



OFFICIAL MINUTES OF THE TUALATIN CITY COUNCIL WORK SESSION MEETING FOR APRIL 24, 2023

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

Mayor Bubenik called the meeting to order at 5:30 p.m.

1. 2024-2028 Capital Improvement Plan Review.

Management Analyst Cody Field presented the 2024-2028 Capital Improvement Plan (CIP), which prioritizes funding for various projects including new infrastructure, master plans, vehicles and equipment, and technology. He stated the CIP serves to coordinate projects, plan for necessary rate adjustments, create an approved list for grants and System Development Charge (SDC) funding, and prioritize limited funding. Analyst Fields stated the document is organized by project summary category or funding source, and includes an unfunded projects list in the back, categorized by awaiting funding or further project development. He stated the document is a fluid planning tool, and shared the total project costs by category, highlighting projects in facilities, parks, transportation, and utilities. Analyst Fields mentioned the CIP process will transition to a new software program inside the city's Questica program, which will give the document a new look and feel. He stated next steps are adoption at the next council meeting.

Councilor Brooks asked whether PAB funding is being sought out for projects like the one at the Juanita Pohl Center. Analyst Fields stated that it is currently planned as a general fund project but staff can explore alternative funding sources for the project.

Council President Pratt asked if funding for master plan projects are included in the document. Analyst Fields responded that the projects from the plan are listed in the document.

Councilor Reyes shared positive feedback on the sidewalk improvements along Boones Ferry Road.

Mayor Bubenik inquired about the types of vehicles included in the replacement schedule, including the transition to electric vehicles. Analyst Fields stated a Vehicle Replacement Fund has been established and the vehicles are listed within that fund, including a transition to electric vehicles.

2. Riverfront Park Property Acquisition Due Diligence Presentation and Findings.

Parks and Recreation Director Ross Hoover and Parks and Planning Manager Rich Mueller presented information on the riverfront park property concept acquisition. Director Hoover stated the community expressed a strong desire for more riverfront access through the Parks Master Planning process, and shared the location of the proposed site. He added they have entered into a Purchase and Sales Agreement (PSA) with the property owners, and are currently in the due diligence process. Director Hoover stated this purchase aligns with Council goals and the Parks and Recreation Master Plan. Manager Mueller added that the due diligence process included an environmental assessment, encroachment survey, bridge inspection, water access

assessment, and park development study. Through this process, two issues were identified related to adjacent property access that can be mitigated. Manager Mueller shared the site design concept, and stated next steps include final council consideration on May 8th, property escrow, and title closing.

Council President Pratt asked if the existing bridge on the property would be extended. Director Hoover responded the bridge is a potential access point to the site, but the design at this time is still conceptual.

Councilor Sacco requested that the appearance of the backside of the Juanita Pohl Center be considered during the design process, and asked about the amount of onsite parking that could be included. Manager Mueller stated they are not far enough along in the process to determine how much parking would be onsite.

Councilor Sacco also mentioned there have been community discussions about ensuring that food options are considered in the project's development. Director Hoover stated that this will be part of the discussion when planning and community engagement begins.

Councilor Brooks asked about structural resiliency on the site with increasing flood levels and the sustainability of the natural habitats in the area. Director Hoover stated these considerations will be made as conversations around the site planning continue.

Councilor Gonzalez expressed a desire to see a turnaround included in the area.

Councilor Brooks emphasized the importance of mitigating drainage into the river.

Mayor Bubenik addressed concerns about traffic congestion in the area. Director Hoover responded that when a design and engineering team is brought on board, they will need to take those concerns into consideration as the project moves forward.

3. Council Meeting Agenda Review, Communications, and Roundtable.

Councilor Brooks stated she attended the Policy Advisory Board (PAB) meeting and the Tualatin Arts Advisory Committee meeting.

Councilor Sacco stated a grassroots effort has come together to put together a Pride Parade on June 3rd, 10am, at the Tualatin Commons.

Councilor Hillier gave a brief overview of the Washington County Youth Substance Use Collaborative, she noted it does not have city affiliation but stated they are doing important work. She announced the Winona Grange Free Family Fun Event that will be happening on April 29th, 1-4pm, at the Winona Grange.

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

Council President Pratt stated she attended the C4 Metro meeting and the Climate Action Task Force meeting.

Mayor Bubenik stated he attended the USDOT Charging and Fueling Infrastructure seminar, the Washington County Mayors Luncheon, a Mayors meeting with Representative Walters regarding tolling, the Washington County Coordinating Committee meeting, the Washington County Mayors meeting with County Chair Harrington, the Clackamas County Caucus meeting at the

state capital, the Clackamas County Mayors meeting, and the Regional Tolling Advisory Committee meeting.

