DOWNTOWN REVITALIZATION COMMUNITY ADVISORY COMMITTEE

APPROVED MEETING MINUTES
FOR FEBRUARY 4, 2026

PRESENT: Vice Chair Christen Sacco, *Council President Valerie Pratt*, Armando Serrano, Beth Dittman, *Brian Carney*, Chris Brune, Christina George, Cosi Slider, Janet Steiger Carr, Janine Wilson, Jilian Saurage Felton, *Kaiden Edwards*, Skip Stanaway, Steve Chao, Susan Noack, *Yaquelin Castillo*

ABSENT: Chair Frank Bubenik, Cathy Holland, Charlie Sitton, Kelsea Ashenbrenner

STAFF: Aquilla Hurd-Ravich, Quin Brunner

GUESTS: Vy Chao

Italicized members are alternates. Alternates are invited, but not required, to attend every meeting. Alternates are listed when present but not when absent.

CALL TO ORDER

Vice Chair Sacco called the meeting to order at 6:03pm.

INTRODUCTIONS – NEW MEMBERS

Members provided brief introductions. There were five new people at this meeting:

- Brian Carney. Owner of Tualatin Autobody and Chair of the Chamber of Commerce Board, Brian was appointed as Skip Stanaway's alternate.
- Christina George. Owner of Artur Café, Christina was appointed as a voting member representing downtown business owners.
- Kaiden Edwards. A sophomore at Tualatin High School, Kaiden was appointed as Cosi Slider's alternate.
- Steve Chao. Owner of Doja Teas, Steve was appointed as a voting member representing downtown business owners.
- Vy Chao. Owner of Doja Teas, Vy attended as a guest.

HOUSEKEEPING

1. Binder Update – Quin Brunner, Urban Renewal / Economic Development Policy Analyst, distributed binder materials. These included an updated roster, a clean copy of the CAC's evaluation criteria, and a summary of the recommendations outlined in the Civilis report.

2. Approval of Minutes – Vice Chair Sacco introduced the minutes from the CAC meeting on January 7, 2026. The minutes were distributed via email on January 28, 2026. There was no discission.
    - **Motion to approve the minutes as written:** Beth Dittman
    - **Second:** Cosi Slider
    - **In favor:** Vice Chair Christen Sacco, Council President Valerie Pratt, Armando Serrano, Beth Dittman, Chris Brune, Christina George, Cosi Slider, Janet Steiger Carr, Janine Wilson, Jilian Saurage Felton, Skip Stanaway, Susan Noack
    - **Opposed**: None
    - **Abstention:** Steve Chao

APPROVAL OF EVALUATION CRITERIA

Quin Brunner introduced the evaluation criteria developed at January's CAC meeting. He outlined the process through which CAC members coalesced around the five shared priorities, expressing gratitude for the wordsmithing feedback he received over email. Quin briefly previewed how the criteria would be used in the next activity. There was no discussion.

CAC Evaluation Criteria

The downtown we aim to build is…

- **A Vibrant Mixed-Use Area.**
  Accessible and welcoming to all, we imagine a downtown district that is active 18 hours a day. This district will offer a range of housing options (both affordable and market rate) and retail/service businesses that support our growing community.
- **Distinct & Magnetic.**
  Distinct in its design, daily use, and signature events, downtown will be a familiar gathering place for residents and a compelling draw for tourists.
- **Environmentally Sustainable.**
  Downtown will be built to address the emerging challenges stemming from climate change, as outlined in Tualatin's Community Climate Action Plan. This includes stewarding our natural resources, improving access to nature, and integrating sustainable building practices.
- **Navigable & Safe.**
  Downtown will be easy to access, intuitive to navigate, and safe to move around for people using multimodal transportation.
- **Supportive of Businesses.**
  Downtown will be supportive of new and existing businesses, and their longevity.

- **Motion to adopt the evaluation criteria:** Skip Stanaway
- **Second:** Cosi Slider
- **In favor:** Vice Chair Christen Sacco, Council President Valerie Pratt, Armando Serrano, Beth Dittman, Chris Brune, Christina George, Cosi Slider, Janet Steiger Carr, Janine Wilson, Jilian Saurage Felton, Skip Stanaway, Steve Chao, Susan Noack
- **Opposed**: None
- **Abstention:** None

SCORING ACTIVITY

Quin Brunner introduced the scoring activity, framing it as a "recommendation intake" process. He encouraged members to discuss each recommendation, adding that both the scores and the comments would be used to further refine each idea.

Quin emphasized that the recommendations in the Civilis report are not comprehensive, acknowledging the existence of many ideas omitted from the list. Quin shared his hope that the CAC would repeat this uniform intake process when receiving recommendations from other sources, specifically the Sustainable City Year Program and CAC members.

