



OFFICIAL MINUTES OF THE TUALATIN CITY COUNCIL WORK SESSION MEETING FOR JANUARY 10, 2022

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

Absent: Councilor Maria Reyes

Work Session

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

1. Consideration of Electric Scooter Operations.

Deputy Public Works Director Nic Westendorf presented considerations for electric scooter operations. He stated in 2021 Bird reached out to the city to bring scooters to Tualatin. Staff spoke with Bird on the process and is here today to receive guidance from Council on the use of electric scooters. Bird Representative Michael Covato presented information on Bird the company. He stated they specialize in micro-mobility, trips less than five miles, by using stand-up vehicle sharing. He stated their approach is to build partnerships with cities to design solutions that work for communities at no cost. Mr. Covato stated advantages in Tualatin include robust bike lanes, improved neighborhood connectivity, the need for first/last mile to transit, self-contained operating zones, and multimodal transportation. He stated local impacts include connecting riders to local business, high paying Fleet Manager Positions, and increased local spending. Mr. Covato spoke to their technology and safety features including geo-fencing and geo-speed, helmet safety, parking management, warm up mode, and a quick start feature.

Councilor Pratt asked about rider safety trainings. Mr. Covato stated they create localized safety trainings and alert riders on local riding laws.

Councilor Pratt asked if Fleet Managers work with the city on location of scooters and how long it takes for them to be moved. Mr. Covato stated Fleet Managers actively check locations of all scooters and position them using an algorithm that determines the best locations within the city.

Councilor Pratt asked how fast the scooters go and the costs for riding. Mr. Covato stated top speed on the scooter is 15 mph. He stated the average ride rate is \$.39-.42/mile which averages \$5 a ride.

Councilor Pratt asked if revenue sharing is available to the city. Mr. Covato stated they are open to a licensing fee and are happy to work with the city on that.

Councilor Sacco asked about reliability of the scooters. Mr. Covato stated safety and functionality testing are done during the relocation process of scooters.

Councilor Brooks asked how the scooters handle debris in the road. Mr. Covato stated the scooters are designed for a shared use application so they have a large wheel base that allows them to travel smoothly over debris in the road.

Councilor Brooks expressed concerns over people falling into dense traffic areas. Mr. Covato stated safety is a paramount concern for their riders. He stated studies show e-scooters and bicycles have the same injury rate.

Council President Grimes asked what age you have to be to rent a scooter. Mr. Covato stated riders must be 18 years or older.

Council President Grimes asked if a helmet can be offered at the point of rental. Mr. Covato stated they can't provide them at the point of rental due to circumstances but the company is working on different opportunities to make them available.

Council President Grimes asked if the fees are only for ride time or idol time as well. Mr. Covato stated the time is calculated between the time when the scooter is unlocked and locked.

Council President Grimes stated she would like to see the city compensated for having to partner and likely manage scooters when they are in locations they should not be. Mr. Covato stated each scooter would be checked on multiple times an hour by the Fleet Manager so there is no burden on city resources.

Council President Grimes asked about the geo-fencing they use to keep scooters in certain areas. Mr. Covato explained how the geo-fencing works and the notifications people receive when they enter no go areas.

Councilor Hillier asked about barriers people may have such as lack of a smartphone or language. Mr. Covato stated the app is available in multiple languages and they offer text to unlock.

Council President Grimes asked about potential discounted rates. Mr. Covato explained different community pricing options for different socioeconomic groups. He stated during the program they can issue press releases making this information know.

Councilor Pratt asked if the app has a satisfaction survey for users after the rides so they City can see how the program is going. Mr. Covato stated one is presented at the end of their rides.

Councilor Brooks stated working with the Library on discount programs would be helpful. Mr. Covato stated they are happy to work with the Library on the program.

Councilor Brooks asked if riders can share the road when there are not bike lanes available. Mr. Covato stated they follow the same laws as bicycles and are allowed to share the road when necessary.

Councilor Hillier asked if there is data on police interactions for those not following the laws or affecting safety. Mr. Covato stated in general the impacts to police departments is low and interactions typically are used as education opportunities.

Mayor Bubenik asked if there is only one Fleet Manager for the area. Mr. Covato stated there would be at least two Fleet Managers in the area so someone is always managing the area. He

stated for special events Fleet Managers can work with city staff to designate parking and no go zones.