Adjournment

Mayor Bubenik adjourned the meeting at 6:47 p.m.

Sherilyn Lombos, City Manager

Nicole Morris / Nicole Morris, Recording Secretary

Frank Bubenik / Frank Bubenik, Mayor








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

Call to Order

Mayor Bubenik called the meeting to order at 7:02 p.m.

Pledge of Allegiance

Announcements

1. New Employee Introduction - Building Inspector Samantha Vandagriff

Building Official Suzanne Tyler introduced Building Inspector Samantha Vandagriff. The Council welcomed her.

2. Recognition of the Tualatin High School Basketball Champions

The Council recognized the Tualatin High School Basketball team on winning the state championship.

3. Mental Health Awareness Month Proclamation

Councilor Brooks read the proclamation declaring May 2023 as Mental Health Awareness Month.

Public Comment

None.

Consent Agenda

Council President Pratt asked to have Resolution No. 5688-23 removed from the consent agenda for further discussion.

Motion to adopt consent agenda as amended made by Council President Pratt, Seconded by Councilor Brooks.

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

MOTION PASSED

1. Consideration of Approval of the Work Session and Regular Meeting Minutes of April 10, 2023

2. Consideration of **Resolution No. 5687-23** Authorizing the Purchase and Replacement of Jurgens Park Playground Equipment and Surface through an Interstate Cooperative Procurement Program

Special Reports

1. Family Justice Center Update

Washington County Family Justice Center Executive Director Rachel Schutz and President of the Board Judy Willey presented their annual report. Ms. Wiley stated the center opened in 2018. Director Schutz stated in 2022 the center saw a significant increase in service numbers, having served over 4,500 survivors and provided 8,300 services. She stated they have 15 partners with whom they work to provide services. Director Schutz stated in 2022, the center directly served 58 Tualatin residents by providing 106 services. Director Schutz mentioned some events they held over the year included a survivor art gallery, a partnerships with Huggies to distribute diapers, participation in the Shop with a Cop events, distribution of Thanksgiving food boxes, and the Annual Gathering of Hope event. She thanked the Council for their support.

Councilor Brooks asked about the services survivors can receive from the organization. Director Schutz responded services include restraining orders, answering questions, providing basic needs support, childcare, and emergency hotel and shelter stays.

Councilor Brooks also asked how the center works with its partners. Director Schutz explained their partners are located onsite in their facility so that they can work together when survivors arrive.

Councilor Reyes asked how someone could seek these services. Director Schutz stated that individuals can call their phone number, which is available 24/7.

Councilor Hillier asked if the center is changing its name. Director Schutz stated that they are purchasing and renovating a new center that will be called the Family Peace Center.

Council President Pratt asked how people typically find out about their services. Director Schutz stated most referrals come from local police departments and their website.

Councilor Hillier asked if the center is open to all residents. Director Schutz confirmed the center is open to everyone.

Councilor Reyes asked if the services are available in other languages. Director Schutz confirmed services are offered in multiple languages.

2. Metro Update from Councilor Gerritt Rosenthal

Metro Councilor Gerritt Rosenthal provided an update on several topics related to Metro. He discussed the ongoing land use conversations taking place within the Urban Growth Boundary. He also mentioned they received a grant for Safe Streets that will help improve state highways that have become urban streets. Councilor Rosenthal further spoke about the housing bond investments and how they plan to build more units than originally planned throughout the region. He addressed the response to the SHS tax and stated that there were miscommunications regarding the tax administration, and they waived the penalties and interest for 2022. Councilor Rosenthal provided updates on Metro venues, including the Zoo and Expo Center. He highlighted the cleanup efforts provided by Rid Patrol. Councilor Rosenthal spoke about local

funding opportunities, such as the 2040 Planning and Development grants, Regional Refresh funds, and general sponsorships. He discussed the impacts of the Regional Solid Waste fee increases on waste services. Councilor Rosenthal spoke to updates on regional transportation, including tolling and the Southwest Corridor study.

Council President Pratt asked Councilor Rosenthal about the Fischer Road extension and whether it would run along the Tualatin River. Councilor Rosenthal clarified that it would not run along the river.

Council President Pratt inquired whether Metro has contributed any letter of feedback in response to tolling. Councilor Rosenthal mentioned they provided technical comments but did not submit any comments as a group.

Council President Pratt requested Councilor Rosenthal advocate for more transit in the area, to which Councilor Rosenthal responded positively.

