF-PREMISES SALES
	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:

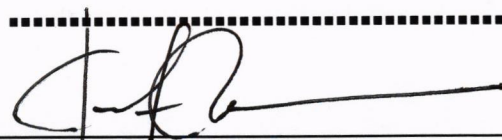
☐ NONE

☒ SUPPORTING DOCUMENTATION ATTACHED

RECOMMENDED ACTION:

☒ FORWARD WITH APPROVAL

☐ REJECT APPLICATION (Memorandum Required)


Chief of Police/Designee

3.17.25
Date



A place where families and businesses thrive.

CITY RECORDER USE ONLY:

AGENDA ITEM #: _____

RECEIVED: _____

MEETING DATE: _____

FINAL ACTION: _____

LIQUOR LICENSE RECOMMENDATION

BUSINESS NAME / INDIVIDUAL: WALTZ BREWING

BUSINESS LOCATION ADDRESS: 1900 A ST
FOREST GROVE, OR 97116

LIQUOR LICENSE TYPE: BP

CITY BUSINESS LICENSE: 30270

1. TYPE OF LICENSE:	2. LICENSE FEE:
F-COM – Full On-Premises Sales	L – Limited On-Premises Sales
F- CAT – Full ON-Premises Sales, Caterer	O – Off-Premises Sales
F-FPC/F-CLU – Full On-Premises, Private	SEW – Special Event Winery
F-PL – Full On-Premises Public Location	SEG – Special Event Grower
TSL – Temporary Sales License	SED – Special Event Distillery
☒ BP – Brewery Public House	Distillery
FULL ON-PREMISES SALES	LIMITED ON-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 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

3.17.25
Date



A place where families and businesses thrive.

CITY RECORDER USE ONLY:

AGENDA ITEM #: _____

RECEIVED: _____

MEETING DATE: _____

FINAL ACTION: _____

LIQUOR LICENSE RECOMMENDATION

BUSINESS NAME / INDIVIDUAL: ZESTI FOOD CARTS

BUSINESS LOCATION ADDRESS: 2131 YEW ST
FOREST GROVE, OR 97116

LIQUOR LICENSE TYPE: L

CITY BUSINESS LICENSE: 30205

1. TYPE OF LICENSE:		2. LICENSE FEE:	
F-COM – Full On-Premises Sales	☒ 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	☒	\$ 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	☒ 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 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

3.17.25

Date



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: *April 14, 2025*

SUBJECT TITLE: *2025 Proclamation Approvals*

ACTION REQUESTED:

Ordinance

Order

Resolution

X

Motion

Informational

X all that apply

BACKGROUND

On March 17, 2025, the City Council passed Resolution 2025-13, adopting an official Proclamation Policy. The adopted policy directs staff to prepare a consent agenda memo with proclamations the City issues annually for Council consideration. Following is the list of said proclamations for the remainder of 2025. The 2024 iterations of the proclamations are attached as examples of previous language. A Purple Heart Day proclamation is additionally listed, as this year marks the 10th anniversary of Forest Grove's declaration as a Purple Heart City.

- Small Business Week
- Preservation Month
- Juneteenth
- Pride Month
- Parks & Recreation Month
- Purple Heart Day – 10th anniversary
- Fill-the-Boot for MDA
- Hispanic Heritage Month
- Arts & Humanities Month
- Domestic Violence Awareness Month
- Banned Books Week

STAFF RECOMMENDATION

Staff recommends that the Council approve the above listed proclamations for 2025.

ATTACHMENTS

- 2024 Proclamations

PROCLAMATION

National Small Business Week

WHEREAS, America's strongest economic growth in almost 40 years has been driven by the resilience of our small businesses that, despite a worldwide pandemic, continue to pioneer innovative solutions to our country's greatest challenges and create opportunities for families and workers; and

WHEREAS, small businesses remain the heartbeat of our communities and the American economy, employing more than half of our nation's workers, inventing and innovating to launch new technologies and create new American-led industries, enriching our Main Streets, making parts and products in America to fuel our supply chains, and building our Nation's infrastructure; and

WHEREAS, the City of Forest Grove recognizes and values the dedication and entrepreneurial spirit of small businesses that are the cornerstone of our local and state economy; and

WHEREAS, the City of Forest Grove supports and joins in this national effort to recognize and support small businesses to ensure that our community remains as vibrant tomorrow as they are today.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF FOREST GROVE DOES HEREBY PROCLAIM APRIL 28 – MAY 4, 2024, AS

NATIONAL SMALL BUSINESS WEEK

in Forest Grove, Oregon, Washington County, and urge all citizens to acknowledge and celebrate the achievements made by small businesses locally and nationally.



IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Forest Grove, Oregon, to be affixed this 22nd day of April, 2024.

Malynda H Wenzl

Malynda H. Wenzl, Mayor, City of Forest Grove

PROCLAMATION

National Preservation Month

May 2024

WHEREAS, the National Trust for Historic Preservation created Preservation Month to spotlight grassroots preservation efforts in America; and

WHEREAS, Preservation Month provides an opportunity to celebrate the diverse and unique heritage of our country's cities and states and enable more Americans to become involved in the preservation movement; and

WHEREAS, historic preservation is an effective tool for managing growth and sustainable development, revitalizing neighborhoods, fostering local pride and maintaining community character while enhancing livability; and

WHEREAS, historic preservation is relevant for communities across the nation, both urban and rural, and for Americans of all ages, all walks of life and all ethnic backgrounds; and

WHEREAS, it is important to celebrate the role of history in our lives and the contributions made by dedicated individuals in helping to preserve the tangible aspects of the heritage that has shaped us as a people.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF FOREST GROVE DOES HEREBY PROCLAIM THE MONTH OF MAY 2024, as:

National Preservation Month

In Forest Grove, Oregon, and calls upon the people of Forest Grove to join their fellow citizens across the United States in recognizing and participating in this special observance.



IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Forest Grove, Oregon, to be affixed this 13th day of May, 2024.

Malynda H. Wenzl

Malynda H. Wenzl, Mayor, City of Forest Grove

PROCLAMATION

Juneteenth ~ June 19, 2024

WHEREAS, President Abraham Lincoln signed the Emancipation Proclamation on January 1, 1863, declaring enslaved people “forever free”, paving the way for the passing of the 13th Amendment, which formally abolished slavery in the United States; and

WHEREAS, on June 19, 1865, Union troops marched through Galveston reading to the people of Galveston that all slaves were free, and the formerly enslaved citizens in Galveston rejoiced in the streets with jubilant celebrations; and

WHEREAS, June 19th (Juneteenth), also known as Freedom Day, is a day to celebrate the end of slavery and the advancement of equality and justice in the United States; and

WHEREAS, Juneteenth celebrates African American freedom and achievement, while encouraging continuous self-development and respect for all cultures; and

WHEREAS, in 2021 Juneteenth was made a Federal Holiday. House Bill 2168 was signed by Governor Kate Brown in Oregon for Juneteenth to become a State Holiday the following year in 2022.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF FOREST GROVE DOES HEREBY PROCLAIM JUNE 19, 2024, AS

Juneteenth

In Forest Grove, Oregon, Washington County, and urge all citizens to become more aware of the significance of this celebration in African-American History and in the heritage of our nation. It is our responsibility to ensure racial justice, equity, equality in Forest Grove and the world.



IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Forest Grove, Oregon, to be affixed this 10th day of June, 2024.

Malynda H. Wenzl

Malynda H. Wenzl, Mayor, City of Forest Grove

PROCLAMATION

Pride Month ~ June 2024

WHEREAS, Lesbian, Gay, Bisexual, Transgender and Queer (LGBTQ) PRIDE Month is currently celebrated each year in the month of June to honor the 1969 Stonewall Uprising in Manhattan; and,

WHEREAS, the City Council's Goals are for Forest Grove to be an inclusive community that promotes equity, diversity, and access in creating a meaningful quality of life for everyone; and

WHEREAS, we recognize, support, and appreciate the invaluable contributions of the members of Lesbian, Gay, Bisexual, Queer, Intersex, Asexual, and Two-Spirit (LGBTQIA2S+) community; and

WHEREAS, we remain steadfast in our dedication to eliminate the prejudices and discrimination faced by members of the LGBTQIA2S+ community.

WHEREAS, we believe that the rich diversity of communities in Forest Grove is one of our greatest strengths.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF FOREST GROVE DOES HEREBY PROCLAIM JUNE 2024, AS

Pride Month

In Forest Grove, Oregon, Washington County, and urge citizens, businesses, organizations, and agencies to respect and honor our diverse community, celebrate, and build a culture of inclusivity and acceptance.



IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Forest Grove, Oregon, to be affixed this 10th day of June, 2024.

Malynda H. Wenzl

Malynda H. Wenzl, Mayor, City of Forest Grove

PROCLAMATION

Designation of July as Park and Recreation Month

WHEREAS, parks and recreation is an integral part of communities throughout this country, including Forest Grove, Oregon; and

WHEREAS, our parks and recreation programs are vitally important to establishing and maintaining the quality of life in our communities, ensuring the health of all citizens, and contributing to the economic and environmental well-being of a community and region; and

WHEREAS, parks and recreation increases a community's economic prosperity through increased property values, expansion of the local tax base, increased tourism, the attraction and retention of businesses, and crime reduction; and

WHEREAS, parks and recreation is a leading provider of healthy meals, nutrition services and education; and

WHEREAS, our parks and natural recreation areas ensure the ecological beauty of our community and provide a place for children and adults to connect with nature and recreate outdoors.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF FOREST GROVE DOES HEREBY PROCLAIM JULY 2024, AS

Parks and Recreation Month — “Where You Belong”

In Forest Grove, Oregon, Washington County, and encourages all residents of Forest Grove to celebrate the vital role park and recreation professionals play in bringing people together, providing essential services and fostering the growth of our communities.



IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Forest Grove, Oregon, to be affixed this 24th day of June, 2024.

Malynda H Wenzl

Malynda H. Wenzl, Mayor, City of Forest Grove

PROCLAMATION

FILL-THE-BOOT FOR MDA August 23, 2024

WHEREAS, Forest Grove Fire and Rescue has been working with the Muscular Dystrophy Association (MDA) in their fight against neuromuscular disease, and

WHEREAS, “*Fill-The-Boot*” is an opportunity for Oregon firefighters to ask community members to drop donations into their fire boots to help local families served by MDA in the state. This year marks the 70th Anniversary of the partnership between firefighters and MDA in the fight against muscle wasting diseases, and

WHEREAS, through their daily service to the community and their dedication to the Muscular Dystrophy Association, Forest Grove Fire Fighters contribute greatly to the wellbeing of all its residents, and

WHEREAS, firefighters locally and nationally are the largest contributors to MDA. Forest Grove Firefighters have raised funds to help the fight against 43 different types of neuromuscular diseases.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF FOREST GROVE DOES HEREBY PROCLAIM AUGUST 23, 2024, AS

“FILL-THE-BOOT FOR MDA”

In Forest Grove, Oregon, Washington County, and encourages all residents of Forest Grove to support the efforts of our local firefighters and the Muscular Dystrophy Association.



IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Forest Grove, Oregon, to be affixed this 8th day of July, 2024.

Malynda H Wenzl

Malynda H. Wenzl, Mayor, City of Forest Grove

PROCLAMATION

NATIONAL HISPANIC HERITAGE MONTH

September 15 – October 15, 2024

WHEREAS, The Hispanic Heritage Week observance began in 1968 under President Lyndon B. Johnson and was expanded to Hispanic Heritage Month by President Ronald Reagan in 1988; and

WHEREAS, The theme for 2024 National Hispanic Heritage Month, celebrated during September 15 to October 15, is: ***"Pioneers of Change: Shaping the Future Together."*** The theme recognizes the contributions of Hispanic Americans to the economic, political, and social growth of the United States; and

WHEREAS, The Hispanic Community contributes to our prosperity and culture throughout the history of Forest Grove, the State of Oregon, and our country; and

WHEREAS, The Hispanic Community continues to be crucial to the vitality, hometown livability and growth of our community; and

WHEREAS, The Hispanic Community, whose love of family, hard work, and community, have given Forest Grove spirit and diversity and enrich our community today.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF FOREST GROVE DOES HEREBY PROCLAIM SEPTEMBER 15 TO OCTOBER 15, 2024, AS:

National Hispanic Heritage Month

In Forest Grove, Oregon, and calls upon the people to join their fellow citizens across the United States in recognizing and participating in this special observance.



IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Forest Grove, Oregon, to be affixed this 9th day of September, 2024.

Malynda H Wenzl

Malynda H. Wenzl, Mayor, City of Forest Grove

PROCLAMATION

National Arts and Humanities Month

WHEREAS, the arts and humanities embody much of the accumulated wisdom, intellect, and imagination of humankind; and

WHEREAS, arts and humanities represent the freedom of expression that empowers Americans to speak and think independently and creatively; and

WHEREAS, arts and humanities play a crucial role in promoting individual wellbeing, connecting cultures, highlighting inequities, and making communities healthier and stronger; and

WHEREAS, the month of October has been recognized as National Arts and Humanities Month by thousands of arts and cultural organizations, communities, and states across the country, as well as by the White House and Congress for more than two decades; and

WHEREAS, National Arts and Humanities Month focuses on equitable access to the arts, encourages participation in the arts, allows governments and businesses to show their support of the arts, and raises public awareness about the positive impact of the arts and humanities in our communities and lives.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF FOREST GROVE DOES HEREBY PROCLAIM OCTOBER 2024, AS:

National Arts and Humanities Month

In Forest Grove, Oregon, and calls upon the people to join their fellow citizens across the United States in recognizing and participating in this special observance.



IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Forest Grove, Oregon, to be affixed this 23rd day of September, 2024.

Malynda H Wenzl

Malynda H. Wenzl, Mayor, City of Forest Grove

PROCLAMATION

DOMESTIC VIOLENCE AWARENESS MONTH

WHEREAS, domestic violence is a serious crime that affects people of all races, ages, gender identities, socio-economic levels, religions, and abilities, but has a disproportionate effect on marginalized communities; and

WHEREAS, domestic violence includes physical, emotional, social, sexual, spiritual, financial, and digital abuse; and can occur between family members, intimate partners, and within dating relationships; and

WHEREAS, domestic violence impacts vulnerable victims including children, as approximately 50% of child abuse victims in Washington County also live in homes with domestic violence, and these experiences in childhood increase the likelihood of struggles with addiction, mental health, school, and other challenges; and

WHEREAS, Oregon sees higher rates of violence and abuse than the national average, with 42% of women and 39% of men experiencing domestic violence; and

WHEREAS, Washington County has united to address the impact of all forms of family violence including domestic violence, sexual assault, and child abuse, through our Family Justice Collaborative; and

WHEREAS, in 2023, the Family Justice Center served over 5,600 survivors and the Domestic Violence Resource Center fielded 3,988 crisis line calls and provided a total of 10,630 crisis services; and

WHEREAS, Domestic Violence Awareness Month provides a platform to show support for the domestic violence advocates, crisis hotline staff, victim service organizations, and the prosecutors and law enforcement officers who hold offenders accountable.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF FOREST GROVE DOES HEREBY PROCLAIM THE MONTH OF OCTOBER, 2024, AS "DOMESTIC VIOLENCE AWARENESS MONTH".

In Forest Grove, Oregon, and calls upon the people to learn more about preventing domestic violence and to show support for the organizations and individuals who provide critical advocacy, resources, hope, and assistance to victims.



IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Forest Grove, Oregon, to be affixed this 14th day of October, 2024.

Malynda H Wenzl

Malynda H. Wenzl, Mayor, City of Forest Grove

PROCLAMATION

BANNED BOOKS WEEK
September 22 – September 28, 2024

WHEREAS, the freedom to read is essential to our democracy, and is protected by our Constitution; and

WHEREAS, some persons work to remove or limit access to reading materials, to label views as controversial, to distribute lists of books or authors considered objectionable, and to purge libraries of materials reflecting the diversity and history of our society; and

WHEREAS, Americans favor free enterprise in ideas and expression and can exercise critical judgment, recognize propaganda and misinformation, make their own decisions about what they read and believe, and exercise the responsibilities that accompany this freedom; and

WHEREAS, intellectual freedom is essential to the preservation of a free society and a creative culture, and conformity limits the range and variety of inquiry and expression on which our democracy and culture depend; and

WHEREAS, the American Library Association's Banned Books Week is observed each year as a reminder to Americans not to take their freedom for granted; and

WHEREAS, Banned Books Week celebrates the freedom to choose and to express one's opinion, even if that opinion might be considered unorthodox or unpopular, and stresses the importance of ensuring the availability of different viewpoints to all who wish to read them.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF FOREST GROVE DOES HEREBY PROCLAIM SEPTEMBER 22 TO SEPTEMBER 28, 2024, AS:

Banned Books Week

In Forest Grove, Oregon, and calls upon the people to join their fellow citizens across the United States in recognizing and participating in this special observance.



IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Forest Grove, Oregon, to be affixed this 23rd day of September, 2024.

Malynda H. Wenzl

Malynda H. Wenzl, Mayor, City of Forest Grove

20
24

Annual Report

FAMILY JUSTICE CENTER OF
WASHINGTON COUNTY



YEAR IN REVIEW

IMPACT REPORT

HIGHLIGHTS

2024 in Review

INNOVATION, COLLECTIVE ACTION, AND IMPACT

In 2024, we are thrilled to report another year of remarkable growth, impactful services, and continued dedication to our mission of ending the cycles of violence and abuse in our community. Like the previous year, 2024 witnessed an increase in the number of survivors served, and our scope of services expanded once again with the inclusion of two new partners, St. Andrew Legal Clinic for free family law case navigation, and Oregon Food Bank for fresh food distribution. We are proud to share that services delivered were the highest in our history, breaking the 11,600 mark.

In fact, one survivor shared with us, **“I used to have to go door to door to door and nothing got done. I was always missing my appointments, struggling to get to the places, and it seemed like at each place I had to tell them everything again and again. But then I got here, and it all just worked. The things I needed to keep my kids and I safe are finally happening. It’s like you’re all working together just for us.”**

Along with the growth in the number of survivors served, our organization expanded the array of services provided. In 2024, we launched innovative programs such:

- County-wide risk assessment: FJC spearheaded a county-wide risk assessment, launched with law enforcement and judicial partners, to measure homicide risk during domestic and sexual violence calls, enhancing survivor safety and preventing homicides. This year, Washington County saw an 80% reduction in domestic violence homicides, reversing a post-pandemic upward trend.
- Contested Restraining Order Hearings: FJC, in partnership with Washington County Court and DVRC, launched a program enabling survivors to attend contested restraining order hearings remotely from the FJC, ensuring a safe, supportive environment with advocates and legal counsel while the accused appears in court. This landmark program is the first in the nation.
- Food Pantry partnership with Oregon Food Bank: FJC partnered with the Oregon Food Bank to create Oregon's first survivor-only food pantry, providing over 22,800 pounds of food this year to help survivors and their children access essential resources, overcome barriers, and rebuild their lives safely and healthily. Inability to access basic needs is a leading reason for survivors being unable to exit abusive situations.
- Survivor Outreach and Advocacy: FJC's Survivor VOICES Committee launched initiatives to engage in state and local policy advocacy and a Peer Outreach Program. These were aimed at using their lived experience to enhance survivor safety, improve access to justice, ensure offender accountability, and connect directly with survivors in the community.

This year, we continued our community-wide collaboration on events aimed at raising awareness, amplifying survivors' voices, and supporting families. Our events saw remarkable increases in engagement, particularly the Run for Hope and Holiday Food Box program. These events not only united our community but also demonstrated our whole county's commitment to creating a safe and supportive environment for survivors and their families.

2024 was one of innovation and impact for our organization that rippled out far beyond our walls. The journey toward ending violence and abuse requires the holistic, collaborative, multi-disciplinary approach championed inside of our center. Each year our efforts expand, proving that together, we can make real change in Washington County.



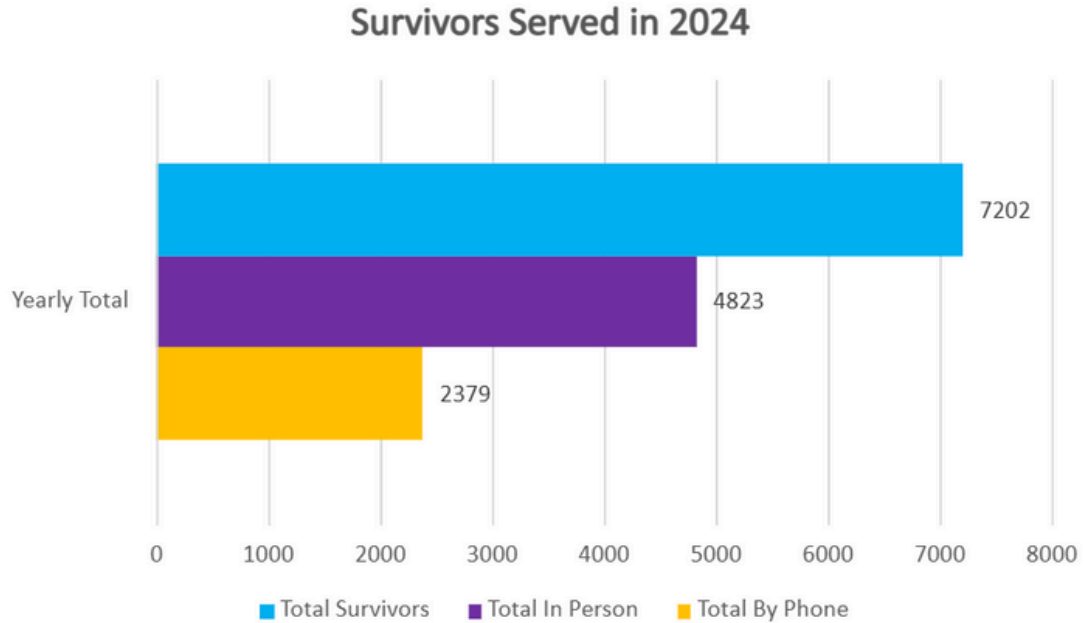
Rachel Schutz
Executive Director
Page 226 of 292