He offered assurance that all ideas would be considered, asking that discussions during this meeting remain narrowly focused on whichever recommendation was on the screen. He encouraged CAC members to write down other ideas to ensure they were not forgotten, also inviting members to send them to him via email.

Recommendations, scores, and comments are summarized on the following pages. See the Downtown Tualatin Identity Study for reference pages. Scores reflect the average of all responses and are on a scale of 1 to 5. CAC members reviewed recommendations 1.1-1.6 and 1.11-1.16 during the meeting. Members agreed to postpone consideration of recommendations 1.7-1.10, all pertaining to the Lake at the Commons, until a future meeting dedicated to the subject. Recommendations 1.17-1.23 are scheduled to be reviewed at the CAC meeting on March 4, 2026.

Recommendation 1.1 – Pursue adaptive reuse projects.

Reference page 39, adaptive reuse.

This recommendation is not site specific. Adaptive reuse is the conversion of an existing building from one function to another – for example, turning a garage into a restaurant – and is often contrasted with a tear-down and build-new approach. The recommendation is to pursue adaptive reuse of existing small buildings, as opportunities arise, to make them more active and engaging at or near the sidewalk.

To what extent would this recommendation help to make downtown…

A Vibrant Mixed-Use Area	Distinct & Magnetic	Environmentally Sustainable	Navigable & Safe	Supportive of Business
4.33	3.57	4.06	3.50	4.25

CAC Discussion

- The effectiveness of this strategy is largely execution-based. For this to contribute to downtown revitalization, it needs to be done at a high level and at the right sites.
- This recommendation would be more complete if it included "when appropriate to enhance or achieve other goals." Adaptive reuse may be the right strategy in some instances, but that will only be clear in the context of a full district plan. Ensure adaptive reuse is the most effective strategy in each instance.
- The City is unlikely to be the owner of these projects. To facilitate adaptive reuse, the City may need to update the code to make the process easier/more affordable.
- Creating specific programs for small businesses, both education and incentives, may help facilitate private realization of adaptive reuse opportunities.

Recommendation 1.2 – Pursue site intensification projects.

Reference pages 39-40, site intensification.

This recommendation is not site specific. The most common form of site intensification is the replacement of parking lots with new buildings. Site intensification is recommended as a strategy to incrementally add density because it leaves existing buildings/businesses untouched, allowing owners to retain cash flow while developing additional real estate next door. This could be pursued either directly by the City, through development on underutilized public land, or through regulatory changes and incentive programs that promote private site intensification.

To what extent would this recommendation help to make downtown…

A Vibrant Mixed-Use Area	Distinct & Magnetic	Environmentally Sustainable	Navigable & Safe	Supportive of Business
4.19	3.38	3.69	4.00	4.25

CAC Discussion

- Adding density downtown is critical and site intensification is one of the best strategies for accomplishing this.
- Multiple members shared that they support this strategy, so long as we leave enough parking.
- Finding a better example diagram may help to better illustrate this strategy.

Recommendation 1.3 – Pursue a focal point project on the corner of Tualatin-Sherwood Road and Boones Ferry Road.

Reference page 40, focal point project.

The empty lot at the corner of Tualatin-Sherwood Road and Boones Ferry Road is identified as an optimal location for a taller building than might be allowed on the rest of the Commons. Having something tall and dense at the intersection of two busy roads could provide a visual anchor for downtown.

To what extent would this recommendation help to make downtown…

A Vibrant Mixed-Use Area	Distinct & Magnetic	Environmentally Sustainable	Navigable & Safe	Supportive of Business
3.80	4.27	3.85	3.56	3.88

CAC Discussion

- Perhaps just as important as what we build is what goes into it. Multiple members stressed that it would be damaging to create a building with vacant retail space.
- A focal point project is a good idea, but it is premature to set a location. It will be easier to consider the location question in relation to other elements, in the context of a district design plan.
- We have to use caution when deliberating about projects on private property. We have limited influence over what gets done on this particular site.
- While supportive of adding height for a focal point project, tall buildings on every parcel could obstruct the sun at the lake.
- Density and height are important for enabling multi-family housing developments to pencil. Vertical housing tax credits are a proven model.
- Prioritizing housing density in downtown, before other projects, would feed commercial development as new residents patronize businesses in the district.
- A focal point project established an identity/symbol for downtown.
- Do not ignore the potential uses on the rooftops of tall buildings. Particularly with the views of Hood over the lake to the east.

Recommendation 1.4 – Pursue double-sided border density on the west edge of the WES line.

