



## OFFICIAL MINUTES OF THE TUALATIN CITY COUNCIL MEETING FOR MARCH 28, 2022

Present: Mayor Frank Bubenik, Council President Nancy Grimes, Councilor Bridget Brooks, Councilor Valerie Pratt, Councilor Cyndy Hillier, Councilor Christen Sacco

Absent: Councilor Maria Reyes

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### Work Session

Mayor Bubenik called the meeting to order at 5:00 p.m.

#### **1. *Washington County Major Streets Transportation Improvement Program (MSTIP) Update and Draft Project Evaluation Criteria.***

Washington County Principal Transportation Planner Erin Wardell and Senior Planner Jessica Pelz presented the Washington County Major Streets Transportation Improvement Program (MSTIP) update and draft project evaluation criteria. Planner Wardell stated MSTIP is an innovative program to pay for road improvements and improves the transportation system for bicyclists, pedestrians, drivers, and bus riders. She stated property taxes have funded the program and to date more than 15 projects totaling \$900 million dollars have been completed since the beginning of the program in 1986. Planner Wardell stated the Washington County Coordinating Committee recommends MSTIP projects to the Washington County Board of Commissioners for approval on a five-year cycle. She stated the 2023-28 funding cycle will allocate about \$160 million for road projects inside and outside cities in Washington County. In order to be eligible, projects must meet the needs of all travelers, be on a major street, and incorporated into a transportation plan. Planner Wardell presented the funding allocation timeline that includes four milestones ending in December 2022 when adoption of the program package will happen.

Planner Wardell explained a "major street" is a street with a yellow traffic line down the middle and has lots of traffic that leads to popular locations. She shared road classification descriptions for local and neighborhood routes, collectors, arterials, and principal arterials. Planner Wardell shared new features to the program including community engagement and equity framework. She shared the Equity Index noting there are three different components in the index including residential demographics, neighborhood characteristics, and transportation deficiencies. Planner Wardell stated the Board of Commissioners adopted five desired outcomes for the program: equity, safety, economic vitality, livability, and natural environment. She stated the first round of community engagement consisted of an online open house, listening sessions, focus groups, and stakeholder interviews. Planner Wardell stated feedback from the community included concerns with sidewalk and bike lane gaps, safe access to important locations, effects of air pollution, high-growth areas causing more traffic and delays, and the need for more and better transit service. She stated proposed evaluation metrics for the process are: reduction in barriers and disparities faced by historically excluded communities, improvements to equitable access to centers, jobs, schools, and essential community places, increased equitable opportunities for walking and bicycling, increased equitable access to transit, increased vehicle travel reliability, improvements to safety for all travelers, enhancing the built natural environments, improvements

to climate resiliency, and bringing additional funding to Washington County. Planner Wardell stated the next step is board approval of the evaluation metrics and a call for projects. She stated community engagement on the project list will happen this summer.

Councilor Pratt asked what an intelligent transportation system is. Planner Wardell stated it is a smart traffic signals that can track traffic patterns.

Councilor Pratt asked why Tualatin is not included in the Equity Index map. Planner Wardell stated the image in the presentation was just a clip and Tualatin is included in the index. She stated they have an online mapping tool available on their website so the public can view the index.

Councilor Pratt stated 65<sup>th</sup> Ave has low-income housing and asked why it is not included on the map. Planner Wardell stated it is right along on the county line so it is hard to see. She noted it is an eligible MSTIP road.

Councilor Brooks asked about noise in developing areas in the west part of Tualatin. She stated the environmental piece is important to the community and wants to make sure street trees are included in the program. Planner Wardell stated when projects are funded they don't have design information specific to trees. She stated they are trying to learn more about projects as they are submitted.

Councilor Brooks asked if there is coordination between the City and County on connectivity and livability. Planner Wardell stated the County works with City partners through the Washington County Coordinating Committee and staff coordination.

