



A place where families and businesses thrive.

COUNCIL SUB-COMMITTEE WORK SESSION AGENDA (B&C INTERVIEWS)

MONDAY, MARCH 12, 2018

**6:00 PM – Sub-Committee Work Session (B&C Interviews)
Community Auditorium – Conference Room
1915 Main Street
Forest Grove, OR 97116**

Council Sub-Committee: Ronald Thompson; Adolph “Val” Valfre; and Malynda Wenzl

Anna Ruggles, City Recorder
Jesse VanderZanden, City Manager

6:00

WORK SESSION: B&C INTERVIEWS

The City Council Sub-Committee 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).

6:45

Adjournment:



A place where families and businesses thrive.

CITY RECORDER USE ONLY:

AGENDA ITEM #: _____

MEETING DATE: _____

FINAL ACTION: _____

CITY COUNCIL SUB-COMMITTEE MEMORANDUM

WORK SESSION:

TO: *City Council Sub-Committee*

FROM: *Jesse VanderZanden, City Manager*

PROJECT TEAM: *Anna D. Ruggles, CMC, City Recorder*

DATE: *March 12, 2018*

SUBJECT: *B&C Applicant Interviews & Appointment Consideration*

BACKGROUND:

Attached are the following items for the Boards, Committees, and Commissions interviews:

- Interview Time Scheduled;
- Boards, Committees, Commissions Number of Vacancies;
- Possible Interview Questions; and
- Applications:
 1. 6:00 pm: Tammy Banek Rydman – variety of B&C
 2. 6:15 pm: Kirsten Beier – Sustainability Commission
 3. 6:30 pm: William Youngs – Historic Landmarks Board

STAFF RECOMMENDATION:

Conduct interview of the applicants who expressed interest in serving on the Advisory Boards, Committees, and Commissions (B&C). Staff requests Council Sub-Committee make determination to fill the current B&C vacancies. Resolutions making formal appointments will be considered at the next Council meeting on March 19, 2018.

**Boards, Committees, and Commissions
2018 Applicant List and Vacancies**

WORK SESSION:

				Budget	CCI	CFC	EDC	HLB	Library	P&R	Planning	Public Arts	Public Safety	Sustainability
				Apr/May	1st Tues 5:30pm	3rd Wed 5:15pm	1st Thurs Noon	4th Tues 7:15pm	2nd Tues 6:30pm	3rd Wed 7am	1st&3rd Mon 7pm	2nd Thurs 5pm	4th Wed 7:30am	4th Thurs 6 pm
					Wenzl	Thompson	Rippe	Johnston	Valfre	Wenzl		Johnston	Rippe	Uhing
				# of Board Vacancies:			1 - Utility Vacancy	1 - Vacancy	1 - Vacancy					1 - Vacancy (Ethnic/Cultural)
# of Student Vacancies:							1 - Student	1 - Student	1 - Student	1 - Student		1 - Student	1 - Student	1 - Student HS
Interview Time	First Name	Last Name	Occup	Budget	CCI	CFC	EDC	HLB	LC	P&R	PC	PAC	PSAC	SC
6:00 PM	Tammy	Rydman	Business Owner/Out of City		CCI	CFC		HLB		P&R	PC	PAC	PSAC	SC
6:15 PM	Kirsten	Beier	Business Manager								PC			SC
6:30 PM	William	Youngs	Architect					HLB						

