



TUALATIN CITY COUNCIL

OFFICIAL WORK SESSION MEETING MINUTES

FOR AUGUST 11, 2025

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. *Safe Parking Programs in Washington County*

Homeless Services Liaison Megan Cohen presented an overview of the Safe Parking Program. She shared about homelessness in Tualatin, noting that contributing factors include rent increases, evictions without adequate resources, limited local services to offset costs, and federal and state policy changes that have destabilized households relying on Social Security Income (SSI). She stated the 2025 Washington County Point-in-Time Count showed that for every ten families housed, fifteen are becoming unhoused.

Liaison Cohen explained that the Safe Parking Program would provide three dedicated parking spaces for households living in their vehicles at a designated site. She stated all guests would be background-checked for histories of sexual or violent crimes and required to work with a case manager toward stable housing. Guests must also follow a code of conduct, including prohibitions on drug and alcohol use. Liaison Cohen stated the site would include a bathroom, hand-washing station, trash disposal, and storage. The program's estimated cost is approximately \$100,000 for five sites, including \$50,000 for case management and \$10,000 per site for infrastructure.

Liaison Cohen stated that cities typically act as funding sources for these programs, while nonprofit partners operate the sites. She shared examples from other cities including Beaverton where they have operated five host sites since 2019, providing 15 spaces that have served 65 individuals in the last year, with 85% transitioning into housing. Liaison Cohen stated that host sites often build relationships with guests and that neighborhoods have reported reduced impacts from unsheltered homelessness. She shared that Tigard has two host sites serving twelve households, and similar programs are in place in Wilsonville and Redmond.

Councilor Brooks asked how much a program is for case management costs. Liaison Cohen stated that a typical case load of 20 participants costs approximately \$60,000.

Councilor Brooks asked about the cost of an eviction prevention program. Liaison Cohen stated the average prevention cost is about \$4,000 per family. Councilor Brooks stated that she would like more detailed information on how services can be coordinated to better complement each other.

Council President Pratt asked for more detail on the types of services families receive from the program. Liaison Cohen stated that families are connected to services based on their specific needs, with examples including applying for SSI benefits, job searching, and accessing affordable housing programs.

Councilor Hillier asked if local partners have stepped up to help provide these services. Liaison Cohen stated that Just Compassion has expressed interest in assisting, along with other local churches.

Councilor Hillier asked who would be responsible for enforcement at the sites. Liaison Cohen stated that case managers are responsible for enforcement.

Councilor Hillier asked about community outreach around site selection. Liaison Cohen stated that staff work with the community to ensure spaces are prioritized for local residents. She added that community forums are held near potential sites to share information and review the program and good neighbor guidelines.

Councilor Sacco asked who is being served in nearby cities, such as Tigard, and whether they are primarily local residents. Liaison Cohen stated that the majority served in Tigard are Tigard residents and that residency is prioritized during the selection process.

Councilor Sacco asked about the eviction prevention program. Liaison Cohen responded that most participants in the Safe Parking Program could have benefited from eviction prevention earlier but noted that those interventions can be costly in the long term.

2. *Duck-keeping in Residential Areas*

City Attorney Kevin McConnell presented information on duck keeping in low-density residential areas. He stated that the request was initially brought forward by a resident at the last Council meeting, and staff were returning to gauge Council's interest in the subject.

Councilor Brooks stated she would like more information on the topic and the decisions made prior, noting its potential relevance for residents seeking duck eggs as a food source.

Councilor Sacco stated surrounding cities allow flightless ducks and stated she did not see a strong reason why they were originally excluded. Community Development Director Aquilla Hurd-Ravich explained that when the code was revised in 2013, there had been slightly more support than opposition for including only chickens, which was considered a cleaner approach.

Mayor Bubenik provided historical context, noting that when chickens were considered, issues such as noise, setbacks, and their use solely as a food source rather than as pets were factors in the decision. He expressed concern that reopening the code to allow ducks could generate significant opposition.

Councilor Brooks asked whether there had been any complaints since the 2013 code change. Director Hurd-Ravich replied she would need to research the complaint history.

Councilor Brooks asked if the change could be considered an amendment rather than a full rewrite by substituting "chickens" with "domestic fowl." Director Hurd-Ravich responded that this would still be considered a code amendment, requiring a full process with public notice, Planning Commission hearings, and Council hearings. She estimated the timeline without additional outreach would be approximately three months.

