

Cornelius

Oregon's Family Town



CITY COUNCIL MEETING AGENDA

Monday, April 1, 2024

Cornelius City Council Chamber
1355 N Barlow St, Cornelius, Oregon 97113

[TVCTV Live Stream](#)

[Zoom Webinar](#) | Meeting ID: 834 7940 8874 | Passcode: 215546

1. Executive Session – 6:00 PM

(See separate agenda)

2. Regular Session – 7:00 PM

Call to Order – Pledge of Allegiance and Roll Call

3. Consent Agenda

The items on the Consent Agenda are considered and adopted by one motion unless a Council Member or community member requests that an item be considered separately before a vote of the Consent items. The Mayor shall decide when an item is removed from Consent for discussion.

A. City Council Meeting Minutes, February 5, 2024

B. City Council Meeting Minutes, March 4, 2024

C. Oregon State Fire Marshall Staffing Grant

4. Public Comment

Comments are limited to three minutes.

Speaking in Person: Register to speak by filling out a form in the City Council Chamber and provide it to the City Recorder.

Speaking Virtually: Register to speak by contacting the City Recorder via email at recorder@corneliusor.gov no later than 3:00pm on the day of the City Council meeting. Provide your name, address, and when possible, the topic of testimony. Those attending virtually will not be able to turn on their camera during the meeting or share their screen; presentation materials may be submitted as written testimony via email or in person at City Hall.

5. Recognition

- A. Service Recognition: 5 Years, Crystal Elam: **Karen Hill**
- B. Service Recognition: 5 Years, Zachariah Abela-Gale: **Karen Hill**
- C. Service Recognition and Retirement Farewell: Debby Roth, City Recorder: **Mayor Dalin**

6. Presentations and Appointments

- A. Proclamation: Food Waste Prevention Week, April 1 – 7, 2024
- B. Proclamation: Arbor Day, April 26, 2024
- C. Proclamation: National Community Development Month, April 2024
- D. Proclamation: Fair Housing Month, April 2024
- E. Appointments to the Cornelius Youth Advisory Council

7. Public Hearings

None

8. Unfinished Business

None

9. New Business

None

10. Reports

- A. City Council
- B. Mayor Dalin
- C. City Manager

11. Announcements

- A. Joint State of the Cities with Forest Grove, April 22, Noon, Forest Grove City Auditorium

- B.** Voices of Hope Event, April 2, 2024, 4:00pm at the Washington County Courthouse Lawn
- C.** Food Waste Prevention Week, April 1 – 7, 2024
- D.** Earth Day, April 22, 2024
- E.** PlanetCon Recycling, Reuse and Sustainability Fair, April 20, 2024, 11:00am – 2:00pm, Portland Community College Rock Creek Campus
- F.** Budget Committee Meeting, April 24, 2024, 6:00pm
- G.** May 6, 2024 – 6:00pm Work Session; 7:00 pm City Council Meeting

12. Adjournment



City Council Meeting – Monday, February 5, 2024
1355 N. Barlow St, Cornelius, OR 97113
In-Person/Hybrid Meeting

Mayor Jef Dalin called the regular City Council meeting to order at 7:00 PM.

Roll Call: Council Present: Councilor Eden Lopez, Councilor Angeles Godinez, Councilor Doris Gonzalez, Council President John Colgan, and Mayor Jef Dalin.

Staff Present: Barbara Fryer, Community Development Director; Mark Crowell, Public Works Director; Peter Brandom, City Manager; Ellie Jones, Assistant City Manager – Business Operations & Acting City Recorder; Kevin Oppenlander, Project Manager, Karen Hill, Library Director.

Announcement: City Manager Peter Brandom announced changes made to the City Council proceedings. The virtual element of the hybrid meetings will now be held on a Zoom Webinar; individuals can attend and observe but they must request to testify ahead of time (by 3pm the day of the meeting). Attendees will not be allowed to freely use video or microphones, both will be controlled by City staff. This is to prevent 'Zoom bombing'.

Mayor Dalin added that anyone who requests to speak virtually has to provide their name and that name has to match the one provided online during the meeting. Dalin gave examples of why that is important. Dalin noted that the existing rules have not changed for people participating in-person.

1. ADOPTION OF AGENDA

Councilor Godinez motioned to adopt the agenda, seconded by Council President Colgan. Motion carried 5-0. Ayes: Councilor Lopez, Councilor Godinez, Councilor Gonzalez, Council President Colgan, and Mayor Dalin.

2. CONSENT AGENDA

- A. City Council Meeting Minutes, December 4, 2023
- B. City Council Meeting Minutes, January 2, 2024

Councilor Godinez motioned to adopt the consent agenda, seconded by Council President Colgan. Motion carried 5-0. Ayes: Councilor Lopez, Councilor Godinez, Councilor Gonzalez, Council President Colgan, and Mayor Dalin.

