

**RESOLUTION NO. 2020-114**

**RESOLUTION MAKING CITY COUNCIL LIAISON APPOINTMENTS TO  
ADVISORY BOARDS AND COMMISSIONS AND OUTSIDE AGENCIES  
AND REPEALING RESOLUTION NO. 2020-56**

**WHEREAS**, The City of Forest Grove City Council has provided for 11 City Council appointed Liaison Boards: 1) Committee for Community Involvement; 2) Community Forestry Commission; 3) Community Policing Advisory Commission; 4) Economic Development Commission; 5) Historic Landmarks Board; 6) Library Commission; 7) Parks and Recreation Commission; 8) Public Arts Commission; 9) Public Safety Advisory Commission; 10) Sustainability Commission; and 11) Urban Renewal Advisory Committee; and

**WHEREAS**, Council Rules, §14.8, provides that the Mayor shall appoint a Council liaison to any boards and commissions (B/C) every two years at the first regular meeting following the time at which newly-elected Councilmembers officially take office or at the discretion of the Mayor; and

**WHEREAS**, Council Rules, §14.9, provides that the City Manager shall appoint a staff member as liaison to any B/C.

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

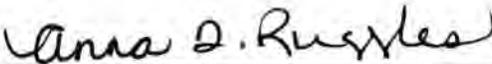
**Section 1.** That the following Council Liaisons are appointed to the advisory boards and commissions and outside agencies as listed in Exhibit A.

**Section 2.** That the following Staff Liaisons are hereby appointed to the advisory boards and commissions and outside agencies as listed in Exhibit A.

**Section 3.** Resolution No. 2020-56 is hereby repealed.

**Section 4.** This resolution is effective immediately upon its enactment by the City Council.

**PRESENTED AND PASSED** this 14<sup>th</sup> day of December, 2020.

  
\_\_\_\_\_  
Anna D. Ruggles, City Recorder

**APPROVED** by the Mayor this 14<sup>th</sup> day of December, 2020.

  
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Peter B. Truax, Mayor

## CITY ADVISORY BOARDS, COMMITTEES AND COMMISSIONS

Councilmember Liaison Appointments  
Departments Assigned by City Manager  
Pursuant to Council Rules §14

### 14.8 Councilmember Liaisons

Committee for Community  
Involvement (CCI)  
1<sup>st</sup> Tuesday, 5:30 pm

Malynda Wenzl, Councilor

Community Forestry Commission  
(CFC)  
3<sup>rd</sup> Wednesday, 5:15 pm

Kristy Kottkey, Councilor

Community Policing Advisory  
Commission (CPAC)  
*To be determined by CPAC at their  
1<sup>st</sup> Meeting*

Kristy Kottkey, Councilor

Economic Development Commission  
(EDC)  
1<sup>st</sup> Thursday, Noon

Timothy Rippe, Councilor

Historic Landmarks Board (HLB)  
4<sup>th</sup> Tuesday, 6:30pm

Elena Uhing, Councilor

Library Commission (LC)  
3<sup>rd</sup> Wednesday, 6:30pm

Peter Truax, Mayor

Parks and Recreation Commission  
(P&R)  
3<sup>rd</sup> Wednesday, 7am

Malynda Wenzl, Councilor

Public Arts Commission (PAC)  
3<sup>rd</sup> Thursday, 5pm

Mariana Valenzuela, Councilor

Sustainability Commission (SC)  
4<sup>th</sup> Thursday, 6pm

Elena Uhing, Councilor

Urban Renewal Advisory Committee  
(URAC)  
4<sup>th</sup> Thursday, 10am

Donna Gustafson, Councilor

### 14.9 Departments

Community  
Development

Community  
Development

Police Department

Economic  
Development

Community  
Development

Library

Parks and Recreation

Library  
Parks and Recreation

Administrative  
Services

Community  
Development

**OUTSIDE AGENCIES**  
 Councilmember Liaison Appointments  
 Departments Assigned by City Manager

<b>Outside Agencies:</b>	<b>14.8 Councilmember Liaisons</b>	<b>14.9 Departments</b>
Community Development Block Grant Policy Advisory Board (PAB) <i>2<sup>nd</sup> Thursday, 7pm, Monthly</i> <i>Term starts February 1<sup>st</sup></i>	Mariana Valenzuela, Councilor Alternate: Peter Truax Mayor	Public Works
Forest Grove Rural Fire Protection District (FGRFPD) <i>1<sup>st</sup> Wednesday, 6pm, Monthly</i>	Tim Rippe, Councilor	Fire Department
Joint Water Commission (JWC) Executive Committee <i>Friday, Noon, Quarterly</i>	Peter Truax, Mayor Rod Fuiten, Citizen Carl Heisler, Citizen	City Manager
Regional Water Providers Consortium Board (RWPC-CB) <i>Thursday, Noon, Quarterly</i>	Peter Truax, Mayor	Public Works
Sister City Committee <i>1<sup>st</sup> Thursday, 4:30pm, as needed</i>	Timothy Rippe, Councilor	City Recorder
Washington County Consolidated Communications Agency (WCCCA) <i>3<sup>rd</sup> Thursday, 3pm, Quarterly</i>		City Manager Police Chief
Washington County Coordinating Committee (WCCC) <i>2<sup>nd</sup> Monday, Noon-1:30pm</i>	Peter Truax, Mayor	Community Development Public Works
Washington County Public Safety Coordinating Council (PSCC) <i>3<sup>rd</sup> Friday, 1pm-3pm, Bimonthly</i>	Donna Gustafson, Councilor	



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CITY RECORDER USE ONLY:

AGENDA ITEM #: 7.

MEETING DATE: 12/14/2020

FINAL ACTION: RESO 2020-114

**CITY COUNCIL STAFF REPORT**

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**TO:** *City Council*

**FROM:** *Jesse VanderZanden, City Manager*

**MEETING DATE:** *December 14, 2020*

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

**SUBJECT TITLE:** *City Council Liaison Appointments*

**ACTION REQUESTED:**  Ordinance  Order  Resolution  Motion  Informational

*X all that apply*

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**ISSUE STATEMENT:**

The City Council has provided for 11 Council appointed Liaison Boards: 1) Committee for Community Involvement; 2) Community Forestry Commission; 3) Community Policing Advisory Commission; 4) Economic Development Commission; 5) Historic Landmarks Board; 6) Library Commission; 7) Parks and Recreation Commission; 8) Public Arts Commission; 9) Public Safety Advisory Commission; 10) Sustainability Commission; and 11) Urban Renewal Advisory Committee. Budget Committee and Planning Commission do not have an assigned Council liaison pursuant to ORS.

Council Rules, §14.8, provides that the Mayor shall appoint a Council liaison to any boards, committees and commissions (B/C) every two years at the first regular meeting following the time at which newly-elected Councilmembers officially take office or at the discretion of the Mayor. The assigned appointments are based upon individual Councilor's interest and time availability. Council Liaisons shall be non-voting. The Council Liaison's role is to collaborate between the Council and B/C to assure each group's collective interest is accurately and effectively represented to the other.

Council Rules, §14.9, provides that the City Manager shall appoint a staff member as liaison to any B/C. Staff Liaisons shall be non-voting and shall assist the B/C by utilizing their expertise regarding city policy and process.

**STAFF RECOMMENDATION:**

Attached is a proposed Resolution, along with Exhibit A, for consideration. Upon approval of the attached Resolution and Exhibit A, the City Recorder, if necessary, will notify staff and agencies of the Council Liaison Appointments.

**ATTACHMENT(s):**

Resolution and Exhibit A