Councilor Gonzalez expressed support for the amendment, stating that it would clarify the code while maintaining current processes.

Councilor Reyes raised concerns about allocating staff time to the change, questioning whether it addressed a real community need.

Councilor Hillier asked what due process would be available for a resident cited under the current code. Attorney McConnell stated the resident could contest a citation in the Tualatin Municipal Court.

Councilor Sacco emphasized her belief that flightless ducks were not fully considered during the 2013 discussions and asked about the nature of the recent complaint. Attorney McConnell explained that the complaint described a “strange animal” in a backyard.

Councilor Brooks stated that allowing ducks could help address food insecurity.

Council President Pratt noted that surrounding cities use the term “domestic fowl” in their codes and expressed support for adopting similar language.

Mayor Bubenik stated his opposition to reopening the code, reiterating his lack of interest in pursuing the change.

Councilor Reyes also opposed amending the code, noting that the request stemmed from only one resident.

Council reached consensus to move forward with exploring a code amendment.

City Manager Sherilyn Lombos asked for clarification on whether Council wished to limit the amendment to domestic fowl or expand the discussion to other animals, and what level of public engagement they envisioned.

Councilor Brooks stated she supported focusing only on domestic fowl.

Council President Pratt asked about engagement requirements. Director Hurd-Ravich confirmed that newspaper notices, Planning Commission hearings, and notifications to CIOs would be required.

Councilor Sacco stated the discussion should remain limited to flightless ducks.

Councilor Hillier supported advancing the amendment through the community process in a streamlined way.

3. Council Meeting Agenda Review, Communications & Roundtable.

Councilor Gonzalez asked to have the Tualatin Fee Schedule removed from the consent agenda.


City Manager Lombos presented the Manager’s Report. She provided updates across City departments. She shared that the annual water quality report was distributed, the Library will close September 2–5 for a lighting project and will feature a meteorite replica on display, and the new meal program at the Juanita Pohl Center has already served 274 meals in its first eight days. She noted the street tree inventory and summer camps are underway, the Police Department has welcomed a new certified detection K9, and the City received a Homeland Security grant to install a badge access system at the Tualatin City Services facility.

Adjournment

Mayor Bubenik adjourned the meeting at 6:53 p.m.

Sherilyn Lombos, City Manager

 / Nicole Morris, Recording Secretary

 / Frank Bubenik, Mayor










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OFFICIAL MEETING MINUTES
FOR AUGUST 11, 2025

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 7:00 p.m.

Pledge of Allegiance

Announcements

1. New Employee Introductions- Water Division Staff Levi Weldon and Mason Williams

Water Division Manager Terrance Leahy introduced new Water Division members Levi Weldon and Mason Williams.

2. New Employee Introductions- Police Officers Chase Charbonneau and Matthew Vorberg

Police Chief Greg Pickering introduced Police Officers Chase Charbonneau and Matthew Vorberg.

Public Comment

Danny O'Neal expressed concern with the removal of trees in Tualatin. He specifically spoke to the potential removal of trees along Norwood Road, urging the City to reconsider design elements that threaten established trees.

Julie Heironimus, Byrom CIO Vice-President, stated support for the applicant's plan that preserves the most trees.

Em Roberts, a consulting arborist for the Norwood Road project, explained the ecological value of the existing tree canopy and spoke in support of maintaining it.

Brent Boebe spoke in support of the applicant's plan to retain trees along Norwood Road.

Rob Hula expressed agreement with the previous speaker and urged the City to prioritize tree preservation.

Dann Cobb stated he does not believe the proposed 12-foot sidewalk by City staff is necessary. He expressed concern that construction would severely impact tree root systems and damage the surrounding ecosystem. He urged that the trees remain in place.

Carly Cais asked the Council to revisit its development standards to better preserve mature trees in Tualatin.

Tim Neary, Byrom CIO President, requested that the City present a clear and concrete plan for how trees along Norwood Road will be preserved.

Dave Tulley stated he does not want to see the trees removed on Norwood Road and voiced support for the applicant's design that retains the tree canopy.

Ken Allen submitted a memo from the project arborist and stated his plan prioritizes protection of both the land and the community's quality of life. He affirmed his support for tree preservation.

Mary Lynn Westinhaber spoke in support of saving the trees along Norwood Road.

Carol Robinson spoke in support of keeping the trees.