Councilor Brooks raised a concern about decoupling of housing and transportation planning to make communities more livable. Councilor Rosenthal stated they are aware of the changes needed in the west side of the region, and they are currently in the first phase of the RTP update.

Mayor Bubenik asked Councilor Rosenthal about any delays in planning grants, to which he replied that they would be opening on May 2nd.

Mayor Bubenik brought up the issue of empty land within the UGB that is still vacant due to the lack of infrastructure, and he urged Metro to recognize this issue in future discussions to enable cities to develop these lands.

3. Council Education Series - Planning 201

Assistant Community Director Steve Koper provided an informational briefing on the Comprehensive Plan. Koper explained a Comprehensive Plan is a long-term document used to guide the development of a community for a time horizon of 20 years. The plan is intended to address common goals, including health, public safety, circulation, services and facilities provision, fiscal health, economic development, environmental protection, and equity. Director Koper described the planning process, which includes research, clarification of community goals, plan formulation, plan implementation, and review and revisions. He emphasized a Comprehensive Plan expresses the Council's interpretation of the public interest, sets goals and policies for land development, and is carried out by the development code.

Director Koper explained Tualatin's first Comprehensive Plan was adopted in 1982 and was recently updated in 2020 based on the Tualatin 2040 work. He reviewed the chapters in the Comprehensive Plan, including the Housing Needs Analysis, Transportation System Plan, Water Master Plan, Sanitary Sewer Master Plan, Stormwater Master Plan, and Parks Master Plan. Director Koper also shared the comprehensive plan map and additional maps and figures that are referenced throughout the plan.

Councilor Brooks inquired about commercial uses with retail frontage and a makerspace in the back, and how to add that type of zoning. Director Koper explained craft industrial usages could be suitable in the downtown area. Councilor Brooks also asked about river basins. Director Koper clarified the basin plan applies to many jurisdictions.

Council President Pratt asked about the strategic actions in the plans and suggested some changes to them. Director Koper explained these actions will make more sense when viewed with the development code framework. He stated if updates are still needed, they could be considered.

Mayor Bubenik inquired if the transportation chapter would be updated after the Transportation System Plan update. Director Koper confirmed it would be.

General Business

1. Consideration of **Resolution No. 5686-23** Awarding the Contract for Consulting on the Transportation System Plan Update

Management Analyst Cody Field and City Engineer Mike McCarthy presented a contract award for consulting on the Transportation System Plan. Analyst Field provided context on the Request for Proposal (RFP) process, which was initiated by Council on October 10, 2022. The city received three proposals and Fehr & Peers was selected as the firm with the highest scoring proposal. Engineer McCarthy spoke to the project scope, which includes a listening phase, analysis phase, and plan writing phase. Analyst Field stated next steps include final contract negotiation, contract execution, and project kick-off. He stated staff has recommended approval of the resolution awarding the contract to Fehr & Peers.

Mayor Bubenik asked about the listening phase and suggested the formation of an informal advisory committee to be included in the process.

Motion to adopt Resolution No. 5686-23 awarding the contract for consulting on the Transportation System Plan update made by Councilor Brooks, Seconded by Council President Pratt.

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

Items Removed from Consent Agenda

1. Consideration of **Resolution No. 5688-23** Authorizing the City Manager To Sign An Agreement to Terminate an Easement Across Property Owned by Lennar Northwest, LLC South of Norwood Road

City Engineer Mike McCarthy stated this is regarding an access easement to the water tanks near the Autumn Sunrise Subdivision. He stated with the new development they would be able to use the new roads so the easement will no longer be needed.

Council President Pratt asked if the new location of the pipes is for the subdivision. City Engineer McCarthy stated the changed alignment is in the subdivisions best interest.

Motion to adopt Resolution No. 5688-23 authorizing the City Manager to sign an agreement to terminate an easement across property owned by Lennar Northwest, LLC South of Norwood Road made by Council President Pratt, Seconded by Councilor Brooks.

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

Council Communications

Councilor Reyes announced Tualatin MEChA will be holding a Car Meet on April 28th, 6-8pm, at Tualatin High School. She invited everyone to attend.


Council President Pratt stated this Wednesday, 6-8pm, at Tualatin City Services will be the State of the City Address. She invited everyone to attend.

Councilor Hillier thanked everyone who participated in the Drug Take Back event.

Adjournment

Mayor Bubenik adjourned the meeting at 9:14 p.m.

Sherilyn Lombos, City Manager

 _____ / Nicole Morris, Recording Secretary

 _____ / Frank Bubenik, Mayor








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