



## OFFICIAL MINUTES OF THE TUALATIN CITY COUNCIL WORK SESSION MEETING FOR JULY 13, 2020

Present: Mayor Frank Bubenik, Council President Nancy Grimes, Councilor Bridget Brooks, Councilor Robert Kellogg, Councilor Paul Morrison, Councilor Maria Reyes, Councilor Valerie Pratt

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Mayor Bubenik called the meeting to order at 5:26 p.m.

### **1. Regional Land Use and Transportation Update: Quarter 2 (2020)**

Community Development Director Aquilla Hurd-Ravich and Policy Analyst Garet Prior presented the quarter two Regional Land Use and Transportation update. Analyst Prior stated the first project for discussion is the Transit Development Plan for Clackamas County. He stated the purpose of the plan is to fill in gaps in service and identify, plan, and prioritize improvements in the area. Analyst Prior stated the project is a more robust look at transit service than the TriMet Service Enhancement Plan and the Regional Transportation Plan. He stated funding for the project is from the Statewide Transit Improvement Fund (STIF). Analyst Prior stated online engagement is currently happening and they hope to have the plan wrapped up early next year.

Councilor Pratt spoke in favor of the connection between Oregon City and the VA Hospital.

Councilor Morrison requested Clackamas County present on transit topics at a future meeting.

Mayor Bubenik stated several local non-profits have reached out to him regarding potential transit service along Borland Road to help residents reach services.

Council President Grimes asked if there is sufficient public transportation to get workers to Bridgeport Village. Analyst Prior stated there is still room for improvement in that area.

Analyst Prior presented an updated on the Highway 99W Corridor plan. He stated early look findings include regional workforce and tourism, limitations on reliable travel due to congestion, safety concerns for pedestrians and cyclists, and the need to serve historically marginalized communities. He shared a commute shed map that showed movement patterns, data of income levels, and collision rates along the corridor. Analyst Prior stated the plan is currently awaiting funding from the state but Tualatin will continue to address short term needs through the Tualatin Moving Forward program.

Councilor Kellogg stated he participated in a conference call on the project and what it means to Tualatin. He expressed concerns to the project team about the intersection at Chipole Road.

Councilor Brooks stated she concurs their needs to be improvements along Hwy 99 with a safety and connectivity prospective.

Analyst Prior updated the Council on the Metro Get Moving 2020 ballot measure. He noted \$3.5 million for the 99W Corridor Plan are still in the measure. Analyst Prior stated revenue sources are being evaluated and Metro is looking at a combination of vehicle regulation tax and tax on

business, with an exclusion for small businesses. Analyst Prior stated there will be a public hearing on July 16 to finalize the ballot measure referral for November.

Council President Grimes asked if the revenue would not include a vehicle tax as she thought it would be a large portion of the funding. Analyst Prior stated they lessened the threshold on the business tax to eliminate the vehicle tax.

Councilor Kellogg stated the payroll tax is the business tax and will be a floating rate. He noted the first collection would not be until 2022.

Analyst Prior stated Clackamas County has started a sub-policy group to gather information on the Tolling Project. He noted Councilor Kellogg will be a Representative and he will serve as the Technical Representative for the group.

## **2. *Urban Reserves Transportation Study (URTS) by Washington County***

Community Development Director Aquilla Hurd-Ravich and Washington County Senior Planner Jessica Pelz and Principal Planner Erin Wardell presented on the Washington County Urban Reserves Transportation Study (URTS). Planner Wardell stated the County applied for funding from the Metro 2040 Planning and Development Grant to look at development in the urban reserves. She shared a map of the urban reserves area. Planner Pelz stated the primary objective is to facilitate concept planning. They will work to coordinate with partners on development assumptions, identifying areas of projected multimodal capacity needs, and create an infrastructure finance plan template. Planner Pelz stated the project has a URTS Technical Advisory Committee that is outreach focused on city and county community groups and stakeholders. She stated the project was kicked off in May 2019 and is planning to end in 2020 with TSP amendments. Planner Pelz stated the project is currently in the evaluation of improvements stage. She stated items completed to date include the development of land use assumptions, a travel demand modeling, and an engineer feasibility analysis that helped to identify projects. Planner Pelz stated land use assumptions determined developable acreage for each urban reserve and allocated dwelling units and employees per acre and then adjusted numbers based on city feedback. She spoke to the travel demand modeling that will be used to determine future transportation system needs. The model included 24 studied intersections. Planner Pelz stated any necessary mitigation would be expected to be part of city concept planning. She stated next steps include finishing the travel demand modeling and analysis, completing the infrastructure analysis report, and then development of the infrastructure funding plan template and toolkit.

Councilor Kellogg asked if the 65<sup>th</sup> north/south arterial location would be a shared expense for the counties since it will run through the dividing line between them. Planner Wardell stated they would begin coordinating on that project in the future and no decisions on expenses have been made yet. Councilor Kellogg asked the future jurisdictional boundary between Wilsonville in the reserves area. Director Hurd-Ravich stated they haven't engaged in any detailed discussion on that topic at this time. Councilor Kellogg asked about what the proposed land use for the areas. Planner Pelz stated the land use assumption where included in the staff report. Councilor Kellogg asked about the Brooklyn Road extension and the demand that will bring. Planner Wardell stated that has been looked at and included in the modeling.

