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CITY COUNCIL MEETING AGENDA

TUESDAY, MAY 26, 2020
WEBEX COMMUNITY AUDITORIUM
1915 MAIN STREET

5:30 PM EXECUTIVE SESSION (City Manager Performance Evaluation)
6:00 PM EXECUTIVE SESSION (Labor Negotiations)
6:30 PM WORK SESSION (Communication Plan Inventory)
7:00 PM CITY COUNCIL REGULAR MEETING

NOTICE: VIDEO CONFERENCE MEETINGS & CHANNEL 30 LIVE

COVID-19: Due to the emergency declaration resulting from COVID-19 (Coronavirus disease) and protocols, the City Council is limiting in-person contact and social distancing. The Council work sessions and meetings will be conducted remotely by video conferencing. The public may attend and observe in the Community Auditorium as space allows (no more than 10 persons total at one time). However, the Council encourages the public to observe the meetings through technology rather than in person. The meetings will be televised live at the start time, or shortly thereafter, by Tualatin Valley Community Television (TVCTV) Government Access Programming LIVE [Channel 30](#) and Live Streamed on [YouTube Channel 30](#). Written comments on an item not on the Council Agenda may be submitted by May 26, 2020, 3:00 p.m. via e-mail to: aruggles@forestgrove-or.gov.

PETER B. TRUAX, MAYOR

Malynda H. Wenzl, Council President
Kristy L. Kottkey, Councilor
Timothy A. Rippe, Councilor

Elena Uhing, Councilor
Mariana Valenzuela, Councilor
Adolph "Val" Valfre, Jr., Councilor

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

Public Hearings are held on each matter required by state law or City policy. Anyone wishing to testify should sign in 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.

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.

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EXECUTIVE SESSIONS ARE CLOSED TO THE PUBLIC.

Representatives of the news media and designated staff may attend Executive Session(s). Representatives of the news media are specifically directed not to report (tape/video record) any of the deliberations during the Executive Session(s), 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 and be video conferencing remotely during 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.

Brenda Camilli, Human Resources Manager
Jesse VanderZanden, City Manager **6:00**

In accordance with ORS 192.660(2)(d) to conduct deliberations with person designated by the governing body to carry on labor negotiations.

Elizabeth Stover, Program Coordinator
Bev Maughan, Executive Assistant
Jesse VanderZanden, City Manager **6:30**

WORK SESSION: COMMUNICATION PLAN INVENTORY

The City Council will convene and be video conferencing remotely during the work session. The Council will take no formal action during the work session.

6:55 **RECESS BREAK**

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. Written comments may be submitted by May 26, 2020, 3:00 p.m. via e-mail to: aruggles@forestgrove-or.gov. Thank you
3. **CONSENT AGENDA:** See Page 4
4. **ADDITIONS/DELETIONS:**
5. **PRESENTATIONS:**

