



OFFICIAL MINUTES OF THE TUALATIN CITY COUNCIL WORK SESSION MEETING FOR APRIL 26, 2021

Present: Mayor Frank Bubenik, Council President Nancy Grimes, Councilor Bridget Brooks, Councilor Maria Reyes, Councilor Valerie Pratt, Councilor Cyndy Hillier, Councilor Christen Sacco

Mayor Bubenik called the meeting to order at 5:00 p.m.

1. Climate Action Plan Scoping.

Public Works Director Jeff Fuchs, Nicholas Westendorf, and Intern Ariel Kane presented the framework action plan for the RFP for a Climate Action Plan. Intern Kane presented a brief overview on previous decisions including perusing a community plan, a Greenhouse Gas (GHG) inventory, and an operational plan. She stated the goal of the project is to create a Climate Action Plan that is community-centric and action-oriented that will establish a clear baseline for action so the city can adapt to and mitigate the impacts of climate change in the city. She stated the goal will drive the work and deliverables. Intern Kane stated the original scope has been expanded to include a community engagement plan. She stated the guiding principles for the plan will encompass equity, benefits, and partnership. Intern Kane stated the project will be a two phased approach. The first phase will include a Greenhouse Gas (GHG) Inventory, engagement plan, and community action plan. Types of actions and strategies include mitigation, adaptation, and sequestration. Phase two will be the Operational Climate Action Plan that will focus on actions the city can undertake to mitigate effects of and adapt to climate change. She shared next steps noting there is an estimated 18 month completion deadline for the project.

Councilor Pratt asked if identifying the city's current status of good work on rivers and streams will be included in the plan. Manager Westendorf stated the city's baseline would be included in the GHG Inventory.

Mayor Bubenik asked if all the analysis would happen at the same time. Intern Kane stated community engagement will begin before they are completed.

Councilor Brooks stated it will be good to know the city's baseline as a foundation for applying for grants in the future. She stated this is timely and important work.

Council consensus was reached to proceed with the RPF process.

2. Urban Renewal | District 2 Study Area Visioning.

Economic Development Manager Jonathan Taylor and Consultant Nick Popenuk presented on the Community Vision for the Urban Renewal Study Area 2. Manager Taylor shared Study Area 2 boundaries and desired outcomes for the area. Consultant Popenuk spoke to different approaches to visioning. He stated a vision is used to help transform the area to what it can be. Consultant Popenuk stated first steps to visioning can include the following items: plan review, SWOT analysis, market studies, existing conditions analysis, and walking tours. He recapped the purpose and cost for each type. Consultant Popenuk stated the heart of a visioning project is to determine what you want the area to be and can include activities such as open houses,

design charrettes, surveys, community events, advisory committees, focus groups, educational materials, guiding principles, illustrated design concepts, and an opportunity site analysis. He stated additional tasks can include an action and implementation plan, concept plan, urban renewal plan, land use and transportation plan, comprehensive plan amendment, and zoning code amendment.

Councilor Pratt asked when the land developers and owners get involved in the process. Consultant Popenuk stated it will be important for them to be included in the entire process. Councilor Sacco stated it will be important to include all parties during the process.

Councilor Sacco would like to see open houses, community surveys, focus groups, and guiding principles done for the area.

Councilor Brooks stated it will be important to use these different tools during different times in the process. Councilor Brooks asked what tasks the consultant could see the city doing. Consultant Popenuk stated it is his approach to look at the most cost effective approaches. He noted based on the feedback from Council he could see a Community Engagement Specialist working on this plan so it would be a community focused project.

Councilor Brooks stated some conceptual design around connectivity issues in the city would be helpful to have up front.

Councilor Reyes asked how many properties are in the area. Manager Taylor stated there is 593.8 acres total. Councilor Reyes concurred with Councilor Sacco's suggestions for potential tasks.

Councilor Pratt asked if designs for connectivity could come forward after initial tasks have been complete. Consultant Popenuk suggested completing a Transportation Study for the area early on in the project as that would include conceptual designs and cost estimates.

Councilor Hillier asked what happens when stakeholders from different areas have different visions for the area. Consultant Popenuk stated it will be important to have guiding principles that are flexible to respond to what the public wants. He noted it will be important to capture what the public wants even if they have unique identities for different areas.

Mayor Bubenik asked if the whole area would be studied or just sub-areas. Consultant Popenuk stated there are economies of scale in doing the whole area to ensure proper mobility and public improvements. He stated doing one study also tends to engage the broader community.

