



OFFICIAL MINUTES OF THE TUALATIN CITY COUNCIL WORK SESSION FOR FEBRUARY 12, 2024

Present: Mayor Frank Bubenik, Council President Valerie Pratt, Councilor Maria Reyes, Councilor Cyndy Hillier, Councilor Christen Sacco, and Councilor Octavio Gonzalez

Absent: Councilor Bridget Brooks

Mayor Bubenik called the meeting to order at 6:00 p.m.

1. Basalt Creek Park Update.

Parks and Recreation Director Ross Hoover and Parks & Planning Manager Rich Mueller provided an update on the Basalt Creek Park. Director Hoover stated the City acquired land for parks and trails near Plambeck Gardens and Autumn Sunrise near Boones Ferry Road. He emphasized the park's potential to connect people to nearby areas and public transportation, highlighting features such as trails, bus stops, an 8-foot path, and seating areas. Additional future amenities being considered include picnic shelters, play structures, community gardens, and native habitat areas.

Councilor Pratt expressed her appreciation for the work considered and other projects finished.

Councilor Sacco commended the grass and wildflower mixture.

Councilor Hillier inquired about the possibility of an off-leash dog park. Director Hoover explained that the idea came up during the engagement process led by Rich Mueller, reflecting residents' and business owners' interest in having spaces for off-leash dog activities.

Mayor Bubenik raised concerns about the width of the path, particularly in relation to accessibility for people in wheelchairs, echoing feedback from the Aging Task Force. Manager Mueller explained that while regional trails typically have a width of 12 feet, the current standard for connecting areas is 8 feet.

City Manager Sherilyn Lombos stated that the project would return to the consent agenda for the design and construction contract at the next Council Meeting, with funding provided by ARPA money.

Councilor Gonzalez inquired about water conservation measures. Director Hoover mentioned plans to upgrade irrigation systems with new, smart controllers.

2. Government Affairs & Lobbying Services Discussion.

Deputy City Manager Megan George presented information on government affairs and lobbying services, aiming to define the scope of services desired by the Council. She outlined the current landscape, where Tualatin is already part of member organizations providing advocacy for cities but lacks specific representation. Manager George stated Council members and staff currently handle funding requests, track legislative issues, and advocate when resources allow. She stated the city has allocated \$100,000 in the FY 2023-2024 budget for government affairs and

lobbying services. Manager George consulted with staff from neighboring cities like Wilsonville, Happy Valley, and Tigard, finding various approaches including dedicated city staff positions, shared responsibilities among staff, or hiring lobbying firms. She provided a list of firms offering these services.

Manager George explained possible services are categorized into six groups, applicable at both state and federal levels: developing legislative priorities, building relationships, facilitating development of project funding asks, bill and issue tracking, advocating for legislative priorities, and communicating progress. She stated the estimated cost for comprehensive support across all categories at both levels is \$150,000-175,000 annually, surpassing the current \$100,000 budget. Manager George explained after internal discussions, priority was given to all state-level categories except advocating for legislative priorities, and only building relationships and facilitating development of project funding asks at the federal level. She stated next steps involve establishing timelines, with the issuance of a Request for Proposals (RFP) scheduled for February 21st, a pre-proposal meeting on February 28th, RFP closure on March 20th, committee review of proposals from March 21-29th, interviews conducted from April 1-5th, and contract awarding on April 15th.

Councilor Pratt inquired about the potential rollover of allocated funds for the current fiscal year since the contract award would occur after the legislative session ends. Manager George stated rollover is possible.

Councilor Sacco voiced concern about ensuring measurable outcomes for the invested funds.

Councilor Pratt emphasized the importance of focusing on state-level advocacy, noting its direct impact on the city. She highlighted the value of insider information and expertise in navigating state-level affairs.

Councilor Hillier highlighted the critical nature of building and maintaining relationships at both state and federal levels, particularly given term limits within the city council. She questioned the removal of advocating for legislative priorities from the list of priorities. Manager George responded that while advocacy is already happening to some extent, the contract could enhance these efforts if necessary.

Councilor Sacco inquired about the flexibility of the contract, asking whether it would allow for shifting focus as needed. Manager George clarified that the contract would outline specific services at a flat fee, with the city providing direction within that framework.

Mayor Bubenik shared his belief that categories two, three, and six could provide significant value, especially at the federal level. He cited a successful example from Sherwood, where a lobbying firm helped secure \$3 million in road projects.

Councilor Gonzalez agreed with Councilor Hillier on the importance of bridging gaps in relationships as council members come and go due to term limits.

Mayor Bubenik asked the Council to prioritize which categories they believe are most important.

Councilor Hillier suggested that the City Council could establish priorities to streamline the list of services.

Manager George mentioned that other cities involve both council members and staff in developing priorities and seek input from lobbying firms before finalizing them.

Council consensus was reached to prioritize category one for state-level advocacy and categories two, three, and six for both state and federal levels.

Mayor Bubenik suggested adding PacWest and GPI to the list of firms in the RFP.

Councilor Sacco and Councilor volunteered to sit on the RFP committee.

3. Council Meeting Agenda Review, Communications & Roundtable.

Councilor Sacco stated she attended the IDEA Committee Meeting.

Council President Pratt stated she attended the Tualatin Moving Forward Bond celebration, the ODOT Tolling meeting, the C4 meeting, and the Region 1 Active Transportation meeting.

Mayor Bubenik stated he attended the regional mayors meeting, the council advance, the League of Oregon Cities legislative updates meeting, the Washington County Mayors meeting, and the Public Safety Coordinating Council meeting

Mayor Bubenik adjourned the meeting at 6:55 p.m.