Councilor Morrison stated he has concerns with the change in tone from Clackamas County about the future planning of roadways. He stated he was happy to see the Basalt Creek overpass included in these plans.

Mayor Bubenik asked when the study will be done. Planner Wardell stated it would be finished by the end of the year.

Councilor Brooks asked about the status of wetland concerns by the Basalt Creek area. Planner Wardell stated the area is an active project that is currently completing an environmental analysis and design.

Council President Grimes spoke to how important 65<sup>th</sup> has become as a major thorough fair and bypass to I-5. She stated it's an important piece to the puzzle.

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

Councilor Pratt reminded everyone about the Governor's new mandates regarding wearing masks and gathering sizes of groups.

Councilor Brooks stated she will participate on the Planning Commission for the Metro Housing Bond Program.

Councilor Morrison stated he attended the Clackamas County Coordinating Committee meeting where they discussed upcoming topics including the Climate Action Plan, Metro's Get Moving 2020, and the Transit Development Plan.

Council President Grimes encouraged citizens to wear masks.

Mayor Bubenik stated he attended the three sessions hosted by the Department Standards and Testing for Police Officers and the Washington County Chair and Mayors meeting. He stated he has signed up for the HBA presentation on Modern Middle Housings.

Mayor Bubenik adjourned the meeting at 6:44 p.m.

Sherilyn Lombos, City Manager

Nicole Morris / Nicole Morris, Recording Secretary

Frank Bubenik / Frank Bubenik, Mayor

Signature: *Nicole Morris*  
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# CC WS Minutes 7-13-20

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## OFFICIAL MINUTES OF THE TUALATIN CITY COUNCIL MEETING FOR JULY 13, 2020

Present: Mayor Frank Bubenik, Council President Nancy Grimes, Councilor Bridget Brooks, Councilor Robert Kellogg, Councilor Paul Morrison, Councilor Maria Reyes, Councilor Valerie Pratt

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### Call to Order

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

### Announcements

#### 1. Science & Technology Scholarship Winners

Councilor Maria Reyes announced the Science and Technology Scholarship Winners as Justin LeBlanc and Emma Koehmstedt.

### Public Comment

None.

### Consent Agenda

Motion to adopt the consent agenda made by Councilor Kellogg, Seconded by Councilor Morrison. Voting Yea: Mayor Bubenik, Council President Grimes, Councilor Brooks, Councilor Kellogg, Councilor Morrison, Councilor Reyes, Councilor Pratt

MOTION PASSED

1. Consideration of Approval of the City Council Work Minutes of June 22, 2020
2. Consideration of Approval of a New Liquor License Application for Brew Dr. Kombucha
3. Consideration of **Resolution No. 5509-20** Authorizing the City Manager to Execute an Intergovernmental Agreement (IGA) with Clean Water Services (CWS) for Construction of the 105th Avenue Sanitary Sewer Upsizing along with the Garden Corner Curves Project
4. Consideration of **Resolution No. 5511-20** Authorizing the City Manager to Execute an Intergovernmental Agreement (IGA) with Washington County for Assurance for City Construction Projects along County Right-of-Way

### General Business

1. Consideration of **Resolution No. 5507-20** Awarding the Contract for Construction of the Garden Corner Curves Project, part of the Tualatin Moving Forward Bond Program

Public Works Director Jeff Fuchs and Transportation Engineer Mike McCarthy presented the Garden Corner Curves Construction Contract for approval. Engineer McCarthy stated the project includes a new shared use path, flashing beacons at Moratoc and Blake/108th, a raised

crossing, driver feedback signs, and visual speed reduction. He stated the project had six bids ranging from \$2.9-3.9 million. If approved the construction will begin this summer and be completed in fall of 2021.

Councilor Morrison thanked Councilor Kellogg and Julie McGrowski for their leadership in starting this project years back.

Councilor Pratt stated this will be a great connection into the neighborhoods. She asked how long the road would be closed for construction. Engineer McCarthy stated it would be closed for about a month.

Councilor Kellogg thanked everyone for their hard work on this project. He stated the design accurately reflects the stakeholder's desires.

Councilor Grimes thanked everyone involved in the project.

Motion to adopt Resolution No. 5507-20 awarding the contract for construction of the Garden Corner Curves Project, part of the Tualatin Moving Forward Bond Program made by Councilor Kellogg, Seconded by Councilor Morrison.

