



OFFICIAL MINUTES OF THE TUALATIN CITY COUNCIL WORK SESSION MEETING FOR AUGUST 14, 2023

Present: Council President Valerie Pratt, Councilor Bridget Brooks, Councilor Maria Reyes, Councilor Christen Sacco, Councilor Octavio Gonzalez

Absent: Mayor Frank Bubenik, Councilor Cyndy Hillier

Council President Pratt called the meeting to order at 6:00 p.m.

1. Metro Regional Transportation Plan (RTP) Public Comment Period Discussion.

City Engineer Mike McCarthy presented information about the public comment period for the Metro Regional Transportation Plan (RTP). He gave a brief overview of the RTP, which is a twenty-year transportation vision for the entire Metro region. Engineer McCarthy emphasized the plan is required for federal funding and encompasses transportation projects and policies for the broader metropolitan area. He noted the deadline for submitting comments on the plan is August 25th. Engineer McCarthy discussed the planning context of the RTP in relation to state rules and their impact on county and city plans. He encouraged residents to visit Metro's website to review the plan and provide their feedback through the public comment process. He shared that the RTP's policy goals are based on the Metro 2040 growth concept and described some of the key projects within the plan. He noted some projects include the SW corridor light rail, improvements to bridges, the Hwy 99W corridor study, and the development of high capacity transit options.

Council President Pratt brought up the absence of the I-205 widening project from ODOT's project list even though it's listed in the RTP. Engineer McCarthy explained that the I-205 widening project was delayed on ODOT's list but assured that it will be addressed in the future.

Engineer McCarthy explained the basic philosophy of the RTP, which aims to avoid building new roadway capacity. He highlighted a key proposal within the plan that involves tolling and committing regional revenue to non-capacity projects.

Councilor Gonzalez inquired about the rationale behind prioritizing funding for alternative transportation methods over traditional roadways. Engineer McCarthy acknowledged the concern and suggested that this perspective could be included in the Council's comments on the plan. City Manager Lombos stated the city does not share the same philosophy as Metro regarding roadway capacity, she thinks it's important to share that with them.

Councilor Brooks pointed out Tualatin's road system is not built on a grid structure like Portland's downtown, making it difficult to offset traffic. She emphasized the importance of investing in the transportation system to prevent service interruptions, and expressed concerns about the potential economic divide that could result from prioritizing certain transportation methods over others.

Councilor Sacco shared concerns about promoting alternative transportation without ensuring its viability and how it could impact residents' quality of life based on their geographic location. She

stressed the need for a functional system before encouraging the use of alternate transportation methods.

Councilor Reyes expressed concerns with people and businesses moving away or considering other locations if traffic continues to get worse.

Councilor Brooks emphasized the need to address environmental concerns within the plan, ensuring that any transportation solutions are environmentally sustainable.

Councilor Gonzalez referred to the urban growth prosperity report and highlighted that Tualatin's favorable location could attract growth to the area. He emphasized the importance of considering this growth when planning transportation solutions.

Council President Pratt asked about the use of tolling revenue for mitigation projects. Engineer McCarthy admitted uncertainty about the allocation of tolling dollars for mitigation projects, as Metro's plans in this regard have not been clearly communicated.

Councilor Brooks stressed the importance of forward-thinking planning for alternate transportation methods. She suggested designing infrastructure in a way that accommodates future transportation options, such as preparing for bus lanes when the time comes to introduce those services.

Engineer McCarthy acknowledged a potential limitation in the plan regarding revisions, explaining that any changes made would need to demonstrate equivalent or greater reductions in greenhouse gas emissions, which could pose challenges to modification.

Councilor Pratt inquired about models that demonstrate whether tolling would truly reduce traffic or just defer it. Engineer McCarthy explained the models primarily indicate an improvement in the freeway system's performance. Councilor Pratt expressed her concern regarding potential traffic diversion from the freeway and its impacts on areas outside of the freeway.

Councilor Brooks questioned whether the plan addresses changing transportation modes. Engineer McCarthy clarified that Metro's focus is primarily on reducing home-based vehicle miles traveled and does not extensively address shifting transportation modes. Councilor Brooks expressed her desire to see guidelines addressing mode shift included in the plan.

Engineer McCarthy spoke another policy proposal in the plan, which involves including high capacity transit plans. He explained staff have raised concerns about the modeling used in the plan, as it focuses solely on home-based trips within the region and doesn't account for trips to and from areas outside of the region. He pointed out that a significant portion of traffic comes from surrounding cities, which is not adequately captured in the current modeling. Engineer McCarthy presented the regional mobility policy, which considers freeways to be acceptable as long as speeds remain above 35 mph for more than four hours each day. He expressed staff's concerns with this policy, as it might not acknowledge issues with I-5 through Tualatin and could potentially lead to increased traffic diversion onto city streets, resulting in higher crash rates.

Councilor Brooks inquired about the percentage difference in commercial vehicle traffic and raised concerns related to the safety implications associated with that type of transportation.

Engineer McCarthy then asked if the Council intended to submit a comment letter based on the discussion. The Council reached a consensus to write a letter addressing the concerns discussed during the meeting.

