



## OFFICIAL MINUTES OF THE TUALATIN CITY COUNCIL WORK SESSION MEETING FOR FEBRUARY 24, 2020

Present: Mayor Frank Bubenik, Councilor Robert Kellogg, Councilor Paul Morrison, Councilor Maria Reyes, Councilor Valerie Pratt

Absent: Council President Nancy Grimes, Councilor Bridget Brooks

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Mayor Bubenik called the meeting to order at 5:27 p.m.

### **1. Urban Renewal | Feasibility Studies.**

Economic Development Manager Jonathan Taylor and Community Development Director Aquilla Hurd-Ravich presented on urban renewal feasibility studies. Manager Taylor recapped the recent history of the discussion. He noted in October the Council directed staff to close the Central Urban Renewal Area and identify projects in the Leveton Tax increment district. Manager Taylor stated in January the Council allocated funds to the Tualatin Development Commission administrative fund for a feasibility study. He presented potential urban renewal areas as outlined in the presented map that could be studied. Manager Taylor explained the feasibility study process.

Councilor Morrison asked about the Greenfield Development. Director Hurd-Ravich explained the geographical location.

Councilor Pratt asked what the typical life of an urban renewal area is. Manager Taylor stated they can go until it reaches its maximum indebtedness, which is typically 20-30 years.

Councilor Kellogg asked if all the land has to be annexed before it becomes urban renewal. Manager Taylor stated it has to be annexed first.

Manager Taylor stated next step are to potentially conduct a feasibility study in the spring and summer. He added project identification will continue in the Leveton District.

Councilor Kellogg asked if the urban renewal area has to be contiguous. Manager Taylor stated it has to be.

Mayor Bubenik asked for clarification on when the consultant will begin work. Manager Taylor stated the consultant would begin in the spring defining proposed areas for council boundary review.

Councilor Morrison asked if it is best to study the entire city and then narrow the scope. Director Hurd-Ravich stated the best places to look at are the places the Council think need help developing.

Council consensus was reached to move forward with a feasibility study.

## **2. Building Height in Mixed Use Commercial Areas.**

Associate Planner Erin Engman and Planning Manager Steve Koper presented information on building heights in the Mixed Use Commercial areas. Associate Engman stated current standards for building heights in the studied Bridgeport area are 45-70 feet. She stated the proposed updates included an increased building height of 70 feet across the mixed-use area and 100 feet for identified areas, reformatting of the Mixed Use Commercial District chapter to function as a zoning district rather than an overly zone, and updating the zoning map with new Mixed Use Commercial district. Associate Engman stated staff had a transportation analysis conducted which found no significant impacts to the traffic system at the proposed increased building height. In addition, staff has conducted outreach to the property owners of the five parcels for the identified 100-foot maximum building height. Associate Engman stated next steps to increase the height include noticing affected agencies and property owners, presenting proposed updates to the Planning Commission, and a public hearing.

Councilor Morrison would like this to be a test for development in other parts of the city. Manager Koper agreed this would be a great opportunity to see what kind of development comes from these changes.

Councilor Reyes asked how many floors is 70 feet. Manager Koper stated it depends on building construction.

Councilor Kellogg asked how changing from an overlay to a district affects the area. Manager Koper stated currently the area is referenced as an overlay but acts more like a district so this will help to clean-up language.

Mayor Bubenik asked why the proposed height increase of 100 feet is not applied to the whole area. Associate Engman stated it comes down to the effects of transportation and traffic on the area.

Mayor Bubenik expressed concern with the proposed Tri-Met parking garage and the impacts that may have on the area.

Councilor Morrison asked if trip reduction is possible for the area. Manager Koper explained some of the pros and cons regarding trip generation in mixed use areas.

## **3. Development Code Updates.**

Planning Manager Steve Koper and Community Development Director Aquilla Hurd Ravich presented development code updates. Manager Koper provided background on the development code improvement project. He stated the goals of the projects is to be responsive to legal requirements, requests from the Council and Community, best practices, and observations from staff. Manager Koper provided examples of proposed amendments for accessory dwelling units, bonding for development project completion, and reduced setbacks for accessory structures. He stated potential next steps would be to send notifications to affected parties, present updates to the Planning Commission, and to hold a public hearing.