Councilor Sacco expressed concerns with more public comments being received from large cities, she doesn't want the smaller cities to be forgotten. She asked what happens to projects that are not supported by the community. Planner Wardell stated one of the tenants of funding has been equal distribution amongst the Commissioner districts so they are spread evenly. She stated they are working on how to evaluate feedback fairly and will look to the Commissioners for direction.

## ***2. Parks & Recreation Department's Equity and Inclusion Plan.***

Parks and Recreation Director Ross Hoover, Recreation Manager Julie Ludemann, Program Specialist Marilyn Brault-Binaghi, and Translator Noelia Ruiz presented the Parks and Recreation Equity Plan. Director Hoover shared the Tualatin City Council 2030 Vision and the Parks and Recreation Master Plan Goal, he stated these were the guiding principles during this process. Manager Ludemann stated the process they used was to review other local partner agencies and cities and adapt them to Tualatin's needs. She stated they are continuing to learn and evolve through the process by not only focusing on racial and ethnic equity but also age, ability, and gender and sexual identity. Manager Ludemann stated the Equity Plan consists of five goals: hire, train, and promote workforce equitability, meaningfully engage historically marginalized communities, created safe and welcoming services, programs, parks, and public spaces, allocate resources to advance racial equity and inclusion, and consistently measure, regularly report, and continuously improve equity and inclusion practices. Specialist Brault-Binaghi stated community involvement consisted of committee and partner outreach, neighborhood outreach, and community events. She stated two key areas of feedback were received and included community safety and community involvement in events. Manager Ludemann stated some action items for the plan include identifying opportunities to increase job

posting outreach, ensure staff presence in parks during peak use times, provide information in multiple languages, and holding more programs and events in neighborhood parks. She presented future budget and staffing needs. Manager Ludemann presented capital investment projects in the Stoneridge and Atfalati parks. Specialist Brault-Binaghi stated this is a starting point and the department looks forward to growing and learning.

Councilor Brooks thanked staff and stated she appreciates the efforts to move this forward without funding and coming through with a great result. She asked if the DEI Consultant will get to work with the department to help further the plan. Director Hoover stated the document was shared with the internal DEI Team and will be used as part of the city wide equity plan.

Councilor Brooks asked if there are items around access and LGBTQ included in the plan. Manager Ludemann stated there are several action items that branch out into different areas around reducing barriers.

Councilor Pratt stated she would like to make sure indigenous people's stories are included in the history around the city. She asked about goal three and what the scholarship plan will look like. Manager Ludemann stated the scholarship program is currently in place and offers scholarships to Tualatin families for summer camps.

Councilor Pratt asked what CPTEB Standards are. Director Hoover stated it stands for Community Policing through Environmental Design. He stated it uses design to help with community policing and noted they will be using these in designs moving forward.

Council President Grimes asked about community outreach and wants to make sure seniors are included in the conversation and their access needs are considered. She wants to make sure different ability level children are considered as well in the parks. Director Hoover stated the ADA Compliance plan identified and inventoried those type of needs. He stated those items are addressed when repairs are made in current parks and when new parks are funded.

Councilor Sacco thanked staff for their work on the plan. She stated she was happy to see this as a bilingual presentation.

Mayor Bubenik wants to make sure the Aging Task Force and the newly forming Equity Committee are included in these discussions.

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

Councilor Hillier stated she participated in the Equity Planning Group meeting.

Councilor Sacco stated she participated in the Equity Planning Group meeting and the I-205 Diversion subcommittee meeting.

Councilor Pratt stated she attended the C4 Metro meeting and the Climate Action Planning Steering Committee meeting.

Councilor Brooks stated she attended the Arts Advisory Committee meeting and the Climate Action Planning Steering Committee meeting.

Mayor Bubenik stated he attended the Greater Portland Inc. Board meeting, the CIO Board meeting, the Chamber of Commerce Board meeting, the Clackamas County Chair meeting, and the Westside Economic Alliance meeting.

## Adjournment

Mayor Bubenik adjourned the meeting at 6:16 p.m.

