



## OFFICIAL MINUTES OF THE TUALATIN CITY COUNCIL WORK SESSION MEETING FOR MAY 09, 2022

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

Absent: Councilor Bridget Brooks

---

### **Work Session**

Mayor Bubenik called the meeting to order at 5:32 p.m.

#### **1. PGE's Fleet Partner Program.**

Management Analyst Maddie Cheek provided information on the PGE Fleet Partner Program. She stated the program is a limited-time program that provides financial incentives to organizations that want to transition their fleet from conventional vehicles to electric vehicles. Analyst Cheek shared program requirements including the city paying make-ready infrastructure costs not covered by PGE totaling \$76,800, purchasing and installing 10 level 2 charging ports by 2032 (\$36,000), keeping chargers operational and sharing charging data with PGE, and signing an easement for PGE owned infrastructure. She stated making the switch would mean the city would need to transition 19 identified gas-powered vehicles to electric vehicles. Analyst Cheek shared costs to making the transition including replacement costs, fuel costs, and maintenance costs. She stated benefits to the program including PGE covering 50% of the make-ready infrastructure costs, reduction in the city's greenhouse gas emissions, demonstration of commitment to climate action, and contributing to better air and water quality by reducing pollution from gas-powered vehicles. Analyst Cheek stated other considerations include compliance with Oregon SB 1044, meeting goals in Tualatin's Climate Action Plan, and the ability to take advantage of rebates and incentives that are currently available for electric vehicles.

Council President Grimes asked when vehicles have to be switched over to electric vehicles. Analyst Cheek stated the program gives you 10 years to meet all the requirements.

Council President Grimes asked where the chargers would be placed and what happens when there is a loss of power. Analyst Cheek stated the ten charging spaces would all be at the City Services site. Manager Clay Reynolds stated the chargers would tie into the city's existing generators.

Council President Grimes asked if PGE does the install of the chargers. Analyst Cheek stated PGE completes the work and the city pays the difference.

Councilor Pratt asked who owns the chargers. Analyst Cheek stated PGE owns the stations. Councilor Pratt stated she looks forward to taking advantage of these incentives.

Council consensus was reached to pursue the PGE Fleet Partner Program. City Manager Lombos stated staff will be back with a contract in the future.

## **2. School Resource Officer Program Update.**

Police Captain Brian Struckmeier and School Resource Officer (SRO) Brian Miller presented an update on the Tualatin Police SRO Program. Captain Struckmeier provide a brief history of Tualatin's SRO position stating there are currently two SRO's assigned to Tualatin High School. SRO Miller stated they attend staff in-service trainings, host meet and greets, counsel students on consequences of actions, and share information in government classes. Captain Struckmeier stated they also work with the Tualatin Police Foundation to identify families who can benefit from their programs. He stated this year they have taken 75 police reports, made 24 arrest referrals, and taken additional calls that would have otherwise been handled by a Patrol Officer. SRO Miller stated challenges in the program include identifying and meeting with affinity groups, clearly defined goal of the stakeholder group, and repeated explanation and education on their function and role. Captain Struckmeier stated the SRO contract is up for renewal and the school board will meet on May 23<sup>rd</sup> to reconsider the contract. He noted the current contract will remain unchanged with the exception of a slight increase for wages.

Councilor Reyes asked how the SRO get students involved in community service activities. SRO Miller stated they offer the summer GREAT program where they help facilitate service projects. He stated the two SRO's stay very busy in daily activities so there is not time to facilitate these kinds of activities more frequently.

Councilor Pratt stated she has received feedback that many students do not understand the role of the SRO. SRO Miller stated they created a video that was played in all the classrooms to explain their role.

Councilor Pratt asked what happened to the task force that was created to review the SRO position. SRO Miller stated the task force completed their work and they are now holding community partner meetings.

Councilor Sacco stated she is on the SRO Task Force and they are still meeting. She stated being a part of the task force has taught her so much about the position and what they do. Councilor Sacco thanked them for all the work they do.

Councilor Hillier stated she also participates in the SRO Task Force. She stated the SRO's have been very responsive in working towards protective factors for youth.

Mayor Bubenik stated the Tigard-Tualatin Student Union shared many kids were out of school during the pandemic so they didn't have interactions with the SRO positions so they are still learning their role.