Councilor President Grimes would like to see some community outreach done on the interest of having the program in the city.

Councilor Brooks stated there would need to be community education as part of the pilot program.

Councilor Pratt agreed she would like to see community education be an important piece of the pilot program.

Council consensus was reached to pursue a pilot program in the City.

2. Basalt Creek Parks & Recreation Draft Plan.

Parks and Recreation Director Ross Hoover, Parks Planning and Development Manager Rich Mueller, and MIG Consultant Rachel Edmonds presented the Basalt Creek Parks and Recreation Plan. Consultant Edmonds stated the Basalt Creek planning area is 7% of the city's land. She stated the purpose is to plan for expanding community Parks and Recreation needs, address needs of new residential, manufacturing, and commercial areas, and assess potential site acquisition opportunities. Consultant Edmonds stated goals for the projects followed the Parks and Recreation Master Plan, City Council vision and priorities, and the Basalt Creek Comprehensive Plan. She shared the process overview for the project noting it lasted ten months and had community engagement along the way. Consultant Edmonds stated different types of engagement included community events, social media notifications, surveys, focus groups, internal meetings with partners, and local media coverage. She noted around 700 people engaged throughout the process. Consultant Edmonds spoke to the existing conditions and site analysis for the area.

Consultant Edmonds presented community concerns including new traffic sources, health and stewardship of natural areas, timing and sequencing of stormwater planning, a desire for a sports complex, the potential of a bridge in relation to the Basalt Creek Parkway extension, and how land acquisition will happen. Director Hoover spoke to traffic concerns stating mitigation efforts will be determined when site selection occurs. Assistant Community Development Director Steve Koper spoke to Metro Title 13 Lands and the natural area concerns stating potential impacts will be assessed according to these criteria when a development plan is submitted for review. He stated these will be reviewed as part of the final plan adoption. Director Hoover stated stormwater planning will be synced with the parks planning process. He stated the desire for a sports complex won't solely be addressed by Basalt Creek but additional sports facilities will be assessed. Director Hoover stated the concern of the bridge for the Basalt Creek Parkway extension is valid and staff will continue to communicate with Washington County staff on design and impacts to the city. He also noted land acquisition in the area will only be done with willing sellers for future park plans.

Consult Edmonds spoke to the Parks and Recreation framework that will be used in the concept planning process. She stated the area was broken into three overlapping opportunity areas. The west side will be a place for connections for employees due to the manufacturing in the area. The east side will be for residential uses at various densities. The central area will be for a neighborhood style park that will serve residents and employees. Consultant Edmonds shared

the trail concept plan that shows how to link all of the concept areas together and works on the north/south connectivity.

Consultant Edmonds spoke to implementation of the plan over 15 years. She stated the plan will help the city to pursue grants and other funding for land acquisition and site development costs. The plan will include short, medium, and long term plans for the process.

Councilor Brooks stated the level of community engagement on this project meant a lot to her. She stated she appreciated the work of staff and the consulting team.

Councilor Brooks stated it is important to be clear the difference between the visioning and the master plan. Director Hoover stated the acceptance action done by the Council will allow staff to begin to work towards a master plan while still allowing community feedback and synchronization with other plans such as the Stormwater Master Plan. He stated the adoption action would bring the document into the city code making it an official land use action.

Councilor Brooks stated she has concerns about the impacts to the trail concept plan if the bridge goes through the area and the lack of concern of sound mitigation from the County. She stated she is dedicated to managing this area better than it has been done in the past while meeting the growth requirements the County has asked the City to take on.

Councilor Pratt thanked staff for their community outreach to date. She asked about how much acreage is available in the area for parks. Consultant Edmonds stated about 75-100 acres is available for park land in the area. She stated they will do further assessments of the area as the process moves along.

Councilor Pratt stated she has concerns with parks being near the bridge and the sound and noise pollution that will come from that.

City Manager Lombos stated this will be on the January 24th meeting for acceptance of the plan.

3. Council Meeting Agenda Review, Communications & Roundtable.

Councilor Pratt stated she attended the Tolling Diversion Sub-Committee meeting.

Councilor Sacco stated she attended the Tolling Diversion Sub-Committee meeting and the C4 meeting.

Councilor Hillier stated she spoke with staff about the newly forming Equity Committee.

Councilor Brooks stated she attended the Tualatin Arts Advisory Committee meeting.

