



TUALATIN CITY COUNCIL

OFFICIAL WORK SESSION MEETING MINUTES

FOR OCTOBER 14, 2024

PRESENT: Council President Valerie Pratt, Councilor Bridget Brooks, Councilor Maria Reyes, Councilor Cyndy Hillier, Councilor Christen Sacco, Councilor Octavio Gonzalez (joined at 5:17 p.m.)

ABSENT: Mayor Frank Bubenik

Council President Pratt called the meeting to order at 5:05 p.m.

1. *Water Management & Conservation Plan*

Public Works Management Intern Jake Hush and Management Analyst Lindsay Marshall presented the Water Management and Conservation Plan (WMCP). Intern Hush explained that the WMCP is an integrated resource management plan required for water suppliers. It describes the city's water system, identifies its current and future needs, outlines water sources, and provides a framework for management and conservation efforts. The plan is part of the city's contract with the Portland Water Bureau and establishes a strategic framework for the efficient and sustainable use of Tualatin's water resources.

Intern Hush explained that each section of the WMCP includes an overview of past and current water conservation measures, as well as descriptions of conservation benchmarks for the next five years. He outlined the basic requirements of the plan, which include conducting annual water audits, maintaining system-wide metering, ensuring meter testing and maintenance, implementing a rate structure that charges customers based on water usage, maintaining a leak detection program, and providing public education about water conservation.

Management Analyst Lindsay Marshall presented possible enhanced measures for the plan, which could include offering technical and financial assistance programs to customers, replacing inefficient water fixtures, adopting a rate structure focused on conservation, and exploring opportunities for water reuse, recycling, and non-potable water usage.

Intern Hush requested feedback from the Council on the proposed plan.

Councilor Brooks mentioned that the Tualatin Water Conservation District and the Bee City Society have valuable resources, and she would like to see those incorporated into the city's plan. She expressed support for exploring the expansion of the purple pipeline, which could enhance water reuse efforts.

Councilor Sacco voiced her approval of drought-resistant landscaping and inquired about the water loss percentage and how it occurs. Analyst Marshall explained that the loss percentage relates to leaking or unauthorized water usage, noting that the system allows for up to 10% loss.

Councilor Hillier emphasized the importance of incorporating water conservation education in elementary schools to foster awareness from a young age.

Councilor Brooks asked where industrial water usage fits into the plan, as it currently focuses on residential use. Analyst Marshall responded that staff is working on setting goals for industrial usage, which they hope to include in the next iteration of the plan.

Councilor Brooks asked about potential incentives with current contract rates. Intern Hush explained that the current contract incentivizes reduced water usage by averaging reductions over five years, which will influence the determination of future contract rates.

Councilor Gonzalez expressed his encouragement about the city's implementation of the plan. He suggested further exploring updates to the development code to include tools like watering controllers, sprinklers that promote conservation, and specific planting practices.

Council President Pratt echoed the interest in code changes aimed at promoting more sustainable planting practices.

2. Parks Projects Update

Parks Planning and Development Manager Rich Mueller and Project Manager Kira Hein provided an update on the parks and trails bond. Manager Mueller gave a brief overview of the bond projects, while Manager Hein detailed a list of completed projects. These include the Tualatin River Greenway Trail extension, playground upgrades, and the addition of field lights at the Tualatin Community Park Athletic fields.

Manager Hein shared several projects currently in progress. These include the Nyberg Creek Trail connection, new river access, athletic field improvements, and upgrades to the Tualatin Veteran's Plaza. She further shared information on recent utility fee projects such as the rehabilitation of the Ki-a-Kuts bridge, the completion of the Parks and Recreation Facility Assessment, shelter post replacement at the Tualatin Community Park Picnic Shelter, replacement of stairs at the Victoria Woods Trail, and trail renovations at Little Woodrose. Manager Hein also provided updates on projects funded by the American Rescue Plan Act, which include the Las Casitas Park and the Basalt Creek Flagpole lot.