3. CITIZEN PARTICIPATION – NONE

4. RECOGNITION

A. Angelica Novoa de Cordiero, Adult Services Librarian

Library Director, Karen Hill, recognized Angelica Novoa de Cordiero, Adult Services Librarian, for 5 years of service. Karen spoke about Angelica’s previous work history before joining the Cornelius Public Library. Karen explained the role Angelica has played in developing the adult book collection in English and Spanish. Karen highlighted the prestigious recognition the library received, thanks to Angelica, in receiving books from the Mexican Consulate as part of their 200-year anniversary collection. The Cornelius Public Library was one of two libraries to receive that honor in the United States, the other being the Library of Congress. Karen noted Angelica’s work with technology in the library, including the technology replacement plan and many of the technology resources the library offers to the public. Karen talked about Angelica’s work in community engagement through arts and crafts programs, music performances, and cultural events. Karen expressed appreciation for Angelica’s work and thanked Angelica for five years of service.

Mayor Dalin expressed thanks to Angelica for the work being done and continued service to the community.

Councilor Godinez expressed thanks to Angelica for the work done to increase accessibility at the library for the City’s bilingual community and for tracking data.

6. PRESENTATIONS AND APPOINTMENTS

A. Washington County Transit Study

Dyami Valentine, Principal Transportation Planner for Washington County, presented on the Washington County Transit Study. Valentine started by sharing the purpose of the project, to enhance the transit system to meet the needs of transit riders as well as develop a long-term shared vision for transit. Valentine discussed the needs of the County and the project goals. The goals of the project include providing better travel options for equitable access, affordable travel options for community members, to consider the environmental impact transportation has, to connect community members to opportunity, and to make transit easier and more accessible. Valentine explained the transit study process and timeline, starting with the start of the project in the previous year and including the community engagement that occurred. Valentine reported the outcome of the transit study, the transit priority investments and vision. The vision of transit service categorized frequent service transit needs as well as shuttle service needs.

Mayor Dalin expressed appreciation for the inclusion of identifying the need for a quick way for Cornelius/Forest Grove/Hillsboro transit riders to get to the Tigard/Tualatin employment zone. Dalin discussed the length of time it takes to get to different areas in Washington County and how that can make transit transportation a difficult option for reliable transportation. Dalin thanked the Washington County group for their work in planning ways to address the problem.

Valentine presented on eight recommendations to prepare priority transit corridors for high capacity transit, at the local level. Valentine noted the importance of the work done on a local level in elevating the recommendations in priority, because Washington County does select the next tier of priority corridors at a regional level.

Mayor Dalin noted the inclusion of [Sherwood-Tigard HCT via] 99W; it is discussed often with Washington County. Dalin suggested that 99W should be a tier one or two priority, and be actively worked on.

Valentine presented on Washington County's work to build partnerships to build out the frequent service grid, and to identify opportunities to improve the frequent service network. Valentine discussed the partnership with Ride Connection, citing it as an example of how additional shuttle services can work with Transit to create additional service areas. Washington County has worked to identify where community connector opportunities are. Valentine discussed ways local jurisdictions can help transit speed and reliability, and the community's wishes to see Transit be more accessible, safe, and welcoming.

Mayor Dalin discussed the dedicated ways implemented in Portland and what can be learned from their experience. Dalin discussed the possibility of using the red lanes to get on and off the road in busy areas and discussed the need for methods to keep bikeways clear, noting the importance of looking at the specifics of each area.

Valentine summarized ways jurisdictions can support transit and the partnerships that can enhance transit service. Valentine explained that the transit study draft recommendations are available for community review and comment through March 1st. The final report will be wrapped up in April. The County hopes that the document can inform some of the actions taken moving forward.

Mayor Dalin asked if it will be on the agenda for the Washington County Coordinating Committee (WCCC) for March or April before it goes to the full board.

Valentine answered that is a good suggestion.

B. City Audit

Ryan Pasquarella, contracted auditor, began with an introduction and reported on the audited financial statements for the fiscal year that ended June 30, 2023. City financial statements are required to be submitted to the Audits Division within six months of the end of the fiscal year, as well as the Government Finance Officers Association (GFOA) for an independent review, due within six months of the end of the fiscal year. The City's audited financial statements were

completed on November 28th of 2023. Everything was submitted on time for the year. Pasquarella referred to the letter from the auditors to the City Council. The letter described what an audit is and clarified that the auditor's opinion on financial statements does not mean there are not any errors within the financial records of the City. The auditor's opinion is giving reasonable assurance there are no material errors. Pasquarella explained what that means. The audit began in May of 2023 with preliminary inquiries. The audit included examining the City's internal procedures, to ensure the City has good procedures and practices in place. Pasquarella briefly summarized the auditor's findings. The letter includes any significant risks identified as part of the audit and comments on the accounting policies. It notes that there were no significant accounting policy changes during the year. One thing noted is the implementation of reporting standards related to IT Agreements. The City analyzed what long-term agreements the City has, to determine if any agreements would be subject to the new standards. The auditor did not find anything material. City staff took the time to make sure all of the IT Agreements are understood. Pasquarella highlighted that the auditors did not identify any material mistakes nor made any recommendations. There were no disagreements between the City and the auditors.