Data

SURVIVORS SERVED AND SERVICES PROVIDED

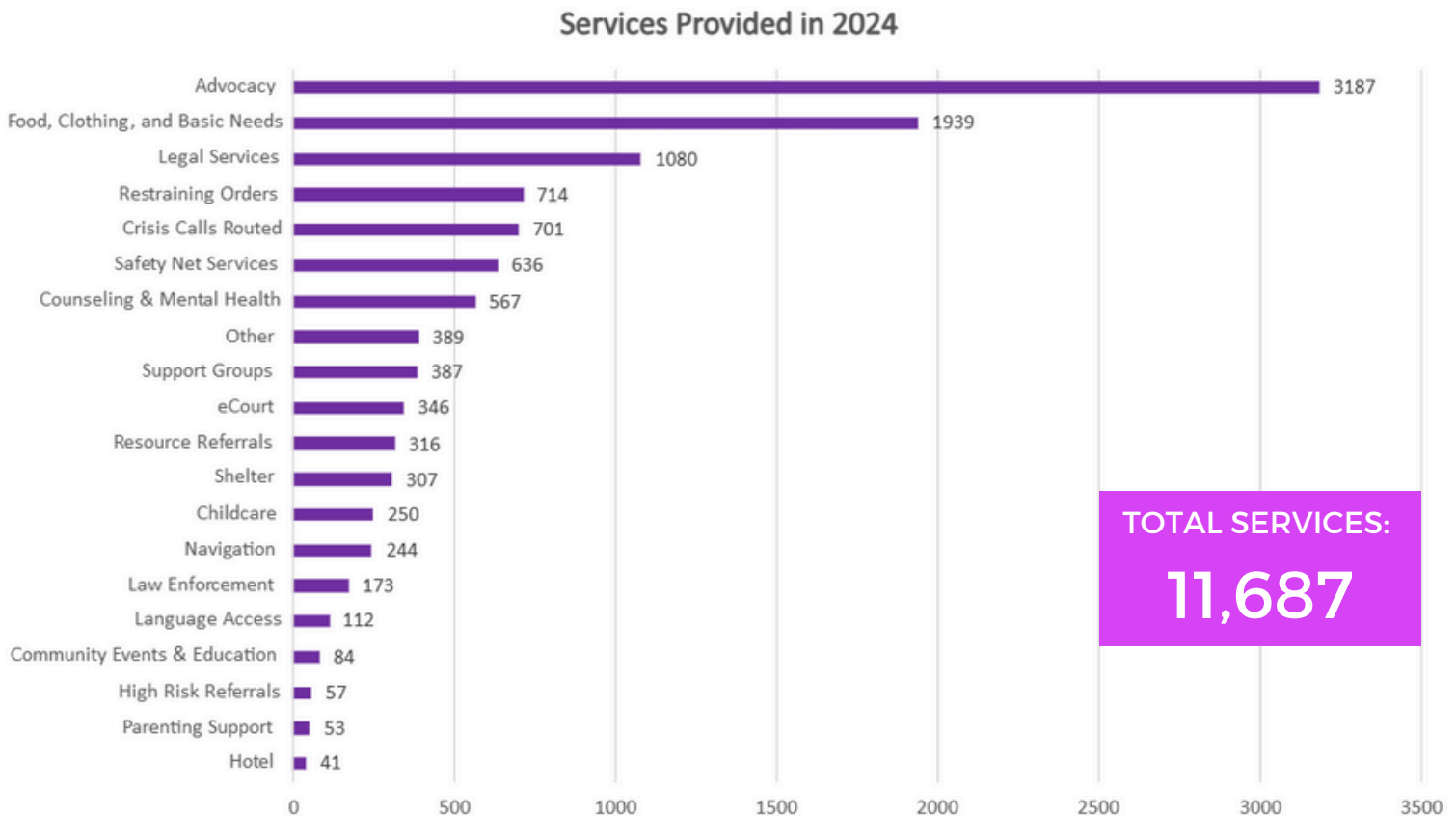
SURVIVORS SERVED

In 2024, the FJC served 26% more survivors than 2023. Since 2018, the FJC has seen a growth of 323% in survivors seeking services. We believe that the largest driver of this increase has been awareness, both of abuse generally and the Family Justice Center itself, but also the increasing number of partners located and services provided every year.



SERVICES PROVIDED

Services increased once again this year, by 16%. This included the addition of new services, new partners, and expanded partner capacity, in an effort to increase support and responsivity to survivor needs.



Impact

QUALITATIVE AND QUANTITATIVE

99.4%

Of survivors reported they experienced trauma informed care while receiving services.

100%

Of survivors reported that they received the help they needed to keep their family safe.

106

Families were provided emergency hotels or transportation to escape abuse.

57

Survivors at high risk of homicide had their cases coordinated to ensure their safety.

250

Children were cared for while their parents' sought services.

346

Survivors safely appeared for their court cases at the FJC.

1,939

Survivors received food and clothing.

389

Survivors were provided emergency items such as phones, gift cards, new locks, or address confidentiality.

701

After-hours crisis calls were routed to our partners, making the FJC's phone number its own one-stop-shop.

22,843

Pounds of food was distributed to survivors and their children.

100%

Of survivors felt they and their children were cared for by staff and partners

89.2%

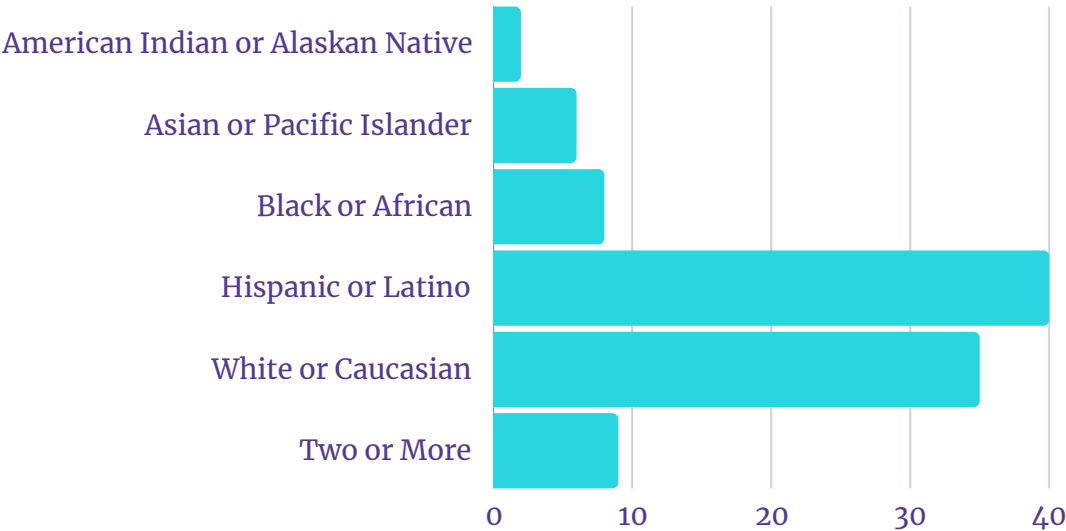
Of survivors reported that after their visit they can see their path to Safety, Healing, and Hope.

7,899

Additional services were coordinated amongst our 18 on-site partner agencies, ensuring that survivors only had to come to one place to access safety, healing, and hope.

Demographics

SURVIVORS, STAFF, AND GEOGRAPHY

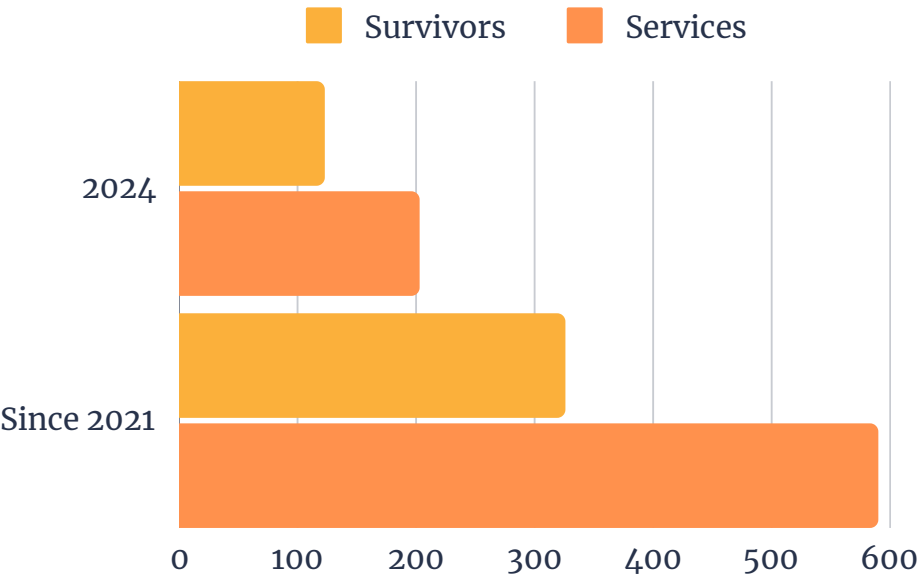
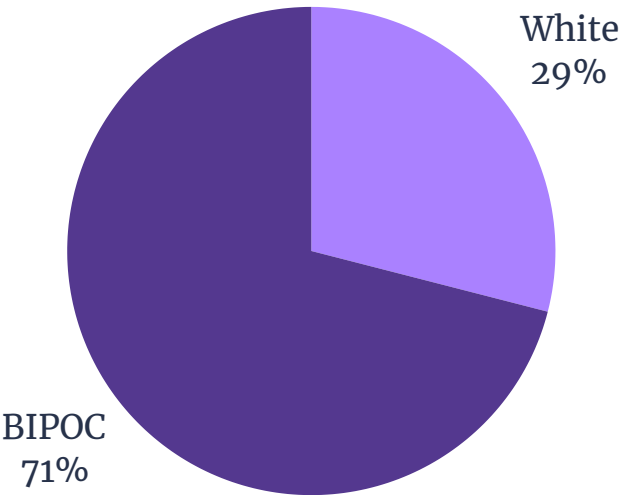


SURVIVOR DEMOGRAPHICS

Washington County population is 78% white and 22% people of color. The FJC serves 65% people of color, illustrating the disproportionate impact of violence and abuse on marginalized communities.

STAFF DEMOGRAPHICS

The FJC seeks to represent the populations it serves, including having survivors on staff and as board members. In addition to 71% identifying as BIPOC, 88% of staff identify as having lived experience as well as 100% on our VOICES Committee and 40% on our Board of Directors.



CITY OF FOREST GROVE

The FJC provided 123 Forest Grove survivors with 203 services, a 23% increase over 2023. Since 2021, 326 survivors have accessed 590 services at the FJC, with Forest Grove investing \$0 in the center’s operation over the past four years.

Highlights

INCREASING AWARENESS, DEEPENING IMPACT, UNITING COMMUNITY



US Capital Community Impact Flag Presentation



Run for Hope 5k



Voices of Hope Survivor Art Gallery



Family Food Box Distribution



Holiday Shop with Santa

Partners

TOGETHER, WE ARE ENDING THE CYCLES OF VIOLENCE
AND ABUSE IN WASHINGTON COUNTY.

TGETHER,



www.fjcwc.com

735 SW 158th Ave., Suite 100
Beaverton, OR, 97006

503-430-8300

Start By Believing

A community toolkit for supporting survivors in
Washington County

This toolkit contains many resources you may find helpful,
including research-based informational pages and
posters, support tips and guidance, social media
content, and a local community event calendar

Presented by:

Start by Believing is a program of End Violence Against Women International.



Table of Contents

1. Washington County April Awareness Calendar of Events
2. 10 Reasons to Start by Believing Flyer
3. What to Say to Survivors Flyer
4. Start by Believing Poster #1
5. Start by Believing Poster #2
6. Start by Believing Poster #3
7. Start by Believing Poster #4
8. Start by Believing Poster #5
9. Start by Believing Poster #6
10. How to be a Trusted Adult For Youth Flyer #1
11. How to be a Trusted Adult For Youth Flyer #2
12. How Kids Talk About Abuse Info Guide
13. Reasons Kids May Not Talk About Abuse Info Guide
14. How To Support A Friend Who May Be Experiencing Abuse Info Guide
15. Resource Guides for Concerned Friends Info Guide
16. Sexual Assault Awareness Month Reading Guide #1
17. Sexual Assault Awareness Month Reading Guide #2
18. Sexual Assault Awareness Month Reading Guide #3
19. Start By Believing Social Media Post #1
20. Start By Believing Social Media Post #2
21. Start By Believing Social Media Post #3
22. Start By Believing Social Media Post #4
23. How You Can Take Action- Toolkits For Your Community Info Guide



WASHINGTON COUNTY

April 2025 Calendar of Events

Sexual Assault
Awareness Month

National Child Abuse Prevention



RECLAIM/RECLAMA LIVE! FEATURING VOICES OF HOPE ART GALLERY **APRIL 9** **5:30 - 8:00PM**

Location: Jackson Bottom Wetlands Preserve (2600 SW Hillsboro Hwy, Hillsboro)

The Sexual Assault Resource Center of Oregon invites you to Reclaim/Reclama Live: Joyful Resistance.