Mayor Bubenik asked in what order a vision plan and market study and analysis should be done. Consultant Popenuk stated capturing the public feedback is valuable even if it is not financially feasible or in line with a property owners feedback. He stated he typically talks to owners of property to make sure they are in line with the vision and guiding principles and they have agreed to be part of the study.

Council President Grimes stated there are a couple pieces in the study area that could be more difficult to plan because they are newly developed or already at their highest and best use scenarios so she is hesitant to study those areas. Council President Grimes asked where people in the business community can ask questions about the urban renewal process. Manager Taylor stated staff has met with the Chamber and the CCIO to discuss the proposed areas and a page has been created on the website with further information.

Council President Grimes asked if you can create a district and not have a vision for every area. Consultant Popenuk stated you have to have a plan for the area as a whole but noted you do not need to have a detailed community vision for every area.

Manager Taylor stated staff will be back with next steps at the end of May.

3. Council Meeting Agenda Review, Communications & Roundtable.

Councilor Hillier stated she will be meeting with MACC to get more information on their programs.

Councilor Sacco announced the Diversity Task Force has changed their name to the "Tualatino's." She stated she attended the Tualatin Sustainability Network trash clean-up event.

Councilor Brooks stated she attended the following meeting and events: viewing of Basalt Creek wetlands, NLC Infrastructure package webinar, the city special work session on the budget preview, the Tualatin Arts Advisory Council meeting, the NLC first year suburbs committee, the Tualatin River Keepers training, and the Tualatin Sustainability Network clean-up event.

Councilor Pratt stated she attended the Core Area Parking District meeting, the LOC Statewide Call regarding the status of COVID and the American Rescue Plan, the Meals on Wheels walk, and the trash clean-up event with the Tualatin Sustainability Network.

Councilor Reyes requested to have Home Share Oregon present their plan to help end homelessness to the Council. Mayor Bubenik stated they can coordinate with Sherilyn to get on the agenda.

Council President Grimes reminded everyone of the upcoming Tualatin Chamber of Commerce Awards Ceremony to be held this coming Thursday.

Mayor Bubenik stated he attended the following meetings and events: the League of Oregon Cities Roundtable on Legislative Process, the GPI Small City Consortium meeting, and a meeting with the Governor to discuss the status of COVID in the state.

Adjournment

Mayor Bubenik adjourned the meeting at 6:49 p.m.

Sherilyn Lombos, City Manager

Nicole Morris / Nicole Morris, Recording Secretary

Frank Bubenik / Frank Bubenik, Mayor

Signature: 
Email: nmorris@tualatin.gov

Signature: 
Email: fbubenik@tualatin.gov





CC WS Minutes 4-26-21

Final Audit Report

2021-05-11

| | |
|-----------------|--|
| Created: | 2021-05-11 |
| By: | Nicole Morris (nmorris@tualatin.gov) |
| Status: | Signed |
| Transaction ID: | CBJCHBCAABAAjl6c_dztQmEDKDj2k_zsqclvADLThccQ |

"CC WS Minutes 4-26-21" History

-  Document created by Nicole Morris (nmorris@tualatin.gov)
2021-05-11 - 4:56:28 PM GMT- IP address: 208.71.205.225
-  Document e-signed by Nicole Morris (nmorris@tualatin.gov)
Signature Date: 2021-05-11 - 4:56:53 PM GMT - Time Source: server- IP address: 208.71.205.225
-  Document emailed to Frank Bubenik (fbubenik@tualatin.gov) for signature
2021-05-11 - 4:56:55 PM GMT
-  Email viewed by Frank Bubenik (fbubenik@tualatin.gov)
2021-05-11 - 5:12:22 PM GMT- IP address: 104.143.198.177
-  Document e-signed by Frank Bubenik (fbubenik@tualatin.gov)
Signature Date: 2021-05-11 - 5:12:40 PM GMT - Time Source: server- IP address: 50.126.76.34
-  Agreement completed.
2021-05-11 - 5:12:40 PM GMT



OFFICIAL MINUTES OF THE TUALATIN CITY COUNCIL MEETING FOR APRIL 26, 2021

Present: Mayor Frank Bubenik, Council President Nancy Grimes, Councilor Bridget Brooks, Councilor Maria Reyes, Councilor Valerie Pratt, Councilor Cyndy Hillier, Councilor Christen Sacco

Call to Order

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

Pledge of Allegiance

Moment of Silence

Mayor Bubenik briefed the Council on the Governor's meeting with the Mayor's regarding new COVID numbers. He stated they are seeing a 4th surge in COVID in the State that is expected to last 2-3 weeks. He stated the Governor will hold a press conference tomorrow announcing new COVID regulations.