Sherilyn Lombos, City Manager



\_\_\_\_\_ / Nicole Morris, Recording Secretary



\_\_\_\_\_ / Frank Bubenik, Mayor







# CC WS Minutes 3-28-22

Final Audit Report

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## OFFICIAL MINUTES OF THE TUALATIN CITY COUNCIL MEETING FOR MARCH 28, 2022

Present: Mayor Frank Bubenik, Council President Nancy Grimes, Councilor Bridget Brooks, Councilor Valerie Pratt, Councilor Cyndy Hillier, Councilor Christen Sacco

Absent: Councilor Maria Reyes

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### **Call to Order**

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

### **Pledge of Allegiance**

### **Moment of silence for those who have lost their lives to COVID-19**

### **Announcements**

#### 1. Proclamation Declaring April 2022 as Arbor Month in the City of Tualatin

Tualatin Parks Advisory Committee members Brandon Gill and Emma Gray presented Arbor Month 2022. Member Gill stated Arbor Month celebrates the many contributions trees make to our lives and community. He stated events and activities this month include a photo contest, kid's poster contest, a proclamation, and many more events. Member Gray shared winners for the kid's poster contest and photo contest. Member Gray stated the City of Tualatin is a Tree City USA which is a certification awarded by the National Arbor Day Foundation to recognize communities that have proven their commitment to an effective, ongoing community forestry program. She stated Tualatin has been a Tree City for 35 years.

Councilor Hillier read the proclamation declaring April 2022 as Arbor Month in the City of Tualatin.

#### 2. Proclamation Declaring April 3-9, 2022 as National Library Week in the City of Tualatin

Council President Grimes read the proclamation declaring April 3-9, 2022 as National Library Week in the City of Tualatin.

#### 3. Recognition of Tualatin Arts Advisory Committee Member Buck Braden

Councilor Brooks read the proclamation commending Buck Braden on his service to Tualatin.

The Council shared sentiments of Mr. Braden's time on the Tualatin Arts Advisory Committee.

### **Public Comment**

None.

## Consent Agenda

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

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

MOTION PASSED

1. Consideration of Approval of the Work Session and Regular Meeting Minutes of March 14, 2022
2. Consideration of Approval of Late Liquor License Renewals for 2022
3. Consideration of Approval of a New Liquor License Application for Brix Tavern South LLC dba Brix Tavern
4. Consideration of **Resolution No. 5608-22** Authorizing the City Manager to Execute a Purchase and Sale Agreement for the Acquisition of Real Property Located at 23515 SW Boones Ferry Road and to Seek Metro Local Share Grant Funds for the Purchase of Said Property
5. Consideration of **Resolution No. 5610-22** Authorizing modifications to the employment agreement with the City Manager.

## Special Reports

1. Tualatin Park Advisory Committee Annual Report

Tualatin Parks Advisory Committee (TPARK) Members Brandon Gill and Beth Dittman presented the TPARK annual report. Member Dittman stated the committee is a group of enthusiastic advocates for the Parks & Recreation system with a focus on the stewardship and enhancement of the community. Member Gill stated they meet regularly, attend activities & events, participate in engagement and outreach to the community, act as the Bee City Facilitation Committee, the Tree City USA Board, and advocate for the Parks & Recreation system. Member Dittman highlighted accomplishments from the year including work on the Basalt Creek Parks and Recreation Plan, the Park Asset Prioritization criteria and scoring, the park utility fee recommendation, the Equity and Inclusion Plan, the acknowledgment of Native Land and People, and several additional projects and events. Member Gill stated additional funds would help to implement Master Plan goals such as creating a more equitable community, creating access for all community members, enhanced community gathering places, a more environmentally sustainable community, advancement of active transportation, and enhanced economic development. He stated 2022 committee goals include continued support of the parks funding process to work toward identified goals in the Master Plan, identify ways to implement outreach efforts to BIPOC and Latinx community members, establish ongoing communication with Community Involvement Organizations, promote pollinator information and resources, and provide community resources for trees and bees.

