



## OFFICIAL MINUTES OF THE TUALATIN CITY COUNCIL WORK SESSION MEETING FOR OCTOBER 26, 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 5:03 p.m.

### **1. *Our Home, Our Health Event Recap.***

Senior Planner Karen Perl Fox and Policy Analyst Gareth Prior presented a recap from the Our Home, Our Health event. Analyst Prior stated the goal of the meeting was to further relationships with the Diversity Task Force and provide an inclusive space for discussions about severe rent burden. Planner Fox stated this meeting also helped to meet state requirements about rent burden discussions in Tualatin. Analyst Prior stated the presenters at the event consisted of a diverse group of panelists. He stated feedback on barriers included citizens falling into the gap where they make too much for assistance but not enough to survive, citizens having to make a choice between food and rent, and fear of government or not being invited into conversations. Feedback on solutions included rent assistance or control, new affordable housing, and a solution for housing instability. Planner Fox stated questions presented to the group were about opinions on homeownership and the city's analysis of new development.

Councilor Pratt stated she attended the meeting and was really impressed with everyone who spoke and attended.

Councilor Brooks stated she attended and appreciated the presentation. She stated the health and home overlap is important. Councilor Brooks stated she looks forward to continuing these conversations.

Mayor Bubenik stated Community Action is a great local organization to provide assistance in this area. He would like to see this advertised more. Mayor Bubenik stated housing stability is important for citizens and looks forward to the continued work on this topic.

### **2. *Tualatin 2040 Implementation.***

Planning Manager Steve Koper presented an update on the Tualatin 2040 implementation. He provided a brief recap on the project to date and reviewed why we have a comprehensive plan. Manager Koper shared some examples of the reorganized comprehensive plan. He stated community input opportunities have been made available at Planning Commission meetings. Manager Koper stated the final review will happen at a public hearing on December 7, 2020 at the City Council meeting.

Councilor Brooks stated she is happy to see this simplified and easy to understand. She thanked members of the Planning Commission for their work on this project.

Mayor Bubenik stated the way the new Comprehensive Plan is laid out is valuable in helping the community understand the Council's vision.

### **3. Parks Condition Assessment and Funding Discussion.**

Parks and Recreation Director Ross Hoover and Park Development Manager Rich Mueller presented an update on parks funding. Director Hoover recapped the condition of the park system and shared examples of conditions and replacement costs at various parks. He stated funding options could include a utility fee, a levy, or a bond. Director Hoover provided examples of what a utility fee could cover and a breakdown of rates at \$2.00, \$5.00, and \$10.00 a month and what they would produce on a yearly basis. Director Hoover shared examples of what a potential bond or levy could cover including replacement of the field at the high school, Brown's Ferry Bridge replacement, and a boat launch at Community Park. He stated a general obligation bond at \$0.25 per \$1,000 of assessed value could result in a \$20,000,000 bond over 20 years. He added a local option levy at \$0.10 per \$1,000 assessed value would produce \$465,000 of revenue. Director Hoover noted a bond is collected upfront and a levy is collected over time.

Councilor Pratt asked how long it will take category one to three projects to reach a level four or five. Director Hoover stated a category one project can last up to 30 years and you go down from there. Councilor Pratt asked if the levy revenue is an annual amount. Director Hoover stated it is. Councilor Pratt stated the community assets need to be cared for and the council needs to figure out how to get ahead on maintenance.

Councilor Kellogg asked if previously unknown costs have now been built in. Manager Muller stated a percent has been added for design to projects rating four or five. He noted facility renovations, natural resource restoration or maintenance, some ADA costs, and irrigation projects were not included in the projections. Councilor Kellogg asked if there were any additional unallocated costs. Director Hoover stated there are some estimates from the Parks Master Plan that have been included.

Councilor Kellogg asked if there are restrictions on the use of funds in a bond or levy. Director Hoover stated a bond could not fund staff costs but a levy could. He stated a levy is more flexible in how it is used.

Councilor Kellogg stated he is uneasy about a blanket utility fee and would rather look at a levy.

Councilor Morrison asked what was spent last year on parks maintenance. City Manager Lombos stated some of it is nested into the capital improvement plan and the operating budget so it would be hard to give an exact number.

Councilor Morrison expressed concerns with utility bills increasing any further and how little funding it produces. He would like to see the city move forward with a bond or levy as it would produce the actual revenue the city needs.

Councilor Pratt agreed a bond or levy is necessary. She added she would like to see a small utility fee so there are multiple sources of revenue.

Councilor Brooks stated she would like to see a bond and utility fee. She doesn't want to keep pushing these maintenance issues further down the road.

Council President Grimes asked if a bond or levy would create a tax compression issue and if a levy could be borrowed against to have projects immediately done. Finance Director Don Hudson stated a bond is the only way to get money up front to receive capital. He stated a local option levy could potentially create compression but noted we currently have room in the rate.