Bryan Beckstead voiced support for preserving trees along Norwood Road.

Kevin Mulvaney thanked the Council for its prior discussion on allowing flightless ducks in residential backyards. He stated that making this change would support Tualatin's growth and reflect the needs of residents.

Rob Drake, Chair of People for Libraries, spoke in support of the upcoming library levy. He requested the Council adopt a resolution endorsing the levy.

Dann Cobb spoke in opposition to allowing ducks in the City, stating that the change would be unnecessary and problematic.

Mayor Bubenik addressed the comments related to the Norwood Plan. He called Community Development Director Aquilla Hurd-Ravich and City Engineer Mike McCarthy forward to provide an update. Director Hurd-Ravich stated the City is working with the applicant to meet conditions of approval while preserving trees and that the City is awaiting an updated plan. Engineer McCarthy reiterated the City's commitment to tree preservation and stated that staff will continue to work with the applicant to achieve this outcome.

Consent Agenda

Councilor Gonzalez requested item six related to the Tualatin fee schedule be removed from the consent agenda.

Motion to adopt the 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 July 14, 2025
2. Consideration of **Resolution No 5898-25** Awarding a Contract for the Construction of the Nyberg Creek Trail to Nutter Corp

3. Consideration of Resolution No. 5899-25 Authorizing the Second Amendment to the Agreement Between the City of Tualatin and Randall and Karen Alvstad for Management and Operations of Basalt Creek Parkland
4. Consideration of Resolution No. 5900-25 Authorizing the First Amendment to the Agreement Between the City of Tualatin and Marguerite Robb for Management and Operations of River Front Parkland
5. Consideration of Resolution No 5901-25 Authorizing the First Amendment to the Agreement Between the City of Tualatin and Dan Cash and Marsha Riley for Management and Operations of River Front Parkland

Special Reports

1. Washington County Levies Presentation

Washington County Sheriff Caprice Massey and District Attorney Kevin Barton presented information on the proposed local option levy for public safety. Attorney Barton explained that the levy would cost property owners \$0.66 per \$1,000 of assessed property value and would authorize collection of property taxes for a five-year period beginning in 2026. He stated the levy is projected to raise \$337 million over that period. He shared a chart showing how public services are funded, noting that 16% of resources come from the local option levy, which supports prosecution, countywide law enforcement, jail and community corrections, probation and parole, juvenile services, and domestic violence services.

Sheriff Massey stated the levy would provide resources for investigating and prosecuting crimes such as theft, car theft, break-ins, and graffiti; enhance prosecution of child abuse and child pornography cases; expand victim assistance and emergency response programs; provide funding for the Washington County Jail to incarcerate individuals in court-ordered custody; and fund mental health response teams that provide immediate crisis intervention and connect people to care.

Attorney Barton addressed the impact on homeowners, noting that the average household would see an increase of approximately \$150 annually in property taxes. He emphasized that failure to pass the levy would result in critical cuts to public safety services and infrastructure.

Washington County Commissioner Jason Snyder spoke in support of the levy and requested the Council's endorsement.

Councilor Reyes asked why reports of child abuse have increased so significantly. Sheriff Massey stated that people are reporting more frequently than ever before as they have greater access to services and professionals who can assist them.

Council President Pratt addressed Commissioner Snyder regarding the county's budget cuts and asked how they intend to close gaps moving forward without needing to return to voters for additional funding. Commissioner Snyder responded that strengthening the county's existing financial resources will help sustain critical services and work toward overall fiscal stability.

Councilor Hillier asked about Adverse Childhood Experiences (ACEs) and the long-term impacts on families. She encouraged the county to consider greater investments in substance abuse

prevention and upstream primary prevention programs, stating she would like to see a more holistic approach that supports sustainability and better community outcomes. Attorney Barton agreed that prevention is an important component of public safety and stated that the levy is focused on maintaining essential baseline services.

Councilor Brooks expressed concern about the impacts of potential service reductions on Tualatin residents and asked how the levy would ensure equity in service delivery across all communities. Attorney Barton stated the levy funding would support countywide services and ensure that resources remain available in all jurisdictions. Commissioner Snyder reiterated that without the levy, cuts would be felt broadly, impacting every city in Washington County.

Councilor Reyes retu stated that residents will need clear information about how levy funds are spent to feel confident in supporting the measure.

