



## OFFICIAL MINUTES OF THE TUALATIN CITY COUNCIL WORK SESSION MEETING FOR MARCH 25, 2024

Present: Mayor Frank Bubenik, Council President Valerie Pratt, Councilor Bridget Brooks, Councilor Maria Reyes, Councilor Cyndy Hillier, Councilor Christen Sacco, Councilor Octavio Gonzalez

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### **Work Session**

Mayor Bubenik called the meeting to order at 5:00 p.m.

#### **1. Regional Tolling Survey Results.**

John Horvick from DHM Research presented the findings of a regional tolling survey conducted for several cities and organizations, including Tualatin. He stated the survey aimed to gauge public opinion on congestion, road quality, and awareness of tolling. It involved 600 Portland metro region voters and utilized a hybrid method combining phone and text-to-online surveys. Mr. Horvick shared that respondents were from a pool with diverse demographics. He stated findings indicated that a significant portion of voters live near proposed toll roads and frequently use I-5 or I-205. The main users of these roads are work commuters. Concerns about road quality and congestion were high among voters, with the majority opposing tolling in the region. Reasons for opposition included high taxes, perceived unfairness to low-income drivers, and concerns about fund mismanagement.

Mr. Horvick stated a majority of voters opposed the Regional Mobility Pricing Project (RMPP) and the I-205 and Abernathy Bridge Project. Polling results showed that statements opposing tolling were more convincing to voters than those in support. He stated alternatives to tolling including increasing registration fees for electric vehicles garnered the highest support among the presented options.

Council President Pratt inquired about sharing the survey results with ODOT. Mr. Horvick suggested it would be up to the cities or organizations involved to share that information with them.

Mayor Bubenik found the survey results unsurprising and emphasized the importance of presenting feasible solutions to the legislature by collaborating with other cities.

#### **2. Council Chambers Technology Upgrade Completion.**

Information Services Director Bates Russell presented the AV improvements to the technology in the Council Chambers, which were made possible through collaboration with Tualatin Valley Community Television (TVCTV) and the Metro Area Communication Commission (MACC). Director Russell highlighted the enhancements, such as the ability to produce council meetings virtually and facilitate public participation, as mandated by HB 2160. He outlined various platforms through which the council meetings can be viewed, including online, streaming apps, television, YouTube, the City's website, and Zoom. Director Russell expressed gratitude to TVCTV and MACC for their partnership and funding support for this project.

Councilor Reyes raised concerns about cybersecurity in relation to streaming the council meetings. Director Russell assured her that the feed is secure, minimizing potential risks to data security.

Councilor Brooks inquired about the funding source for the AV improvements. Director Russell explained that the Metro Area Communication Commission (MACC) is funded through fees applied to television providers in the area, which support MACC's operational expenses and grant funds for jurisdictions to enhance televising services.

Councilor Hillier asked about accessibility features such as sign language interpretation and closed captioning. Director Russell stated closed captioning is provided by TVCTV to address accessibility needs.

### **3. 2024 City Council Advance Summary Report.**

Deputy City Manager Megan George provided the 2024 City Council Advance summary report. She stated Sara Singer Wilson, SSW Consulting, facilitated the advance. Manager George stated Consultant Singer met with the council and staff to determine outcomes for the advance which included highlighting accomplishments, developing a shared understand of the community and organization, facilitate a process where diverse perspectives are welcomed and heard, and conduct intentional team building that help advance the city's vision and priorities. She stated the advance took part on two days. Manager George shared the 2023 list of accomplishments compiled during the environmental scan portion of the advance. She stated the environmental scan set the stage for the priorities and outcomes. She stated seven priorities were identified: neighborhood engagement, housing, economic development, transportation, environment, parks, and culture and identity. Manager George highlighted each of the priorities outcomes and actions as identified. She stated team agreements were established during the advance and include: We are One Team, We are Prepared, We are Strategic, We are Innovative. Manager George stated next steps include incorporating any potential changes, create the 2024 placemats, and a periodic progress report.

Deputy City Manager Megan George presented the summary report for the 2024 City Council Advance. She stated Sara Singer Wilson from SSW Consulting facilitated the advance, working with the council and staff to establish outcomes. Established outcomes included highlighting achievements, fostering a shared understanding of the community and organization, ensuring diverse perspectives were valued, and conducting team-building exercises to advance the city's vision and priorities.