Council President Grimes stated there needs to be a multi-layer approach to funding. She stated there needs to be a small utility fee and either a bond or levy.

Councilor Reyes does not want to do both a bond and utility fee as it would be a big hit to the wallets of citizens.

Mayor Bubenik reminded the Council polling was done earlier this year and citizens where opposed to a levy. He noted the message needs to be refined and further research needs to be done on short and long term funding strategies.

Councilor Brooks stated she would like to see more information on a \$2.00-5.00 utility fee. Councilor Reyes and Pratt agreed.

Councilor Kellogg stated he would rather see funding through a public vote.

Mayor Bubenik showed support for a utility fee from \$2.00-5.00.

Council President Grimes asked if there is a way to make the fee apply to different income categories of people. Director Hudson stated they would have to further research that option.

Council consensus was reached to have staff bring back further information on a utility fee ranging from \$2.00-5.00.

Mayor Bubenik adjourned the meeting at 6:55 p.m.

Sherilyn Lombos, City Manager

Nicole Morris / Nicole Morris, Recording Secretary

Frank Bubenik / Frank Bubenik, Mayor

Signature: 

Email: fbubenik@tualatin.gov

Signature:   
Nicole Morris (Nov 10, 2020 09:47 PST)

Email: nmorris@tualatin.gov









# CC WS Minutes 10-26-20

Final Audit Report

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### Call to Order

Mayor Bubenik called the meeting to order at 7:03 p.m.

### Announcements

#### 1. Proclamation Declaring November 8-14, 2020 as Veteran's Appreciation Week

Mayor Bubenik read the proclamation declaring November 8-13, 2020 as Veteran's Appreciation Week in the City of Tualatin.

#### 2. Proclamation Declaring October 23-31, 2020 Red Ribbon Week in the City of Tualatin

Tualatin High School Stand Up Tualatin members presented information on the club and some Red Ribbon Week facts.

Councilor Morrison read the proclamation declaring October 23-31, 2020 as Red Ribbon Week in the City of Tualatin.

### Public Comment

Beth Dittman's comment from the chat was read. She stated she would like to see a levy and bond move forward. She encouraged the Council to not let the maintenance of the parks take the back burner.

### Consent Agenda

Motion to adopt the consent agenda made by Councilor Kellogg, Seconded by Councilor Brooks. 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 Session and Regular Meeting Minutes of October 12, 2020
2. Consideration of Approval of a New Liquor License Application for Sushi Train

### Special Reports

#### 1. Annual Report of the Juanita Pohl Center Advisory Committee

Juanita Pohl Center Supervisor Sara Shepard introduced the Juanita Pohl Center Advisory Committee Chair Susan Noack to present the annual report. Chair Noack stated the committee's

role is dedicated to programs and services. She stated they listen to ideas and suggestions and then provides input to staff. Chair Noack stated until March this year the center had 50,026 visits until COVID hit and the center pivoted to online support. She stated the center has many partnerships that are vital to the success of programs at the center, she thanked the partners. Chair Noack spoke to the transition from in person to virtual due. She stated the center has served over 980 citizens virtually through online programs. Chair Noack stated the action plan for 2020-21 includes continued support to active aging programs and an increased virtual programming portfolio. She added they will continue to increase diversity, visibility, and awareness.

Councilor Brooks thanked the committee for the work they have accomplished this year.

Councilor Pratt asked how Meals on Wheels is handling deliveries during COVID. Chair Noack stated services have been moved to Tigard where they now operate the program. She stated the need is still high.

Councilor Morrison thanked Chair Noack and the committee for their great work and enthusiasm for the center.

Mayor Bubenik thanked the committee for all they have done this past year, especially during COVID.

## 2. Quarterly Financial Report

Finance Director Don Hudson presented the first quarter financial report. He presented the budget actuals for the general fund revenue and expenditures, building revenues, road operating revenues, core area parking fund revenues, and water operating fund revenues and expenditures. Director Hudson stated a copy of the quarter end investment report is in the packet noting the overall yield is 1.255% with over \$80 million invested in the states local pool. He noted the city's investment portfolio is down over the last quarter. He stated property taxes this year are at a 4.55% value percent growth, which will mean a higher revenue then estimated. He stated the city will need to watch the collection rate this year due to COVID. Director Hudson stated PERS contribution rates this year are flat for Tier 1 and 2 and 2% for OPSRP General and Police. He spoke to the four CARES Act funding sources the city is utilizing including the Cities and Special District Assistance program, the Small Business Support fund, Utility Assistance Program, and the Stable House Assistance program.

Councilor Brooks asked how the Utility Assistance Program is being advertised. Director Hudson stated the city reaches out to every person with a delinquent bill and connects them with Community Action so they can access the Utility Assistance program.