Councilor Brooks expressed excitement about the projects underway and the investments being made in the city. She asked about the possibility of involving the community in the signage process for Las Casitas Park. Manager Mueller responded that the signage design is still being worked on, and they could explore a community process for its development.

Councilor Sacco inquired if there are plans to put up signage at Veteran's Plaza during the Pumpkin Regatta to inform people that the site is still under construction. Manager Hein confirmed that there will be "under construction" signs during the event.

Councilor Gonzalez asked if this update will be shared with the Community Involvement Organizations (CIOs). Manager Hein said they would be happy to share the update if the CIOs are interested.

Council President Pratt inquired about the completion date for Veteran's Plaza. Manager Hein stated that the project is expected to be completed by May 2025.

3. Opioid Settlements Update

Assistant City Manager/Finance Director Don Hudson and Police Chief Greg Pickering provided an update on the opioid settlement. Manager Hudson reported on the current status of the settlement, stating that there are eight ongoing settlements with payments received so far totaling \$156,107.95. The funding stream is expected to continue until 2038, with a total projected amount of \$350,133.47.

Chief Pickering discussed strategies and approved uses for the funds. He explained that the settlement outlines core strategies, focusing on treatment, prevention, and local-level initiatives, including education and training. Manager Hudson mentioned potential uses for the settlement funds, such as accruing the funds for future use and highlighting proposed expenditures during the annual budget process. He acknowledged that there are many unknowns regionally, with “moving parts” in the funding structure that create uncertainties. He added that potential programs in Tualatin could include a Deflection Program, the provision of Narcan for first responders, and additional funding or expansion of the current Outside Agency Grants.

Councilor Brooks asked what the future of services will look like in Tualatin, including potential changes at the local hospital and their service adjustments. She inquired if there is room for enhanced services within the police department and better access to liaisons so people can get treatment when needed. She emphasized the importance of the city exploring all options as they move forward.

Councilor Reyes inquired if there were any available funds to support local law enforcement in coping with the stress of the opioid crisis. Chief Pickering responded that while the settlement allows for the support of officers, the city does not currently have any specific plans for that.

Councilor Gonzalez asked if the funds could be used to assist or bolster existing organizations instead of creating new programs. Manager Hudson confirmed that this would be part of the analysis when it comes time to allocate the funds.

Councilor Hillier asked what data had been collected regarding the use of Narcan in the city. Chief Pickering noted that Narcan deployments across the county are high.

Councilor Hillier also asked which programs the city is currently considering. Manager Hudson stated they are in the early stages of program evaluation and will be relying on county data to inform decisions.

Councilor Hillier encouraged collaboration with regional partners to amplify the impact of the funds, suggesting that Tualatin take the lead in making a meaningful impact.

Council President Pratt asked for more information on the Deflection Program. Chief Pickering explained that it is being piloted through the county, where a responder is dispatched to the scene to help individuals through the treatment and recovery process.

Councilor Hillier suggested exploring the option of hiring a consultant to evaluate program opportunities. Manager Hudson stated that staff could investigate this further and look into partnerships with neighboring cities and organizations.

The Council reached consensus to proceed with exploring consultant options to evaluate program opportunities.

4. Council Meeting Agenda Review, Communications & Roundtable

Councilor Sacco stated she attended the Willamette River Water Coalition meeting.

Councilor Hillier stated she attended the TVF&R Community Academy and the Architectural Review Board meeting.

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

Councilor Brooks stated she attended the Barriers and Solutions to Housing Forum, the Regional Water Consortiums meeting, the Policy Advisory Board meeting, and the Tualatin Riverkeepers Awards Benefit.

Council President Pratt stated she attended the Greater Portland Inc. Summit, the Joint Committee on Transportation Roundtable, the C4 meeting, the Region One ACT meeting, the Community Advisory Committee for the Transportation Plan, and the Martinazzi Woods CIO meeting.