Announcements

1. Proclamation Declaring the Week of May 2 – May 8, 2021 as “Public Service Recognition Week”

Council President Grimes read the proclamation declaring the week of May 2-8, 2021 as Public Service Recognition Week.

2. State of the City Announcement

Deputy City Manager Megan George announced the State of the City Address to be held on May 12th, 6 p.m., on Facebook Live and Cable Channel 28.

3. Statement Condemning Anti-Asian Racism

Councilor Sacco read the City Council statement condemning Anti-Asian Racism.

Public Comment

Veronica Williams requested the city hold more vaccine clinics locally to make vaccines more readily available to citizens. Mayor Bubenik stated he will continue to share these concerns with the County Chair and the Governor.

Consent Agenda

Councilor Hillier removed item three from the consent agenda to be heard later in the meeting.

Motion to adopt the consent agenda made by Councilor Brooks, Seconded by Council President Grimes.

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

MOTION PASSED

1. Consideration of **Resolution No. 5539-21** Authorizing the City Manager to Execute a Grant Agreement with the YMCA; and Appropriating Special Purpose Revenues in the City's General Fund During the FY 2020-21 Budget
2. Consideration of Approval of a New Liquor License Application for Three Mermaids Public House

Special Reports

1. Borland Free Clinic Update

Borland Free Clinic Director of Development and Communications Jordan Skornik presented and update on the work they do. He stated their mission is to bring hope and healing to vulnerable people in the community as an expression of Christ's love. He stated the clinic has been in operation since 2017 to provide medical care for uninsured individuals who cannot afford deductibles or co-pays and struggle to navigate the system. The clinic provides primary care, diabetes prevention, and other specialty services.

Councilor Sacco asked if they serve undocumented individuals. Clinic Director Sandy Kosik stated they don't require documentation to be served.

Councilor Pratt asked what their boundary of service is. Director Kosik stated they serve the entire Metro region.

Councilor Brooks asked about addiction recovery services. Director Kosik stated they don't have access to those resources at this time but would like to find a way to provide them.

2. Update from the Regional Water Providers Consortium

Regional Water Providers Consortium Managing Director Rebecca Geisen provided an update on the consortium. She stated the consortium started in the late 1990's to address future water needs for the next 50 years. Director Geisen stated the consortium focuses on meeting water needs, emergency preparedness and resiliency, and strengthening regional partnerships. She stated the mission is to provide leadership in planning, management, stewardship and resiliency of drinking water in the Portland Metropolitan region. Director Geisen stated benefits of membership include a unified voice on water issues, a network of peers, representation of collective interests for members and their customers, and cost saving and risk reduction by pooling resources. Director Geisen stated they make the best use of water resources by implementing multimedia campaigns focused on conservation, workshops and events, and assistance to meet state requirements for water management and conservation planning. The consortium provides programs and resource to members in multiple languages, prepares population estimates and forecasts for supply planning, and provides forums on climate change and impacts to water supply. Director Geisen stated they are focused on strong community relationships and being a trusted source of information on drinking water. She spoke to the communications they provided during the wildfires and COVID. Director Geisen stated the consortium is currently working on a messaging tool kits for members, an emergency drinking water framework, a virtual Children's Clean Water festival, and a summer outreach campaign.

Councilor Brooks asked about the summer outlook for water supply. Director Geisen stated there are areas in the state that are already in a drought. She stated the metro region tends to fair well with water supply due to secondary sources.

3. Tualatin Planning Commission Annual Report

Tualatin Planning Commission Chair Bill Beers presented their annual report. He stated the commission's role is to serve as an advisory committee to the Council on land use matters by reviewing and making recommendations on comprehensive plan amendments and serving as a hearing body for quasi-judicial land use cases. Chair Beers stated this year they made recommendations on Mixed Use Commercial Zone creation, Basalt Creek RML Residential text changes, Housing Comprehensive Plan updates, and Cannabis Development Code updates. He noted they had one conditional use permit this year for the Banfield Pet Hospital. Chair Beers stated staff provided updates on several happenings including the Housing Needs Analysis and Economic Opportunity Analysis, the Comprehensive Plan with Housing Element updates, and additional code updates.

Mayor Bubenik and Councilor Brooks thanked the commission for their work this year.