2018 BOARDS, COMMITTEES & COMMISSIONS VACANCIES

Reso 2006-10 Adopts B&C Appointment Policy

COMMISSION	REQUIREMENTS	# VACANCIES	EXPIRES
BUDGET Meets in April/May	PER ORS 7 Members Must Be Residents – 3 Year Term 7 – City Councilors		
COMMITTEE FOR COMMUNITY INVOLVEMENT Meets 1 st Tuesday, 5:30 pm	RESO 1991-13; 1991-57; 1993-07; 2014-65; 2017-62 7 Members – 4 Year Term 2 Non-Residents – Currently 0 1 Non-Voting Student Advisor 1-Year Term Term Expires Jan 31 st		
COMMUNITY FORESTRY COMMISSION Meets 3 rd Wednesday, 5:15 pm	RESO 1992-23; 1998-16; 1998-56; 2002-56; Ord 2004-04 7 Members – 3 Year Term 3 Non-Residents – Currently 2 1 Non-Voting Student Advisor 1-Year Term		
ECONOMIC DEVELOPMENT COMMISSION Meets 1 st Thursday, Noon	RESO 2007-45; 2008-30; 2015-69 19 Members – 3 Year Term 6 Public/Non-Profit: Chamber; Pacific University; FG School Dist; PCC; Utility; Hispanic Community; 12 Businesses: Large Mfg Tech; Small Mfg; Food/Bev; Wood/Ag; Health/Medical; Residential Developer; Industrial/Commercial Broker; Large Commercial/Retail; Small Commercial/Retail; Financial; Downtown Retail; 1 At-Large – Currently 1 1 Non-Voting Student Advisor 1-Year Term	1 – Vacancy (Utility) 1 – Student Vacancy	12/31/20 12/31/18
HISTORIC LANDMARKS BOARD Meets 4 th Tuesday, 7:15 pm	ORD 1980-15; 1986-11; 2009-04 7 Members – 4 Year Term 2 Non-Residents – Currently 1 1 Non-Voting Student Advisor 1-Year Term	1 – Vacancy 1 – Student Vacancy	12/31/18 12/31/18
LIBRARY Meets 2 nd Tuesday, 6:30 pm	Per ORS; ORD 1974-1038; 1974-1040 7 Members – 2 Year Term At-Large – Currently 0 1 Non-Voting Student Advisor 1-Year Term	1 – Vacancy 1 – Student Vacancy	12/31/18 12/31/18
PARKS & RECREATION COMMISSION Meets 3 rd Wednesday 7:00 am	RESO 1974-733 9 Members – 4 Year Term 2 Non-Residents – Currently 0 3 At-Large; 1 FG School Dist; 5 Park Districts: NNW = Forest Glen, Knox Ridge, Thatcher/Loomis; NW = Lincoln, Hazel Sills, Aquatic Center, Talisman; SW = Rogers; SE = Joseph Gale; NE = Bard and Stites Parks; 1 Non-Voting Student Advisor 1-Year Term	1 – Student Vacancy	12/31/18
PLANNING COMMISSION Meets 1 st and 3 rd Monday 7:00 pm	Per ORS; ORD 1995-13; 2000-06; 2009-04 7 Members – 4 Year Term 2 Non-Residents – Currently 1 1 Real estate – Currently 0 2 Same trade/occupation – Currently 0		
PUBLIC ARTS COMMISSION Meets 2 nd Thursday, 5:00 pm	RESO 2006-06; 2008-62; 2009-27; 2011-75; 2014-70 9 Members Must Be Residents – 3 Year Term 1 Non-Voting Student Advisor 1-Year Term	1 – Student Vacancy	12/31/18
PUBLIC SAFETY ADVISORY COMMISSION Meets 4 th Wednesday 7:30 am	RESO 2005-56; 2010-27; 2011-25; 2015-28 9 Members – 4 Year Term 2 Fire Dist-Residents – Currently 1 Non-Voting Reps: Chamber, FG School Dist; Pacific University; Rural Fire Dist 1 Non-voting Student Advisor	1 – Student Vacancy	12/31/18
SUSTAINABILITY COMMISSION Meets 4 th Thursday 6:00 pm	RESO 2013-68; 2013-69; 2016-58 13 Members – 4 Year Term Related to but not limited to: Agricultural Interests; Community/Neighborhood Groups; Economic Backgrounds; Educators; Ethnic/Cultural Affiliations; FG School Dist; Non-Profits; Transportation/Business Practices; Pacific University; Pacific University Student; and FG High School Student (At-Large – Currently 4)	1 – Vacancy Ethnic/Cultural) 1 – Student Vacancy (High School)	12/31/20 12/31/18

5-7 minutes is allotted for each applicant interview

Note: Once Council renders a decision on the status of an appointee, the City Recorder notifies appointee and schedules a formal Resolution for consideration on the next Council meeting agenda.