Adjournment

Council President Pratt adjourned the meeting at 6:44 p.m.

Sherilyn Lombos, City Manager

Nicole Morris / Nicole Morris, Recording Secretary

Valerie A Pratt
Valerie A Pratt (011 29, 2024 14:36 PDT) / Valerie Pratt, Mayor ProTem










CC WS Minutes 10-14-24

Final Audit Report

2024-10-29

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FOR OCTOBER 14, 2024

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ABSENT: Mayor Frank Bubenik

Call to Order

Council President Pratt called the meeting to order at 7:02 p.m.

Pledge of Allegiance

Announcements

1. Proclamation Declaring October 23-31, 2024 as Red Ribbon Week in the City of Tualatin

Tualatin High School Leadership Education and Advocacy Prevention (LEAP) Youth Alliance members shared background information on Red Ribbon Week.

Councilor Hillier read the proclamation declaring October 23-31, 2024 as Red Ribbon Week in the City of Tualatin.

2. Proclamation Declaring the Month of October as Domestic Violence Awareness Month

Family Justice Center of Washington County Executive Director Rachel Schutz shared information regarding Domestic Violence Awareness month.

Councilor Sacco read the proclamation declaring the month of October 2024 as Domestic Violence Awareness Month in the City of Tualatin.

3. New Employee Introductions- Library Assistants Linda Garrison and Tera Stefanek

Tualatin Library Director Jerianne Thompson introduced Library Assistants Linda Garrison and Tera Stefanek. The Council welcomed them.

Public Comment

Ben Richardson announced the Veteran's Recognition Breakfast to be held on November 8th at the Juanita Pohl Center. He stated pre-registration is required through the Juanita Pohl Center.

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 Hillier, Councilor

Sacco, Councilor Gonzalez
MOTION PASSED

1. Consideration of Approval of the Work Session and Regular Meeting Minutes of September 23, 2024
2. Consideration of Approval of a New Liquor License Application for Little Burro PDX, LLC
3. Consideration of **Resolution No. 5813-24** Authorizing the City Manager to Enter into an Intergovernmental Agreement (IGA) with the Oregon Department of Land Conservation and Development (DLCDD) to Provide the City with Consultant Assistance for Walkable Design Standards Code Amendments

Special Reports

1. Consideration of Tualatin Police Department Updates

Police Chief Greg Pickering provided an update on the Police Department. He shared that the department currently consists of 39 sworn personnel and eight non-sworn personnel, with two active vacancies for a police officer position and one sergeant position. Chief Pickering announced the launch of the department's drone program, stating that they will have four certified drone pilots. He stated the department has acquired another K-9 named Boone, who will begin patrol school at the end of October.

Chief Pickering reviewed department activity numbers for the past year, highlighting that the department responded to 23,415 calls for service and conducted 4,963 violation stops. He provided a breakdown of the various report types written, ranging from incident reports to arrest reports. Chief Pickering also shared Use of Force statistics, reporting a total of 34 incidents year-to-date in 2024.

Councilor Brooks and Hillier inquired about the role of the behavioral health professionals, emphasizing their effect on reducing force incidents. Chief Pickering affirmed the positive impact of having a master's level clinician collaborate on behavioral health calls, facilitating quicker access to care and influencing lower recidivism rates.

Councilor Sacco asked about the drone program and potential uses. Chief Pickering stated their utilization would enhance public safety and provide strategic advantages in certain situations.

Council President Pratt asked for a comparison to other communities regarding the Use of Force stats. Chief Pickering stated he only has his departments numbers at this time.

General Business

1. Consideration of **Resolution No. 5812-24** Amending the City of Tualatin Council Rules

City Attorney Kevin McConnell presented the revisions to the Council Rules as previously discussed by the Council.

Council President Pratt inquired about the required education training for the Councilors and when it would take place. Attorney McConnell responded that the city will coordinate with the Council to schedule the necessary trainings.