Reference page 41, double-sided border density

A common hallmark of downtown streets are buildings on both sides that create a sort of frame for the street and sidewalk. This recommendation is to pursue new structures on the ODOT-owned portion of the Floor & Décor parking lot, directly abutting the WES line, which would add double-sided border density to approximately two blocks of Boones Ferry Road. Row houses are a possible use identified in the report.

To what extent would this recommendation help to make downtown…

A Vibrant Mixed-Use Area	Distinct & Magnetic	Environmentally Sustainable	Navigable & Safe	Supportive of Business
3.93	3.36	3.60	3.36	3.47

CAC Discussion

- Double-sided border density is important throughout downtown. There also need for areas for interaction/gathering mingled throughout.
- This specific site is not optimal. The railroad tracks prevent whatever is built on the other side from intuitively linking with downtown, without other intervention.

Recommendation 1.5 – Pursue double-sided border density on the north edge of Boones Ferry Road, abutting the Riverfront Park.

Reference page 41, double-sided border density

Same theory as above, different location. Civilis recommends adding structures along Boones Ferry Road, at its intersection with Martinazzi Ave. This 100% corner would serve as a visual cue to drivers that they are entering downtown. The land is City-owned, and new buildings would likely have a civic/park-related function.

To what extent would this recommendation help to make downtown…

A Vibrant Mixed-Use Area	Distinct & Magnetic	Environmentally Sustainable	Navigable & Safe	Supportive of Business
3.87	3.87	3.47	3.64	4.07

CAC Discussion

- This site is the opportunity to create something distinct, a gateway to Tualatin.
- There were some serious questions about buildability on this site.
- Congestion on Boones Ferry Road is already bad. This may impact access to structures on this site. We should also avoid contributing to congestion without improving traffic flow.
- There was a mention of needing better pedestrian connections at this corner.
- There could be an activity or attraction at this corner.

Recommendation 1.6 – Assuming the first floor of a new building is elevated to address the floodplain, develop design standards requiring sidewalk-level activation.

Reference pages 42-43, floodplain.

This recommendation is not site specific. New downtown buildings will likely need to have an elevated first floor. Functionally, this recommendation involves adopting design standards to ensure new buildings include elements that engage the sidewalk. Civilis provides a handful of examples, including building straight up to the sidewalk, using large roll up doors and/or large storefront windows, mimicking old industrial buildings that are recessed from the sidewalk with large dock-style balcony areas, and creating multi-tenanted galleria-style spaces with a shared entrance.

To what extent would this recommendation help to make downtown…

A Vibrant Mixed-Use Area	Distinct & Magnetic	Environmentally Sustainable	Navigable & Safe	Supportive of Business
4.38	4.25	4.00	3.94	4.19

CAC Discussion

- There are lots of creative ways to address the floodplain without building on stilts. The public library, for example, was designed to be sealed in the event of a high-water event.
- Active ground floor uses with tuck-under parking are a well-established model. With these, it is important to make garage entrances look nice.

Recommendation 1.11 – Connect the Tualatin River Greenway Trail through downtown.

Reference page 44, greenway connection.

The Tualatin River Greenway Trail extends from Tigard High School to the far eastern edge of Tualatin, with a missing quarter-mile segment between Nyberg Rivers and Community Park. Civilis recommends bringing the trail across Martinazzi and *into downtown* before crossing Boones Ferry Road. This connection strategy would double as a link between the new Riverfront Park and downtown, creating all sorts of opportunities for cross-pollination between user groups.

To what extent would this recommendation help to make downtown…

A Vibrant Mixed-Use Area	Distinct & Magnetic	Environmentally Sustainable	Navigable & Safe	Supportive of Business
4.38	4.31	3.92	4.38	4.46

CAC Discussion

- This is an incredible and high impact concept.
- One member shared that it reminded them of the beltline in Atlanta.
- Safety crossing Boones Ferry Road will be make-or-break for this concept.
- Events like a fun run could help to activate the newly completed trail.

Recommendation 1.12 – Add north-south streets on the east side of the lake.

Reference page 44, eastside lack of n/s streets.

The Civilis report notes how a series of interconnected parking lots on the east side of the lake creates circulation confusion, which could be alleviated with north-south streets. Neither precise street location nor implementation timeline are specified.

To what extent would this recommendation help to make downtown…

A Vibrant Mixed-Use Area	Distinct & Magnetic	Environmentally Sustainable	Navigable & Safe	Supportive of Business
3.87	3.13	3.33	3.73	4.00

CAC Discussion

- It is not currently intuitive to move around downtown. A gridded system helps circulation and offers a sense of scale for pedestrians.
- Adding north-south streets would not fix peak hour congestion
- This system is too specific; we should be considering traffic/pedestrian movement throughout the district in aggregate.
- Creating clear pedestrian corridors, potentially in lieu of streets, was raised as a possible alternative.
- It is important to consider a sense of scale when thinking about connectivity and that smaller blocks are more comfortable for pedestrian activity.

