



## OFFICIAL MINUTES OF THE TUALATIN CITY COUNCIL WORK SESSION MEETING FOR JANUARY 22, 2024

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

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### **1. Tualatin Moving Forward Final Report.**

City Engineer Mike McCarthy presented the final Tualatin Moving Forward report, outlining the completion of the program and the projects. He provided a summary of the projects completed, including the Tualatin-Sherwood Road/Nyberg St/I-5 lane addition, Boones Ferry Corridor sidewalk and bike lane projects, Highway 99: Pony Ridge neighborhood to 124th Avenue, 67th/68th Avenues loop at Stoneridge Park, the Sagert St Bridge/I-5 walkway, and a stormwater mitigation project. Engineer McCarthy also shared the report card document containing details of all 36 projects and their associated costs.

Councilor Pratt inquired about the sidewalk at Hwy 99, specifically asking if it is pervious. Engineer McCarthy confirmed that it is indeed a pervious sidewalk.

Mayor Bubenik asked what happened to the flashing beacon at Jurgen's Park. Engineer McCarthy stated it was damaged in the weather and hope to have it fixed quickly.

Councilor Reyes stated she received great feedback from the community on the art that was included with these projects.

Councilor Gonzalez thanked staff for their work on these projects.

### **2. Transportation System Plan Update.**

Management Analyst Cody Fields, Consultant Katie Selin, and Consultant Brianna Calhoun provided an update on the Transportation System Plan (TSP). Consultant Calhoun introduced the TSP draft goals, which were developed based on the current TSP goals, related planning efforts, staff input, council feedback, and community participation. She outlined the five transportation goals: advance land use vision, provide a high quality of life, expand opportunities for safe multi-modal transportation, advance climate and health goals, and invest wisely.

Council President Pratt requested to include collaboration with other entities regarding major roads in the city that are not owned by the city in the goals.

Consultant Selin provided an overview of the engagement process, highlighting their current phase: "listen and learn." She mentioned attending various community events such as Viva Tualatin, National Night Out, and the Pumpkin Regatta to gather feedback. Additionally, they hosted an open house, focus groups, and conducted a survey to gather input on what the community would like to see addressed in the TSP. She stated key takeaways from the community include a desire for more walking, biking, and transit use, concerns about future roadway capacity and growth, and increasing traffic congestion. Consultant Selin stated safety for road users was also highlighted as a significant concern.

Consultant Calhoun shared information on the existing conditions inventory. She explained functional classification, which guides roadway features and mode prioritization. Consultant Calhoun stated since Tualatin's roadways are owned and maintained by multiple jurisdictions, coordination will be required. She also discussed Tualatin's transit services, which are operated by three different providers.

Consultant Selin provided details on Tualatin's existing pedestrian system, noting it is well-built with sidewalks on both sides of residential streets. She also discussed the existing bike system, primarily consisting of striped bike lanes on arterial and collector roads, with an extensive but disconnected off-street trail system. Consultant Calhoun then discussed collision density in Tualatin, highlighting areas of high collision concentration, particularly on Tualatin-Sherwood Road near downtown and 124th Avenue.

Council President Pratt expressed satisfaction with the pedestrian connectivity improvements facilitated by the bond program when reviewing the maps.

Councilor Reyes inquired about the high collision density at 124th Avenue, wondering if it was related to the construction in the area. City Engineer Mike McCarthy explained the congestion in the area has resulted in a higher number of rear-end accidents.

Councilor Brooks asked about the methodology behind planning projections. Consultant Calhoun explained they consider factors such as land use and associated traffic growth in their projections.

Councilor Sacco asked about the possibility of replacing stoplights with roundabouts. Engineer McCarthy stated that such alternatives could be considered in future planning.

Councilor Reyes suggested collecting data during the winter months to gain perspective on potential challenges during darker periods. Consultant Selin noted the survey was open until mid-November but agreed that seasonal variations should be considered.

Councilor Brooks expressed concerns about flooding issues on roadways, particularly in the area by Fred Meyer, and how this can be mitigated for the safety of both drivers and cyclists. She also raised the issue of considering other climate-related factors such as ice and branch debris. Engineer McCarthy stated that the issues in the area by Fred Meyer will be addressed through an upcoming capital improvement project.