Reclaim/Reclama is dedicated to empowering survivors, amplifying marginalized voices, and fostering healing through art and advocacy. A survivor panel followed by artistic performances will focus us all on supporting a collective future where everyone is free to pursue the joy that gives their life meaning.

Learn more here: <https://sarcoregon.org/reclaim-reclama-live/>

Voices of Hope Art Gallery:

Sponsored by the Washington County Family Justice Center, art from survivors of violence will be on display during the event.

WEAR BLUE DAY

April 4 | All Day

Location: virtual

Collaborate with your workplace, classroom or your family and friends to wear blue. Wearing blue on this day helps raise awareness of child abuse and neglect. Take a photo of yourself or your group and share on social media with the hashtag #WashCoWearsBlue!

BINGO & BREWS FUNDRAISER

April 10 | 6:00 PM

Location: Castaway Portland (1900 NW 18th Ave, Portland)

Proceeds will benefit CARES

Northwest, a community-based medical program for the assessment, treatment and prevention of child abuse. More info:

www.legacyhealthgiving.org/bingoandbrews

WORDS OF HOPE & HEALING & PINWHEELS FOR PREVENTION

April 10 | 11:30 AM - 1:00 PM

Location: Washington County Sheriff's Office Training Rooms (215 SW Adams Ave, Hillsboro)

Join us during National Crime Victims' Rights Week for words of inspiration and a dessert silent auction in honor of victims and survivors in our community. Donations for the DA's Office Victim Emergency Fund will be accepted.

Pinwheel Garden | 1:00 - 1:30 PM

Following Words of Hope & Healing, please join the Washington County Child Abuse MDT as we walk to the Courthouse lawn to plant our annual pinwheel garden in honor of Child Abuse Prevention Month.

PARENTING AND PREVENTION

April 23 | 6:00- 7:00 PM

Location: Family Justice Center 735 SW 158th Ave #100, Beaverton

CARES Northwest and the Sexual Assault Resource Center (SARC) invite parents and caregivers to join a discussion about the important role that they play in raising safe kids.

Together we will discuss how to:

Talk about consent with kids, talk about body boundaries, & practice related values. Register today!

Limited childcare provided:

<https://forms.office.com/r/6P1MJJf3wM>

AMANI CENTER RACE AGAINST CHILD ABUSE

April 26 | 7:30 - 10:15 AM

Location: 58645 McNulty Way in St. Helens, Oregon

Whether you are a competitive runner, a casual runner, or just looking for a fun, family activity, all ages and ability levels are welcome! Overcoming child abuse and neglect is a difficult process because the road to healing means children must name and revisit the painful things that were done to them. This journey is made easier when children and those who are helping them know they aren't walking alone. More info: <https://bit.ly/42P8pel>

For more information on these events, follow these Facebook pages: @BeavertonPoliceDepartment, @CaresNorthwest, @FJCWC, @ForestGrovePD, @HillsboroPD, @KingCityPD, @SARCOregon, @SherwoodPolice, @TigardPolice, @TualatinPolice, @WashCoDA, @WCSOCornelius, @WCSOOregon.

10 Reasons to Start by Believing



I told my mom that I was sexually assaulted by someone we knew, and she immediately started defending him and questioning me. Never once did she support me or ask me if I was okay.

1

- Amy

2

Most victims of sexual assault never report to law enforcement, often because of the responses they receive from friends and family members.

When my two siblings told me they had been sexually molested by my father, I took my father's side. All these years later, I realize that I had been in the best position to get them help if I had just started by believing.

3

- Tori

4

A negative response can worsen the trauma and foster an environment where perpetrators face no consequences for their crimes.

5

My mother first revealed the sexual abuse she endured as a 5-year old when she was 95. For 90 years of her life, she thought no one would believe her.

- Pat

6

Statistics show that rapists don't just attack once – many re-offend, often multiple times.

7

My daughter Jenny was raped by a serial predator. It should never have happened. Several years earlier the perpetrator was caught assaulting a woman, and he was acquitted because "the jury didn't like the victim." Thousands of lives were impacted by one jury's presumption that a victim was lying. We can change. We can help victims recover and put away predators if we simply start by believing victims who have the courage to come forward.

- Steve

8

Start by Believing stops this cycle by improving how we respond to survivors.

9

From the patrolman who arrived at my door, the officers who searched for my cat, to the detective who worked my case for over two years, I felt believed and supported.

- Tony

10

Every response matters. Your response matters. Stop the cycle of silence and Start by Believing.

What to Say



START BY BELIEVING



"I believe you."

"I'm sorry this happened."

"I am here for you."

BE SUPPORTIVE



"You can tell me as much, or as little as you want."

"It's not your fault."

"I'm glad you told me. I'm so proud of you."

ASK HOW YOU CAN HELP



"What can I do to support you?"

"I can stay with you tonight. Would that help?"

"Do you want me to go with you to the hospital or police station?"

AVOID WHY QUESTIONS

Even with the best of intentions, "why" questions can sound accusatory and make survivors blame themselves.

You never know when someone might tell
you they've been sexually assaulted.



HOW WILL YOU RESPOND?

I believe you.
I'm sorry this happened.
How can I help?

YOUR RESPONSE MAKES THE DIFFERENCE

Learn how to support the survivors in
your life at StartByBelieving.org

Reach violence and abuse crisis lines
24/7 by calling [503-430-8300](tel:503-430-8300)



You never know when someone might tell you they're experiencing abuse.



HOW WILL YOU RESPOND?

I believe you.
I'm sorry this happened.
How can I help?

YOUR RESPONSE MAKES THE DIFFERENCE

Learn how to support the survivors in your life at StartByBelieving.org

Reach violence and abuse crisis lines 24/7 by calling [503-430-8300](tel:5034308300)



cares
northwest

Protecting children, healing lives.



DOMESTIC VIOLENCE
RESOURCE
CENTER



You never know when someone might tell you they don't think they're safe at home.



HOW WILL YOU RESPOND?

I believe you.
I'm sorry this happened.
How can I help?

YOUR RESPONSE MAKES THE DIFFERENCE

Learn how to support the survivors in your life at StartByBelieving.org

Reach violence and abuse crisis lines 24/7 by calling [503-430-8300](tel:5034308300)



cares
northwest

Protecting children, healing lives.



DOMESTIC VIOLENCE
RESOURCE
CENTER



You never know when someone might tell you their relationship scares them.



HOW WILL YOU RESPOND?

I believe you.
I'm sorry this happened.
How can I help?

YOUR RESPONSE MAKES THE DIFFERENCE

Learn how to support the survivors in your life at StartByBelieving.org

Reach violence and abuse crisis lines 24/7 by calling [503-430-8300](tel:5034308300)



cares
northwest

Protecting children, healing lives.



DOMESTIC VIOLENCE
RESOURCE
CENTER



You never know when someone might tell you they experienced abuse as a child.



HOW WILL YOU RESPOND?

I believe you.
I'm sorry this happened.
How can I help?

YOUR RESPONSE MAKES THE DIFFERENCE

Learn how to support the survivors in your life at StartByBelieving.org

Reach violence and abuse crisis lines 24/7 by calling **503-430-8300**



cares
northwest

Protecting children, healing lives.



DOMESTIC VIOLENCE
RESOURCE
CENTER



You never know when someone might tell you they've been assaulted.



HOW WILL YOU RESPOND?

I believe you.
I'm sorry this happened.
How can I help?

YOUR RESPONSE MAKES THE DIFFERENCE

Learn how to support the survivors in your life at StartByBelieving.org

Reach violence and abuse crisis lines 24/7 by calling **503-430-8300**



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northwest

Protecting children, healing lives.

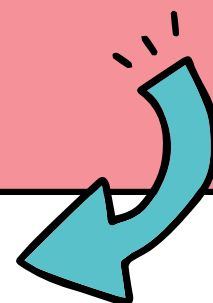


DOMESTIC VIOLENCE
RESOURCE
CENTER



BEING A RESPONSIBLE AND TRUSTED ADULT FOR YOUTH

Every adult in a child's life is responsible for preventing child abuse. An important way to do that is by examining your words and actions when you are around children and teens. Here are some key takeaways for anyone looking to build healthy relationships with youth.



1

Be patient, listen to their perspective, and use language that they are familiar with. Kids are still growing and gaining experience and may not be able to understand complex topics or think critically from different perspectives as well as adults can.

2

Do your best to follow healthy values in both your words and actions because kids will role model adults. As adults, we are not perfect, so when you stray from your values or make a mistake, be honest with youth and talk about it.

3

Be as consistent and present as you can. Ultimately, trust is built by showing up regularly and often, following through on promises, and making time and space for the child in your life.



Talking with Other Adults

Part of being a responsible adult is talking with other adults about what is appropriate and inappropriate to do and say with kids.

Regularly communicate with the other adults who interact with your child/the children you support and build a community of responsible and trusted adults around them.

Always provide feedback to other adults by centering the needs, wants, and safety of the child, and when those adults disagree, don't be afraid to ask for guidance from child abuse professionals.

Reflection

Think back to when you were growing up:

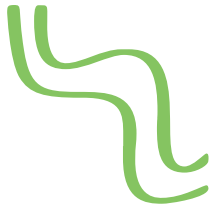
- What adults in your life did you feel like you could confide in?
- What characteristics in that adult made you feel safe and could trust them?
- What did adults say or do that made you not want to confide in them?

Continue to the next page

Responsible and Trusted Adults Regularly Practice:

EMPATHETIC LISTENING AND NON-JUDGEMENT

When youth speak, you listen to and value what they have to say. You hold space for their feelings and thoughts, and you do not judge them for who they are. When they make mistakes, you respond with empathy and correction, not shame and punishment.



TRANSPARENT AND HONEST COMMUNICATION

When you don't know something, you tell youth that and work with them to figure it out. You show up as a person who also has feelings and thoughts, and you share those with them in ways that are not harmful or oversharing. You regularly ask for their consent and remind them they should do the same.

COMFORT WITH HARD TOPICS

You have clearly told youth that they can come to you whenever they do something or experience something that makes them feel uncomfortable, unsafe, or just unsure. You share with them any actions you need to take in order to care for their mental and physical well-being, such as reporting disclosures of abuse. You show patience and understanding when they make mistakes, but you also talk to them openly about the consequences of their actions.



POWER WITH (NOT OVER) YOUTH

You collaborate with youth on solutions to challenges, rather than fixing the situation for them or telling them what to do. Youth have seen you navigate challenges, and you have demonstrated that it is a good thing to ask for help.

You often involve them in decision-making (big or small). You do not minimize their experiences simply because they are young, and you show them the same respect as you would for an adult peer.



FUN, PLAY, LAUGHTER, AND TRYING NEW THINGS

You support their expressions of joy, learn about their interests, and talk about things you have in common and things that are different between you. If you are close personally, you regularly have fun together, even when things don't go as planned. You practice doing new things together, and encourage exploring the diversity of people, places, and experiences that exist in the world. You role model gratitude and kindness when you are around youth, show them appropriate affection, and tell them that you care.



WAYS KIDS TELL ABOUT ABUSE AND REASONS THEY MAY NOT

Recognizing and talking about child sexual abuse is not easy for anyone but especially for children. Looking at it from a child's perspective, we can see that choosing to tell is not easy and that children may instead show us through their behavior when they are not okay. It is important to notice behavioral, emotional, and physical changes in children, and asking them questions about their body.

Signs and Symptoms after Sexual Abuse

Emotional Signs:

- Problems sleeping, bed-wetting, night terrors
- Excessive crying
- Angry outbursts
- Fearful
- Shutting down
- Hyper and difficulty focusing

Memories of abuse and trauma can be stored in the body in various ways, whether a kid tells or not.

Sometimes memories can show up as:

- Physical pain
- Developmental delays
- Anxiety
- Anger
- Depression

Behavioral and Boundary Changes:

- Clingy
- Not wanting to go to a certain place
- Not wanting to be around a certain person
- Being overly worried about their body
- A child may show an unusual interest in others' genitals or physical affection, or be showing unusual sexual behaviors themselves
- In older kids, "escaping" behaviors are a way to cope; children may run away, use drugs or alcohol, self-harm, want to be alone, or disassociate.