Sherilyn Lombos, City Manager


Teresa Ridgley (Feb 28, 2024 13:53 PST)

/ Teresa Ridgley, Recording Secretary



/ Frank Bubenik, Mayor











CC WS Minutes 2-12-24

Final Audit Report

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OFFICIAL MINUTES OF THE TUALATIN CITY COUNCIL MEETING FOR FEBRUARY 12, 2024

Present: Mayor Frank Bubenik, Council President Valerie Pratt, Councilor Maria Reyes, Councilor Cyndy Hillier, Councilor Christen Sacco, and Councilor Octavio Gonzalez

Absent: Councilor Bridget Brooks

7:00 P.M. CITY COUNCIL MEETING

Call to Order

Mayor Bubenik called the meeting to order at 7:00 p.m.

Pledge of Allegiance

Announcements

1. Employee of the Year

City Manager Sherilyn Lombos recognized Employee of the Year, Charlie Rollins.

Public Comment

None.

Consent Agenda

Motion made by Council President Pratt, Seconded by Councilor Sacco.

Voting Yea: Mayor Bubenik, Council President Pratt, Councilor Reyes, Councilor Hillier, Councilor Sacco, Councilor Gonzalez

MOTION PASSED

1. Consideration of Approval of the Work Session and Regular Meeting Minutes of January 8 and January 22, 2024
2. Consideration of **Resolution No. 5752-24** Awarding a Contract for Cured In Place Plastic (CIPP) Pipe Relining Services to Insituform Technologies, LLC

Special Reports

1. Tualatin Park Advisory Committee Annual Report

Tualatin Parks Advisory Committee (TPARC) Chair Emma Gray and member Beth Dittman presented the annual report, highlighting the committee's accomplishments over the past year. They reported attending 23 meetings, participating in 11 activities, and volunteering a total of 357 hours. The committee's focus was on stewardship and enhancement of community parks.

They provided an overview of the current committee members and discussed various subjects covered throughout the year, including the Parks Bond, diversity, equity, and inclusion initiatives, sustainability and climate action efforts, and collaboration with other committees. For 2024 TPARC outlined their goals, which include furthering sustainability initiatives, supporting parks and bond utility fee projects, and continuing to promote diversity, equity, and inclusion within the community.

Councilor Sacco expressed gratitude for the committee's efforts, noting how Tualatin's designations as a Tree City and Bee City align with the City's Climate Action Plan.

Council President Pratt thanked the committee for their work and sought clarification on the completion timeline for Little Wood Rose Park. Parks and Planning Manager Rich Mueller explained the project is currently in the construction design phase, with construction expected to follow in the upcoming budget cycle.

Council President Pratt asked for clarification on the utility fees assessment. Chair Gray explained the City owns various types of buildings, and an audit will help gain a better understanding of how these facilities can be utilized to achieve the goals outlined in the Parks Master Plan moving forward.

2. Outside Agency Grant Awardee- Family Justice Center

Family Justice Center Director Rachel Schulze and Board Member Judy Willey discussed how grant funding received from the City was utilized to provide services. They highlighted their collaborative approach, involving twenty other organizations to offer support to domestic and sexual violence victims and their children. They expressed plans to extend services to child abuse victims as well. In 2023, they noted a 25% increase in survivors served and a 20% increase in services provided, surpassing the 10,000 mark. Their collaboration with various organizations streamlines access to services for survivors, consolidating support into one location instead of requiring them to visit multiple places. However, residents in unincorporated/rural areas have limited access to resources. To address this, Family Justice Center has partnered with Ride Connection to assist these individuals in reaching their facility.

It was noted residents in Tualatin received 105 services, despite it being one of the farther away locations. To enhance accessibility, Family Justice Center will expand in October. They have acquired a property in an area with better access to public transit, in the Tanasbourne/Amber Glen/Walker Road area near Hillsboro. The new center, named Family P Center, will offer child abuse support and a forensic clinic.

Council President Pratt asked if transportation is provided if someone from Tualatin needs services. Director Schulze confirmed that transportation assistance is provided when someone from Tualatin calls for help. She stated they utilize services like Ride Connection or Uber/Lyft to ensure survivors can access the support they need.

Council Communications

Council President Pratt proposed forming a subcommittee to address acceptable behaviors within the Council and review the rules. Councilor Sacco, Councilor Reyes, and Councilor Hillier expressed support. Councilor Sacco emphasized the importance of collaboration and creating a safe space for everyone to be heard. Councilor Reyes agreed, suggesting it should also be a brave space where individuals feel empowered to speak up. Councilor Hillier expressed support and

willingness to participate in the committee. Mayor Bubenik suggested waiting until Councilor Brooks returns to finalize the committee's composition.

Councilor Hillier congratulated the Tualatin Robotics Team and Dance Teams for their recent victories.

Mayor Bubenik stated the City of Wilsonville is seeking Tualatin's support for SB1572, which aims to extend the Westside Express Service (WES) to Wilsonville and Salem, and to bring attention to this issue in the State Legislature. Council consensus was reached to add Tualatin's support to the letter advocating for this extension.

Mayor Bubenik highlighted the funding challenges facing the Washington County justice system. He stated the strain on the system has prompted a request for city support in the form of a letter to be shared at the upcoming short legislative session. Council consensus was reached to direct City Manager Lombos to draft a letter addressing the funding crisis.

Adjournment

Mayor Bubenik adjourned the meeting at 7:50 p.m.

Sherilyn Lombos, City Manager


Teresa Ridgley (Feb 28, 2024 13:54 PST)

/ Teresa Ridgley, Recording Secretary



/ Frank Bubenik, Mayor











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