Councilor Kellogg asked when a project uses the bonding completion program if there is a timeline for completion associated with it. Manager Koper stated the details on the program would be brought to Council at a later time.

Councilor Kellogg asked if decks are included in accessory structures. Manager Koper stated most codes differentiate the two.

Councilor Morrison asked if the city is currently enforcing setbacks on accessory structures. Director Hurd-Ravich stated enforcement is on a complaint driven basis.

Councilor Morrison expressed concerns with financial hardships with a bond completion program. Manager Koper stated the program would be optional.

Mayor Bubenik asked what portions of completion can be bonded. Manager Koper stated the code lists site improvements that it would be subject to.

Councilor Kellogg recommended staff review building heights in the Central Commercial zone and work towards separating the development code and comprehensive plan.

**4. Food Carts.**

Community Development Director Aquilla Hurd-Ravich presented possible amendments for mobile food units in the General Commercial (GC) zone along Hwy 99W. She recapped currently allowed locations and shared a map. Director Hurd-Ravich shared a map with the potential addition of the General Commercial (CG) zone along 99W. She stated if Council's direction is to amend the ordinance staff will bring back a revised ordinance at a public hearing for adoption.

Councilor Kellogg stated the proposed amendment accomplishes serving the far west area of Tualatin.

Councilor Morrison asked how the area was originally excluded. Director Hurd-Ravich stated during the originally discussions it wasn't identified as a need.

Council consensus was reached in favor to move forward with the code updates.

**5. Council Meeting Agenda Review, Communications & Roundtable.**

Council communications was moved to the regular meeting.

Mayor Bubenik adjourned the meeting at 6:48 p.m.

Sherilyn Lombos, City Manager

Nicole Morris / Nicole Morris, Recording Secretary

Nancy Corimes / Nancy Corimes  
Frank Bubenik, Mayor Protem



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Absent: Council President Nancy Grimes, Councilor Bridget Brooks

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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- Mary Daily, Account Technician

Assistant Finance Director Matt Warner introduced Account Technician Mary Daily. The Council welcomed her.

### Public Comment

Grace Lucini submitted a letter for the record regarding transparency issues and changes within the Basalt Creek Area.

Kelly Kerth requested the city republish information regarding being a Bee City as it is the time of year for pollinators to come through the city.

### Consent Agenda

Councilor Morrison requested Item 2-Consideration of Approval of Liquor License Renewals for 2020 be removed from the consent agenda.

Motion to adopt the consent agenda as amended made by Councilor Pratt, Seconded by Councilor Reyes.

Voting Yea: Mayor Bubenik, Councilor Kellogg, Councilor Morrison, Councilor Reyes, Councilor Pratt

#### 1. Consideration of Approval of the Work Session and Regular Meeting Minutes of January 27, 2020 and Regular Minutes of February 10, 2020

### Special Reports

#### 1. Quarterly Financial Report

Finance Director Don Hudson and Tanya Moffitt, Partner at Merina+Co, presented the 2018-19 Annual Audit Report for fiscal year ending June 30, 2019. Ms. Moffitt presented the Comprehensive Annual Financial Report (CAFR) stating the report gives a clean and unmodified

opinion. She noted there are no findings and the city has met all the minimum standards provided by the State.

Councilor Pratt asked about the difference between government and business type activities. Ms. Moffitt stated business activities are self-sustaining.

Director Hudson presented the quarterly financial report. He spoke to budget actual trends for expenditures and revenues in the general, building, road utility fee, road operating, water operating, storm drain operating, and sewer operating funds. He presented the Quarter End Investment Report to the Council. He stated the City's investment policy requires quarterly investment reports come to the Council and include earning yields, a holding report, a transactions report, a weighted average maturity, and a compliance report. Accounts to be reported on include the Core Investment Fund, 2018 Bond Proceeds Fund, and the Liquidity Fund. He stated the city is in compliance with all benchmarks. Director Hudson stated the fiscal year 2020-21 budget process has kicked off. He shared the budget calendar.

Councilor Pratt asked about the investment holding options. Director Hudson stated they go out to bid and then the options are considered.