Physical Signs:

- Itching, bruising, bleeding, discharge, rashes
- Stomach and headaches

A child may not know how to describe where the pain is coming from or what it feels like, and stress from a traumatic event often causes additional pain.

Children may not have the words to talk about the abuse, even if they have good vocabulary skills. They may tell in vague terms, like, "I don't like our neighbor anymore," or "Uncle is weird." Sometimes children think they have told but they haven't been understood. A child may say something like, "Mr. Johnson wears funny underwear," and that was that child's way of telling someone about abuse.



**Continue to the
next page for
reasons why it may
be hard to tell**



Reasons Why A Child May Not Tell

Disclosing of abuse can be scary, especially when you do not know how people will respond. If we can understand the many reasons that it may be hard for a child to disclose abuse and the many ways kids may attempt to tell adults, we will be better prepared to respond and support children who tell us about abuse they have experienced.

**FEAR THEY WILL BE
BLAMED AND JUDGED**

**WORRIED ABOUT LOSING
SOMETHING/SOMEONE
IMPORTANT TO THEM**

THEY THINK NO ONE WILL BELIEVE THEM

**THEY MAY NOT HAVE THE WORDS OR FEEL
LIKE THEY CAN DESCRIBE IT WELL**

**THE ABUSIVE PERSON TOLD THEM
IT WAS AN ACCIDENT**

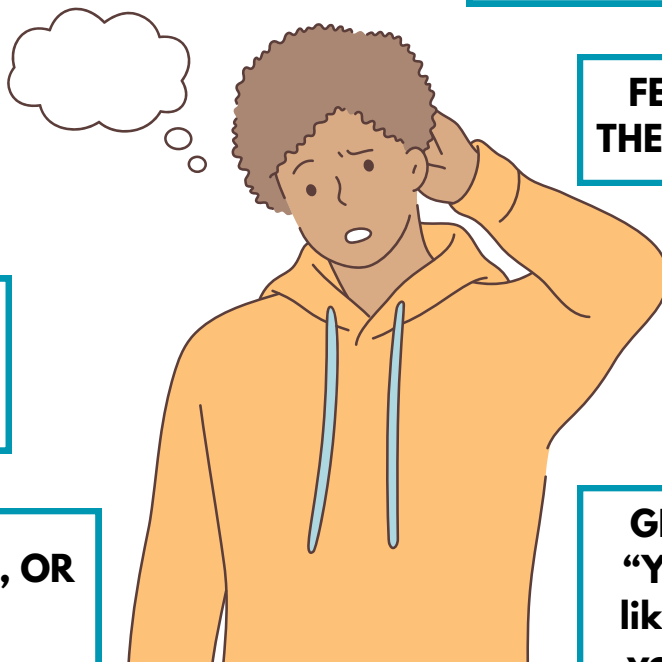
**THEY HAVE BEEN
TOLD THE ABUSE
IS NORMAL**

**FEAR OF BREAKING UP
THEIR FAMILY OR FRIENDS**

**THE ABUSIVE PERSON
MAKES THEM BELIEVE
IT'S LOVE**

**THEY HAVE BEEN
THREATENED**

**THEY FEEL GUILT, SHAME, OR
EMBARRASSMENT**



**GENDER STEREOTYPES:
“You’re a boy, you must
like it.” or “You’re a girl,
you were asking for it.”**

SOME WAYS TO PREVENT ABUSE OR INTERVENE EARLY:

- Role model talking about relationships and ask direct questions to kids about experiences and feelings
- Educate about unhealthy relationships and teach kids about boundaries, power dynamics, and body safety
- Model healthy relationships with trusted, responsible adults they can talk to about anything
- Provide age-appropriate resources for different types of support that meets their needs

WHEN A FRIEND NEEDS SUPPORT

BECAUSE YOU THINK THEY MAY BE EXPERIENCING VIOLENCE
IN THEIR RELATIONSHIP

HEALTHY RELATIONSHIPS OFTEN HAVE
COMPONENTS LIKE THESE:

- LAUGHTER
- KIND WORDS
- TIME GETTING TO KNOW ONE ANOTHER
- LISTENING TO NEEDS
- CONSENT
- MUTUAL RESPECT AND CHOICE

SOMETIMES RELATIONSHIPS STRAY
AWAY AND LOOK LIKE THIS:

- EXTREME JEALOUSY
- CHECKING UP ON THEM TOO MUCH
- LACK OF BOUNDARIES
- MAKING THEM FEEL BAD
- CONTROLLING
- ISOLATION FROM FRIENDS

IF YOU'RE WORRIED A FRIEND IS EXPERIENCING VIOLENCE, OR HAS IN THE PAST...

ASK HOW THEY ARE
WITHOUT JUDGEMENTS OR
ASSUMPTIONS. MAKE SURE
TO LISTEN TO HOW THEY
FEEL, AND IF YOU HAVE
CONCERNS YOU WANT TO
SHARE, MAKE SURE TO
SHARE THEM WITH CARE
AND KINDNESS, NOT
JUDGMENT OR HARSH
WORDS.



cares
northwest

SARC
SEXUAL ABUSE RESOURCE CENTER

TAKE CARE OF THEM AND YOU

CONSIDER YOUR OWN SAFETY AND BOUNDARIES IN THE WAYS YOU SHOW SUPPORT.
THERE ARE RESOURCES AND ADULTS YOU CAN TALK TO ABOUT THIS.

Sexual Assault Resource Center (SARC)

Confidential advocates will answer calls, texts, or chats to provide information and referrals, help with safety planning, provide emotional support.

No-cost, confidential support— 24 hours, every day:

Call/Text or Chat: at (503) 640-5311



YouthLine

<https://www.theyouthline.org/contact/>

Call: 877.968.8491

Text: “teen2teen” to 839863

Loveisrespect.org

Learn more about what healthy relationships and personal safety look like.

Whatsok.org

Concerned that a friend is hurting someone? Reach out anonymously and get some answers.

SafeOregon TipLine

If you see or hear about bullying, violence, drugs, or harm to your school or a student, report a tip.

Call or Text at 844-4-SAFE-OR (844-472-3367)

CARES Northwest

<https://www.caresnw.org>

Monday through Friday from 8:00 am to 5:00 pm

Washington County Non-Emergency Police: 503-629-0111

Multnomah County Non-Emergency Police: 503-823-3333



SAAM LIBRARY BOOK LIST/LISTA DE LIBROS DE LA BIBLIOTECA SAAM (Highly Recommended/Altamente recomendada)

English (En Inglés)

- *Queering Sexual Violence - Radical Voices from Within the Anti-Violence Movement.* Jennifer Patterson
- *Consent on Campus: A Manifesto.* Donna Freitas
- *Blurred Lines: Rethinking Sex, Power, and Consent on Campus.* Vanessa Grigoriadis
- *Written on the Body: Letters From Trans and Non-Binary Survivors of Sexual Assault and Domestic Violence.* Lexie Bean, Dean Spade, Nyala Moon
- *The Will to Change: Men, Masculinity and Love.* bell hooks
- *Know My Name: A Memoir.* Chanel Miller
- *Shout.* Laurie Anderson
- *Grabbed: Poets and Writers about Sexual Assault, Empowerment and Healing.* Richard Blanco, Caridad Moro, Nikki Moustaki, and Elisa Albo
- *Unbound: My Story of Liberation and the Birth of the Me Too Movement.* Tarana Burke
- *Empty PlayGround: A Survivor's Story.* Callen Harty
- *We Believe You: Survivors of Campus Sexual Assault Speak Out.* Annie E. Clark and Andrea L. Pino
- *Not That Bad: Dispatches from Rape Culture.* Roxane Gay
- *She Said.* Megan Twohey and Jodi Kantor
- *I Never Told Anyone: Writings By Women Survivors Of Childhood Sexual Abuse.* Ellen Bass
- *Dear Sister: Letters From Survivors Of Sexual Violence.* Lisa Factora-Borchers (Editor), Aishah Shahidah Simmons (Introduction)
- *Redefining Rape Sexual Violence in the Era of Suffrage & Segregation,* Estelle B Freedman
- *Sexual Violence in the Era of Suffrage and Segregation,* Estelle B. Freedman
- *What Does Consent Really Mean?* Thalia Wallis, Pete Wallis, Joseph Willkins
- *Ask: Building Consent Culture.* Kitty Stryker, Carol Queen, Laurie Penny
- *Learning Good Consent: On Healthy Relationships and Survivor Support.* Cindy Crabb
- *C is for Consent.* Eleanor Morrison, Faye Orlove
- *What Does Consent Really Mean?* Thalia Wallis, Pete Wallis, Joseph Willkins

En Español

- *La Recuperacion Del Abuso Sexual: Pasos a Seguir Para Superar el Abuso.* Deborah Pinkston
- *Diario de Curacion de Traumas Para Mujeres: Cuaderno de Trabajo de 90 Dias para la Recuperacion de Traumas.* Por Patricia Ruiz Botero
- *Liberando a La Nina No Amada: Guia para la sanacion de Mujeres que has Sufriod de Abuso y Condicionamiento en la Ninez.* Marissa Russo
- *El consentimiento para Los NiNos: Como Poner Limites, Perid Respeto y Estar a Cargo de Ti mismo.* Rachel Brian
- *El Abuso Sexual: La Verdad Acerca de Los Abusos Sexual.* Patti Feureisen
- *La Recuperacion Del Abuso Sexual: Un Manual para El Proceso De Recuperacion.* Anne Pierce

SEXUAL ASSAULT RESOURCE CENTER (SARC)- OREGON
24-HOUR SUPPORT & RESOURCE LINE: (503) 640-5311, call/text, or chat

CENTRO DE RECURSOS CONTRA LA AGRESIÓN SEXUAL DE OREGON
LÍNEA DE RECURSOS Y SOPORTE LAS 24 HORAS: (503) 640-5311, llame/envíe un mensaje de texto o chatee

SAAM Library Book List/Lista de libros de la biblioteca SAAM

Supplemental/alternative book recommendations // Recomendaciones de libros complementarios/alternativos:

English (En Inglés)

- *Sexual Citizens: A Landmark Study of Sex, Power, and Assault on Campus.* Jennifer S. Hirsch and Shamus Khan
- *Things We Haven't Said: Sexual Violence Survivors Speak Out.* Erin E. Moulton
- *Inner Bonding: Becoming a Loving Adult to Your Inner Child.* Margaret Paul, PhD
- *Missoula: Rape and the Justice System in a College Town.* Jon Krakauer
- *Written on the Body.* Jeanette Winterson
- *Citadels of Pride.* Martha Nussbaum
- *Can I Kiss You: A Thought-Provoking Look at Relationships, Intimacy & Sexual Assault.* Michael J. Domitrz
- *Luckiest Girl Alive.* Jessica Knoll
- *Wrecked.* Maria Padian
- *The Art of Breaking Things.* Laura Sibson
- *Everything I Know About Love.* Dolly Alderton
- *All About Love.* bell hooks
- *Unfuck Your Intimacy Workbook: Using Science For Better Relationships, Sex, and Dating.* Faith G. Harper
- *My Body Sends a Signal: Helping Kids Recognize Emotions and Express Feelings.* Natalia Maguire
- *I Will Survive (African-American Guide to Healing From SA and Abuse).* Lori S. Robinson
- *Victim No Longer (Classic Guide for Men Recovering From Sexual Child Abuse).* Mike Lew
- *The Sexual Healing Journey (A Guide For Survivors of Sexual Abuse).* Wendy Maltz
- *Intersections of Identity and Sexual Violence on Campus: Centering Minoritized Students' Experiences.* Jessica C. Harris and Chris Linder
- *Shadow Dance: Liberating the Power and Creativity of Your Dark Side.* David Richo
- *Asking for It: The Alarming Rise of Rape Culture--and What We Can Do About It.* Kate Harding
- *Thriving in the Wake of Trauma: A Multicultural Guide.* Thema Bryant-Davis
- *Healing Sex: A Mind-Body Approach to Healing Sexual Trauma.* Staci Haines
- *Daring to Trust: Opening Ourselves to Love and Intimacy.* David Richo
- *The Tao of Tranquility: The Wisdom of Lao Tzu and the Buddha*
- *Radical Forgiveness: A Revolutionary Five Stage Process to Healing Relationship, Let Go of Anger and Blame and Find Peace in Any Situation.* Colin Tipping
- *Healing the Wounded Inner Child: A CBT workbook to Overcome Past Trauma, Face Abandonment and Regain Emotional Stability.* Maria Clarke
- *The Art of Saying No: How to Stand Your Ground, Reclaim Your Time and Energy and Refuse to be Taken For Granted (Without Feeling Guilty).* Damon Zahariades
- *The 12 Week DBT Workbook: Practical Dialectical Behavior Theory Skills to Regain Emotional Stability.* Valerie Dunn McBee LCSW
- *Becoming Whole: A Jungian Guide to Individuation.* Bud Harris, PhD