Councilor Brooks asked if there is any new information regarding being a Bee City available. Director Hoover reported growth in native pollinators throughout the city.

Councilor Pratt asked what it takes to be a Tree City. Director Hoover stated there are a number of elements and criteria you have to meet to maintain certification. He stated they overwhelmingly meet those criteria in areas such as funding in tree maintenance and growth and the numbers of trees planted.

Councilor Sacco stated a good connection for them to make with the CIO is in relation to the Tree City designation as they have requested information on it.

## 2. Tualatin Library Advisory Committee Annual Report

Tualatin Library Advisory Committee (TLAC) Member Nicholas Schiller presented the TLAC annual report. He stated the role of the committee is to consult with the Library Director on all matters affecting Library operational policy, make recommendations to City Council regarding Library services, facilities, and improvements, and hear and consider complaints about Library policies and materials. Member Schiller stated they provided recommendations on several policies and made comments and recommendations on the pandemic closure and openings, makerspace development and implementation, operating hours, intellectual freedom, and utilization trends. He stated the committee actively worked on the strategic plan updates. Member Schiller stated accomplishments this year included issuing over 3,000 new student card accounts, construction of the Makerspace, receiving of \$13,500 from an ARPA grant to connect Latino residents to reading and resources, and distribution of over 15,000 take-home activity kits.

Councilor Brooks thanked the committee for their work. She stated she is proud of the Makerspace. Councilor Brooks asked for the status of the teen group. Director Thompson stated the Teen Library Group provides a great opportunity for leadership for youth. She stated they provide great feedback on Library activities and policies.

Councilor Pratt asked if the Library has books in Spanish. Director Thompson stated between 5-10% of the collection is in Spanish.

## General Business

### 1. Consideration of **Resolution No. 5609-22** Authorizing the City Manager to Execute a Memorandum of Understanding Between the Tigard-Tualatin School District, City of Tualatin, and City of Tigard to Develop a Strategy for Joint Operations and Use of Sports and Athletic Fields

Parks and Recreation Director Ross Hoover presented the partnership with Tigard-Tualatin School District (TTSD) and the City of Tigard regarding athletic and sports field use. He stated the current state of the three organizations is different reservation processes and reservation forms, different sets of field use policies, and different field scheduling staff. Director Hoover stated the realities of the current state include fees being inconsistent between organizations, reservation policies creating barriers to equitable access, increased in demand in new youth sports reservations, maintenance levels varying between organization, a higher level of maintenance that is not financially sustainable, and frustration and confusion from local youth sports organizations. He stated in 2020 TTSD, the City of Tualatin, and the City of Tigard held a series of meetings to discuss potential improvements and developed recommendations. Director Hoover stated in January 2022 the elected representatives from each agency held a joint work session to consider the proposed recommendations and provided direction for staff of each organization. He stated from that meeting the agencies values aligned in providing equity and inclusion, health and wellness, accessibility, economic vitality, and sustainability and efficiency. Director Hoover stated the partnership will define a new model of partnership and cooperation between the three organizations and develop a long-term strategy for the increased public use and stewardship of sports and athletic fields. He stated share goals are to increase opportunities for physical, mental, and emotional wellness, to ensure equity and access for all, to efficiently



use and steward publicly owned spaces, and to reduce barriers for participation in activities. Director Hoover stated the Memorandum of Understanding (MOU) will dedicate staff resources to attend meetings, perform outreach, and develop recommendations for adoption by the parties. He stated it will also develop shared reservation practices and policies that include a shared fee schedule, define priority user groups, provide an equity/needs based allocation model, and simplify and streamline the reservation process. Director Hoover stated it will also define how and when a shared common field and facility scheduler would be created for the purposes of field scheduling between parties. Director Hoover stated approval of the MOU will direct staff to work cooperatively to develop an IGA and incorporate the work areas and shared goals defined in this MOU. He stated the IGA will be brought before each organization's Board or Council for consideration for adoption in the future.