Mayor Bubenik expressed concern with the county's overall budget and fiscal condition, noting the importance of ensuring long-term financial planning in addition to seeking voter approval for new revenues.

Washington County Library Services Manager Lisa Tattersall and Washington County Commissioner Pam Treece presented information on the upcoming local option levy for library services. Manager Tattersall explained that public library services are provided through a partnership between the County and nine cities, with 16 full-service locations operating across Washington County. She stated that approximately 40% of funding comes from the levy, with the remainder transferred from the County's general fund. Manager Tattersall stated that if passed, the levy would authorize a property tax rate of \$0.37 per \$1,000 of assessed value, beginning in 2026. She shared that the levy would fund reading and learning support for children and teens, central services that link libraries together, open hours and access to books and materials, and early literacy and reading events for children. She emphasized that if the levy fails, reductions to hours, staffing, and materials would be necessary across the County's libraries.

Commissioner Treece stated the levy is essential to maintaining equitable access to library services throughout Washington County. She noted that the measure reflects the community's priorities for education and literacy and urged the Council to support the levy.

Councilor Brooks asked how the levy supports community needs beyond traditional library services. Commissioner Treece stated the library system serves as a safety net for the community, providing essential services and resources. She shared that the library is an important part of the county's support system and a vital piece of the community.

Council President Pratt asked what the levy increase would be. Manager Tattersall responded that it would rise from \$0.22 to \$0.37 per \$1,000 of assessed value.

Council President Pratt asked why funds that were promised in past levy cycles had not been sustained. Commissioner Treece responded that escalating costs and broader community needs have outpaced prior projections, creating gaps that those levies were intended to address.

Council President Pratt asked about the potential for reduced service hours and the removal of autonomy in book selection, questioning how the levy could be advocated when residents may perceive fewer services. Commissioner Treece stated the levy would stabilize core services. Manager Tattersall added that staff are working with all library directors on the transition to more

centralized services. She stated that every library, including Tualatin's, would receive additional revenue if the measure passes.

Councilor Reyes asked what primary issues the libraries are facing. Commissioner Treece stated that increasing costs are the greatest challenge. Manager Tattersall noted that the complexity of community needs has also grown significantly.

Councilor Gonzalez asked what the average assessed value for a home in Tualatin is, expressing concern that the "average" presented did not reflect local realities. He also asked what safeguards exist to ensure levy funds are not diverted to other purposes. Commissioner Treece responded that the levy funds can only be spent as authorized by the ballot title.

Councilor Sacco expressed concern about equity in library access and asked for more information on how the levy would address disparities across the county system.

Councilor Brooks reiterated that library services provide essential community benefits, particularly for vulnerable populations.

Mayor Bubenik expressed concern about Washington County's broader fiscal condition and questioned whether the levy would provide a sustainable solution for long-term library funding.

Public Hearings - Legislative or Other

1. Consideration of **Ordinance No. 1451-25** Adopting the 2045 Transportation System Plan and Related Amendments to the Tualatin Comprehensive Plan and Development Code. File Nos: PTA 25-0001 and PMA 25-0001

Mayor Bubenik opened the hearing.

Senior Planner Erin Engman and City Engineer Mike McCarthy presented the 2045 Transportation System Plan (TSP). Planner Engman shared the introductory statement from the plan, which describes Tualatin in 2045 as having a modern, inclusive transportation system designed to make life easier and more enjoyable for everyone. She stated the TSP is intended to create a walkable, healthy, and sustainable city, ensuring that as Tualatin grows, transportation options remain accessible, safe, and connected for all users. Planner Engman stated that the TSP is a long-range planning document required by the State of Oregon that brings people and partners together to plan for future needs. She noted the City's last TSP was adopted in 2012.

Mayor Bubenik recognized the Community Advisory Committee (CAC), which included 13 community members and two Councilors, and presented members with a certificate of appreciation.

Planner Engman stated the TSP serves as the local transportation framework for the Comprehensive Plan. She stated once adopted, capital projects can be considered for funding. Planner Engman shared the process for developing the project list, which involved community engagement, technical analysis, and prioritization based on criteria such as safety, equity, and cost-effectiveness. She noted that the constrained project list was developed by identifying projects most likely to be funded within the plan period. A total of 113 projects were identified. Planner Engman emphasized that inclusion on the list does not guarantee that a project will be built,

funded, constructed in a specific order, or built at all, but it provides a pathway for future consideration.