SEXUAL ASSAULT RESOURCE CENTER (SARC)- OREGON
24-HOUR SUPPORT & RESOURCE LINE: (503) 640-5311, call/text, or chat

CENTRO DE RECURSOS CONTRA LA AGRESIÓN SEXUAL DE OREGÓN
LÍNEA DE RECURSOS Y SOPORTE LAS 24 HORAS: (503) 640-5311, llame/envíe un mensaje de texto o chatee

SAAM Library Book List/Lista de libros de la biblioteca SAAM

Supplemental/alternative book recommendations // Recomendaciones de libros complementarios/alternativos:

English (En Inglés)

- *The Anxiety Workbook: A 7-Week Plan to Overcome Anxiety, Stop Worrying, and End Panic.* Arlin Council
- *The Dance of Fear: Rising Above Anxiety, Fear and Shame to Be Your Best and Bravest Self.* Harriet Lerner, PhD
- *The Somatic Therapy Work-Book: Stress Relieving Exercises for Strengthening the Mind-Body Connection and Sparking Emotional and Physical Healing.* Livia Shapiro
- *It Didn't Start With You: How to Inherited Family Trauma Shapes Who We Are and How to End the Cycle.* Mark Wolynn
- *Imaginary Crimes: Why We Punish Ourselves and How to Stop.* Lewis Engel and Tom Ferguson
- *Boundaries and Relationships: Knowing, Protecting and Enjoying the Self.* Charles L. Whitfield.
- *Male Survivor: The Impact of Sexual Abuse.* Matthew Parynik Mendel
- *Let's Talk About Body Boundaries, Consent, and Respect: Teach children about body ownership, respect, feelings, choices, and recognizing bullying behavior.* Jayneen Sanders, Sarah Jennings
- *No Means No!: Teaching personal boundaries, consent; empowering children by respecting their choices and right to say 'no!'* Jayneen Sanders, Cherie Zamazing

En Español

- *El Pequeno Libro #MeToo Para Hombres.* Mark Greene
- *Nunca es Tarde Para Hablar: Sobrevivientes de Abuso Sexual: Reportaje de Mujeres Supervivientes.* Elizabeth Luciano
- *Hechizos Magicos para Desatar Villanos: Prevencion de Abuso Sexual en la Primera Infancia.* Elena Laguarda
- *Pasado de El, Historia de Ella: Una Guia para Esposas de Sobrevivientes de Abuso Sexual.* Debra Warner
- *Despertar Interrio: 30 Meditaciones Guiadas Para La Sanación y El Crecimiento Personal,.* Sol Savall
- *30 Dias de Charlas Sobre Sexo: Capacitando a sus Hijos con Conocimiento Sobre la Intimidad Sexual.* Educate and Empower Kids
- *Parabolar Para El Crecimiento Personal: Cuentos para tu viaje De sanacion.* Melinda Reincike
- *El Poder de la Gratitude: 7 Ejercicios Simples que Van a Cambiar Tu Vida a Mejor.* Marc Reklau

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In one study, “Emotional support from a friend was related to significantly better recovery” among sexual assault victims.

Ullman, S.E. (1996b). Do social reactions to sexual assault victims vary by support provider?
Violence and Victims, 11, 143-157.





3 SIMPLE RESPONSES TO A DISCLOSURE OF SEXUAL ASSAULT

1. I believe you
2. I'm sorry this happened
3. I am here for you





630%

of survivors didn't report
their sexual assault
because they were afraid
they would be blamed for
it. **#StartbyBelieving**



Zinzow, H.M. & Thompson, M. (2011). Barriers to reporting sexual
victimization: Prevalence and correlates among undergraduate women.
Journal of Aggression, Maltreatment & Trauma, 20, 711-725.



Two key responses that have a positive effect on survivors:

- (1) Being believed, and
- (2) Having someone to talk to



 **cares**
northwest
Protecting children, healing lives.

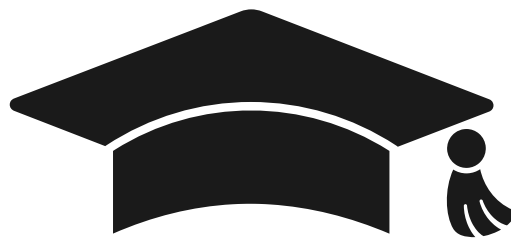
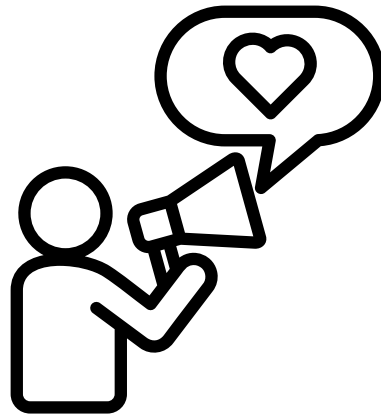

DOMESTIC VIOLENCE
RESOURCE
CENTER


SARC
SUPPORTIVE AND RESILIENT COMMUNITY


FAMILY JUSTICE CENTER
OF WASHINGTON COUNTY

Want to take action?

Check out these sector-specific kits by clicking the icon to help you support survivors in everything you do.





Community Forestry Commission

2025 Annual Report

Councilor Marshal, Council Liaison

Justin Marble, CFC Chair

Mark Nakajima, CFC Vice-Chair

Dan Riordan, Staff Liaison

Community Forestry Commission (CFC)

- ❑ The following community members have graciously volunteered their time, and provided their expertise, to help support the City's urban forestry efforts.

- ❑ Justin Marble, Chair
- ❑ Mark Nakajima, Vice-Chair
- ❑ Sachi Arakawa
- ❑ Bruce Countryman
- ❑ Michael Howell
- ❑ David Hunter
- ❑ Aiden Rydman, Student Liaison



2024 Urban Forestry Accomplishments

- ❑ The National Arbor Day Foundation awarded Forest Grove a Tree City USA designation for the for the 35th consecutive year in 2024!



Communities achieve Tree City USA status by meeting four core standards of sound urban forestry management:

- Maintaining a tree board or department
- Having a community tree ordinance
- Spending at least \$2 per capita on urban forestry
- Celebrating Arbor Day

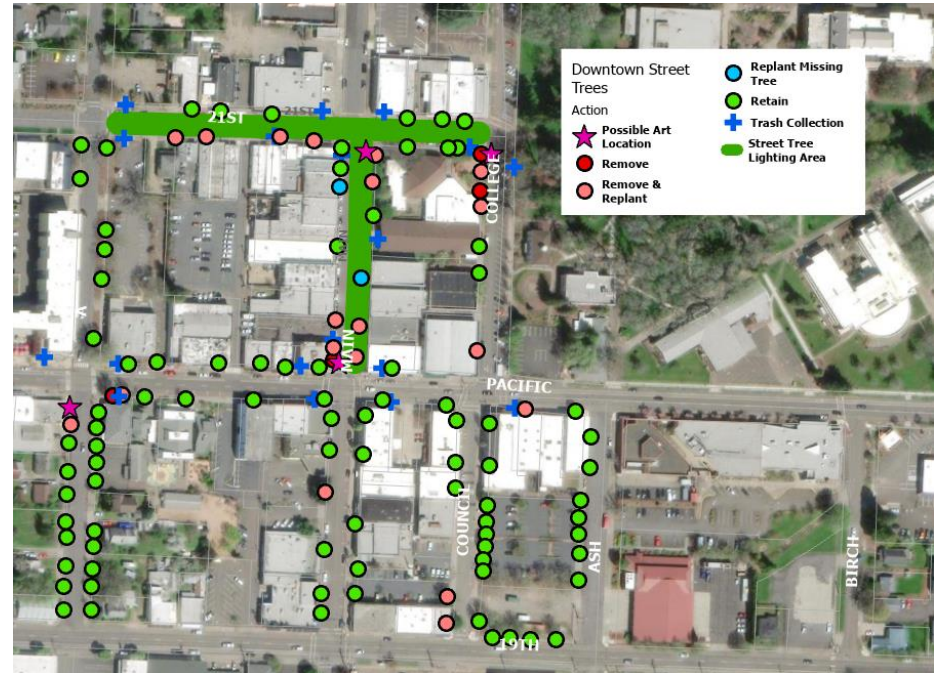
2024 Urban Forestry Accomplishments

- ❑ To commemorate Oregon's Arbor Month, the CFC held a tree planting event in April 2024, at Joseph Gale Park.
- ❑ Two classes from Joseph Gale School attended the event.
- ❑ Thank you to Anne Lane and Tom Martin with the Parks and Recreation Department!



2024 Urban Forestry Accomplishments

- During 2024, the Community Forestry Commission assisted the Community Development and Public Works Departments with evaluation of problem street trees in the downtown area.
- City Council approved a strategy for resolving downtown street tree issues in September 2024.
- The Public Works Department selected the contractor. A pre-construction meeting occurred on April 4th.



2024 Urban Forestry Accomplishments

- ❑ In March 2024, the Community Development Department coordinated the planting of 114 street trees in new subdivisions.