Councilor Pratt asked if payment plans are available for past due bills. Director Hudson stated the city offers payment plans.

Councilor Morrison stated the Stable Housing Assistance is a Washington County fund and asked if Clackamas County citizens are receiving any assistance in that category. Director Hudson stated he doesn't have any details on how Clackamas County citizens are being served in this capacity. He stated he would reach out to Community Action to find out how they can be served.

## General Business

### 1. Tualatin Moving Forward 2021 Neighborhood Safety Projects and Upcoming Projects Update

Public Works Director Jeff Fuchs presented on the 2021 Neighborhood Traffic Safety Projects. He stated the program is bond funded and looks at projects that can be quickly implemented throughout the city. Director Fuchs explained the selection criteria of projects which include: geographic diversity, solution oriented, and budget approved. He stated the city received 230 project suggestions that resulted in 55 locations being identified. From those projects six were selected: 50<sup>th</sup> Ave and Wilke Road, Nyberg Lane and 57<sup>th</sup> Avenue, Sagert Street and 72<sup>nd</sup>, Boones Ferry at Tualatin Commons, Hazelbrook Road at Jurgens Park, and Boones Ferry Road at Arapaho Road. Director Fuchs stated the next big projects for the bond program include Myslony Street- 124<sup>th</sup> to 112<sup>th</sup> Avenue, 118<sup>th</sup> Avenue and Herman Road, Tualatin Road and Teton Avenue, and the Boones Ferry Corridor sidewalk and bike lane projects.

Councilor Morrison stated he is happy to see a crosswalk going in at Jurgen's Park. He requested the sidewalk be extended and additions made along Grahams Ferry Road where the new development is located.

Councilor Brooks asked about the Boones Ferry bike lane and if it can get bikes down to Community Park. Director Fuchs stated the Tualatin Sherwood Road project includes bike stripping that will get citizens to Community Park. Councilor Brooks asked for a right hand turn lane on Teton and Tualatin-Sherwood Road. Director Fuchs stated staff can take a look at it.

Councilor Pratt asked for a south crossing for bikes at Community Park. Director Fuchs stated there is a current project at Sweek Park that is being worked on that will help with that crossing.

Councilor Kellogg stated street lighting at the Boones Ferry Road and Arapaho Road crosswalk needs to be addressed. He asked about a RFB at the midblock crossing by the Police Department. Director Fuchs stated community outreach is currently being conducted on that location.

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

Councilor Brooks stated all appointments tonight are for the Library Advisory Committee. She thanked everyone who applied for the positions.

Motion to approve the Council Committee on Advisory Appointment recommendations 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 Brooks stated she attended the following meetings and events: Willamette River Water Coalition meeting, the Community Conversation on Police Use of Force, the Tualatin Arts Advisory Committee, an update meeting on Tualatin city water from staff, and the Building Bridges event. Councilor Brooks requested the Council take a moment of silence at the beginning of each meeting for those who have lost their lives from COVID-19.

Councilor Kellogg stated at the last League of Oregon City Policy Committee meeting they discussed how ODOT is suffering financially and how LOC has been working with ODOT on how to trim revenue. LOC is currently suggesting a reduction in the STP Funds Exchange to cities from 94% to 90%. He stated he will work with staff on city feedback.

Councilor Kellogg stated in 2015 the Council passed an ordinance to reduce the frequency of citizen sponsored initiatives to only general elections. He would like to see an amendment made to allow citizen sponsored initiatives at primary and general elections to meet state law defaults. Council consensus was reached to have staff draft a proposed ordinance for further discussion.

Councilor Pratt stated she attended the community conversation on police use of force policies. She stated the Police Community Foundation held their annual duck raffle and the prescription take back event last Saturday.

Councilor Morrison stated he attended the C4 subcommittee meeting and the prescription drug take back event. He stated he has attended the School Resource Officer meetings with TTSD and will continue to participate in the conversations.

Councilor Reyes thanked the police department for being available to the community and doing an excellent job.

Council President Grimes encouraged citizens to vote.

Mayor Bubenik stated he attended the following meetings and events: a multi-city meeting regarding the Stafford Area, the Conversation on Police Use of Force, the Washington County Advisory Committee forum on housing in a pandemic, the Metro Mayors Consortium discussion on legislative priorities, the Chambers virtual Key Leaders Breakfast, and the Metro Mayors Consortium presentation from Greater Portland Inc.


## Adjournment

Mayor Bubenik adjourned the meeting at 9:30 p.m.

Sherilyn Lombos, City Manager

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

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

Signature: 

Email: fbubenik@tualatin.gov

Signature:   
Nicole Morris (Nov 10, 2020 09:48 PST)

Email: nmorris@tualatin.gov











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