Voting Yea: Mayor Bubenik, Council President Grimes, Councilor Brooks, Councilor Kellogg, Councilor Morrison, Councilor Reyes, Councilor Pratt  
MOTION PASSED

2. Consideration of **Ordinance No. 1441-20** Updating Tualatin Municipal Code (TMC) Sections 3-3-060 Temporary Water Service and TMC 3-3-070 Hydrant Service

Public Works Director Jeff Fuchs and Management Analyst Nic Westendorf presented proposed changes to the Tualatin Municipal Code regarding temporary water and hydrant services. Analyst Westendorf stated temporary water is defined as temporary access to water for construction use and water provided to allow contractors to connect to fire hydrants with a city meter or self-reporting water use from hydrants on a blue usage card. He stated proposed changes include modified access to temporary water beyond construction usage and increased protection of water system via staff delivered and secured hydrant meters and required backflow prevention on temporary connections. The changes would create a water truck fill station at the Operations Center, eliminate usage cards, and formalize temporary in-ground water connections. Analyst Westendorf stated benefits include better ability to verify water use, provide water for a greater numbers of uses, increased protection of the water system, and ensuring everyone pays their fair share.

Councilor Morrison asked what the additional cost would be to the business. Analyst Westendorf stated fees would be brought forward at a future council meeting for discussion.

Councilor Pratt asked about the removal of the small hydrant meters. Analyst Westendorf stated these are supposed to be temporary permits and using those is not operationally efficient.

Councilor Reyes stated she has a hard time approving the changes without knowing what the cost increases will be for the users. Analyst Westendorf stated there are already existing fees for this program that can be utilized in the code.

Council President Grimes asked about temporary water usage being open to more uses including food trucks. Director Fuchs stated it's not something staff has considered but these meters are supposed to be for temporary uses.

Councilor Brooks asked if there is an estimated cost for water loss and hydrant repair. Analyst Westendorf stated there are too many variables to give an accurate accounting of those numbers.

Councilor Morrison asked if staff would be removing the meters as well. Director Fuchs stated that is the intent.

Councilor Reyes asked who the main users of temporary access are. Analyst Westendorf stated they are typically construction related entities.

Motion for first reading by title only made by Councilor Brooks, Seconded by Council President Grimes.

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

MOTION PASSED

Motion for second reading by title only made by Council President Grimes, Seconded by Councilor Brooks.

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

MOTION PASSED

Motion to adopt Ordinance No. 1441-20 updating Tualatin Municipal Code (TMC) Sections 3-3-060 Temporary Water Service and TMC 3-3-070 Hydrant Service made by Council President Grimes, Seconded by Councilor Brooks.

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

MOTION PASSED

3. Consideration of **Resolution No. 5513-20** Authorizing the City Manager to Execute an Intergovernmental Agreement with Business Oregon for a COVID-19 Emergency Business Assistance Program Forgivable Loan

Economic Development Manager Jonathon Taylor presented an Intergovernmental Agreement with Business Oregon for COVID-19 Emergency Business Assistance. He stated the program is financed by the State of Oregon for small business assistance for city run programs. He stated the City received \$35,000 for the program. Manager Taylor stated the City will use the existing Economic Stabilization Fund to administer the grants. The City will be limiting this round of funding to sole proprietors with five employees or less.

Councilor Pratt asked how many businesses would meet the criteria for this grant. Manager Taylor stated he was unsure but is hoping for a good turnout based on the marketing plan that is in place.

Councilor Reyes asked if previous applicants would be reached out to for reapplication. Manager Taylor stated this funding is State funding and will be considered a new program and have a different application process. He stated it will be marketed according to the guidelines.

Councilor Brooks asked what the anticipated average award could be. Manager Taylor stated a minimum of \$2,500 and a maximum of \$5,000.

Mayor Bubenik asked what entities would not be eligible. Manager Taylor stated anyone who received CARES or PPP funding will not qualify.

Councilor Brooks asked if they receive these state funds if it would disqualify a business from future funding. Manager Taylor not at this time.

Councilor Pratt asked if the State application is complex and if there will be assistance in filing the form. Manager Taylor stated the documentation can be cumbersome and business assistance will be available at the Business Resource Center.

Council President Grimes asked what the application period is. Manager Taylor stated the deadline will be July 31.

Motion to adopt Resolution No. 5513-20 authorizing the City Manager to execute an Intergovernmental Agreement with Business Oregon for a COVID-19 Emergency Business Assistance Program Forgivable Loan made by Councilor Brooks, Seconded by Councilor Pratt.  
Voting Yea: Mayor Bubenik, Council President Grimes, Councilor Brooks, Councilor Kellogg, Councilor Morrison, Councilor Reyes, Councilor Pratt  
MOTION PASSED

## Council Communications

Councilor Morrison asked about a letter that was received regarding safety concerns and the police force. He would like to see the response to that concern as the police department has lots of positive things to share. Chief Steele stated he spoke with the citizen on the phone regarding actions the department has taken to keep citizens safe and partnerships the city has in place.

Councilor Morrison strongly encouraged citizens to wear masks.

Councilor Kellogg announced he would not be running for re-election during the next election and plans to continue to serve the remainder of his term.

## Adjournment

Mayor Bubenik adjourned the meeting at 8:20 p.m.

Sherilyn Lombos, City Manager

Nicole Morris / Nicole Morris, Recording Secretary

Frank Bubenik / Frank Bubenik, Mayor

Signature: Nicole Morris  
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