SUGGESTED STREET TREE PLANTING LIST

SIX FOOT BRANCH HEIGHT AND TWO-INCH CALIPER REQUIRED

Small Trees

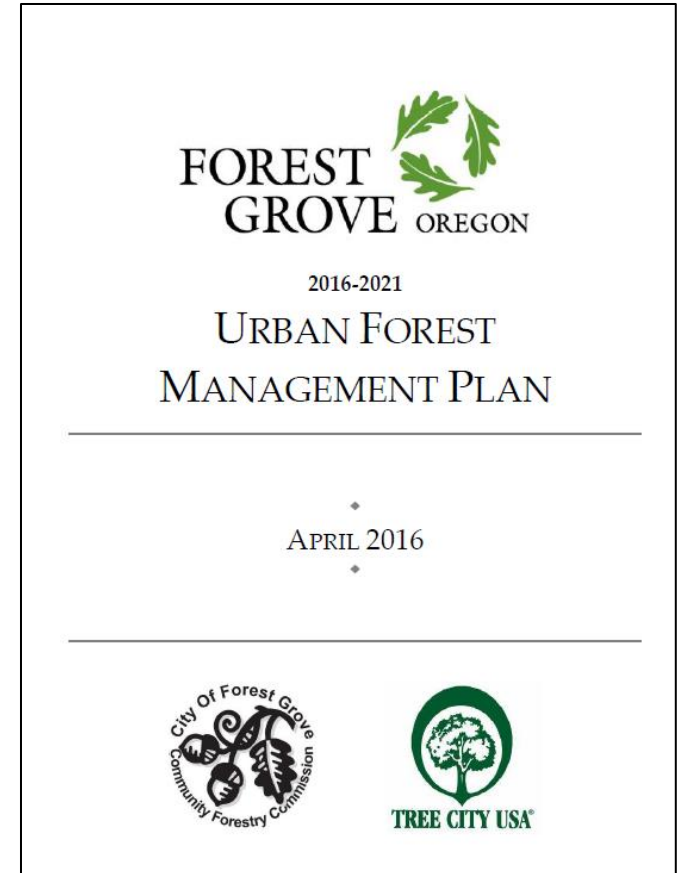
Generally Suitable For Planting Under Utility Lines

Latin Name	Common Name	Height	Spread	Attributes
Carpinus japonicus	Japanese Hornbeam	20	25	Hop-like flowers, small spreading form, bronze fall color
Cercis canadensis (varieties)	Eastern Redbud (varieties)	25	30	Rosy-pink flowers in early spring, yellow fall color
Cladrastis kentukea	Yellowwood	30	40	Chains of white flowers, fragrant, bright yellow fall color
Cornus florida (varieties)	Florida Dogwood (varieties)	25	25	Mid-spring flowers, red fall color
Cornus kousa (varieties)	Korean Dogwood (varieties)	20	20	Late-spring flowers, disease resistant foliage
Cornus X Starlight or Venus	Pacific Dogwood hybrids	30	20	Large white flowers, open form, disease resistant
Fagus sylvatica (columnar forms)	Dawky Beech	40	15	Tight upright form, glossy foliage, varieties including gold, purple, & green
Halesia tetraptera (varieties)	Silverbell	30	20	Bell-shaped flowers, white and pink varieties, stays fairly small
Liquidambar styraciflua 'Emerald Sentinel'	Emerald Sentinel Sweetgum	30	12	Dwarf Sweetgum, more resistant to breakage, yellow-orange fall color
Maackia amurensis	Amur Maackia	25	20	Upright vase-shape, fine-textured grey-green foliage
Oxydendrum arboreum	Sourwood Tree	20	15	Unique American native, strings of white flowers, excellent fall colors
Stewartia pseudocamellia	Japanese Stewartia	30	20	Camellia-like flowers summer, exfoliating bark, mottled fall color
Styrax japonicus	Japanese Snowbell	25	20	White bell-shaped flowers early summer, yellow fall color
Quercus (Columnar varieties)	Columnar Oaks	35	15	Upright columnar form, green foliage, fall color varies by variety
Zelkova serrata	City Sprite Zelkova	24	18	Clean green foliage, tight upright form, yellow fall color



2025 Urban Forestry Work Program

- ❑ The Commission will host a community tree planting event on April 25th at Thatcher Park to commemorate national Arbor Day and Oregon's Arbor Month.
- ❑ Tonight, the Commission accepted the annual Arbor Day proclamation from City Council.
- ❑ During 2025, the Commission will start updating the City's Urban Forest Management Plan adopted in 2016.
- ❑ Also, during 2025 the Commission will start working on a strategy for Council's consideration for tree planting in developments with insufficient planting space also streets.



2025 Urban Forestry Work Program

- In addition, the Commission would like to update the City's Tour of Trees Guide printed in 2010.

History of Forest Grove

Website: <http://www.forestgrove-or.gov>

Forest Grove is a city in Washington County, Oregon, 25 miles (40 km) west of Portland. Pacific University has been the most distinctive aspect of the town throughout its history. Originally a small farm town, it is now a suburb of Portland. The population of Forest Grove was 17,708 according to the 2000 Census. As of 2008, the estimated population is 21,465.

Forest Grove was pioneered as a farming settlement by Alvin T. and Abigail Smith, who were among the earliest to use the Oregon Trail. The Smith's, intending to be missionaries, found little potential as most of the indigenous population succumbed to European diseases. The Smith's over-wintered with Henry Harmon Spalding, arriving in what is now Forest Grove in the fall of 1841.

Intending to be missionaries, the Smith's found little potential as most of the native had succumbed to European diseases. According to Oregon Geographic Names, the name Forest Grove was selected on January 10, 1851 at a meeting of the trustees of Tualatin Academy (later known as Pacific University). It is probable that trustee J. Quinn Thornton suggested the name. Before the name Forest Grove was adopted, that part of the County was known as the West Tualatin Plain. Previous post offices in the area were called Tuslay Plains and Tualatin. The City of Forest Grove was platted in 1850 and incorporated in 1872.

There are ten buildings on the National Register of Historic Places and an entire 18-block district (Clark District) with homes dating as far back as 1854, and several dozen pre-1900. These include the Alvin T. Smith House, First Church of Christ Scientist and Old College Hall.

Geography

The City is on the western edge of the Portland metropolitan area and at the northern end of the Willamette Valley. According to the Census Bureau the City has a total land area of 4.7 square miles.

Education

The principal landmark of Forest Grove is Pacific University, a private school of higher education. Forest Grove, as well as Cornelius, Gales Creek and Dilkey are all part of the Forest Grove School District.

A Tour of Trees



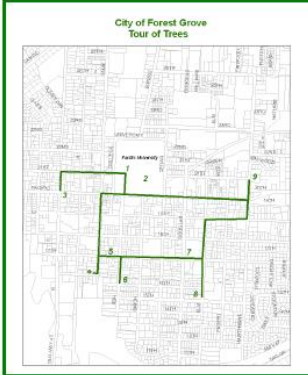





Forest Grove Community Forestry Commission

February 2010

Map Guide



Tulip Tree



Ponderosa Pine



Umbrella Tree



Douglas Fir

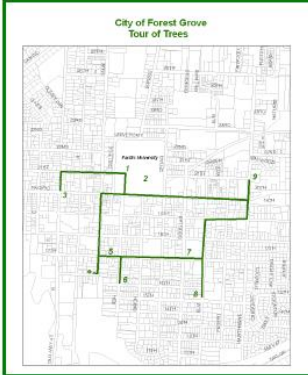


Ginkgo Tree



Western Red Cedar





Douglas Fir (seudotsuga menziesii): The Douglas Fir also known as Coast Douglas-Fir, Oregon Fir, Oregon Douglas-Fir, Douglas Tree, Interior Douglas-Fir. The Douglas Fir is named after the Scottish botanist, David Douglas, who introduced many North American conifers to Europe. Height up to 304 feet. (7) Rogers Park on 13th Avenue.

Western Red Cedar (Thuja plicata): Is a species of evergreen coniferous tree in the cypress family. Western red cedar is native to the northwestern United States and southwestern Canada. The tree has large drooping branches that hold numerous cones. Height: 50 m or more in height and 1 to 1.25 m in diameter. (5) 2038 13th Avenue.

Japanese Umbrella Tree (Sciadopitys verticillata): Japanese umbrella tree gets its common name from the umbrella-like whorl of needles that grow at the ends of the branchlets and branches. Each whorl contains 20-30 soft, flattened, dark green needles (to 5" long) that radiate outward in a manner somewhat resembling the ribs of an open umbrella. (6) 1614 Ash Street.

Tree Key Common Names

1. Camperdown Elm
2. Ginkgo Tree
3. Giant Sequoia
4. Black Walnut
5. Western Red Cedar
6. Japanese Umbrella
7. Douglas Fir
8. Oregon White Oak
9. Ponderosa Pine

Scientific Names

1. Ulmas glabra camperdownii
2. Ginkgo Biloba
3. Sequoiadendron giganteum
4. Juglans nigra
5. Thuja plicata
6. Sciadopitys verticillata
7. Pseudotsuga menziesii
8. Quercus garryana
9. Pinus Ponderosa

Oregon White Oak



Giant Sequoia



Black Walnut



Camperdown Elm



Thank you, City Council!

Questions?



Library Commission

2025 Annual Report

Morgan Knapp, Commission
Chair

“The only thing you absolutely need to know, is the location of the library.”

Albert Einstein

“I have found the most valuable thing in my wallet is my library card.”

Laura Bush

“Bad libraries build collections, good libraries build services, and great libraries build communities.”

R. David Lankes

Commissioners

Morgan Knapp, Chair

Pamela Bailey, Vice-Chair

Lauren Miller, Secretary

Kathleen Poulson

Kirsten Beier

Colene Lord

Ed Uecker

Council Liaison: Mariana Valenzuela

Responsibilities & Objectives

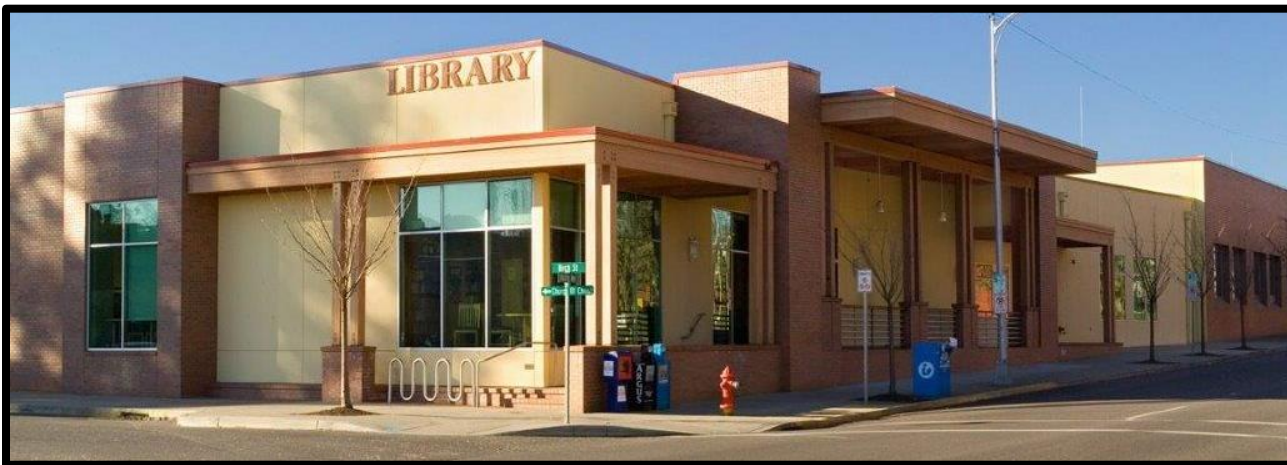
- **Advise** the City Council on matters pertaining to the Forest Grove City Library
- **Advise** the Library Director on any matter affecting the operation of the Forest Grove City Library and give advice, suggestions, options and assist as needed
- **Advise, review and approve** library policies and forward recommendations to the City Council for adoption
- **Facilitate** community involvement and input in the operations and policies of the FGCL
- **Participate and cooperate** with WCCLS (Washington County Cooperative Library Services)
- **Participate and cooperate** with the Friends of the Forest Grove Library and the Forest Grove Library Foundation

2025 Goals

- **Continue to provide input** on the library staffs' current projects and needs.
- **Review** all current FGCL policies.
- **Assist** with ideas and activities for the celebration of National Library Week, including library staff appreciation
- **Host** annual “Gathering of the Groups”
- **Strengthen** community ties (city council, FG boards and commissions, other WCCLS commissions, other local libraries)
- **Support** Friend’s “Freedom to Read” event(s)
- **Develop** guidance for public art in the library
- **Stay engaged** with WCCLS “Structure & Governance” and “Funding” processes and developing changes

FGCL Supporters

- Library Commission
- Friends of the Forest Grove Library
- Forest Grove Library Foundation
- Forest Grove City Council
- Community patrons, volunteers, and philanthropists
(Several recent bequests)



What's New?