## 2. Southwest Corridor Project's Conceptual Design Report (CDR) Presented by TriMet

Policy Analyst Gareth Prior and Tri-Met staff Leah Robbins and Fiona Cundy presented the Southwest Corridor Project's Conceptual Design Report (CDR). Tri-Met staff stated the line is an eleven mile extension and will tie into the currently operating green line. The line will have thirteen stations and will be a thirty minute trip from Bridgeport Village to Downtown Portland. Tri-Met anticipates the new line to provide 37,500 trips a day. In addition to the new line, new infrastructure such as sidewalks, improved bike facilities, transit-only lanes, and park and ride spaces will be added. It was noted the project is still in the early design and development phase. The Final Environmental Impact Study (FEIS) will be completed this summer. They added the major regional funding strategy will be on the ballot in November 2020 with early construction slated for 2021.

Tri-Met staff stated the CDR is based off of four project principles: move and connect people, maintain and create equitable communities, preserve and restore natural environment, and design for the future. Community outreach on the project has been extensive with a lot of time being spent communicating with citizens on community and park connections. Tri-Met staff spoke to Park and Ride location and design. Upcoming open houses are scheduled for March 2, 6-8 p.m., at Tualatin Elementary School.

Councilor Pratt asked about the line ending at Gibb Road. Tri-Met staff stated the line will have continuous travel onto the green line train. Councilor Pratt asked if bus line 96 would be cut. Tri-Met staff stated it will be looking at redistributing the service.

Councilor Morrison stated the speaker of the house is not in favor of funding the project because of gentrification of housing along the green line. Councilor Morrison expressed concern with communications of the plan with the Village Inn regarding parking. Councilor Morrison asked how the fares will work when you take a feeder bus to the line. Tri-Met staff stated they have moved to the electronic hop pass and a trip will be counted as a trip.

Councilor Kellogg asked about the ability to transfer between the Bonita Road and Upper Boones Road Stations. Tri-Met staff stated the existing Tigard station will act as the transfer

point. Councilor Kellogg expressed concerns with the distance of that being the transfer station for this location.

Mayor Bubenik would like to see the crossing elevated at Upper Boones Ferry Road and improvements at 72<sup>nd</sup> Street including a pedestrian bridge.

### **General Business**

#### 1. Consideration of Recommendations from the Council Committee on Advisory Appointments

Council approved the recommendations. They thanked members for their service.

Motion to approve the recommendations made by Councilor Pratt, Seconded by Councilor Reyes.

Voting Yea: Mayor Bubenik, Councilor Kellogg, Councilor Morrison, Councilor Reyes, Councilor Pratt

### **Items Removed from Consent Agenda**

#### 1. Consideration of Approval of Liquor License Renewals for 2020

Councilor Morrison asked about the low numbers of renewals. Deputy City Recorder Morris stated there was a shorter turnaround time and the rest of the renewals will be on the next agenda for approval

Motion made to approve 2020 Liquor License Renewals by Councilor Reyes, Seconded by Councilor Kellogg.

Voting Yea: Mayor Bubenik, Councilor Kellogg, Councilor Morrison, Councilor Reyes, Councilor Pratt

### **Council Communications**

Councilor Kellogg presented a draft letter of support for the library levy for Council to review. Councilor Kellogg reminded everyone of the Tri-Met Open House on the SW Corridor on March 2, 6-8 p.m., at Tualatin Elementary School.

Councilor Reyes stated she attended the Council Committee on Advisory Appointments meeting.

Councilor Morrison stated he attended the Clackamas County Business Alliance Breakfast and the C4 subcommittee meeting. He presented information on Oregon Student Health data that was released. He stated there is a new Brownie Troop in Tualatin who hope to attend a Council meeting this summer.

Councilor Pratt stated she attended the Tualatin Police Foundation meeting. She promoted upcoming Library Events including Food for Fines and Vine2Wine.

Mayor Bubenik stated he attended the Metro Mayors Consortium, the Mayors Luncheon, the Metro President's meeting on their Home Initiative, the Greater Portland Inc. Annual Summit, the Home Together discussion, and the Forest Grove and Cornelius State of the City's.

**Adjournment**

Mayor Bubenik adjourned the meeting at 8:25 p.m.

Sherilyn Lombos, City Manager

Nicole Morris / Nicole Morris, Recording Secretary

Nancy Corines / Nancy Corines, Mayor Pro Tem  
Frank Bubenik, Mayor