Councilor Hillier sought clarification on bike routes and whether users were surveyed to determine how they were utilizing the routes. Consultant Calhoun clarified that the maps presented only showed the available routes and did not include user feedback.

Mayor Bubenik expressed interest in improving neighborhood circulation and connectivity, as well as collaborating with transit providers to enhance last-mile connections. He also suggested exploring the possibility of implementing "right on red" and reviewing safety data related to pedestrian collisions. Engineer McCarthy noted that other cities have considered such measures to improve pedestrian safety.

Councilor Reyes suggested elevated sidewalks for pedestrians and bicycles in Tualatin to help with safety.

Consultant Calhoun stated next steps including finalizing the existing conditions and TSP goals.

### **3. *Prohibition and Regulation of Camping on Public Property Ordinance Check-In.***

Deputy City Manager Megan George provided an update on the prohibition and regulation of camping on public property ordinance. She outlined the background of camping on public property and noted that an ordinance was passed in June establishing time, place, and manner restrictions. She stated the ordinance designated one camping area near the police department. Manager George stated since its adoption, there hasn't been an increase in camping frequency. She stated the city remains engaged with other cities in the area, noting others do not have suggestions for changes to their ordinances at this time. Manager George stated staff does not recommend any changes to the current ordinance.

Council President Pratt expressed agreement with maintaining the status quo.

Councilor Sacco inquired about the city's approach to offering services to those experiencing homelessness. Manager George explained that when calls related to homelessness are received, the city's code enforcement officer shares a brochure outlining available services.

Councilor Hillier asked about outreach to businesses or nonprofits in the core area regarding the ordinance. Manager George indicated there hasn't been specific outreach to businesses in the core area.

Council President Pratt suggested posting signage related to the camping ordinance. Councilor Hillier noted that the council had decided against permanent signage when the ordinance was adopted.

Manager George announced plans to bring forward an Inter-Governmental Agreement (IGA) with Washington County, Tigard, and Sherwood to establish a Homelessness Services System Liaison position. She stated the position will be funded by Washington County for the first three years and will primarily focus on supporting strategies through public relations, communications, and coordination with local services.

Councilor Hillier inquired about the language proficiency of the position. Manager George stated those details have not been fully outlined.

Councilor Brooks asked how the ordinance aids in securing funding for homelessness services. Manager George explained that the ordinance ensures the city is in legal compliance and positions it to receive funding for homelessness services.

### **4. *Council Meeting Agenda Review, Communications & Roundtable.***

Councilor Gonzalez stated he attended the TSP Advisory Committee meeting.

Councilor Brooks stated she attended the Arts Advisory Committee meeting. She stated the Policy Advisory Board is rating applications and will meet this week to make determinations on funding.

Council President Pratt stated she attended the TSP Advisory Committee meeting, the C4 Metro meeting, and the C4 Tolling Sub-committee meeting.

Mayor Bubenik stated he attended the Greater Portland Inc. meeting, the Westside Economic Alliance meeting, and the Regional Tolling Advisory Committee meeting.

## Adjournment

Mayor Bubenik adjourned the meeting at 6:34 p.m.

Sherilyn Lombos, City Manager



/ Nicole Morris, Recording Secretary



/ Frank Bubenik, Mayor









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## OFFICIAL MINUTES OF THE TUALATIN CITY COUNCIL MEETING FOR JANUARY 22, 2024

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### Call to Order

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

### Pledge of Allegiance

### Announcements

#### 1. New Employee Introduction- Heather Heidel, Legal Assistant

City Attorney Kevin McConnell introduced Legal Assistant Heather Heidel. The Council welcomed her.

### Public Comment

None.

### Consent Agenda

Motion to adopt the consent agenda made by Council President Pratt, Seconded by Councilor Sacco.