Councilor Grimes stated she is happy with community participation and engagement for the Basalt Creek Recreation Plan.

Mayor Bubenik thanked the Parks Department for coordinating the holiday lights parades as it was a success. Mayor Bubenik stated he attended the Washington County Coordinating Committee meeting and the Washington County Chairs meeting.

Adjournment

Mayor Bubenik adjourned the meeting at 6:44 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 1-10-22

Final Audit Report

2022-01-26

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

Absent: Councilor Maria Reyes

Call to Order

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

Pledge of Allegiance

Moment of silence for those who have lost their lives to COVID-19

Announcements

1. Recognition of City Attorney Sean Brady

City Manager Lombos recognized City Attorney Sean Brady for his work and dedication to the City over the past nine years.

Council President Grimes read the proclamation commending City Attorney Sean Brady on his service to the City of Tualatin.

The Council shared sentiments of Attorney Brady's time at the city.

Public Comment

None.

Consent Agenda

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 Pratt, Councilor Hillier, Councilor Sacco

MOTION PASSED

1. Consideration of Approval of the Work Session and Regular Meeting Minutes of December 13, 2021
2. Consideration of **Resolution No. 5591-22** Accepting Bureau of Justice Assistance (BJA) of the Office of Justice Programs (OJP), U.S. Department of Justice (DOJ) and Justice & Security Strategies (JSS) Grant Funds

Public Hearings - Legislative or Other

1. Consideration of **Resolution No. 5588-22** Authorizing Changes to the FY 2021-2022 Adopted Budget

Finance Director Don Hudson presented changes to the FY 21-22 budget. He stated the vehicle license fees were received from Washington County. Director Hudson stated these funds will be used for the pavement maintenance program. He stated the funds transfer will happen in this supplemental budget.

PUBLIC COMMENT

None.

COUNCIL DISCUSSION

None.

Motion to approve Resolution No. 5588-22 authorizing changes to the FY 2021-2022 adopted budget made by Councilor Brooks, Seconded by Council President Grimes.

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

MOTION PASSED

General Business

1. Consideration of **Resolution No. 5590-22** Awarding a Contract for the Climate Action Plan to the Good Company

Deputy Public Works Director Nic Westendorf and Management Analyst Maddie Cheek presented the award of the Climate Action Plan consultant contract. Analyst Cheek reviewed the consultant selection process. She stated the Good Company was selected from that process. Analyst Cheek stated key deliverables for the project will include a greenhouse gas emissions inventory, educational materials, community and stakeholder engagement, communications and graphic design support, and a graphics rich plan with mitigation, adaptation, and sequestration strategies and actions. She shared the project timeline which is estimated to take 14 months. Analyst Cheek stated the current project scope is estimated to total \$280,000. She stated next steps include execution of the contract and a project kickoff meeting.

Councilor Brooks asked about carbon measurements and how those may be affected by the pandemic and how to mitigate those. Consultant Josh Proudfoot stated the only noticeable measure will be for commuting professionals and they can adjust for that based on numbers and estimates. He stated they will select strategies for mitigation once those numbers are reviewed.

Councilor Pratt stated she supports the award to the Good Company and looks forward to working with them.

Councilor Sacco asked what roles specifically the Good Company will play in the process. Consultant Proudfoot spoke to the technical piece of the project they will be focusing on. JLA Consultant Jessica Pickul spoke to the community engagement piece of the project.

Councilor Grimes asked if there are actions that will come from this that will be implemented faster than others. Consultant Proudfoot stated they will provide best practices that can be implemented from the start.

Councilor Grimes asked what the city's emissions factors include being between two major freeways. Consultant Proudfoot stated is shows as a coincident vehicle numbers.

Mayor Bubenik asked the Stafford Hamlet be able to participate in workshops and community feedback.

Motion to adopt Resolution No. 5590-22 awarding a contract for the Climate Action Plan to the Good Company made by Councilor Brooks, Seconded by Councilor Pratt.

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

MOTION PASSED

Council Communications

Councilor Pratt stated Lake Oswego reached out to the City regarding a resolution for tolling in the area. She modified the resolution to fit Tualatin and is requesting the Council adopt it. Councilor Pratt would like to have an official statement made in this way by the Council.

Council consensus was reached to draft the proclamation and have it placed on the January 24th Council meeting for consideration.

Adjournment

Mayor Bubenik adjourned the meeting at 8:13 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







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