Motion to adopt Resolution No. 5812-24 amending the City of Tualatin Council Rules made by Councilor Brooks, Seconded by Councilor Sacco.

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

MOTION PASSED

2. Consideration of the 2024-2026 Climate Action Plan Work Plan

City Manager Sherilyn Lombos presented the development of the Climate Action Plan (CAP) work plan, providing a recap of the CAP's adoption and noting the allocation of \$125,000 in the FY 24-25 budget for two key actions: hiring a firm to facilitate a five-year implementation plan and hiring a firm to analyze and provide a strategic option for future actions. Manager Lombos explained that to advance the CAP, she convened an interdepartmental work group tasked with familiarizing themselves with the plan, understanding ongoing actions, and discussing realistic steps to take until additional capacity is secured.

Manager Lombos stated the goal is to make progress by focusing on high-impact, opportunistic actions that can meaningfully contribute to the plan's goals. The work group ultimately recommended a shorter-term "kick-start" work plan for the next two years. In this initial phase, the focus will be on straightforward and impactful actions that align with existing projects or those that have already secured funding, such as the recent \$15 million Charging and Fueling Infrastructure (CFI) grant. She stated the CFI grant is allocated to enhance charging and fueling infrastructure within Tualatin and its regional partners. Manager Lombos emphasized that the grant aligns with the plan's critical actions, specifically promoting electric vehicle use and expanding charging facilities at strategic locations like affordable housing complexes and public rights-of-way, which are essential for achieving the plan's emission reduction goals.

Manager Lombos detailed the anticipated timeline, with backend funding efforts expected to start after securing a sustainable funding source and hiring essential personnel by July 2025. This timeline would allow the city to build internal capacity and hire a full-time staff member to oversee the CAP's implementation. She underscored that this dedicated staffing would support the city's long-term strategic planning, particularly in crafting a five-year roadmap that leverages expert insights and community engagement.

Councilor Brooks expressed gratitude to everyone involved in developing the Climate Action Plan and its work plan. Councilor Brooks emphasized the plan's strategic nature, highlighting the need for baselines and clear measures. She discussed the importance of concrete outcome measures linked to initiatives like tracking carbon reduction and assessing public transportation improvements. Councilor Brooks stated that the intended uses of the allocated budget per her understanding was for external support from Good Company to organize the city's efforts into a structured spreadsheet, enabling assessment of environmental impacts and outlining goals. She stated this long-term perspective is vital for evaluating progress, identifying successes, and adapting to innovations. Councilor Brooks further elaborated that she believes having expert input would strengthen the plan's strategic focus, ensuring it's more than just a set of tasks, even for a two-year period.

Councilor Hillier expressed her support for prioritizing tasks based on staff capacity, citing her experience with large grants that heavily impact staffing. She emphasized that managing these

tasks effectively requires understanding internal capacity and workload and stressed the importance of timing in executing projects.

City Manager Lombos acknowledged Councilor Brooks concern, emphasizing the constraints on internal capacity. She explained that if additional staff were hired by next July or August, creating a strategic plan would be a top priority for them, working alongside a consultant. Councilor Brooks clarified that her intent wasn't to change the plan, but to ensure experts are providing a rationale for the plan's outcomes.

Councilor Gonzalez supported taking a deliberate, step-by-step approach. He highlighted low-cost, impactful actions like enhancing tree coverage and smart irrigation, noting these steps could have significant environmental benefits. Councilor Gonzalez advocated focusing on immediate, feasible actions rather than rushing to hire a consultant.

Councilor Reyes supported hiring a consultant if it would provide valuable insights and best practices. She acknowledged the extensive work required in managing consultants and backed staff's recommendation to secure additional help.

City Manager Lombos reiterated that the city is not delaying progress but is planning a two-year "kickstarter" to gain capacity for larger projects. She assured that actions are already in motion, with key projects identified and reviewed, even if not yet within a formal prioritization matrix.