Public Hearings - *Quasi-Judicial*

1. Consideration of **Ordinance No. 1456-21** Annexing Approximately 4.66 acres of Property Located 23500 SW Boones Ferry Road (Tax ID 2S135D000303); Annexing the Territory into the Boundary of Clean Water Services, and Withdrawing the Territory from the Washington County Enhanced Sheriff Patrol District (File No. ANN 20-0004)

Mayor Bubenik announced the hearing and read the criteria for approval.

Councilor Pratt stated she has had conversations with Grace Lucini but it won't bias her decision. Attorney Brady asked if it was about this application. Councilor Pratt stated it was not.

Planner Tabitha Boschetti presented on ANN 20-0004, 23500 SW Boones Ferry Rd. She stated the request is to annex 4.66 acres of private property in designated high density residential. Maps of the property were shared. Planner Boschetti stated no development is proposed with the application. She stated all applicable criteria have been met and staff recommends approval of the PTA and adoption of the ordinance.

The applicant Community Partners for Affordable House (CPAH) Rachael Duke and Jilian Felton spoke to future development on the site called Plambeck Gardens. Ms. Felton spoke to CPAH as an organization stating they are a highly experienced and dynamic affordable housing development team. Ms. Duke stated they are a trauma informed service provider. Ms. Felton stated the proposed project on the site will deliver 116 units of regulated affordable housing and will leverage public investments of \$16.2 million and \$26.4 million in private investment. She stated additional amenities will include a community room, classroom, outdoor play area, community gardens, and offices for service providers.

PUBLIC COMMENT

John and Grace Lucini spoke in opposition of the application. Mr. Lucini stated they are concerned with the lack of adoption of a stormwater management plan and lack of clear standards and procedures with the natural resource maps for the Basalt Creek Area. Mr. Lucini expressed concerns with the potential lack of signage posting for the hearing. He noted they did not see any signage in front of the property. They requested continuation of the annexation until adoption of a stormwater management plan can be put in place for the Basalt Creek Area.

Ms. Felton stated they are in the concept design phase and when they reach the engineering phase they will begin to address stormwater issues on the site. She also noted proper signage was placed on the site and certified.

Director Koper stated the criteria has been met for approval of the application.

COUNCIL QUESTIONS

Council President Grimes asked if there is a piece of the stormwater master plan missing for the property. City Manager Lombos stated the city is working on a stormwater master plan for the Basalt Creek area and noted it is not in the criteria for approval for this application.

Councilor Pratt asked about the Lucini's concern regarding missing signage. Ms. Duke stated they are unaware of signage regarding the meeting being missing.

Motion first reading by title only made by Council President Grimes, Seconded by Councilor Brooks.

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

MOTION PASSED

Motion for second reading by title only made by Council President Grimes, Seconded by Councilor Brooks.

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

MOTION PASSED

Motion to adopt Ordinance No. 1456-21 annexing approximately 4.66 acres of property located at 23500 SW Boones Ferry Road (Tax ID 2S135D000303); annexing the territory into the boundary of Clean Water Services, and withdrawing the territory from the Washington County Enhanced Sheriff Patrol District (File No. ANN 20-0004) made by Council President Grimes, Seconded by Councilor Brooks.

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

MOTION PASSED

General Business

1. Consideration of **Resolution No. 5538-21** Authorizing the City Manager to Execute an Intergovernmental Agreement with the Tigard-Tualatin School District No. 23J Related to the School Resource Officer Program

Police Chief Bill Steele and Sergeant Jeremy Rankin presented on the School Resource Officer (SRO) program. Sergeant Rankin presented a brief history on the SRO program. He stated the partnership started with Tigard-Tualatin School District in 1987. Sergeant Rankin stated TTSD held group listening session in the fall of 2020 with students, staff, administrators, police departments, parents, and community members. He stated key themes from the sessions included perception of safety, student and staff interactions with SRO's, lack of clarity around SRO roles and responsibilities, structural issues, and socio-political issues. Sergeant Rankin stated SRO's will return to Tualatin High School starting May 3, 2020. They will be responsible

for responding to calls, presenting to classes, and addressing issues at all other schools in the city. Sergeant Rankin stated the proposed contract is for the remainder of the year and the entirety of the 2021-22 school year. He shared the essential responsibilities of the SRO's that came from the community meetings.

Councilor Pratt asked if there will be a review of the contract at the end of the contract in 2022. Chief Steele stated they will continue discussions with the school district at that time.

Councilor Pratt asked if the officers will be wearing their full uniforms at the schools. Chief Steele stated they will be wearing their full uniforms and be doing more education around the equipment they carry and why.

