



OFFICIAL MINUTES OF THE TUALATIN CITY COUNCIL WORK SESSION MEETING FOR SEPTEMBER 13, 2021

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

Absent: Councilor Christen Sacco

Mayor Bubenik adjourned the meeting at 5:00 p.m.

1. Tualatin Moving Forward Quarterly Update | Virtual Bus Tour

Principal Transportation Engineer Mike McCarthy presented the Tualatin Moving Forward quarterly update. He provided an update on the Garden Corner Curves project including replacing of the culvert and additional enhancements to the creek.

Councilor Brooks asked how erosion concerns will be addressed in the area. Engineer McCarthy spoke to the corrosion outfall area where they placed interlocking logs to hold in the creek area.

Alta Planning and Design Representative Katie Mangle spoke to the project at 95th Ave and Avery Street to help pedestrian crossings around Tualatin Elementary School. She stated stop signs, crosswalks, and bike lanes will be added during a two phase project. Engineer McCarthy spoke to the project at Martinazzi Avenue and Sagert Street where they will be building a traffic signal. He stated they are currently working on storm drainage issues in the area and will be done in October. Engineer McCarthy spoke to the project between Tualatin-Sherwood Road and Martinazzi Avenue to I-5 where they will be working to reduce travel times by adding driver directional signs and widening the road. He stated staff is working with ODOT on the changes before construction can begin. Representative Mangle spoke to the addition of sidewalks and bike lanes along the Boones Ferry Corridor.

Councilor Brooks asked if there is a connection to Community Park from the corridor. Representative Mangle stated as the project is currently funded and planned it is not likely to go all the way through Tualatin-Sherwood Road as right-of-way would need to be purchased.

Engineer McCarthy spoke to the Hwy 99: Pony Ridge Neighborhoods to 124th Pathway Project. He shared the Neighborhood Traffic Safety Program projects for the year located at Boones Ferry Road and Arapaho Road, Hazelbrook Road at Jurgens Park, Boones Ferry Road at the Commons, Sagert St and 72nd, Nyberg Lane at 57th Avenue, and 50th Avenue and Wilke.

Councilor Hillier asked if there would be amendments made to the flashing beacons at Tualatin High School. Consultant Mangle stated that project can be added to the list.

Councilor Pratt asked if improvements can be made to the crossing at Tualatin Community Park for bikes. Engineer McCarthy stated a project will be starting there in the coming weeks to enhance the crosswalks in the area and widen the sidewalks.

Mayor Bubenik stated the City needs to continue to advocate for funding for improvements to 99W at the state level.

Councilor Brooks thanked staff for their work on the projects and their mindfulness of the environment during these projects.

2. *Community Involvement Organization (CIO) Program Discussion*

Deputy City Manager Megan George presented an update on the Community Involvement Organizations (CIO). She stated the purpose of the CIO is to provide members to cooperate with each other and the City of Tualatin and to promote communications and a sense of community. Manager George explained the structure of the CIOs. She stated the CIO program was established in August 2011 via Tualatin Municipal Code Chapter 11. Manager George stated city staff support the committees by providing administrative support, staff presentations, and financial support. She stated the CIOs provide input to the Council on matters affecting livability and land use. Manager George stated the current status on the CIOs include a significant number of board resignations, less annual meetings, and a limited connection between the CIOs and residents. She stated this year is the ten year anniversary of the program so staff conducted a survey and held a program meeting to see opportunities for the program and how staff can help reenergize it. Manager George shared survey results and suggestions from residents on how to reenergize the program. She stated a key outcome from the work included the establishment of a Leadership Ad Hoc Committee that are meeting to develop marketing materials, filling vacant board positions, scheduling annual meetings, updating bylaws, and will work toward the eventual formation of the Citizen Involvement Coordinating Committee.

Councilor Pratt asked what the general tone of the group was during the meetings. Manager George stated frustration has been expressed with the limitations on the group but there is a desire to have the groups reinvigorated.

Councilor Reyes asked if the decline in participation was from COVID. Manager George stated some of the resignations and challenges the groups faced existed pre-pandemic.