Pasquarella gave a brief explanation of the Annual Comprehensive Financial report that was provided to the Council. Pasquarella noted that the City has submitted the Annual Comprehensive Financial Report to the GFOA for grading for the last 15 years in a row. Pasquarella noted the awards and acknowledgements the City has received from the GFOA in the past 13 to 16 years. The Annual Comprehensive Financial report includes the auditor's opinion of the financial statements, responsibilities of management for financial statements, the auditor's responsibilities for the audit of the financial statements, and the management discussion and analysis. Pasquarella briefly shared some financial figures for assets and liabilities with a year-to-year comparison.

Mayor Dalin commented on the importance of the information. The report represents the business side of the City, including where funds are allocated and spent, long-term certainty, the City's commitments, progress implementing development and programs, and what the City can reasonably afford.

Pasquarella agreed. Pasquarella concluded by sharing the Independent Auditor's Report, related to the Oregon Minimum Standards, that was shared with the Mayor and Council. The auditors are required to look at specific items such as the budgeting process, procurement process, highway fund expenditures, and excess FDIC money. The report includes a list of those items and the City did not have any errors or issues of noncompliance in that process as well.

C. Capital Improvement Program

Ellie Jones, Assistant City Manager – Business Operations, presented on the Fiscal Year 2025 20-year Capital Improvement Program (CIP). The CIP is a document that the City produces annually, typically in the fall. It is a good planning tool for identifying capital needs as the City goes into budget planning to ensure City funds are budgeted for upcoming projects as well as set aside for future projects, and look for revenues as needed such as grants, loans, and fee increases. Nine projects were removed from the CIP because they have been completed, or will

be completed by the end of June. Fourteen new projects have been added; some of which are anticipated to be funded with the Fire Department Levy funds. There are some street, city park, and facilities projects included. Five projects were modified significantly or removed. Notably, Reservoir number two was removed from the CIP because it needs to be revisited. It may be included in the future. Other projects, mainly south 29th Blvd., have been modified with either a change in the project or the estimated budget. Each project has its own page in the CIP with more details such as the finances, budget impacts, and estimated completion date. The City analyzes this annually; projects may move up in the time line, or move out of the timeline. Jones offered to answer any questions.

Council President Colgan asked about the N. 29th improvement. The project is listed as located from Walgreens to Council Creek. Colgan noted Walgreens is not located on 29th.

Jones responded that it is on page 32 of the CIP and it is N 19th to Council Creek, rather than 29th.

Council President Colgan responded that it appears to be a typo.

Mayor Dalin pointed out that the title on the agenda has a typo and that caused confusion, it should read N 19th instead of 29th.

Jones clarified that the project is on N 19th, from Walgreen to Council Creek.

Council President Colgan expressed thanks to Jones for another year of receiving budget awards and acknowledgements.

Councilor Godinez expressed appreciation for the organization of financial reports and how easy they are to follow.

Jones commented that it is a team effort; all of the departments put time into making the reports and including the details.

- D.** Resolution No. 2024-08: Appointments to the Cornelius Economic Development Commission, Public Infrastructure Advisory Board, and Library Board.

City Manager, Peter Brandom, briefly explained that the City's objective is to recommend annual appointments at one time. There will be a need to do additional appointments as needed, however, this is an attempt to get appointments grouped together. Brandom offered to answer any questions. There were no questions.

Councilor Godinez made a motion to approve Resolution No. 2024-08; A RESOLUTION APPOINTING MEMBERS TO THE CITY'S BOARDS AND COMMISSIONS, and this action takes effect immediately, seconded by Councilor Gonzalez. Motion carried 5-0. Ayes: Councilor Lopez, Councilor Godinez, Councilor Gonzalez, Council President Colgan, and Mayor Dalin.

7. PUBLIC HEARINGS

A. Resolution No. 2024-09: Supplemental Budget

Assistant City Manager, Ellie Jones, explained the Resolution is for Supplemental Budget Number Two Public Hearing. This is the second Supplemental Budget for fiscal year 2023-2024. It recognizes unplanned revenue and expenses and changes in appropriations so that the budget is in line with anticipated expenses. The public notice was posted on the City website beginning January 17th, 2024, and advertised in the News Times on January 18th, 2024. Within the Supplemental Budget there are fourteen items identified. Ellie Jones offered to read the items in full; the councilors declined.

Mayor Dalin opened the public hearing at 8:10pm. Mayor Dalin opened discussion for any comments in favor of the Supplemental Budget, there were none. Mayor Dalin noted there were no online testimonies on the subject.

Jones confirmed there were no online testimonies nor any online comment cards.

Mayor Dalin opened discussion for comments against the Supplemental Budget, there were none. Mayor Dalin opened discussion for any comments, there were none. Mayor Dalin closed the public hearing at 8:11pm.

8. UNFINISHED BUSINESS

A. Second Reading - Ordinance No. 2023-05: Amending Section 2.85.060 of The Cornelius Municipal Code to add advising the Urban Renewal Agency to the duties of the Economic Development Commission

City Manager Brandom explained the error made at the previous meeting; the vote with a quorum of three councilors did not qualify to pass the motion. A majority of that quorum did not meet the requirement; it has to be a majority of the council.