Councilor Reyes sought clarification on whether this plan's inclusion affects the allocation of funds. Engineer McCarthy explained that for a project to be eligible for federal funding, it needs to be included in the regional transportation plan.

Councilor Gonzalez inquired whether this was an appropriate time to request specific projects to be included. Engineer McCarthy responded that the addition of projects typically comes from the city and county transportation plans.

Councilor Brooks emphasized the importance of considering the city's climate action goals and expressed support for corridors that benefit Tualatin. She also voiced her concerns about the apparent disconnection between building and transportation goals within the Metro organization.

Council President Pratt asked about the process for submitting projects to the RTP, how projects were considered, and if tolling-related projects will need to be added. Engineer McCarthy explained projects were submitted based on the existing transportation plan, and new projects related to tolling will indeed need to be included.

Council President Pratt asked about concerns related to how revenue sharing would be addressed. Engineer McCarthy acknowledged revenue sharing is a legitimate concern that should be addressed in the discussion.

2. Council Meeting Agenda Review, Communications, and Roundtable.

Councilor Sacco stated she attended the Council Committee on Advisory Appointments meeting, she thanked all who interviewed for the committee.

Councilor Sacco stated she met with the NW Cannabis Company, whom would like to expand cannabis operating hours in the city to match that of surrounding cities. She proposed the Council discuss the possibility of extending these operating hours at a future meeting. The Council reached a consensus to include a discussion on cannabis operating hours on an upcoming agenda.

Councilor Reyes stated she attended the Council Committee on Advisory Appointments meeting and National Night Out.

Councilor Gonzalez stated he attended the Washington County Coordinating Committee meeting.

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

Council President Pratt stated she attended the C4 meeting, the C4 strategy meeting, and the R1TAC meeting.

Adjournment

Council President Pratt adjourned the meeting at 7:02 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








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Final Audit Report

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Present: Council President Valerie Pratt, Councilor Bridget Brooks, Councilor Maria Reyes, Councilor Christen Sacco, Councilor Octavio Gonzalez

Absent: Mayor Frank Bubenik, Councilor Cyndy Hillier

Call to Order

Council President Pratt called the meeting to order at 7:07 p.m.

Pledge of Allegiance

Announcements

Councilor Brooks commended the Tualatin Police Department for their exemplary response during a recent shooting incident. She specifically highlighted their dedication and bravery in extracting an injured Sheriff Deputy from the scene, recognizing their commitment to the department and the community.

1. New Employee Introductions- Police Officers Taylor Grimmatt and CJ Hilgaertner

Police Chief Greg Pickering introduced Police Officers Taylor Grimmatt and CJ Hilgaertner. The Council welcomed them.

2. New Employee Introduction- City Attorney Kevin McConnell

City Manager Sherilyn Lombos introduced City Attorney Kevin McConnell. The Council welcomed him.

Public Comment

None.

Consent Agenda

Motion to adopt the consent agenda made by Councilor Brooks, Seconded by Councilor Sacco. Voting Yea: Council President Pratt, Councilor Brooks, Councilor Reyes, Councilor Sacco, Councilor Gonzalez
MOTION PASSED

1. Consideration of Approval of the Work Session and Regular Meeting Minutes of July 10, 2023
2. Consideration of Approval of a New Liquor License Application for Luxor Nails and Spa
3. Consideration of Approval of a New Liquor License Application for Tanaka
4. Consideration of Approval of a New Liquor License Application for Akira Sushi

5. Consideration of Approval of a New Liquor License Application for Izumi Japanese Steakhouse
6. Consideration of **Resolution No. 5715-23** Authorizing the City Manager to Execute an Intergovernmental Agreement (IGA) with Washington County (the County), Outlining the County's and City's Obligations as they Pertain to the County's Planned Ride Connection Shuttle Stop Improvements
7. Consideration of **Resolution No. 5717-23** Approving an Amendment to an Intergovernmental Agreement with Washington County Concerning Community Development Block Grants
8. Consideration of **Resolution No. 5718-23** Authorizing the City Manager to Sign an Agreement with Tigard-Tualatin School District, Washington County, and the City of Tigard related to Youth Library Services
9. Consideration of **Resolution No. 5719-23** Adopting the City of Tualatin Contingency and Reserve Policy

Public Hearings - Legislative or Other

1. Consideration of **Ordinance No. 1478-23** Approving the Building Fee Schedule

Building Official Suzanne Tyler presented the proposed increase in the building division fee schedule. She discussed the fees that would be impacted, provided details about the actual costs of the fees, and offered fee comparisons with other cities. Official Tyler explained that the fee adjustments aim to align the department's fees with the actual costs involved, while also keeping the fees low in comparison to neighboring cities. She stated this adjustment will help to create necessary reserves and maintain the quality of services provided by the department. Official Tyler stated they have provided notice to the state and allowed for public comment on the city's website.

Official Tyler provided updates on questions raised during a previous meeting on July 10th, including issues related to staffing and permitting backlog. She explained the department is currently conducting a comprehensive review of its staffing and review processes. Once this review is complete and efficiencies are identified, the results will be shared with the Council. Official Tyler addressed permit backlog concerns, clarifying that delays often stem from missing information during the submittal process and that revisions at various stages can contribute to the timeline.