Council President Grimes asked if the amount of SRO's was decreased. Chief Steele stated they adjusted the need due to the pandemic and the amount of kids in the schools.

Councilor Brooks asked about the GREAT Program and if there is gangs in Tualatin. Sergeant Rankin explained the program and noted there are not local gangs in Tualatin.

Councilor Reyes suggested participating with local non-profits on activities to connect with students.

Councilor Hillier stated her interactions with the SRO's and youth have been very positive. She thanked them for their great work in the community.

Motion to adopt Resolution No. 5538-21 authorizing the City Manager to execute an Intergovernmental Agreement with the Tigard-Tualatin School District No. 23J related to the School Resource Officer Program made by Councilor Pratt, Seconded by Council President Grimes.

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

MOTION PASSED

2. Consideration of **Resolution No. 5540-21** Setting a Parks Utility Fee

Parks and Recreation Director Ross Hoover stated at the April 12 work session the Council discussed the fee and directed staff to bring back a resolution at a rate of \$5 a month for consideration tonight.

COUNCIL DISCUSSION

Councilor Hillier expressed concern with the lack of a plan for maintenance of city parks.

Councilor Reyes spoke in opposition of a \$5 monthly fee as it would be a burden to community members.

Councilor Pratt concurred with Councilor Hillier on the deferred maintenance issues the city currently faces. She stated the fee needs to go forward at \$5 to help keep the parks open. Councilor Pratt stated there are utility assistance programs available to people who need help covering the burden of any increases.

Councilor Sacco stated the longer the city waits the more deferred maintenance there will be.

Councilor Hillier stated the city needs to commit capital into the parks.

Councilor Brooks stated when the Council discusses bonds it will then address capital needs. She stated she is encouraged about addressing a bond in the future.

Councilor Sacco stated when the community survey was done there was over 50% support in favor of funding for the parks.

Motion to adopt Resolution No. 5540-21 setting a Parks Utility Fee made by Councilor Brooks, Seconded by Council President Grimes.

Voting Yea: Mayor Bubenik, Council President Grimes, Councilor Brooks, Councilor Pratt, Councilor Hillier, Councilor Sacco

Voting Nay: Councilor Reyes

MOTION PASSED

Items Removed from Consent Agenda

1. Consideration of Approval of a Change in Liquor License Application for Buffalo Wild Wings

Councilor Hillier spoke to the Oregon temporary rule to allow off-site beverages and the change in accessibility of alcohol in the community for minors. She would like the council to consider a change in fees moving forward on changes to licensing.

Motion to approve the change in application for Buffalo Wild Wings made by Councilor Brooks, Seconded by Council President Grimes.

Voting Yea: Mayor Bubenik, Council President Grimes, Councilor Brooks, Councilor Reyes, Councilor Pratt, Councilor Sacco

Voting Abstaining: Councilor Hillier

MOTION PASSED

Adjournment

Mayor Bubenik adjourned the meeting at 9:43 p.m.

Sherilyn Lombos, City Manager

Nicole Morris / Nicole Morris, Recording Secretary

Frank Bubenik / Frank Bubenik, Mayor

Signature: 

Email: nmorris@tualatin.gov

Signature: 

Email: fbubenik@tualatin.gov







CC Minutes 4-26-21

Final Audit Report

2021-05-11

| | |
|-----------------|--|
| Created: | 2021-05-11 |
| By: | Nicole Morris (nmorris@tualatin.gov) |
| Status: | Signed |
| Transaction ID: | CBJCHBCAABAAvp7OERS8UfMTysdcyaUSohu4bjgU1o5i |

"CC Minutes 4-26-21" History

-  Document created by Nicole Morris (nmorris@tualatin.gov)
2021-05-11 - 5:01:45 PM GMT- IP address: 208.71.205.225
-  Document e-signed by Nicole Morris (nmorris@tualatin.gov)
Signature Date: 2021-05-11 - 5:02:11 PM GMT - Time Source: server- IP address: 208.71.205.225
-  Document emailed to Frank Bubenik (fbubenik@tualatin.gov) for signature
2021-05-11 - 5:02:13 PM GMT
-  Email viewed by Frank Bubenik (fbubenik@tualatin.gov)
2021-05-11 - 5:11:26 PM GMT- IP address: 104.143.198.47
-  Document e-signed by Frank Bubenik (fbubenik@tualatin.gov)
Signature Date: 2021-05-11 - 5:11:47 PM GMT - Time Source: server- IP address: 50.126.76.34
-  Agreement completed.
2021-05-11 - 5:11:47 PM GMT