Councilor Godinez made a motion to read by title only, for the second reading, an adoption of Ordinance No. 2023-05, AN ORDINANCE AMENDING SECTION 2.85.060 OF THE CORNELIUS MUNICIPAL CODE TO ADD ADVISING THE URBAN RENEWAL AGENCY TO THE DUTIES OF THE ECONOMIC DEVELOPMENT COMMISSION, and this action takes effect 30 days from adoption, seconded by Councilor Lopez. A roll call vote was taken, and the motion carried 4-1. Ayes: Councilor Lopez, Councilor Godinez, Mayor Dalin, Councilor Gonzalez, and Mayor Dalin; Nays: Council President Colgan.

9. NEW BUSINESS

A. Resolution No. 2024-09: Supplemental Budget

Assistant City Manager, Ellie Jones, forwent a formal presentation and offered to answer any questions. There were no questions.

A motion was made by Councilor Godinez to approve Resolution No. 2024-09, A RESOLUTION OF THE CORNELIUS CITY COUNCIL AUTHORIZING APPROPRIATIONS AMENDING THE FISCAL YEAR 2023-2024 BUDGET SUPPLEMENTAL BUDGET NUMBER TWO, and this action takes effect immediately; seconded by Council President Colgan. Motion carried 5-0. Ayes: Councilor Lopez, Councilor Godinez, Councilor Gonzalez, Council President Colgan, and Mayor Dalin.

B. Resolution No. 2024-10: Metro 2040 Grant

Community Development Director, Barbara Fryer, forwent a formal presentation and offered to answer any questions. There were no questions.

A motion was made by Council President Colgan that the Cornelius City Council approve Resolution No. 2024-10, A RESOLUTION OF THE CORNELIUS CITY COUNCIL AUTHORIZING THE CITY MANAGER TO SIGN THE INTERGOVERNMENTAL AGREEMENT WITH METRO TO AWARD THE CITY A GRANT FOR AN ANTI-DISPLACEMENT ANTI-GENTRIFICATION STRATEGY IN THE TOWN CENTER, and this action takes effect immediately; seconded by Councilor Gonzalez. Motion carried 5-0. Ayes: Councilor Lopez, Councilor Godinez, Councilor Gonzalez, Council President Colgan, and Mayor Dalin.

C. Resolution No. 2024-11: Contract with Unite Oregon for Implementation of the Metro 2040 Grant

Community Development Director, Barbara Fryer, forwent a formal presentation and offered to answer any questions. There were no questions.

A motion was made by Councilor Lopez that the Cornelius City Council approve Resolution No. 2024-11, A RESOLUTION OF THE CORNELIUS CITY COUNCIL AUTHORIZING THE CITY MANAGER TO SIGN A CONTRACT WITH THE WASHINGTON COUNTY CHAPTER OF UNITE OREGON TO IMPLEMENT THE METRO 2040 GRANT, and this action takes effect immediately; seconded by Councilor Godinez. Motion carried 5-0. Ayes: Councilor Lopez, Councilor Godinez, Councilor Gonzalez, Council President Colgan, and Mayor Dalin.

D. Resolution No. 2024-12: Subcontract with EcoNorthwest for Implementation of the Metro 2040 Grant

Community Development Director, Barbara Fryer, forwent a formal presentation and offered to answer any questions. There were no questions.

A motion was made by Councilor Godinez that the Cornelius City Council approve Resolution No. 2024-12, A RESOLUTION OF THE CORNELIUS CITY COUNCIL AUTHORIZING THE CITY MANAGER TO SIGN A CONTRACT WITH ECO NORTHWEST TO IMPLEMENT THE METRO 2040 GRANT, and this action takes effect immediately; seconded by Councilor Gonzalez. Motion carried 5-0. Ayes: Councilor Lopez, Councilor Godinez, Councilor Gonzalez, Council President Colgan, and Mayor Dalin.

- E. Resolution No. 2024-13: Bid Award for Community Development Block Grant (CDBG)-funded Sidewalk Project

Project Manager, Kevin Oppenlander, forwent a formal presentation and offered to answer any questions. There were no questions.

A motion was made by Council President Colgan that the Cornelius City Council approve Resolution No. 2024-13, A RESOLUTION AWARING THE BID FOR THE CORNELIUS CDBG SIDEWALK PROJECT TO PACIFIC EXCAVATION INCORPORATED, and this action takes effect immediately; seconded by Councilor Godinez. Motion carried 5-0. Ayes: Councilor Lopez, Councilor Godinez, Councilor Gonzalez, Council President Colgan, and Mayor Dalin.

REPORTS

- A. City Council: None
- B. Mayor Dalin: Mayor Dalin represented the City at the celebration of life for Mayor Gery Schirado in Durham. Dalin discussed the occasion and Mayor Schirado's history as Mayor. Dalin explained that many meetings are picking back up, including the Washington County Coordinating Committee and the Metropolitan Mayors' Meeting. Dalin reported the last Metropolitan Mayor's Meeting was with GPI. Dalin reported on the keynote presentation on infrastructure maintenance and how it relates to Cornelius.
- C. City Manager: City Manager Bandom discussed the recent weather event, with freezing temperatures. Bandom expressed appreciation for the Public Works, Police, and Fire Teams. Bandom expressed appreciation for City staff and fellow City Managers for their input and communication during that time.