PUBLIC COMMENT

None.

COUNCIL QUESTIONS

Councilor Gonzalez inquired about the increased permit fees and who determines the list of projects that require a permit. Building Official Suzanne Tyler stated the list of fees is established upon a city's adoption of a building code, which is outlined in the state building code.

Councilor Reyes raised a question about whether the city pays the state a fee using the fees collected from permits. Official Tyler explained the state mandates a 12% state surcharge, which is collected by the city and then remitted to the state to cover administrative support.

Councilor Gonzalez sought information about permits for structural remodels in residential homes and their impact on the Real Market Value of the homes. He also asked if the city reports this information to the state to adjust the values. Official Tyler stated certain aspects of a home are reported, and the tax assessors' office uses this information to assess property taxes based on the adjusted values.

Motion for first reading by title only made by Councilor Brooks, Seconded by Councilor Sacco.
Voting Yea: Council President Pratt, Councilor Brooks, Councilor Reyes, Councilor Sacco, Councilor Gonzalez

MOTION PASSED

Motion for second reading by title only made by Councilor Brooks, Seconded by Councilor Sacco.

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

MOTION PASSED

Motion to adopt Ordinance No. 1478-23 approving the building fee schedule made by Councilor Brooks, Seconded by Councilor Sacco.

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

MOTION PASSED

General Business

1. Consideration of **Ordinance No. 1479-23** Change to Parking Permit Zone Request from the Residents on SW Blackfoot Drive and Osage Street

Police Chief Greg Pickering presented a permit parking zone on SW Blackfoot Drive and Osage Street during school hours. He stated the addition of this parking zone was requested by the residents in the area. Chief Pickering stated this amendment also extends the school hours to 4pm to cover when the high school releases.

PUBLIC COMMENT

None.

COUNCIL QUESTIONS

Councilor Sacco raised concerns about whether implementing the permit parking zone would truly solve the parking issues in the area or if it would just displace the problem to other neighborhoods. She also expressed concerns about the equity implications of the permit costs..

Councilor Brooks pointed out that the core parking issues around schools are under the jurisdiction of the school board and not within the Council's control. She noted that permit parking zones are the only mechanism the Council has to manage parking in such situations.

Councilor Reyes expressed concerns about potential inconsistency in approving permit parking zones when they have already approved similar zones in other areas.

Chief Pickering explained the school district has taken steps to address the parking problem, including expanding the parking lot and partnering with local churches for overflow parking.

Councilor Gonzalez inquired about the impact on police resources. Chief Pickering clarified that this permit parking program is complaint-driven and won't strain police resources. He mentioned the School Resource Officers work with students on parking and may issue warnings to students found parking in restricted areas.

Councilor Gonzalez asked how many permits each homeowner is allowed to obtain. Chief Pickering responded that homeowners can apply for as many permits as they need.

Councilor Sacco emphasized the need for a collaborative solution and expressed concerns about continually resorting to permit parking zones without addressing the root issues. She suggested partnering with the school district to find a solution.

Councilor Reyes asked about the partnerships with the church and if they charge parking fees. Chief Pickering stated he is unsure if there is a fee structure for parking there.

Councilor Brooks mentioned the school district offers free bus transportation to students to help address parking challenges.

Councilor Sacco stated she wants to make sure hardships are not created for those students who need to drive to school for alternate reasons.

Councilor Gonzalez expressed support for the permit parking zone.

Council President Pratt asked if the overflow parking arrangements at partner churches have sufficient capacity to accommodate all students. City Manager Lombos stated that recent improvements in the school parking lots have provided enough space for student parking, and the partnership with churches offers additional overflow parking options for those who choose not to purchase a permit.

Motion for first reading by title only made by Councilor Brooks, Seconded by Councilor Gonzalez.

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

MOTION PASSED

Motion for second reading by title only made by Councilor Brooks, Seconded by Councilor Gonzalez.

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

MOTION PASSED

Motion to adopt Ordinance No. 1479-23 change to parking permit zone request from the residents on SW Blackfoot Drive and Osage Street made by Councilor Brooks, Seconded by Councilor Gonzalez.

Voting Yea: Council President Pratt, Councilor Brooks, Councilor Reyes, Councilor Gonzalez
Voting Nay: Councilor Sacco

MOTION FAILED FOR LACK OF A UNANIMOUS VOTE

Council Communications

Councilor Brooks extended her heartfelt wishes to those affected by the tragic wildfire incident in Maui.


Council President Pratt proposed the addition of the city's logo to a letter outlining 'joint values on tolling and pricing congestion' that is being developed by the Clackamas County Coordinating Committee. The Council reached a consensus to support this initiative.

Councilor Sacco brought up a request from a member of the Library Advisory Committee to honor Banned Book Week. Councilor Gonzalez sought more details about the banned books before deciding on whether to support the request.

Adjournment

Council President Pratt adjourned the meeting at 8:12 p.m.

Sherilyn Lombos, City Manager

 / Nicole Morris, Recording Secretary

 / Frank Bubenik, Mayor


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