Manager George shared the outcomes of the environmental scan conducted during the advance, which helped identify priorities for the coming year. Seven key areas were identified: neighborhood engagement, housing, economic development, transportation, environment, parks, and culture and identity. She stated each priority was accompanied by specific outcomes and actions. Manager George stated team agreements were established during the advance, emphasizing unity, preparedness, strategic thinking, and innovation among the city staff and council members. She stated next steps include incorporating any potential changes, creating placemats for 2024, and providing periodic progress reports on the identified priorities.

Councilor Brooks inquired about discussions concerning capacity building, including considerations such as hiring a lobbyist, grant writing, and addressing growing staffing needs,

and how they align with the overall plan. Manager George stated these topics were referenced in the team agreements portion related to capacity building and mentioned that she could ensure they are included on the project list.

Councilor Sacco emphasized the importance of addressing city identity specifically under the category of culture and identity. Councilor Reyes agreed with this sentiment.

Councilor Gonzalez expressed gratitude for the council advance, noting that it helped reset some processes for him. He thanked the staff for their efforts in facilitating the advance.

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

Councilor Gonzalez asked about the equitable engagement grant acceptance on the council agenda. He wants to make sure that when city contracts are awarded they are awarded on merit and not race and gender.

Councilor Sacco stated she attended the Council Committee on Advisory Appointments meeting and the Inclusion, Diversity, Equity, and Access Advisory Committee meeting.

Councilor Hillier stated she attended the Washington County Consolidated Communications Agency (911) meeting.

Councilor Reyes stated she attended the Council Committee on Advisory Appointments meeting, the Transportation System Planning group meeting, and the Core Area Parking District Board meeting.

Councilor Gonzalez stated he attended the Transportation System Planning group meeting and the Business Excellence Awards hosted by the Chamber.

Councilor Brooks stated she attended the Arts Advisory Committee meeting, the Business Excellence Awards hosted by the Chamber, and the LEADS presentation.

Council President Pratt stated she attended the Council Committee on Advisory Appointments meeting, the Business Excellence Awards hosted by the Chamber, and the National League of Cities Conference.

Mayor Bubenik stated he attended the National League of Cities Conference, Capital Hill Day, the Washington County Coordinating Committee meeting, and met with County Chair Harrington.

#### **Adjournment**

Mayor Bubenik adjourned the meeting at 6:25 p.m.

Sherilyn Lombos, City Manager



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



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














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## OFFICIAL MINUTES OF THE TUALATIN CITY COUNCIL MEETING FOR MARCH 25, 2024

Present: Mayor Frank Bubenik, Council President Valerie Pratt, Councilor Bridget Brooks, Councilor Maria Reyes, Councilor Cyndy Hillier, Councilor Christen Sacco, Councilor Octavio Gonzalez

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### **Call to Order**

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

### **Pledge of Allegiance**

### **Announcements**

#### 1. Arbor Month Presentation, Proclamation and Youth Recognition

Parks Advisory Committee Chair Emma Gray delivered a presentation on Arbor Month, highlighting Tualatin's celebration of trees and their significant role in the community. Chair Gray outlined various events and activities planned for Arbor Month, such as the Tualatin Trees Photography contest, a Kids Poster Contest, a proclamation, tree plantings, reading challenges, and a scavenger hunt. She announced the winners of the Kids Poster Contest during the presentation. Chair Gray proudly mentioned that Tualatin has been recognized as a Tree City USA by the National Arbor Day Foundation for the 37<sup>th</sup> consecutive year.

Mayor Bubenik presented the Kids Poster Contest winners with their awards.

Mayor Bubenik read the proclamation declaring April 2024 as Arbor Month in the City of Tualatin.

#### 2. Proclamation Declaring April 2024 as Parkinson's Awareness Month

Council President Pratt read the proclamation declaring April 2024 as Parkinson's Awareness Month in the City of Tualatin.

#### 3. Proclamation Declaring April 2024 as Community Development Month

Councilor Brooks read the proclamation declaring April 2024 as Community Development Month in the City of Tualatin.

#### 4. Proclamation Declaring April 7-13, 2024, as National Library Week

Councilor Sacco read the proclamation declaring April 7-13, 2024 as National Library Week in the City of Tualatin.