Mayor Dalin asked if the money and efforts in undergrounding utilities has made Cornelius less susceptible to problems that arise from weather events. Dalin noted the extent of damage in neighboring cities and other adverse effects. Dalin commented on the possible reduced budget and staff within the Oregon Department of Transportation (ODOT.)

Bandom responded and could not speak on the subject with any basis in fact. Bandom will check with Public Works staff for information regarding ODOT. There have been reports in the

media that ODOT has had trouble staffing their winter crews statewide. Brandom was unsure what impact that has had locally. Discussion continued about the low temperature weather event and ODOT.

Brandom took a moment to appreciate staff, noting Angelica’s five years of service, Ellie’s fifteen years of various finance awards, Barbara’s work on grants, and Kevin passing the Professional Engineering exam. Brandom expressed gratitude in working with the team. Brandom has been spending time and energy into developing the City Council Chambers to be more efficient. Brandom thanked the Councilor’s for their patience. Discussion continued on the changes to the meeting, specifically about the move toward digital resources.

10. COUNCIL ANNOUNCEMENTS

- A. Monday, February 19, 2024 – All City offices closed in recognition of Presidents’ Day
- B. Wednesday February 21, 2024 – 6:00 pm Future Cornelius Community and Recreation Center Community Meeting, Cornelius Elementary School
- C. Monday March 4, 2024 – 6:00 pm Work Session; 7:00 pm City Council Meeting

11. ADJOURNMENT

Councilor Godinez made a motion to adjourn, seconded by Councilor Lopez. Motion carried 5-0. Ayes: Councilor Lopez, Council President Colgan, and Mayor Dalin.

Date

City Recorder



City Council Meeting – Monday, March 4, 2024
1355 N. Barlow St, Cornelius, OR 97113
In-Person/Hybrid Meeting

Roll Call: Council Present: Councilor Eden Lopez, Councilor Angeles Godinez, Councilor Doris Gonzalez, Council President John Colgan, and Mayor Jef Dalin.

Staff Present: Peter Bandom, City Manager; Barbara Fryer, Community Development Director; Mark Crowell, Public Works Director; Jim Geering, Fire Chief; Kevin Ritcheson, Fire Captain

1. **WORK SESSION – 6:00 PM**
 - A. West Council Creek Master Plan
 - B. Non-resident Medical Response Fee

2. **REGULAR SESSION – 7:00 PM**
 - A. Call to Order – Pledge of Allegiance and Roll Call

Mayor Jef Dalin called the regular City Council meeting to order at 7:00 pm.

3. **ADOPTION OF AGENDA**

Council President Colgan motioned to adopt the agenda. The motion was not seconded and no vote was taken.

4. **CONSENT AGENDA**
 - A. City Council Meeting Minutes, February 5, 2024

Council President Colgan motioned to adopt the consent agenda. The motion was not seconded and no vote was taken.

5. **PUBLIC COMMENT - None**

6. **RECOGNITION**
 - A. Lucas Anderson, Completion of One-Year Employment Probation
 - B. Kyle Joseph, Completion of One-Year Employment Probation

Jim Geering, Fire Chief, recognized Lucas Anderson and Kyle Joseph for their successful completion of the one-year probationary period. Chief Geering highlighted what an accomplishment it is to complete one year of training and testing for such a demanding and difficult job. Chief Geering noted that probationary fire fighters hold at-will employment and can be let go; that was not the case with Lucas and Kyle. Chief Geering noted the presence of two retired fire fighters at the meeting, reflecting on the culture and sense of family the fire department shares. Chief Geering offered individual recognition. Chief Geering recognized Lucas Anderson's prior volunteer experience and shared an anecdote about Lucas's enthusiasm upon receiving the firefighter position. Chief Geering commended Lucas's initiative, particularly noting their involvement with Tuesday night volunteer drills. Chief Geering recognized Kyle Joseph's prior service as a student volunteer, highlighting Kyle's experience holding a regular 24-hour shift alongside regular firefighters. Chief Geering praised Kyle's work ethic, kindness, and commitment to the community.

Kevin Ritcheson, Fire Captain, recognized Lucas and Kyle for their commitment to the fire service. Captain Ritcheson led the badge pinning ceremony with the assistance of Kyle's wife, Elaine, and Lucas's fiancé, Alexa.

Mayor Dalin addressed the council, commenting on the importance of the fire service to the community. Mayor Dalin expressed gratitude to the fire fighters and their families for their contributions and sacrifices.

7. PRESENTATIONS AND APPOINTMENTS

A. Cornelius Elementary School Choir Performance

Martin Garcia, Cornelius Elementary Choir Director, led a student musical performance.

B. 2024 City-led Community Event

Peter Brandom, City Manager, gave a report on the planned City-led Community Events for 2024. Brandom noted a change in reporting, focusing solely on events directly organized by the City. The State of the City is scheduled for April 22nd at the Forest Grove Auditorium. A Shred Event will take place in May or June. The Cornelius Farmer's Market will be held between June and September at the Dinsdale Plaza, between the library and City Hall. National Night Out will take place. Flicks in the Park will occur each weekend in August. Public Safety Open House is anticipated to be held in October. The Veteran's Day Ceremony will be on November 11th. The Community Dinner will be held on the Saturday before Thanksgiving, November 23rd. Brandom explained some of the changes to the Tree-Lighting Ceremony. Shop with a Cop will take place. The Police Department will have a School Supply Backpack event.

