

**RESOLUTION NO. 2023-20**

**RESOLUTION APPOINTING CITY OF FOREST GROVE  
CITY CHARTER REVIEW COMMITTEE**

**WHEREAS**, Pursuant to Resolution 2023-06, the City Council shall appoint 11 members to the Charter Review Committee of which at least 2 members shall reside in each of the four quadrants of the City of Forest Grove using Main Street and TV Highway as the delineating boundaries and the remaining three (3) members shall be at large, and

**WHEREAS**, the Charter Review Committee application process was open, inclusive, highly publicized, and resulted in 19 applications that were certified for eligibility and residency requirements pursuant to Resolution No. 2023-06; and

**WHEREAS**, the Council conducted interviews in work sessions on May 22, 2023, and June 12, 2023, and reached a consensus from the among the applicants to appoint all vacant positions.

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

**Section 1.** Pursuant to City Charter, § 32, the City Council hereby appoints to serve as members of the City of Forest Grove Charter Review Committee:

NE Quadrant

*ISAAC ECHEVERRIA  
BRYAN DENNIS*

NW Quadrant

*ADOLPH "VAL" VALFRE, JR  
ELYSHA JOHNSON*

SW Quadrant

*TAMMI MCLAUGHLIN  
TACY STEELE*

SE Quadrant

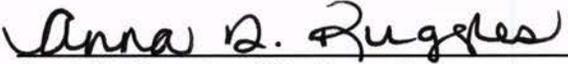
*DALE THALER  
ROYLINA "NINA" DAVIS*

Members-At-Large

*LaANA LITTLEFIELD  
WOLANDA GROOMBRIDGE  
KATHERINE "KATE" MACDONALD*

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

**PRESENTED AND PASSED** this 12<sup>th</sup> day of June, 2023.

  
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Anna D. Ruggles, City Recorder

**APPROVED** by the Mayor this 12<sup>th</sup> day of June, 2023.

  
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Malynda Wenzl, Mayor



A place where families and businesses thrive.

<i>CITY RECORDER USE ONLY:</i>	
AGENDA ITEM #:	Work Session & F. 6.
MEETING DATE:	06.12.2023
FINAL ACTION:	RESO 2023-20

**CITY COUNCIL STAFF MEMORANDUM**

**TO:** City Council

**FROM:** Jesse VanderZanden, City Manager  
Joyce Phillips, Communications and Programs Assistant

**MEETING DATE:** June 12, 2023

**SUBJECT TITLE:** Work Session and Resolution: Charter Review Committee  
5:00 - 5:30 p.m., Community Auditorium or Zoom

**ACTION REQUESTED:**

	Ordinance	Order	X	Resolution	Motion	X	Informational
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X all that apply

**BACKGROUND:**

In 2022, the City Council established Objective 14 to Review the City Charter. In 2023, the City Council established Objective 2.6 to Complete the City Charter Review Process. In furtherance of these objectives, the City Council held work sessions on September 26 and October 10, 2022, and passed Resolution 2023-06 on February 27, 2023, establishing the purpose, process, composition, scope, and timing of a Charter Review Committee and their tasks.

Resolution 2023-06 states the Charter Review Committee shall consist of eleven (11) voting members, appointed by City Council, of which at least 2 members shall reside in each of the four quadrants of the City using TV Highway and Main Street to delineate the boundaries. The remaining 3 members shall be at large. The Resolution further states the City Council shall appoint a Chair and the Mayor may appoint a Council Liaison, who, if appointed, would be non-voting. The City Attorney will serve as the staff liaison and attend all meetings. Please refer to the attachments for additional information regarding the Committee's work.

On May 22, 2023, the City Council interviewed 13 applicants from the NW, SW, and NE quadrants. The Council reached a consensus to appoint the following individuals:

- NW quadrant - Adolph 'Val' Valfre, JR; Elysha Johnson
- SW quadrant - Tammi McLaughlin; Tacy Steele
- NE quadrant - Isaac Echeverria, Bryan Dennis

Council also reached consensus to consider four applicants for possible appointment to the 3 at-large positions. The at-large appointments were delayed until all applicants, including those from the SE quadrant, could be interviewed to assure all applicants were considered. The four applicants, in no particular order, were:

- LaAna Littlefield
- Evelyn Orr
- Wolanda Groombridge
- Lindsey Burnett

Due to insufficient applications, the application period for the SE quadrant was extended to May 26 and interviews were postponed until June 12. The applicants, in the order received, were:

- Stephanie Rose
- Dale Thaler
- Katherine 'Kate' Macdonald
- Roylina Davis

### **WORK SESSION:**

The purpose of the Work Session is to interview the SE quadrant applicants and arrive at a consensus to appoint two applicants from that quadrant. The second purpose is to arrive at a consensus to appoint 3 at-large members from among the 4 consensus applicants above plus the 2 applicants not appointed to the SE quadrant. As with the prior interviews, each SE applicant will be asked the following two questions:

1. Why do you want to serve on the Charter Review Committee?
2. How do you reach consensus on a contentious issue?

The interview schedule is as follows:

- 5:00 Staff Briefing
- 5:05 Dale Thayer
- 5:09 Katherine 'Kate' Macdonald
- 5:13 Roylina Davis
- 5:17 Stephanie Rose
- 5:21 Deliberations
- 5:30 Adjourn

The consensus appointments for the SE quadrant and the At-Large positions will be placed into the attached resolution for consideration by Council on June 12, 2023.

### **ATTACHMENTS:**

- SE quadrant applications (redacted)
- At-Large consensus applications (redacted)
- Resolution 2023-06, Exhibit A, and staff memo
- Charter Review Committee Appointment Resolution

CITY OF FOREST GROVE  
LEGISLATIVE RESOLUTION SCRIPT  
AGENDA ITEM F. 6.

RESOLUTION NO. 2023-20 APPOINTING CHARTER REVIEW COMMITTEE

**Instructional Note:** Only read text in blue.

**Staff Report:** Paul Downey, Assistant City Manager/Finance Director, will now present the staff report. Is there any correspondence that has been received after publication of the written report?

**Councilor Questions:** Do any Councilors have clarifying questions of staff? If none;

**Motion:** I will now ask for a motion to adopt **Resolution No. 2023-20** by title.

**State The Motion:** This motion is...to adopt **RESOLUTION NO. 2023-20 APPOINTING CHARTER REVIEW COMMITTEE**

Is there a second? **After Seconded:** Do any Councilors wish to comment on the motion?

**After Council Deliberations:** City Manager please read the Resolution by title only.

City Recorder, please call the roll.

- Formally announce the vote of the motion and adoption of the resolution.

**CITY COUNCIL ACTION AMENDMENTS**

*Note 1: If there are any modifications/amendments to the proposed Resolution / Exhibit A, ask for a motion to amend; if yes, read amendment in full, ask for a second to amend and City Council votes on the amendment.*

- Ask City Recorder for roll call vote; and
- Formally announce the vote of the amended motion and adoption of the resolution.