#### 5. New Employee Introduction- Utility Technician II Abdirizak Abdirizak

Water Division Manager Terrance Leahy introduced Utility Technician II Abdirizak Abdirizak. The Council welcomed him.

## Public Comment

Valier Holt announced that the Tualatin Pride Stride will be held June 22<sup>nd</sup>, 10am, at the Tualatin Commons. She welcomed everyone to join in the celebration.

## Consent Agenda

Motion to adopt the consent agenda made by Councilor Sacco, Seconded by Council President Pratt.

Voting Yea: Mayor Bubenik, 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 February 26, 2024
2. Consideration of Approval of a New Liquor License Application for Sushi Toro
3. Consideration of Approval of Late Liquor License Renewals for 2024
4. Consideration of **Resolution No. 5761-24** Authorizing Modifications to the Employment Agreement with the City Manager
5. Consideration of **Resolution 5762-24** Accepting Grant Funds from the Department of Land Conservation and Development and Appropriating Special Purpose Revenues in the City's Road Operating Fund

## Special Reports

1. Outside Agency Grant Awardee- Community Action Organization

Community Action Organization Executive Director Wendy Polanco provided an overview of their organization's emergency rent assistance services. She shared that they served 1,222 households in Washington County, with 73 of those households specifically located in Tualatin, during the first half of FY 2023.

Council President Pratt inquired about the organization's success in negotiating directly with landlords. Director Polanco responded that landlords are typically receptive to working directly with them.

Councilor Reyes asked about the amount spent on assisting Tualatin residents. Director Polanco explained that the organization spent a total of \$412,536 in the first half of the fiscal year, with an average assistance amount of approximately \$5,600 per household in Tualatin.

Mayor Bubenik sought information on the success rate of tenants after receiving assistance. Director Polanco stated that their intervention has been effective in helping people remain housed.

2. Tualatin Library Advisory Committee Annual Report

Tualatin Library Advisory Committee Chair Dana Paulino and Vice-Chair Ashley Payne delivered their annual report. Vice-Chair Payne stated the committee collaborates with the Library Director on matters impacting operational policy. Chair Paulino outlined the committee's focus on

recommending improvements to the Library. She highlighted several accomplishments from the past year, including the development and implementation of a marketing plan to promote the value of library programs and services, the launch of a summer teen internship program, expansion of the student library card program, and an increase in programming to facilitate social connection, particularly within the Makerspace. Vice-Chair Payne noted the committee recommended the Banned Books Week proclamation to the City Council, underscoring their commitment to promoting intellectual freedom. Chair Paulino stated one of the committee's responsibilities is to address complaints, noting there were none received this past year.

Councilor Brooks expressed gratitude to the committee for their dedication and contributions to the library. She inquired about any feedback from the community regarding library needs. Library Director Jerianne Thompson mentioned that they recently conducted a user survey and are currently assessing their programming to better align with community needs.

Council President Pratt expressed her willingness to advocate for funding, especially as discussions continue with WCCLS.

Councilor Brooks also inquired about the progress of the new National Parks programming. Director Thompson shared that it has been well-received and popular among patrons.

Mayor Bubenik asked for an update on the Makerspace. Director Thompson reported that the Makerspace, now in its second year, continues to thrive, with efforts underway to enhance access and ensure inclusivity.

## **General Business**

### 1. Consideration of **Resolution No. 5760-24** Authorizing the City Manager to Execute a Water Sales Agreement with the City of Portland

Public Works Director Rachel Sykes provided an update on the wholesale water contract with the City of Portland. She began by recapping the background of Tualatin's water supply, noting that the city has been purchasing water from Portland since 1979, with the current contract set to expire in 2026. Since the previous presentation to the Council in October, technical experts have prioritized outcomes, legal consultations have been conducted, and negotiation meetings have taken place. Director Sykes outlined the key outcomes of the new contract, emphasizing the goal of securing a high-quality, reliable, long-term water supply with stable and predictable rates. She highlighted that the contract aims to establish a balanced partnership rooted in fairness.

Director Sykes spoke to rates increase, noting these were anticipated within the Water Master Plan. She clarified that executing the contract at this stage does not alter the expected rate increases. Director Sykes stated next steps include executing the contract, conducting an operational analysis of Tualatin's system, and reviewing ancillary agreements.