Council President Colgan asked about the State of the City being held in Forest Grove.

Mayor Dalin answered that it is a joint event that goes back and forth between the two cities.

Council President Colgan asked about the Dinsdale Plaza tree cost and how it compares to the cost to decorate the large tree at Veteran's Park.

Brandom answered that it compares favorably. The City expects to be able to source a tree without cost. The City still needs to determine the cost of a large tree stand.

Councilor Godinez asked if City staff has looked for sponsors to cover the cost of decorations at Veteran's Park. Godinez expressed appreciation for the idea of extending the event to include a farmer's market at Dinsdale Plaza. Godinez expressed dismay at the plan to discontinue the traditional tree decoration at Veteran's Park.

Mayor Dalin agreed and shared their own appreciation for the traditional ceremony and decorations at Veteran's Park. Dalin expressed support of the idea of finding sponsorship to offset the cost of decorating.

Brandom agreed to explore more options.

Mayor Dalin asked about the exclusion of Take Care of Cornelius Day.

Brandom answered that Take Care of Cornelius Day has a significant staff impact and the decision was made to discontinue the event for the foreseeable future. The City is looking to include targeted bulky waste collection and other smaller scale cleanup activities.

Mayor Dalin explained that at the Metro Policy Advisory Committee (MPAC) meetings they are attending, discussions have occurred regarding standard and regular waste events. Discussion continued on the inclusion of waste management events.

8. PUBLIC HEARINGS – NONE

9. UNFINISHED BUSINESS – NONE

10. NEW BUSINESS

- A. Resolution No. 2024-14. Library Service and Technology ACT (LSTA) Grant Application

Brandom was available for questions on behalf of Karen Hill, Library Director [A full summary is included in the City of Cornelius Agenda Report; Pages 91-92]. There were no questions.

Council President Colgan made a motion to approve Resolution 2024-14, A RESOLUTION AUTHORIZING THE CORNELIUS PUBLIC LIBRARY TO APPLY FOR THE L.S.T.A. TEEN GRANT, and this action takes effect immediately. Seconded by Councilor Lopez. Motion passed 5-0. Ayes: Councilor Eden Lopez, Councilor Angeles Godinez, Councilor Doris Gonzalez, Council President John Colgan, and Mayor Jef Dalin.

11. REPORTS

- A. City Council:

Councilor Gonzalez reminded the Council that PlanetCon is coming up on 4-20-24 at Portland Community College (PCC).

B. Mayor Dalin:

Mayor Dalin reported on the MPAC meeting and Metropolitan Mayors Consortium meeting.

C. City Manager:

Brandom expressed thanks to the City staff for hosting students from the CTE program. Brandom reported there have been new applications submitted for residents to join the Youth Advisory Council (YAC). Brandom is hopeful the YAC will be reconstituted soon. Brandom reported the openings of two new businesses in Cornelius, Fuel-Up and On-Site Tire Pros. Brandom announced the Chamber Gala is happening on March 23rd. The groundbreaking for the Cornelius Elementary School is scheduled for April 3rd at 4:00 pm. A joint meeting with the Forest Grove School District and City of Forest Grove Council/Board will occur on April 8th at 5:00 pm.

12. ANNOUNCEMENTS

- A.** Shift to Daylight Savings Time – Sunday, March 10, 2:00 am
- B.** Monday, April 1, 2024 – 6:00 pm Work Session; 7:00 pm City Council Meeting

13. ADJOURNMENT

Mayor Dalin made a motion to adjourn, seconded by Councilor Godinez. Motion carried 5-0. Ayes: Councilor Eden Lopez, Councilor Angeles Godinez, Councilor Doris Gonzalez, Council President John Colgan, and Mayor Jef Dalin

Date

City Recorder

City of Cornelius Agenda Report

To: Peter Brandom, City Manager

From: Jim Geering, Fire Chief

Date: April 1, 2024

Subject: 2024 Oregon State Fire Marshal (OSFM) Wildfire Season Staffing Grant



Requested City Council Action: The below information is provided as informational, staff are available to answer any questions or concerns that Council may have.

Summary: In 2021, the Oregon Legislature appropriated General Fund dollars to the OSFM for distribution to the Oregon fire service to provide fire agencies across Oregon with resources to augment firefighting staff. These agencies protect Oregon communities and play a pivotal role in preventing and suppressing wildfires. The 2024 Wildfire Season Staffing Grant is intended for Oregon fire agencies to increase hours and availability of local firefighters during the 2024 wildfire season.

Previous Council Action: City Council approved funding from this grant in 2023.

Relevant City Strategic Plan Goal(s): Goal 4: Ensure Safety For All Community Members.