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

MOTION PASSED

#### 1. Consideration of **Resolution No. 5751-24** Awarding the Contract for Construction of Veterans Plaza at the Tualatin Commons

#### 2. Consideration of the System Development Charge Annual Reports for Fiscal Year 2022-23

### Special Reports

#### 1. Juanita Pohl Center Advisory Committee Annual Report

Juanita Pohl Center Advisory Committee Member Susan Noack and Center Supervisor Sara Shepard presented their annual report. Member Noack outlined the committee's responsibilities, which include sharing ideas for future programming, advocating for active older adults, and supporting efforts to boost attendance and participation. She expressed gratitude for the center's partnerships and highlighted its benefits, such as improved health, life enrichment, and social engagement. Member Noack showcased events at the center including a billiard tournament series, the Veterans breakfast, Tai Chi classes, and hikes. She stated over the past year, the center was rented out 204 times, with 21,180 guests attending. Member Noack noted that the

dining room chairs were reupholstered this past year. She stated in 2024, the action plan remains focused on providing and expanding high-quality programs and services for active older adults, with an emphasis on wellness. She stated the center also aims to increase diversity and awareness while fostering new sponsorship opportunities.

Councilor Brooks encouraged people of all ages to check out the activities at the center.

Council President Pratt thanked those from the center who participated in the holiday letter writing. She stated it was a great success in the community.

Councilor Reyes thanked the center for allowing the Pili Group to hold their events there. She asked how the center is funded. Supervisor Shepard stated the center is funded from the general fund.

## 2. Outside Agency Grant Awardee- Tualatin Food Pantry

Tualatin Food Pantry Executive Director Danielle Schneider and Board Member Mike Shiffer provided an overview of their organization. Director Schneider explained they operate as a partner agency of the Oregon Food Bank, serving clients from several neighboring areas. She emphasized they are a low-barrier service provider, meaning they do not require proof of income or residency for assistance. Director Schneider stated in 2023, they served 10,295 households, totaling 34,820 individuals. Mr. Shiffer shared the history of the Tualatin Food Pantry and its journey to becoming a successful service provider in the community.

Council President Pratt expressed admiration for the pantry's significant impact, serving approximately 10% of Tualatin's population.

Councilor Hillier commended the pantry for engaging local students and providing them with opportunities to participate.

Council President Pratt inquired about how individuals can volunteer or donate. Director Schneider directed them to the pantry's website.

Councilor Brooks expressed gratitude to the pantry for its service to the community.

Mayor Bubenik acknowledged Mike Shiffer for his dedication to the Tualatin Food Pantry and presented him with a certificate of recognition.

## General Business

### 1. Consideration of the Planning Division Work Plan for Fiscal Years 2023-24 and 2024-25

Assistant Community Development Director Steve Koper and Senior Planner Erin Engman presented the planning division work program. Director Koper introduced the planning team and outlined their responsibilities, which includes current planning, long-range planning, housing policy, and public outreach. He shared statistics from the previous fiscal year, including 219 land use applications, 1,012 calls, and 2,835 emails received by the division.

Director Koper highlighted the council priorities that guide the department's work, using them as a guiding principle in completing their tasks. Planner Engman then presented a proposed long-range project plan list, which includes ongoing, legally required, adoption-ready, and potential projects. She also shared a short-term project list, which encompassed items like pickleball use

in general commercial areas, cannabis hours of operation, durable goods sale in the central commercial zones, and electric vehicle sales in mixed-use commercial zones. These projects could be completed within a 4-6 month timeframe.

Planner Engman discussed future mid-term projects, including updates to the tree code and initiatives to increase density, both of which align with the comprehensive plan policy and the climate action plan. She also mentioned long-term projects such as the downtown vision and planning, as well as a development code overhaul, which would require additional staff and funding.

Planner Engman requested acceptance of the Planning Division work plan, noting that the next steps would involve staff returning to a future work session to outline the process, timelines, and other details for the short-term projects.

Councilor Brooks expressed her appreciation for the organization of the plan and how it aligns with other city initiatives.

Council President Pratt inquired about the creation of the short-term project list. Planner Engman explained the list is generated from input received from stakeholders within the community.

Council President Pratt sought more information about the proposed durable goods sales in the central commercial areas. City Manager Lombos clarified that the city has been approached about filling the empty Haggen's shopping center, potentially with a flooring company. She noted that use is not currently allowed.

Councilor Sacco asked about the timeline for the short-term project list. Director Koper indicated that the department would return to a future work session with more concrete timeframes if directed to do so.