POSSIBLE QUESTIONS FOR B&C APPLICANT INTERVIEWS

Please feel free to use any questions and/or information that you wish in order to conduct a successful interview.

☐ *If there were one area you've always wanted to improve upon, what would that be?*

☐ *What can you offer the advisory board on which you would like to serve?*

☐ *What are some of your proudest achievements?*

☐ *What ideas do you have for increasing citizen involvement in Forest Grove?*

☐ *Is there an area in which you think the City may be letting its citizens down? If so, what would that be?*

☐ *What do you see as a critical need or a major concern facing the City?*

☐ *Do you favor growth or do you feel the City is currently big enough?*

☐ *How would you respond to an unpopular decision that is strongly criticized by the public? Such as making an unpopular decision that may go against property owners' desire or that is not supported by your friends and neighbors.*

☐ *What ideas do you have that would help Forest Grove become a more sustainable community?*

☐ *Do you have any grant-writing experience? _____*

In addition, Mayor, please ask:

☐ *Do you have any conflict with the meeting date(s) and time(s) of the advisory board to which you have applied? _____*

☐ *If we cannot appoint you to your first choice, are there any other advisory boards that interest you?*

☐ *May we keep your application on file? _____*

☐ *Do you have any questions for us? _____*

Interview
March 12, 2018
6:00 pm

Published on *Forest Grove Oregon* (<http://www.forestgrove-or.gov>)

[Home](#) > [Boards & Commissions Reappointment Application](#) > [Boards & Commissions Application](#) > [Webform Application](#)

Submission information

Form: [Boards and Commissions Application](#)
Submitted by Visitor (not verified)
Thursday, January 4, 2018 - 1:50pm
50.53.162.21

First Name

Tammy

Last Name

Banek Rydman

Home Address

██████ NW Breezy Ln - *outside of city*

Mailing Address, if different

City

Forest Grove

State

Oregon

Zip Code

97116

E-Mail Address

████████████████████

Telephone/Cell Phone Number

██████████

Work Telephone Number

Employer

Self employed

Occupation/Profession

Small business owner

Are you a student applicant?

No

If so, which school do you attend?

Do you reside within the City limits?Yes **NO****Years residing in Forest Grove:**

30

How did you hear of this opportunity?

City website

Please rate the City's performance.

Fair

What ideas do you have for improving "Fair" or "Poor" performance?

New activities and festivals to create community involvement.

Select which Boards, Committees or Commissions you would like to apply for:

- Budget Committee (3-4 times in May) **NO (outside of city)**
- Committee for Community Involvement (1st Tuesday, 5:30pm) **NO VACANCY**
- Community Forestry Commission (3rd Wednesday, 5:15pm) **NO - outside of city**
- Economic Development Commission (1st Thursday, Noon) **NO VACANCY**
- Historic Landmarks Board (4th Tuesday, 7:15pm) **OK**
- Parks and Recreation Commission (3rd Wednesday, 7am) **NO VACANCY**
- Planning Commission (1st and 3rd Monday, 7pm) **NO VACANCY**
- Public Arts Commission (2nd Thursday, 5pm) **NO VACANCY**
- Public Safety Advisory Commission (4th Wednesday, 7:30am) **NO VACANCY**
- Sustainability Commission (4th Thursday, 6pm) **OK**

What specific topics interest you that relate to the board?

The growing future of our City.

What contributions do you hope to bring to the board?

Youthful and active member of the community. Have children in school and a business in this city.

List your educational experience:

Some college and trade school.

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

School district planning committee

If not appointed at this time, may we keep your application on file?

Yes

Please type your name below as a signature.