Background: As part of the OSFM's Response Ready Oregon Initiative, an investment of six million dollars in grant funding is made available to Oregon's 306 local fire districts and departments to bring on additional staff during the 2024 wildfire season. Local fire agencies can request up to \$35,000. Agencies can use the funding to expand capacity using the current district or department staffing model and pay scale. For the purposes of the current grant opportunity, June 1 through October 31, 2024 qualifies as wildfire season. Funds awarded are intended to be spent by October 31, 2024. For the past two years, the Cornelius Fire Department was successfully awarded the full amount of the grant.

To qualify for the 2024 OSFM Wildfire Season Staffing Grant, agencies' annual property tax income must be equal to or less than two million dollars. The grant awards are available to all qualifying agencies on a first come, first served basis until the six million dollar funding is exhausted. The Cornelius Fire Department submitted its grant application on March 13, 2024.

Cost: Staff time.

Advisory Committee Recommendation: Not applicable.

City of Cornelius, Oregon Proclamation

Food Waste Prevention Week April 1-7, 2024

WHEREAS, Up to 35% of all food produced is thrown away rather than eaten. Safe and nutritious food that is currently thrown away could help address hunger in our communities; and

WHEREAS, We all benefit from better utilization of food resources; and

WHEREAS, A family of four can save an average of \$1,800 on uneaten food annually; and

WHEREAS, K-12 schools and universities play a special role in educating the next generation to reduce, recover, and recycle food; and

WHEREAS, We have the opportunity to save shared resources, including land, water, and energy used to produce and transport and dispose of food that goes uneaten; and

WHEREAS, Food in landfills decomposes slowly, releasing methane gas, which contributes to climate change; and

WHEREAS, the City of Cornelius has developed residential curbside and business food scraps composting programs, and recently brought food scraps composting to all City facilities.

NOW, THEREFORE, WE, THE CORNELIUS, OREGON CITY COUNCIL, DO HEREBY PROCLAIM THE WEEK OF APRIL 1ST TO 7TH, 2024 FOOD WASTE PREVENTION WEEK in Cornelius, and we encourage all community members to commit to reducing wasted food.

Dated this 1st day of April, 2024

Jeffrey C. Dalin, Mayor of Cornelius



City of Cornelius, Oregon Proclamation

Arbor Day
April 26, 2024

WHEREAS, In 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees; and

WHEREAS, The established holiday, called Arbor Day, was first observed with the planting of more than one million trees in Nebraska; and

WHEREAS, Arbor Day is now observed and celebrated through the United States and the world; and

WHEREAS, Arbor Day is a time to acknowledge, educate and celebrate the crucial environmental services that trees provide, including prevention of soil erosion, cooling of our neighborhoods and surface waterways, purification of our air, oxygen production, and wildlife habitat; and

WHEREAS, Trees are a renewable resource that provides paper, wood for our buildings, and fuel for heating; and;

WHEREAS, Tree in our city increase property values, enhance economic vitality, and beautify our community; and

WHEREAS, Tree, wherever they are planted, are a source of joy and spiritual renewal.

NOW, THEREFORE, WE, THE CORNELIUS, OREGON CITY COUNCIL, DO HEREBY PROCLAIM APRIL 26TH, 2024 ARBOR DAY in Cornelius, and we encourage all community members to plant, care for, and support preservation of trees for current and future generations.

Dated this 1st day of April, 2024



Jeffrey C. Dalin, Mayor of Cornelius

City of Cornelius, Oregon Proclamation

National Community Development Month April 2024

WHEREAS, The month of April has been designated as National Community Development Month by the National Community Development Association to celebrate the Community Development Block Grant (CDBG) Program and the HOME Investment Partnerships (HOME) Program; and

WHEREAS, The CDBG Program provides annual funding and flexibility to local communities to provide decent, safe and sanitary housing, a suitable living environment and economic opportunities to low- and moderate-income people; and

WHEREAS, The HOME Investment Partnerships (HOME) Program provides funding to local communities to create decent, safe, affordable housing opportunities for low-income persons. Nationally, over one million units of affordable housing have been completed using HOME funds; and

WHEREAS, The City and community of Cornelius has benefitted greatly over many years from the CDBG program, which has made major contributions to City infrastructure, much of which would not have otherwise been possible.

NOW, THEREFORE, WE, THE CORNELIUS, OREGON CITY COUNCIL, DO HEREBY PROCLAIM THE MONTH OF APRIL, 2024 NATIONAL COMMUNITY DEVELOPMENT MONTH in Cornelius, in support of these two valuable programs that have made tremendous contributions to the viability of housing stock, infrastructure, public services, and economic vitality in Cornelius and across the United States.

Dated this 1st day of April, 2024

Jeffrey C. Dalin, Mayor of Cornelius



City of Cornelius, Oregon Proclamation

Fair Housing Month April 2024

WHEREAS, 2024 marks the 56th anniversary of the passage of the Federal Fair Housing Act, Title VIII of the Civil Rights Act of 1968, as amended; and

WHEREAS, This law guarantees that housing throughout the United States should be made available to all community members without regard to race, color, religion, gender, familial status, disability or national origin; and

WHEREAS, Oregon fair housing law guarantees that housing throughout the State of Oregon should be made available to all community members without regard to marital status, sources of income, sexual orientation including gender identity, and survivors of domestic violence; and

WHEREAS, Equality of opportunity for all is a fundamental policy of this nation, state and county, and

WHEREAS, Barriers which diminish the rights and limit the options of any community member will ultimately diminish the rights of all community members; and

WHEREAS, only with the cooperation, commitment and support from all of the residents of Washington County can barriers to the enjoyment of this and the other aspects of equality of opportunity for all be removed.