Councilor Pratt stated she thinks this can work well but there is a lot of moving parts between all the entities. She wants to make sure there is more input opportunities before the IGA is presented. Director Hoover stated they will be presenting information to the Council throughout the next year as work on the IGA begins. He stated the users of the fields will be outreached to as well during the creation of the IGA.

Councilor Hillier asked which fields are being discussed as part of this and how will potential new fields in the Basalt Creek Area be addressed. Director Hoover stated there is no set fields for investments at this time. He stated the new IGA would duplicate what use agreements are already in place between the organizations.

Council President Grimes asked if the cities have the same amount of parks. Director Hoover stated the City of Tigard has more population and acreage. He stated our city has a deficit of community fields.

Council President Grimes wants to make sure there is equity in maintenance, staff time, and fees amongst the fields. Director Hoover stated there would be an expense and revenue analysis done before any future investments are made. He stated investment decisions would be made one by one and not at all at once. Director Hoover stated the first priority in this is shared policies and a field scheduler to streamline the process.

Councilor Brooks stated she appreciates the expanded access and efficiency that will come from common fields and a scheduler. She is confident in the community outreach the Parks Department will be able to do in relation to the IGA. Councilor Brooks wants to make sure there is equity amongst all parties in the IGA.

Councilor Brooks asked if some of the other agencies pest management will be carried over to the city. Director Hoover stated he will bring it up at the meetings and make sure it is addressed.

Mayor Bubenik wants to make sure how coordination will happen when the parties don't agree is outlined in the IGA. He also wants to make sure how the rollout and coordination will happen is outlined. Director Hoover stated there are many examples of partnerships like this throughout the country and they will be looking at those to learn lessons to make sure this is successful.

Motion to adopt Resolution No. 5609-22 authorizing the City Manager to execute a Memorandum of Understanding between the Tigard-Tualatin School District, City of Tualatin, and City of Tigard to develop a strategy for joint operations and use of sports and athletic fields made by Councilor Pratt, Seconded by Council President Grimes.

Voting Yea: Mayor Bubenik, Council President Grimes, Councilor Brooks, Councilor Pratt,

Councilor Hillier, Councilor Sacco  
MOTION PASSED

2. Consideration of **Resolution No. 5607-22** Establishing a Working Group for the Proposed Core Opportunity and Reinvestment Area in the I-5 Corridor (CORA)

Economic Development Manager Jonathan Taylor presented the resolution establishing the proposed Core Opportunity and Reinvestment Area in the I-5 Corridor (CORA) working group. He stated the resolution outlines the members for appointment to the committee.

Motion to adopt Resolution No. 5607-22 establishing a working group for the Proposed Core Opportunity and Reinvestment Area in the I-5 Corridor (CORA) made by Council President Grimes, Seconded by Councilor Brooks.

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

3. Consideration of Recommendations from the Council Committee on Advisory Appointments

Councilor Brooks presented the recommendations from the Council Committee on Advisory Appointments.

Motion to approve the recommendations made by Councilor Hillier, Seconded by Council President Grimes.

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

### **Council Communications**

Councilor Pratt thanked Councilor Hillier and Sacco for their work on the Equity Committee Working Group. She looks forwards to interviewing candidates for the committee.

Councilor Hillier stated formal attire is being gathered for students attending Prom. She stated a Dress to Dream collection bin is at Riverview Community Bank.

Councilor Brooks thanked everyone who submitted their art for the Arbor Day competition.

Councilor Brooks stated there will be an Earth Day event hosted by the City on April 22. She acknowledged the students who did a climate walkout last week.

### **Adjournment**

Mayor Bubenik adjourned the meeting at 8:34 p.m.

Sherilyn Lombos, City Manager

Nicole Morris / Nicole Morris, Recording Secretary

Frank Bubenik / Frank Bubenik, Mayor

**Signature:** *Nicole Morris*

**Email:** nmorris@tualatin.gov

**Signature:** *Frank Bubenik*

**Email:** fbubenik@tualatin.gov







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