Councilor Reyes asked how to engage the group more moving forward. She requested potentially changing the name to something more engaging. Manager George noted they received the same feedback during the meeting and the Ad Hoc committee is working on marketing to help with awareness that surrounds the groups.

Councilor Hillier wants to make sure the communications are culturally responsible from the groups.

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

Councilor Brooks stated she attended the Regional Water Consortium Board Executive Committee meeting and the Council Committee on Advisory Appointments. She noted she will be attending the upcoming Policy Advisory Board and the Arts Advisory Committee meetings.

Councilor Pratt stated she attended the Native Peoples and Land Acknowledgment Committee Meeting, the Climate Action Task Force meeting, and the Council Committee on Advisory Appointments meeting.

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

Councilor Hillier stated she attended the Student Resource Officer Task Force meeting. She recognized Suicide Prevention Month.

Council President Grimes stated she looks forward to meeting back in person when the time is right.

Mayor Bubenik stated he attended Greater Portland Inc. meetings and the Washington County Coordinating Committee. He reminded residents the Tualatin Historical Society Annual Auction with by held on September 17, more information is on their website.

Adjournment

Mayor Bubenik adjourned the meeting at 6:35 p.m.

Sherilyn Lombos, City Manager

Nicole Morris / Nicole Morris, Recording Secretary

Frank Bubenik / Frank Bubenik, Mayor

Signature: 
Email: nmorris@tualatin.gov

Signature: 
Email: fbubenik@tualatin.gov







CC WS Min 9-13-21

Final Audit Report

2021-09-28

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

Absent: Councilor Christen Sacco

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. Declaring the Month of September 2021 as Emergency Preparedness Month in the City of Tualatin

Management Analyst Lindsay Marshall presented the proclamation for Emergency Preparedness Month.

Councilor Pratt read the proclamation declaring September 2021 as Emergency Preparedness Month in the City of Tualatin.

Public Comment

Adam Klein requested a pedestrian bridge be installed over the river by Juergen's Park.

Consent Agenda

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

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

MOTION PASSED

1. Consideration of Approval of the Work Session and Regular Meeting Minutes of August 23, 2021 and the Special Meeting of August 30, 2021
2. Consideration of Approval of a Liquor License Application for Pizza Monk LLC DBA Bella Pizza
3. Consideration of Approval of a Change in Liquor License Application for Terra Coffee and Wine Bar/Doja Tea Lounge

Special Reports

1. Tualatin Community Emergency Response Team (CERT) 2020-2021 Annual Report

Tualatin Community Emergency Response Team (CERT) Member Cathy Holland presented their annual report. She shared the programs statistics including 109 active team members, 87 Ham Operators, and 5 neighborhood communication hubs. Member Holland stated online basic training has held in the Spring and Fall 2020 and Spring 2021. She stated training is important to maintain during the pandemic as weather and other emergencies can still happen. Member Holland stated they now have over 750 people trained in the city. Member Holland stated the CERT team was mobilized in February 2021 to help with storm clean up and again in March and April to help with COVID vaccination clinics. She stated the support from the city and residents has been outstanding. Member Holland stated new Spanish speaking CERT members are currently going through FEMA training to become Trainers for Tualatin CERT.

Councilor Pratt thanked the CERT team for their help with the storm response. She asked if different types of disasters are practiced as part of training. Member Holland stated Tualatin Ready focuses on fire and ice storms and is a great resource for preparedness.

Councilor Brooks thanked the CERT volunteers for their work throughout the year.

Council President Grimes thanked Member Holland for her leadership with the program.

Mayor Bubenik thanked CERT members for all they do for the City. He congratulated the team on having a large HAM Operator program.

Council President Grimes asked if CIO Grant funding could be used to invest in generators for emergency situations. Member Holland explained how the team is exploring solar panels that charge batteries as generators require a fuel source that may not be available.

Council Communications

Councilor Pratt stated the Tualatin Sustainability Network will be talking about Backyard Habitat Certification. You can find more information on their webpage.

Mayor Bubenik stated he attended the Aging Task Force meeting. He stated ODOT announced Connect Oregon applications will open on September 15.

Councilor Reyes stated Hispanic Heritage Month will be celebrated September 15 - October 15.

Adjournment

Mayor Bubenik adjourned the meeting at 7:44 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*

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