NOW, THEREFORE, WE, THE CORNELIUS, OREGON CITY COUNCIL, DO HEREBY PROCLAIM THE MONTH OF APRIL, 2024 FAIR HOUSING MONTH in Cornelius, and we encourage all community members to support and endorse fair housing, reaffirm their commitment to fair housing for all, and wholeheartedly recognize these rights and responsibilities throughout the year.

Dated this 1st day of April, 2024



Jeffrey C. Dalin, Mayor of Cornelius

City of Cornelius Agenda Report

To: Peter Brandom, City Manager
From: Itzel Sayago, Communications
and Community Engagement Manager
Date: April 1, 2024
Subject: Resolution 2024-15: Appointments to the Cornelius Youth Advisory Council



Requested City Council Action: Consider staff recommendation to appoint members to the Cornelius Youth Advisory Council (YAC).

Summary: Community volunteers who serve on the City's seven boards and commissions are integral to the City's work, and positive outcomes in the community. Terms of service to each board or commission vary, but renewals are tied to the annual calendar, with many occurring at the turn of the calendar year. Staff strive to propose regular updates to all City boards and commissions in January of each year, with unanticipated member additions or removals proposed as needed. Due to challenges in recruiting members for the City's Youth Advisory Council, initial 2024 members are now proposed, and recruitment will continue.

Previous Council Action: On January 17, 2017, the City Council approved Resolution No. 2017-05 which established the Cornelius YAC. The last active YAC group was prior to COVID.

Relevant City Strategic Plan Goal(s): Goal 2: Increase connectivity and engagement and improve culture within the City organization.

Background: Formed in 2017 by a resolution of the Cornelius City Council, the mission of the YAC is to represent the common good of the Cornelius community through a positive attitude, desire to serve, promoting diversity, forming community partnerships, and serving as a voice between the youth, residents and businesses in Cornelius.

The Purpose of the YAC is to provide youth in Cornelius an opportunity to become involved in city government, advise the Cornelius City Council and other leaders in the community, and represent issues of importance to youth.

The Cornelius YAC membership shall consist of up to 20 students from local schools or home schooled, and must also be Cornelius residents. The students shall be equivalent to grades from 9-12 during their appointed terms of service. Terms shall consist of two years and members are eligible for reappointment. Normally during the first year of appointments, terms are staggered to ensure that there will be returning members the next year with experience serving on the YAC.

The Cornelius YAC has been dormant through COVID, and staff have spent considerable time and energy since 2022 to recruit members through both the Forest Grove and Hillsboro School Districts. To date, two prospective members have applied and have been vetted by staff. They are

Paola Garcia Andrade from Forest Grove High School, and Leslie Cuellar from Glencoe High School. With two initial new appointments for 2024, both are proposed to two-year terms.

Cost: Staff time and YAC-associated budget, to be determined as the group commences its work.

Advisory Committee Recommendation: Not Applicable.

Staff Recommendation: Approve Resolution No. 2024-15 as proposed.

Proposed Motion: I make a motion to approve Resolution No. 2024-15, A RESOLUTION APPOINTING MEMBERS TO THE CITY'S YOUTH ADVISORY COUNCIL and this action takes effect immediately.

Exhibit: Resolution No. 2024-15

RESOLUTION NO. 2024-15

A RESOLUTION APPOINTING MEMBERS TO THE CITY’S YOUTH ADVISORY COUNCIL

WHEREAS, community volunteers who serve on the City’s seven boards and commissions are integral to the City’s work and positive outcomes in the community; and

WHEREAS, the voice of youth in Cornelius supports both the City’s future and the future of youth who engage in local public processes and policy; and

WHEREAS, The Cornelius Youth Advisory Council was established via resolution in 2017; and

WHEREAS, the Cornelius Youth Advisory Council is governed by by-laws; and

WHEREAS, City Council must appoint members to the Youth Advisory Council; and

WHEREAS, the City strives to provide for overlap in individual Youth Advisory Council terms, so that there is continuity in membership as memberships change; and

WHEREAS, the proposed Youth Advisory Council members have applied for membership and have been reviewed by City staff; and

WHEREAS, recruitment for additional Youth Advisory Council members will continue.

NOW, THEREFORE, BE IT RESOLVED BY THE CORNELIUS CITY COUNCIL AS FOLLOWS:

Section 1. The Cornelius City Council appoints the proposed applicants Paola Garcia Andrade, Forest Grove High School, and Leslie Cuellar, Glencoe High School, to the Youth Advisory Council.

Section 2. This resolution is effective immediately upon its enactment.

INTRODUCED AND APPROVED by the Cornelius City Council at their regular meeting this 1th day of April 2024.

City of Cornelius, Oregon

By: _____
Jeffrey C. Dalin, Mayor

Attest: _____
Ellie Jones, Assistant City Manager
and Acting City Recorder