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CITY COUNCIL MEETING AGENDA

MONDAY, JUNE 26, 2017

5:30 PM – Executive Session (City Manager Evaluation)
6:00 PM – Work Session (City Attorney/Council Training Part II)
7:00 PM – City Council Regular Meeting

Community Auditorium
1915 Main Street
Forest Grove, OR 97116

Forest Grove City Council Meetings are televised live by Tualatin Valley Community Television (TVCTV) Government Access Programming, Ch 30. To obtain the programming schedule, please contact TVCTV at 503.629.8534 or visit <http://www.tvctv.org/government-programming/government-meetings/forest-grove>.

PETER B. TRUAX, MAYOR

Thomas L. Johnston, Council President
Timothy A. Rippe
Ronald C. Thompson

Elena Uhing
Matthew J. Vandehey
Malynda H. Wenzl

All meetings of the City Council are open to the public and all persons are permitted to attend any meeting except as otherwise provided by ORS 192. The public may address the Council as follows:

➔ Public Hearings – Public hearings are held on each matter required by state law or City policy. Anyone wishing to testify should sign in for any Public Hearing prior to the meeting. The presiding officer will review the complete hearing instructions prior to testimony. The presiding officer will call the individual or group by the name given on the sign in form. When addressing the Council, please use the witness table (center front of the room). Each person should speak clearly into the microphone and must state his or her name and give an address for the record. All testimony is electronically recorded. In the interest of time, Public Hearing testimony is limited to three minutes unless the presiding officer grants an extension. Written or oral testimony is heard prior to any Council action.

➔ Citizen Communications – Anyone wishing to address the Council on an issue not on the agenda should sign in for Citizen Communications prior to the meeting. The presiding officer will call the individual or group by the name given on the sign in form. When addressing the Council, please use the witness table (center front of the room). Each person should speak clearly into the microphone and must state his or her name and give an address for the record. All testimony is electronically recorded. In the interest of time, Citizen Communications is limited to two minutes unless the presiding officer grants an extension.

The public may not address items on the agenda unless the item is a public hearing. Routinely, members of the public speak during Citizen Communications and Public Hearings. If you have questions about the agenda or have an issue that you would like to address to the Council, please contact the City Recorder, aruggles@forestgrove-or.gov, 503-992-3235.

City Council meetings are handicap accessible. Assistive Listening Devices (ALD) or qualified sign language interpreters are available for persons with impaired hearing or speech. For any special accommodations, please contact the City Recorder, aruggles@forestgrove-or.gov, 503-992-3235, at least 48 hours prior to the meeting.

EXECUTIVE SESSIONS ARE CLOSED TO THE PUBLIC.

Representatives of the news media and designated staff may attend Executive Sessions. Representatives of the news media are specifically directed not to report on any of the deliberations during the Executive Session, except to state the general subject of the session as previously announced. No Executive Session may be held for the purpose of taking final action or making any final decision.

The City Council will convene in the Community Auditorium – Conference Room to hold the following executive session(s):

Peter Truax, Mayor

5:30

In accordance with ORS 192.660(2)(i) to review and evaluate the employment-related performance of the City Manager.

(PowerPoint Presentation)

Ashley Driscoll, City Attorney

Jesse VanderZanden, City Manager

6:00

CITY ATTORNEY/COUNCIL TRAINING PART II:

The City Council will convene in the Community Auditorium – Conference Room to conduct the above work session(s). The public is invited to attend and observe the work session(s); however, no public comment will be taken. The Council will take no formal action during the work session(s).

7:00

1. **REGULAR MEETING:** Roll Call and Pledge of Allegiance
2. **CITIZEN COMMUNICATIONS:** Anyone wishing to speak to Council on an item not on the agenda may be heard at this time. *Please sign-in before the meeting on the Citizen Communications form posted in the foyer.* In the interest of time, please limit comments to two minutes. Thank you.
3. **CONSENT AGENDA:** See Page 4
4. **ADDITIONS/DELETIONS:**
5. **PRESENTATIONS:**

(PowerPoint Presentation)

7:10

5. A.
 - *Family Justice Center, Lee Dobrowolski, City of Hillsboro Police Chief, Board President, and Judy Willey, Board Member*

(PowerPoint Presentation)

Colleen Winters, Library Director

7:30

5. B.
 - *Library Behavior Policy Update*

Ashley Driscoll, City Attorney

Paul Downey, Administrative

Services Director

Jesse VanderZanden, City Manager

7:45

6. **CONTINUE PUBLIC HEARING FROM JUNE 12, 2017:**
SECOND READING OF ORDINANCE NO. 2017-02 OF
THE CITY OF FOREST GROVE IMPOSING INTEREST
AND PENALTIES FOR NON-PAYMENT OF MARIJUANA
TAX; ADDING THE DUTY TO KEEP RECEIPTS,
INVOICES AND OTHER RECORDS FOR MARIJUANA
RETAILERS; AND ADDING RULES AND REGULATIONS
FOR MARIJUANA RETAILERS IN COLLECTING THE
MARIJUANA TAX