Planner Engman also outlined proposed supporting amendments in the Comprehensive Plan and the Tualatin Development Code. Engineer McCarthy added that staff notes and technical recommendations are included in the draft plan for Council review.

Mayor Bubenik asked for clarification on the differences between arterials, collectors, and local access streets. Engineer McCarthy explained that arterials are the highest-level classification of city streets, designed to connect major roads and carry high volumes of traffic with a focus on mobility. Collectors emphasize moving traffic but allow for more access to adjacent properties. Local access streets provide direct property access and carry lower volumes of traffic.

Engineer McCarthy also spoke about street standards, noting how roadway classifications affect design and development requirements. Planner Engman stated that the proposed TSP complies with state and regional requirements. She noted that detailed findings included in Exhibit 4 demonstrate compliance with applicable criteria.

Planner Engman addressed public comments received, highlighting concerns related to maintaining local vehicular access in the Basalt Creek area. Engineer McCarthy stated that the City had been asked to remove the Tualatin Road/115th Avenue intersection project from the constrained list. He confirmed that the project had been moved to the unconstrained list.

Engineer McCarthy stated that next steps include preparing a project implementation plan.

Planner Engman presented the Planning Commission's unanimous recommendation in support of adoption.

PUBLIC COMMENT

Nancy Kraushaar stated that the project list is well-rounded across all modes of transportation. She raised concerns about a proposed grade separation, explaining that while grade separation may smooth traffic flow, it could create a barrier within the local community. She expressed support for leaving the project in the plan for now.

Justin Lindley stated that he shared the same concerns.

COUNCIL QUESTIONS AND DISCUSSION

Councilor Brooks asked whether a proposed signal would be located in a residential or industrial area. Planner Engman clarified that the signal location is within an industrial zoned area.

Council President Pratt noted that signal improvements are critical to managing growth and asked about the proposed grade separation. Engineer McCarthy explained that the concept is preliminary, and future design would include evaluation of community impacts.

Council President Pratt also asked about Metro's role in the TSP process. Engineer McCarthy stated that Metro establishes the regional transportation framework, and TSPs must align with Metro's Regional Transportation Plan.

Mayor Bubenik closed the hearing.

Motion for first reading by title only 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

Motion for second reading by title only 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

Motion to adopt Ordinance No. 1451-25 the 2045 Transportation System Plan and related amendments to the Tualatin Comprehensive Plan and Development Code. File Nos: PTA 25-0001 and PMA 25-0001 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

Items Removed from Consent Agenda

1. Consideration of Resolution No 5903-25 Amending the City of Tualatin Fee Schedule and Rescinding Resolution No 5871-25

Councilor Gonzalez requested to vote on this item separately.

Motion to adopt Resolution No 5903-25 amending the City of Tualatin Fee Schedule and rescinding Resolution No 5871-25 made by Council President Pratt, Seconded by Councilor Sacco.

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

Voting Nay: Councilor Gonzalez

Voting Abstaining: Councilor Reyes

MOTION PASSED

Council Communications

Councilor Brooks stated she attended the National League of Cities Board and Leadership meeting, participated in a tour of a new forest acquisition near Scappoose, and attended the Pride Concert and Celebration.

Councilor Sacco stated she attended the Core Area Community Workshop, the Inclusion, Diversity, Equity, and Access (IDEA) Committee meeting, and the Council Committee on Advisory Appointments (CCCA) meeting.

Councilor Hillier stated she attended the Washington County Consolidated Communications Agency meeting.

Councilor Reyes stated she attended the CCCA meeting and the Latino business networking meeting.

Council President Pratt stated she attended the Clackamas County Coordinating Committee (C4) Metro meeting, the Region 1 Area Commission on Transportation (R1ACT) meeting, the C4 retreat, and the CCCA meeting.

Mayor Bubenik stated he attended a tour of the Abernethy Bridge, a Chair Roberts meeting with mayors, the Greater Portland Inc. (GPI) Small Cities Consortium meeting, Safety Town, National Night Out, the Pride Celebration, and a Chair Harrington meeting with mayors.

Adjournment

Mayor Bubenik adjourned the meeting at 10:19 p.m.

Sherilyn Lombos, City Manager

Nicole Morris / Nicole Morris, Recording Secretary

Frank Bubenik / Frank Bubenik, Mayor

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