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Jeff King, Economic Development Manager	7:10	5. A.	<i>Economic Development Commission 2019 Annual Report, Kevin Emerick Chair</i>
Jeff King, Economic Development Manager	7:20	5. B.	<i>Economic Development Strategic Plan 2019 Annual Report</i>
Michael Kinkade, Fire Chief	7:30	5. C.	<i>Citywide COVID-19 Update</i>
James Reitz, Senior Planner Bryan Pohl, Community Development Director Jesse VanderZanden, City Manager	7:40	6.	<u>CONTINUE PUBLIC HEARING AND SECOND READING OF ORDINANCE NO. 2020-02 AMENDING FOREST GROVE CODE OF ORDINANCES, TITLE III (ADMINISTRATION), CHAPTER 35 (CITY ORGANIZATIONS), §35.065 THROUGH §35.070, RELATING TO AMENDING HISTORIC LANDMARKS BOARD BYLAWS</u>
James Reitz, Senior Planner Bryan Pohl, Community Development Director Jesse VanderZanden, City Manager	7:45	7.	<u>PUBLIC HEARING AND FIRST READING OF ORDINANCE NO. 2020-03 VACATING 19TH PLACE RIGHT-OF-WAY EAST OF POPLAR STREET; APPLICANT: JT SMITH COMPANIES; FILE NO. 311-20-000014-PLNG</u>
Brenda Camilli, Human Resources Manager Jesse VanderZanden, City Manager	8:05	8.	<u>RESOLUTION NO. 2020-47 AUTHORIZING EXECUTION OF A LABOR AGREEMENT BETWEEN CITY OF FOREST GROVE AND INTERNATIONAL BROTHERHOOD OF ELECTRICAL WORKERS (IBEW), UNION NO. 125, EFFECTIVE JULY 1, 2020 AND EXPIRING JUNE 30, 2023</u>
Bryan Pohl, Community Development Director Jeff King, Economic Development Manager Jesse VanderZanden, City Manager	8:15	9.	<u>RESOLUTION NO. 2020-48 AUTHORIZING THE ESTABLISHMENT OF A SMALL BUSINESS EMERGENCY ASSISTANCE PROGRAM FOR BUSINESSES WITHIN FOREST GROVE CITY LIMITS, EXCLUDING FOREST GROVE URBAN RENEWAL AREA</u>
Paul Downey, Administrative Services Director Bryan Pohl, Community Development Director Jesse VanderZanden, City Manager	8:25	10.	<u>RESOLUTION NO. 2020-49 TRANSFERRING APPROPRIATIONS WITHIN THE GENERAL FUND IN THE FISCAL YEAR 2019-20 FOR SMALL BUSINESS EMERGENCY ASSISTANCE PROGRAM PAYMENTS TO BE AWARDED FOR COVID-19 RELIEF ASSISTANCE</u>

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| Gregory Robertson, Public Works Director
Richard Blackmun, Engineering Manager
Jesse VanderZanden, City Manager | 8:35 | 11. | <u>RESOLUTION NO. 2020-50 AUTHORIZING MAYOR TO ENDORSE AN INTERGOVERNMENTAL AGREEMENT (IGA) BETWEEN WASHINGTON COUNTY AND CITY OF FOREST GROVE FOR ROAD, WATER AND SANITARY SEWER IMPROVEMENTS ASSOCIATED WITH THE HIGHWAY 47/MARTIN ROAD PROJECT</u> |
| Peter Truax, Mayor | 8:50 | 12. | <u>RESOLUTION NO. 2020-51 AMENDING THE CITY OF FOREST GROVE'S DECLARATION OF STATE OF EMERGENCY, EFFECTIVE MARCH 14, 2020, AT 1:00 P.M., TO BE EXTENDED AND REMAIN IN EFFECT UNTIL 8:00 P.M. ON JUNE 8, 2020, UNLESS SUPERSEDED SOONER; AMENDING RESOLUTION NO. 2020-46</u> |
| City Councilors | 8:55 | 13. | <u>CITY COUNCIL COMMUNICATIONS:</u> |
| Jesse VanderZanden, City Manager | 9:10 | 14. | <u>CITY MANAGER'S REPORT:</u> |
| Peter Truax, Mayor | 9:15 | 15. | <u>MAYOR'S REPORT:</u> |
| | <u>9:20</u> | 16. | <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 Work Session (Council Goal 7 Expand Recreation Opportunities) Meeting Minutes of April 27, 2020.
- B. Approve City Council Work Session (Police Station Update) Meeting Minutes of May 11, 2020.
- C. Approve City Council Regular Meeting Minutes of May 11, 2020.
- D. Accept Planning Commission Meeting Minutes of January 21, 2020.
- E. Community Development Department Monthly Building Activity Informational Report for April 2020.
- F. **Endorse Liquor License Renewal Applications for Year 2020:**
 - 1) Old Town Vault, Full On-Premises Sales
 - 2) The Lazy Eye, Full On-Premises Sales