Council President Pratt shared her commitment to establishing clear outcome measures and timelines, proposing that Good Company assist in refining the plan without necessitating major redesigns. She spoke to the need for defined metrics to align with the CFI grant and suggested periodic feedback from Good Company to monitor progress.

Councilor Brooks highlighted the importance of integrating scientific methods and collaborative insights into the city's strategic planning, urging the council to trust the perspectives of those actively engaged in climate action efforts.

Councilor Sacco began by acknowledging concerns over the scope of work, especially in balancing a five-year plan with the current two-year work plan. She questioned if additional involvement from Good Company would create extra costs or demands on staff time.

Councilor Brooks spoke to the need for prioritization through a matrix developed with experts. She proposed that Good Company conduct a review to ensure the city's actions have scientific measurables and provide additional suggestions. She acknowledged organizational limitations, but emphasized the importance of leveraging Good Company's expertise, even suggesting a compromise to limit their involvement to a review role.

Councilor Sacco expressed concerns that having Good Company review both the two-year and five-year plans might create additional costs and delays. She emphasized the value of having measurables but was cautious about adding extra steps that might affect the budget and momentum.

Councilor Brooks countered by explaining that the \$50,000 allocated for Eco Northwest could be utilized, stressing that additional input from Good Company would help maintain the plan's momentum and ensure the city doesn't miss out on future grant opportunities.

Councilor Hillier asked if hiring Eco Northwest for sustainable funding would cover prioritization efforts, highlighting concerns over separating expertise between Eco Northwest and Good Company. City Manager Lombos clarified that these are distinct scopes of work.

Councilor Reyes expressed confusion about the budgeting and roles, questioning whether including Good Company was adding a step or using funds effectively. Councilor Brooks reiterated that the city budgeted \$125,000 for this purpose, emphasizing that delays, limited staff capacity, and past frustrations had complicated progress. She underscored that the city's original direction was to have evidence-based outcomes.

City Manager Lombos acknowledged Councilor Brooks concern but maintained that the current plan is a "kickstarter" accommodating the CFI grant. She expressed reservations about the necessity of having Good Company back-check the plan, believing the current approach still reflects progress.

Councilor Gonzalez sought clarification on the progress of the Climate Action Plan asking if projects were still moving forward and if approximately 33% would be completed in the next two years. City Manager Lombos confirmed the plan's progress and highlighted that the work aligns with the city's capacity and budget.

Councilor Sacco raised concerns about the additional costs associated with implementing measurable outcomes, noting that it might stretch the already budgeted \$50,000.

Councilor Brooks expressed concerns about potential delays in implementing the actions, highlighting that without a tracking system, results might be difficult to evaluate post-implementation.

Councilor Hillier sought clarification on why the climate action plan lacked a prioritized list, suggesting that the absence of this framework made the plan feel incomplete. City Manager Lombos explained that the climate action plan was always intended as a comprehensive document rather than a prioritized list, with many actions needing to be scoped into individual projects.

Councilor Sacco motion to approve the two-year work plan as presented and direct staff to scope the work of Good Company providing measures, outcomes, timelines, and advice on the two-year plan.

Motion made by Councilor Sacco, Seconded by Councilor Brooks.

Voting Yea: Council President Pratt, Councilor Brooks, Councilor Hillier, Councilor Sacco

Voting Nay: Councilor Gonzalez

Voting Abstaining: Councilor Reyes

MOTION PASSED

Council Communications

Councilor Brooks stated she attended an Integrated Pest Management class.

Adjournment

Council President Pratt adjourned the meeting at 9:48 p.m.

Sherilyn Lombos, City Manager

Nicole Morris / Nicole Morris, Recording Secretary

Valerie A Pratt
Valerie A Pratt (Oct 28, 2024 14:38 PDT) / Valerie Pratt, Mayor ProTem










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