Recommendation 1.13 – Use distinctive signage and sculptures to make parking easy to find.

Reference pages 45-46, current parking.

Creating a visually coherent series of parking indicators, combining signs and permanent public art, would enable drivers to find parking intuitively. These elements, backstopped by a comprehensive text/map wayfinding system, are recommended to improve the navigability of downtown.

To what extent would this recommendation help to make downtown…

A Vibrant Mixed-Use Area	Distinct & Magnetic	Environmentally Sustainable	Navigable & Safe	Supportive of Business
4.38	4.50	3.67	4.50	4.31

CAC Discussion

- This is consistent with one of the CCIO recommendations from the October 29, 2025 CAC meeting.
- There is an opportunity to showcase Tualatin's diversity through these art pieces, specifically to honor native art and artists. In contrast to the City's white-made, native-inspired logo, this process should involve seeking out and employing native artists.

Recommendation 1.14 – Use sidewalk paint to improve wayfinding from parking lots to the lake.
Reference pages 45-46, current parking.
Survey respondents reported feeling disoriented upon reaching the lake. Using sidewalk paint to connect the lake to specific parking areas, while including sidewalk games along the way, is a specific wayfinding strategy recommended by Civilis.

To what extent would this recommendation help to make downtown…

A Vibrant Mixed-Use Area	Distinct & Magnetic	Environmentally Sustainable	Navigable & Safe	Supportive of Business
4.71	4.53	4.31	4.80	4.64

CAC Discussion

- This recommendation could be expanded to include painted trails and wayfinding, for things beyond parking and the lake.
- The process of coming together to create these, community paint days, can be exceptionally fun.

Recommendation 1.15 – Centralize parking management to become a park once district.
Reference pages 46-47, becoming a park once district.
In service of creating a walkable shopping district, Civilis recommends using data to inform parking management decisions. The first step identified in the report is to maintain an inventory of public/private parking capacity, differentiating between on-street parking, lot parking, and garage parking.

To what extent would this recommendation help to make downtown…

A Vibrant Mixed-Use Area	Distinct & Magnetic	Environmentally Sustainable	Navigable & Safe	Supportive of Business
4.23	3.75	4.23	4.23	4.38

CAC Discussion

- Downtown feels very spread out and there is not a unified walking network. For downtown to be a park once district, pedestrian movement throughout the district needs improvement.
- Making walking in downtown more enjoyable/interesting would also significantly contribute to this goal.
- Foot traffic is important to small businesses.
- We should strive to find a balance between too much parking and parking for businesses.
- Some concern was raised about big events like the Pumpkin Regatta and where attendees will park.

Recommendation 1.16 – Establish a downtown association.

Reference page 47, downtown association.

Civilis outlines several potential applications for a downtown association, including coordinating between business owners, property owners, and the City, supporting property owners with tenanting, and promoting downtown through marketing and events. A downtown association could be structured as a branch of the Chamber of Commerce.

To what extent would this recommendation help to make downtown…

A Vibrant Mixed-Use Area	Distinct & Magnetic	Environmentally Sustainable	Navigable & Safe	Supportive of Business
4.29	3.64	3.00	2.83	4.86

CAC Discussion

- This type of work would fit naturally under the Chamber umbrella.
- Downtown activation will be unsuccessful if solely championed by the City. This type of organization could be exceptionally helpful in organizing/empowering downtown business owners.
- Adding an extra entity to help manage and program downtown feels somewhat unachievable, given that existing business owners are already doing the work of their business and don't necessarily have the capacity or skill to participate in a downtown association.

DOWNTOWN UPDATES

Quin Brunner confirmed that the Tualatin Development Commission has closed on the purchase of the Matthias property, as previewed last meeting. He shared that all four of the fall Sustainable City Year classes held site visits in the last month, thanking those who attended the Architecture Design Studio kickoff event. He shared the Architecture Design Studio midterms (scheduled for 2/6) would be held in Eugene and that there was not yet an opportunity for CAC member input. He encouraged members to mark their calendars for Friday, March 13th, the tentative date of the Architecture Design Studio's final presentations.

WRAP UP, LOOSE ENDS, PREVIEW OF NEXT MEETING

Members described this meeting's discussion as productive and shared that they found the electronic scoring tool useful. They asked Quin to create a non-electronic option for the next meeting. Quin agreed. Vice Chair Sacco previewed the March CAC meeting, sharing that the group would finish scoring the Civilis recommendations before moving onto the first set of Sustainable City Year Program recommendations.

ADJOURNMENT

Meeting adjourned at 7:48pm.

Respectfully submitted,
Quin Brunner
Policy Analyst