



TUALATIN CITY COUNCIL

OFFICIAL MEETING MINUTES FOR JANUARY 27, 2025

PRESENT: Mayor Frank Bubenik, Council President Valerie Pratt, Councilor Maria Reyes, Councilor Cyndy Hillier, Councilor Octavio Gonzalez

ABSENT: Councilor Bridget Brooks, Councilor Christen Sacco

Call to Order

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

Pledge of Allegiance

Announcements

1. Proclamation Declaring February 2025 Black History Month in the City of Tualatin

Councilor Hillier read the proclamation declaring February 2025 as Black History Month in the City of Tualatin.

2. Proclamation Declaring January 2025 as Blood Donor Month in the City of Tualatin

Blood Works NW Community Engagement Liaison Chris Harrison and Donor Center Supervisor Jake Cole spoke about their mission. They announced there is a critical shortage of blood currently and encouraged everyone to sign up and donate.

Councilor Reyes read the proclamation declaring January 2025 as Blood Donor Month in the City of Tualatin.

Public Comment

Danny O'Neal addressed traffic safety concerns in the city, particularly regarding scooter use, and expressed interest in seeing a city-led initiative focused on traffic safety.

Roy Clark thanked the Council for their guidance on engaging with the veteran community. He announced that the local VFW plans to endorse a Veterans Day event next year.

Consent Agenda

Motion to adopt the consent agenda made by Council President Pratt, Seconded by Councilor Hillier. Voting Yea: Mayor Bubenik, Council President Pratt, Councilor Reyes, Councilor Hillier, Councilor Gonzalez

MOTION PASSED

1. Consideration of Approval of the Work Session and Regular Meeting Minutes of January 13, 2025

2. Consideration of **Resolution No. 5861-25** Authorizing the City Manager to Execute an Intergovernmental Agreement Amendment with Washington County Regarding the Tualatin-Sherwood Road Widening Project
3. Consideration of **Resolution No. 5864-25** Authorizing the City Manager to Execute a Grant Agreement with the Oregon Department of Emergency Management for Emergency Management Equipment

Special Reports

1. Annual Report of the Juanita Pohl Center Advisory Committee

Center Supervisor Sara Shepard and Advisory Committee Chair Susan Noack presented the Juanita Pohl Center Annual Report. Chair Noack highlighted the committee's work, which includes meeting bi-monthly to discuss programs and activities, advocating for active older adults, and supporting efforts to increase attendance and participation. She detailed the programs offered at the center, including music, writing, wellness, and social activities, and expressed gratitude to center partners for their contributions. Chair Noack spoke about the center's community benefits, including improving health, enriching lives, creating a sense of purpose, and fostering social and intellectual engagement. She reported an increase in all participation numbers compared to the previous year, noting that 1,309 programs were provided, and the building was rented 180 times, hosting 16,800 guests. Chair Noack stated facility improvements in the past year included new siding, an LED sign, and reupholstered dining room chairs. She outlined the 2025 action plan, which focuses on expanding high-quality programs and services, increasing diversity and visibility, and fostering new sponsorship opportunities.

Councilor Hillier praised the Juanita Pohl Center as an excellent rental facility.

Councilor Reyes inquired about the cost of field trips at the center. Supervisor Sara Shepard explained that there is no membership fee to participate in the center's activities, and fees for individual activities vary. Councilor Reyes also asked about rental availability for the building. Supervisor Shepard advised that residents could contact the center for scheduling information.

Council President Pratt asked about the types of events suggested in a recent survey. Chair Noack shared that one idea was photography classes. Supervisor Shepard noted the center welcomes recommendations for new classes year around.

Mayor Bubenik asked if Meals on Wheels continues to offer lunches at the center. Supervisor Shepard confirmed that lunches are served twice a week.

General Business

1. Consideration of **Resolution No. 5863-25** Awarding a Contract for Construction of Las Casitas Park Renovation

Parks Planning and Development Manager Rich Mueller provided an update on the Las Casitas Park project. He reviewed the project's history, including community engagement, land acquisitions, funding, and construction design. Manager Mueller presented the site concept plan selected by the community and discussed the park renaming process, which involved community input. He stated the new name was adopted by the City Council in November 2023. Manager

Mueller stated the next steps include approving the construction award during tonight's meeting, with construction scheduled to begin in March and the park expected to open in winter 2025/26.

Councilor Gonzalez inquired about grassy areas in the park. Manager Mueller outlined the locations of natural grass, landscaping, and synthetic surfaces. Councilor Gonzalez encouraged staff to incorporate smart controllers for water conservation and to select plantings that reduce maintenance costs, emphasizing sustainable practices.

Councilor Reyes asked about the construction timeline. Manager Mueller stated that public outreach will provide updates on the project schedule and any closures as details become available.

Council President Pratt expressed enthusiasm for seeing this project, identified in the Parks Master Plan, move forward.

Motion to adopt Resolution No. 5863-25 awarding a contract for construction of Las Casitas Park Renovation made by Council President Pratt, Seconded by Councilor Reyes.

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

MOTION PASSED

2. Sidewalk Maintenance Program Discussion

Public Works Director Rachel Sykes presented an update on the sidewalk maintenance program. She provided a brief overview of the previous presentation, covering code and responsibilities, the program's current approach, funding, and challenges. Director Sykes noted that a sidewalk assessment conducted in 2024 identified 2,091 defects across the city, with estimated repair costs totaling \$1.3 million.