- ARPA funded projects are completed! West and East end bathrooms + teen area ribbon cutting took place on March 1
- Statewide expansion of Dolly Parton's Imagination Library



Look for These Next

- West entrance enhancement
- Children's area renovation
- Fireplace area repurposing
- New murals throughout (locations TBD - e.g. perhaps Spanish language, teen, history room)



Context

County

- Washington County Cooperative Library Service (WCCLS) “Structure & Governance” and “Funding” changes
- Washington County budget deficit

Federal

- Institute of Museum and Library Services
- Book bans and library defunding

You Can Help

- **Sign up** for the Library's monthly email newsletter
- **Watch** for community opportunities to engage with the Forest Grove Library Foundation and Friends of the Forest Grove Library
- **Volunteer** (garden, Book Sale May 8-10)
- **Plan** to attend this year's "Gathering of the Groups"
- **Ensure** constituents know about library services (e.g. free on-site notary publics, printing, tax forms)
- **Know** that there are policies and support to ensure there is something for everyone at our great library

Thank you!
&
Questions?



CITY WATER AND FLOURIDATION

Greg Robertson | Director, Public Works & Engineering, P.E., AICP

AGENDA

Purpose

Background

Budget

Current Practice

PURPOSE

3

- Summarize for City Council the history and current practice of finished water fluoridation by the City of Forest Grove.
- Responds to correspondence received from residents expressing concern about fluoridation and City Council's request from March 17, 2025, for a presentation on the subject.

BACKGROUND

4

- **Forest Grove City Council adopted a resolution in September 24, 1952 directing City Staff to take the necessary steps to fluoridate its finished drinking water.**
- **Forest Grove has been fluoridating its drinking water since then (approximately 73 years) with no gaps in between.**

BACKGROUND

RESOLUTION

WHEREAS, the City of Forest Grove has investigated the procedure for the installation of equipment with which to undertake the fluoridation of the city water supply, and

WHEREAS, the City of Forest Grove has solicited the professional opinion of medical and dental authorities relative to the desirability and merits of fluoridation of the domestic water supply, and

WHEREAS, there has been a showing of public interest and desire for the establishment of fluoridation of the City of Forest Grove's water supply, and

WHEREAS, the Common Council has investigated and found that upon competent professional and technical authority ~~that~~ the increase of fluorides in the domestic water supply of the City of Forest Grove will be beneficial in protection against dental caries in children and

WHEREAS, based upon competent authority and professional opinion the Common Council of the City of Forest Grove finds that the fluoridation of the water supply will not be harmful or injurious in any manner to the users of the City of Forest Grove's water.

NOW, THEREFORE, BE IT RESOLVED by the City of Forest Grove that the City undertake, with the approval of the Oregon State Board of Health, the installation of equipment with which to augment the fluoride content of the City's water supply, and

BE IT FURTHER RESOLVED that the City Manager be and he hereby is empowered to engage such technical assistance as may be required for the installation, inspection, testing and operation of said equipment and upon approval of said installation the fluoridation of the water supply shall proceed.

Presented by the Ordinance Committee this 24th day of September, 1952.

Percy A. Lasselle
Walter Hanzey
D. E. Brigham

Passed by the Common Council this 24th day of September, 1952.

C. E. Richards, Recorder

Approved by the Mayor, September 24, 1952.

Lester S. Hughes, Mayor

BUDGET

6

- The annual budget for fluoridation is approximately \$26,600
- The expense is paid by the Water Fund

CURRENT PRACTICE

7

- The City receives non-fluoridated water from two sources:
 - Forest Grove Watershed
 - Joint Water Commission
- The City employs fluoride at the Water Treatment Plan and the Joint Water Commission entry point to the distribution system on 10th Avenue.



CURRENT PRACTICE - continued

8

- Each fluoride feed station is monitored in real time around the clock throughout the year by a Certified Water Treatment Operator.
- The Supervisory Control and Data Acquisition (SCADA) System includes alarms to alert the Operator when parameters are exceeded.
- When an alert is received, the Operator can remotely manipulate the plant treatment processes to correct the situation.
- The delivery and real time monitoring systems are tested daily to ensure they are functioning properly.
- Test results and additional water samples are sent to OHA for compliance and validation respectively.



CURRENT PRACTICE - continued

9

- The City's target fluoridation level is 0.7 mg/Liter, consistent with the U.S. Department of Health and Human Services recommendation that the concentration of fluoride in drinking water to be 0.7 mg/Liter.
- Plans, equipment, instrumentation and the Certified Water Operator qualifications must be approved by the Oregon Health Authority (OHA) prior to beginning fluoridation.
- Approximately 25% of community water systems in Oregon are fluoridated. Approximately 73% of the community water supply in the nation is fluoridated.
- For more information about fluoridation of water, visit the U.S. Centers for Disease Control and Prevention (CDC).



QUESTIONS?



A place where families and businesses thrive.

CITY RECORDER USE ONLY:

AGENDA ITEM #: _____

MEETING DATE: _____

FINAL ACTION: _____

CITY COUNCIL / URBAN RENEWAL AGENCY STAFF REPORT

TO: *City Council*

FROM: *Jesse VanderZanden, City Manager*

MEETING DATE: *April 14, 2025*

PROJECT TEAM: *Paul Downey, Assistant City Manager/Finance Director*

SUBJECT TITLE: *Resolutions to Appoint City and URA Auditor for Fiscal Years Ending June 30, 2025, through June 30, 2027*

ACTION REQUESTED:

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

X all that apply

ISSUE STATEMENT:

This staff report will cover this topic for the City and the Urban Renewal Agency (URA).

The Forest Grove City Charter specifies the Council will by resolution approve contracts for annual audits of City accounts and fiscal affairs as required by State Law. The City's and the URA's current auditors, Clear Trails CPAs, formerly, Pauly, Rogers, and Co., P.C., has completed its first three-year contract. Staff is recommending that Clear Trails CPAs be appointed auditor for the City and for the URA for another three-year term for the audits of fiscal years ending June 30, 2025, through June 30, 2027.

BACKGROUND:

The City Council and URA Board appointed Pauly, Rogers, and Company. P.C. as auditor for fiscal years ending June 30, 2022, through June 30, 2024. During the audit for the year ended June 30, 2024, the firm divided and the part of the firm that performed municipal audits formed the firm of Clear Trails CPAs. The audit contract was assigned to Clear Trails CPAs who only does municipal auditing.

The current three-year term has expired so an Auditor needs to be appointed by the City Council and URA Board. It is standard practice among government entities to appoint auditors who perform well for another three-year term. Additionally, qualified municipal auditors are becoming harder to find as some of the large CPA firms have stopped performing municipal audits and other firms have reduced the number of audits they perform as qualified staff is more difficult to hire.

Clear Trails CPAs have done excellent work and have developed an understanding of how the City and URA function and are able to look deeper into the City's processes and practices now. A new audit firm has a large learning curve for at least the first year. Staff recommends that the audit services go through an RFP process at the end of this appointment.

FISCAL IMPACT

The City budgets annually for the audit fees. Clear Trails CPA is proposing the following fees for the City's audit: 1) FY 24-25 - \$49,500; 2) FY 25-26 - \$51,100; and 3) FY 26-27 - \$52,600. For the URA audit, the following fee are being proposed: 1) FY 24-25 - \$6,750; 2) FY 25-26 - \$6,950; and 3) FY 26-27 - \$7,150.

For comparison, the City's audit fees for the FY 23-24 were \$51,500, and the URA audit fees for FY 23-24 were \$6,800.

RECOMMENDATION

Staff recommends the City Council approve the attached City resolution appointing Clear Trails CPAs as the City Auditor for the fiscal years ending June 30, 2025, through 2027.

Staff also recommends the URA Board approve the attached URA resolution appointing Clear Trails CPAs as the URA's Auditor for the fiscal years ending June 30, 2025, through 2027.

RESOLUTION NO. 2025-15

**RESOLUTION APPOINTING THE CITY AUDITOR FOR
THE FISCAL YEAR ENDING JUNE 30, 2025 THROUGH
THE FISCAL YEAR ENDING JUNE 30, 2027**

WHEREAS, State law requires the City's financial statements to be audited by a qualified independent auditor; and

WHEREAS, the Forest Grove City Charter specifies the Council will approve contracts by resolution for annual audits of City accounts and fiscal affairs as required by State Law; and

WHEREAS, the current auditors, Clear Trails CPAs, formerly, Pauly, Rogers, and Co., P.C., has completed its first three-year contract, and

WHEREAS, it has been City practice to appoint auditors who perform well to another three-year term; and

WHEREAS, the current audit firm has performed well over the three-year term; and

WHEREAS, staff is recommending that the City Council appoint Clear Trails CPAs to another three-year term as the City Auditor.

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

Section 1. The City Council appoints Clear Trails CPAs to be the City Auditor for the fiscal years ending June 30, 2025, through June 30, 2027.

Section 2. The City Council authorizes the City Manager or designee to sign a contract for services to perform the City's annual audit to comply with State law.

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

PRESENTED AND PASSED this 14th day of April, 2025.

Mariah S. Woods, City Recorder

APPROVED by the Mayor this 14th day of April, 2025.

Malynda H. Wenzl, Mayor

Context for Verification Letter Request

Submitted by: Councilor Donna Gustafson

Date: 4/14/25

Purpose of Request

This document accompanies a request for a signed, official letterhead statement from the Mayor and/or City Council confirming my current role as a duly elected councilor for the City of Forest Grove.

Why It Matters

I am traveling internationally in part, to participate in meetings related to economic development, civic engagement, and partnership-building—work that aligns with my role as an elected leader and as a nationally elected member of two National League of Cities leadership bodies (Universities Council and Community & Economic Development Federal Advocacy Committee).

What the Letter Does

- Confirms the factual, public status of my elected position.
- Provides documentation commonly requested in international diplomatic and professional settings.
- Does not constitute an endorsement of specific activities or statements.
- Does not authorize me to speak on behalf of the full council or city unless formally designated.

Why It's Time Sensitive

This is the final council meeting before my departure. I am seeking a brief discussion and support to finalize this simple, non-binding document tonight so it can be prepared in time for my meetings abroad.

What I'm Asking For

A signed letter affirming my elected role, based on the attached draft. The content is neutral and procedural, intended solely to verify my status in a clear and official way.

Thank you for your consideration and continued service to our city.

2116 Pacific Avenue
Forest Grove, OR 97116
[City Phone / Website]
[Date]

To Whom It May Concern,

On behalf of the City of Forest Grove, we affirm that Councilor Donna Gustafson currently serves as a duly elected member of the Forest Grove City Council.

In addition to her role as a local elected official, Councilor Gustafson also serves in two nationally elected leadership positions within the National League of Cities (NLC):

- Member, Universities Council
- Member, Community & Economic Development Federal Advocacy Committee

Councilor Gustafson's leadership and public service reflect a strong commitment to advancing civic innovation, community development, and regional collaboration. We understand that she is engaging in professional travel abroad to explore partnership opportunities and represent her ongoing work in public service, diplomacy, and economic development.

This letter is provided solely for the purpose of verifying Councilor Gustafson's current elected status. It does not constitute endorsement of specific activities, statements, or representations, nor does it imply any official delegation or responsibility on behalf of the City of Forest Grove.

This letter is offered as a formal verification of her current titles and responsibilities, and we extend our support for her continued service in both local and national leadership capacities.

Sincerely,

[Mayor Name / or City Council Signature Line]
Mayor / Forest Grove City Council

April 21, 2025

1924 Council Street
Forest Grove, OR 97116
503.992.3200
forestgrove-or.gov

To Whom it May Concern,

On behalf of the City of Forest Grove, we affirm that Councilor Donna Gustafson currently serves as a duly elected member of the Forest Grove City Council.

As a member of the City Council, Councilor Gustafson serves as Council Liaison on the following City or regional committees:

- City of Forest Grove Public Arts Commission
- Regional Water Providers Consortium
- Washington County Consolidated Communications Agency (WCCCA)

Councilor Gustafson's leadership and public service reflect a strong commitment to advancing civic innovation, community development, and regional collaboration.

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This letter is offered as a formal verification of her current titles and responsibilities, and we extend our support for her continued service in local leadership capacities.

Sincerely,



Malynda Wenzl
Mayor, City of Forest Grove