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

Councilor Pratt stated she attended the Council Committee on Advisory Appointments meeting, the C4 meeting, participated in the Drug Take Back event, and the splash pad opening event.

Councilor Hillier stated she participated in the Drug Take Back event, the Tigard-Tualatin School District Financial Planning meetings, and the Tualatin Science and Technology Scholarship Committee meeting.

Councilor Sacco stated she toured the City's water facilities.

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

Council President Grimes reminded everyone COVID is still present in the community and encouraged people to wear masks and stay home if they don't feel well.

Mayor Bubenik stated he attended the Westside Economic Alliance Board meeting, the Grange 25<sup>th</sup> Anniversary event, the Veteran's Interview Panel at the Historical Society, the Neighbors Nourishing Communities planting event, the splash pad opening, and the Aging Task Force meeting. He stated the local preferred alternatives for the interstate bridge were released, noting they are looking for approval throughout the region.

**Adjournment**

Mayor Bubenik adjourned the meeting at 6:23 p.m.

Sherilyn Lombos, City Manager



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



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







# CC WS Minutes 5-9-22

Final Audit Report

2022-05-24

Created:	2022-05-24
By:	Nicole Morris (nmorris@tualatin.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAXwyGqMISXdCIIYh71EBB8eCbb6rmyrJi

## "CC WS Minutes 5-9-22" History

-  Document created by Nicole Morris (nmorris@tualatin.gov)  
2022-05-24 - 4:03:01 PM GMT
-  Document e-signed by Nicole Morris (nmorris@tualatin.gov)  
Signature Date: 2022-05-24 - 4:03:33 PM GMT - Time Source: server
-  Document emailed to Frank Bubenik (fbubenik@tualatin.gov) for signature  
2022-05-24 - 4:03:35 PM GMT
-  Email viewed by Frank Bubenik (fbubenik@tualatin.gov)  
2022-05-24 - 5:04:26 PM GMT
-  Document e-signed by Frank Bubenik (fbubenik@tualatin.gov)  
Signature Date: 2022-05-24 - 5:05:03 PM GMT - Time Source: server
-  Agreement completed.  
2022-05-24 - 5:05:03 PM GMT



## OFFICIAL MINUTES OF THE TUALATIN CITY COUNCIL MEETING FOR MAY 09, 2022

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

Absent: Councilor Bridget Brooks

---

### Call to Order

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

### Pledge of Allegiance

### Announcements

#### 1. Public Health Announcement

Mayor Bubenik stated the Oregon Health Authority has reported and increase in COVID cases. He stated it continues to be transmitted and encouraged everyone to get vaccinated.

#### 2. Proclamation Declaring the Week of May 15-21, 2022 as National Police Week in the City of Tualatin

Councilor Reyes read the proclamation declaring the week of May 15-21, 2022 as National Police Week in the City of Tualatin.

### 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 Reyes, Councilor Pratt, Councilor Hillier, Councilor Sacco

MOTION PASSED

#### 1. Consideration of Approval of the Work Session and Regular Meeting Minutes of April 25, 2022

### Special Reports

#### 1. Republic Services Annual Report (2021- 2022)

Management Analyst Lindsay Marshall, Republic Services Municipal Relationship Manager KJ Lewis, Republic Services Municipal Contract Administrator Travis Comfort, and Republic Services General Manager Jason Jordan presented Republic Services annual report. Manager Lewis shared the number of containers by size and haul rate for the City. She stated they

received 49 complaints over the past year mostly related to missed pickups, noting they were resolved rapidly by staff. Manager Lewis stated they provide year round training to their drivers to help keep the community safe. Manager Comfort shared their statement of income and their profit compared to acceptable profitability range. He stated their expected expenses last year were in line and they have budgeted for the anticipated increase in fees from Metro. Manager Comfort shared the bundled commercial organics rate structure. He stated they will be working with staff on the possibilities of a residential organics program. Manager Comfort stated they are working with staff to roll out the standard signage that has been mandated by Metro. Manager Lewis shared their battery and bulk recycling mail-in program and stated if it is Council's desire they can work with staff to roll this out to residents. She introduced the Recycle+ Program stating this can be made available to residents at a low monthly rate. Manager Jordan introduced their new Operations Manager Matt Ketchem.

Councilor Pratt asked if Republic could bring back pricing on the additional compost, mail-in recycling, and Recycle+ program. Manager Comfort stated if the Council is interested in the programs they can bring more information back.