Director Sykes asked the Council to consider their goals for the city's sidewalks. She stated that staff aims to maintain sidewalks in good condition and minimize tripping and safety hazards. She also noted that one of the program's original goals was to alleviate the cost burden on residential property owners and asked if this goal aligns with the Council's current priorities.

Council President Pratt expressed support for cost burden alleviation for property owners and suggested implementing a program that reduces the time between repairs. She also recommended making the city's repair costs available to homeowners who wish to handle repairs independently.

Councilor Gonzalez raised liability concerns related to street trees for property owners. He advocated for shifting full responsibility for street trees to homeowners, as stated in the current code, and called for a tree program with a carefully curated tree list for residents. He emphasized the need for code enforcement to hold homeowners accountable.

Councilor Reyes highlighted the importance of better educating homeowners about their responsibilities regarding sidewalks and street trees. She also voiced concerns about the financial burden on residents.

Councilor Hillier supported the idea of cost-sharing rather than fully alleviating costs for homeowners. She suggested exploring a partnership approach to address repair costs.

Council President Pratt inquired about the possibility of implementing a loan or repayment process to assist homeowners with repair costs.

Mayor Bubenik proposed a blended program to help alleviate costs for homeowners, suggesting the inclusion of scholarships or grants. He expressed concern that repairs may not be completed if the full financial burden falls on homeowners due to the high cost of repairs. He supported the idea of sharing expenses with homeowners.

Councilor Gonzalez shared his agreement with a blended cost-sharing approach for the program.

Director Sykes stated staff workshopped programmatic guidance and is seeking direction on what the program aims to address. She asked for Council feedback on the program structure.

Director Sykes shared the current funding of the program. She stated the Road Utility Fee funds the sidewalk maintenance program through monthly utility bills. The program receives \$150,000 from the fund annually. Director Sykes stated that an estimated \$433,000 would be needed annually to catch up with the backlog of defects. She stated once caught up, the program could return to a three-year rotation.

Mayor Bubenik stated he would like to see a combination of severe defects and highest pedestrian traffic areas repaired first. He stated the city would still need to approach property owners and hold an education campaign before transitioning to the responsibility being solely the homeowners.

Councilor Gonzalez agreed with the priorities outlined by the mayor. He would like to see a shared cost for homeowners for repairs and tree replacement. He noted that reeducation would need to occur and that homeowners would need to take the lead on repairs. He suggested a 60/40 split between homeowners and the city for repair costs.

Councilor Reyes agreed with the priorities outlined by the mayor. She also agreed with a 60/40 cost split with homeowners for repairs and suggested offering a grant program for cost-burdened homeowners. She noted that the city's support should be a one-time assistance for homeowners.

Councilor Hillier shared concerns about homeowners doing the work themselves and the quality of the resulting sidewalks. Director Sykes spoke about the current burden of obtaining a permit, noting that this could be a contributing factor to homeowners completing their own repairs. She stated she wants to make the process easier to ensure that the quality of the work meets the city's standards.

Councilor Hillier stated that a partnership and building trust with homeowners will be important for the program.

Councilor Gonzalez asked what surrounding cities are doing and noted that other cities have blended programs. He suggested funding the program one time to kick it off and then setting new standards moving forward.

Mayor Bubenik asked if the program would qualify for ARPA funding. City Manager Lombos stated staff would note this and bring back an answer after further analysis.

Council President Pratt stated that if the Council considers additional funding, she would like to focus on single-family properties rather than multifamily properties.

Director Sykes recapped the Council's feedback, noting that property owners should have "skin in the game," with a 60/40 cost split; the city should provide coordination of work with homeowners; there are mixed reviews on who should initiate work; and the program should focus on addressing severe sidewalk defects and high pedestrian traffic areas.

Council President Pratt asked for clarification on who should initiate work, stating she wants it to always be the homeowner's responsibility.

Councilor Gonzalez stated he does not want to increase fees for constituents.

Councilor Reyes reiterated that city support should be a one-time-only assistance for homeowners.

Council Communications

Councilor Hillier stated she attended the IDEA Committee meeting and Senator Merkley's Town Hall.

Councilor Reyes stated she attended the Core Area Parking District Board meeting.

Councilor Gonzalez stated he reached out to Byrom Elementary school and offered to restore their garden beds. He will also be helping to clean up the Lafky House grounds.

Council President Pratt attended Roy Rogers and Joe Lipscombs memorial services, the Budget Advisory Committee Meeting, and the C4 Metro Committee meeting.

Mayor Bubenik stated he attended Roy Rogers and Joe Lipscombs memorial services, Hillsboro Mayor Callaway's going away event, the Greater Portland Inc. meeting, the Metro Mayors Consortium meeting, and Senator Merkley's Town Hall.

Mayor Bubenik noted he has received emails from residents expressing concerns about ICE. He reiterated that the City of Tualatin is a sanctuary city, a designation that was adopted previously and remains in effect.

Councilor Hillier shared information about the Himalayan Blackberry Eradication Program and noted that an article on the topic will be featured in an upcoming issue of Tualatin Life.

Mayor Bubenik adjourned the meeting at 9:24 p.m.

Adjournment

Sherilyn Lombos, City Manager

 / Nicole Morris, Recording Secretary

 / Frank Bubenik, Mayor










CC Minutes 1-27-25

Final Audit Report

2025-02-12

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