Councilor Reyes asked for clarification on the significance of having a long-term contract for water services. Director Sykes emphasized the importance of such contracts, noting that developing a new water source is challenging and time-consuming. She stated long-term contracts provide stability and certainty when planning for future infrastructure.

Councilor Reyes inquired about whether all residents receive the same services regardless of their county of residence. Director Sykes clarified that all city water originates from the Bull Run Reservoir.



Councilor Brooks expressed gratitude to community advocates for the city's water sources and raised a question regarding the diversity of water supplies in the contract. Director Sykes emphasized the importance of having access to different water sources, as it offers flexibility in case one source cannot meet demand. She stated this diversity ensures the city can adapt to varying circumstances as needed.

Councilor Brooks noted that the city is now the largest wholesaler in the contract, which provides more leverage. She inquired about the historical nature of the water rights and whether there would be sufficient access in the future. Director Sykes expressed confidence that the city's water supply from the City of Portland will not be an issue in the future.

Council President Pratt expressed gratitude to the staff for their diligent efforts in negotiating the contract. She asked about the financial impacts until 2026. Director Sykes stated the rate impacts currently experienced by the city are still governed by the existing contract until July 1, 2026.

Councilor Gonzalez commended the staff for their exemplary work and appreciated their thorough explanation of the details to both the council and the public.

Mayor Bubenik expressed satisfaction with the fairness and collaboration demonstrated throughout the negotiations, highlighting the positive outcomes achieved.

Motion to adopt Resolution No. 5760-24 authorizing the City Manager to execute a water sales agreement with the City of Portland made by Councilor Brooks, Seconded by Council President Pratt.

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

MOTION PASSED

2. Consideration of **Resolution No. 5763-24** Authorizing the City Manager to Sign an Intergovernmental Agreement with Washington County, and the Cities of Tigard, and Sherwood Related to Funding for a Homeless Services System City Liaison and Homeless Services Capital Projects

Deputy City Manager Megan George introduced an Intergovernmental Agreement (IGA) involving Washington County, along with the Cities of Tigard and Sherwood, concerning funding for a Homeless Services System City Liaison and associated capital projects. She explained that funds from the supportive housing services measure had been allocated for this purpose. Manager George stated the liaison position will be based in Tigard, with Tualatin receiving 25% of the position's time allocation. The liaison's responsibilities will include facilitating coordination among various service providers, offering clear information about homelessness and available services, and assisting in the resolution of local issues through collaborative efforts.

Councilor Brooks inquired about the city's interaction with the service provider. Manager George clarified that while the position will be based in Tigard, 25% of their time will be dedicated to Tualatin. She stated there will be overlap in coordination efforts with the county and that she will serve as the primary point of contact for the liaison's work in Tualatin.

Council President Pratt sought clarification on how the allocation of time was determined. Manager George explained it is based on population size.

Council President Pratt further asked about the management of this position across cities. Manager George mentioned the existence of a committee comprising city representatives who will meet regularly to oversee the liaison's work.

Councilor Brooks asked about the process for accessing these services. Manager George clarified the position is not a direct service provider for individuals experiencing homelessness; instead, it will focus on identifying trends and facilitating solutions.

Motion to adopt Resolution No. 5763-24 authorizing the City Manager to sign an Intergovernmental Agreement with Washington County, and the cities of Tigard, and Sherwood related to funding for a Homeless Services System City Liaison and Homeless Services Capital Projects made by Council President Pratt, Seconded by Councilor Brooks.

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

MOTION PASSED

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

Councilor Reyes thanked all the candidates who interviewed. She stated interviews were held for vacancies on the Tualatin Arts Committee, Tualatin Parks Advisory Committee, and the Core Area Parking District Board.

Council President Pratt and Councilor Sacco read the names of the recommended applicants.

Motion to approve the recommendations made by Councilor Sacco, Seconded by Council President Pratt.

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

MOTION PASSED

### **Council Communications**

Councilor Brooks recognized March as Women's Month and expressed appreciation for the women on the council and the men who support them. She extended gratitude to women worldwide for their contributions and achievements.

Councilor Brooks congratulated the Veteran's Plaza Committee for their Volunteer of the Year Award.

### **Adjournment**

Mayor Bubenik adjourned the meeting at 8:40 p.m.

Sherilyn Lombos, City Manager



/ Nicole Morris, Recording Secretary



/ Frank Bubenik, Mayor












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