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- | | | |
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| James Reitz, Senior Planner
Jon Holan, Community Development
Director
Jesse VanderZanden, City Manager | 7:50 | 7. <u>PUBLIC HEARING TO CONSIDER AN APPEAL OF THE PLANNING COMMISSION'S DENIAL OF LAND DIVISION PARTITION TO CREATE THREE PARCELS AND ADJUSTMENT TO LOT FRONTAGE REQUIREMENT (WASHINGTON COUNTY TAX LOT NO. 1N331BD02402); APPLICANT: DESI KURTZ, 2443 26TH AVENUE; FILE # 311-17-000009-PLNG</u> |
| Paul Downey, Administrative
Services Director
Jesse VanderZanden, City Manager | 8:10 | 8. <u>PUBLIC HEARING AND RESOLUTION NO. 2017-41 ADOPTING BUDGET FOR FISCAL YEAR COMMENCING JULY 1, 2017, AND ENDING JUNE 30, 2018</u> |
| Paul Downey, Administrative
Services Director
Jesse VanderZanden, City Manager | 8:15 | 9. <u>RESOLUTION NO. 2017-42 MAKING APPROPRIATIONS FOR THE CITY OF FOREST GROVE, WASHINGTON COUNTY, OREGON, FOR THE FISCAL YEAR COMMENCING JULY 1, 2017, AND ENDING JUNE 30, 2018</u> |
| Paul Downey, Administrative
Services Director
Jesse VanderZanden, City Manager | 8:20 | 10. <u>RESOLUTION NO. 2017-43 LEVYING AND CATEGORIZING TAXES FOR THE CITY OF FOREST GROVE FOR THE FISCAL YEAR COMMENCING JULY 1, 2017, AND ENDING JUNE 30, 2018</u> |
| Paul Downey, Administrative
Services Director
Jesse VanderZanden, City Manager | 8:25 | 11. <u>RESOLUTION NO. 2017-44 ADOPTING THE FISCAL YEAR 2017-22 CAPITAL IMPROVEMENTS PROGRAM</u> |
| Paul Downey, Administrative
Services Director
Jesse VanderZanden, City Manager | 8:30 | 12. <u>PUBLIC HEARING AND RESOLUTION NO. 2017-45 DECLARING THE CITY'S ELECTION TO RECEIVE STATE REVENUES</u> |
| Paul Downey, Administrative
Services Director
Jesse VanderZanden, City Manager | 8:35 | 13. <u>PUBLIC HEARING AND RESOLUTION NO. 2017-46 CERTIFYING SERVICES PROVIDED BY THE CITY OF FOREST GROVE</u> |
| Paul Downey, Administrative
Services Director
Jesse VanderZanden, City Manager | 8:40 | 14. <u>PUBLIC HEARING AND RESOLUTION NO. 2017-47 ADOPTING CAPITAL IMPROVEMENTS PROGRAM EXCISE TAX AND REPEALING RESOLUTION NO. 2016-46</u> |
| Paul Downey, Administrative
Services Director
Jesse VanderZanden, City Manager | 8:45 | 15. <u>RESOLUTION NO. 2017-48 TRANSFERRING APPROPRIATIONS WITHIN VARIOUS FUNDS FOR THE FISCAL YEAR 2016-17</u> |

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| Paul Downey, Administrative
Services Director
Peter Truax, Mayor | 8:50 | 16. <u>RESOLUTION NO. 2017-49 OF THE CITY COUNCIL
ACCEPTING CITY MANAGER'S ANNUAL
PERFORMANCE REVIEW, DATED JUNE 26, 2017</u> |
| Paul Downey, Administrative
Services Director
Peter Truax, Mayor | 8:55 | 17. <u>RESOLUTION NO. 2017-50 OF THE CITY COUNCIL
AUTHORIZING COMPENSATION FOR CITY MANAGER
FOR FISCAL YEAR 2017-18</u> |
| Paul Downey, Administrative
Services Director
Jesse VanderZanden, City Manager | 9:00 | 18. <u>RESOLUTION NO. 2017-51 APPROVING REQUEST FOR
BALLOT TITLE FOR PUBLICATION OF NOTICE OF THE
CITY OF FOREST GROVE, OREGON, RENEWAL OF ITS
LOCAL OPTION LEVY AT THE NOVEMBER 7, 2017,
ELECTION</u> |
| | 9:05 | 19. <u>CITY COUNCIL COMMUNICATIONS:</u> |
| Jesse VanderZanden, City Manager | 9:20 | 20. <u>CITY MANAGER'S REPORT:</u> |
| Peter Truax, Mayor | 9:25 | 21. <u>MAYOR'S REPORT:</u> |
| | <u>9:30</u> | 22. <u>ADJOURNMENT:</u> |
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3. **CONSENT AGENDA:** Items under the Consent Agenda are considered routine and will be adopted with a single motion, without separate discussion. Council members who wish to remove an item from the Consent Agenda may do so prior to the motion to approve the item(s). Any item(s) removed from the Consent Agenda will be discussed and acted upon following the approval of the remaining Consent Agenda item(s).

- A. Approve City Council Executive Session (City Manager Evaluation) Meeting Minutes of June 12, 2017.
- B. Approve City Council Work Session (Levy Preparation) Meeting Minutes of June 12, 2017.
- C. Approve City Council Regular Meeting Minutes of June 12, 2017.
- D. Accept Planning Commission Meeting Minutes of May 30 and June 5, 2017.
- E. Accept Sustainability Commission Meeting Minutes of April 27, 2017.
- F. Endorse New Liquor License Application (Full On-Premises Sales), Diversity Café and Catering, LLC, 2104 Main Street (Applicant: Richard LaFave)