Councilor Hillier suggested removing cannabis hours of operation from the short-term project list, citing the reasonable hours of operation for other similar businesses. Councilors Sacco, Reyes, and Gonzalez preferred to leave the item on the list for further discussion.

Councilor Brooks raised concerns about the density of buildings and its environmental impact, suggesting that incentives for sustainable practices be embedded into city plans.

Council President Pratt asked if there is room in the plan to accommodate any mandates that may come from the legislature. Director Koper assured that staff would continue to balance the workload and communicate timelines to the Council.

Mayor Bubenik inquired about the completion of the stormwater master plan. Director Koper explained that progress on the plan was halted due to issues related to the Basalt Creek area.

## 2. Updates to Tualatin's Vehicle Parking Regulations to Comply with State-Mandated Climate Friendly and Equitable Communities (CFEC) Rulemaking

Assistant Community Development Director Steve Koper and Senior Planner Erin Engman provided an overview of the Climate Friendly and Equitable Communities (CFEC) rulemaking as it pertains to parking management. Planner Engman explained that CFEC is a legislative program aimed at reducing greenhouse gas emissions from transportation in metropolitan regions of Oregon, which mandates parking reform. She outlined the historical context of

minimum parking requirements in the city, which have traditionally been established based on surveys of nearby cities or consulting the Institute of Transportation Engineers (ITE) handbooks. These requirements often pose regulatory barriers for businesses, as parking construction is costly and the expenses are passed down to tenants.

Planner Engman discussed the CFEC policy, detailing its phases. Phase one requirements, effective December 1, 2022, mandate one parking space per residential unit and eliminate required parking in certain areas and uses. Additionally, electric vehicle (EV) requirements, effective March 31, 2023, stipulate that multi-family developments must provide conduit to serve 40% of all parking spaces, while commercial developments must provide conduit for 20% of all spaces. Planner Engman spoke to phase two of the mandates, effective June 30, 2024, providing three options: repeal, create a fair parking policy, or reduce regulations. She stated staff recommends option one, repealing minimum parking citywide, as it can be accomplished within current capacity and aligns with the majority of neighboring cities' choices. Planner Engman stated option two, creating a fair parking policy, would require reprioritization of projects and unknown funding sources for ongoing resources. She stated option three, reducing regulations, would also require reprioritization and potential impacts on livability.

Planner Engman presented a schedule for repealing parking minimums, aiming for adoption by May 2024. She stated staff seeks policy direction from Council and recommends option one to repeal parking minimums.

Councilor Brooks raised a question about the building and access requirements for electricity in residential and commercial lots and how they are reflected in the options presented. Planner Engman clarified that these requirements are outright mandates and will be written into the city's code and applied to development applications.

Council President Pratt expressed her support for option one and sought clarification on the definition of a frequent transit route. Planner Engman explained that a frequent transit route is one where buses stop at least twice hourly, five days a week.

Council President Pratt also inquired about the possibility of buildings being constructed with no parking spots. Planner Engman noted that while technically feasible, it is unlikely due to the typical requirement for a parking study to secure funding for development projects.

Council President Pratt asked about parking maximums in the downtown area and the potential for constructing parking structures. Planner Engman explained that maximums are specified in the Oregon Administrative Rules (OAR), though she didn't have specific information about constructing a parking garage.

Councilor Sacco expressed concerns about the impact of option one on the redevelopment of the downtown area and how funding might affect parking in that area. She emphasized the importance of ensuring that the chosen option sets Tualatin up for future success.

Mayor Bubenik shared concerns about the long-term implications of option one and its potential effects on future development in the city.

Councilor Reyes questioned who mandated these requirements. Planner Engman clarified that they stem from an executive order.

The Council reached consensus to proceed with option one to repeal parking minimums.

## **Council Communications**


Councilor Brooks acknowledged the winter weather event last week and the hardships it created for people.

Mayor Bubenik acknowledged the passing of Mike McKillip, former City Engineer, and City of Durham Mayor Gary Scherado.

## **Adjournment**

Mayor Bubenik adjourned the meeting at 9:02 p.m.

Sherilyn Lombos, City Manager

 / Nicole Morris, Recording Secretary

 / Frank Bubenik, Mayor









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