Tammy Banek Rydman

Date

01/04/2018

Source URL: <http://www.forestgrove-or.gov/node/17751/submission/2831>

Interview
March 12, 2018
6:15 pm

Published on *Forest Grove Oregon* (<http://www.forestgrove-or.gov>)

[Home](#) > [Boards & Commissions Reappointment Application](#) > [Boards & Commissions Application](#) > [Webform](#) > [Reappointment Application](#)

Submission information

Form: [Boards and Commissions Application](#)
Submitted by Visitor (not verified)
Wednesday, January 24, 2018 - 11:04am
66.87.112.123

First Name

Kirsten

Last Name

Beier

Home Address

Heather Way

Mailing Address, if different

City

Forest Grove

State

OR

Zip Code

97116

E-Mail Address

Telephone/Cell Phone Number

Work Telephone Number

Employer

homemaker

Occupation/Profession

Manager of Chaos and Confusion

Are you a student applicant?

If so, which school do you attend?

Do you reside within the City limits?

Yes

Years residing in Forest Grove:

15

How did you hear of this opportunity?

Facebook

Please rate the City's performance.

Good

What ideas do you have for improving "Fair" or "Poor" performance?

Select which Boards, Committees or Commissions you would like to apply for:

Planning Commission (1st and 3rd Monday, 7pm)

Sustainability Comm

no
yes

What specific topics interest you that relate to the board?

I've lived in Forest Grove 15 years now. I'm not an old timer but I'm not a newbie either. I've watched Forest Grove grow and change. I want the city to retain its small town charm but also move into the 21st century and beyond. I want this city to be a place where people want to live, not just park their car at night and sleep. I grew up in a small town similar to Forest Grove and can remember my parents going to meetings about growth and development and change. Some ideas happened and some are still being talked about 30 years later.

What contributions do you hope to bring to the board?

I hold degrees in psychology and business management. I understand the emotional attachment people have to a place and also can see the needs of a business to grow and flourish. I'm a resident of the city and am raising a family. As a parent I'm used to change, kids are constantly doing it. I have also learned that some adults are big kids and you need to listen to them as if they are a child, temper tantrum and all. I don't know everything so I ask a lot of questions. I also believe you never stop learning and constantly look for something to learn about and educate myself.

List your educational experience:

BS, University of Phoenix, Business Management

BA, Pacific University, Psychology

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

Home educator, 4 children

Admin, Hillsboro Homeschoolers

Concessions, Forest Grove Swim Club

If not appointed at this time, may we keep your application on file?

Yes

Please type your name below as a signature.

Kirsten Beier

Date

01/24/2018

Source URL: <http://www.forestgrove-or.gov/node/17751/submission/2971>

Interview
March 12, 2018
6:30 pm

Published on *Forest Grove Oregon* (<http://www.forestgrove-or.gov>)

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Submission information

Form: [Boards and Commissions Application](#)
Submitted by Visitor (not verified)
Thursday, December 7, 2017 - 1:34pm
50.126.97.99

First Name

William

Last Name

Youngs

Home Address

15th Avenue

Mailing Address, if different

City

Forest Grove

State

OR

Zip Code

97116

E-Mail Address

Telephone/Cell Phone Number

Work Telephone Number

Employer

Occupation/Profession

architect

Are you a student applicant?

No

If so, which school do you attend?

Do you reside within the City limits?

Yes

Years residing in Forest Grove:

1.5

How did you hear of this opportunity?

applied to board for grant

Please rate the City's performance.

Good

What ideas do you have for improving "Fair" or "Poor" performance?

Select which Boards, Committees or Commissions you would like to apply for:

Historic Landmarks Board (4th Tuesday, 7:15pm)

What specific topics interest you that relate to the board?

preservation of historic structures

What contributions do you hope to bring to the board?

understanding of historic structures and architecture

List your educational experience:

BARCH

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

If not appointed at this time, may we keep your application on file?

Yes

Please type your name below as a signature.

Bill Youngs

Date

12/07/2017

Source URL: <http://www.forestgrove-or.gov/node/17751/submission/2701>