Councilor Pratt asked what debris go to Corvallis. Manager Lewis stated yard debris and food scraps get taken to just outside of Corvallis.

Councilor Pratt asked where you can find out what needs to be recycled and what can't be. Manager Comfort stated that information is available on Metro's website and they are waiting for the physical materials to be delivered to them to place on the containers.

Councilor Reyes asked about the Recycle+ program and if consumers can already request this service. She also asked if this information will be available in Spanish. Manager Comfort stated the new cart stickers will be bilingual. Manager Lewis stated if there is interest from the Council they can work with education and outreach on recycling in the community.

Mayor Bubenik asked about the recycling depot. Manager Comfort stated their Wilsonville location is open Monday-Friday, 8am-5pm.

Mayor Bubenik asked who is subject to the bundled organics program. Manager Lewis stated it is large and medium businesses that are impacted currently. She stated the county is doing all the outreach and monitoring of the program.

Mayor Bubenik stated he is interested in seeing proposals on the Recycle+ program.

Analyst Marshall asked for direction on the commercial organics program.

Councilor Pratt asked if commercial partners are aware of this program coming. Analyst Marshall stated the County has been doing outreach on this program and businesses will have a full year to put it in place.

Councilor Reyes asked if apartment complexes are part of the commercial organics program. Analyst Marshall stated they are not.

Council consensus was reached to direct staff to bring back information on the commercial organics program and rates.

## **General Business**

1. Consideration of **Resolution No. 5611-22** Authorizing the City Manager to Sign an Intergovernmental Agreement for Library Services Between the City of Tualatin and Washington County

Library Director Jerianne Thompson presented an Intergovernmental Agreement (IGA) with Washington County for Library Services. She stated Tualatin is a member of the Washington County Cooperative Library Services (WCCLS) that allows access to the county wide collection. Director Thompson stated funding for this program comes from the County via a levy and their general operating fund. She stated governance is cooperative amongst the county, nine cities, and three nonprofit associations. Director Thompson stated they have worked together to draft the new IGA which includes the new public library network, services, and funding. She stated the IGA outlines the roles and responsibilities for WCCLS including providing the integrated library system software, the daily courier, and their new role supporting compliance with Title VI. Director Thompson stated the Tualatin Library role will be to provide access to materials, resources, and services and create a local item record to reflect the library collection. She shared Tualatin Library funding noting 74% of funding coming from WCCLS with \$7,696,000 coming to Tualatin over the next four years. Director Thompson stated the new IGA is being considered by each entity and will go before the WCCLS Board of Commissioners at their June 7th meeting. She stated staff recommends approval of the IGA.

Motion to adopt Resolution No. 5611-22 authorizing the City Manager to sign an Intergovernmental Agreement for Library Services between the City of Tualatin and Washington County made by Council President Grimes, Seconded by Councilor Pratt.

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

MOTION PASSED

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

Councilor Reyes presented the recommendation of 15 people to the Equity Planning Group.

Motion to accept the recommendations made by Council President Grimes, Seconded by Councilor Sacco.

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

MOTION PASSED

### **Council Communications**

None.

### **Adjournment**

Mayor Bubenik adjourned the meeting at 7:54 p.m.

Sherilyn Lombos, City Manager



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



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







# CC Minutes 5-9-22

Final Audit Report

2022-05-24

Created:	2022-05-24
By:	Nicole Morris (nmorris@tualatin.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAA7lcoGXizQyAtxRNBWaGVJ4SxwDL5rV5F

## "CC Minutes 5-9-22" History

-  Document created by Nicole Morris (nmorris@tualatin.gov)  
2022-05-24 - 4:02:02 PM GMT
-  Document e-signed by Nicole Morris (nmorris@tualatin.gov)  
Signature Date: 2022-05-24 - 4:02:35 PM GMT - Time Source: server
-  Document emailed to Frank Bubenik (fbubenik@tualatin.gov) for signature  
2022-05-24 - 4:02:38 PM GMT
-  Email viewed by Frank Bubenik (fbubenik@tualatin.gov)  
2022-05-24 - 5:05:11 PM GMT
-  Document e-signed by Frank Bubenik (fbubenik@tualatin.gov)  
Signature Date: 2022-05-24 - 5:05:36 PM GMT - Time Source: server
-  Agreement completed.  
2022-05-24 - 5:05:36 PM GMT